

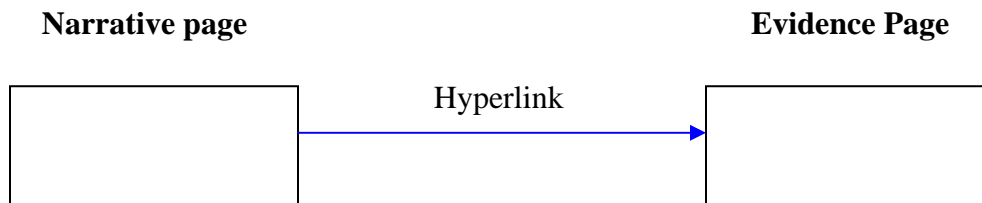
How to Make a Link in Dreamweaver 8

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Objective: By the end of this lesson, you should be able to make links from one Dreamweaver page to another.

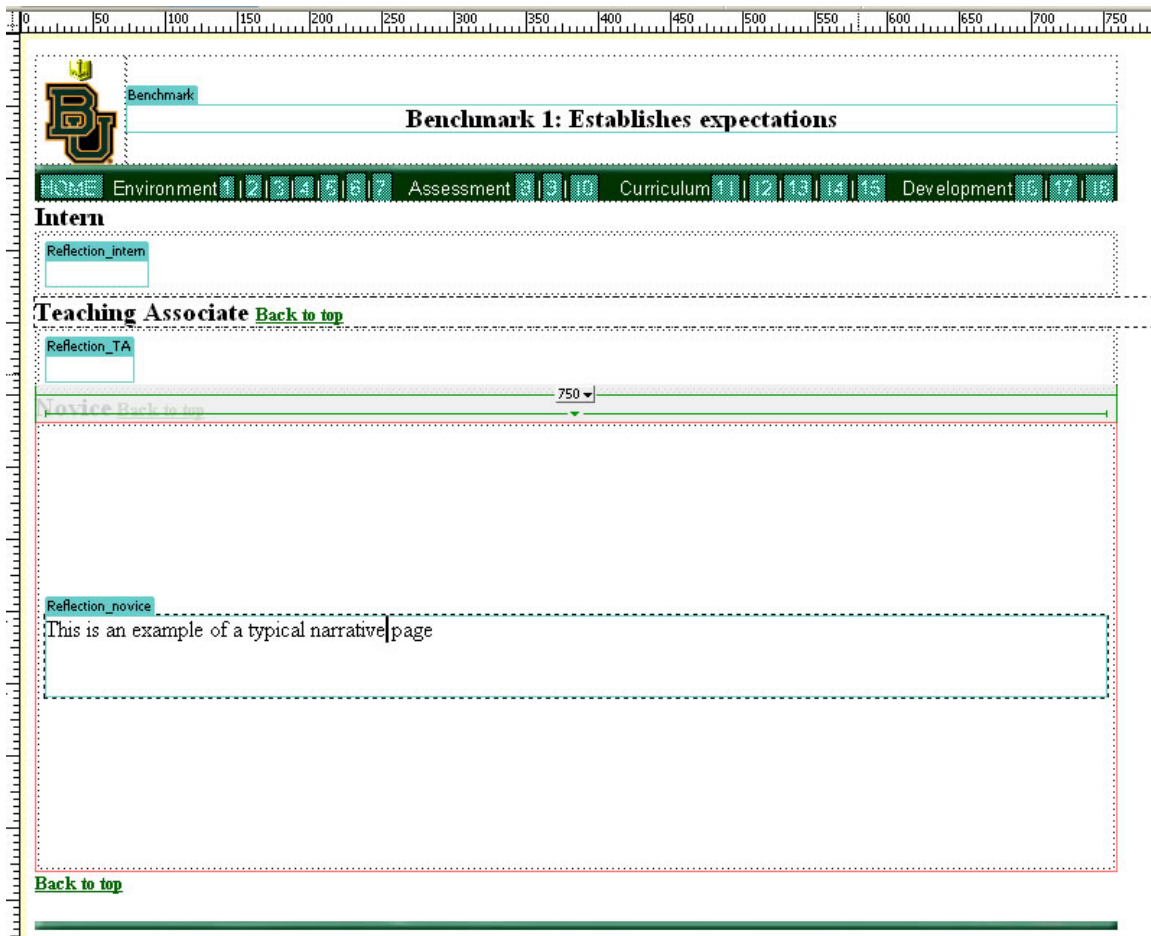
Purpose: To provide a clear and concise explanation of the process of creating a hyperlink.

