Kennesaw State University

University Information Technology Services

Creating Web Pages with a Template

Adobe Dreamweaver Creative Cloud 2017

University Information Technology Services

Learning Technologies, Training & Audiovisual Outreach

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Introduction

The purpose of this booklet is to help faculty, staff, and students understand the process involved with creating and publishing web pages using Dreamweaver 2017 and templates.

> **Note to Students:** Every student has access to web space on the Students server if the student has an active NetID. The NetID is the same as your Owl Express login. You must have an active NetID before you can publish a web page to the Students server. If you do not have an active NetID, or have forgotten the password, you can go to https://netid.kennesaw.edu for assistance.
>
> **Note to Faculty/Staff:** If you are faculty or staff, you will need an account on the ksuweb server. If you do not have an account on the ksuweb server, you can apply for an account at http://its.kennesaw.edu/forms/account_setup_form.html.

Caution: In this workshop you will be creating a website in your account on either the studentweb server or the ksuweb server. If you have an existing website on this account, it will be overwritten. If you do not want to overwrite the existing site, once you have defined your site, you can create a subfolder in your account and put your website files there.

Creating: When creating and editing a web page using Dreamweaver, you are editing files that are on the computer in front of you. This computer is referred to as the *local computer*. You should create a folder on this local computer and keep all of the files related to your website (pages, images, etc.) in this local folder. In Dreamweaver, you look at the files in your local folder with the *local view*.

Publishing: When you are finished editing the files that make up your website, you will need to send these files to your account on the web server. This computer is referred to as the *remote computer*. The action of sending these files is called publishing to the server, FTPing the files, or uploading the files to the server. Dreamweaver calls this action "Put". In Dreamweaver, you view the files on the web server with the *remote view*.

Viewing: After publishing (putting) your web page files to your account on the web server, you will want to check and see if they are working properly. To view your website, open a web browser and enter your web address in the address bar.

- Your web address on the Students server is: http://studentweb.kennesaw.edu/~yournetid
- Your web address on the Faculty/Staff ksuweb server is: http://ksuweb.kennesaw.edu/~username

Note: Do not put any sensitive information on your website; even if there are no links to it from another web page.

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