

## Creating a Web Page using KompoZer

KompoZer is a complete web authoring system that combines web file management and easy-to-use WYSIWYG (What You See Is What You Get) web page editing. With KompoZer, newcomers will quickly and easily be able to produce new web pages. It is a useful tool for students who are a first-time user or are working on a project to make a web page for a particular course. It has most of the features of Microsoft Word - working with it will be similar to writing reports or documents using Word.

The steps described below will help you to become familiar with KompoZer.

- The first step to using KompoZer is to download and install the software. We have provided you with two templates to work on; you can choose to download and install them from the links given
- The second step is to open the template in KompoZer and edit according to your project's needs. Most of the features are similar to Microsoft Word, such as adding images, tables, fonts, indents, and headings.
- The third step involves adding links to the text which will direct the user to different pages and websites.
- The final step is to save the document and posting your web page to your web space.

### **Downloading and Installation:**

1. **Downloading and Installing KompoZer:** You can download KompoZer from <http://www.kompozer.net/download.php>. Select your preferred version according to your operating system. Download and install and it is ready to use.
2. **Downloading a Template:** You can select any of the templates to start learning to construct a web page, or you can use it for your project or assignment. You can download them from the link given below.

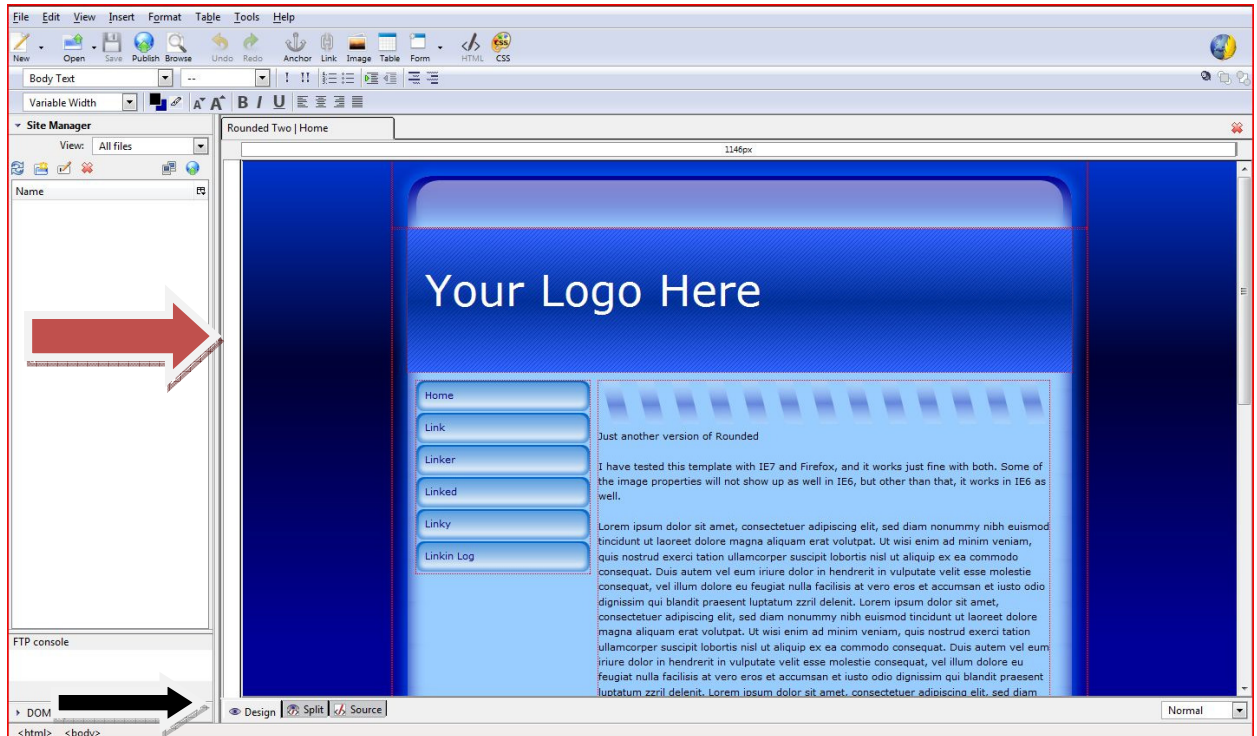
[http://ltc.acadiau.ca/tl\\_files/sites/ltc/resources/Templates/web\\_template1.zip](http://ltc.acadiau.ca/tl_files/sites/ltc/resources/Templates/web_template1.zip)

[http://ltc.acadiau.ca/tl\\_files/sites/ltc/resources/Templates/web\\_template2.zip](http://ltc.acadiau.ca/tl_files/sites/ltc/resources/Templates/web_template2.zip)

It is also possible to download and use other web templates from <http://www.oswd.org/>. However, we have already made some customizations in the above templates to make them easier to edit.

