Freeway Reference

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Assumptions and conventions

To avoid ambiguity this guide adopts the following conventions:

Convention	What it means
Bold	Identifies a name or label that appears on the computer screen. For example: Click the **OK** button.
`Computer`	Identifies text that you key in at the computer keyboard.
Ctrl, Option, ⌘, ↵	Represent the special keys on the keyboard: Control, Option (or Alt), Command, and Return.

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About the Freeway documentation

Freeway Reference

This *Freeway Reference* guide is aimed at more advanced Freeway users, and provides detailed reference information about advanced Web design features that may not be needed by all users. It also provides information about migrating from existing sites created in other Web programs, and a summary of the Freeway preference panels, palettes, and keyboard shortcuts.

Getting Started with Freeway

The *Getting Started with Freeway* guide is the ideal place to start learning about how to get the most out of Freeway. It includes an overview of Freeway's unique features and benefits, information about planning your site and publishing it on the Web, a guided tour of Freeway's main features, and a series of three tutorials showing how to use Freeway to create stunning Web sites.

Using Freeway

The *Using Freeway* guide provides clear step-by-step instructions for using all the main features of Freeway, including setting up, previewing, and publishing a site, working with pages, text, graphics, tables, and forms, and creating dynamic effects. It is designed to help you translate your vision into a complete, fully working Web site.

On-line Help

Freeway also includes a comprehensive integrated context-linked on-line help system which you can use to find information about features while you are using the product. This includes the same information as provided in the *Using Freeway* and *Freeway Reference* guides.

The KnowledgeBase

The Softpress Web site also provides an advanced KnowledgeBase containing a wide range of information on every aspect of using Freeway, including technical notes on specific features, tutorials illustrating how to achieve particular effects, answers to frequently asked questions, and examples of sites created by third-party designers using Freeway. The knowledge base is fully searchable and is being extended on a weekly basis to provide answers to any question that users ask about Freeway.

Preferences

This chapter describes the options in the **Preferences** dialog box you can use to customise the way Freeway works, and the document specific options in the **Document Setup** dialog box.

Preferences

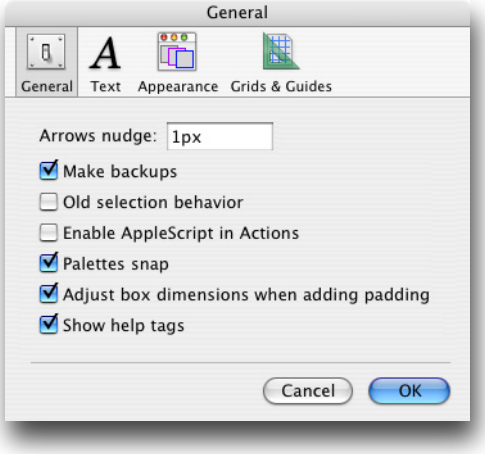
The options in the **Preferences** dialog box affect the working environment for all subsequent documents.

To display the Preferences dialog box

- Open the **Freeway** menu and choose **Preferences...**.
- Click the appropriate icon in the icon bar to display the corresponding panel of preferences.

General

Provides general preference options.

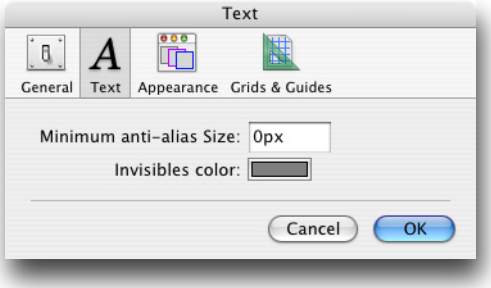


The options are summarized in the following table:

Option	Description
Arrows nudge	Specifies the nudge distance for moving objects with the arrow keys.
Make backups	Specifies whether Freeway makes a backup version of your document, with a **.fwbackup** extension, when you open the document.
Old selection behavior	Enables the behavior of selecting objects used in earlier versions of Freeway.
Enable AppleScript in Actions	Enables the ability to run AppleScripts in Freeway Actions.
Palettes snap	Makes the Freeway palettes snap together automatically, to help maintain a tidy screen appearance.
Adjust box dimensions when adding padding	Changes the size of graphic and HTML items to keep the content the same size when adding padding.
Show help tags	Shows a pop-up tag with help on toolbar icons and controls when you point to them with the mouse pointer.

Text

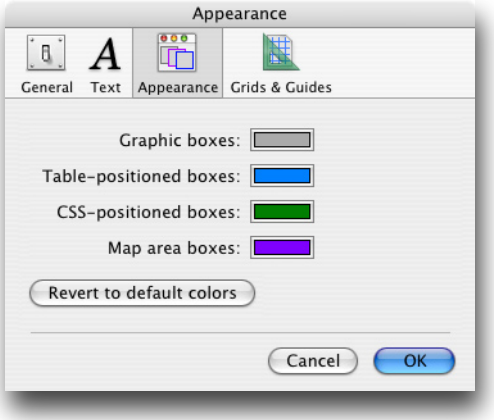
Provides options that affect the appearance of text in the Freeway window:



Option	Description
Minimum anti-alias Size	Specifies a minimum size for applying smoothing to graphic text.
Invisibles color	Specifies the color used to display invisible characters, such as spaces and carriage returns.

Appearance

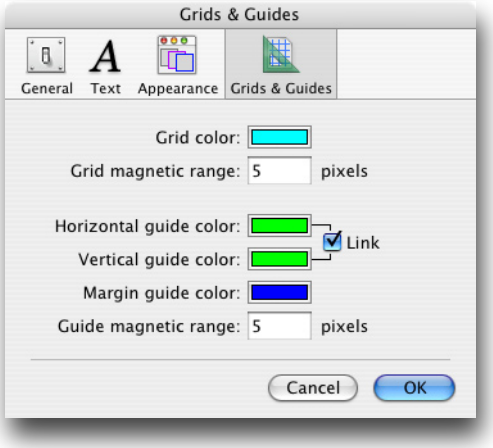
Allows you to change the color used to identify each of the different item boxes:



Option	Description
Graphic boxes	Specifies the color used for the border of graphic items.
Table-positioned boxes	Specifies the color used for the border of HTML non-layer items.
CSS-positioned boxes	Specifies the color used for the border of HTML layer items.
Map area boxes	Specifies the color used for the border of map area items.
Revert to default colors	Restores the colors to their default values.

Grids & Guides

Provides options relating to the guides and grid lines:



Option	Description
Grid color	Specifies the color used to display the grid lines.
Grid magnetic range	Specifies the snap-to distance for grids, in pixels.
Horizontal/Vertical guide color	Specifies the colors used to display the horizontal and vertical ruler guides. Select **Link** to make the horizontal and vertical lines the same color.
Margin guide color	Specifies the color used to display margins.
Guide magnetic range	Specifies the snap-to distance for guides, in pixels.

To specify grids and margins for a master page or document page use the **Grids...** command on the **Page** menu.

Document setup

The options in the **Document Setup** dialog box allow you to control the settings for your current document and the output it generates when you publish the site.

To display the Document Setup dialog box

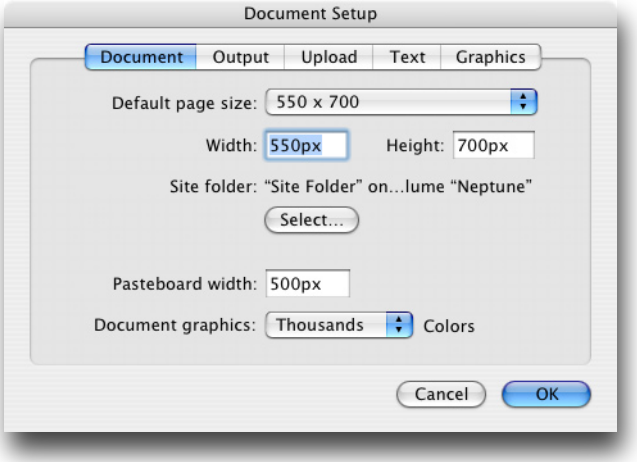
- Open the **File** menu and choose **Document Setup...**.
- Click the appropriate tab to display the corresponding page of settings.

To change the settings for a particular document open the document and choose **Document Setup...**.

To change the default settings that will apply when you create a new document, choose **Document Setup...** with no document open in Freeway.

Document

Allows you to define the size of pages and the location of your Freeway document:

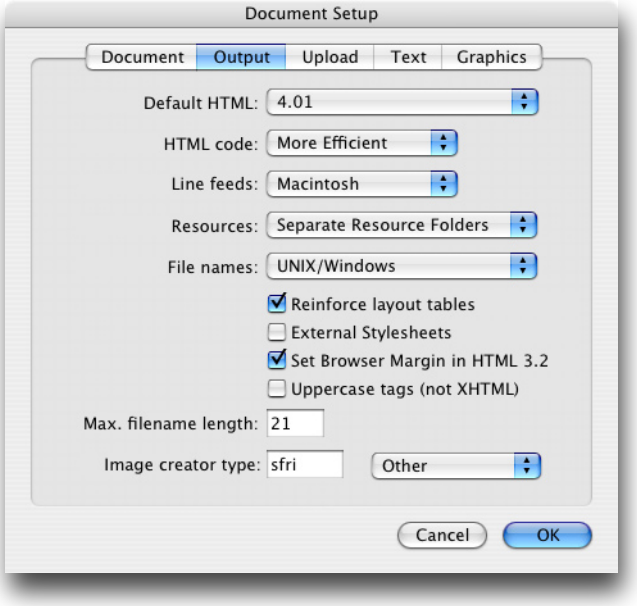


Option	Description
Default page size	Specifies the default size of pages in your site. Choose one of the predefined page sizes from the pop-up menu, or choose **Custom** and specify the size explicitly in the **Width** and **Height** fields.
Width, Height	Allow you to specify the page size explicitly.
Site folder	Click the **Select...** button to specify the location of the Site folder, which will be used to contain the HTML and resource files when the site is published.

Option	Description
Pasteboard width	Specifies how far the pasteboard extends in each direction outside the page area.
Document graphics	Specifies the color depth for graphics saved with your Freeway document for preview: **256 colors** will give the smallest Freeway document size. **Millions of colors** will save the highest possible quality image with your Freeway document, allowing high-quality images to be generated when you publish your site if the original images are not available.

Output

Provides options affecting the HTML generated and the naming of files created when you publish your site:



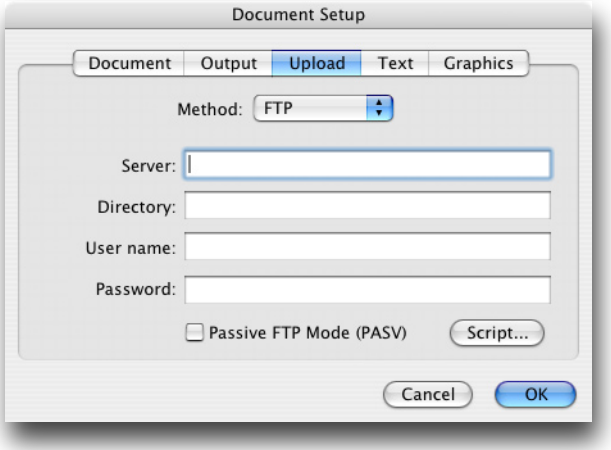
Option	Description
Default HTML	Specifies the default standard of HTML generated by Freeway. **3.2** gives greatest compatibility with older Web browsers but does not support CSS. **4.01** is the recommended setting, and provides dynamic HTML and CSS support with all recent browsers. **XHTML 1.0 Transitional** and **XHTML 1.0 Strict** generate XHTML-compliant code, for use with applications that require it.
HTML code	Determines the formatting applied to the HTML generated by Freeway. Note that this option has no effect on the appearance of the page in a browser. **More Efficient** leaves out optional white space to make the files as small as possible. **More Readable** makes the HTML easier to read by indenting the output.
Line feeds	Macintosh, DOS, and UNIX use different linefeed characters. Selecting **DOS** or **UNIX** will allow the HTML text files to be read more easily on DOS/UNIX systems. This doesn't matter for browsers, but may be important for CGI scripts, etc.

Option	Description
Resources	Specifies where the GIF images and other resource files are stored when the site is published. **Common Resource Folder** stores all the resources in a single folder. **Separate Resource Folders** stores the resources for each folder in the site structure in a separate **Resources** folder at that level. **With HTML Files** stores the resources loose with the HTML files at each level.
File names	Specifies the conventions used to generate the file names of HTML files and resources when the site is published. **Alphanumeric** restricts the file names to letters and digits, as required by older servers. **DOS** restricts the file names to 8.3 format for maximum compatibility with MS-DOS Web servers. **UNIX/Windows** (recommended) generates file names suitable for UNIX or Windows servers.
Reinforce layout tables	Reinforces tables with invisible GIF images.
External Stylesheets	Stores CSS style sheets in a separate file from the HTML.
Set Browser Margin in HTML 3.2	Sets a default margin of eight pixels at the top left-hand side of the page, for consistency with older Netscape browsers that ignore the zero margin used by Freeway.

