

## Web Site Creation in 5 Minutes

- 1) Create DOC files for the text that will appear on your Home page, Personal Statement page, Resume page and Biomechanics page. Copy these files to a folder in your FML folder. Copy your photo “small size” file and a PowerPoint file to this folder as well.
- 2) Run FrontPage, activate File, New, One Page Web site...
- 3) In the dialog box, Specify the location as:  
Z:\Kin#\FML\FLWeb; then click OK.
- 4) Click the Navigation button on the bottom line of the window. Rename the home page name as *Your Name*.
- 5) Activate Format, Shared Borders. Apply to All Pages; Check 4 check boxes for: Top, Include navigation buttons and the Left, Include navigation buttons.
- 6) Activate Format, Theme. Scroll to and select a theme icon. Click the down angle button and select the **Apply as default theme** option.
- 7) In Navigation view, right click on the Home page icon and select New, Page.
- 8) Rename the new page About Me.
- 9) Right click on the Home page icon and select New, Page. Rename the new page Resume.
- 10) Right click on the Resume page icon and select New, Page. Rename the new page Intro to Kinesiology.
- 11) Right click on the Resume page icon and select New, Page. Rename the new page Motor Learning.
- 12) Right click on the Resume page icon and select New, Page. Rename the new page Biomechanics.
- 13) Double click on the Home Page icon to launch the page editor.
- 14) Run Windows Explorer and show the contents of your FML folder.
- 15) Load your Home page text file into Word; select the text and copy it to the home page in FrontPage.
- 16) Activate Insert, Picture from file to insert your photo.
- 17) Add a text for your email link. Select that text and activate the Insert, Hyperlink menu option. Click on the “Email Address” button and enter your favorite email address in the text box and click OK.
- 18) Double click on the About Me.htm file in the Folder List pane.
- 19) Load your Personal Statement text file into Word; select the text and copy it to the About Me page in FrontPage.
- 20) Double click on the Resume.htm file in the Folder List pane.
- 21) Load your Resume text file into Word; select the text and copy it to the Resume page in FrontPage.
- 22) Display Navigation View. Double click on the Biomechanics Page.
- 23) Paste your Biomechanics text file contents into the Biomechanics page in FrontPage.
- 24) Activate the File, Import; Add File... option. Select your PPT file and click **Open**. Click OK to end the Import operation.
- 25) On the Biomechanics web page, add text for your Powerpoint file link. Select that text and activate the Insert, Hyperlink menu option. Click on the “Existing File or Web Page button” and select the PowerPoint file from the list and click OK.
- 26) Add the text “Under Construction...” to the Movement and Skill and Motor Learning pages.
- 27) Run a spell check for each individual page in your Web site.
- 28) Use the File, Save All menu command to save every page in your Web Site.
- 29) Click on the Preview in Browser toolbar button to verify that your site looks good in 800x600 resolution. Reduce font sizes and picture size if necessary.
- 30) Activate the File, Publish Site menu option. Specify the publish destination as:  
[ftp://apollo.sfsu.edu/public\\_html](ftp://apollo.sfsu.edu/public_html)  
Enter your SFSU email account name and password at the prompt. Follow the prompts; overwrite the existing files on the remote computer with the new files from your local computer.
- 31) Close FrontPage. Run Internet Explorer and enter your web site address:  
<http://userwww.sfsu.edu/~youraccountname>  
Inspect your web site. Make note of needed changes. Load your web site into FrontPage and make any necessary corrections. Make sure there are no spelling errors or errors in grammar.