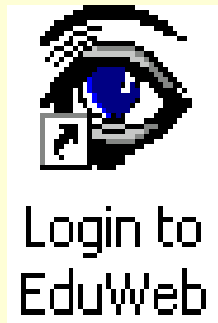


How to Edit Your EduWeb Website

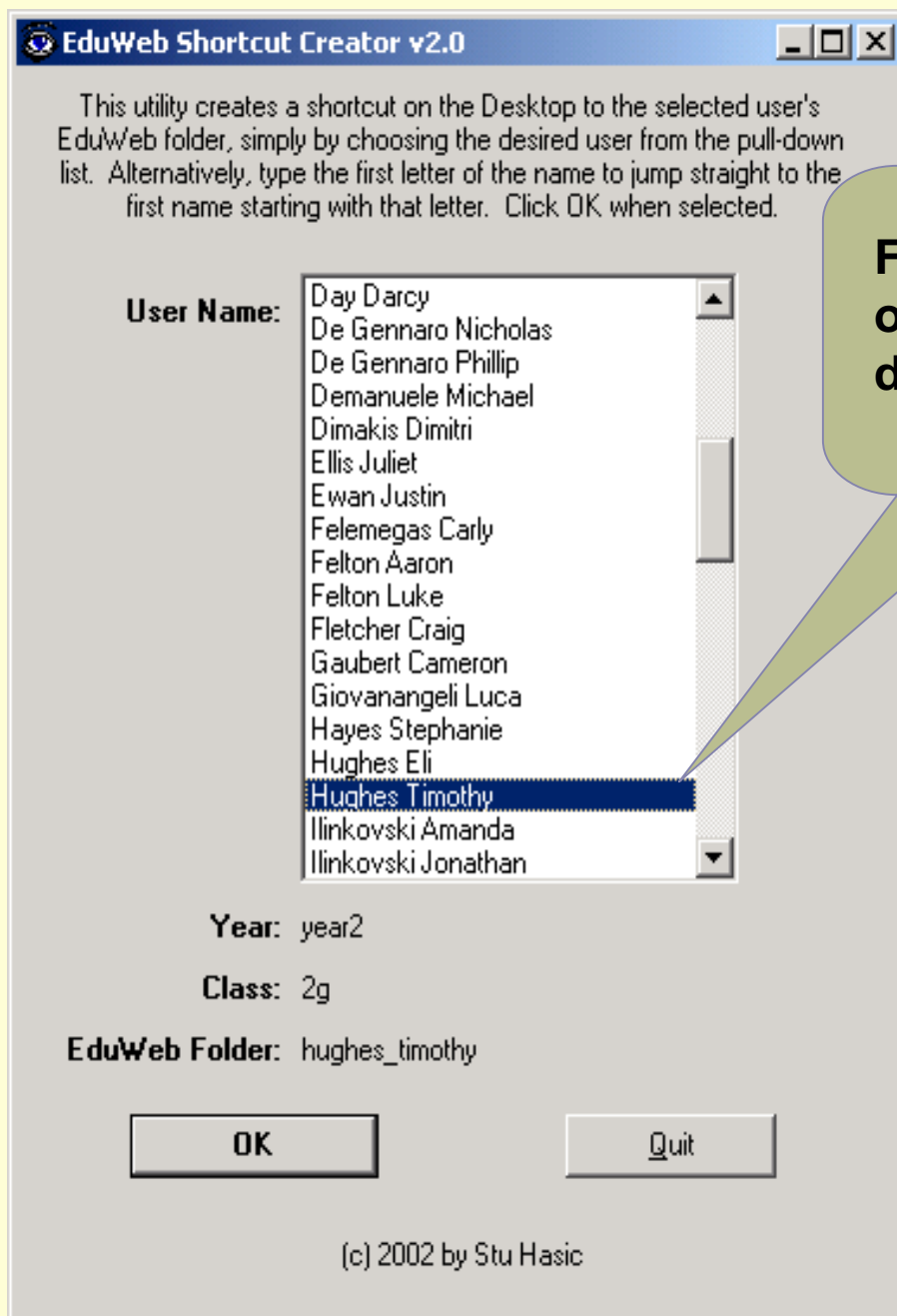
Using Internet Explorer
and FrontPage 2000

By Stuart Hasic

First: Login to EduWeb



Double-click the Login to EduWeb icon on your desktop to display the list of students at your school