Important Information: Conceptually, it is important to understand what exactly a hyperlink is and the function it serves before beginning this tutorial. A hyperlink allows a person to travel from one webpage to another. You simply click on the hyperlink and it will transport you to another webpage. The most common example of a hyperlink that you will come across while building your electronic portfolio is connecting a narrative page to an evidence page.



Your instructors will click on the hyperlink on your narrative page to view the evidence you placed on your evidence page. Remember to check your hyperlinks when you create one to determine that it travels to the correct webpage.

To begin the process of creating a hyperlink, open a narrative page in Dreamweaver. An example of this type of page can be seen below:



After opening a narrative page, the first step of creating a hyperlink is to type the text that will compose your link.

- Decide what you would like the text in your hyperlink to say. A common example is 'Link to Evidence.'
- Type the text in either the Intern, Teaching Associate or Novice level text box.

- The text box is the area of the narrative page where you can information onto the page. If you look below, you can see the Novice text box has been used to type in for this example.

An example is given below:


The screenshot shows a web form titled "Benchmark 1: Establishes expectations". It features a navigation bar with links: HOME, Environment (1-7), Assessment (8-10), Curriculum (1-15), and Development (16-18). Below the navigation bar, there are sections for "Intern" and "Teaching Associate". Each section has a "Reflection" text box. The "Teaching Associate" section includes a "Back to top" link. The "Novice text box" is a large text area with a dashed border, containing the text "Narrative paragraph will be typed here" and "Link to evidence: TED 2350". An arrow points from the text "Novice text box" to the dashed box. Another arrow points from the text "Link to evidence: TED 2350" to the text inside the box. The page footer shows "Revised: 9/12/06 8:52 AM".

In this example, the text 'Link to evidence: TED 2350' is located in the novice textbox and will be used to create a hyperlink

Once you have chosen the text that will compose your hyperlink, the next step will be to highlight the text you just wrote. To highlight the text:

- Place your mouse cursor to the left side of the text and single click the left mouse button

An example can be seen below:

 Benchmark

Benchmark 1: Establishes expectations

HOME Environment 1 | 2 | 3 | 4 | 5 | 6 | 7 Assessment 8 | 9 | 10 Curriculum 11 | 12 | 13 | 14 | 15 Development 16 | 17 | 18

Intern

Reflection_intern

Teaching Associate [Back to top](#)

Reflection_TA


750

750 [Back to top](#)

Reflection_novice

Narrative paragraph will be typed here

Link to evidence: TED 2350




Mouse cursor

If you look carefully you can see the vertical line of the mouse cursor is directly to the left of the capital 'L' in the word "Link."

- After single clicking and holding the left mouse button, horizontally drag your mouse across all of the text you want included in your hyperlink.

The result should look like this:

 Benchmark

Benchmark 1: Establishes expectations

OME Environment 1 2 3 4 5 6 7 Assessment 8 9 10 Curriculum 11 12 13 14 15 Development 16 17 18

Intern

Reflection_intern

Teaching Associate [Back to top](#)

Reflection_TA

750

[Novice](#) [Back to top](#)

