## A R T V 330–001: Interaction Design for Visual Communication I / NKU / Professor Julie Mader-Meersman

Tech Tips / Working with Dreamweaver / In-app File Management: Site Creation

"Dreamweaver is a site creation and management tool, so you can use it to create individual documents and complete websites.

In Dreamweaver, the term "site" refers to a storage location [remote or local] for the documents that belong to a website.

A Dreamweaver site provides a way to organize and manage all of your web documents, upload your site to a web server, track and maintain your links, and manage and share files." —Adobe

## CREATING A SITE IN DREAMWEAVER

The best way to manage your files is to create (define) a Dreamweaver site. This lets you use the DW interface to more easily manage many files that relate to one another on a site.

First, create a folder on your computer whose name concisely describes the project to be contained within it (ex.: "ChucksAutoBodyWebSite"). Then create a folder within that called "html." This will be your local "root folder" and it's very important. It is where all of a site's html files, css file(s), the folders for images, graphics, and fonts, and all associated folders and files are kept.

Second, within your new 'html' folder, create a folder called "images" (any images will get stored here). Also create a folder called "fonts" and store any .otf font files there if you plan to use the @fontface CSS rule in your CSS code to render non-websafe fonts (more on this in the future).

Third, now that your folders have been built, go back to Dreamweaver to the Site menu and choose "New Site." Follow the prompts to define (create) a new site as follows: Name your site when asked (this name should be a logical description: i.e., "ChucksAutoBody." Then, for "Local Site Folder," locate your root folder by clicking on the teenytiny folder icon that is to the right of the field. This step is very important. Point it to the "html" folder that you created inside of your project folder and select it. Click Save. The new "site" (folder and its contents) will now be displayed in the Files panel on the right-hand side of the Dreamweaver interface. Now you have a "site" for DW to use to manage your site's files. **Finally**, the first HTML page you make (your home page) should *always* be named "index.html" (lowercase only). This file — along with all other individual html pages and CSS files get stored straight in the HTML folder, along with folders for images, movies, fonts, etc. that make up your site.

In the future, when designing sites that get uploaded to a server for actual display on the web, the file/folder structure there needs to use the principles described on this sheet, and the file/ folder structure on your drive and in the server need to match for file paths to work.

## IN-PROGRAM HELP

Help Menu > Dreamweaver Help (takes you to a searchable user manual)