Find your name on the list and double-click it

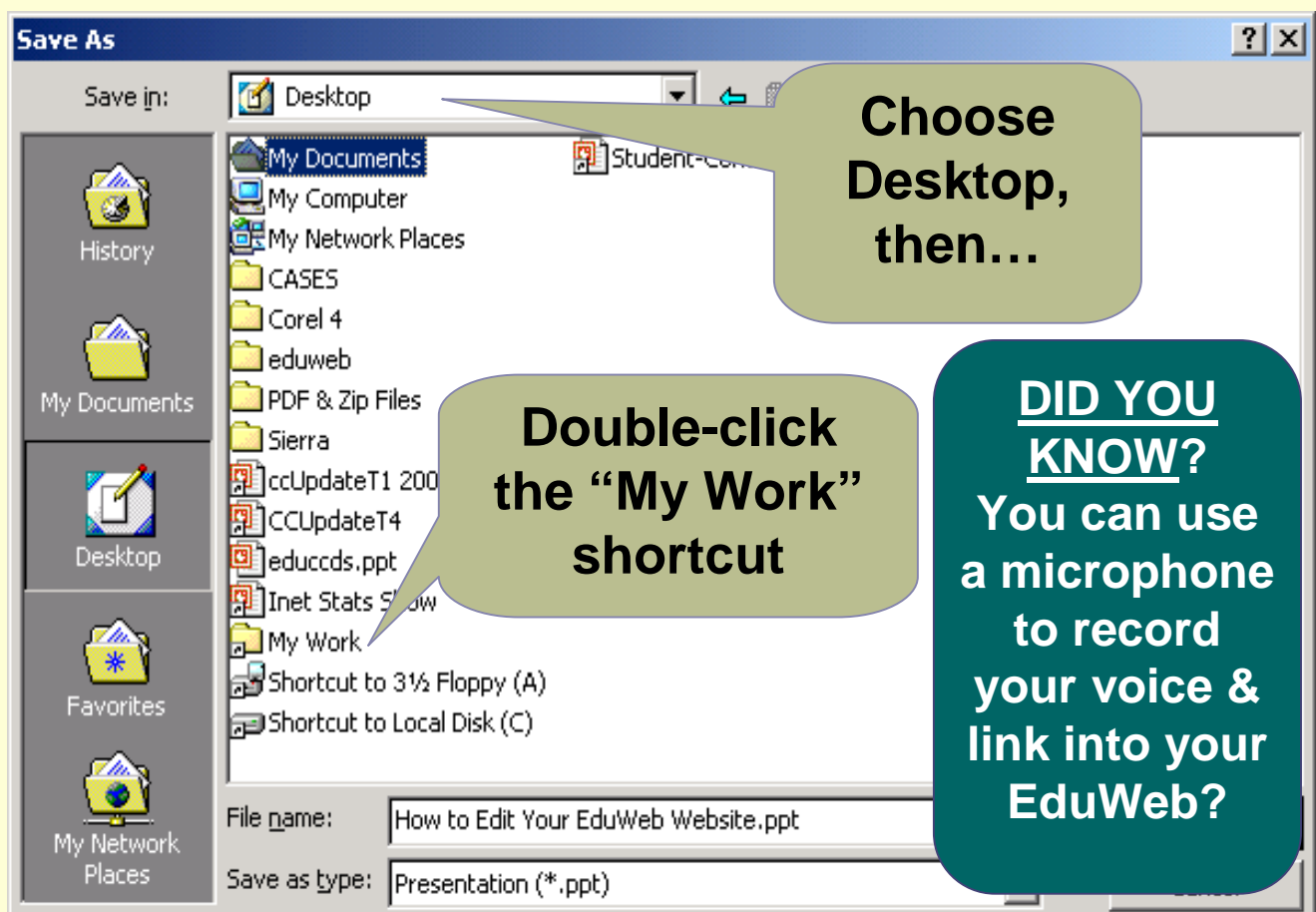


“My Work” shortcut will appear on the desktop

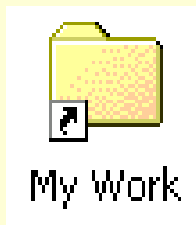
Saving Your Work

You can link all sorts of files and work into your EduWeb website including Word documents, photos PowerPoint slideshows, Hyperstudio stacks, KidPix Drawings, videos and sound files.

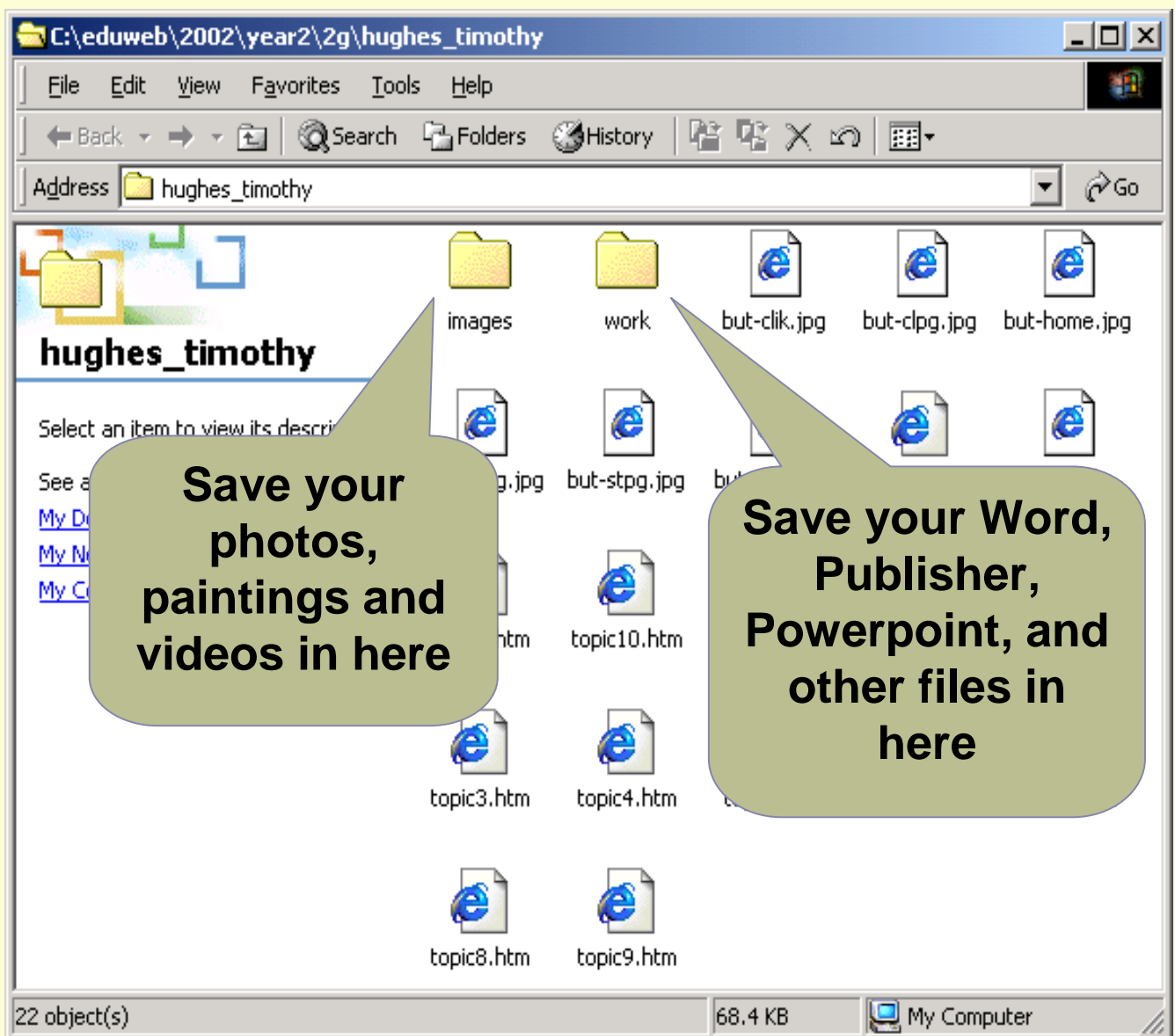
When you want to save one of these types of files, you should always save them into your EduWeb Folder by choosing the **My Work** shortcut on the **Desktop**



Your EduWeb Folder



Double-clicking your “My Work” folder will display your EduWeb and other files you’ve created. When saving files to link into your EduWeb, use the Images folder for photos and videos and the Work folder for documents and other files.

