

## [AVWSQ-ADWCS6]: WSQ ICDL® Adobe Dreamweaver CS6

Length	: 2 Days
Audience(s)	: New or existing users
Level	: 3
Technology	: Adobe Dreamweaver CS6 program
Delivery Method	: Instructor-Led (Classroom)

### Course Overview

This course will be relevant to those whom need to apply skills and knowledge in a range of complex work activities related to web editing using Adobe Dreamweaver CS6 software.

### Audience Profile

New or existing participants who need to learn the concepts of web editing and the skills in using a web authoring application.

### At Course Completion

Participants will have the knowledge of the concepts of web editing and skills in using a web authoring application. The skills include assessing the source code of a website to identify the common HTML mark-up tags used to structure and develop the layout of a web page, and using appropriate functions to design, enhance and publish a web page.

### Pre-Requisites

Participants must be able to operate a personal desktop computer and also able to listen and speak English at a proficiency level.

### Course Outline

#### Module 1: Internet Concepts

##### Lessons

- Range of services supported by internet
- Definition of client and server
- Functionality and relationship between the browser and web server
- Definitions of common terms
- Usage of primary protocols

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**Module 2: Web Publishing Formats****Lessons**

- Advantages of having a website
- Process of getting a website online
- Search engine optimisation techniques
- Factors that impact on web page download speed
- Audio, video, and graphical file formats to optimise web page download speed

**Module 3: Legal Issues for Web Publishing****Lessons**

- Definition of copyright and its implications for text, images, audio, and video
- Copyright act and its implications in relation to publishing content on the website
- Internet regulatory framework by media development authority (MDA)
- Guidelines on registration of .sg domain and domain related matters by Singapore Network Information Centre (SGNIC)

**Module 4: Basic Principles of HTML****Lessons**

- Definition of HTML
- Roles of the W3C consortium in developing HTML recommendations and its benefits

**Module 5: Common HTML Markup Tags****Lessons**

- View HTML source codes
- HTML tags to structure a web page layout
- HTML tags to develop the layout of a web page

**Module 6: Techniques to Plan and Design the Layout of a Web Page****Lessons**

- Planning a website design
- Evaluate the needs of the target audience
- Create storyboards
- Organise the site structure
- Create a page layout template
- Decide on a navigation scheme
- Recognise good practice in font selection

**Module 7: Concepts of Hyperlinks****Lessons**

- Definition of a hyperlink
- Differences between an absolute hyperlink and a relative hyperlink
- Types of link paths

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**Module 8: Concepts of Cascading Style Sheets (CSS)****Lessons**

- Definition of the term CSS
- Use of CSS and their benefits
- Main approaches to applying CSS styles
- Structure of a CSS rule

**Module 9: Develop a Web Page****Lessons**

- Open and close a web authoring application
- Open and close web pages
- Create and save a new web page or website to a location on a drive
- Create and save a new web page based on an available template
- Add and edit a descriptive page title
- Change between source code and design view

**Module 10: Enhance Productivity****Lessons**

- Set basic options and preferences in the application
- Use available help functions

**Module 11: Working with Text****Lessons**

- Insert, edit and delete text
- Understand and use relative font size
- Apply text formatting

**Module 12: Format Paragraph****Lessons**

- Set paragraph properties
- Insert and remove paragraph break and line break
- Create and modify lists

**Module 13: Format Page Setup****Lessons**

- Set top, bottom, left and right margins
- Set page background colour and image
- Change a page hyperlink colour

**Module 14: Create Hyperlinks****Lessons**

- Insert, edit, and remove a text hyperlink and an image hyperlink
- Insert, edit, and remove a text e-mail hyperlink and an image e-mail hyperlink
- Define hyperlink target
- Insert a link to an anchor

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**Module 15: Create Table Layout****Lessons**

- Insert and delete a table
- Insert and edit a table caption
- Align a table
- Insert and delete rows and columns
- Modify column width and row height
- Merge and split cells
- Modify table border width, cell padding and cell spacing
- Change background colour
- Add or change background graphics and image of a cell or a table
- Remove a table background graphic and image

**Module 16: Create Cascading Style Sheets (CSS)****Lessons**

- Create and save a new CSS file
- Create and modify CSS rules
- Attach an external CSS to a web page

**Module 17: Insert Images****Lessons**

- Add and remove an image on a web page
- Set and modify attributes of an image

**Module 18: Create Forms****Lessons**

- Insert a form on a web page
- Add, remove and modify single-line and multi-line text fields
- Add, remove and modify check box form field
- Add, remove and modify radio button form field
- Add, remove and modify drop-down form field
- Add, remove and modify submit and reset buttons
- Set and modify properties for submit and reset buttons
- Set and modify form action to send form output by email

**Module 19: Review Web Pages**

- Identify and fix broken links in a website
- Include a last updated date
- Include details of software required to open and view files
- Check to ensure compatibility of content with web browsers
- Spell check a web page and make changes

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**Module 20: Requirements of Web Hosting Sites**

- Web hosting requirements
- File types allowed
- Types of scripts allowed
- Maximum space allocated
- Methods of transfer of web pages

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