

Site Technologies



Version 3.0 for Windows 95
Getting Started Guide

Site Technologies QuickSite Getting Started Guide, Version 3.0 for Windows 95

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Site Technologies
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Registration and Technical Support

To receive upgrade information and technical support, make sure you register your QuickSite software. Be sure to include the program serial number you received from Sales.

If you have any questions or comments about QuickSite, please contact our Technical Support department.

QuickSite Technical Support:

Phone: 408/461-3020

Hours: 8:00am to 5:00pm Pacific Standard Time,
Monday through Friday, except holidays.

Site Technologies can also be reached through the World Wide Web on the Internet:

http://www.sitetech.com

E-mail: tech_support@sitetech.com

or by mail:

Site Technologies

Attn: Technical Support

380 El Pueblo Road

Scotts Valley, CA 95066

Please have the following information handy when you call:

Serial number _____

The serial number is located on the installation disk envelope. This number is required to obtain technical support.

QuickSite version _____

Select About QuickSite from the Help menu.

System information

Check your computer's hardware and software configurations and note them below.

Computer _____

Operating system _____

Total memory _____

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Introduction

Welcome to Site Technologies QuickSite 3.0, the most productive way to create, manage, and sell through your Web site on the World Wide Web. Using QuickSite, you can create a professional-looking Web site. Whether you want to create a personal site for your friends and family or a complete business presence with forms, download files, catalog, advertising, and links to other Web sites, QuickSite makes it easy!

This guide gets you started with QuickSite.

Chapter 1, *Installing and Starting QuickSite*

Chapter 2, *The Basics of Web Site Creation*

Chapter 3, *Designing Web Pages*

Chapter 4, *Working with Special Features*

Chapters 2 through 4 are walkthroughs that let you explore various QuickSite features and learn as you do. The walkthroughs provide the main steps to access these features and perform selected tasks.

For those interested in scripting, *Appendix A: Automation Scripting* describes QuickSite's special command language which can be used to create and launch automated scripts.

Full descriptions of all features can be found in QuickSite's online Help. You can access Help from the Help menu in QuickSite.

About QuickSite 3.0

QuickSite 3.0 includes all the award-winning features from its 2.5 version plus a host of new ones. See *What's new in Version 3.0?*, page xii.

Web site wizards

QuickSite wizards walk you through Web site creation and management tasks to help you produce a well-organized site. There's even a wizard to ensure consistent style for your site!

QuickSite library

QuickSite has a library of predefined, reusable content such as graphics, forms, tables, links, and pages to give you a head start on creating your Web site. If you have existing documents and graphics, you can include them in the QuickSite library or your own custom library. See *Using libraries*, page 4-1.

WYSIWYG++ Layout Designer

What you see is what you get! QuickSite's exclusive WYSIWYG++ Layout Designer lets you position, size, and create each element of your page directly on the page itself. You can import information from Microsoft Word or Excel, drag and drop graphics, and create and modify tables in the WYSIWYG designer. See *Exploring the Layout Designer*, page 3-1.

Advanced HTML Editor

In addition to the Layout Designer, you can use QuickSite's HTML Editor to add and edit HTML code by hand or with templates. See *Using QuickSite's HTML Editor*, page 3-14.

Web site management

QuickSite's powerful Web site management features make it easy to change, update, and backup your site. You can import an existing site into QuickSite and easily make changes to it (*Importing a site*, page 4-4). You can add entire new sections to your site instantly with the Multi-level Menu Wizard (*For more information...*, page 2-16). You can test your site on two browsers at the same time (*Dueling browsers*, page 3-22).

Catalog building

You can use QuickSite Catalog Builder to build a catalog of products and services, and publish it on the World Wide Web in minutes. You can import your existing product database, fully design your catalog pages, arrange your products into categories, and create sale prices. See *Building a commerce catalog*, page 4-5.

Site promotion

You can increase the number of qualified visitors to your site with QuickSite's Site Promotion Wizard. It allows you to register your site with popular World Wide Web search engines automatically. See *Promoting your site*, page 4-14.

Site templates

QuickSite offers a library of templates that you can use as the basis for your own Web site. You can also add your own site templates. See *Insert a site template*, page 4-3 and *Add a site template*, page 4-2.

HyperSite technology

At the click of your mouse button you have the technology available to create HTML files (without knowledge of HTML code), import HTML-coded files, and publish your complete site onto the Internet service you have selected. See Chapter 3, *Designing Web Pages*.

Database technology

QuickSite's advanced database technology makes it easy to organize and update the information in your Web site so you can focus your efforts on improving your Web site — changing the content and organization, making layout more visually appealing, and helping users navigate your site in the quickest and easiest way possible.

Other features

QuickSite supports ActiveX, Java, forms, and frames. There is a full HTML and script tag database for your use, plus professionally-designed site and page templates. See Chapter 3, *Designing Web Pages* and Chapter 4, *Working with Special Features*.

What's new in Version 3.0?

QuickSite 3.0 includes many new features and helpful content to make your site development efforts go smoothly and more productively.

Site Architect

The Site Architect makes it easy to organize the structure of your Web site in a format where you can actually see a diagram of the page hierarchy. The Site Architect may be used when you first create the site through the New Project Wizard or later when you want to visualize your Web site design. See *Using the Site Architect*, page 2-17.

AdStream

The AdStream feature provides the ability to easily create up to five linked panels for advertising banners or announcements. Each banner is made from ordinary text pages in QuickSite and can be programmed to display for a specific number of seconds. AdStream properties are designed to be applied to a frame page that is used to display rotating banner content. The AdStream project, installed with QuickSite, demonstrates the AdStream capability. *Adding advertising*, page 4-16.

QuickSite macro variables

QuickSite macro variables are now available to power users. The value assigned to the variable is inserted wherever the QuickSite macro is inserted in a page. Macro variables greatly ease the task of maintaining Web pages and duplicate content that appears in multiple places in a site. A single change to the variable will update every occurrence in the entire site. *QuickSite macros*, page 4-19.

Add-in libraries

The QuickSite library architecture is the same as any other QuickSite project file. A QuickSite library is essentially a Web site project. Any project in QuickSite 2.5.2 or later can be used as an add-in library. By “add-in” we mean you can use the library in addition to the standard QuickSite library, which is installed with QuickSite. You can create as many add-in libraries as you want. Each can hold a virtually limitless amount of prefabricated content components. *Open an add-in library*, page 4-2.

- The **Site Search library** provides a static search page for a Web site. The search engine requires no server-side component and has no “moving parts.” This feature builds a static JavaScript index into the Site Search page component which results in an extremely fast search of page titles in the site.
- The **OrderEasy library** provides sample category and product page templates for the OrderEasy commerce catalog system. Additional content specific to the InternetMall/OrderEasy support may be added to this library. A sample project, OESAMPLE, installed with QuickSite demonstrates OrderEasy. See *OrderEasy commerce support*, page 4-13.

GuestWorld template

A new template for GuestWorld has been added to the QuickSite library. See *Insert a site template*, page 4-3.

OpenCube scrolling content support

OpenCube is the maker of the Smooth Scroll II Java applet. QuickSite 3.0 automatically generates applet code that supports this applet. See *Adding scrolling content*, page 4-15.

Automatic Meta tags

New automatic Meta tags for search engines are now generated for every page. And you can still define Meta tags manually. See *About Meta tags*, page 3-18.

Easier library editing

The Library menu option, Edit Library, provides a new dialog that displays all libraries in the QuickSite program directory (the QuickSite library plus any add-ins). This makes it easy to select library files for editing purposes.

The new Library menu option, Open Add-In Library, lets you open any of the add-in libraries so you can add specialty content to the current project. See *Using libraries*, page 4-1.

Project INI editor

A new button to edit the project INI file has been added to the Project tab of the Preferences dialog (in Edit menu). See *Setting/resetting preferences*, page 2-21.

Forced lower case filenames

The Build Web Site dialog (in the Project menu) now has an option to create a site that uses all lower case links to images and HTML files. This option, set “on” by default, eliminates the problem of some server environments not supporting case-sensitivity.

Enhanced error notification in the To-Do list

When an image file is missing during the build process, QuickSite automatically marks the To-Do list for the missing image component. To-Do list entries marked as such are unmarked when the image file is no longer missing. See *Create a To-Do list*, page 2-20.

Enhanced paragraph linking

Enhanced paragraph linking and inclusion You can now utilize paragraph components within the home or menu pages. Previously paragraph components could only be part of a text page.

You can also now use the !INCLUDE directive to insert a paragraph component into any page. This makes it possible to define a single boilerplate piece of text, and physically insert it many times throughout your site. If the paragraph text needs to be changed, you only need to change it in the paragraph component. See *Insert paragraph components*, page 3-18.

Improved site import

The site import feature has been enhanced so that URL component title names are created without the `http://`. Leaving a `http://` reference in the title could potentially cause linkage problems when published. See *Importing a site*, page 4-4.

Direct technical support links

The Help menu now includes a link to the Site Technologies technical support and updates page on our Web site. This option launches a browser and connects to the appropriate URL. An Internet connection must exist when using this new feature.

On-Line Registration

The registration dialog has been enhanced to include buttons to complete the online registration process as well as access the QuickSite home page.

Advanced developer features

QuickSite 3.0 is a full-featured, professional Web site development toolkit. It offers advanced capabilities such as macros, automation scripting, API calls, and project reports. Chapter 4, *Working with Special Features*.

To learn more...

For the most current information about QuickSite and other Site Technologies products, visit Site Technologies Web site at <http://www.sitetech.com>. Our Web site contains product descriptions, reviews, specifications, downloadable demo software; bulletins, press releases, and frequently asked questions. Just click **Support** or other appropriate button there.

1

Installing and Starting QuickSite

Chapter 1 explains how to install, start, and register QuickSite software on your computer. It also QuickSite's startup window and describes QuickSite registration and troubleshooting options.

Before you install...

Before installing QuickSite, you need your hardware, software, and Web server to be set up properly.

Hardware requirements

Your computer hardware should satisfy these minimum requirements:

- IBM or compatible personal computer with 486DX2/66 or higher processor.
- CD ROM drive.
- 16 MB of RAM.
- 23 MB of available hard disk space.
- VGA or higher resolution color monitor.
- Mouse or other pointing device.
- Internet connection — either direct (such as an ISDN or T1 link) or dial-up using a modem (preferably 14,400 bps or higher) for publishing your finished site to your Web server (see *Web server*, page 1-2).

Software requirements

Software requirements include:

- Microsoft Windows 95.
- Any Web browser program, such as Netscape Navigator, NCSA Mosaic, or Microsoft Internet Explorer.

Web server

To host your Web site on the World Wide Web, you need access to a Web server that is visible to the Internet fulltime. You can set up and maintain your own Web server individually (on a UNIX machine, PC, or Macintosh) or you can rent space on a server owned and maintained by a third-party Internet Service Provider (ISP). The Web server must have FTP (File Transfer Protocol) capability to publish your Web site.

ISPs, such as America Online, Compuserve, HoloNet, Netcom, Earthlink, and UUNet, offer hosting services for your Web site including FTP capability. Many of these services offer multiple levels of service. Prices vary based on the speed your site can be accessed and the amount of space available for you to store your site's HTML files and images. To locate ISPs in your area, ask your software retailer, consult the phone book, or visit these Web sites: <http://thedirectory.org> (The Directory) and <http://thelist.iworld.com> (The List).

If your Web site is an **intranet** (a Web site that is used only within your company), you need to host your Web site locally. Hosting your Web site locally requires a Web server with FTP capability but you do not need an ISP.

Installing QuickSite software

QuickSite installation is easy. After a few questions, the QuickSite installation wizard copies the software and creates a Site Technologies QuickSite program group in Windows.



Note If you have a previous version of QuickSite installed on your computer, QuickSite 3.0 automatically renames the library files from the previous version to *libraryname.dbt.old* and *libraryname.dbf.old*.

1. Download the QuickSite 3.0 installation program from the Site Technologies Web site, go to <http://www.sitetech.com>, click on the Download button, click QuickSite, select the installation file, and save it to a temporary directory on your hard drive. After the file has downloaded, double-click the installation program file (.exe) to decompress the installation files and open the installer.

If you are installing from a CD, insert the CD in the appropriate disk drive on your computer to automatically launch the QuickSite installation wizard.

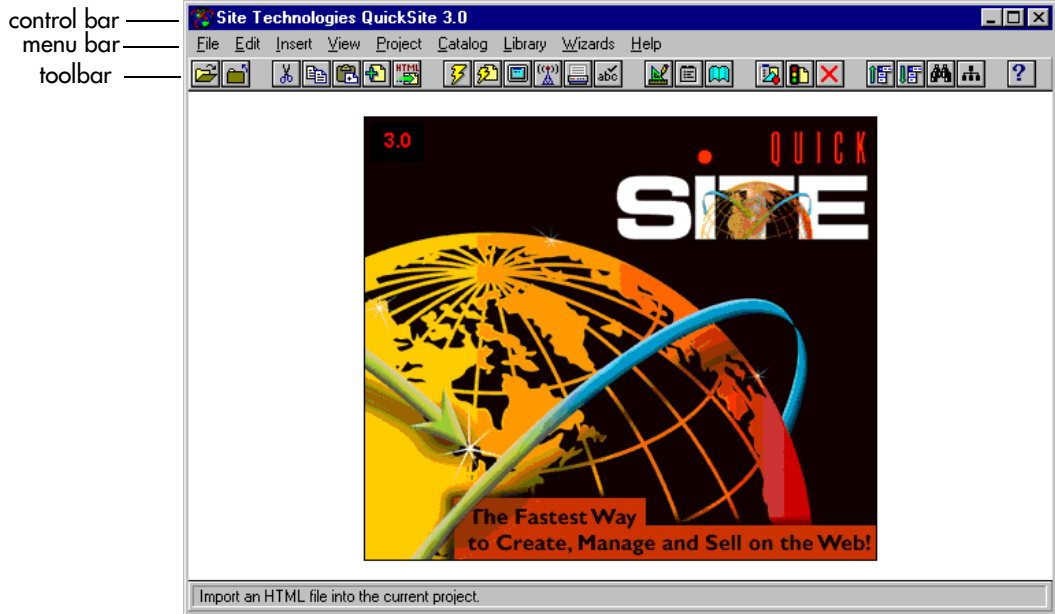
2. Answer the QuickSite installation wizard prompts. Unless there is a need to change the installation path, install in the **default** QuickSite folder, c:\qs.

Note If you install elsewhere, do not place QuickSite on one drive and its components or project files on another drive. Also be sure the Gifs folder is inside the QuickSite folder.

3. When installation is done, click Yes to open the QuickSite ReadMe for late-breaking information not in the QuickSite online Help and documentation. Click the close button, , to close the QuickSite ReadMe document.
4. Click the QuickSite icon, , to start the QuickSite program. Take a moment to examine the QuickSite startup window and read about its menu bar and toolbar features below.

About the QuickSite startup window

The QuickSite startup window displays the QuickSite logo. At the top is a control bar with standard Windows functions. Below that are a menu bar and toolbar.



The menu bar

The menu bar lists the options you can click to access QuickSite functions. In the startup window, most of the menu options are greyed-out and unavailable because you must have a project open to use those options.

This menu	Contains options to...
File	Create new, open, save, or close a project ; import a page or site; import bookmarks; restore or backup a project; exit.
Edit	Undo changes; cut, copy, paste, insert, delete, and find items (pages and components); set properties; access designers; add Meta tags and To-Do lists; change page status; convert layout objects to HTML code; find and replace text; change preferences.
Insert	Insert pages (menu, text, and form) and components (paragraph, table, image, script, resource file, URL, and external HTML file); insert a page template, a configuration section, and configuration components.
View	Access Site Architect; visualize To Do lists; expand and collapse menu sections (menu pages and all their components); move through the Project View; show or hide items.
Project	Build Web pages; build, test, and publish the Web site; check spelling; check URLs; compress the project file; use native linking (revert from Site Architect).
Catalog	Edit the catalog database; set catalog component properties; insert catalog components; clean out catalog images; upload (publish) catalog; access commerce setup on Internet.
Library	Create, open, edit, and copy to project libraries; open add-in libraries.
Wizards	Run wizards for creating and managing the Web site and individual Web pages.
Help	Display and search online Help; register QuickSite; link to Technical Support via Internet; display product and version information.