Option	Description
Uppercase tags (not XHTML)	Specifies that the HTML tags should be generated in upper-case rather than the default lower-case. Not applicable to the XHTML output options.
Max. file name length	Specifies the maximum length of automatically generated file names.
Image creator type	Specifies the creator type assigned to exported images. You can choose one of the following options from the pop-up menu: **None** specifies no creator type. **Other** allows you to specify the four-letter creator type explicitly. **Default Browser** sets the image creator type to the default browser selected using the **Preview Setup...** command on the **File** menu. **Choose Application...** allows you to set the creator by selecting an application on your hard disk.

Upload

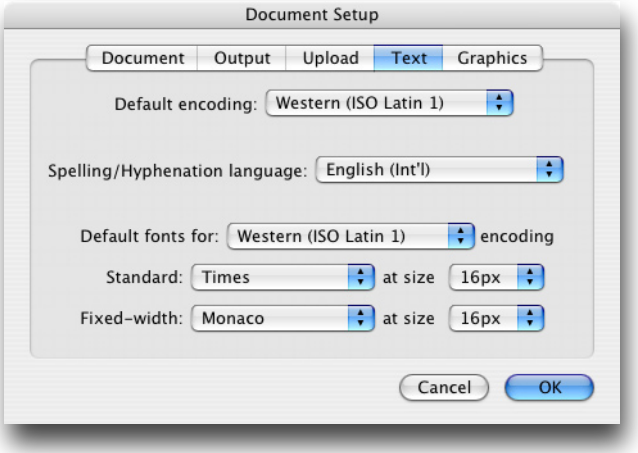
Specifies the default upload method and settings used when the document is uploaded to the Web server using the **Upload...** command on the **File** menu:



For more information see the *Using Freeway* guide.

Text

Specifies the default encoding and language used for HTML generated when the site is published, and the default fonts used to display text in the Freeway document when editing the site:

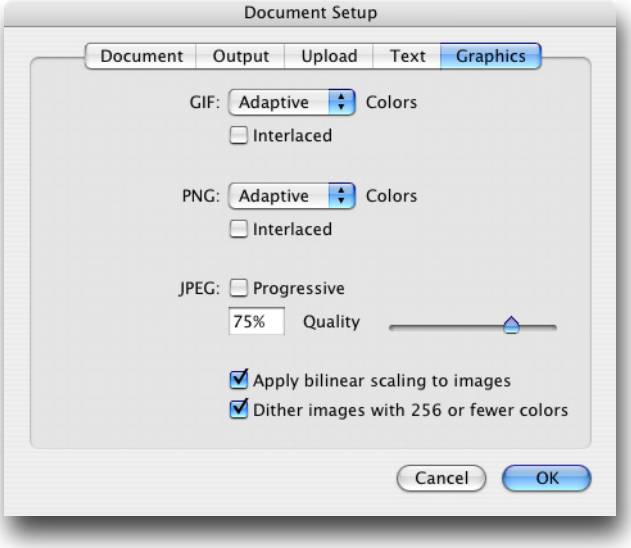


Option	Description
Default encoding	Choose **Automatic** to automatically set the encoding based on the text in the site, or select an encoding from the pop-up menu.
Spelling/ Hyphenation language	Specifies the language used for spelling and hyphenation.

Option	Description
Default fonts for encoding	Allows you to specify the font and size to use for displaying both standard and fixed width text in your Freeway document for each of the encodings you want to use. Select the encoding from the pop-up menu, then specify the fonts and sizes using the **Standard** and **Fixed-width** menus below.

Graphics

Allows you to specify the default options for exporting GIF, PNG, and JPEG images:



Option	Description
GIF/PNG	Allows you to specify the default color palette, and whether the resulting images will be interlaced.
JPEG	Allows you to specify whether JPEG images are made progressive, and the default compression/quality level.
Apply bilinear scaling to images	Allows you to specify whether images will be scaled using bilinear filtering, which gives smoother results. This may be inappropriate for images containing line art.
Dither images with 256 or fewer colors	Automatically dithers images with fewer than 256 colors to improve their quality.

Tools and palettes

This chapter gives detailed information about the tools on the toolbar and the options on each of the Freeway palettes.

Toolbar

The toolbar provides access to the tools you use for creating and editing items on your Freeway page:

To customize the toolbar

- On the **View** menu, choose **Customize Toolbar...**.
- Drag items to and from the toolbar to customize the toolbar in the way that you want.

You can use the **Separator**, **Space**, and **Flexible Space** items to format the items on the toolbar.

When you have finished customizing the toolbar:

- Click the **Done** button.

To restore the default set of items

- Drag the default set from the bottom of the **Customize** dialog box.

Modifier keys

Holding down certain keys on the keyboard while using any tool will alter the behavior of the tool until you release the key:

Modifier	Description
Option	Temporarily changes any tool (except the **Zoom** tool) to a Grabber hand, allowing you to drag the page around within the window. Changes the **Zoom** tool from zoom in to zoom out.
⌘	Temporarily changes to the **Select** tool, allowing you to select, deselect, or move items.
Shift Ctrl	Temporarily changes to the **Zoom** tool.

Tools

The tools allow you to create or manipulate the different types of item you work with in Freeway.

The following table describes the function of each tool:

Standard tools

Tool	Description	What it does
	Back/Forward	Steps between recently visited pages.
	Select tool	Selects or manipulates items or edits text.
	Zoom tool	Zooms in and out of the Freeway window to change the scale of what you are working on.
	CSS Layout	Specifies whether new items added to the page use CSS layers or invisible tables (compatible with older browsers).
	HTML	Draws an HTML item on your page, to enter HTML text in your site.
	Table	Draws a table on your page, with a specified number of rows and columns.
	Action	Adds a Freeway action to the page.

Tool	Description	What it does
	Graphic	Draws a rectangular graphic item on your page, to add a graphic image or GIF text.
	Oval	Draws a graphic item with an oval outline.
	Map Area	Draws rectangular clickable areas on images.
	Rotate	Rotates graphic items.
	Flow tool	Links two HTML or graphic items together so that text can flow between them.
	Inspector	Displays or hides the **Inspector** palette.

Optional tools

These are available from submenus on the standard tools, or you can add them to the toolbar using the **Customize Toolbar...** option on the **View** menu.

Tool	Description	What it does
	Separator	Adds a dividing line to the toolbar.
	Space	Adds a space to the toolbar.
	Flexible space	Adds a space that right-aligns subsequent tools.
	Customize	Displays the **Customize Toolbar** dialog box.
	Break Flow	Unlinks HTML or graphic items that have been linked with the **Flow** tool.
	Path	Draws a graphic item with an arbitrary outline constructed from straight lines or smooth curves.
	Button	Adds a button to a form.
	Checkbox	Adds a checkbox to a form.

Tool	Description	What it does
	Radio	Adds a radio button to a form.
	Text Field	Adds a text field to a form.
	Menu/List	Adds a pop-up menu or list item to a form.
	Text Area	Adds a text area to a form.
	Oval Map Area	Creates an oval clickable area on an image.
	Path Map Area	Creates a clickable area with an arbitrary outline on an image.
	Skew	Skews graphic items.
	Mirror	Mirrors graphic items.
	Styles & Colors	Displays or hides the **Styles and Colors** palette.

Palettes

Freeway provides the following palettes:

Palette	Function
Inspector	Displays options relevant to the currently selected item and allows you to edit them.
Styles and Colors	Displays the text styles and colors used in the document and allows you to edit or apply them, or select Web-safe colors.
Actions	Shows the Freeway actions applied to an object and allows you to edit their parameters.
Frames	Shows the structure of the currently selected frameset and allows you to edit the frames within it.

To display a palette

- Open the **Window** menu and choose the palette name.

To resize a palette

- Drag the resize box in the lower right corner.

You cannot resize the **Inspector** palette.

To hide all the palettes

- Open the **Window** menu and choose **Hide Palettes**.

To edit a field on a palette

Either:

- Edit the value, then press ↵ to confirm the change.

Or:

- Edit the value, then press Tab to confirm the change and move to the next field.

Inspector palette

The **Inspector** palette displays options relevant to the currently selected object.

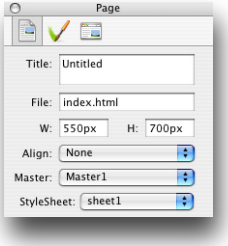
When you have nothing selected on the page, the **Inspector** palette shows settings for the current page.

The following sections describe the most important panels in the **Inspector** palette and the options on each.

Inspector palette – Page settings

The **Page** settings are shown when no items are selected on the page.

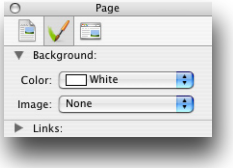
General page settings



Option	Description
Title	Sets the title of the page, which will appear as the window title when the page is viewed in a browser.
File	Sets the file name that will be used to create the HTML when you publish the page.
W, H	Specifies the width and height of the page.
Align	Sets the alignment of the page items when the page is displayed in the browser window.
Master	Sets the master page on which the current page is based, and allows you to apply a different master page.
StyleSheet	Specifies the style sheet that applies to the current page.

Appearance settings

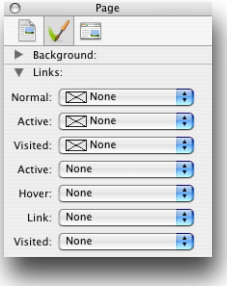
Background section



Option	Description
Color	Sets the background color for the page.
Image	Allows you to select a background image for the page.
Horizontal, Vertical*	Can be set to **Left**, **Center**, or **Right** to specify the alignment of the background image, or **Tile** to repeat the image.
Background scrolls*	Specifies that the background image should scroll with the page.

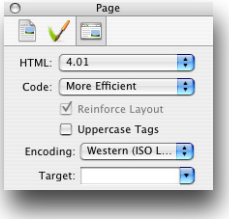
* Only displayed with the HTML 4.01 or XHTML output settings and if a background image has been selected.

Links section



Option	Description
Normal, Active, Visited	Specifies the colors used for each type of link. The **Normal** link color is used for links on HTML text. The **Active** link color is displayed when the mouse is held down on a link, and the **Visited** link color is displayed when the user has visited a page. If no colors are specified, the browser defaults will be used.
Active, Hover, Link, Visited	Allows you to specify a CSS style for the corresponding state of link. The **Active** style is displayed when the mouse is held down on a link, the **Hover** style is displayed when the mouse rolls over a link, the **Link** style is the normal style, and the **Visited** style is displayed when the user has visited a page.

HTML generation settings



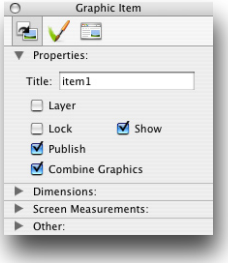
Option	Description
HTML	Specifies what type of HTML will be output for this page.
Code	**More Efficient** creates compact HTML. **More Readable** creates formatted HTML that is easier to read.
Reinforce Layout	Includes padding characters in tables to keep their size more consistent when the browser window is scaled. Only available for XHTML.
Uppercase Tags	Generates tags in upper-case instead of the default lower-case. Not applicable to the XHTML output options.
Encoding	Sets the language encoding for the page.
Target	Specifies a default target frame so that when someone clicks on a link on the current page it will be loaded into the frame you selected, and not the frame containing the link. See *To specify the target for a link*, page 63.

Inspector palette – Item settings

The **Item** settings are shown when a single item is selected.

General settings

Properties section

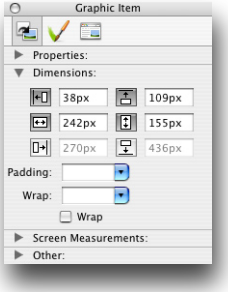


Option	Description
Title	Sets the title of the item.
Layer	Specifies that the item is positioned using CSS layers rather than invisible tables. When checked a pop-up menu allows you to select **Absolute**, to position the item relative to the page, or **Fixed in Window**, to position it relative to the browser window.
Lock	Locks the item. Locked items cannot be moved, resized with the mouse, or deleted.
Show	Shows the item. If unchecked the item will not appear in Freeway's window, but will still be published.
Publish	Specifies whether the item will be published.
Combine Graphics/ Combine With Children*	Combines overlapping items (non-layer items) or items with child items (layer items) to create a single graphic when the site is published.
Background†	Specifies the background color of the table.

* Graphic items only.

† Table items only.

Dimensions section

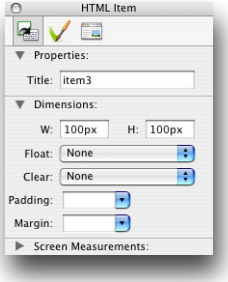


Option	Description
Left, Top*	Sets the position of the item relative to the left-hand edge and top of the page.
Width, Height*	Sets the width and height of the item.
Right, Bottom*	Sets the position of the item relative to the right-hand edge and bottom of the page.
Padding	Insets the content from the item. Select **Custom...** to set different insets for each side.

