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Microsoft FrontPage

Introduction

Introduction FrontPage is the web-page and web-site design tool from Microsoft. As part of Microsoft Office it enables users to create their own web-pages and –sites.

Objectives A comprehensive insight into the main Microsoft FrontPage features. The knowledge gained will enable students to create their own web-site on their return to the office.

Designed for This course is designed for web page content creators. Participants should have a working knowledge of Word or PowerPoint gained from prior attendance on a training course or from a user environment.

Duration One day

Topics Installation and Configuration Overview
Web Pages
Planning a Web Page
Creating a Web Page
Creating a Frames Page
Links
Linking Pages
Testing Links in Browser
Looking at Hyperlinks
Enhancing Web Pages
Applying a Background
Inserting a Word Document
Formatting a Web Page
Making a Company Personnel Page
Inserting Photographs onto a Web Page
Inserting a Video
Tables
Inserting a Table
Formatting a Table
Forms
Creating a Form
Adding a Drop Down Box to a Form
Web Sites
Bookmarks
The Navigation View
Inserting Email Option
Amending a Web
Submitting a Web to Search Engines.

Follow-up Microsoft Frontpage Advanced – 1 day

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