

# Using Templates and Layout Tools

---

When you want to create more detailed web sites that have more design elements to them using TEMPLATES is the most effective method to use. Templates are page setups that can be applied to other pages. They are basically master pages. DreamWeaver also provides LAYOUT tools which can be used together with Templates. Layout tools allow you to create more detailed tables than the TABLE command.

To illustrate these two features we will adjust your eTravel web site.

## Saving a New Index Page

We will save a new page over the current INDEX page that you already have in your site folder and use this page as the main page of the site.

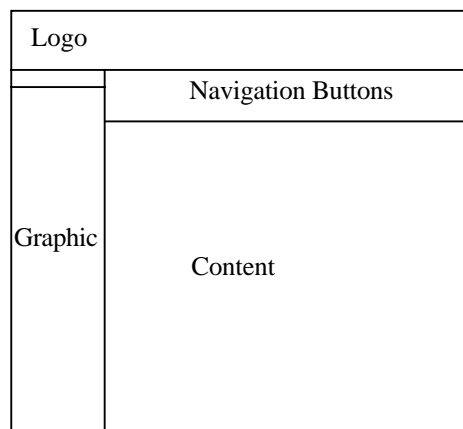
- 1 Load DreamWeaver, or close the current page and start a new BASIC HTML PAGE.
- 2 Ensure that the SITE panel is set to your eTRAVEL site.
- 3 Set the TITLE box to:

eTravel On-line Travel Services

- 4 Display the FILE menu and select SAVE.
- 5 Access your eTRAVEL folder and save the page as:  
index or index.html
- 6 Select YES to REPLACE CURRENT FILE to replace the previous INDEX page.

## Creating a Template

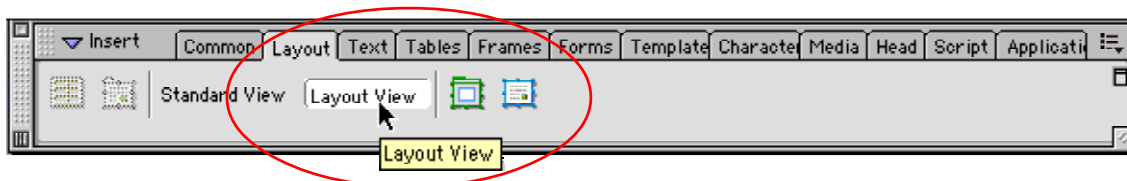
A template of the site design will be created then applied to a series of other pages. The design of the site will have the following structure.



**NB: The small cell below the logo will be blank. It will server to separate the graphic from the logo. It is called a SPACER cell.**