## Editing a web page:

1. **Editing a page in KompoZer:** To open a file in KompoZer, click on 'File' and select 'Open File', browse the template for a .html file and click 'Open'. When the file is opened on the right side you can start editing the contents. See the picture below:



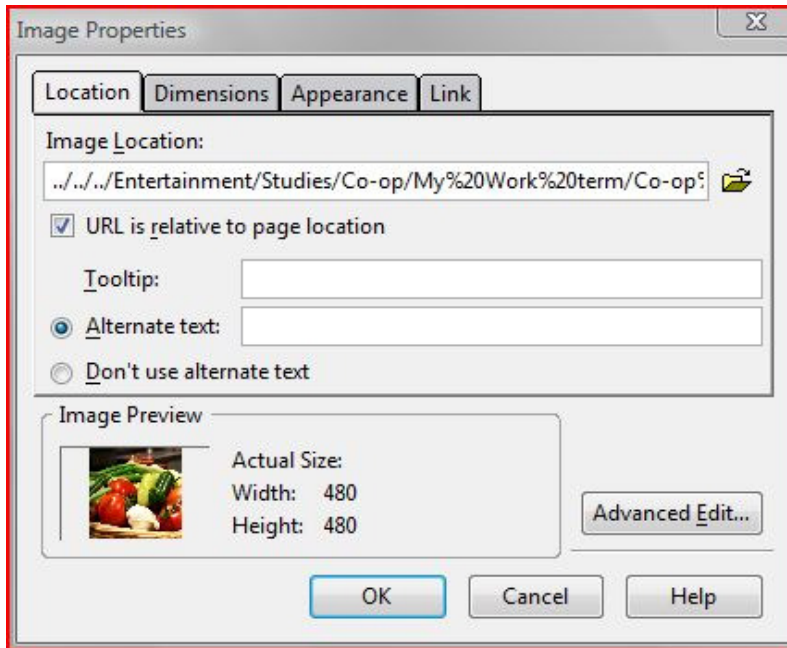
The red arrow shows where you will drag and drop images, links or type texts in your template. Below the text box (the black arrow) you will see it is on the 'Design' mode, which is the simplest mode in which to edit the page.

There is also the 'Source' mode, which translates the text in the 'Design' mode to HTML code. So, if you know HTML you can work in 'Source' mode.

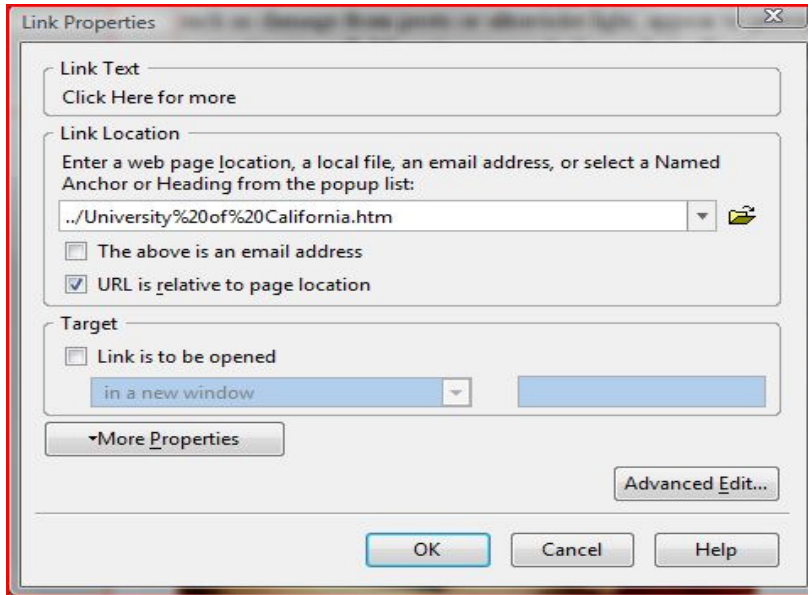
In the middle is the 'Split' mode which splits the window in two parts. The upper part is the text and the lower part is the HTML code. You can choose whichever mode is your preference.

2. **Editing the Content:** To edit the content in a template, simply erase the test draft that is written and write your own. It is very easy to use - most of the features are like Microsoft Word. You can choose fonts, headings, indents, bulleted points, insert images and many more formatting options.
3. **Add an Image in the text:** To add an image in your web page, save the image in the folder where you are keeping your files for web page creation. This will help you to

easily upload your web page into the network drive and the web-space. Now, place the cursor where you want your image to be and click on 'Insert' and 'Image'. A new window will appear (see the image below). Now, browse your image location. Check the box 'URL is relative to page location', you have to type a name for the image in the 'Alternate Text' block (for readers with visual impairments) or else the picture will not be selected.