Option	Description
Wrap	Defines a wrap margin for text in other items wrapping around this item. Select **Custom...** to set different margins for each side.
Wrap	Wraps text in items below this item.

* Each of these measurements can either be defined in pixels (eg 110px) or as a percentage of the width of the page (eg 20%).

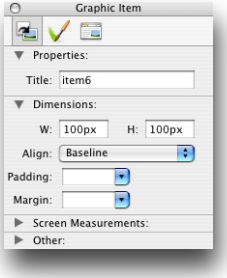
Dimension section (in-flow HTML items)



To insert an in-flow HTML item position the insertion point in an HTML item. Then open the **Insert** menu and choose **HTML Item**.

Option	Description
W, H	Specifies the dimensions of the in-flow item, in pixels or as a percentage of the size of the containing item.
Float	Specifies how the item floats relative to the surrounding text. **None** specifies that no content can flow to the left or right of the item. **Left** allows content to wrap around the right of the item, and **Right** allows content to wrap around the left of the item.
Clear	Allows you to control whether this item will flow around other in-flow items. **None** allows the item to flow normally, **Left** breaks the flow around **Float Left** items. **Right** breaks the flow around **Float Right** items, and **Both** breaks the flow around **Float Left** and **Float Right** items.
Padding	Insets the content from the item. Select **Custom...** to set different insets for each side.
Margin	Defines a wrap margin for content flowing around this item. Select **Custom...** to set different margins for each side.

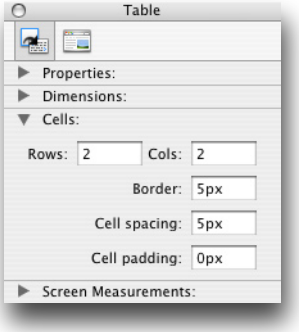
Dimensions section (in-flow graphic items)



To insert an in-flow graphic item position the insertion point in an HTML item or graphic item. Then open the **Insert** menu and choose **Graphic Item**.

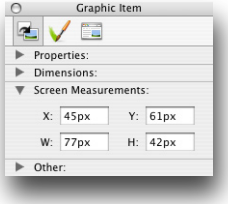
Option	Description
W, H	Specifies the dimensions of the in-flow item, in pixels.
Align	Specifies how the text aligns beside the in-flow item. The options are the standard CSS vertical-align options: **Top**, **Text Top**, **Super**, **Middle**, **Baseline**, **Sub**, **Text Bottom**, and **Bottom**.
Padding	Insets the content from the item. Select **Custom...** to set different insets for each side.
Margin	Defines a wrap margin for text flowing around this item. Select **Custom...** to set different margins for each side.

Cells section (table items only)



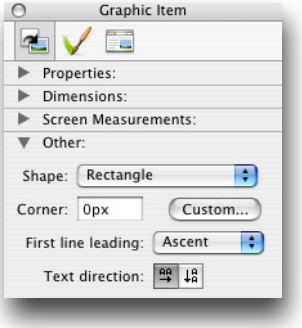
Option	Description
Rows	Specifies the number of rows for the table. Rows will be added or removed from the bottom of the table.
Cols	Specifies the number of columns. Columns will be added or removed from the right of the table.
Border	Specifies the border width around the table.
Cell spacing	Specifies the space between the cells.
Cell padding	Specifies the space between a cell and its content.

Screen Measurements section



Option	Description
X, Y	Position on screen.
W, H	Dimensions on screen, adjusted for padding.

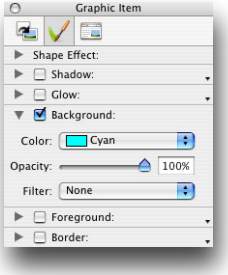
Other section (graphic items only)



Option	Description
Shape	The shape of the graphic item: **Rectangle**, **Oval**, or **Path**.
Corner	Sets the corner radius for rectangular graphic items. Click the **Custom...** button to set a different radius for each corner.
First line leading	Sets the vertical position of the first line of text.
Text direction	Sets text to run horizontally or vertically.

Appearance settings

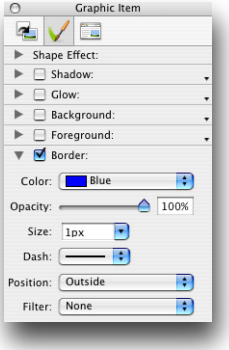
Background section



Option	Description
Color	Sets the fill color of the item.
Opacity*	Specifies the opacity of the graphic item.
Filter*	Applies the corresponding filter effect **Emboss**, **Blur**, or **Scatter** to the graphic item.

* Graphic items only.

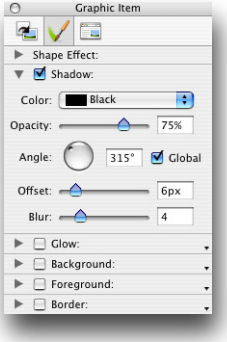
Border section



Option	Description
Color	Specifies the border color.
Opacity*	Specifies the opacity of the graphic item's border.
Size	Specifies the border thickness.
Style/Dash	Specifies the line style of the border.
Position*	For a solid border, whether the border is outside, centered, or inside the graphic item.
Filter*	Applies the corresponding filter effect **Emboss**, **Blur**, or **Scatter** to the border of the graphic item.

* Graphic items only.

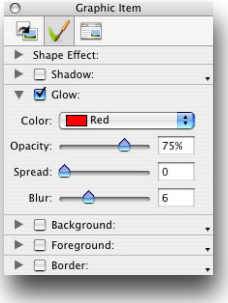
Shadow section (graphic items only)



Applies a drop shadow to a graphic item. The options are as follows:

Option	Description
Color	Specifies the color of the drop shadow.
Opacity	Specifies the opacity of the drop shadow.
Angle	Specifies the angle of the light source.
Global	Specifies that this lighting effect should use the global lighting angle for the page.
Offset	Specifies the offset of the drop shadow.
Blur	Specifies the blur applied to the drop shadow.

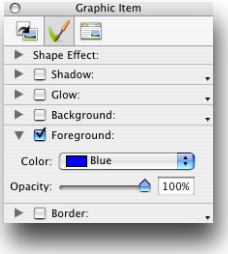
Glow section (graphic items only)



Applies an outer glow to a graphic item. The options are as follows:

Option	Description
Color	Specifies the color of the glow.
Opacity	Specifies the opacity of the glow.
Spread	Specifies the distance the glow extends.
Blur	Specifies the blur applied to the glow.

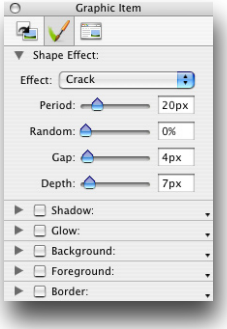
Foreground section (graphic items only)



Applies a foreground color to a graphic item. The options are as follows:

Option	Description
Color	The foreground color, which will color text in graphic items below this item
Opacity	The opacity of the foreground.

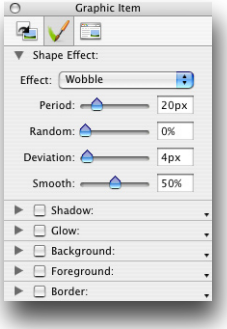
Shape Effect section – Crack (graphic items only)



Applies a crack effect. The options are as follows:

Option	Description
Period	The period of the cracks, from 0 to 100 pixels.
Random	The randomness of the cracks, from 0 to 100%.
Gap	The amount removed by the cracks, from 0 to 100 pixels.
Depth	The depth of the cracks, from 0 to 100 pixels.

Shape Effect section – Wobble (graphic items only)



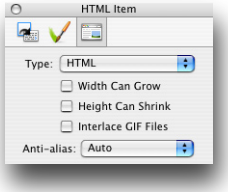
Applies a wobble effect. The options are as follows:

Option	Description
Period	The period of the wobble, from 0 to 100 pixels.
Random	The randomness of the wobble, from 0 to 100%.
Deviation	The size of the wobble, from 0 to 100 pixels.
Smooth	The smoothness of the wobble, from 0 (sharp) to 100% (smooth).

Output settings

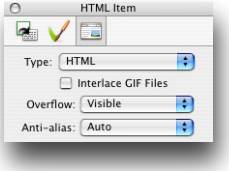
Provides options specific to the format in which the item is published.

HTML item (non-layer items)



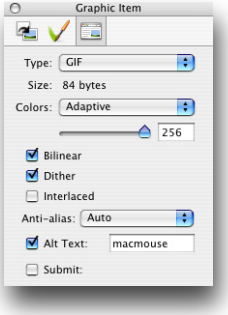
Option	Description
Width Can Grow	Specifies whether the item becomes wider as the browser window is made wider.
Height Can Shrink	Specifies whether the height of the item should shrink to fit the content if the text size in the browser is smaller.
Interlace GIF Files	Specifies whether inline GIF text in this item should be interlaced.
Anti-alias	Specifies whether inline GIF text in this item should be anti-aliased, and if so, which color it should be anti-aliased against. **Auto** chooses the anti-alias color automatically based on the background color(s).

HTML item (layer items)



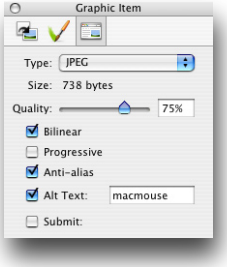
Option	Description
Interlace GIF Files	Specifies whether inline GIF text in this item should be interlaced.
Overflow	Specifies how the browser treats text that does not fit in the item. **Visible** allows the text to overflow the item, **Hidden** truncates the overflowing text, **Scroll** provides scrollbars on the item, and **Auto** provides scrollbars only when necessary to display all the text.
Anti-alias	Specifies whether inline GIF text in this item should be anti-aliased, and if so, which color it should be anti-aliased against. **Auto** chooses the anti-alias color automatically based on the background color(s).

GIF item



Option	Description
Size	The size of the image in bytes. Only displayed if **Preview Graphics** is selected in the **View** menu, or if the graphic has been published.
Colors	Specifies the color palette used for the image: **Adaptive** chooses the closest colors to those in the original image. **Web 216** maps colors to the nearest colors in the Web-safe palette. **Mac 256** maps colors to the nearest colors in the Macintosh system palette.
Colors slider	Number of colors to be used for the image. GIF images can have a maximum of 256 colors. Reducing the number of colors can reduce the size of the resulting file.
Bilinear	Scales graphics smoothly. May be inappropriate for some types of line art.
Dither	Uses patterns of pixels to give a closer match to the colors in the original image with the specified number of colors.
Interlaced	Interlaced GIF graphics are displayed gradually as the file is downloaded by the browser. Your viewers see the image forming as they wait for the full file to download. This effect is off by default. Interlaced graphics may have slightly larger file sizes. To enable interlacing, tick the **Interlace** checkbox. The default for this option may be changed using the **Document Setup** dialog box.
Anti-alias	Smooths the outlines of GIF text and box shapes. Choose **Auto** to smooth the outlines based on the fill color under the text, or select a color manually from the **Anti-alias** menu. You can specify a minimum text size for anti-aliasing in the **Preferences** dialog box.
Alt Text	Specifies alternative text which will be displayed if the browser cannot display images, or the user has disabled them.
Submit	Allows the item to be used as a Submit button on a form. When checked a **Submit** field appears which allows you to specify the value returned as the **Name** of the Submit button.

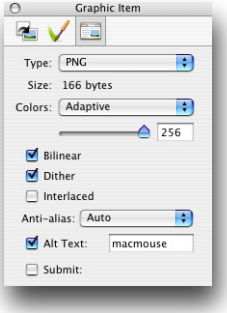
JPEG item



Option	Description
Size	The size of the image in bytes. Only displayed if **Preview Graphics** is selected in the **View** menu, or if the graphic has been published.
Quality slider	The quality, where 100% is highest quality and 1% is maximum compression giving the smallest file size.
Bilinear	Scales graphics smoothly. May be inappropriate for some types of line art.
Progressive	Makes the JPEG display gradually as the file is downloaded.
Anti-alias	Smooths the outlines of text and box shapes. However, JPEG format is not recommended for text.
Alt Text	Specifies alternative text which will be displayed if the browser cannot display images, or the user has disabled them.
Submit	Allows the item to be used as a Submit button on a form. The **Submit** field will be returned as the Name of the Submit button.

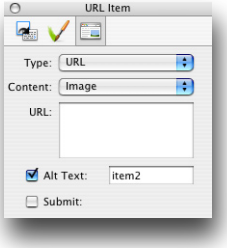
PNG item

The PNG options are identical to those available for GIF images, except that **Millions** is an additional option on the **Colors** menu.



