

FrontPage 2002 Level One

Prerequisites:

To ensure your success, we recommend you first take the following classes:

Windows 2000: Introduction
Microsoft Word 2002 Level One
Microsoft Internet Explorer 5.0 Introduction
FrontPage 2002 Level 1

Course Content

Lesson 1: Creating a Template Based on an Existing Page

- Modifying a Page Layout
- Apply A Background Image
- Apply a Background Sound
- Make a Template Available in a Web

Lesson 2: Creating a Splash Page

- Add Flash Movies
- Change Default Documents
- Insert Redirect Meta Tags
- Publishing a Single Page

Lesson 3: Displaying Content

- Use Frames to Display Related Pages in One Window
- Modifying Frames
- Add Banner Content
- Using an Inline Frame
- Use Existing Content in Many Pages

Lesson 4: Collecting and Displaying Information Using a Web

- Collect Data from Site Visitors
- Modifying a Form's Elements
- Modifying a Form's Properties
- Create a Form Automatically
- Display Database Information on a Page
- Showing Data in a Bar Chart

Lesson 5: Helping People Find Information

- Connect to External Web Content
- Categorize Files to be Used in a Workgroup
- Create a Table of Contents Based on Categories
- Add Search Capabilities
- Prepare a Page for External Search Engines

Lesson 6: Managing a Web and Its Contents

- Prevent Open Files from Being Overwritten
- Use the Review Status Workflow Report
- Manage Content with Subwebs
- Create a Custom Theme for a Subweb
- Secure Your Webs
- Analyze a Web's Usage
- Displaying a Top 10 List of Visitors