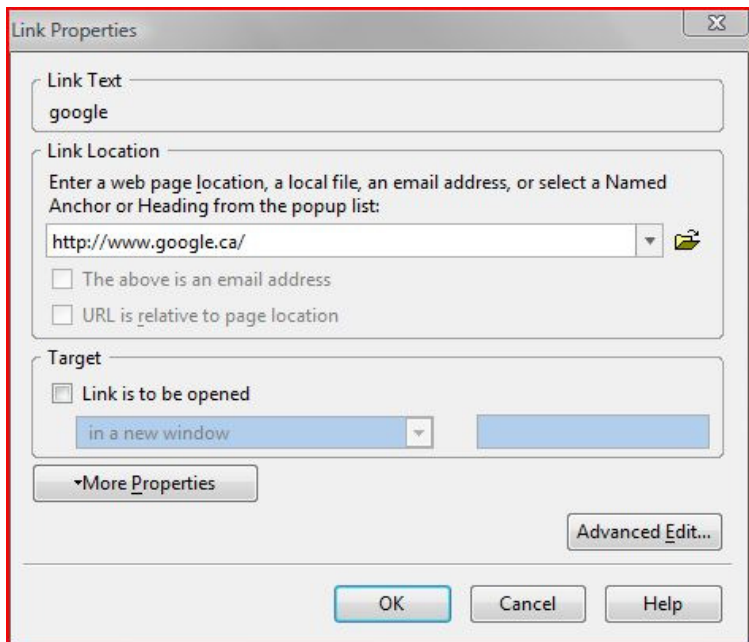


- 4. Adding links in the text (Saved Page):** If you have a text or an image which you want to make into a link that will take the user to a different website, all you have to do is select it and click on 'Link'. When a small window appears just like the snapshot shown below, select the location of your link from your computer, and check the box 'URL is relative to page location'.



*Note: Make sure that the link is saved in the same folder as your KompoZer document.*

**Adding external links:** You can also add a link to an external website. Highlight the text and click on 'Link'. When the small window appears; **do not** browse for the link in your computer folders. Simply go to the website, copy the address and paste it in the 'Link Location' and click OK. See the picture below:



5. **Saving the document:** If you wish to save the page, use the menu command File → Save.

If you are not working on the template or created a new page, when you save the document make sure to type '.html' after the name. This will save your document to HTML format and when you open it afterwards, you can see it in your browser as a web page.

## **Posting your web page to the Web-space:**

### **1. Mapping your Network Drive –**

#### **a. Windows 7/ Windows Vista/Windows XP**

To post your web page into the web-space, you have to map the network to H: Drive. Server: home.acadiau.ca Share: *users/username*, it is also known as the Home Directory and also the home of your website.

To map H: Drive. Follow the instructions below:

- Click on Computer shortcut in your desktop and select 'Map Network Drive' at the top of the window.
- A short Map Network Drive window will open. Select the drive 'H:' from the drop down list to upload your website in this drive. In the 'Folder' tab write '\\ad.acadiau.ca\users\*username*'. The Username is your Acadia user ID. For example: 012345a.
- Click 'Reconnect at logon' checkbox if this network drive should be mapped permanently. Otherwise, the drive will un-map when the user logs out of this computer.
- Click 'Finish'
- If it does not connect to the drive. Try typing, '\\home.acadiau.ca\users\*username*' in the Folder tab. When the small window appears to log in, type in '*acadia\username*'.
- To disconnect a mapped network drive, right-click on the drive in Computer and choose the 'Disconnect' menu option.

## **b. Mapping your network drive – MAC OSX**

To post your web page into the web-space, you have to map the network to H: Drive. Server: [home.acadiau.ca](http://home.acadiau.ca) Share: *users/username*, it is also known as the Home Directory and also the home of your website.

To map H: Drive. Follow the instructions below:

- Click on Finder on the top left side and select Go. Choose 'Connect to Server', shortcut is COMMAND+K
- When the window appears to connect to the drive, type 'smb://home.acadiau.ca/users/*username*'. A small window will appear to log in, type '*acadia\username*' and your password and log in.

## **c. Mapping your network drive – LINUX**

To post your web page into the web-space, you have to map the network to H: Drive. Server: [home.acadiau.ca](http://home.acadiau.ca) Share: *users/username*, it is also known as the Home Directory and also the home of your website.

To map H: Drive. Follow the instructions below:

- Click on 'Places' at the top of your LINUX Start Up window and select 'Connect to Server'
- When 'Connect to Server' window appears, select 'Service Type: Windows Share', and enter Server as '*home.acadiau.ca*'.
- Type '*users\username*' in the Share tab and your username in the 'Username' tab.
- The domain name should be '*acadia*'.
- A small window will appear to log in with your Acadia username and password to connect to the drive.

**2. Posting your web page:** When you are connected to the H: Drive; create a 'WWW' folder inside the drive and copy all your files related to the web page including HTML files, images, and other web page files from your computer to that folder. If your web page includes images, be sure to save the images into the folder in your laptop where you are working from; this will ensure all your files being transferred to the www folder altogether when copying.

**3. Testing it on the web:** For the testing part, open your browser and type [www.acadiau.ca/~username/foldername/index.html](http://www.acadiau.ca/~username/foldername/index.html) and your web page will come up.