The same menu bar appears in the Project View, the window you see after you create a new project or open an existing one. All of the menu options are accessible from the Project View. See *What's in a QuickSite project?*, page 2-13.














The toolbar

The toolbar contains buttons that represent various shortcuts to access menu functions.



Tip When you point to a tool in the toolbar, QuickSite displays the tool description under the tool and at the bottom of the window.


Tool	Menu or Hint	Function
	File Open Project	Opens a Web site project.
	File Close Project	Closes the current Web site project.
	Edit Cut Web Page	Cuts contents from a project page/component and copies it to the Windows Clipboard.
	Edit Copy Web Page	Copies contents from a project page/component to the Windows Clipboard.
	Edit Paste/Insert Web Page	Pastes contents from the Windows Clipboard into a project page/component.
	Insert Text Page	Adds a text page.
	File Import HTML File	Imports an HTML file into the current page.
	Project Build Web Site	Builds the entire current Web site project.
	Project Build Web Page	Builds the current Web page only.
	Project Test Web Site	Tests the current Web site project.
	Project Publish	Builds the current Web site project and uploads your site to the Web server.

	Project Spell Check	Checks the spelling in your Web site project.
	Edit Designers HTML Editor	Launches the default design surface (HTML Editor, Layout Designer, or Third-party Editor).
	Page Properties	Defines page properties. Alternate access by right-clicking on page.
	Catalog Edit Catalog Database	Launches the Catalog Manager which you use to add a catalog to your Web site.
	Graphics Properties Wizard	Wizard to define graphics styles.
	Edit Change Web Page Status	Toggle to change the status of a project page/component.
	Edit Delete Web Page	Permanently deletes the current Web page.
	View Collapse	Collapses the Project View.
	View Expand	Expands the Project View.
	Edit Find Web Pages	Finds one or more Web pages.
	Mark/Return Position	Toggle: Marks current position in the Project View/Returns to marked position.
	Site Architect	Opens Site Architect.
	Help Contents	Displays online help.

Windows control functions

QuickSite has standard Windows 95 control functions.

Click on the Site Technologies QuickSite icon at the upper left of the window to access a dropdown menu with Restore, Move, Size, Minimize, Maximize, and Close options.


Click on any of these buttons, , to change window size. The left button reduces the window to a button on the task bar (at the bottom), the middle button enables single/multiple window(s) display, and the right button closes the window.

Exiting and restarting QuickSite

You can exit QuickSite and return to Windows any time. When you are ready for another session, QuickSite is easy to start up again.

To exit QuickSite

You can exit QuickSite by several paths.

From the File menu in the menu bar, click Exit. Or click the close button, . Or double-click the QuickSite icon at top left of the window.

QuickSite terminates and returns you to Windows.

To restart QuickSite

Click the QuickSite icon in the Site Technologies QuickSite program group (see *Other QuickSite group applications*, page 1-9).

The QuickSite startup window appears on your screen.

Other QuickSite group applications

The basic Site Technologies QuickSite program group includes these items:

QuickSite	QuickSite program.
QuickSite Help	QuickSite online Help.
QuickSite Readme	Readme document with late-breaking notes about features and other issues not contained in the QuickSite documentation.

Registering QuickSite


Take a moment to register online via the Internet.


1. Connect to the World Wide Web.

From the Help menu, click Register Site Technologies QuickSite 3.0.

2. Enter the registration number.
3. Click Complete Registration.

If you bought QuickSite through the SiteTechnologies Web site, Sales will email you the registration serial number. If you ordered by phone, Sales will give you registration number over the phone.

Note You must be registered to turn off the QuickSite logo button,  , which automatically appears on each Web page you create. For more on turning this button off, refer to the QuickSite Help, which you access from the Help menu in QuickSite.

4. Click the close button,  , at the upper-right corner of the QuickSite screen to exit QuickSite and restart your registered QuickSite.

Troubleshooting and updating QuickSite

If you cannot get a QuickSite feature to work or you have a question unanswered by this guide or QuickSite's online Help, we recommend consulting QuickSite's FAQs (Frequently Asked Questions) on Site Technologies Web site.

Site Technologies continuously updates its FAQs. You will find all kinds of interesting facts and tips there to help you. If your problem is still not solved, contact Technical Support online (see *Accessing FAQs, Technical Support, and updates* below) or at this number:

Technical Support (408) 461-3020.

Accessing FAQs, Technical Support, and updates

You can access information on the World Wide Web without leaving the QuickSite program.

1. Connect with the World Wide Web.
2. In QuickSite, from the Help menu, click Site Technologies Technical Support and Updates.
3. Select the appropriate option.

What if your computer hangs up?

Here are some troubleshooting tips.

If your computer hangs up during routine QuickSite operations

1. Make sure you have enough RAM. QuickSite needs 16 MB to run.
2. Try to open another project file. The first project file may have become damaged or QuickSite may be damaged.
3. If the second project file works properly, then the first project file was damaged, not QuickSite. Restore your project file from a backup or load the .dbf file into Excel and save it.

If you believe Quicksite is damaged

- 1.** Backup your project files to another folder, then uninstall QuickSite through the Windows Control Panel.
- 2.** Run ScanDisk to check for disk corruption and optionally run a Windows defragmentation program to optimize your disk.
- 3.** Make sure you have 25 MB of hard disk space and reinstall QuickSite into the default directory.

2

The Basics of Web Site Creation

Chapter 2 gets you started with QuickSite. We describe here the basic steps to create and publish a Web site and guide you through the process of creating a new Web site and explain how QuickSite projects are structured and how the Project View, QuickSite's main window, reflects that structure.

The basic steps to site production

To create and publish a Web site with QuickSite, follow these basic steps.

1. Plan the site structure and contents.
2. Use QuickSite to create a new Web site project. See *Creating a new Web site project*, page 2-2.
3. Set QuickSite preferences. See *Setting/resetting preferences*, page 2-21.
4. Design professional-looking Web pages with QuickSite's Layout Designer and/or HTML Editor or use a third-party editor. See *Exploring the Layout Designer*, page 3-1 and *Using QuickSite's HTML Editor*, page 3-14.
5. Optionally add a catalog. See *Building a commerce catalog*, page 4-5.
6. Optionally add advertising. See *Adding advertising*, page 4-16.
7. Build and test the project. See *Building and testing a project*, page 3-21.
8. Publish the Web site. See *Publishing your site*, page 3-24.
9. Promote your site. See *Promoting your site*, page 4-14.

Now that you know what needs be done, let's see how QuickSite can help you do it.

Creating a new Web site project

For every new Web site, you need to create a new project (QuickSite automatically creates a new project database for you.). A **project** is the set of documents that makes up your Web site. QuickSite stores these documents in **project files** (with .dbf, .fpt, and .ini extensions). The project files contain information about all of the files, links, graphics, web pages, and other items that you use to create and manage your Web site.

When you build a project, QuickSite takes all of the information in your project files and generates the HTML (hypertext markup language) files that make up your Web site.

Follow the steps below to create a practice site.

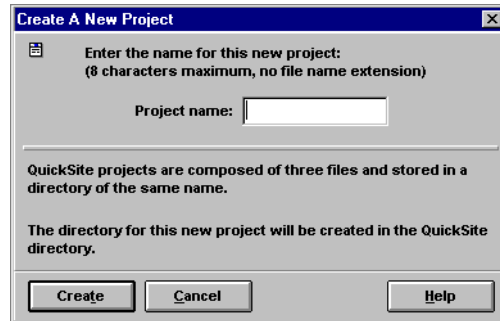
Tip If you want to import an existing Web site instead of creating a new one, you can use the Site Import Wizard. It must be a site that was not created using QuickSite. See *Importing a site*, page 4-4.

Create a new project

1. The first time you start QuickSite after installation, it prompts you to use the New Project Wizard. Click Yes.

Tip QuickSite will not automatically display this prompt again. Instead you can open the New Project Wizard, from the File menu. Just click New Project there.

The Create a New Project box opens.



2. Type a project name, at least three consecutive characters (maximum eight). Do **not** include a file extension. As an example, type **mysite**.

Tip Also, do not name a project **index**, **contents**, or **library**. And, you cannot use a number for the first three characters of the project name.

3. Click Create.

QuickSite creates the project files, using the project name you entered, and stores them in a QuickSite subdirectory of the same name.

Using the project name you entered, QuickSite creates a subdirectory in the QuickSite directory (default `c:\qs`) and adds empty project files (`.dbf`, `.fpt`, and `.ini`) to that directory. For example, for project name **mysite**, QuickSite would create subdirectory `c:\qs\mysite` and project files `mysite.dbf`, `mysite.fpt`, and `mysite.ini`.

4. At the prompt to use the New Project Wizard, click Yes.

If you were to click No, you could create a site without the wizard (but you would have to manually insert pages and components, and define page style and preferences).

Using the New Project Wizard

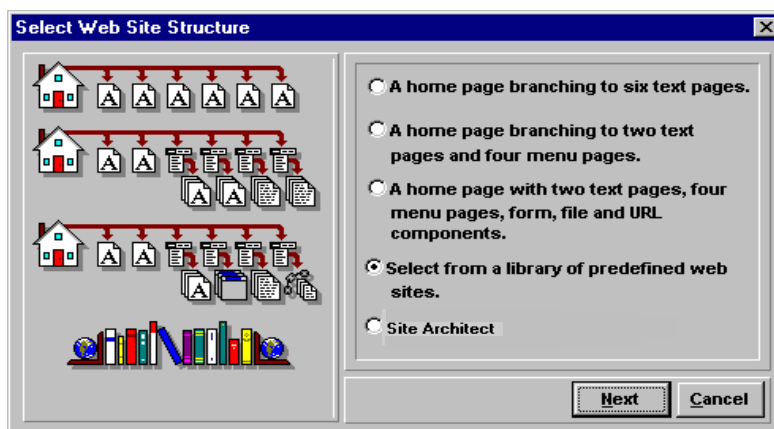
The New Project Wizard asks you, step-by-step, to make decisions about the:


- Web site structure (branching from home page).
- Home page (title and introductory text).
- Default preferences for page components (auto-updating, header and footer lines, and e-mail address).
- Page styles (background, header and footer lines, and bullets).
- Page layout (center page titles or not).

Selections you make in the New Project Wizard can always be changed later. When finished with the wizard, you will have a fully-functioning, fully-adaptable Web site that could be published on the World Wide Web.

Selecting the Web site structure

The New Project Wizard first lets you select the Web site structure. The Web site structure defines the way your site is organized and determines how easily users can navigate pages to find the information they want.



1. Click the radio button next to the option for the Web site structure you want to use. When the radio button is black, , the option is **selected**. You can choose from:

Any of the three Web site structures (each with a home page and different pages under it).

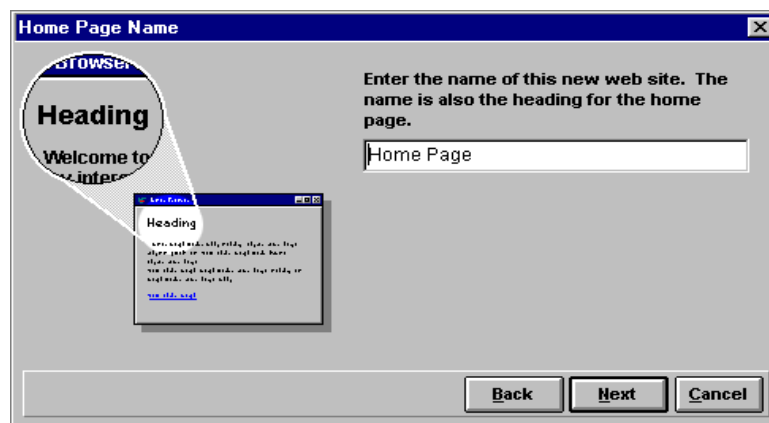
A library of predefined Web sites, such as Small Business, Catalog Sales, and Personal Web Site, as provided by QuickSite.

The Site Architect, a new feature that lets you layout your Web site as a diagram.

2. For this practice site, select the third Web site structure, with home page, four text pages, form, file, and URL components.
3. Click Next to define the home page.

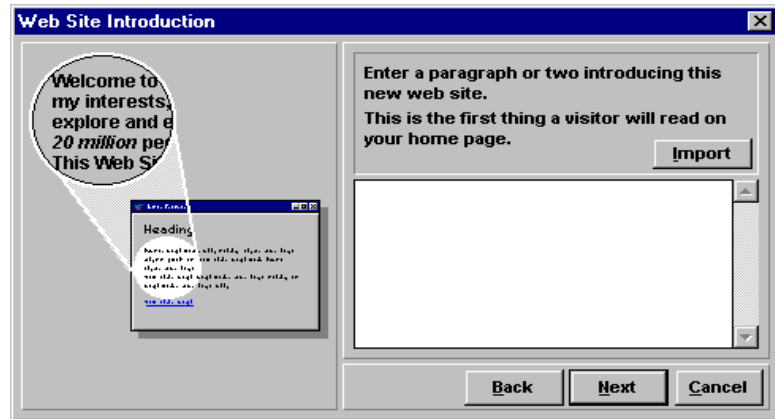
Defining the home page

The New Project Wizard asks for the home page title.



1. Type a name for your home page, such as My Home Page. The title can be up to 64 characters.
2. Click Next.

The New Project Wizard asks you to enter introductory text for your home page.



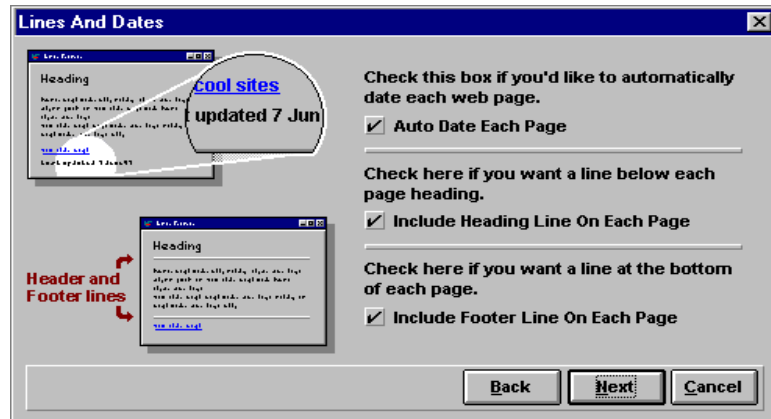
3. Type some text here, such as Welcome to my home page.

If you have a text file with content for the home page, you can import it here. Just click Import, select the .txt file to import, and click OK. QuickSite imports the text you selected and displays it in the Web Site Introduction window.

4. Click Next to define default settings for the Web pages.

Defining autodate and header/footer line settings

By default, QuickSite selects all options in this wizard box. Selected options have a checkmark (✓).



1. Keep the default settings. This makes your Web page design consistent and easier to navigate.

The default settings produce the following results when you build your Web site:

✓ Autodate Each Page

QuickSite automatically informs your Web site visitors when your site last changed. The date that is generated appears automatically at the bottom of each page in your Web site.

✓ Include Heading Line On Each Page

A header line appears as a horizontal rule directly below the title of each page.

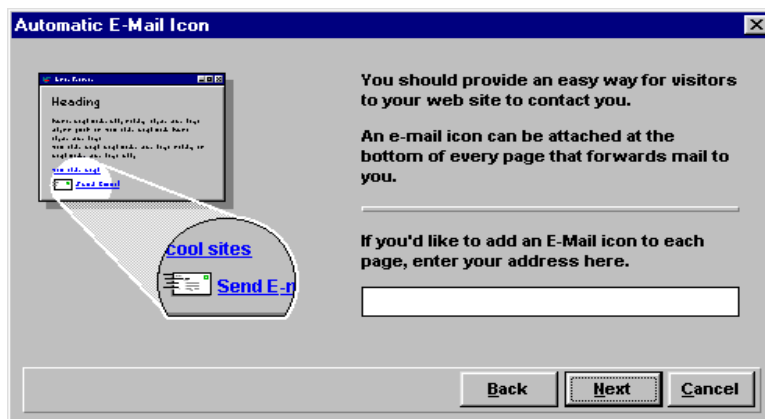
✓ Include Footer Line On Each Page

A footer line appears as a horizontal rule directly below the body of each page.