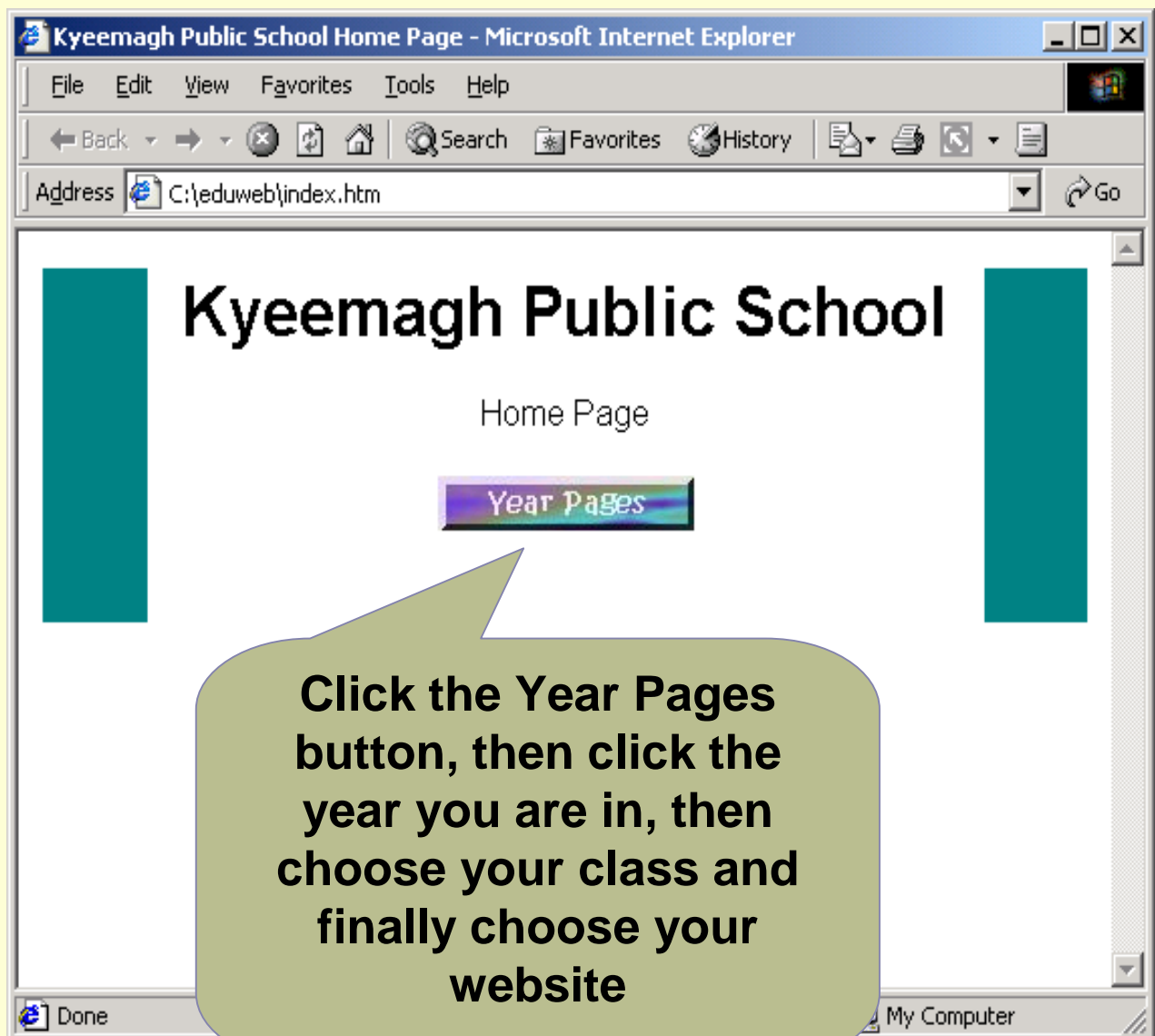


Viewing Your EduWeb



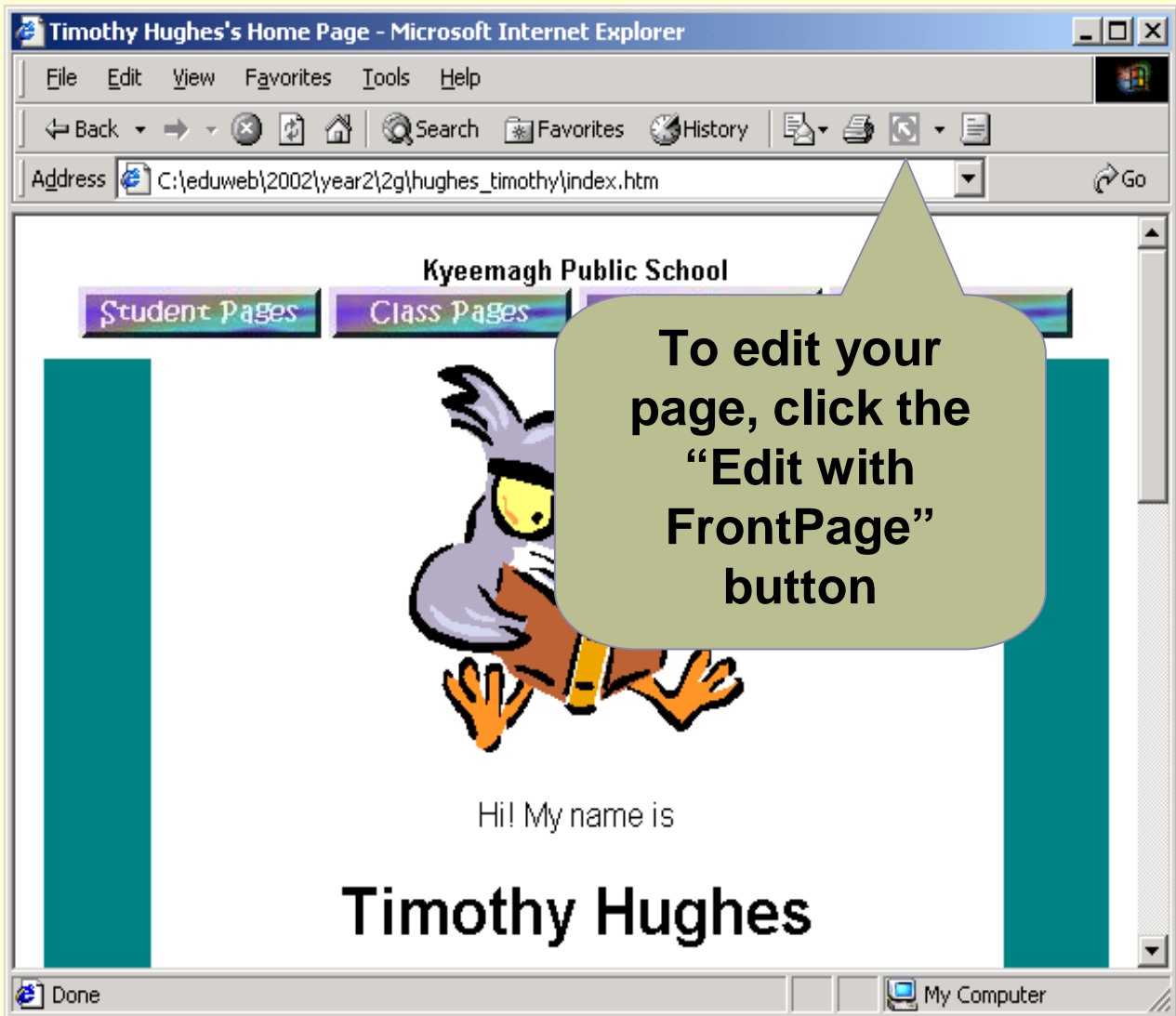
KPS EduWeb

Double-click the icon on your desktop that opens the school's intranet (or EduWeb) using Internet Explorer.