URL item

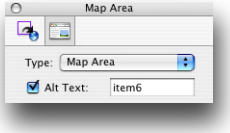
An item set to be a URL item takes its content from an external file when viewed over the Web.



Option	Description
Content	Specifies whether the content of the item is an image or is provided by a Server Side Include.
URL	Specifies the URL for the external content.

Option	Description
Alt Text	Specifies alternative text which will be displayed if the browser cannot display images, or the user has disabled them.
Submit	Specifies that the item should act as a submit button for a form.

Map area item



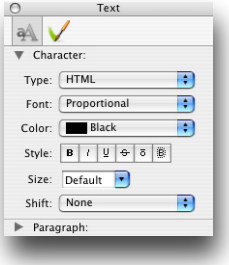
Option	Description
Alt Text	Specifies alternative text which will be displayed if the browser cannot display images, or the user has disabled them.

Inspector palette – Text settings

The **Text** settings are shown when text is selected in an HTML item or graphic item.

Character and Paragraph settings – HTML text

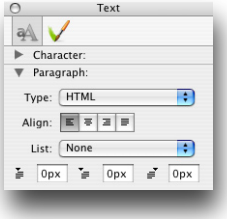
Character section



Specifies the character formatting for HTML text.

Option	Description
Type	Selects either HTML or GIF output for a selection of text.
Font	Selects from the available font sets or allows you to create a new one.
Color	Sets the text foreground color. Equivalent to the **Color** option on the **Text** section of the text appearance settings.
Style	Selects bold, italic, underline, strikethrough, overline, or blink. Overline is only available for the HTML 4.01 and XHTML output options.
Size	Specifies the text size.
Shift	Applies HTML super- or subscripts.

Paragraph section



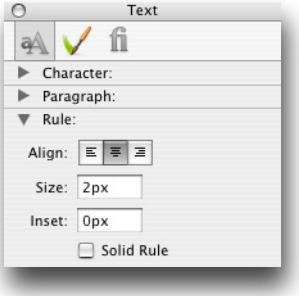
Specifies the paragraph formatting for HTML text.

Option	Description
Type	Specifies either HTML or GIF output.
Align	Sets HTML paragraphs to be left-aligned, centered, right-aligned, or justified.
List	Specifies ordered (where list items are preceded by numbers or letters) and unordered (where list items are preceded by bullets and so on) list styles.
First-line indent, Left indent, Right indent*	Specifies indents for the paragraph.

* With the HTML 3.2 output option this changes to **Indent** with options **None** or 1 to 5.

Rule section

Shown when a horizontal rule is selected in an item:

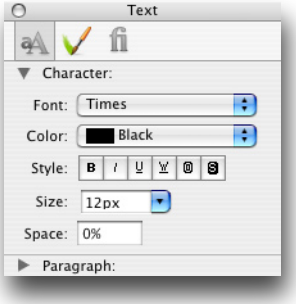


To insert a rule, position the insertion point in an HTML item or graphic item. Then open the **Insert** menu and choose **Rule**.

Option	Description
Align	Specifies the alignment of the rule within the item.
Size	Specifies the thickness of the rule.
Inset	Specifies the rule's inset from the enclosing item.
Solid Rule	Specifies whether the rule will be solid or three-dimensional.

Character and Paragraph settings – GIF text

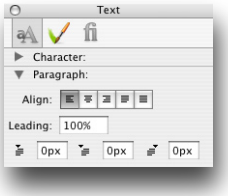
Character section



Specifies the character formatting for GIF text.

Option	Description
Font	Selects a font from all available fonts on your system.
Color	Sets the text foreground color. Equivalent to the **Color** option on the **Text** section of the text appearance settings.
Style	Specifies bold, italic, underline, word underline, outline and shadow.
Size	Allows you to select a size from the pop-up menu or enter a size explicitly.
Space	Sets the spacing between characters.

Paragraph section

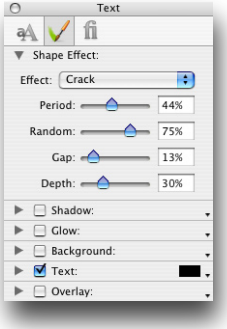


Specifies the paragraph formatting for GIF text.

Option	Description
Align	Sets GIF paragraphs to be left-, center- or right-aligned, or justified or force-justified.
Leading	Sets the leading as a percentage or absolute size in pixels.
Indent	Sets the first line indent, right indent, and left indent.

Appearance settings

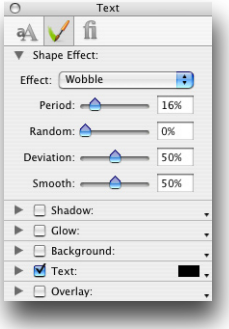
Shape Effect section – Crack effect (GIF text only)



Adds a crack or corroded effect to the text. The following controls allow you to adjust the parameters of the crack effect:

Option	Description
Period	The period of the cracks, from 0 to 100%.
Random	The randomness of the cracks, from 0 to 100%.
Gap	The amount removed by the cracks, from 0 to 100%.
Depth	The depth of the cracks, from 0 to 100%.

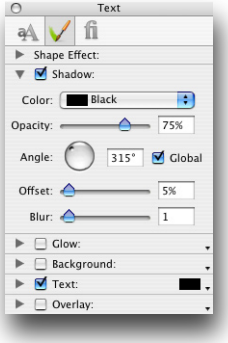
Shape Effect section – Wobble effect (GIF text only)



Adds a wobble or irregularity to the outline of the text. Provides the following parameters:

Option	Description
Period	The period of the wobble, from 0 to 100%.
Random	The randomness of the wobble, from 0 to 100%.
Deviation	The size of the wobble, from 0 to 100%.
Smooth	The smoothness of the wobble, from 0 (sharp) to 100% (smooth).

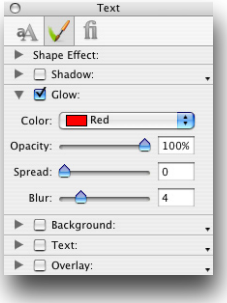
Shadow section (GIF text only)



Provides the following controls:

Option	Description
Color	Specifies the color of the drop shadow.
Opacity	Specifies the opacity of the drop shadow.
Angle	Specifies the angle of the light source.
Global	Specifies that this lighting effect should use the global lighting angle for the page.
Offset	Specifies the offset of the drop shadow in pixels or as a percentage.
Blur	A number between 0 and 20 to specify the degree of blur of the drop shadow.

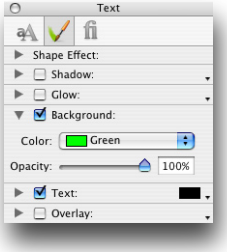
Glow section (GIF text only)



Provides the following parameters to allow you to control the outer glow:

Option	Description
Color	The color of the outer glow.
Opacity	The opacity of the glow.
Spread	The spread of the glow between 0 and 10.
Blur	The degree of blur of the glow, between 0 and 20.

Background section

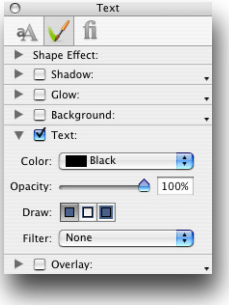


Specifies the background color of the text. The following parameters are provided:

Option	Description
Color	The background color.
Opacity*	The opacity of the background.

* GIF text only.

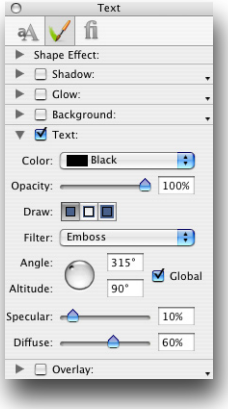
Text section



Option	Description
Color	Specifies the text color.
Opacity*	Specifies the text opacity.
Draw*	Specifies the drawing style for text: **Draw solid**, **Draw border only**, or **Draw solid and thicken**. For the **Draw border only** and **Draw solid and thicken** options a pop-up menu allows you to specify the thickness of the border, in points.
Filter*	Applies an **Emboss**, **Blur**, or **Scatter** filter effect to the text; see the following sections.

* GIF text only.

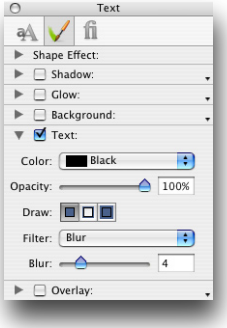
Emboss filter



Provides the following additional controls to allow you to control the Emboss effect:

Option	Description
Angle, Altitude	Specifies the angle and altitude of the light source for the Emboss effect.
Global	Specifies that this lighting effect should use the global lighting angle for the page.
Specular	Controls the percentage of specular highlight. Higher values make the object look smooth and shiny.
Diffuse	Specifies the percentage of diffuse lighting. Higher values make the object look rough or matte.

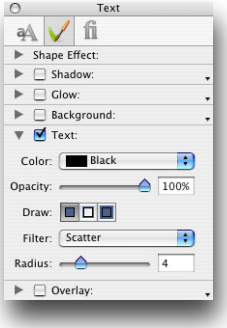
Blur filter



The following additional controls allow you to adjust the blur effect:

Option	Description
Blur	The size of the blur, between 0 and 20.

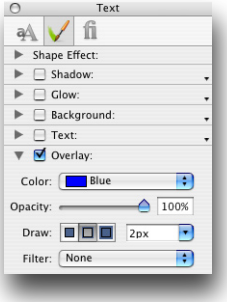
Scatter filter



The following control allows you to adjust the radius of the scatter:

Option	Description
Radius	A number between 0 and 20 to determine how far each pixel on the outline of the text is scattered.

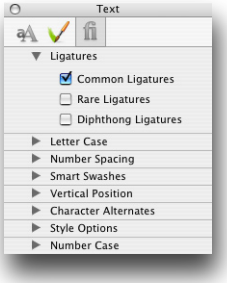
Overlay section



The **Overlay** section allows you to create a second layer of text above the main layer with different **Draw**, **Color**, **Opacity**, and **Filter** settings, to achieve a variety of two-color effects.

Option	Description
Color	Specifies the color of the overlay.
Opacity	Specifies the opacity of the overlay.
Draw	Specifies the drawing style for the overlay: **Draw solid**, **Draw border**, or **Draw solid and thicken**. For the **Draw border** and **Draw solid and thicken** options a pop-up menu allows you to specify the thickness of the border in points.
Filter	Applies a filter effect to the overlay layer. The options are the same as for the **Text** section filter effect options.

Font features



The font features section provides access to selected OpenType font features in the currently selected font. This section is only available for OpenType fonts.

The actual options provided depend on the features supported by the currently selected font, but will typically include some or all of the following:

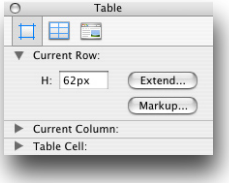
Feature	Description
Ligatures	Substitutes special ligature characters for the corresponding pair of letters: eg “Fi”.
Letter Case	Allows you to select all capitals or small capitals.
Number Spacing	Allows you to choose between monospaced (fixed width) numbers and proportional numbers.
Smart Swashes	Allows you to select individual swash characters.
Vertical Position	Allows you to specify superscript or subscript text.
Character Alternates	Selects alternate versions for certain characters.
Style Options	Selects alternative style options included with the font.
Number Case	Selects between lowercase (old style) numbers and uppercase (lining) numbers

Inspector palette – Table cell settings

Shown when one or more table cells are selected in a table.

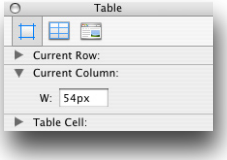
Table cell settings

Current Row section



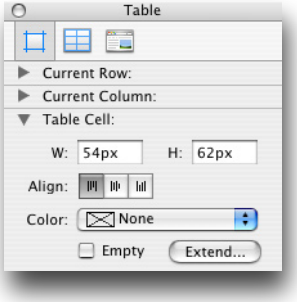
Option	Description
H	Specifies the height of the current row.
Extend…	Allows you to add attributes to the table row <tr> tag.
Markup…	Allows you to add HTML markup before and after the row.

Current Column section



Option	Description
W	Specifies the width of the current column.

Table Cell section



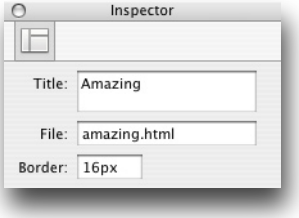
Option	Description
W	Specifies the width of the selected cell.
H	Specifies the height of the selected cell.
Align	Specifies the vertical alignment within the cell.
Color	Specifies the color of the cell background.
Empty	Specifies whether the cell will be left empty in the published table.
Extend...	Allows you to add attributes to the cell <td> tag.

Inspector palette – Frameset settings

The **Frameset** settings are shown when the current page is a frame-based page.