2. Click Next to define your e-mail address.

Specifying your e-mail address

The New Project Wizard asks you to specify your return e-mail address. This address is linked to the Send E-Mail navigation button on every page unless you do not include navigation buttons when you build the Web site. See *Building and testing a project*, page 3-21.



1. Type an e-mail address where your Web site visitors can contact you or your Webmaster, such as `myname@aol.com`. If you do not know the address, you can leave it blank for now and add it later. See *Setting/resetting preferences*, page 2-21.
2. Click Next to define your Web page style.

Defining Web page styles

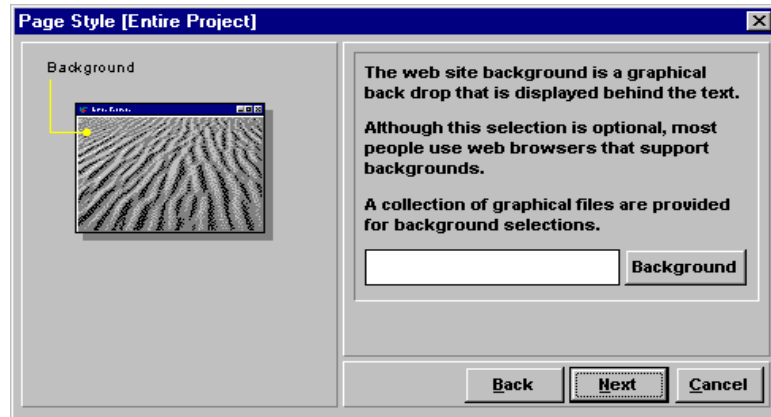
The New Project Wizard opens the Page Style box, also known as the Page Style Wizard.

Tip You can access the Page Style Wizard from the Wizards menu if you wish to change overall page style later. Or you can use the Graphics Properties Wizard (also in the Wizard menu) to change style on an individual page, a menu section, or the entire site.

Click Next to select a background style for your site.

Select a background

In the next Page Style box, you can select a background for your Web site.



An attractive background can add visual appeal to your Web site. You are not limited to the backgrounds provided with QuickSite. You can copy your own background files (JPG, GIF, or PNG) into the `gifs` folder in your QuickSite folder (for example, `c:\qs\gifs`) so they are accessible from the New Project Wizard.

Tip To optimize Web page readability, select a background with light color and simple texture, such as gray or white.

1. Click Background.

The Select Image File box opens a list of background files in the QuickSite-provided `Gifs` folder.

2. Click the different files to see thumbnails of what they look like.
3. Click the one you want, such as `qs_chlk.jpg`, and click Select to select it.

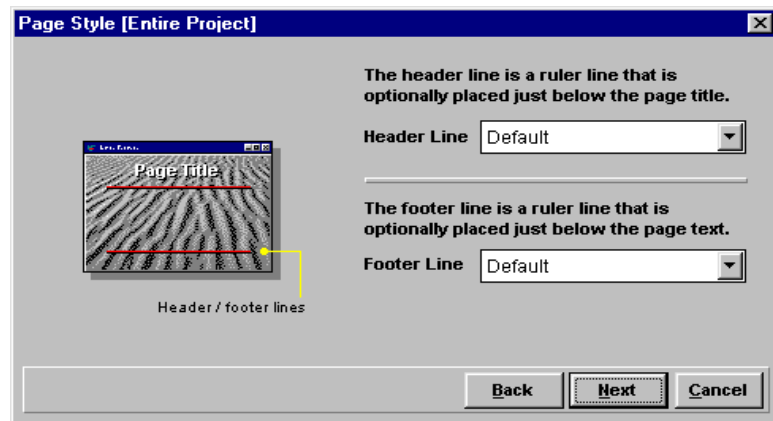
The Page Style box reopens with the background filename listed.

4. Click Next to select header and footer line styles.

Select header and footer line styles

The next Page Style box opens, where you can select the color of header and footer lines on your Web pages.

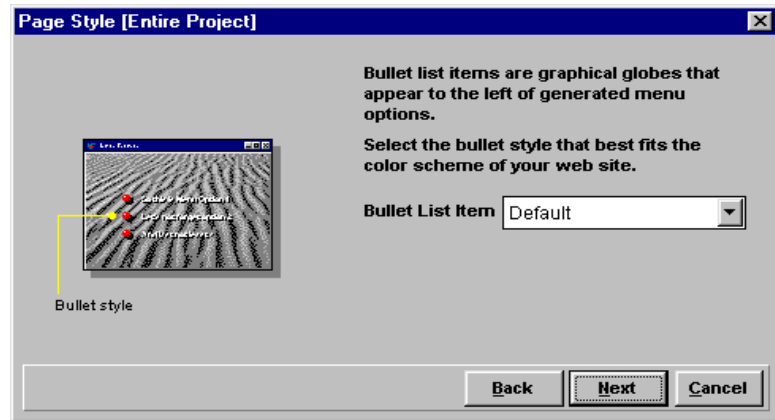
Tip QuickSite provides several attractive header and footer line colors. The default line color contrasts with the current background (that is, dark on light background and light on dark background). For consistency, we recommend selecting the same color for both lines.



1. In the Header Line box, scroll and click the header line style you want.
2. In the Footer Line box, scroll and click the footer line style you want.
3. Choose Next to select a bullet style.

Select a bullet style

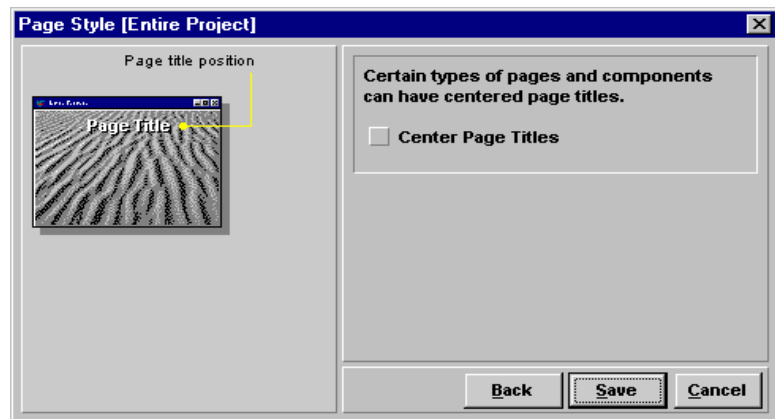
In the next Page style box, you can select the color for bullets in your Web site. By default, the bullets appear to the left of hypertext menu links on your Web pages.



1. In the Bullet List Item box, scroll and click a bullet color from the list.
2. Click Next to select the page title layout.


Select page title layout

The last Page Style box opens and displays the Center Page Titles option. The default is to align titles on the left side of a page.



1. Select (✓) or deselect the Center Page Titles option as desired.
2. Click Save to save your Web site project settings and automatically generate the project files containing the pages for your Web site.
3. Since you selected a background for your Web site, QuickSite asks you if you want to copy the background file to your project directory. Click Yes.

QuickSite closes the New Project Wizard and displays a QuickCues box with informative tidbits about QuickSite features.

4. Click on the tabs and read the QuickCues information. Then click the close button, , in the upper right-hand corner of QuickCues to see the Project View.

Tip You can access QuickCues anytime in the Project View. Just click the right mouse button to bring up a menu where you can select the QuickCues option.

For more information...

Access QuickSite Help from the Help menu. Click Contents and select any of the following related topics.

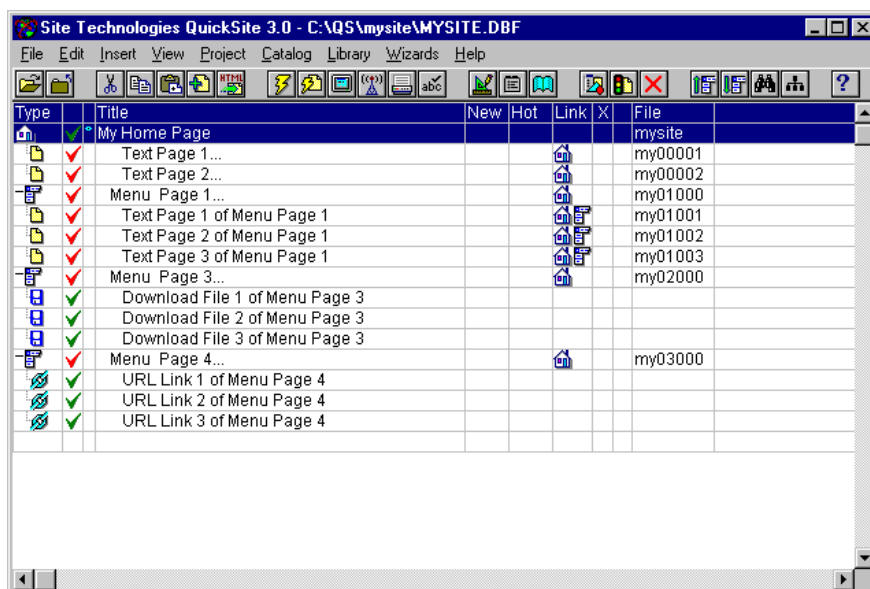
To learn about	See this Help book/topic
Site creation with the New Project Wizard	Creating a Web site/Using the New Project Wizard
Site creation without the New Project Wizard	Creating a Web site/Creating a new project without the Wizard
Define page style for the entire site	Creating a Web site/Using the Page Style Wizard
Define page styles for individual pages	Creating a Web site/Using the Graphics Properties Wizard

What's in a QuickSite project?

QuickSite Web site projects are made up of **project items**, such as different types of pages (home, menu, text, form) and page components (paragraphs, images, tables, scripts, catalog, etc.). The project items are organized in a hierarchical structure designed for optimum efficiency and ease of use. The Project View is the cornerstone of your project. It shows what items (pages and components) the project contains. Through the Project View, you manage and update your Web site project.

The Project View

The Project View displays an outline your Web site structure. It is kind of an asset list from which you create and maintain Web pages.



The Project View above is for the practice site structure you selected in the New Project Wizard. See *Selecting the Web site structure*, page 2-4.

Indented items are subordinate items in this structure. You can see at a glance which item is at the top level of the structure — the Home Page.

The Home Page has subpages (in the example above, Text Page 1 and Text Page 2) and links to all Menu Pages. Each Menu Page has subpages.

The Project View identifies each item in your Web site. What it does not do is show is the **actual linking hierarchy** of the pages. To see that or organize the site pages in the superior context of a diagrammatic layout, you can switch the view to the **Site Architect**. See Using the Site Architect.

What you can do in the Project View

Drag and drop to re-structure your site. Click on an item and drag and drop it to another position in the project. That's all it takes to restructure your site! QuickSite will automatically change the links in your site to refer to the page in its new position.


Insert and delete pages and other components. Click on the Insert menu and review the different types of components that you can insert into your project. They include text (HTML) pages, menu pages, forms, tables, images, and more. You can delete components by simply selecting the item and pressing the Del key. It's easy to insert or remove items and, QuickSite automatically takes care of the links.

Right-click for special commands. Select a text page and click with the right mouse button. Notice that a context-sensitive menu appears, giving you access to the Layout Designer and HTML Editor, as well as the instant content Library and a series of other commands. You can access common commands in the Project View and some dialogs without moving your mouse to the toolbar or main menu.

Add To-Do lists to your pages. Select a page and double click the column between the "X" and "File" columns. A To-Do list pops up for that page. You can enter items that need to be completed for that page so you don't forget. You can have a To-Do list for each item in your project.

Edit component properties. Select a page and click the Page Properties button. Take a look at the General, Layout, Links, and Graphics tabs. The Page Properties dialog lets you change settings for pages without entering page designers (discussed later), saving you precious time.

Change a component's page status. Have a page that's under construction? Want to hide a page from casual visitors to your site? Want to completely suspend the inclusion of a page or section of your site? All you have to do is double-click a page's Status column to change its status from Active (a green check mark) to Under Construction, Hidden, or Suspended. If you double-click a menu page, QuickSite automatically changes the status of each of the menu's sub-pages. Changing the status of entire sections in your site is as easy as double-clicking.

Tip All pages you want to display on the Web browser need to have their page status set as Active (green checkmark), .

Change the names of generated HTML files. Select a page, hold the Ctrl key down, and right-click on the page's "File" column. A dialog appears, allowing you to change the name of the HTML file that QuickSite generates. Even if the structure of your site changes, the name of this page will remain as you specified it.





Change the titles of pages and components. Select a page, hold the Ctrl key down, and right-click on the page's "Title" column. A dialog appears, allowing you to change the name of the page or component without entering the Page Properties dialog.

Add New! And Hot! icons to items. To automatically place New and Hot icons next to links for a page the next time your site is built, double-click the page's "New" or "Hot" columns. This makes it a simple matter to highlight changes in your site for frequent visitors.

What the Project View tells you

The Project View gives the following information:

This column	Tells you...
Type	Page type.
Status (not labeled)	Page status (Active, In Construction, Hidden, or Suspended). See <i>For more information...</i> , page 2-16.
Title	Web page title.

New	 New! icon, optionally selected by clicking column. Puts New! icon next to hyperlinks to this page.
Hot	 HOT! icon, optionally selected by clicking column. Puts Hot! icon next to hyperlinks to this page.
Link	Page type icon(s) show the pages to which this item is linked.
X	 The Delete web page tool displays when a page is marked for deletion. Double-click to mark a page for deletion when the project is built or compressed. See <i>Building and testing a project</i> , page 3-21 and <i>For more information...</i> , page 2-16.
To-do list (not labeled)	 The To-do list tool displays if the page has a To-Do list. Double-click to display the To-Do list. See <i>Visualizing To-Do lists</i> , page 2-20.

Tip The Project View optionally displays these additional columns if you set them as preferences from the Edit menu. See *Setting/resetting preferences*, page 2-21.

This column	Tells you...
File	HTML file associated with this page.
Date	Date when this page was last saved.
Time	Time when this page was last saved.

For more information...

Access QuickSite Help from the Help menu. Click Contents and select any of the following related topics.

To learn about	See this Help book/topic
Project View structure and page and status icons	Working in the Project View/Project View Basics/About the Project View

Changing page status	Working in the Project View/Working with project items/Changing the status of an item
Navigating the Project View	Working in the Project View/Project View Basics/Moving around the Project View/
Selecting, moving, and, marking project items	Working in the Project View/Working with project items
Changing the Project View display	Working in the Project View/Changing views
Adding sections	Managing a Web site/Creating nested menus

Using the Site Architect

QuickSite's Site Architect displays your Web site structure as a hierarchical diagram, making it easy for you to define and visualize page organization. It lets see and define actual topic paths, how the home, menu, and text pages are linked together. In comparison, the Project View shows only relative linking of pages in a list format.

Where to access the Site Architect

- You can select the Site Architect when you create a site through the New Project Wizard. See *Selecting the Web site structure*, page 2-4.
- You can access the Site Architect anytime from the View menu in the Project View.


Before you use the Site Architect

- When you build the site, select Include navigation text and deselect Include navigation buttons. See *Building and testing a project*, page 3-21.