Click the Year Pages button, then click the year you are in, then choose your class and finally choose your website

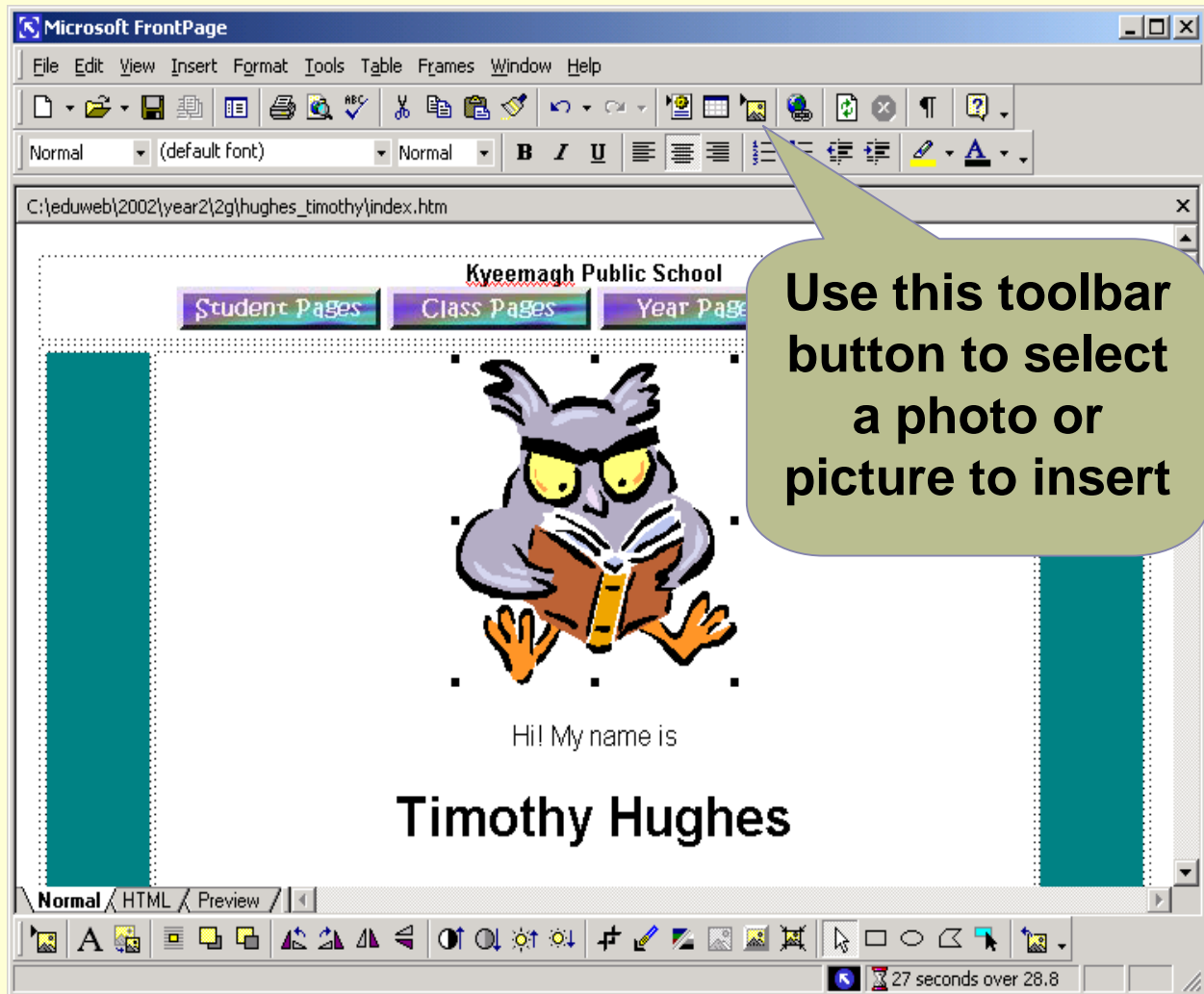
Editing Your Website



You can also choose the option “**Edit with FrontPage**” from the **File** menu.

