

## Hoover Web Design's Flash Web Site Builder Tutorial



*An example of a finished web template.*

Click on Start.

Select a Business or Personal Web Site Layout.

Enter title for your home page.

Select color for Site Title (1), for example, black.

Click Next Step.

Select the color behind the site title (2), for example orange.

Click Next Step

Select the site text color, (3), for example black

Click Next Step

Select the navigation bar color (3), for example black

Click Next Step

Select the navigation bar text color (4), for example orange

Click Next Step.

Select a graphic to appear in the template

- If you don't see a graphic that you like, select any graphic and you will be able to swap out the graphic later on.

Click Next Step

Select whether or not you want background music for your template

- If you do, select a track and click Next step.
- If you want no music, select no and click Next Step

Enter you text for the home page. To create line breaks us the code <br>

Click Next Step

Enter your text for the about page and click Next Step.

If you choose a business page, enter your content for the services page and click Next Step.

If you choose a personal page, an external link to a picture page is included. Simply type in the url to your photo page like this <http://www.hooverwebdesign.com/photos.html>. A sample photo page will be included in your zip file.

For your links page, use html to enter a link in the normal fashion. Separate links with the <br> tag and click Next Step. It is also good to add a target =blank to the linking code.

For your contact page, enter a message such as contact me at <mailto: [you@yourdomian.com](mailto:you@yourdomian.com)> and click Next Step

Next enter in the email address (<a href="mailto:you@yourdomain.com">you@yourdomain.com</a> ) that you would like to receive the template at and click Next Step. Ensure you type in the correct email address or you will not receive your template.

The preview of your web site comes up.

You can test the site to be sure everything is as you like it. If you wish to make changes, click the Previous Step button.

To continue, click on the Next Step button.

Copy the text in the window that appears on the screen. Ensure you copy all of the text and click Next Step.

A white screen comes up, letting you know your web site has been sent to you via email.

You will need to extract the template from the zip file into your web directory. If you don't have an unzipping program, download one for free at <http://www.winzip.com>.

If you have any questions about setting up the template, please post them on our messageboard: <http://www.hooverwebdesign.com/templates/community/colloquius.cgi>