Frameset settings

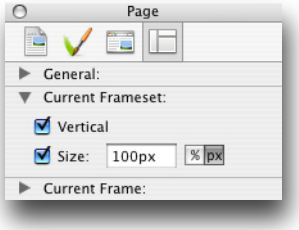
General section



Option	Description
Title	Specifies the frameset title. This will appear as the window title in the browser.
File	Sets the frameset file name.
Border	Specifies the width of the border between frames.

Current Frameset section

Shown when a frame is selected.

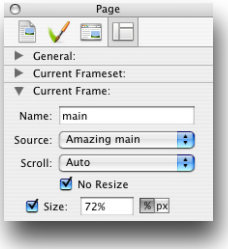


Option	Description
Vertical	Specifies whether the frameset is horizontally or vertically oriented.
Size*	Allows you to set the size of the frameset; either fixed or percentage.

* Only for child framesets

Current Frame section

Shown when a frame is selected.



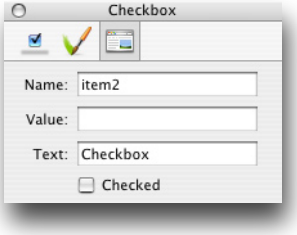
The **Current Frame** section relates to the selected frame.

Option	Description
Name	Specifies the name of the frame; used when targeting links to this frame.
Source	Specifies the page that will load initially in the frame.
Scroll	Specifies whether scroll bars should appear in the browser. **Yes** always displays scrollbars, **No** never displays scrollbars, and **Auto** displays scrollbars when necessary to allow the user to scroll the content.
No Resize	Check this to prevent the user from resizing the frame by dragging the border.
Size	Specifies the size of the frame, either fixed or as a percentage.

Inspector palette – Form item settings

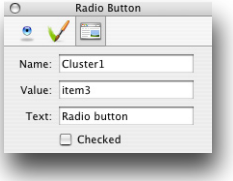
These sections are displayed when one of the form items is selected. The item output settings panel changes depending on the type of form item.

Checkbox



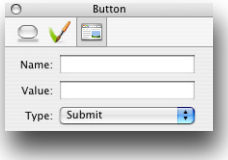
Option	Description
Name	The name of the form item.
Value	The value returned when the item is checked in the browser.
Text	The label for the checkbox.
Checked	Whether the checkbox is initially checked in the browser.

Radio Button



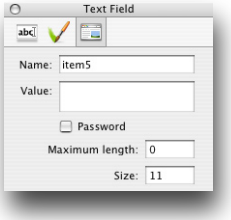
Option	Description
Name	The name of the radio button cluster. Selecting this button in the browser will deselect all other buttons with the same name.
Value	The value returned when this radio button is selected.
Text	The label of the radio button.
Checked	Whether this radio button is selected by default in the browser.

Button



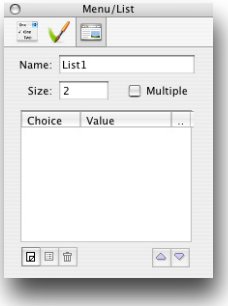
Option	Description
Name	The name of the button.
Value	The label shown on the button. If omitted, a default label is shown.
Type	**Submit** to submit a form, **Reset** to clear a form, or **Button** for a button with no action.

Text Field



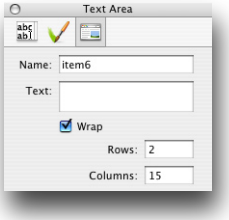
Option	Description
Name	The name of the field.
Value	The text to be displayed by default.
Password	Specifies that the content of the field should be hidden for password use.
Maximum length	The maximum number of characters to be allowed in the field.
Size	The width of the field.

Menu/List



Option	Description
Name	The name of the field.
Size	The number of choices in the menu or list. Set to 1 for a pop-up menu.
Multiple	If selected, the user can choose multiple items from the list.
Choice/Value	A list of choice names and their associated values. Double-click an item to edit it. Click the Page icon below the list to add a new choice. Click the Trash icon below the list to delete the currently selected choice. Click ▲ or ▼ below the list to change the order of items.

Text Area



Option	Description
Name	The name of the text area.
Text	Default text to be displayed in the text area.
Wrap	Whether the text can wrap in the text area.
Rows	Specifies the number of rows of text in the text area.
Columns	Specifies the number of columns in each row.

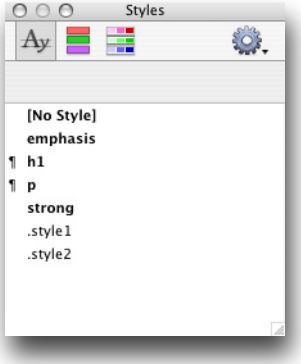
Styles and Colors palette

The **Styles and Colors** palette provides three panels: the **Document styles** panel, the **Document colors** panel, and the **Web-safe colors** panel.

The Options button displays a pop-up menu of options relevant to the currently selected panel.

Document styles panel

Shows a list of permanent and temporary styles in the document:



You can create a new permanent style using the **New Style...** command on the options pop-up menu.

Permanent styles

Permanent styles are shown in bold in the palette. They remain defined even if unused in the document.

Temporary styles

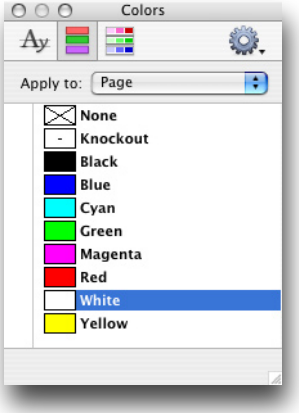
Temporary styles are shown in plain text, and are created automatically as you edit text in the document.

Paragraph styles

Paragraph styles are distinguished from character styles in the palette with a "¶" paragraph symbol in front of their name.

Document colors panel

Shows the colors in use in the document, plus a small set of default colors.



You can create a new color using the **New Color...** command on the options pop-up menu.

Permanent colors

Colors shown in bold type are permanent colors, which remain defined even if unused in the document.

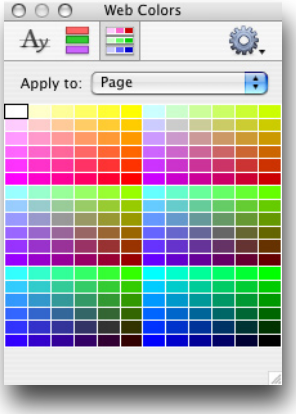
Temporary colors

Colors in plain text are temporary colors, which are only listed if they are currently applied to an object.

Clicking a color applies it to the attribute specified by the **Apply to** pop-up menu at the top of the palette.

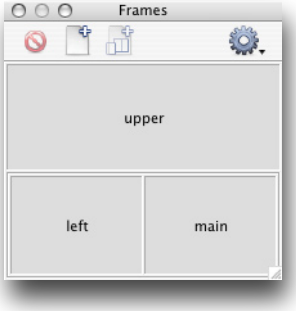
Web-safe colors panel

Shows the 216 Web-safe colors and allows you to select one:



Frames palette

Shows the structure of any framesets defined for the current page and provides an options pop-up menu of commands for working with HTML framesets.

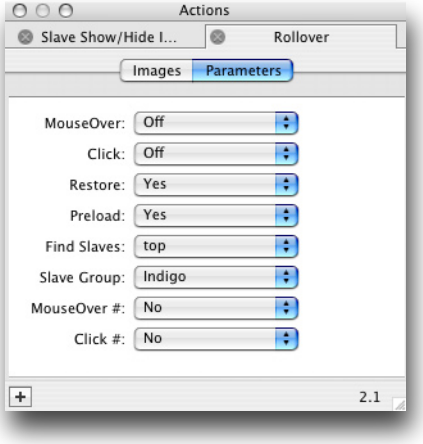


The buttons along the top of the palette allow you to delete a frameset, add a frameset, or add a new frame.

Actions palette

Allows you to set the parameters for actions.

When multiple actions have been applied to an item or a page, each action will appear as a tabbed panel within the palette when the item or page is selected. For more information about using actions see *Using actions* in the *Using Freeway* guide.



Advanced options

This chapter describes advanced options for working with HTML in Freeway, including: importing HTML files, flexible items, font sets, and linking HTML items and graphic Items.

Importing existing HTML and text files

Freeway can import existing HTML pages, preserving as much of the contents and formatting of the original as possible. However, because Freeway does not work directly in HTML you may need to do further editing and layout work after importing the HTML pages.

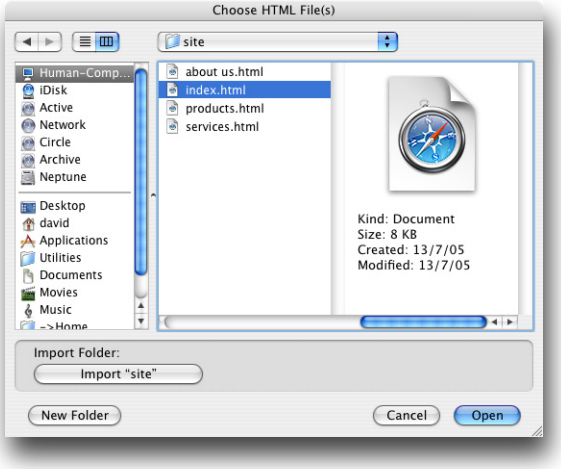
To import an HTML page into an existing document

- Open the **File** menu and choose **Get HTML...**.
- Locate the HTML file you wish to import and click the **Open** button.

Freeway will create a new page in your document, based on the default settings in **Document Setup**, and import the contents of the HTML file.

To import a folder of HTML pages into an existing document

- Open the **File** menu and choose **Get HTML...**.
- Select an HTML file in the folder containing the HTML files you wish to import and click the **Import** button:



Freeway will create new pages in your document based on the default settings in **Document Setup** and import the contents of the HTML files.

To convert an HTML file by drag and drop

- Drag and drop the HTML file you wish to convert onto the Freeway icon in the Finder or Dock.

Freeway will create a new document based on the default settings in **Document Setup**, and import the contents of the HTML file into HTML items on the page.

To drag text from another application

- Select the text you wish to import.
- Drag it and drop it onto a Freeway page, to create a new HTML item, or onto an existing item, to insert the text in the item.

Flexible items

Normally HTML items and graphic items have a fixed size and position on the page, and remain fixed if the user changes the size of the browser window.

Freeway provides two options to allow you to create flexible items that change relative to the size of the browser window.

Layer items

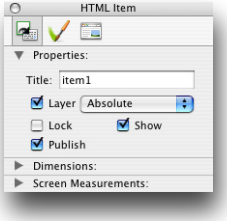
The recommended option if you are using the HTML 4.01 or XHTML export options, is to define the item as a layer item, in which case it uses CSS-based layout to specify the size and position of the item. With layer items you can define any of the dimensions as a percentage relative to the browser window, instead of as an absolute value in pixels.

Non-layer items

Non-layer items use table-based layout to position the item on the page. You can make non-layer HTML items flexible horizontally, so they expand depending on the size of the browser window, and/or flexible vertically, so they adjust to accommodate the content.

To define an item as a layer item

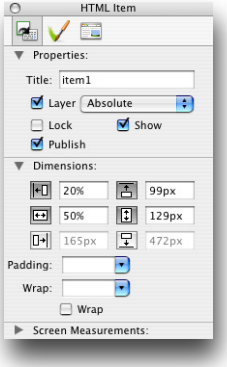
- Select the item.
- Click the general settings icon at the top of the **Inspector** palette to display the item general settings.
- In the **Properties** section select **Layer**.
- Choose **Absolute** from the **Layer** pop-up window to position the item relative to the top left corner of the page, or **Fixed in Window** to position the item relative to the top left corner of the browser window:



Note that **Fixed in Window** may not give consistent results in different Web browsers.

To make the dimensions of a layer item flexible

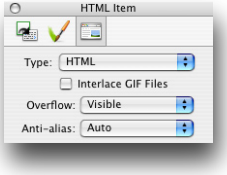
- Specify the appropriate dimensions as a percentage in the **Dimensions** section of the **Inspector** palette:



To specify the overflow behavior for layer HTML items

- Select the item.
- Make sure **Layer** is checked on the item general settings panel of the **Inspector** palette.
- Click the output settings icon at the top of the **Inspector** palette to display the item output settings.

The **Overflow** pop-up menu provides four options for determining what happens when the content overflows the HTML item in the Web browser:

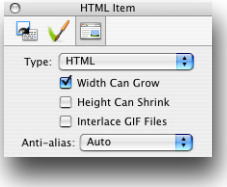


The options are explained in the following table:

Option	Description
Visible	The content is allowed to overflow and is visible below the item.
Hidden	The content is truncated to the size of the item.
Scroll	The item always displays a vertical scrollbar to allow the user to scroll the content into view.
Auto	The item only displays a vertical scrollbar if the content overflows.

To make the width of a non-layer HTML item flexible

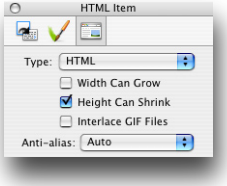
- Click the output settings icon at the top of the **Inspector** palette to display the item output settings.
- Select **Width Can Grow**:



When the page is output, the HTML item will expand in proportion to the width of the browser window.