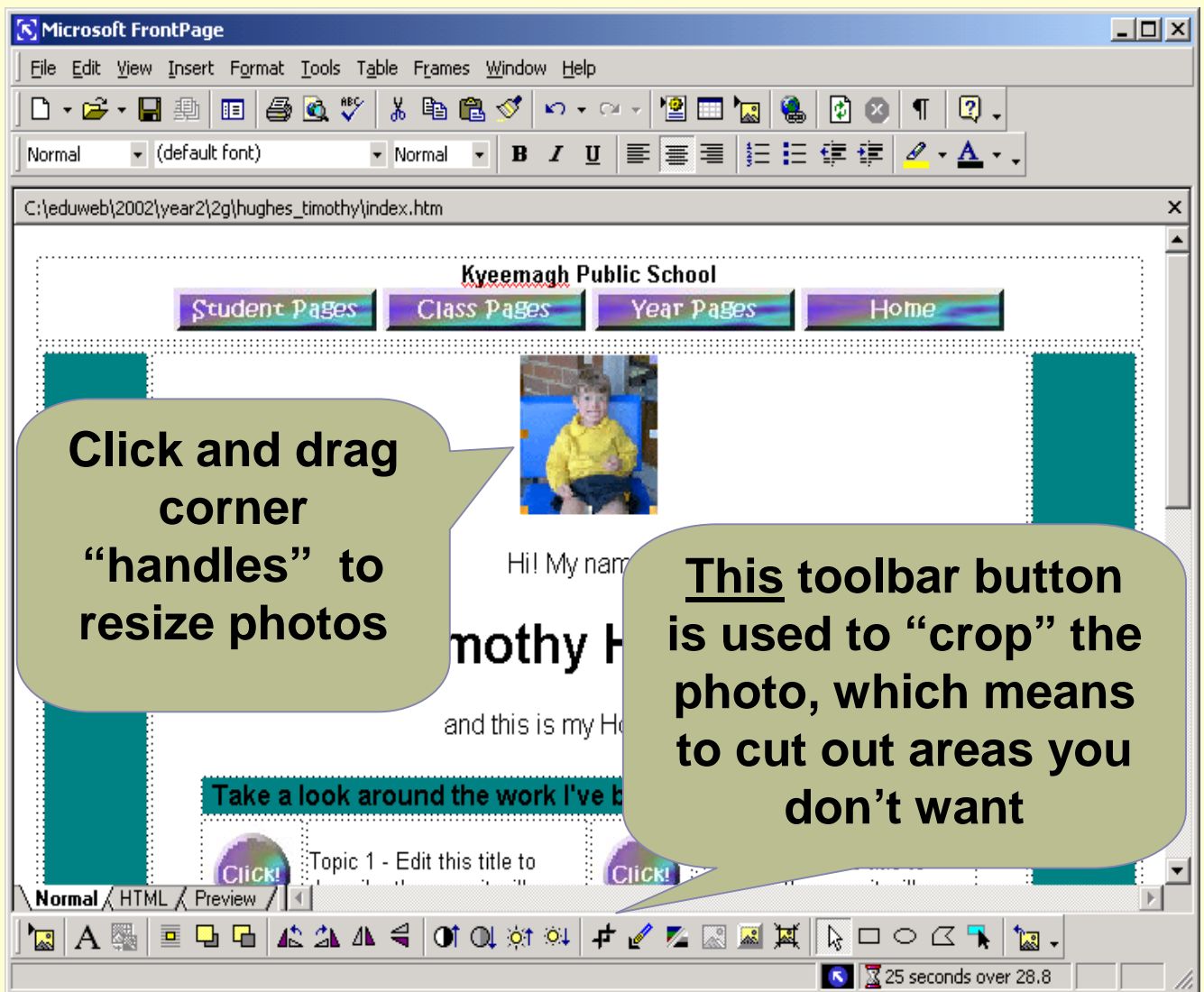
The displayed page will open in FrontPage 2000, ready for editing.

Adding Your Photo



You should first have saved your photo in your *Images* folder in "My Work", then click on the owl once to select it. Now choose **Insert...Picture...From File** or the toolbar button shown above, choose *Desktop*, "*My Work*", then *Images* and select the photo you saved in there. Your photo will then replace the owl picture.

Resizing/Cropping Photos



Most photos contain background areas that you may not want – perhaps you only want the face shown. Use the “crop” tool from the toolbar above to draw a box around the part of the photo you want to keep. When you click the crop tool again, the rest of the photo will be removed and you’ll be left with just the part you selected. You can then resize if you wish.

Defining a New Topic Page

The screenshot shows the Microsoft FrontPage 2000 interface. The menu bar includes File, Edit, View, Insert, Format, Tools, Table, Frames, Window, and Help. The toolbar contains various icons for file operations, editing, and formatting. The status bar at the bottom shows 'Normal', 'HTML', 'Preview', and a timer indicating '25 seconds over 28.8'. The main workspace displays a web page with a teal vertical bar on the left and a grid of topic buttons. The first button is titled 'All About Me!' in a blue, stylized font. Callout boxes provide instructions: 'When ready, save your work using this button' points to the Save icon; 'After you save your page, Exit by clicking here' points to the Exit icon; and 'Use whatever font, colour and size of text you like!' points to the 'All About Me!' text.

