

# Cheat Sheet For Webpage Making:

Governor's Institute  
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## 1- How to login to your group's website folder:

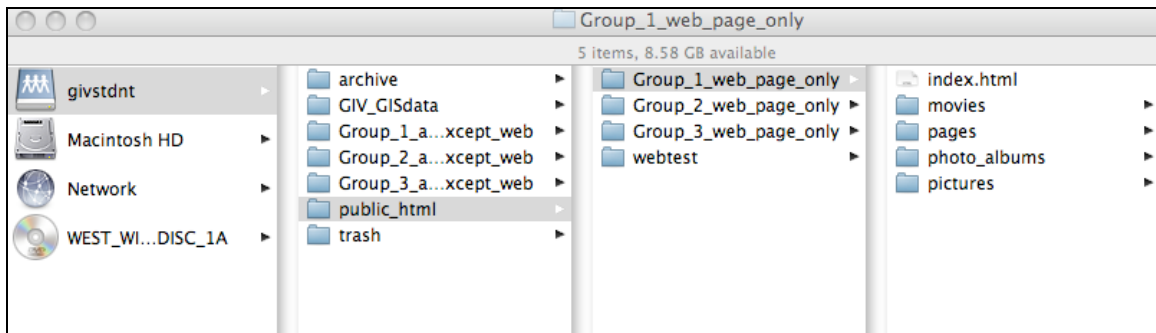
To login your website folder:

- Well, first you need to log into the computer. Type the following:
  - Username: **givstdnt**
  - Password: **sciencekids**
- Once you're logged in, you will see an icon over on the right hand side of the screen called "**Your Zoo Files.**" Double-click it, and retype your username and password.
- Your in!

## 2- Where to put your pictures and save your files:

In order for your webpages to work properly over the internet, you must place all the pictures, movies, and whatever else you are going to be working with within your group's folder in the **givstdnt public\_html** account.

Before starting, you will want to set up several folders within your group's web folder to help you keep things organized, and to avoid confusion later on down the line. I suggest one for pictures, one for movies, one for pages etc. etc. The front page of your website will be called index.html, but we will get to that later. When you are done, your setup should look something like this:

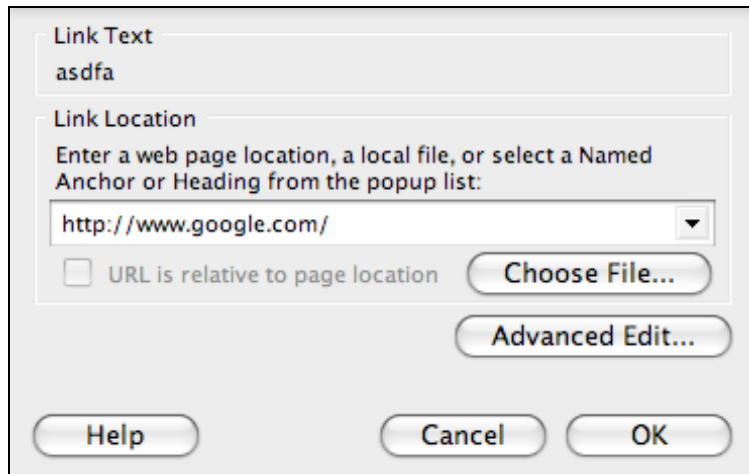


## 3- How to make sure your web links actually work:

For any website you stumble across while surfing, there are two different types of "links," **Relative and Absolute**. Absolute links take you to completely different websites and include the whole `http: blah blah` in front of them. Example being <http://www.google.com>. Relative links take you to pictures or movies or anything else you have stored within the root folder for your website (Group\_1\_web\_page\_only).

They do not include anything before the name of the folder that the picture is stored within. For example, “**pictures/testtube\_sm.jpg**” is a relative link. In Mozilla Composer, you will setup these links differently.