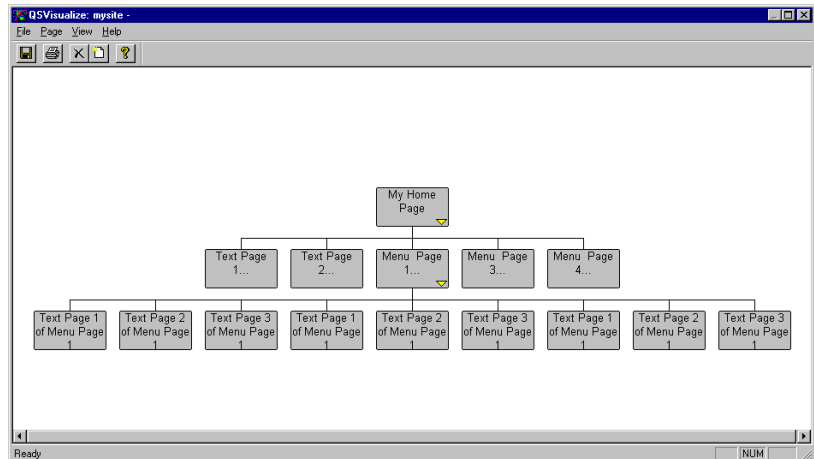
QuickSite will then automatically include text navigation bars at the bottom of the pages that reflect the hierarchical structure you defined in the Site Architect. On each page, the text navigation bars will include a link to the Home page, the page above (parent) and all pages below (children).

- You can optionally create customize text navigation bars by embedding special page macros in your pages. These macros, `::NavBar`, `::NavUp`, and `::Nav Down`, are described in the QuickSite Help. See *For more information..., page 2-21*.

View and change the topic path structure

1. In the project you created in this chapter, click the View menu, then click Site Architect, or click the  tool.
2. Click Topic Path.

The Site Architect displays a diagram of the Web site hierarchy. It shows how pages in the site are linked together.



3. To change the name of a page, double-click the page topic box and type another title, and click OK.
4. To add a new page under a page, right-click the page topic box and click New Page. Name the new topic as described in step 3.

5. To delete a page, right-click the page topic box, click Delete Page, and click Yes.
6. To expand or contract the view for any path, click the arrow in any of the topic boxes.
7. From the File menu, click Save and then Exit to return to the Project View.

Tip You can also add and delete pages and change the view (zoom, hide toolbar, print, etc.) from menus at the top of the Site Architect.


For more information...

Access QuickSite Help from the Help menu. Click Contents and select any of the following related topics.

To learn about	See this Help book/topic
The Site Architect	Changing project structure/Using the Site Architect
Page macros	Using the HTML Editor/Scripting and macros/Using page macros

Visualizing To-Do lists

The To-Do List is a handy way to keep track of your Web site development tasks. Items with To-Do's are marked in the Project View.



The To-Do list icon, , displays in the column to the right of the Delete Web Page column (X). See *What's in a QuickSite project?*, page 2-13. If the page has a To-Do list, you double-click to display the To-Do list.

You can use QuickSite's Visualizer tool to graphically view To-Do lists in context with the Web site structure so you can instantly see what needs to be done.

Create a To-Do list

1. Double-click a page in the Project View where you want to create a To-Do list.
2. Right-click and select To-Do List.

The To-Do List text entry window opens.

3. Type in your To-Do notes using standard Windows editing keys and the tools in the tool bar.
4. Click the Save changes tool, , to save your To-Do list.
5. Click the Close editor tool, , to close the To-Do list.

Visualize which page topics are in the To-Do list

1. From the View menu, click Visualize.
2. Click To-Do Items.

The Visualizer displays a diagram of the Web site hierarchy, like in the Site Architect. *Using the Site Architect*, page 2-17.

In addition, the Visualizer highlights pages that are in the To-Do List so you can instantly see what pages need attention.

For more information...

Access QuickSite Help from the Help menu. Click Contents and select any of the following related topics.

To learn about	See this Help book/topic
Using To-Do lists	Project View basics/Using to-do lists
	Project View basics/Visualizing the to-do list

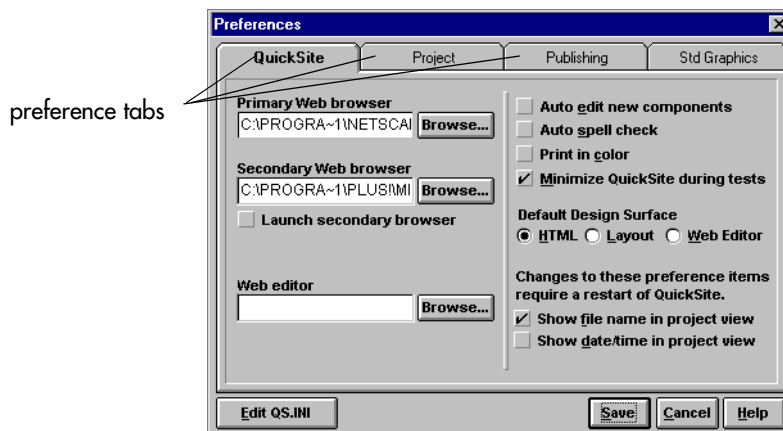
Setting/resetting preferences

When you create a Web site with the New Project Wizard, you need to set certain preferences, such as project and publishing preferences. Preferences determine QuickSite's performance in creating your Web site project, building and testing your Web site, and so on.

Access preference settings

1. From the Edit menu, click Preferences.

The Preferences box opens to the QuickSite tab.



2. To access other preferences, just click the related tab.
3. Click Edit QS.INI to edit the `qs.ini` file.

Tip IN the Project tab, you can access the PROJECT INI file with the Edit Project INI button. You can edit macros and user-definable variables in the project INI. You can also insert an [AddIns] section in the project INI to expand support of custom libraries. This section presently contains several INI variables: AlternateGraphicsPath, CopyToPublish. See latest README documentation for new variables.

4. Be sure to click Save before you exit the Preferences box.

For more information...

Access QuickSite Help from the Help menu. Click Contents and select any of the following related topics.


To learn about	See this Help book/topic
Setting QuickSite program preferences	Setting/resetting preferences/To set preferences in the QuickSite tab
Setting Project preferences	Setting/resetting preferences/To set preferences in the Project tab
Setting Publish preferences	Setting/resetting preferences/To set preferences in the Publish tab
Setting default graphics	Setting/resetting preferences/To set preferences in the Std Graphics tab
Editing the QS INI file	Setting/resetting preferences/Setting and changing preferences Setting/resetting preferences/Editing the Project and QuickSite INI files
Using QS.INI to define macro variables	Using the HTML Editor/Scripting and macros/Defining macro variables
PROJECT.INI variables	Setting/resetting preferences/Editing the Project and QuickSite INI files

Opening and closing a project

The mechanics of opening and closing a project are simple.

Open a project


You can open an existing QuickSite project file to inspect or edit its contents. Any changes you make during your editing session are saved automatically.

1. In the File menu, click Open Project or click the Open project file icon, .
2. The Select a Project box opens and lists projects (*projectname.dbf* files) in the current directory.
3. Select the Directory and File Name of the project you want to open.
4. Click OK.

QuickSite opens and displays the project in the Project View.

Close a project and the Project View

When you close a project, QuickSite automatically saves it.

- From the File menu, click Close Project or click the  tool.
QuickSite saves any changes and closes the project file, then closes the Project View.

Close a project and keep Project View open

- From the File menu, click Open Project.
QuickSite automatically saves and closes the current project, then opens the next one you select.

Quitting your QuickSite session

You can quit QuickSite without closing the project file.

- From the File menu, click Exit.

QuickSite saves any changes, closes the project file (if you have not), then quits.

3

Designing Web Pages

Chapter 2 guided you through the process of creating a basic Web site framework with QuickSite and structure it with the New Project Wizard and Site Architect. Now let's learn how to use some of QuickSite's page design features to enter content and enhance the appearance of this practice site **without knowledge of HTML coding!**

QuickSite has so many features that a single tour can only touch the surface. Therefore we have selected features to demonstrate in Chapter 2 that demonstrate the potential of QuickSite's unique page designers, known as the Layout Designer and the HTML Editor.

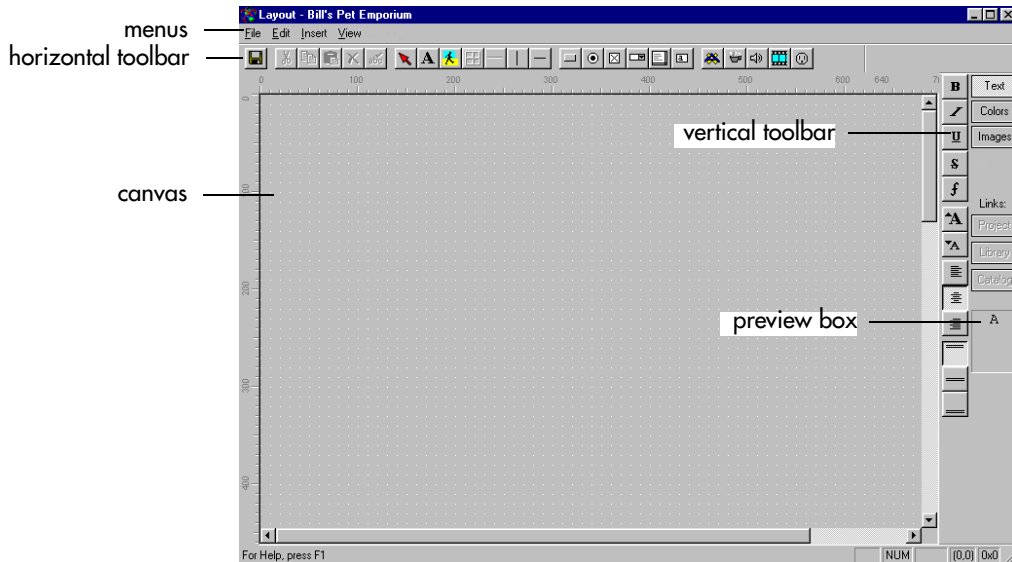
Chapter 3 continues our walkthrough with some special features that show the variety of Web site development capabilities that QuickSite brings its customers.

Exploring the Layout Designer

With QuickSite's Layout Designer you can actually see what your page layout is going to look like before it is built. The Layout Designer gives you full control over the placement of text, images, and advanced objects on your pages—without having to write a single line of HTML code!

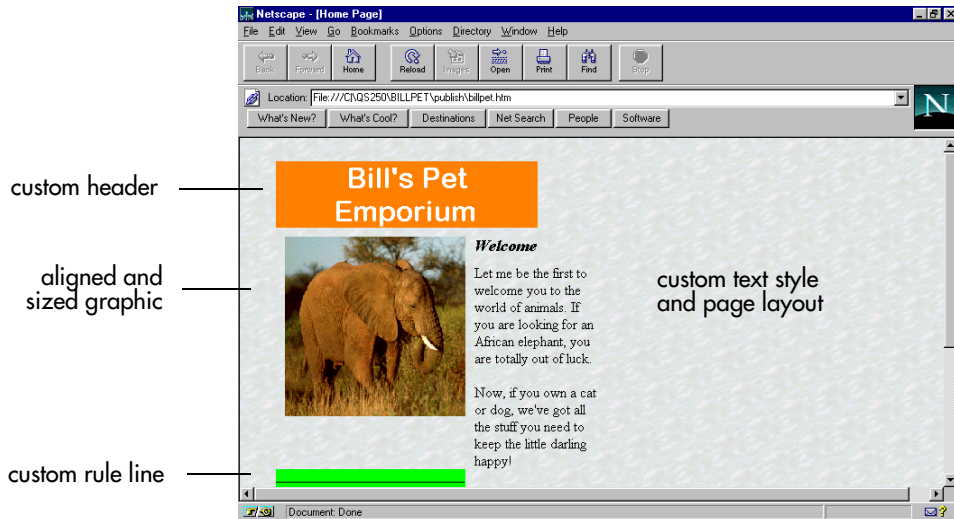
The Layout Designer canvas

The Layout Designer **canvas** is the main work area where you compose text and add graphics. Horizontal and vertical **toolbars** give you access to Layout Designer features and a **preview box** lets you preview fonts. **Menus** provide alternative access to Layout Designer feature.



Page layout is a snap. You just insert and edit objects (text, images, forms, ActiveX, Java applets, and audio/video clips) to form the page layout. You can also conveniently drag'n drop or paste from other applications.

To give you some idea of what you can accomplish with the Layout Designer, see the sample home page below.



Open the Layout Designer

To open the Layout Designer, go to the Project View and do one of the following.

- Click the page you want to design and, from the Edit menu, click Layout Designer.
- Right-click the page, then click Layout Designer.
- If the default page editor is Layout Designer, double-click the page. The Layout Designer is made the default through Preferences. From the Edit menu, click Preferences, select Layout Designer as Default page Editor and click save.

Turning on/off Layout Designer tools

You can control what toolbars are displayed. Just select options from the View menu or click the Text, Colors, and Images buttons to turn on or off vertical toolbars on the right side of the canvas.

For instance, click Color Bar to display the vertical color selector. Then drag and drop and color from the color selector to the canvas.

Then click the Setup button to open a dialog where you can define the page background setup in one place.


Try dragging and dropping a color from here to the canvas. You can This toolbar is the starting point for easy page design. It enables instant insertion of


- Text and image objects.
- Tables.
- Form elements (push buttons, radio buttons, check boxes, and form selection, form text, and form edit boxes).
- Multimedia files.
- ActiveX controls.
- Java applets.

We demonstrate the insertion of only text, image, table, and form objects here. For information on all Layout Designer features, refer to the online Help.


Add text to layout objects

You can place text and other objects anywhere on the Layout Designer canvas. QuickSite gives you the ability to stylize text without writing code to get the look you want.

1. To create a text object, click the Text tool, , click in the page area, and drag out a rectangle for the object. Then type the word **Welcome!**.
2. Double-click inside the text object to open the Text Properties box, where you can also type or edit text and control its format.

3. Click the Bold and Italic tools in the Text Properties toolbar. Then click the font size tool, , to increase the text size. Note the other text formatting tools in the toolbar.
4. Click OK.

The text object appears on the layout canvas.

5. Click outside the text object and drag it to the desired position. To select another object, click the Pointer tool, , and click the object.

Working with images in layout

Adding images to your layout is a snap. You can also set properties for images, including links, image maps, sizing, alignment, and more.

Use the Image tool

You can add images to the layout object with the Image tool.

1. In the Layout Designer toolbar, click the Image tool, .

On the layout canvas, drag the mouse to form a rectangle area and release the mouse button.

2. In the Image Properties box, click Browse to select an image file and click OK.

The Image Properties box closes and the image object you selected appears on the canvas.

Drag and drop an image from the vertical toolbar

A quick way to insert an image is to drag and drop it from a picklist in the vertical toolbar. This method is especially handy if you know what the images are by their names.

1. If the image picklists are not displayed, click the Images button.
2. Drag and drop any of the images from the QuickSite Gifs list or the Project list to the canvas.

Drag and drop an image from Internet Explorer

You can drag and drop images from any drag-enabled Windows application, such as Microsoft Internet Explorer. See *Creating links in Layout*, page 3-9.

1. Launch Internet Explorer and browse a Web site that contains images you would like to place in your layout. Note that many images on the Web are protected by copyright. You should only use images in your site for which you have rights.
2. Position Internet Explorer so you can see QuickSite Layout Designer behind it.
3. Hold down the left mouse button on the desired Internet Explorer image, drag it to the Layout Designer canvas, and release the mouse button.

The image appears on the canvas.

4. Reposition the image as desired by dragging it.

Change image properties

You can change the image size, alignment, and other properties.

1. Double-click any image object on the layout designer canvas to open the Image Properties box.
2. In the Size, Align, and Misc tabs, change image property options.

Of special note, the Misc tab has options for border display, image map information, link specification (type a URL or file name here or click Project Links to select a project item), alternate text, and background color.

3. Click OK.
4. Adjust the border around the image object by dragging the object handles.

Changing background color in Layout


The initial background color for your layout is the default browser color, gray. Changing colors for the background of Layout Designer objects is a simple matter of dragging and dropping from the Layout Designer's color selector in the vertical toolbar.

1. Click the Welcome text object on the canvas.
2. Drag a color from the color selector onto the background of the object.

The background color of the object changes.

Changing text color in Layout


You can change text color in much the same way you do background color. Just drag the color directly onto one of the characters in the text.