Just replace the text for the topic that you want to start on first (*topic 1 is usually a good starting point*). You can choose any font, colour and size you like! It's a good idea to only work on one topic at a time.

When you have set your topic title, save your web page using the **Save** tool then close FrontPage 2000.

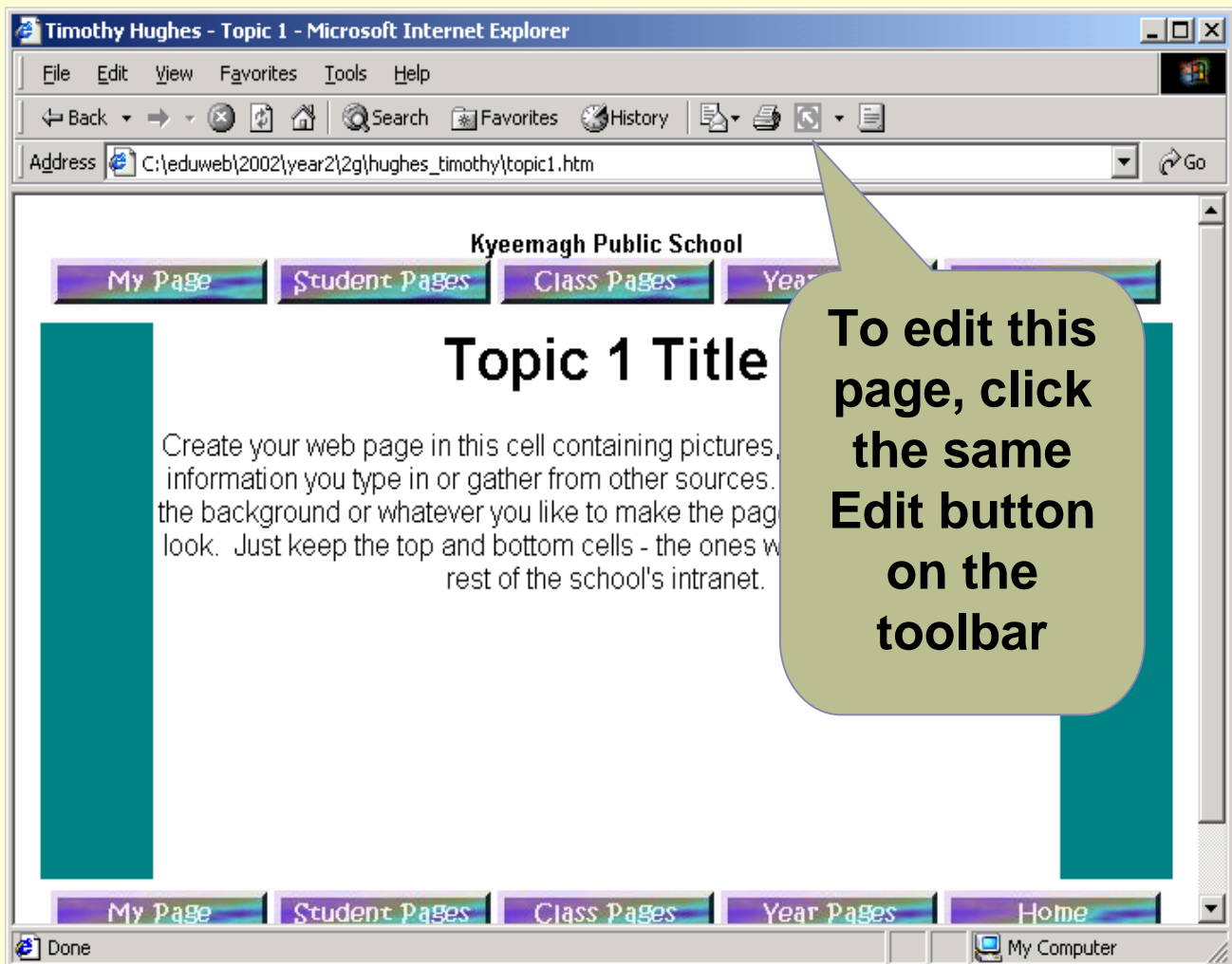
Refreshing Your Browser



Whenever you make changes to your web page and close FrontPage 2000, you will be returned to the Internet Explorer browser which shows you how the page looked **BEFORE** you edited it. To see the changes, you must click the **Refresh** button or press the **F5** key.

Click the new topic you have just described to open it.

Editing a Topic Page



The “topic pages” contain all of the work that you want to include in your website. There are 12 topic pages for each year. Click the Edit with FrontPage button to open the page in FrontPage 2000.

Editing Topic Pages

The screenshot shows the Microsoft FrontPage 2002 interface. The title bar reads 'Microsoft FrontPage'. The menu bar includes 'File', 'Edit', 'View', 'Insert', 'Format', 'Tools', 'Table', 'Frames', 'Window', and 'Help'. The toolbar contains various icons for file operations and formatting. The address bar shows the file path: 'C:\eduweb\2002\year2\2g\hughes_timothy\topic1.htm'. The main content area displays a web page for 'Kyeemagh Public School' with navigation buttons: 'My Page', 'Student Pages', 'Class Pages', 'Year Pages', and 'Home'. The main title is 'All About Me!' in a large, blue, stylized font. Below the title, the text reads: 'My name is Timothy Hughes and I am in year 2. I like to ride my bike and play with my dog Deefer. Deefer is a Labrado Saturdays I play soccer with the Kyeemagh Kookaburras in the under-8's fullback, but I sometimes score a goal.' Two callout boxes are present: one on the left says 'Add the text about your topic here! Set the fonts and colours you like!' and one on the right says 'It's really important that you don't edit or delete these!' pointing to the navigation buttons. The status bar at the bottom shows '11 seconds over 28.8'.

The Topic Title should be edited to show what this topic is going to be all about. Remember, while you can play with fonts and colours, it is more important to get your content right. Spend your time more on making your information accurate and relevant rather than making it look pretty. And check your spelling!