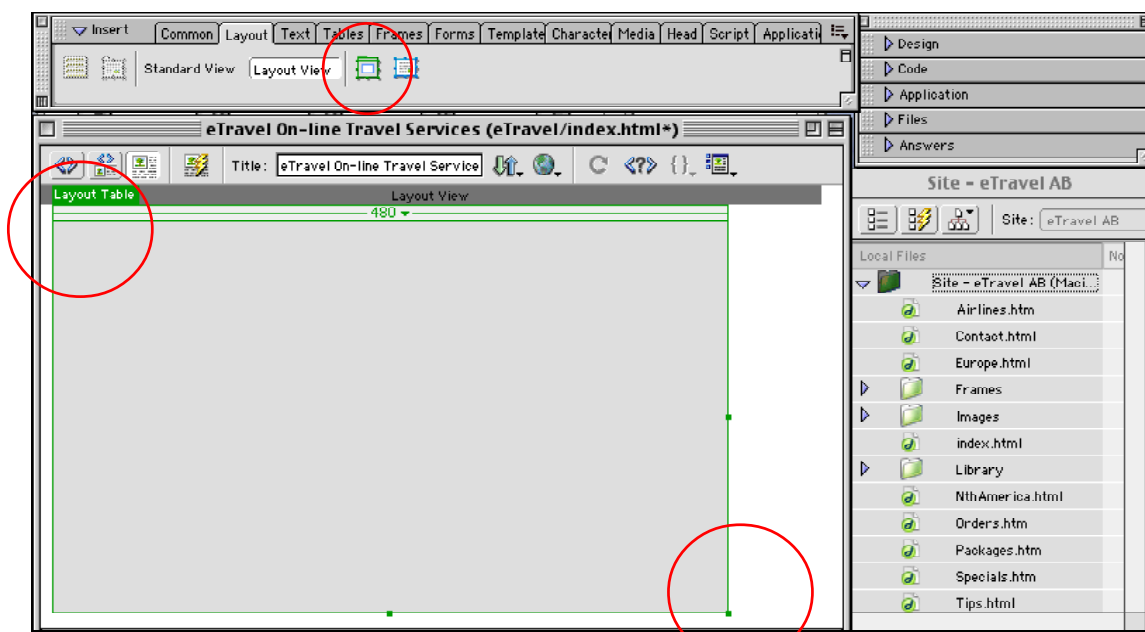
## A Laying out the Page

- 1 Set the INSERT BAR to the LAYOUT tab.
- 2 There are two views available in DreamWeaver: STANDARD view and LAYOUT view. When you first open a DreamWeaver page it is in STANDARD view. When you change the screen to LAYOUT view some of the COMMON tools such as tables are disabled.
- 3 Click on LAYOUT VIEW in the LAYOUT tab.

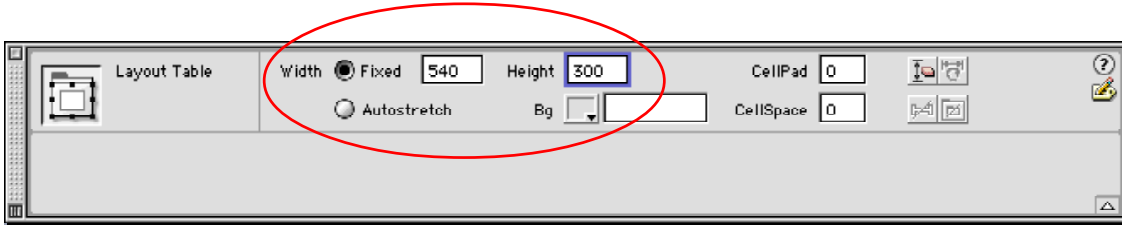


**NB: The two buttons to the right of the LAYOUT VIEW box are the Layout tools. The two buttons to the left of STANDARD VIEW are the standard TABLE and LAYERS tools which are disabled when LAYOUT VIEW is selected.**

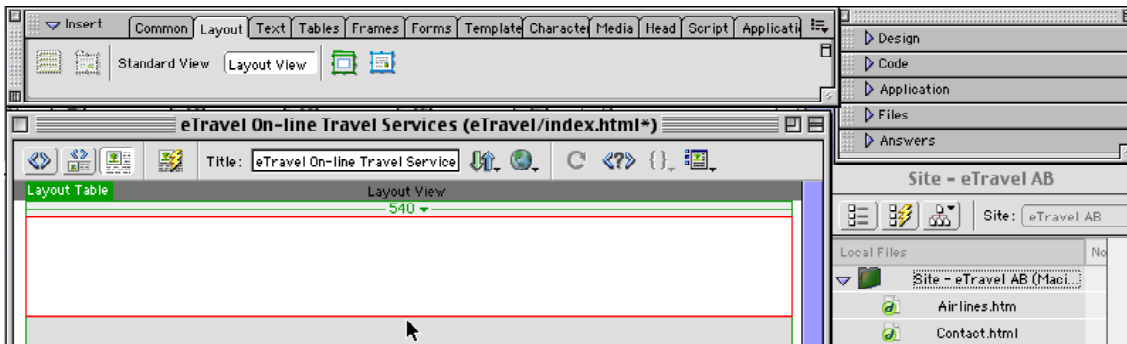
- 4 Click on the DRAW TABLE LAYOUT button in the LAYOUT tab and drag a table from the top left corner of the page to the bottom right corner.