For added control in coloring small text objects, double-click the text object and, in the Text Properties box, highlight the text. Then click the text color tool, , and select a color.

You can use the background color tool, , in Text Properties to change the background color for a text object.

Creating tables in Layout

The Layout Designer has a powerful table editor where you can paste text you have copied from other applications.

1. Click the Table tool in the Layout Designer toolbar, .
2. Drag out a fairly large rectangle on the layout designer canvas.

The Table Properties box opens. You can change the table settings here, such as number of rows/columns and border size.

3. Click OK to accept the defaults.

A 4x3 table appears on the Layout Designer canvas. Notice how you can drag the row and column borders to change row height and column width,

4. Click in a table cell and type some text. Then double-click to open the Text Properties box, where you have a larger area for editing text and can select options to control text style, alignment, and color.

Click to close OK to close the Text Properties box.

Tip Click outside the table on the layout canvas and then right-click the table object. Note the various table editing options you can select.

Dragging and dropping text from external applications

The layout designer allows you to drag and drop text and image objects from OLE-compliant applications to layout objects. As we demonstrated earlier in *Drag and drop an image from Internet Explorer*, page 3-6, you can drag and drop images from Internet Explorer. You can also use the same method to drag and drop text from Internet Explorer and other applications.

Drag and drop from Excel

1. Launch Microsoft Excel and select a range of cells.
2. Position the Excel window so that you can see Layout Designer behind it.
3. Click and hold on the border of the selected cells in Excel, drag it over the layout designer, and release the mouse button.

Drag and drop from Word

1. Launch Microsoft Word and select some text.
2. Position the Word window so that you can see the Layout Designer behind it.
3. Select and drag the text in Word or Excel to the layout designer and release the mouse button.

Creating links in Layout

One of QuickSite's outstanding features has always been the way it handles links. This includes the Layout Designer, which lets you create project and library links. Since QuickSite manages these links, they will never be broken. If the name, location, or content of the item to which the link refers ever changes, QuickSite ensures that all references to this link will be updated and maintain their integrity. This completely eliminates the need for hand-coding and tracing broken links.


Create a link to another page in the current project:

1. Create a text object in the Layout Designer and click the Project button (on the right).

A list opens with the pages to which you can create a link in the layout.

2. Double-click the page to which you would like to create a link.

The Layout Designer inserts the name of the linked page, surrounded by carets (^). When you later build the page, QuickSite automatically substitutes the HTML code necessary to create a link to the appropriate page.

3. Click the Save tool in the Layout Designer toolbar, , to save the work you have done so far and, from the File menu, click Exit.
4. In the Project View, right-click on the layout page and click Page Properties. In Page Title, type Layout Page as the title for the page. While in Page Properties, look at the tabs to see all the properties you can change for an individual page. We will not go into these in detail here. Page properties are fully documented in QuickSite Help.

Create a link to an external site

1. In the Project View, click Text Page 1 and, from the Insert menu, click URL Component.

This inserts an Untitled URL Component in the Project View.

Double-click the Untitled URL Component to open its designer and specify a name (such as Site Technologies) and URL (such as www.sitetechnology.com).

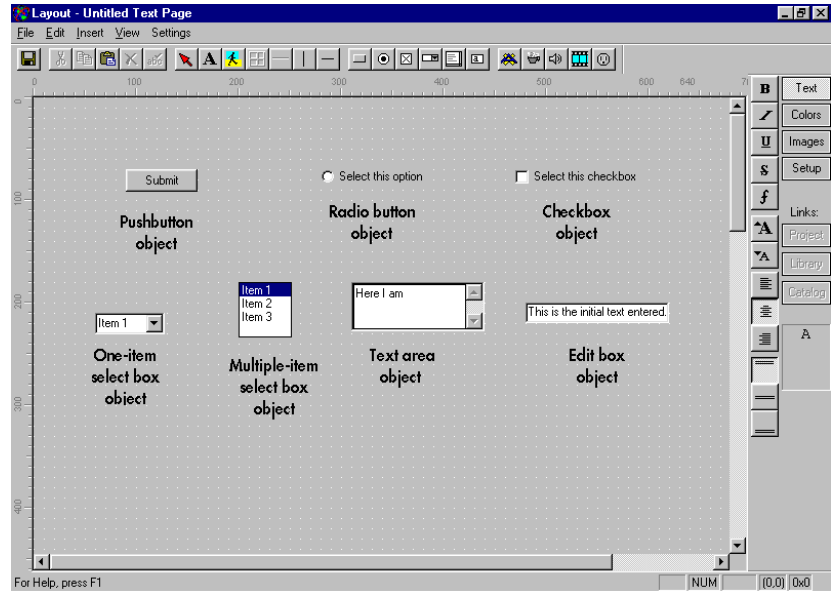
2. Click Save to close the URL component designer and double-click to reopen Layout Page.
3. Create a text object. See *Add text to layout objects*, page 3-4.
4. Click the Project button to display the list of available project links.
5. Double-click the URL component you created in step 1.

The name of the linked URL appears on the canvas, surrounded by carets (^). When the page is built, QuickSite will substitute the HTML code that links to the desired URL.

Inserting form objects


Form objects are HTML-coded FORM elements that allow Web site visitors to enter data and interact with the Web site. Data entered into the form object is sent to a program on the server for processing. The visitor's browser must support FORM elements in order to display form objects.

You can insert a number of form objects through Layout Designer and not have to know HTML code to do it. However, to make form objects perform properly, the QuickSite user must know how to define them. Such information can be gotten from the World Wide Web. See the sample forms on the following page.



Insert a pushbutton object

Web visitors can press a pushbutton to perform some action while reading a form.

1. In the Layout Designer, click the Insert pushbutton tool, .
2. Click the point on the canvas where you want to insert the form pushbutton object.

A red rectangle appears at the insertion point and the Form Button Properties box opens.

3. Under Control Name, type the object name, for example, you might name a pushbutton **Submit** if it's going to be used to process incoming data. **A unique name is required for each form object.**

The object name is not visible on the Web page. It is used to identify the object for scripting applications.

4. Under Value, type the object's value, for example, the value for a submit pushbutton might be **Send Message**. The value is processed when the Web visitor clicks the button. It also appears as a title on the pushbutton.

5. Click to select the pushbutton type: Submit or Reset.
6. **Form properties** define the form attributes for the page and are required to make the form object work properly. **If you have multiple form objects on a page**, you only have to specify form properties for **one** of the objects.

To specify form properties, click Form Properties and fill in these boxes:

Action

The URL (Uniform Resource Locator) of the CGI (Common Gateway Interface) script that processes the form data, for example, `http://formation.cgi`.

EncType

Data encoding type. Generally, leave as the default value. If you do not know specifically the type is different, do not change it.

Event Statements

Script statements that define what to do when an event happens, for example,

`OnSubmit=functionname`

will excite a function with given name when the Submit button is pressed.

Method

Determines what is to be done to the object specified by the URL. Click Get or Post.

Get tells the server to get the object from the server.

Post tells the server to post data to an object on the server.

Consult your Internet Service Provider (ISP) for the preferred method.

7. Click OK to close the Form Properties box.
8. Click OK to close the Form Button Properties box.

The pushbutton appears on the canvas. The functions you specified will work when you build and test the page.

Tip To reopen the box for this or any object you create, just double-click the object.

Inserting ActiveX and Java objects

ActiveX controls let you add dynamic content, such as animated buttons, timers, and charts, to your Web pages.

Much is being said and written today about ActiveX applications. Consult the World Wide Web for more about ActiveX.

<http://www.activex.com/>

<http://www.microsoft.com/intdev/controls/ctrlref-f.htm>

<http://www.microsoft.com/activex/gallery/>

For more information...

Access QuickSite Help from the Help menu. Click Contents and select any of the following related topics.

To learn about	See this Help topic
Layout Designer interface	Using the Layout Designer/Layout Designer basics/(all topics)
Horizontal and lines in Layout	Using the Layout Designer/Creating a custom layout/Adding horizontal and vertical rule lines
Form objects in Layout	Using the Layout Designer/Inserting interactive objects/Inserting form objects
ActiveX and Java objects in Layout	Using the Layout Designer/Inserting interactive objects/Inserting an ActiveX control object Using the Layout Designer/Inserting interactive objects/Inserting a Java object

Audio and video clips in Layout	Using the Layout Designer/Inserting interactive objects/Inserting an audio clip object
	Using the Layout Designer/Inserting interactive objects/Inserting a video clip object
Plug-in objects in Layout	Using the Layout Designer/Inserting interactive objects/Inserting a plug-in object
Converting a layout object to HTML	Using the HTML Editor/HTML Editor basics/Converting layout objects to HTML code

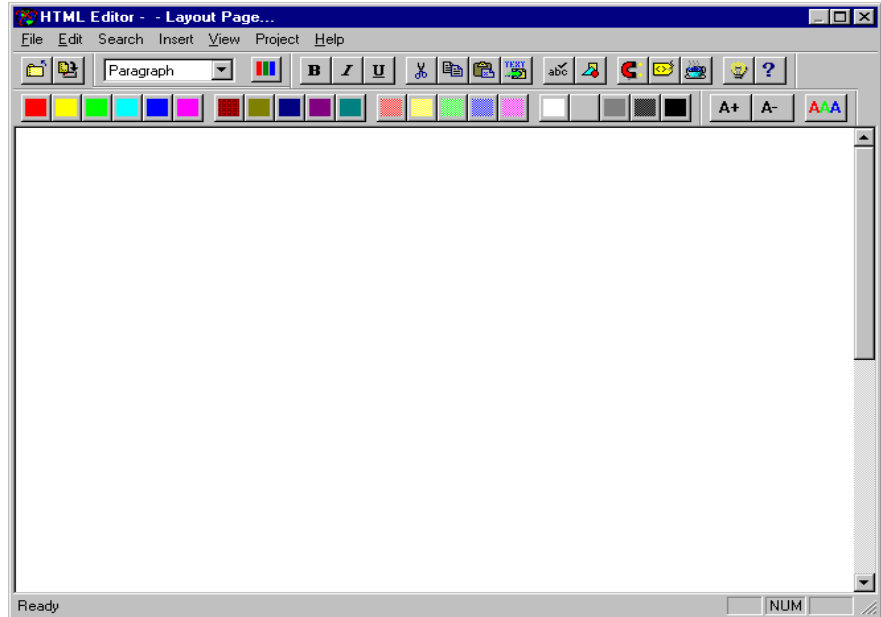
Using QuickSite's HTML Editor

QuickSite's HTML editor complements the Layout Designer. When revisions to HTML or new tags appear, no WYSIWYG editor can immediately support those tags without modification to the editor by its publisher. At the same time, many Web developers actually prefer to work in raw HTML mode. QuickSite provides an HTML editor that allows advanced authors to write their own code and provides an efficient coding environment.

Opening the HTML editor

1. In the Project View, right-click Layout Page.

By default, QuickSite launches the Layout Designer when you double-click a page. Right-click opens the HTML Editor.



- Tip** To change the default setting so double-clicking opens the HTML Editor, all you have to do is go to Preferences in the Edit menu and change Default Page Editor to HTML editor.
2. Note that the HTML Editor does not display the content you created in the Layout Designer for this page. However, when the page is built and tested on the browser, any HTML that you created in the HTML editor will appear **before** the Layout Designer content.

After we write some HTML, we will demonstrate how you can make the Layout Designer content appear at a specific position in the HTML Editor content.

Write some HTML

You can type HTML code directly into the HTML Editor by hand, use the toolbar to insert frequently-used tags, or display the HTML tags floating window to automatically type other HTML tags for you.

1. In the HTML editor, type something like **Welcome to my page. I'm creating my own HTML!**
2. Select **Welcome** and click the Bold button in the editor's toolbar.
3. QuickSite surrounds the selected text with the `` HTML tags for bold text. Notice that the HTML code has been color-coded in blue. This makes it easy to distinguish your content text from the HTML code.
4. Select (highlight) the word **creating** and click the HTML Templates Toolbox button in the toolbar.

The HTML Tags box lists HTML tags and other special information that can be inserted into your page by double-clicking. The tags are divided into categories. By default, all categories are listed.

5. To display individual categories in the HTML Tags list, click the Select Menu Category button. Continue clicking this button to view the different tag categories.
6. Scroll down the list until you find the BIG - Larger Text tag and double-click.

The `<BIG>` tag appears in the HTML Editor, bracketing the selected word, as `<BIG>creating</BIG>`.

7. With the HTML Tags list still open, select the words. **my own HTML!**, in the HTML Editor.
8. Click the Select Menu Category button in the HTML Tags window until the Special Text Formatting category displays.
9. Double-click the FONT COLOR tag to insert around the selected text, `my own HTML!`.
10. Click to place the insertion point after the "=" sign in `COLOR=`.

11. Click on the Select Menu Category in the HTML Tags window once more to show the Special Markup category.
12. Double-click the Color Picker, choose a color, and click OK.

The hexadecimal equivalent of the color you selected, such as #FF0000 for red, is inserted as the COLOR= attribute, COLOR=#FF0000.

Modify the HTML tags list

You can edit the HTML tags list so that you are not left behind when modifications to HTML or proprietary tags are introduced.

Add an HTML tag

- To add a tag, select the tag below where you want the new tag to appear and click the Add New Category or Menu Option button.

The Edit Menu Item dialog appears, and you can specify the code or text that QuickSite will enter when you double click the new tag in the floating tags window.

Tip You can also add new categories of tags and reorganize the contents of the tags window by cutting, copying, and pasting items.

Edit an HTML tag

- To edit an existing tag, simply right-click its name in the floating tags window.

Validate HTML code

QuickSite points out errors in HTML code on-the-fly, before you test or publish your site so you can identify code that may be problematic for specific browsers.

- In the HTML Editor, type some incorrect HTML, such as
`<BOLD>I want this text to be bold.<BOLD>`
(where the last tag should be `</BOLD>`.)

Notice that QuickSite has underlined your code in red! A red underline indicates that the tag you have typed is not recognized by QuickSite's HTML validation facility.

You can optionally turn off error highlighting by deselecting (unchecking) Highlight HTML Errors from the View menu.

About Meta tags

QuickSite now generates Meta tags for search engines for every page. These tags provide tags for **basic identification** and the **nature of the site construction**. Users should continue to use the special Meta tags feature (right-click on the Project View) to define keyword and description tags for your Web site.

Insert paragraph components

QuickSite has made it easier to work with paragraphs. From the insert paragraph components in home or menu pages as well as text pages.


You can also now use the !INCLUDE command to insert a paragraph component into any page, for example, to add insert the My Paragraph component, in the HTML Editor you would type at the point of insertion

`!INCLUDE "My Paragraph"`


If the paragraph text needs to be changed, you only need to change it in the paragraph component. QuickSite will automatically make the changes for you, everywhere the !INCLUDE command occurs for the paragraph.

Create library and project links

The HTML Editor lets you create library and project links in much the same way as you do in the Layout Designer. See *Creating links in Layout*, page 3-9.

1. In the HTML Editor, click the Library and Project Links tool, .
2. Click Library Links and double-click Guestbook Image in the list.

QuickSite inserts the name of the library item surrounded by carets, `^Guestbook Image^` on the page.

3. Click the  tool again and, this time, click Project Links and double-click Text Page 2.

The select page appears as a linked item, ^Text Page 2^ on the page.

When QuickSite builds the site, it will automatically substitute the appropriate HTML to create these links. You can also change the content of the item which the link refers, and the content will be updated when you next build the project. Once QuickSite generates the link, it will never be broken!

Change position of Layout Designer content on the page

Now back to the Layout Designer item you created in *Exploring the Layout Designer*, page 3-1. Since you now have added content to the Layout Page in the HTML Editor we can demonstrate how easy it is to move the layout portion you made in the Layout Designer anywhere on the page.

Remember, by default, content you add in HTML Editor will come before the layout component unless you tell it QuickSite you want the layout component elsewhere on the page.

1. To mark where the layout object is to appear on the page, to within your custom HTML code, click the scrolling style box in the HTML Editor toolbar (set by default as Paragraph)
2. Select Layout Object (at the bottom of the list).