To make the height of a non-layer HTML item flexible

- Click the output settings icon at the top of the **Inspector** palette to display the item output settings.
- Select **Height Can Shrink**:



When the page is output, the height of the HTML item will adjust to fit the content within it.

Font sets

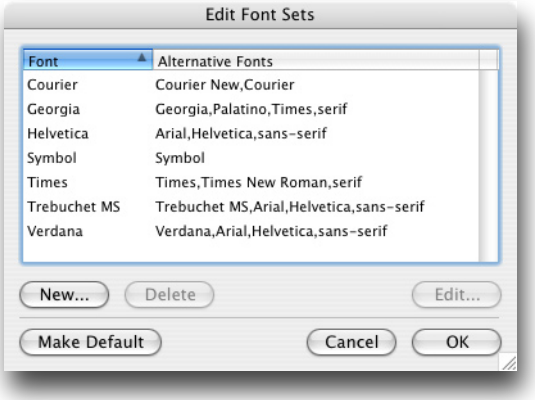
When you apply a font in HTML, the actual font must be present on the visitor's machine in order for the text to display as intended. Unfortunately, even the names of the standard fonts vary across different computing platforms.

Font sets solve this problem by allowing you to define a series of alternative font names, which the Web browser attempts to use to display the text. The browser will check each font listed in the set from left to right until it finds one present on the visitor's computer. If it cannot find a match, the browser's default font will be used.

Freeway provides the following default font sets: Courier, Georgia, Helvetica, Symbol, Times, Trebuchet MS, and Verdana. You can edit these, or define new font sets, using the **Font Sets** dialog box.

To define a new font set

- Open the **Edit** menu and choose **Font Sets...**:



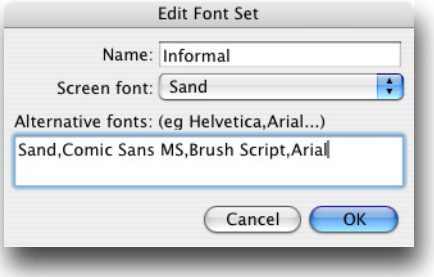
- In the **Edit Font Sets** dialog box click the **New...** button.
- Specify a name for the new set.

This name will appear in the **HTML Font** pop-up menu in the **Inspector** palette, and in the style menus.

- Choose a screen font.

The screen font will be used within Freeway to display text that has this font set applied to it. The font is automatically added to the list of font names below.

- Enter a list of additional font names you wish to use, separated by commas, in the order you wish them to be used:



- Click the **OK** button to save the font set.

To edit a font set

- In the **Edit Font Sets** dialog box select the font set and click the **Edit...** button.

To delete a font set

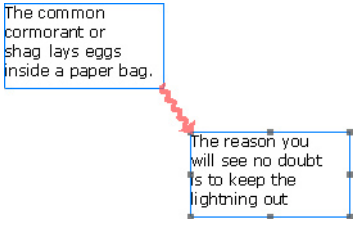
- In the **Edit Font Sets** dialog box select the font set and click the **Delete** button.

Linking HTML or graphic items

Freeway allows you to link two or more HTML items or graphic items, so that text automatically flows between the items when you are editing the page.

Note that the text flow is only active while you are editing the Freeway document. When you publish the site the text is broken into separate blocks.

When you select linked items, a red arrow shows the text flow:



You can select text across linked items in the usual way, by dragging or by choosing **Select All** from the **Edit** menu.

To link two or more items

- Select the **Flow** tool.

- Click the first item and then each subsequent item in the same order that you want text to flow through them.

Text placed in the first item will flow through the linked items until all the text is placed.

To unlink items

- Select the **Break Flow** tool.

- Click one of the linked items to display the links.
- Click the red line linking the items.

The item pointed to by the link is removed from the flow of text and text reflows into the item that was before the removed item.

If it is an HTML item, it will resize vertically to contain the new text.

If it is a graphic item, it will display an overflow icon in the bottom left corner to show that there is more text in the box than can be displayed.

To delete a text box from the text flow

- Select the box using the **Select** tool, and delete it.

Text will reflow into the remaining text boxes.

To cut a linked text box

Cutting a text box from a linked chain is the same as deleting it; the text will reflow into the remaining text boxes.

To insert a break to the next linked text box

You can insert a break to flow the text from where you currently are to the next box in the flow.

- Position the cursor where you would like the break to begin.
- Open the **Insert** menu and choose **Break**, or type ⌘ Enter.

Working with frames

This chapter discusses the pros and cons of using frame-based pages in your Web site, and describes the features in Freeway for creating frame-based pages, designing and editing frames, and controlling the content in frames.

What are frames?

Frames are an extension to HTML to allow several different documents to be displayed in separate autonomous subwindows inside the Web browser window. Without frames, the browser displays one Web page filling the whole window, and if the page is too large to fit in the window scroll bars are displayed to allow the user to view the content. When you link to another page the whole window is updated with the contents of that page.

With a frame-based page the Web browser window is divided up into separate areas, called frames, and these behave like independent windows. If the content is too big to fit in one of the frames, scroll bars can be displayed to allow the visitor to scroll that frame independently of the rest of the Web browser window. Clicking on a link in one frame can cause the content to be updated in that frame, or to replace the content in any of the other frames.

How do frames work?

The way that frame-based pages work is actually conceptually quite simple.

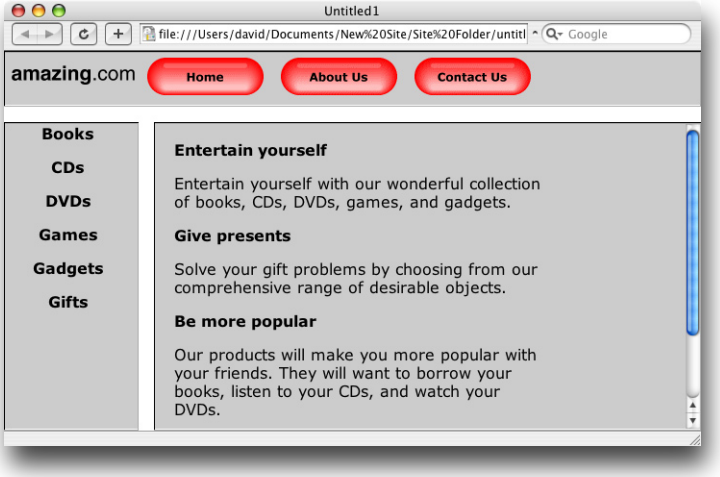
When the visitor connects to a frame-based page they load a frameset definition that tells the browser how to divide up the window into separate frames. It also tells the browser what content to load into each frame, and gives information about the property of each frame, such as whether it can scroll and whether the user can change its size.

From then onwards, the browser behaves as if each frame is a separate independent browser window. In addition, there are some minor extensions to standard HTML to allow the content in one frame to affect the content in a different frame.

What are frames used for?

The most common use of frames is to provide static navigation bars which remain visible even when the main text of the page is scrolled or changed.

For example, a frame-based page allows the designer to place buttons along the top of the page, links in a bar to the left of the page, or both of these features at the same time, with the main area being scrollable by the user:



Why are frames no longer recommended?

Most current Web designers and Web standards frown on the use of frames. The main reason is that many of the benefits of using frames have been superseded by other more standard extensions to HTML, including dynamic HTML and cascading style sheets. In addition, tools like Freeway make it easy to create sites with consistent navigation bars on every page, using master pages, further reducing the benefit of using frames.

Disadvantages of using frames

The main disadvantages of using frames are as follows:

Disadvantage	Explanation
Search engines	Search engines like Google usually index each frame of a frame-based page separately, so that when you link to the page containing the search term you see just the frame containing the search term rather than the full frame-based page.
Printing	Most current Web browsers can only print one frame of a frame-based page, so users cannot keep a printed copy of the whole page.
Bookmarking URLs	Because a frame-based page is displaying content from two or more URLs simultaneously, there is no way of bookmarking the page so you can return to view exactly the same content at a later date.
Accessibility problems	Frame-based pages can cause problems for visitors with visual disabilities, because many tools designed to help such users do not work with frame-based pages.
Browser history	The **Back** and **Forward** buttons in the browser can work strangely with frame-based pages.

Despite these disadvantages, many sites continue to use frame-based pages, and browsers will almost certainly continue to support them. Freeway includes support for frame-based page design, and in fact makes it far easier to design frame-based pages than other packages.

Designing with frames

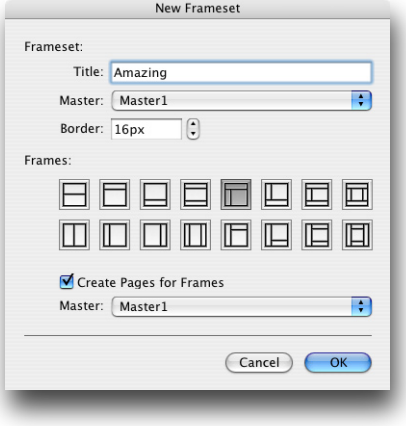
The easiest way to create a frame-based page in Freeway is to select from a range of predefined layouts. A new frameset page will be created in your document, together with a blank page to contain the content for each of the frames.

Alternatively you can convert any page in a Freeway document into a frameset page with two or more frames using the **Split Horizontal** or **Split Vertical** commands.

To create a predefined frameset page

- Open the **Page** menu and choose **New Frameset...** from the **Frames** submenu.

The **New Frameset** dialog box shows 16 alternative predefined frame layouts:

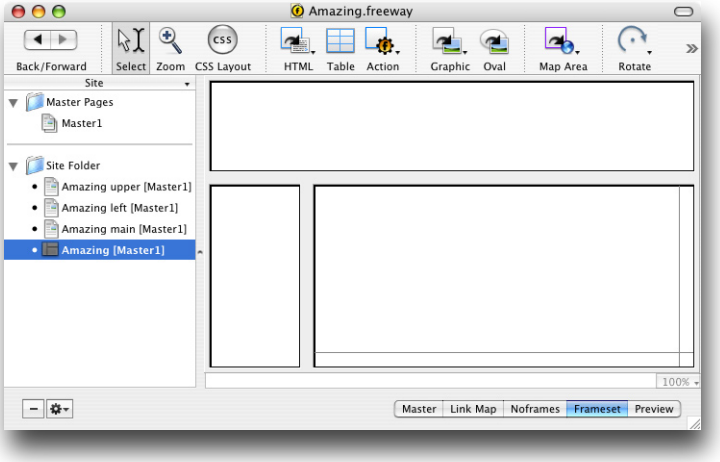


- Choose a title for the frameset page.
- Choose the master to use for the frameset page, and a border width.
- Click the picture corresponding to the frame layout you want to use.

If you want to create a page for each of the frames in the New Frameset page:

- Select **Create Pages for Frames**.
- Choose the master you want to use for these pages from the **Master** pop-up menu.
- Click the **OK** button to create the frameset you have specified.

For example, if you created a frameset with a top navigation bar, a left-hand bar, and main area, Freeway will create a frameset page with a frameset icon and three contents pages called upper, left, and main:

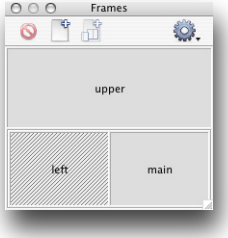


Using the Frames palette

The **Frames** palette provides a convenient way of seeing the structure of a frameset. It shows how the framesets on the page are nested, and the orientation and number of frames within each frameset.

If a frame is currently selected it is shown in dark gray in the **Frames** palette:

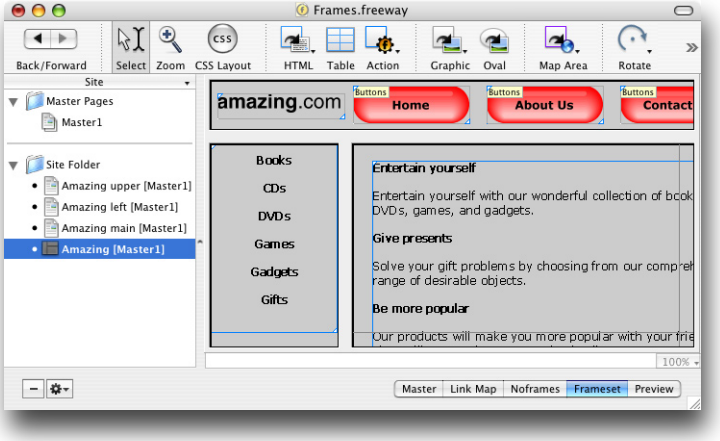
If an object is selected in a particular frame, that frame is shown with gray diagonal hatching:



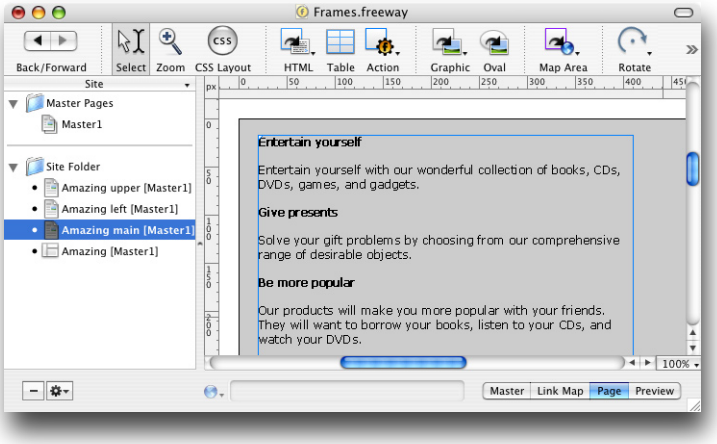
The icons along the top of the **Frames** palette allow you to delete the currently selected frame, add a new frameset page, and add a new frame to the current frameset. In addition the **Options** pop-up menu provides a selection of additional options for working with frames.