Reflection_novice

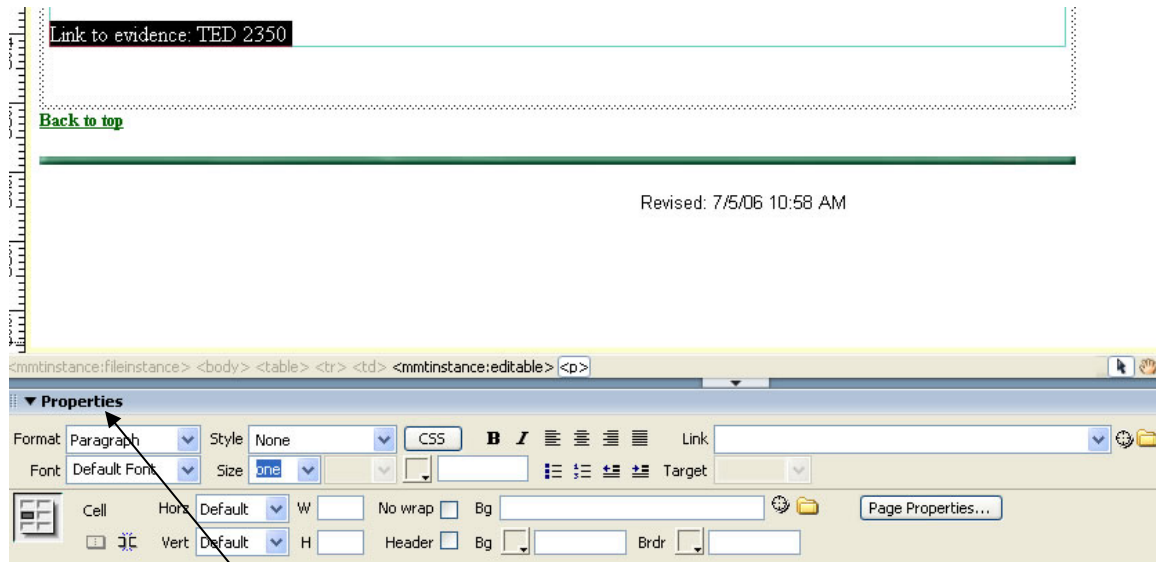
Narrative paragraph will be typed here

Link to evidence: TED 2350

Indicates the highlighted text

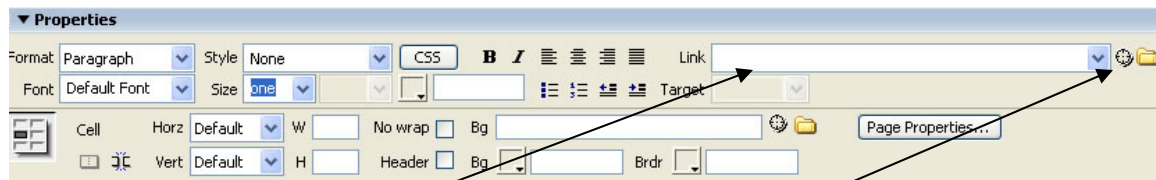
If you highlighted your text correctly, a dark box should appear around the text indicating that it has been highlighted.

Next look right below your highlighted text and you will see another box called the Property Menu box. This is located at the bottom of the Dreamweaver window.



The Properties Menu

Looking at the Properties Box, identify the Link field and the Link icon directly to the right of the Link field:



The link field

The link icon

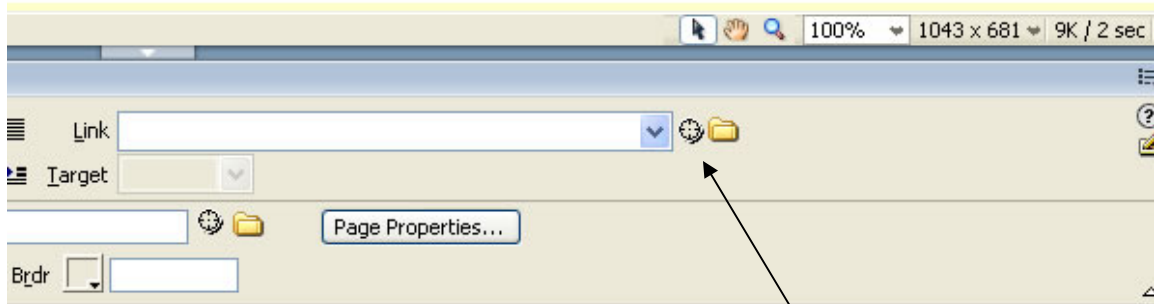
The Link icon looks exactly like a cross hair or a fishing reel.

- Place your mouse cursor on the Link icon and single click with the left mouse button and hold the button down, do not let up on the button.
- Continuing to hold the left mouse button clicked, drag your mouse from the Link icon to the file you want the hyperlink to go to. A line will appear behind your mouse cursor as you move your mouse towards the file you want to connect to.