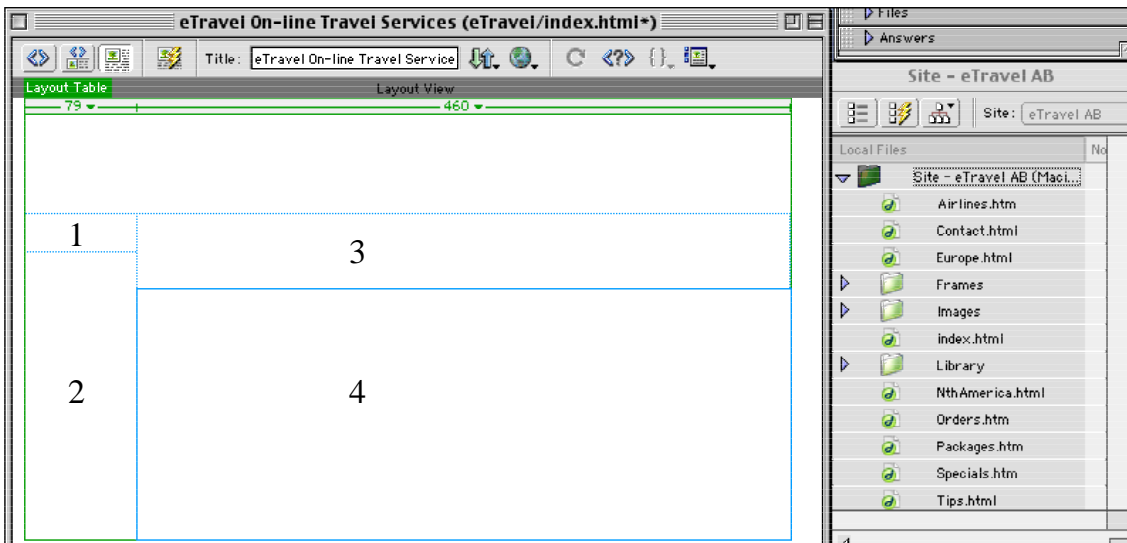
- 5 The dimensions of the layout table can be accurately set. In the PROPERTIES INSPECTOR set the WIDTH box to 540 and the HEIGHT box to 300 as shown in the diagram at the top of the next page.



6 Select the DRAW LAYOUT CELL button and drag a cell across the top of the table.



7 Select the DRAW LAYOUT CELL button again, hold down the CTRL key on the Windows system or the ⌘ on the Macintosh system and drag 4 more cells that are labelled in the following diagram.



- NB:**
- i The small cell (1) is the SPACER cell to separate the left cell from the top cell. It will not have any content.
  - ii The CTRL or ⌘ key allows you to draw cells without having to reselect the DRAW LAYOUT CELL button.
  - iii You can click in any cell and use its 'handles' to adjust the cell size.

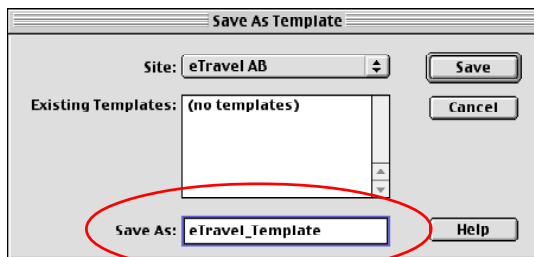
## B Saving the Page as a Template

The page can now be saved as a template rather than as a normal page. By doing this other pages can be given its design.

- 1 Display the FILE menu and select SAVE AS TEMPLATE.
- 2 You will receive the SAVE AS TEMPLATE dialogue box.
- 3 In the SAVE AS box enter the name:

eTravel\_Template

and click on SAVE.



**NB: DreamWeaver saves the page in a folder called TEMPLATES within your site's folder.**

## C Adding a Logo

A logo will be placed in the top cell.

- 1 Click in the top cell.
- 2 Click on the IMAGE button in the COMMON tools of the INSERT BAR.
- 3 Access the DW SUPPORT FILES, open the CHAPTER 10 folder and click on the eLOGO.GIF file.

**NB: If you do not have access to the DW SUPPORT FILES insert an image as a logo, or use a graphics program to create a logo and insert it.**

- 4 Select OK or OPEN to insert the image.
- 5 Enter YES to the ROOT FOLDER warning dialogue box and save the image in your IMAGES folder within your eTRAVEL folder. The logo should be inserted into the top layout cell.