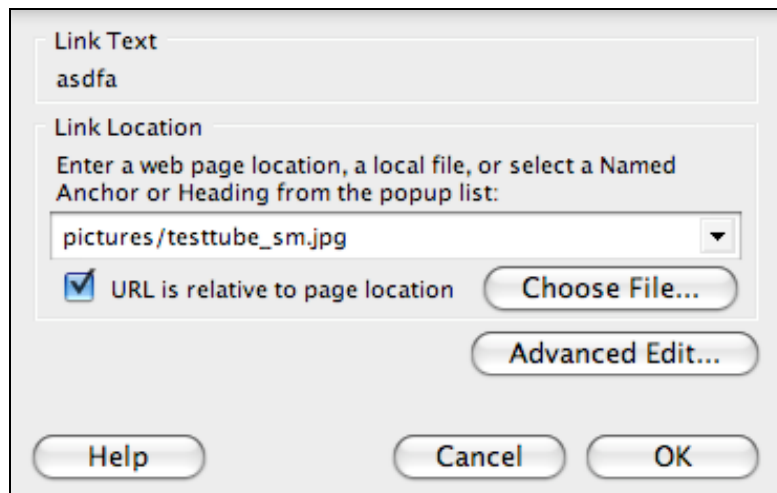
**Absolute Links:** After pressing the “link” button in composer, a popup box will appear and you will enter the whole url address for the Link Location.



The screenshot shows a dialog box titled "Link" with the following fields and options:

- Link Text:** asdfa
- Link Location:** Enter a web page location, a local file, or select a Named Anchor or Heading from the popup list:  
http://www.google.com/
- URL is relative to page location
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**Relative Links:** These are for linking to pictures or other pages you will make in your website folder. After pressing the same link button, instead of pasting the url into the Link Location field, you will press the **Choose File** button. Then you can browse to whatever file or page you want to link to.



The screenshot shows the same dialog box as above, but with the following changes:

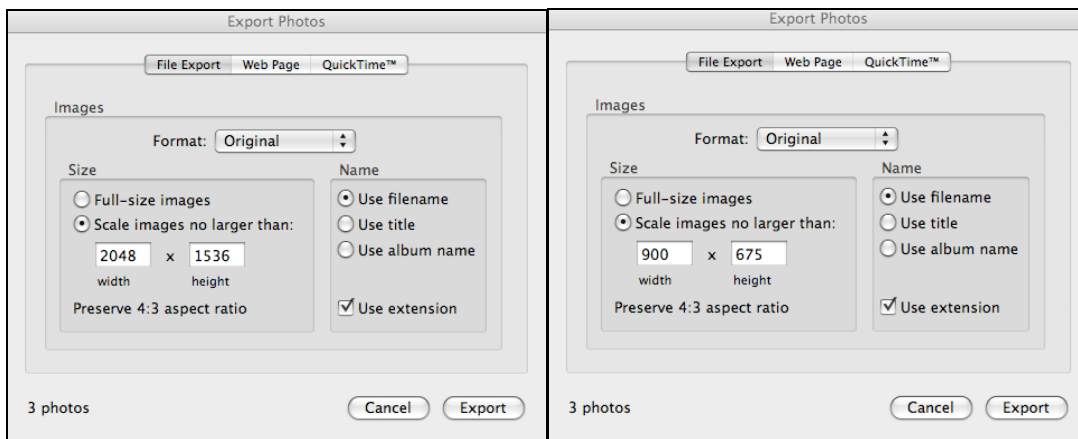
- Link Location:** pictures/testtube\_sm.jpg
- URL is relative to page location
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#### 4- Quickly resizing your images:

Chances are, most of the pictures you are going to want to put on your website will be pretty high resolution. As a result, they are going to appear HUGE on your website. You can adjust how big they will appear in Mozilla Composer, but remember, the larger the file size is, the slower it will load when your pages go live. Best is to decide about how

big you want your picture to be, then reduce the size using a Mac program called **iPhoto**. You will find it in the Applications folder on the computers in the computer lab.

- First, download the image from that you want to resize...doesn't matter where.
- Open **iPhoto**.
- In the File pulldown menu, select **import**, and brown to the picture you just downloaded.
- Once the picture has imported, select **export** from the File pulldown menu.
- In the popup box that comes up, select the **File Export** tab at the top, then click the **scale images** button. A good size to set it to 900 for the width. Click export.
- Another dialogue box will pop up asking you where you want to export to.  
**MAKE SURE YOU EXPORT YOU PICTURES TO THE PICTURES FOLDER IN YOUR GROUP'S PUBLIC\_HTML FOLDER.**



## 5- Making web photo albums with iPhoto:

I will go over this tonight because it is easier to show you in person. If you have more questions, grab me and I will help you out.