Linking to Your Work Files

Microsoft FrontPage

File Edit View Insert Format Tools Table Frames Window Help

Normal Arial Normal B I U

C:\eduweb\2002\year2\2g\hughes_timothy\topic1.htm

Kyeemagh Public School

My Page Student Pages Class Pages Ye

All About Me

My name is Timothy Hughes and I am in

I like to ride my bike and play with my dog Deefer. Deee Saturdays I play soccer with the Kyeemagh Kookaburras fullback, but I sometimes score a goal.

Click here to see a PowerPoint Slideshow I made about myself.

to see a video of me in the school play of "Annie"

To link to a file you created, click this button to show the screen below

Select the text (or image) you want as your link then click the link tool above

Create Hyperlink

Look in: C:\eduweb\2002\year2\2g\hughes_timothy\

Name	Title
C:\eduweb\2002\year2\2g\hughes_timothy\...	Timothy Hughes - Topic 1

URL: about:file:///p

Optional

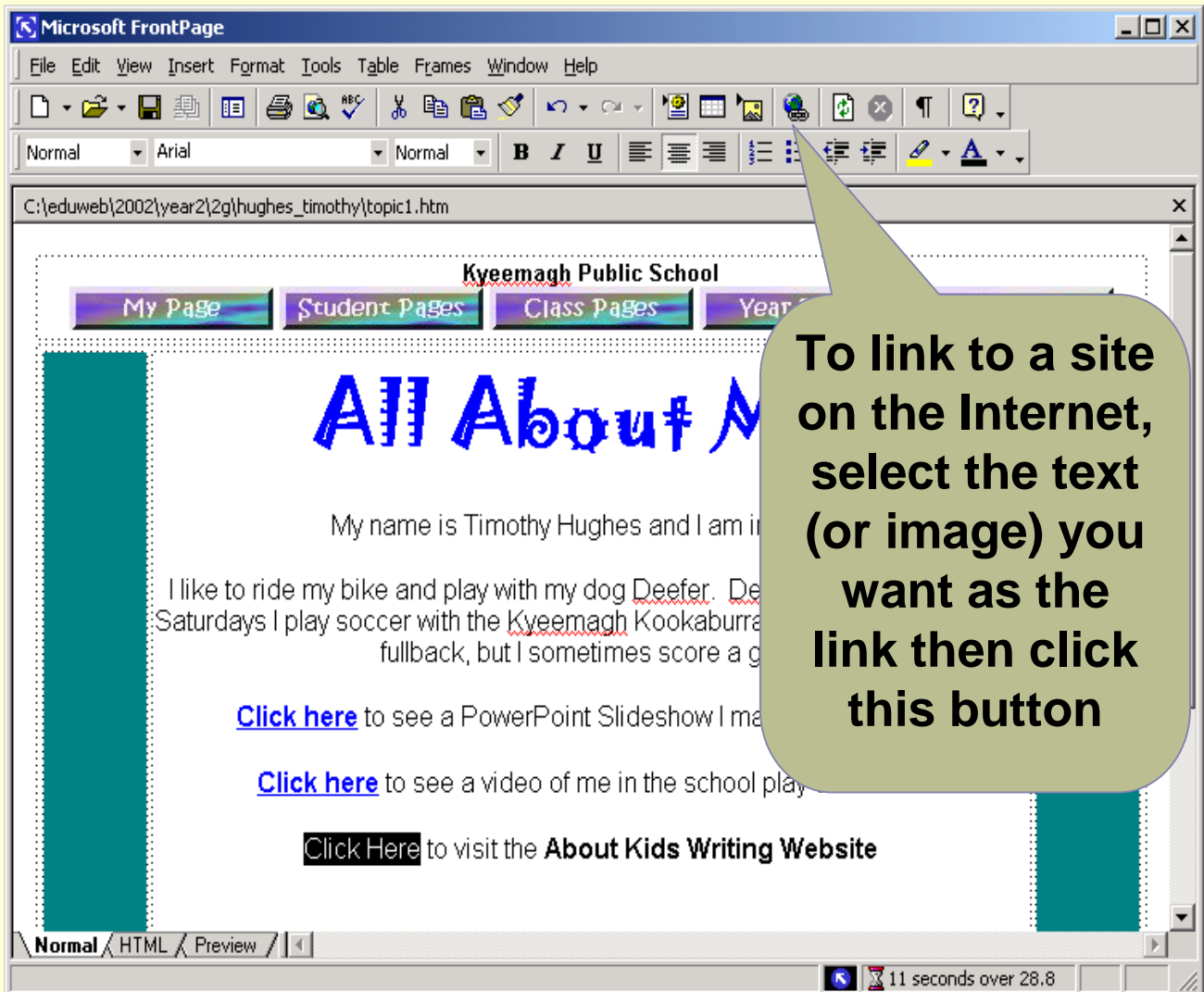
lookasik: none target frame: New Window

OK Cancel Parameters... Style...

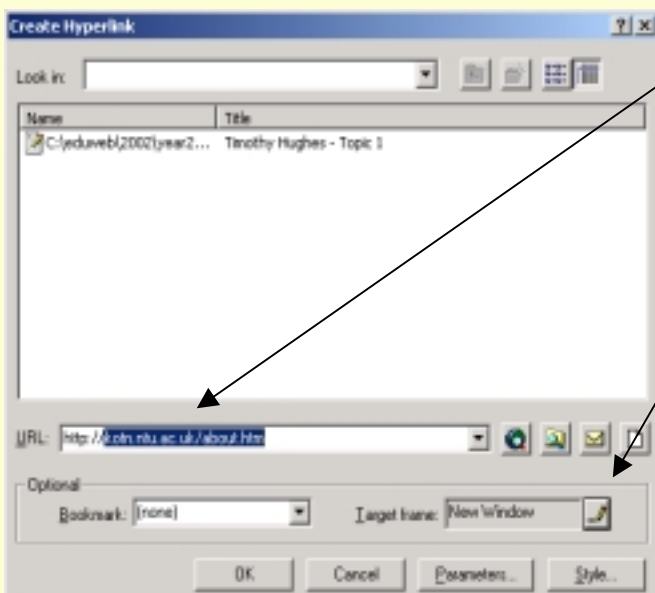
Click this button to choose *Desktop*, then *My Work*, then open your *Work* or *Images* folder and select the file to link. It will go into the URL box at left.