Editing frame-based pages

When you make a frameset page the current page in the **Site** panel, Freeway shows you the layout of the frameset with the initial content in each frame:



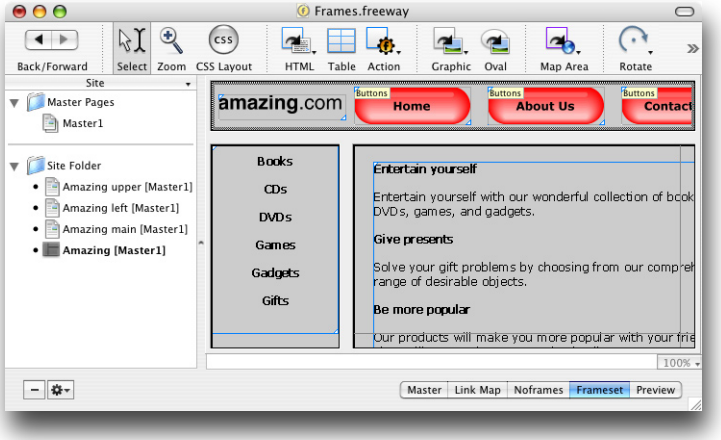
You can either choose to edit in this view, or you can select one of the individual pages in the **Site** panel, such as upper, left, or main, and edit the content on that page:



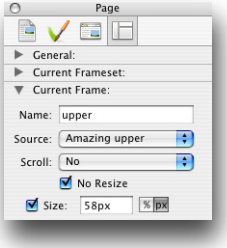
To specify the source for a frame

- Select the frame by clicking it in the Freeway window.

The frame will be highlighted with a gray border:

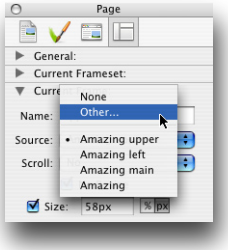


- Click the frameset icon at the top of the **Inspector** palette to show the frameset settings.
- Click the ▶ to the left of the **Current Frame** heading to show the current frame settings.
- Choose the document you want to specify as the source from the **Source** pop-up menu:

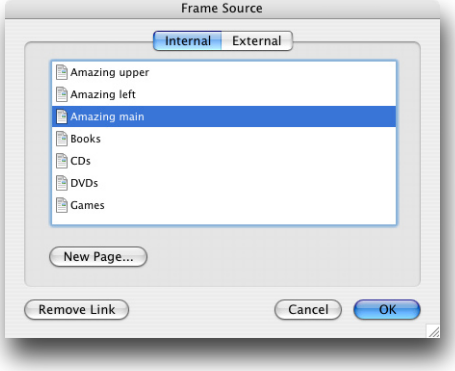


To specify an external HTML page as the frame source

- Proceed as above, then choose **Other...** from the **Source** pop-up menu:



The **Frame Source** dialog box shows the existing frame source and allows you to specify an alternative internal or external source:



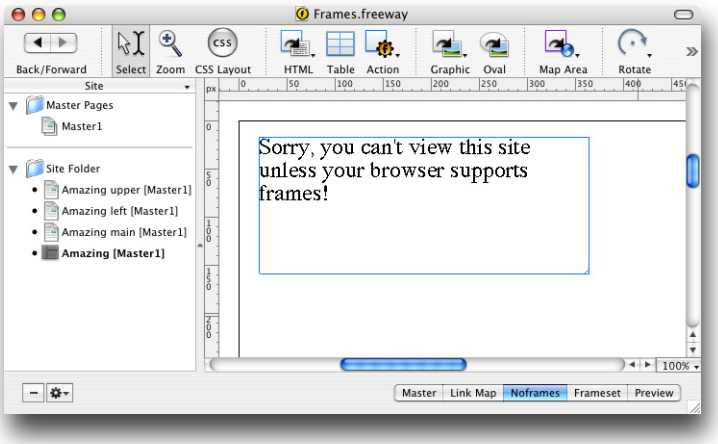
- Click the **External** tab and enter the URL of the external HTML page:

To define content to be displayed if the visitor cannot view frames

Each frameset page allows you to provide a page which will be displayed if the visitor's browser doesn't support frames. Usually this feature is used to display a message advising your visitor to use a more up-to-date browser.

- Select the frameset page in the **Site** panel.
- Click the **Noframes** button at the bottom right corner of the Freeway window.

You can then edit the content displayed for the page if frames are not supported:



Specifying the layout of a frame-based page

The frameset page allows you to specify the layout and behavior of the frames in the frameset, including:

- Whether there is a border between frames, and if so, its width.
- Whether frames are fixed width/height, or change in proportion to the size of the browser window.
- Whether scroll bars are displayed if the content of the frame will not fit within its current size.
- Whether a frame can be resized by the visitor.

To specify the width or height of a frame.

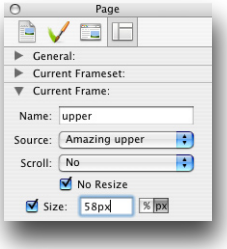
Either:

- In the Freeway window, position the mouse pointer on the border between two frames until it changes to a resize symbol.
- Drag to resize the frame.

Or:

- Click the frame in the frameset window to select it.
- Click the frameset icon at the top of the **Inspector** palette to show the frameset settings.
- Click the ▶ to the left of the **Current Frame** heading to display the current frame section.

- Edit the size in the **Size** box:

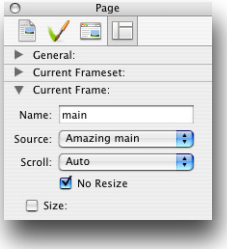


- Click the **px** button to specify the size as a fixed width or height in pixels, or the **%** button to specify the size as a percentage of the width or height of the browser window.

To make the frame fill the browser window

A typical requirement is to make the top navigation bar and side address bar both have fixed sizes, and make the size of the main frame flexible so it expands to fill the browser window.

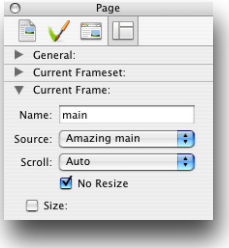
- Set the size of the upper and left frames to fixed values.
- Select the main frame and uncheck the **Size** checkbox:



The main frame will now expand to fill the browser window.

To specify how the frame scrolls

- Click the frameset icon at the top of the **Inspector** palette to show the frameset settings.
- In the **Current Frame** section choose the appropriate option from the **Scroll** pop-up menu:

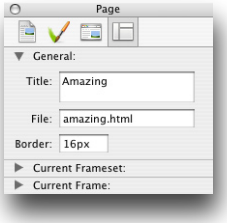


The following options are available:

Option	Description
Auto	Displays scroll bars only when necessary to display the content.
Yes	Always displays scroll bars even if the content fits.
No	Never displays scroll bars, even if the content does not fit.

To specify a border between frames

- Select the frameset.
- Click the frameset icon at the top of the **Inspector** palette to show the frameset settings.
- In the **General** section edit the value in the border field:



The frames will be displayed with the border you specified.

To create a new frameset within a frame

This technique is necessary when adding frames of a different orientation from the other frames in the window.

- Select the frame by clicking inside it.

The frame will be highlighted with a gray border.

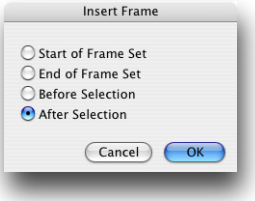
- Open the **Page** menu and choose **Split Vertical** or **Split Horizontal** from the **Frames** submenu.

A nested frameset will be created in the frame, dividing the frame into two parts. Each of the two new frames can either be given a source page or subdivided further using the **Split Horizontal** or **Split Vertical** command.

To add more frames at the same level

- Select one of the existing frames.
- Open the **Page** menu, choose **Frames**, then choose **Insert Frame...** from the submenu, or click the **Add Frame** icon in the **Frames** palette:

A dialog box allows you to choose where the new frame is to be inserted:



- Specify the position for the new frame and click the **OK** button.

A new frame is added to the same frameset as the selected frame.

To add frames by dragging

Either:

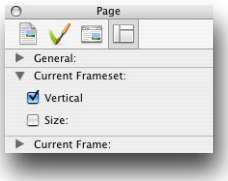
- Hold down Option and drag the dividing border between two frames in the same frameset to add a new frame at the same level.

Or:

- Hold down Option and drag the border between a frame and the edge of the window to add a new frame in the same frameset, or create a new frame in the enclosing frameset.

To change the orientation of the frames in the frameset

- Select the frameset, or a frame within it.
- Click the frameset icon at the top of the **Inspector** palette to show the frameset settings.
- Click the ▶ to the left of the **Current Frameset** heading:



- Select the **Vertical** checkbox to specify that the frame should be vertical or uncheck it to make the frame horizontal.

To remove a frame

- Select the frame.

Either:

- Open the **Page** menu, choose **Frames**, then choose **Delete Frame** from the submenu.

Or:

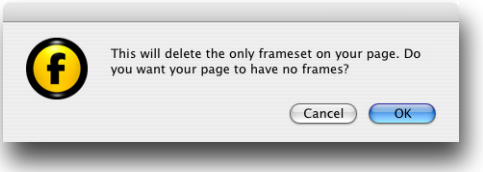
- Press ← or Delete.

Or:

- Click the **Delete** icon in the **Frames** palette.

The selected frame will be deleted.

If you attempt to delete one of the only two remaining frames defined for a frameset page, Freeway will display a dialog box asking you to confirm your choice:



- Click the **OK** button to delete the frameset altogether and revert the page from a frameset page to a normal page.

Creating links in frame-based pages

When your visitor clicks a hyperlink on a frame-based page the usual behavior is for the destination page to replace the contents of the frame containing the link with the contents of any other frames remaining unchanged.

Alternatively you can set a target for the hyperlink to cause the destination to be displayed in a different frameset within the same frameset page, replace the content of the entire browser window, or be displayed in a completely new browser window.

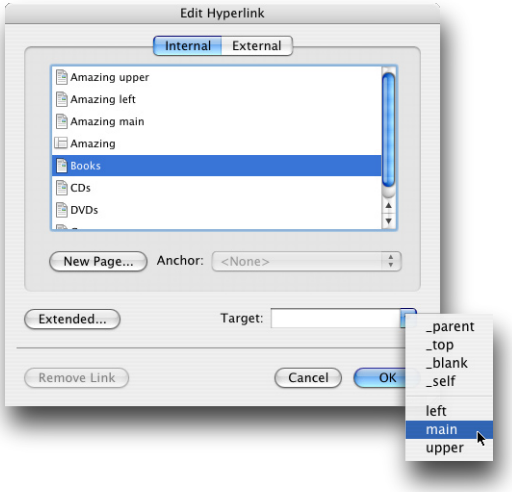
To specify the target for a link

- Select the text or graphic item that you want to convert into a hyperlink.
- Open the **Edit** menu and choose **Hyperlink...**.

The **Edit Hyperlink** dialog box will be displayed to allow you to specify the destination of the hyperlink and the target option.

- Specify the destination for the hyperlink in the usual way.

- Specify the target for the hyperlink by choosing the appropriate option from the **Target** drop-down menu.
- To make the destination of the link appear in a specified frame in the frameset select the name of the frame from the **Target** drop-down menu:



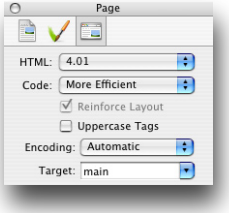
- Alternatively choose one of the following predefined link targets:

Target	Description
_parent	Displays the destination page in the frameset containing the frame in which the link occurs. If there is only one frameset this is the same as the _top option.
_top	Displays the destination page in the whole browser window.
_blank	Displays the destination page in a new browser window.
_self	Displays the destination page in the frame containing the link. This is the default behavior.