QuickSite inserts a marker

```
<!--QUICKSITE LAYOUT_OBJECT-->
```

where the layout object will appear when you build and test the site.

For more information...

Access QuickSite Help from the Help menu. Click Contents and select any of the following related topics.


To learn about	See this Help book/topic
HTML Editor basics	Using the HTML Editor/HTML Editor basics
Customizing the HTML tags list	Using the HTML Editor/Working with HTML/Customizing the HTML tags list
Paragraph components	Changing project structure/Inserting paragraph components
Script templates	Using the HTML Editor/Scripting and macros/Creating script and using script templates Using the HTML Editor/Scripting and macros/Customizing the Script templates list
Customized headers and footers	Using the HTML Editor/HTML Editor basics/Customizing headers and footers
Spell-checking	Using the HTML Editor/HTML Editor basics/Checking spelling
Customizing the HTML tags list	Using the HTML Editor/Working with HTML/Customizing the HTML tags list
Meta tags	Using the HTML Editor/Working with HTML/Embedding Meta tags Using the HTML Editor/Working with HTML/Automatically generating Meta tags
Style sheets	Using style sheets/(all topics)
Checking URLs	Adding file and URL links/Verifying URLs

Building and testing a project

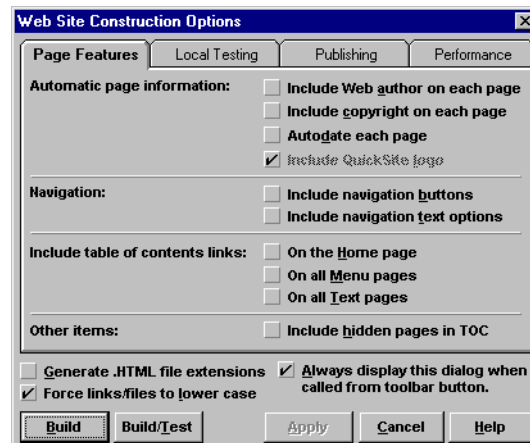
It's time to build and test the project you have been working on. When you build a Web site, QuickSite takes all the information in the project file (such as links, text, and graphics) and creates an entire Web site with all the necessary HTML files. When you test the project, you preview the entire Web site **locally** on your Web browser. This test version of the Web site looks just like it will on the World Wide Web.

Select page features

You can select which text and graphic features to include in your Web pages when you build and test your site.

1. From the Project menu, click Build Web Site, or click the Build Web Site tool, .

The Web Site Construction Options box opens.



For this practice build and test, we will leave the default settings as is. The QuickSite Help provides a full description of these settings and those on the other tabs in the Web Site Construction Options box.

Tip A new option, Force links and files to lower case, takes care of the problem of some servers not supporting case-sensitivity.

2. Select Build/Test.
3. QuickSite launches your Web browser, such as Netscape Navigator, to test the site. Your Web browser automatically displays the home page for your project. If you have two browsers, click Yes to the prompt to view the second browser so you can witness QuickSite's **dueling browsers** feature in action. See *Dueling browsers*, page 3-22.
4. Examine the pages in the site and review what you have content you gave added so far.

For more information...

Access QuickSite Help from the Help menu. Click Contents and select any of the following related topics.

To learn about	See this Help book/topic
Build and testing a single Web page	Building and testing a Web site/Building and testing a single Web page.

Dueling browsers

To ensure you are implementing features supported by most browsers, take advantage of QuickSite's dueling browsers. Dueling browse technology lets you compare your Web site in two browsers at the same time.

1. Install two browsers on your computer. Most people install Netscape Navigator and Internet Explorer.
2. Once the browsers are set up, launch QuickSite and select Preferences from the Edit menu.
3. Specify the locations of your browsers in QuickSite's preferences under Primary Web browser and Secondary Web browser.
4. When you are ready to build your site, in the Web Site Construction Options box, click the Performance tab and select Launch 2nd browser. *Building and testing a project*, page 3-21.

5. Click Build/Test.


When QuickSite finishes building your site, the two browsers are launched so you can see what your site looks like in both at the same time.

For more information...

Access QuickSite Help from the Help menu. Click Contents and select any of the following related topics.

To learn about	See this Help book/topic
Viewing dueling browsers	Setting/resetting Preferences/To set preferences in the QuickSite tab.

Viewing Project View and browser side-by-side

When testing, you can view both the QuickSite Project View and the browser side-by-side. To do this, click the  button in the top right-hand corner of each control panel. Click the icon again to restore the windows to full desktop size and a single window view.

You can adjust the size and position of the windows with the Size and Move options, accessed by clicking the QuickSite icon and the browser icon in the upper left-hand corner of the respective window.

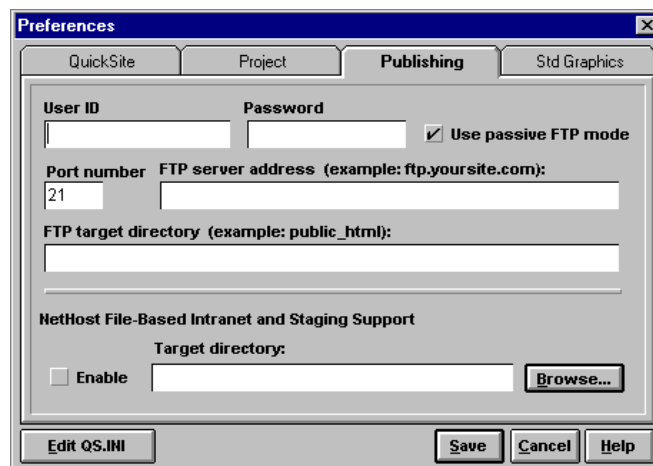
Tip When QuickSite and the browser are side-by-side, the browser may stop refreshing its screen as you work in the Project View. To make the browser refresh again, you must build or build/test the project.

Publishing your site

With QuickSite, you no longer have to manage files and transfer them to your Web server manually. At publish time, QuickSite automatically logs onto your server and uploads your site's content. All you need to do is specify your publishing preferences, and QuickSite will do the rest.


Note To automatically publish your site, you need FTP access to the server directory where your site will reside when it is published. See your ISP (Internet Service Provider) or server administrator.

1. Open the project file you want to publish.
2. From the Edit menu, click Preferences.
3. Click the Publishing tab.



4. Specify your user ID and password, your Web server's FTP address, and FTP target directory. You can obtain this information from your ISP or server administrator.
5. If you are creating a Web site for your corporate **intranet**, you may have direct file access to the server on which your site will reside. Instead of transferring your site files via FTP, you can copy the site to the server directly from your machine.

To have QuickSite do this for you, under NetHost File-based Intranet and Staging Support, in Target Directory, type or browse the drive and path (for example, n:\server\site\myproj\) of the appropriate network or local server directory in Target directory. Then select the Enable checkbox.

6. Click Save.
7. In the Project View, from the Project menu, click Publish, or click the Publish tool, .
8. Click Build when the Web Site Construction Options box opens.

QuickSite makes the appropriate connection to your ISP or server and uploads all of your Web site files to their appropriate location via FTP.

During this process, the Publish dialog indicates the progress of the site transfer.

For more information...

Access QuickSite Help from the Help menu. Click Contents and select any of the following related topics.

To learn about	See this Help book/topic
Publishing	Publishing and promoting a Web site/ Publishing on the World Wide Web

4

Working with Special Features

Chapter 4 expands your QuickSite experience. Now that you created, designed, built, and tested your first Web site project with QuickSite, let's look at some diverse features that will help customize your Web site:

Libraries and templates	Project reports
Site imports	Macros
Commerce catalog production	Automation scripting
Scrolling banners	Application Program Interface (API) calls
Rotating advertisements	

Using libraries

You don't need to spend time developing forms, images, JavaScripts, and other content when you can add them to your project instantly with QuickSite's libraries. QuickSite provides instant content that you can drop directly into your site.

Insert library content

In this example, you will insert a guest book page, complete with a form and graphics.

1. Create a QuickSite project or open an existing one.
2. Click on the page below which you would like to insert a guest book.

3. From the Library menu, click Open Library.

The QuickSite library list opens. As you can see, the library comes with dozens of useful components.

4. Double-click the Guest Book item.

QuickSite automatically inserts a quest book page into your project.

5. Build and test your project to see the results. *Building and testing a project*, page 3-21.

Add to the QuickSite library

You can add to QuickSite's library through the Copy to Library option in the Library menu.

You can also create your own custom libraries from scratch. Libraries give you the ability to store reusable components for easy access.

Edit a library

The Library menu option, Edit Library, now displays all libraries that reside in the QuickSite program folder (default c:\qs). This includes the QuickSite library, named library.dbf, and any custom ones you have created as add-ins.

Open an add-in library

A new Library menu option, Open Add-In Library, lets you open any of the add-in libraries as a project so you can build specialty content and have easy access to the components.


Add a site template

You can add to the template collection by simply copying a QuickSite project into the next numbered Site folder under the Sites folder (c:\qs\Sites\Site_0x). Site folders must all have the name numbering format, Site_0x, such as Site_01, Site_02, etc.) This template will automatically be available from the library of predefined sites in QuickSite's New Project Wizard.

Insert a site template

A **template** is a page element, such as a form, that you can add to a page. You can also insert a template as a whole page in the Project View. Of note is the new **Guestworld template**, which has been added to the QuickSite library. The template has two links, one to sign the guestbook and one to view the guestbook.

Insert the template in a page

1. Open the HTML Editor
2. Click the Library and project links tool, .
3. Click Library Templates.
4. Scroll to the bottom of the list and click GuestWorld Template.

The template appears in the page.

Insert the template as a page

1. In the Project View, click the page below which you want to insert the template.
2. From the Library menu, click Open Library.
3. Scroll to the bottom of the list and click GuestWorld Template.

The template appears as a page in the Project View.

Use and deploy the template

Build and test the site if you want to see the template links. To actually make the links functional, you must visit the GuestWorld site and get an owner ID. Your owner ID must be inserted into the GuestWorld template. See <http://www.guestworld.com> for more details.

For more information...

Access QuickSite Help from the Help menu. Then click Contents and select any of the following related topics.

To learn about	See this Help topic
Libraries	Working with libraries/(all topics)
Library links	Adding project and library links/Adding QuickSite library links
Templates	Adding project and library links/Using library content as templates Creating a Web site/Making Web site structure templates
Add-in libraries	Working with libraries/Creating a custom library Working with libraries/Opening an add-in library

Importing a site

If you have been working on a Web site using other Web development tools, QuickSite lets you import your site so that you can start managing it more efficiently in minutes. The site that you import must be resident on your local machine and not be created by QuickSite.

If you need to import a site from the Web, use a tool that downloads sites and transfers them to your local hard disk. Once you have the site on your local machine, identify its home page HTML file and follow this procedure.

1. From the File menu in a new, empty project, click Site Import.

The Site Import Wizard opens.

2. Click the Browse button and locate the home page HTML file for the non-QuickSite site you wish to import (the home page is often called `index.htm`).
3. Specify other site import options and click Import.

QuickSite imports the site and all its content and stores the information for the site in the current QuickSite project database. Now you are ready to use QuickSite features to enhance and manage your imported site.

For more information...

Access QuickSite Help from the Help menu. Then click Contents and select any of the following related topics.

To learn about	See this Help book/topic
Site import options	Using the HTML Editor/Importing text and files/Importing a Web site

Building a commerce catalog

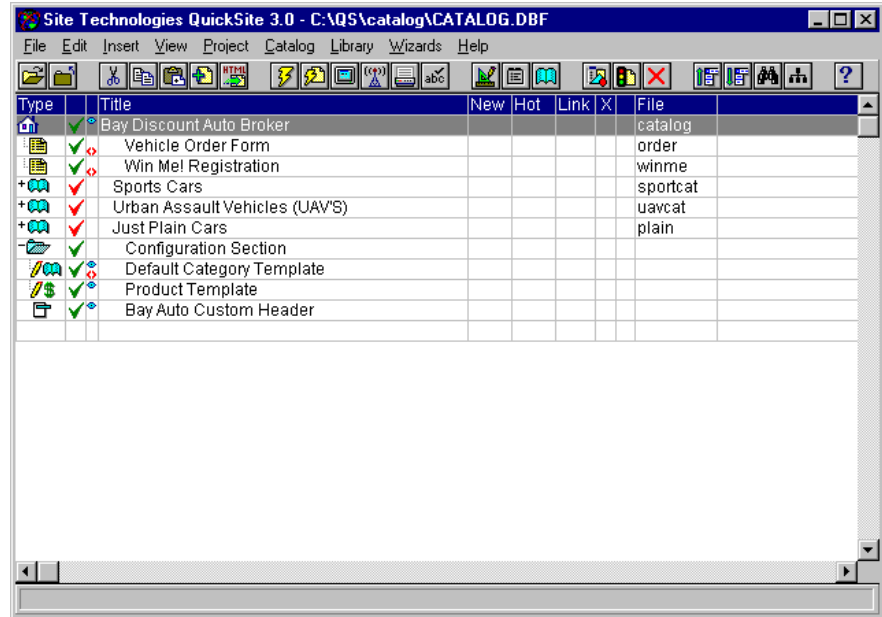
If you need to offer products and services on the Internet, QuickSite 3.0 gives you the tools to quickly and easily transform your raw product information into lively, interactive on-line catalogs.

The catalog project

To demonstrate how easy it is to set up and create your own catalog and order form with QuickSite, let's look at a sample catalog project.

1. Use the New Project Wizard to create a new project. Name the project Catalog. See *Creating a new Web site project*, page 2-2.
2. In the Select Web Site Structure box, click Select from a predefined list of libraries and click Next.,
3. Select Catalog Sales and click Next.
4. Optionally add an email address and click Next.


The new site, with Bay Discount Auto Broker as the home page, opens in the Project View.

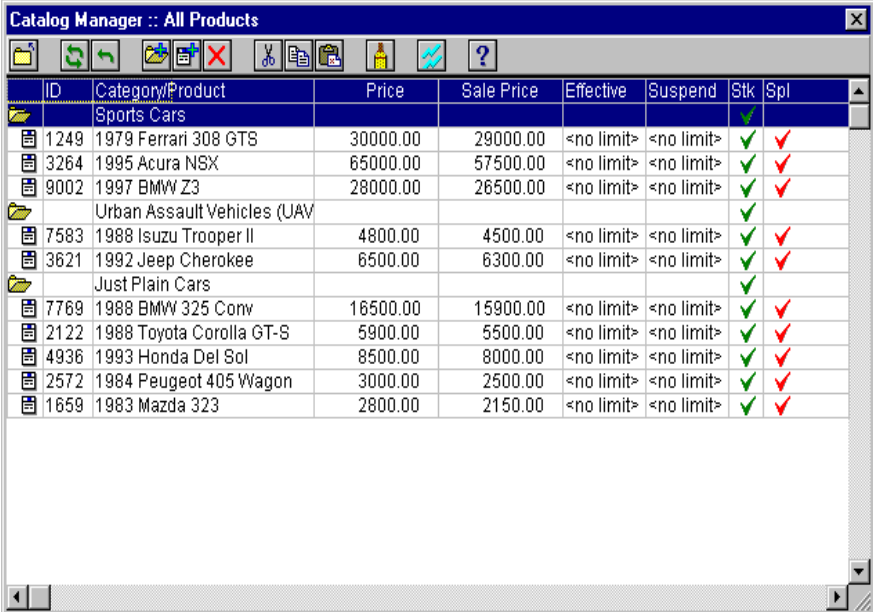


5. Build and test the project to see what it looks like. See *Building and testing a project*, page 3-21.

The Catalog Manager

The information for each product in your catalog is stored in a database, which you can access using QuickSite's Catalog Manager.