Click this button to tell Explorer to open the file in a *New Window* when browsing. Then click OK.

Linking to Internet Sites



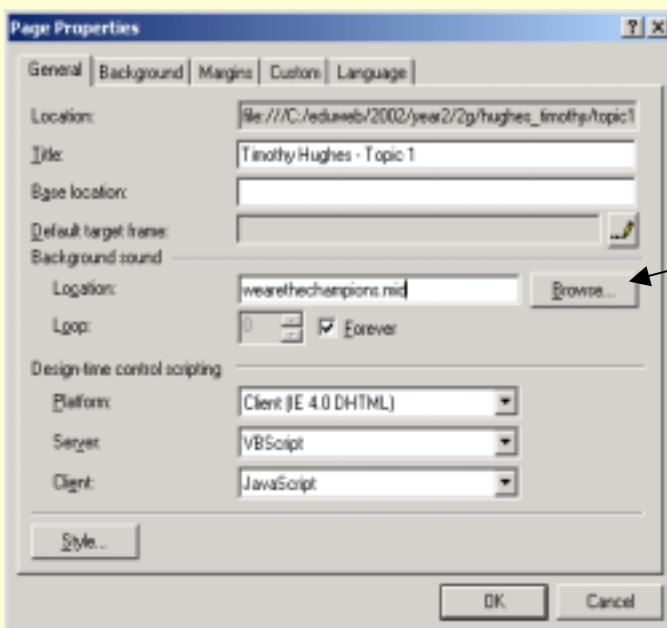
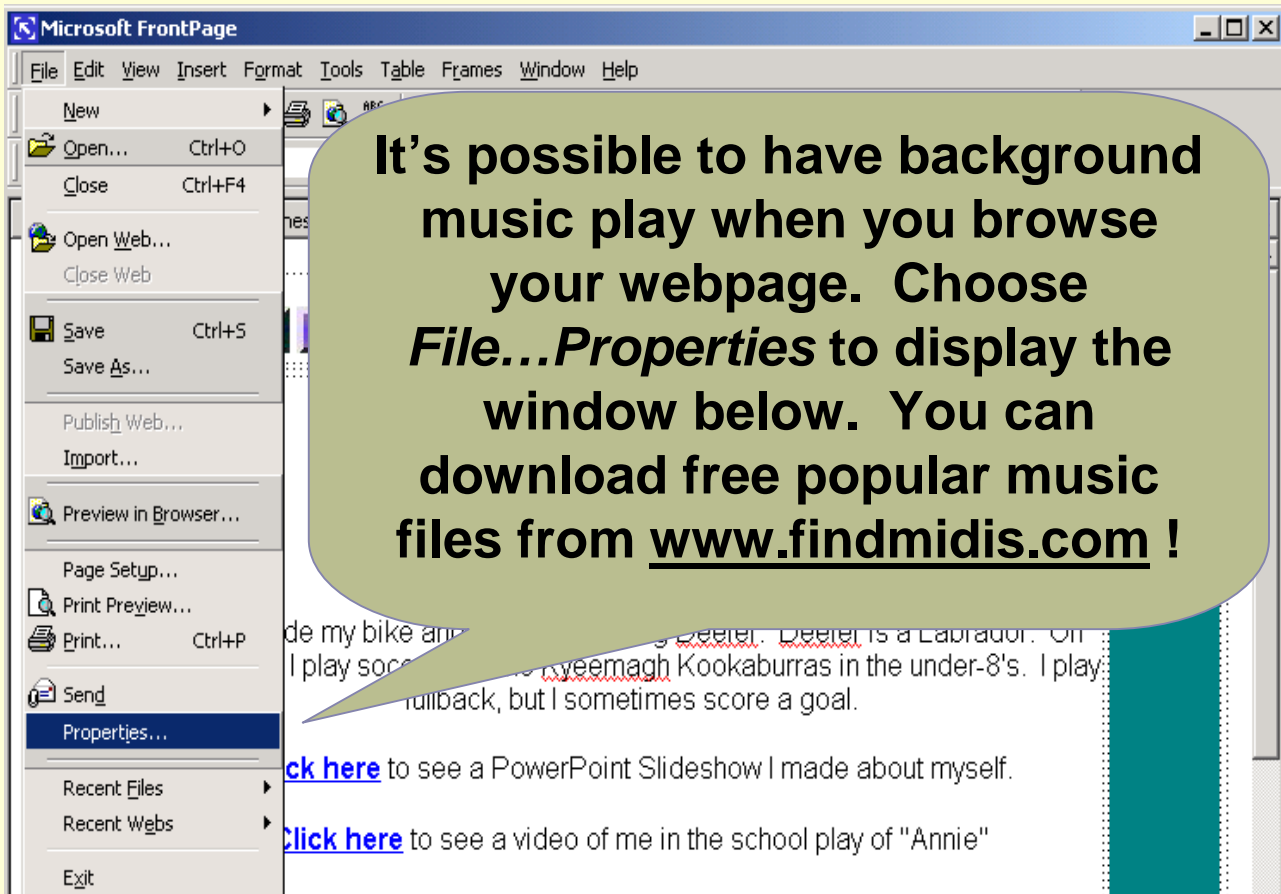
To link to a site on the Internet, select the text (or image) you want as the link then click this button



Put the cursor into the URL box and type in the address of the Internet site you want to link to. Type carefully!

Click this button to tell Explorer to open the website in a *New Window* when browsing. Then click OK.

Playing Background Music on Your Page



Once you have your music file saved into your *Work* folder in "*My Work*", click the **Browse** button to choose *Desktop*, *My Work*, *Work* and select the MIDI (music) file you saved. You can have a different MIDI file for each of your pages! Click OK when done.