See below for an example:

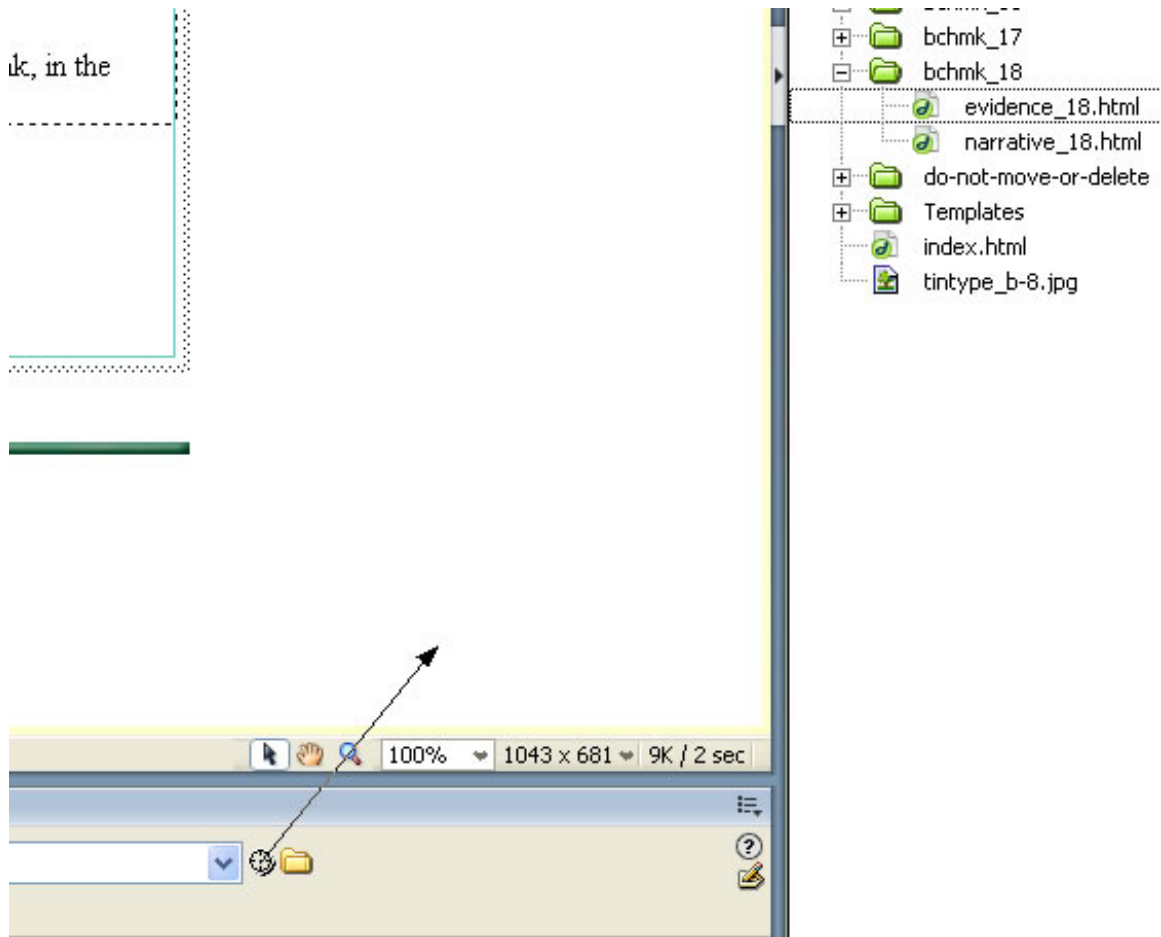


Revised: 7/5/06 10:56 AM

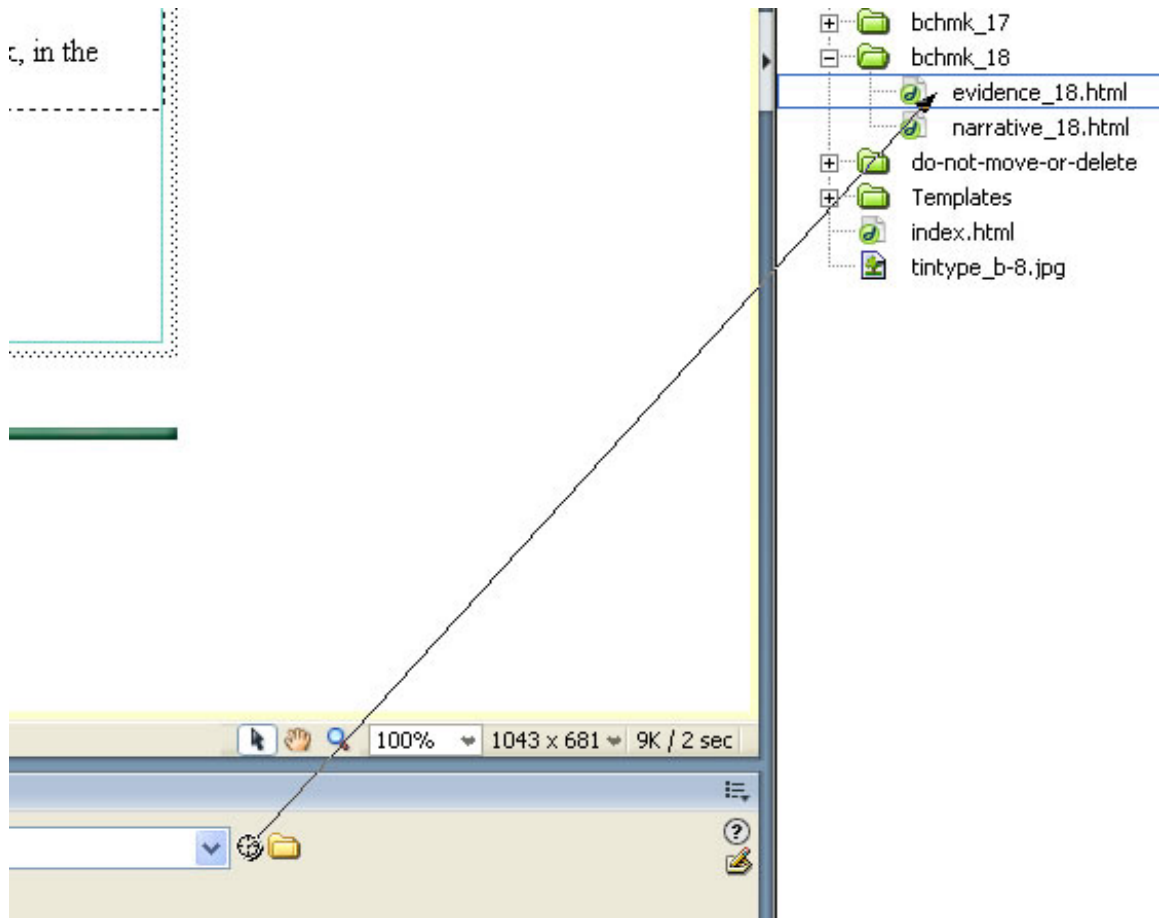


Single click on this icon

- Place your mouse cursor on the icon that looks like a fishing reel and single click and hold with the left mouse button. This icon is located on the Properties menu at the bottom of the Dreamweaver screen.



- Holding the mouse button down still, begin to drag your mouse to the file you want to hyperlink to. A solid line will appear behind your mouse as you drag your mouse cursor across the screen.



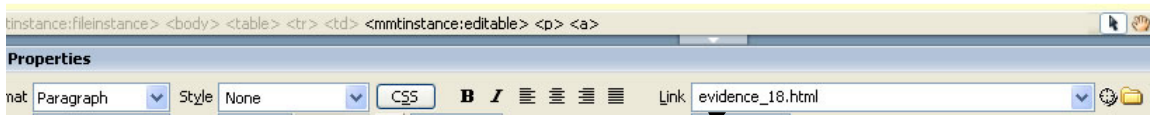
- Continue dragging your mouse to the file you want to hyperlink to until the arrow physically touches the file name. You should have a solid line going from the icon that looks like a fishing reel connecting to the file name you want to hyperlink to.

- The finished result of this process should be a hyperlink on your narrative page.
To determine if you have created a hyperlink correctly, examine the Link field on the Properties menu. The Link field should contain the name of the file you hyperlinked to. The “Link to evidence” text you typed in earlier should now be green and have a line under the three words.

Text should be green and underlined with a thick line



Revised: 7/5/06 10:56 AM



The name of the file you hyperlinked to should appear in the Link field