1. In the Project View, click the Catalog Manager tool, , to display the product database.

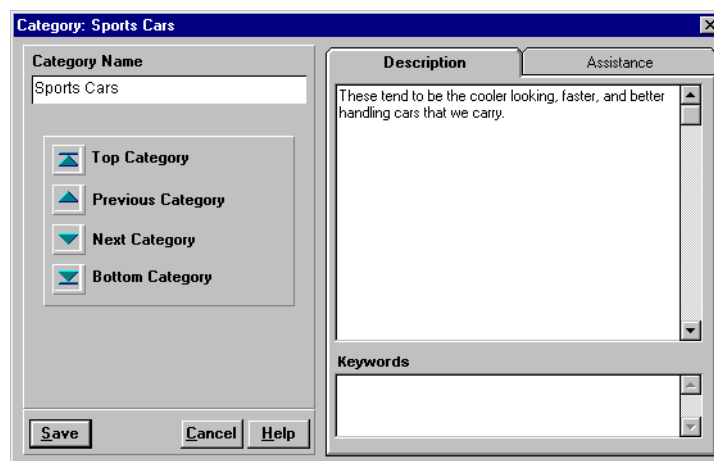


Catalog Manager :: All Products

ID	Category/Product	Price	Sale Price	Effective	Suspend	Stk	Spl
	Sports Cars					✓	
1249	1979 Ferrari 308 GTS	30000.00	29000.00	<no limit>	<no limit>	✓	✓
3264	1995 Acura NSX	65000.00	57500.00	<no limit>	<no limit>	✓	✓
9002	1997 BMW Z3	28000.00	26500.00	<no limit>	<no limit>	✓	✓
	Urban Assault Vehicles (UAV)					✓	
7583	1988 Isuzu Trooper II	4800.00	4500.00	<no limit>	<no limit>	✓	✓
3621	1992 Jeep Cherokee	6500.00	6300.00	<no limit>	<no limit>	✓	✓
	Just Plain Cars					✓	
7769	1988 BMW 325 Conv	16500.00	15900.00	<no limit>	<no limit>	✓	✓
2122	1988 Toyota Corolla GT-S	5900.00	5500.00	<no limit>	<no limit>	✓	✓
4936	1993 Honda Del Sol	8500.00	8000.00	<no limit>	<no limit>	✓	✓
2572	1984 Peugeot 405 Wagon	3000.00	2500.00	<no limit>	<no limit>	✓	✓
1659	1983 Mazda 323	2800.00	2150.00	<no limit>	<no limit>	✓	✓

Several categories and products are listed in the Catalog Manager.

2. Double-click Sports Cars, the first category in the list, to open the Category box. The Category box is where you can change the description for any category in the catalog.



Category: Sports Cars

Category Name
Sports Cars

Description
These tend to be the cooler looking, faster, and better handling cars that we carry.

Keywords

3. Click the category buttons in the left panel to move to other categories in the catalog. When done, click Save or the Close button at top
4. Double-click 1979 Ferrari 308 GTS, a product under the Sports Cars category.

The Product box opens. You can specify information here concerning the description, pricing, specials, effective dates, product images, and more. QuickSite lets you use category and product templates to access the information you create in the Catalog Manager.

5. After exploring the Product box, click Save or click the Close button at top.
6. Close the Catalog Manager.

Category and product templates

Once you have a database of product information, how will you present the products on your Web site? When creating a catalog, it is critical to present products in a meaningful manner that makes it convenient to browse through the products. In the past, building a commerce-oriented site has required expensive HTML, CGI, Java Script, or other advanced development efforts. With QuickSite, all you need are a couple of templates and you have the basis for your catalog.

When building a project, QuickSite looks at the selected category and product templates and automatically creates category pages for each category, and product pages for each product. The advantage of using templates to present your products is that you have control over the look and contents of your product pages. And QuickSite automatically creates the product pages for you!

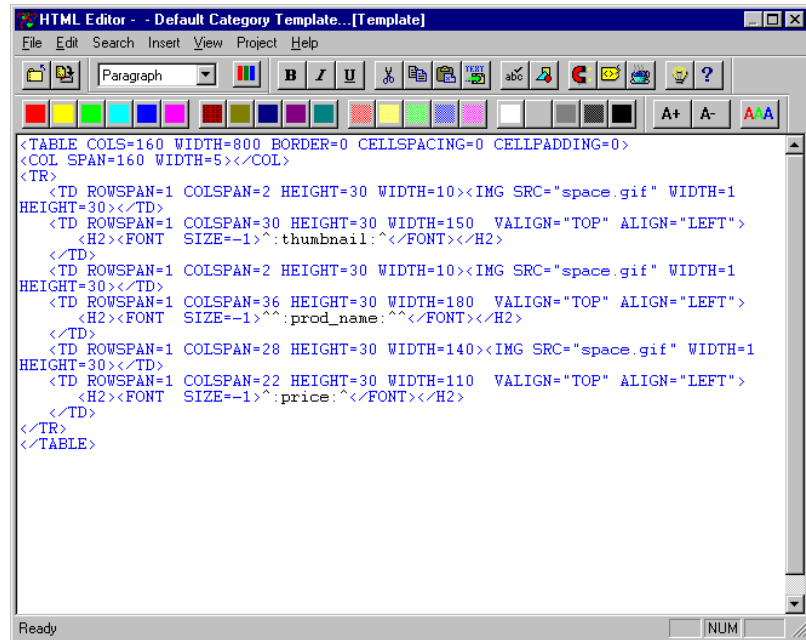
When you create a template, you design it to your taste and include references to Catalog Manager database fields (see below) for which QuickSite substitutes the appropriate product or category information when the project is built.

The Bay Discount Auto Broker project gives you examples of creating templates using two different methods—the HTML Editor and the Layout Designer.

A closer look at the category template

Category templates display product lists from which you can link to product pages and are stored in your project's Configuration Section (at the bottom of the Project View). The default category template used in the Bay Discount Auto Broker project was created in QuickSite's HTML editor. It could also have been created in Layout Designer.

1. Right-click Default Category Template in the catalog project and click HTML Editor to open the template.



Notice the HTML editor HTML code for a table. Look for the black-colored text items in the editor (assuming default HTML color coding is on) and you will see QuickSite's caret linking technology in action.

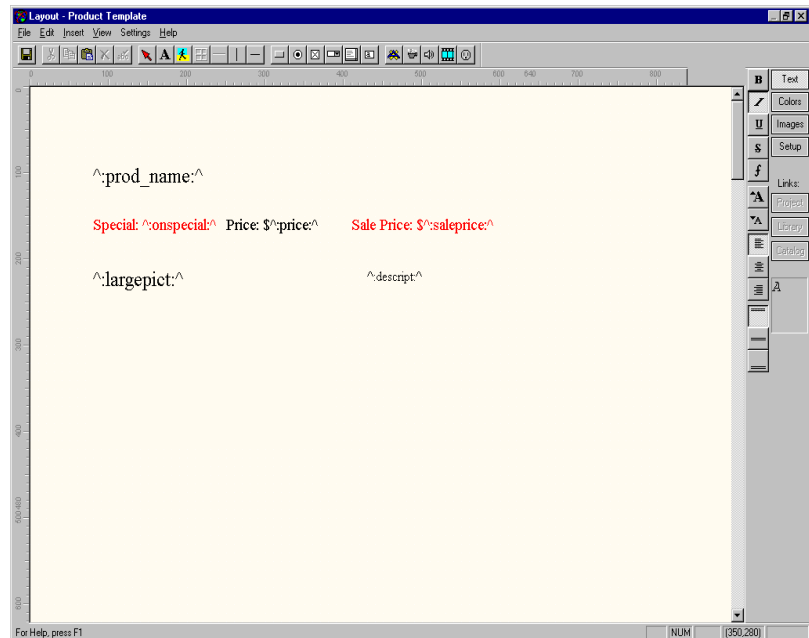
Three Catalog Manager database fields are referred to in this text: `^:thumbnail:^`, `^^:prod_name:^^`, and `^:price:^`. When QuickSite builds the project, it substitutes the actual contents of database fields for these identifiers. (Note that `prod_name` is surrounded by double carets so that QuickSite not only inserts the name for the product, but the link to its page as well!)

2. Close the HTML Editor.

A closer look at the product template

For the product template example, the Layout Designer was used to produce a customer template. The Layout Designer lets you take advantage of QuickSite's caret linking technology, and you can also design your page in a WYSIWYG environment.

1. In the Project View, double-click Product Template in the Configuration Section to open the template in the Layout Designer for the template.




When QuickSite automatically generates product pages, it substitutes product information from the catalog for each of the database field identifiers that it finds in the page layout.

2. Close the Layout Designer.

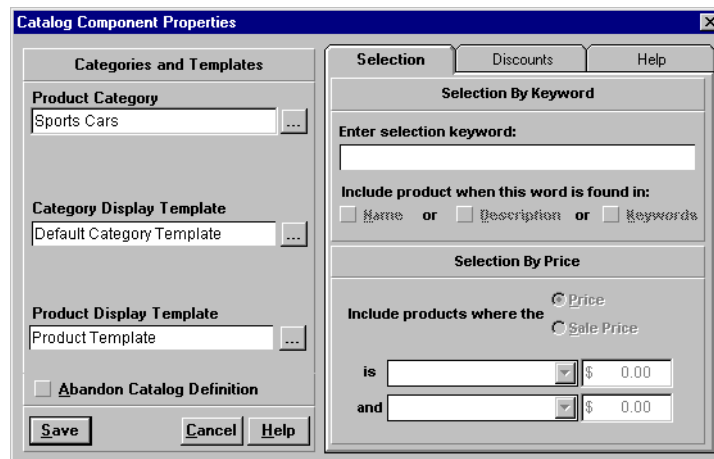
Catalog components

The sample catalog project consists of a home page, some form pages, and some catalog components.

- **Catalog components**, identified in the Project View by the  icon, are typically used to organize products into categories on your Web site.
- The **category template** determines the page layout of the catalog component.
- The **product template** determines the page layout and database fields for the product pages.
- **Links to catalog components** are automatically created from the home page, but you can also create your own links as project links. See *Creating links in Layout*, page 3-9.

When you create a project, you insert catalog components and specify some criteria for the products they should contain. When QuickSite builds your project, it automatically creates pages under each catalog component that correspond to the catalog component's criteria.

1. In the Project View, right-click the Sports Cars category.
2. Click Catalog Component Properties.



The Sports Cars catalog component includes cars in the Sports Cars category, uses the Default Category Template as its layout, and generates individual product pages based on the Product Template page.

3. After building the project, you can double-click a catalog component icon to see the pages QuickSite has automatically generated for the products in this component.

OrderEasy commerce support

QuickSite makes it easy to host a catalog with full commerce support using **OrderEasy**, a new resource on the World Wide Web..

The OrderEasy library provides sample category and product page templates for the OrderEasy commerce catalog system. Additional content specific to the InternetMall/OrderEasy support may be added to this library. See *Using libraries*, page 4-1.

A sample project, OESAMPLE, installed with QuickSite demonstrates OrderEasy. OrderEasy is available at <http://www.sitetech.com/oe/oedocs>. A complete FAQ site that answers many questions concerning small business commerce is available at <http://www.sitetech.com/oe/oefaq>.

For more information...

Access QuickSite Help from the Help menu. Then click Contents and select any of the following related topics.

To learn about	See this Help book/topic
Catalog creation	Adding a catalog/Creating a catalog
Catalog data imports	Adding a catalog/Importing a catalog
Catalog publication	Adding a catalog/Uploading catalog data
Catalog maintenance	Adding a catalog/Cleaning out image files
QuickSite Commerce Partners and OrderEasy commerce support	Adding a catalog/Setting up a commerce site

Promoting your site

Make the World Wide Web aware of your new catalog by letting QuickSite Users who have created new Web sites typically ask themselves, “I’ve got my Web site, now how is anyone going to find out about it?” Then they go to their favorite search engine, fill out the forms, and register their site. It only takes one registration to realize that getting information about their new site published on several search engines could take hours.

Luckily, QuickSite offers its **Site Promotion Wizard**, the way to automatically register your site with 15 of the most popular indexes and search engines.

1. In the Project View, from the Wizards menu, click Site Promotion Wizard.

The Site Promotion Wizard opens.

2. Click on each tab and enter contact information, search keywords and site description, and search engine categories.

QuickSite launches your primary browser and initiates a series of forms that register you with the appropriate search engines and indexes.

3. Follow the instructions in your browser.

Note Your browser must support JavaScript for the Site Promotion Wizard to register your site.

For more information...

Access QuickSite Help from the Help menu. Then click Contents and select any of the following related topics.

To learn about	See this Help book/topic
Site promotion	Publishing and promoting a Web site/ Promoting a Web site

Adding scrolling content

QuickSite 3.0 automatically generates Smooth Scroll II applet code (from OpenCube) to produce scrolling content.

To see this feature in action,

1. In the Project View, from the File menu, click Open Project and select OPENCUBE, a sample project provided with QuickSite.
2. Build and test the project.

If the scrolling box is empty, you'll need to download a demo of the Smooth Scroll II applet from OpenCube's Web site at http://www.opencube.com/web_effects.htm.

Creating frames

Frames let you present multiple pages within a single browser window. QuickSite's Frame Designer lets you create frames with ease—and without the worry of missing a link to a framed document.

1. Create or open a project that has at least two text pages. *Opening and closing a project*, page 2-23.
2. Right-click the home page or menu page and click Frame Properties. Frames can only be applied to the home or menu pages.

The Frame Designer opens.

3. Select a frame layout and specify the contents, widths, heights, and margins for up to four frames.
4. For the contents of each frame you can type a URL, select an existing page from the current project, or create a new page in the current project.
5. Build and test your site to see the results. See *Building and testing a project*, page 3-21.

Once frames have been applied to a menu or home page, the Frame Designer becomes default editor for that page.

Tip To remove the frames, select Abandon Frame Definition in the Frame Designer and click OK. You can then access the page contents from the HTML editor or Layout Designer.

For more information...

Access QuickSite Help from the Help menu. Then click Contents and select any of the following related topics.

To learn about	See this Help book/topic
Frame design	Using the Frame Designer/Defining frames with the Frame Designer

See also FAQs (Frequently Asked Questions) about frames on the Site Technologies Web site. From the Help menu, click Site Technologies Technical Support and Updates and click FAQs to access the FAQs menu.


Adding advertising

You can add rotating advertising banners to your Web pages. QuickSite's AdStream feature provides the ability to create up to five linked advertising panels. Each panel is made from an ordinary text page in QuickSite and can be programmed to display for a specific number of seconds.

AdStream panels are designed to be applied to a frame page. To see an example of how AdStream works, open the sample project, **AdStream**, while you follow the how-to steps below.

1. In the Project View, click Open Project and click ADSTREAM.

Build and test the site to see what the advertising looks like. See *Building and testing a project*, page 3-21.

2. Double-click the home page. Notice that it was created in the Frame Designer, signified by the  icon, and has three frame pages. Frame 1 is the main frame, linked to static Frame 3. Frame 2 displays the

rotating advertising panels. See *Adding scrolling content*, page 4-15, for more on frame definition. The following steps explain how advertising was added to Frame 2.

Click Cancel to close the home page and, in the Ad Panels section, double-click the Ad Panel pages to examine them. The Ad Panel pages are the advertising panels, displayed in rotation in Frame 2. They were created in Layout Designer but also could have been created in the HTML Editor.

For demonstration purposes, the Ad Panel pages just contain the ad panel name and number of seconds they will display. You can, of course, add any advertising content you want to your ad panels.

3. Right-click the Frame 2 page and click AdStream properties.

The AdStream box opens. This is where up to five advertising panels are selected and number of seconds the advertisement will display defined. Notice that panel has an Adv tab.

4. Click the Adv tabs and see the settings for each of advertising panels. When done, click Save.

Tip You can cancel the advertising by selecting Abandon AdStream Definition whenever you want. You can always turn it back on later by deselecting the Abandon AdStream Definition option.

For more information...

Access QuickSite Help from the Help menu. Then click Contents and select any of the following related topics.

To learn about	See this Help book/topic
Advertising and AdStream	Adding advertising banners/Adding advertising

Generating project reports

QuickSite Developer lets you run a variety of reports to help keep track of your Web site project. You can preview these reports through QuickSite and print them to an online printer or a file.

For more information...

Access QuickSite Help from the Help menu. Then click Contents and select any of the following related topics.

To learn about	See this Help book/topic
Advertising and AdStream	Generating reports/Running project reports

Automating your work

Web site developers who want to ease their Web site maintenance and add automation to their work have a full toolchest of features with QuickSite. Page macros, QuickSite macros, and automated scripting are at your fingertips.

Page macros

QuickSite supplies **page macros** which automatically return the correct information. You just type the macros anywhere appropriate in the pages. During the build process, QuickSite interprets the macros. If you use page macros, such as for site title, a page title, or email address, and make changes in the site to those elements, the macros return the updated information without you having to manually change it every occurrence.

For example, `::SiteTitle` page macro provides a way to dynamically insert the Web site title (the name you gave your project) into the page content. When you build the page it replaces the macro name with the current Web site project title. If you change the title of your Web site, QuickSite updates all occurrences of the Web site title automatically.

QuickSite macros

QuickSite macro variables are now available to power users. The value assigned to the variable is automatically transposed in a page wherever the macro is encountered by the QuickSite publishing engine. Macro variables greatly ease the task of maintaining Web pages and duplicate content that appears in multiple places in a site. A single change to the variable will update every occurrence in the entire site.

Macro variables are defined in the QuickSite INI (`qs.ini`) and Project INI (`projectname.ini`) files. See *Setting/resetting preferences*, page 2-21.

Automation scripts

QuickSite's powerful automation script language allows you to add scripts in your Web site project to tell QuickSite how to perform certain programmable actions in an automated sequence.

- You can create and use automation scripts in your QuickSite project pages.
- You can type in your own QuickSite automation scripts, or you can add existing scripts from a library. Automation scripts are input as text-based pages in a special Configuration Section at the bottom of the QuickSite Project View.
- You can edit an automation script, replace it, and change its location in the Project View just as you would any text page.

Before you create automation scripts, you need to create a Configuration Section for the scripts in the Project View.

For more information...

Access QuickSite Help from the Help menu. Then click Contents and select any of the following related topics.

To learn about	See this Help topic
Page macros	Using the HTML Editor/Scripting and macros/Using page macros

QuickSite macro variables

Using the HTML Editor/Scripting and macros/Defining macro variables

Automation scripts

Using the HTML Editor/Scripting and macros/Using automation scripts

See also *Appendix A: Automation Scripting*.

Application Program Interface (API) calls

QuickSite's revolutionary XPE (eXtensible Publishing Engine) makes it possible to update Web site data from external sources at build time. With the XPE, you can launch externally-created applications and functions that retrieve data from existing sources during the normal course of building your Web site.

The QuickSite XPE interface enhances Web page generation capabilities by providing two external API gateways that can be utilized from inside virtually any Web page in a QuickSite project file.

The API gateway commands are:

::WinExec() - This command provides the ability to call an external application that performs data acquisition or analysis outside of QuickSite. ::WinExec may be embedded in the text entry window of any QuickSite Page Designer.

::WinCall() - This command calls a single function in a dynamic link library (DLL) and inserts the return value of the function into the Web page text from where it was called. ::WinCall performs in a manner similar to ::WinExec.

For more information...

Access QuickSite Help from the Help menu. Then click Contents and select any of the following related topics.

To learn about	See this Help book/topic
API calls	The Extensible Publishing Engine (XPE) and API calls/Using QuickSite API gateway commands

Where to go from here

This concludes your guided tour of QuickSite. If you have worked through the walkthroughs in this and the previous chapters, you should have a good idea what QuickSite offers.

And there is even more! We encourage you to browse the QuickSite Help Contents to envision the entire scope of QuickSite. You will find in-depth topics on all aspects of QuickSite in the Help.

You can access QuickSite Help from the Help menu. Also most QuickSite dialog boxes have a Help button and you can press the F1 to access context-sensitive Help.

Be sure to check the Site Technologies Web site at <http://www.sitetech.com> for update information.

A

Appendix A: Automation Scripting

QuickSite's powerful automation script language allows you to add scripts in your Web site project to tell QuickSite how to perform certain programmable actions in an automated sequence.

Using automation scripts

You can create and use automation scripts in your QuickSite project pages. For a description of automation scripts, what they are and how to write them, see *About autoscripting*, page A-5.

Creating a Configuration Section for scripts

Before you create automation scripts, you should create a Configuration Section for the scripts in the Project View.

1. In QuickSite, open a project or create a new QuickSite project.
2. From the Insert menu, click Configuration Section.

QuickSite adds a page, named Configuration Section, to the bottom of the Project View. The Configuration Section page is non-editable. Its sole purpose to demarcate a section for automation scripts, custom headers and footers, and other support items placed there to reduce clutter in the main Project View. For more on the role of custom headers and footers, see the QuickSite Help.

QuickSite considers all items in the Configuration Section as Suspended, regardless of their page status setting (Active, Hidden, etc.) Pages in the Configuration Section are never built as HTML files and only serve as support items in the project.

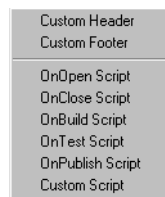
3. Create or add scripts to the Configuration Section (see *Creating automation scripts* below).

Creating automation scripts

You can create automation scripts using the appropriate QuickSite script commands. For a complete list of the QuickSite automation script commands see *Automation script commands*, page A-5.

1. Create a Configuration Section for the scripts (see *Creating a configuration section for scripts* on page 2-1).
2. From the Insert menu, click Configuration Component.

A dropdown menu lists the script types.





3. Click a script type. For example, click OnOpen Script.

QuickSite adds an empty page for the selected script to the Configuration Section and inserts a default title in the Project View.

4. Double-click the script page.

The Script Editor opens.

5. Type in the script and use the tools as needed to create the script.
6. When done, click the Save page changes tool, , then the Close tool, .

Adding existing scripts

You can add existing automation scripts that you previously saved in a library.

1. Create a Configuration Section for the scripts (see *Creating a Configuration Section for scripts*, page A-1).

2. From the Insert menu, click Configuration Component.


A menu lists the script types.

3. Click a script type.

QuickSite adds an empty page for the selected script to the Configuration Section.



4. Double-click the script page.

QuickSite opens the Script Editor.

5. Click the Library and project links tool, , then click Library Templates.

6. In the library templates box, double-click the desired template.

QuickSite inserts the template in the Script Editor.

7. When done, click the Save tool, , then the Close tool, .

Editing automation scripts

You can edit an automation script, replace it, and change its location in the Project View just as you would any text page. See QuickSite Help for details.

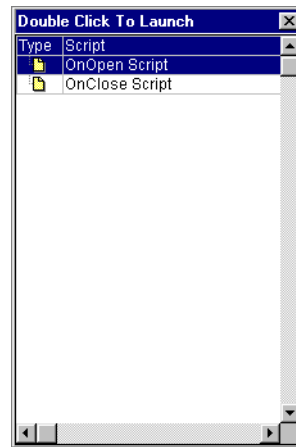
Tip For best results, keep automation scripts in the Configuration Section. This ensures the scripts will not be displayed on your Web site when it is published.

Running automation scripts

You can run your automation scripts from the QuickSite menu.

1. In the Project View, click the right mouse button and in the popup menu, click Run Automation Script. Or from the Project menu, click Run Automation Script.

QuickSite displays a list of the existing scripts in your project.



2. Double-click the script you want to run.

QuickSite runs the script.

About autoscripting

You can type in your own QuickSite automation scripts, or you can add existing scripts from a library. Automation scripts are input as text-based pages in a special Configuration Section at the bottom of the QuickSite Project View.

Automation script commands

The table below lists the automation script commands currently available for use in scripting. The following symbols are used to describe the commands:

- [] Optional argument.
- | Literal constant choice, for example On|Off.
- < > Variable.
- c,n,d Format: c=character, n=numeric, d= date (mmddyy).

Script command	Function
Build project	Builds the current project.
Compress project	Runs the Project Compress Project File menu option.
Copy to <cTarget>	Copies the current project to the specified target path and filename. Do not include file extensions or copy to c:\ <i>filename</i> .
Edit Design	<p>Launches the appropriate page/component Designer on the current record. Use either Edit or Design to perform the same action.</p> <p>Note: The launch operation suspends the automation script when the Designer opens.</p>
Collapse [Site Section]	Collapses all menu pages in the specified scope (site or menu section). See the Set Scope To command.
Delete page	Deletes page targeted by the Seek command (see below).

Expand [Site Section]	Expands all menu pages in the specified scope (Site or Menu section). See the Set Scope To command.
Go top	Moves the position of the cursor in the Project View to the home page.
Import project <cProject>	Imports the specified project at the current cursor location.
Insert menu	Inserts menu targeted by the Seek command (see below).
Publish project	Builds and publishes the current project to the pre-configured Web site location.
Quit	Exits from QuickSite.
Run <command>	Runs a command.
Seek <cPageTitle>	Targets a page or component in the project by title.
Set <apiField> to <value>	<p>Sets the value of any of twelve API fields in the QuickSite project file database to the value specified. The API fields include:</p> <p>API_C1 API_D1 API_L1 API_N1 API_C2 API_D2 API_L2 API_N2 API_C3 API_D3 API_L3 API_N3</p> <p>See <i>API fields reserved for developers</i>, page A-11.</p>
Set background to [<cGifFile> <cJpgFile>]	Sets background choice to the specified file scope (Gif or Jpg).
Set copyright to <cName>.	Sets the copyright preference item to a new value for the current project.
Set copyright [On Off]	Enables or disables the project build option for inclusion of the preferences copyright.
Set email to <cName>	Sets the e-mail address preference to a new value for the current project.
Set filename to <cFileName>	Sets the output name of the current page and blocks any attempt by QuickSite to use the internally generated name.

Set HomeContents [On Off]	Enables or disables the project build option for the placement of the contents button on the home page.
Set HTML extension [On Off]	Sets the preference item that enables internally generated calls to the full HTML file extension.
Set logo [On Off]	Enables or disables the project build option for inclusion of the QuickSite logo.
Set MenuContents [On Off]	Enables or disables the project build option for the placement of contents buttons on menu pages.
Set NavButtons [On Off]	Enables or disables the project build option for inclusion of navigational buttons.
Set scope to [Site Section Page]	Sets the current scope of the project. By default, the scope is based on the current Page. A section is defined as all pages and components within a contained menu section.
Set status to [Active Hidden Construction Suspended]	Changes the status of all pages in the current page status scope.
Set step [On Off]	Processes each command and displays debugging information. This is normally placed in the first line of the script.
Set TextContents [On Off]	Enables or disables the project build option for the placement of contents buttons on the text pages.
Set Webauthor to <cName>	Sets the web author preference item to a new value for the current project.
Set WebAuthor [On Off]	Enables or disables the project build option for the Web site author.
Skip [<nValue>]	Moves the position of the cursor in the project view relative to the current position.
Wait [<nSeconds>]	Suspends the script process with a dialog message. This is a modal dialog and will suspend any further script operation in QuickSite unless a wait time <nSeconds> is specified.

When [DATE <ddate>] Date-based script, where DATE <=, >=, <, >, or ==.
 Defines the date that script is set to execute, in mm/dd/
 yy format.

Automation script conventions

QuickSite's automation script is an intuitive language with only a few conventions you should know about:

- QuickSite automation scripting supports *plain language* text commands. Therefore, delimiting characters, [] and < >, may be omitted from the script command syntax
- QuickSite automation scripting is case-insensitive.
- **Comments** may be placed on the same line after script commands. Use two forward slashes, //, to mark the beginning of a comment.

Launch directives

You may place QuickSite launch directives in the Windows interface as Shortcuts or Run commands.

The first argument of a launch directive is always the project file with a full path.

The optional second argument may be a reference to a page title in the project or a filename containing script commands. The argument name must not contain a space, as QuickSite creates an additional argument after each space. For example enter ^MyScript^ instead of ^My Script^.

A launch directive example

qs c:\qs\myproj\mypro.dbf ^MyScript^

where

qs tells Windows to open QuickSite.

argument1 tells QuickSite to open project file mypro.dbf.

argument 2 tells QuickSite to launch the MyScript script.

Some automation script examples

The QuickSite automation script example below is designed to be run in a timed environment and is triggered by the holiday Halloween (see *Event-driven scripts*, page A-9 and *Time-driven scripts*, page A-11).

```
seek My Halloween Section // locate page
set status to Active // change page status
build project // build current project
quit // exit QuickSite
```

The following QuickSite automation script example automates building and publishing a Web site project. The script trigger may be an event-based script, clicking the Run Automation Script option (see *Running automation scripts*, page A-4), or a command line argument at the beginning of the script.

```
build project // build the project
publish project // publish the project
edit // launch page designer
set status to Active // change page status
set copyright to 1996 MyCompany // set copyright preference
set copyright [on] // enable copyright
quit // quit QuickSite
```

Event-driven scripts

QuickSite automation scripting makes it possible for you to easily create event-driven scripts. When QuickSite starts, it looks for any event-driven scripts before allowing you to view the project. If an event-based script is not present, the user must activate the script manually.

When you input an event-driven script, you should place the script page in the Configuration Section. For more, see *Creating automation scripts*, page A-2.

The following event-driven scripts are available through QuickSite automation scripting:

OnOpen script

Each time the user opens a project, QuickSite runs the OnOpen script. For example, the OnOpen script might have just this command, which would cause the project to be built each time the project is opened:

```
build project
```

The `quit` command does not work in OnOpen scripts.

OnClose script

Each time the user clicks to close the project, QuickSite automatically executes all commands in the On Close script. For example, the OnClose script might have this command:

```
copy to c:\backup\project_file
```

OnBuild script

Each time the user clicks to build the project, QuickSite automatically executes all commands in the OnBuild script and builds the site. For example, the OnBuild script might have these commands:

```
set logo off  
set navbuttons on
```

OnTest script

Each time the user clicks to test the project, QuickSite automatically executes all commands in the OnTest script and then tests the site locally. For example, the script might enable certain pages for testing but not for the build, or vice versa.

```
seek menu page 1  
set status to Suspended  
seek menu page 2  
set status to Active
```

OnPublish script

Each time the user clicks to publish the project, QuickSite automatically executes all commands in the OnPublish script and publishes the site. For example, the script might bring in fresh copies of GIF files into the project directory with a .bat file, such as in this example:

```
run siteupdt.bat
```

Time-driven scripts

QuickSite has one script command that you can use to input a date as a trigger for an event. The command syntax is

```
when DATE <cDate>
```

For example, the time-driven command

```
when DATE <= 12/31/96
```

will prompt you to continue.

API fields reserved for developers

A QuickSite project consists of a hierarchy of item records. Each item (page or component) is ordered in the sequence that it will appear in a Web site. Developers can view the project record structure in QuickSite's Project View.

Each field in a QuickSite item record contains the following information:

FieldName - Field name.

Type - One of these field types:

C = character.

D = date.

M = memo (text contents of this field type are stored in the .dbt project file.

N = numeric.

L = logical (True/False, 1/0).

Wid - Field width, in characters.

#Dec - Number of decimal places.

Description - Field description.

All QuickSite project file records have the same field structure, however the field content differs according to QuickSite project item type – pages (home, menu, text form) and components (paragraph, table, file, URL).

At present a QuickSite project file database contains 64 fields. Later releases of QuickSite may contain more fields, but the QuickSite database structure will always remain backward compatible.

Fields 47-58 of the project file are reserved for developers. They include a variety of field types and sizes that may be employed in application settings.

The developer fields listed below do not appear in the other record tables in this chapter, although they are a part of every record.

Field#	Field Name	Type	Wid	Dec
47	API_C1	C	012	000
48	API_C2	C	012	000
49	API_C3	C	032	000
50	API_N1	N	012	002
51	API_N2	N	012	002
52	API_N3	N	012	002
53	API_L1	L	001	000
54	API_L2	L	001	000
55	API_L3	L	001	000
56	API_D1	D	008	000
57	API_D2	D	008	000
58	API_D3	D	008	000

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