To set the base target for a page

You can set the default target for all links on a specified page to avoid the need to specify each link's target individually.

- Click the HTML generation settings icon at the top of the **Inspector** palette to display the HTML generation settings for the page:



- Choose the appropriate option from the **Target** drop-down menu.

Customizing the HTML

This chapter describes the features Freeway provides to enable you to insert specific HTML codes in your output for special applications or custom effects.

Including meta tags

Meta tags are sections of HTML added to a page that provide additional information about the content on the page. They do not affect the appearance of the page in a Web browser, but provide information about the page for use by search engines and other automatic internet-based tools.

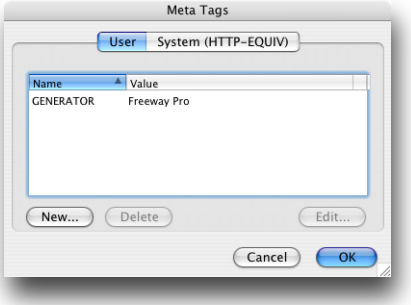
The most common meta tags provide the following features:

Meta tag name	Description
DESCRIPTION	A description of the page.
KEYWORDS	A list of keywords related to the page.
GENERATOR	The name of the software used to create the site.
REFRESH	Loads another page automatically.

To add a meta tag

- Open the **Page** menu and choose **Meta Tags...**.

The **Meta Tags** dialog box shows a list of the meta tags already defined, and allows you to edit them or define new tags:



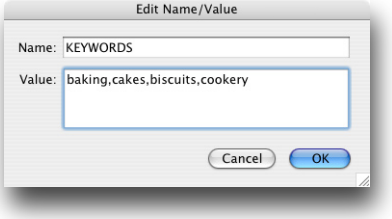
By default Freeway provides you with a GENERATOR meta tag with the value Freeway Pro.

To define a new meta tag

- Click the **New...** button in the **Meta Tags** dialog box.

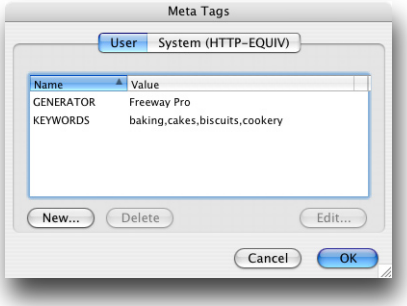
You are prompted to enter the name and value for the tag.

- Enter the appropriate meta tag name in the **Name** field, and type the value in the **Value** field:



- Click the **OK** button to add the meta tag.

The meta tag will be displayed in the **Meta Tags** dialog box:



To edit or delete a meta tag

- Select the meta tag in the **Meta Tags** dialog box.
- Click the **Edit...** or **Delete** button.

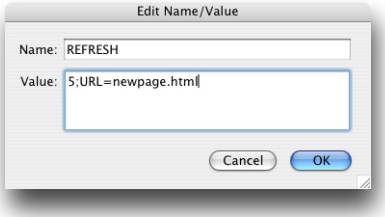
To load another page automatically

The **Meta Tags** dialog box also allows you to define system meta tags. The most useful of these is the REFRESH tag which causes the Web browser to reload the page after a certain delay, or load a different page automatically.

- Open the **Page** menu and choose **Meta Tags...**.
- In the **Meta Tags** dialog box click the **System (HTTP-EQUIV)** button to display the System meta tags.
- Click the **New...** button and type `REFRESH` in the **Name** field.
- In the **Value** field type the value. For example:

```
5;URL=newpage.html
```

where 5 is the number of seconds to wait before redirection takes place, and `newpage.html` is the URL of the destination page:



Adding custom HTML to your site

Freeway provides several options for adding specific custom HTML to your site. All these methods allow you to add HTML code via the Freeway user interface, and you do not need to edit the HTML directly. The HTML you have added is stored as part of your site, and is automatically integrated with the HTML generated by Freeway each time you publish or preview your site.

Freeway provides the following methods for adding HTML code to your site:

- Add code to a specific page.
- Extend the code generated for specific objects.
- Reference external content when the page is viewed.
- Insert code at a specific point on a page.
- Import external HTML into a document.
- Use a Freeway action.

These options are described in greater detail in the following sections.

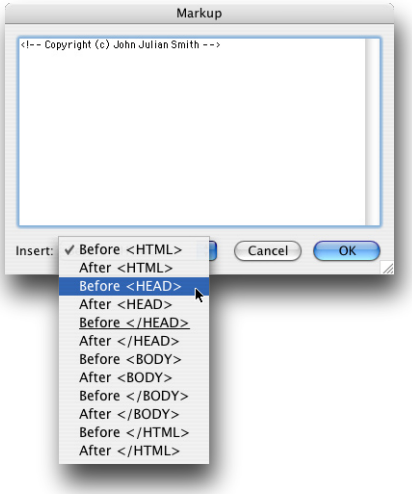
Note: Take care when adding your own HTML to a site. Errors can go unnoticed but may interfere with the correct appearance or operation of the site.

To add HTML code to a page

- Open the **Page** menu and choose **HTML Markup...**.
- Choose an option from the **Insert** pop-up menu to specify where you want to add the code in the page.

You can enter a separate snippet of code for each of the options on the **Insert** menu.

Options for which you have defined code are shown underlined in the menu:



- Click the **OK** button to add the HTML.

For example, to add JavaScript code to the page you will typically add it to the section **Before </HEAD>**. This ensures that it is processed before the body or page content is loaded.

To extend the code generated for specific objects

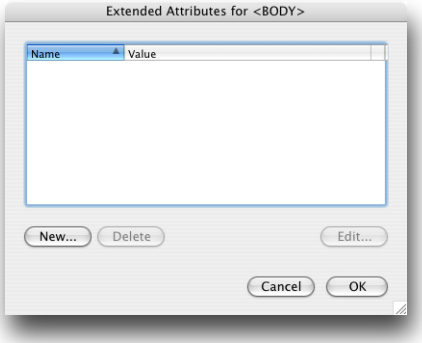
Freeway provides an **Extended** command at several places in the user interface to allow you to add additional parameters to the HTML tag associated with the object you have selected on the page.

The following table lists the different contexts in which you can use the **Extended** command:

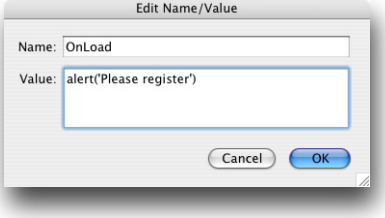
Context	What it affects
Page menu	The <body> tag on the current page.
Hyperlink dialog box	The <a> tag.
Item menu for a graphic item	The <img> tag.
Item menu for a multimedia item	The <embed> tag.
Item menu for a table	The <table> tag.

- Select the item you want to extend, or no item to affect the current page.
- Open the **Page** or **Item** menu and choose **Extended...**.

The following dialog box allows you to define name/value pairs to be added to the appropriate HTML tag:



- Click the **New...** button to add a tag and enter the name and value that you want to insert:

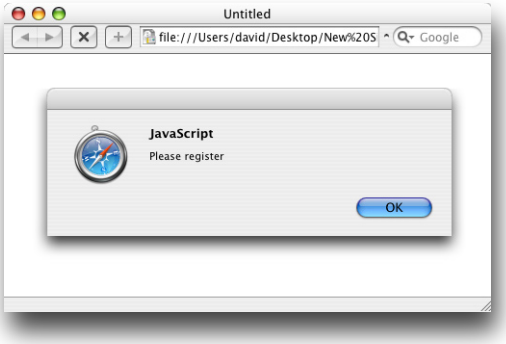


- Click the **OK** button to add the name/value pair.
- Click the **OK** button to close the **Extended Attributes** dialog box.

The above example adds a parameter to the <body> tag:

```
<body OnLoad="alert('Please register')">
```

When the page is loaded into a browser this will cause a JavaScript alert to be displayed:



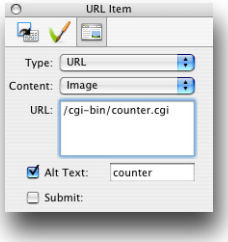
Referencing external content

Freeway allows you to include content in your site that is provided from an external location. An example might be an advertising banner, a counter that records how many visitors viewed your page, or text providing the latest news supplied by an external feed.

To reference external content in a URL item

- Click the **HTML** icon in the toolbar and draw a box to contain the external content.
- Click the output settings icon at the top of the **Inspector** palette to display the item output settings and choose **URL** from the **Type** pop-up menu.

- Set the **Content** to **Image** to display an external image file, or **HTML** to include a snippet of HTML using a server side include, and enter the URL of the external content in the URL box:



- To supply alt text for the image select **Alt Text** and type the text into the corresponding box.

When you specify a URL item with **Content** set to **Image**, the URL you specify is inserted into the Freeway output inside an <img> tag; for example:

```
<img src="/cgi-bin/counter.cgi"border=0>
```

When you specify a URL item with **Content** set to **HTML**, the URL you specify is inserted into the Freeway output inside a `#include` statement; for example:

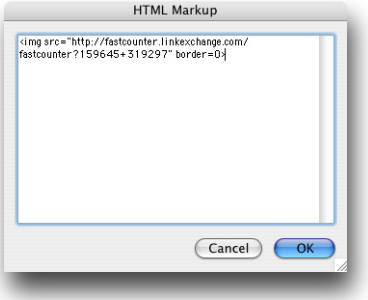
```
<!- - #include virtual="included.inc"- ->
```

Note: Referencing external HTML using a `#include` tag only works when the page is served by a Web server which supports server side includes. Check with your ISP whether this option is available on your server.

To insert code at a specific point on a page

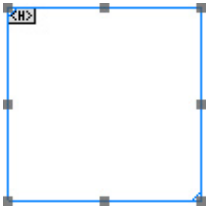
- Open the **Insert** menu and choose **Markup Item...**.

The following dialog box allows you to specify the HTML code to be inserted on the page:



- Enter the code to be inserted and click the **OK** button.

A markup item will be displayed on the page:

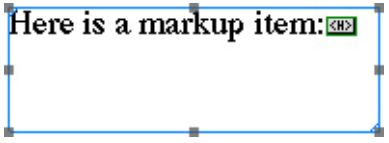


You can move and resize the markup item as required on the page. The code contained in the markup item will be inserted in the page at the point corresponding to the item's location on the page.

To add an inline markup item

- Insert the text insertion point in an HTML item where you want to add the markup item.
- Open the **Insert** menu and choose **Markup Item...**.

An icon will displayed to indicate the position of the markup item:



- To edit the HTML code double-click the icon.

To import HTML content into an HTML item

If you have a standard section of HTML that you want to include in an existing page you can import an HTML text file into an HTML item.

- Select the HTML item (do not position the insertion point in the item):

- Open the **File** menu and choose **Import...**.
- Select the file containing the snippet of HTML and click the **Open** button.

The imported HTML cannot be displayed or edited within Freeway, but it will be inserted when the page is previewed or published. For example, you might keep a standard copyright message on disk as an HTML file and include this on each page of your site in an HTML box:

When the site is published the latest version of the copyright text will be incorporated in each page of the site.

Keyboard shortcuts

This chapter describes the shortcut keys available in Freeway.

Freeway menu

Shortcut	Command
Command ,	Preferences...
Command H	Hide Freeway Pro
Command Option H	Hide Others
Command Q	Quit Freeway Pro

File menu

Shortcut	Command
Command N	New...
Command O	Open...
Command Option O	Open Backup...
Command W	Close
Command Option W	Close All
Command S	Save
Command Shift S	Save As...
Command E	Import Text.../Import...
Command Option E	Export...
Command P	Publish Site
Command Control P	Publish Everything
Command Option B	Preview (in default browser)
Command U	Upload...

Edit menu

Shortcut	Command
Command Z	Undo
Command X	Cut
Command C	Copy
Command Option C	Copy Content
Command Shift Option C	Copy as Picture (externalize the clipboard)
Command V	Paste
Command B	Clear Content
Command A	Select All
Command K	Hyperlink...
Command Shift Option K	Follow Link.../Check Link...
Command Shift A	Anchor...
Command F	Find...
Command G	Find Next
Command Shift G	Find Previous
Command Control H	Find Selection
Command Shift Control H	Find Previous Selection
Command R	Replace...
Command T	Replace Next
Command Shift T	Replace Previous
Command L	Spelling...

Page menu

Shortcut	Command
Command Option N	New Pages...
Command Option F	Form Setup...

Item menu

Shortcut	Command
Command Option T	Transform...
Command Option Shift M	Modify.../Modify Text...
Command Option X	Extended...
Command Option L	Lock
Command Shift Option L	Unlock
Command =	Bring To Front
Command -	Send To Back
Command /	Align to Grid
Command Option G	Group/Ungroup
Command Y	Align...
Command T	Distribute...
Command D	Duplicate...
Command Shift K	Graphic: Original Size
Command Shift D	Graphic: Fit Box to Graphic
Command Shift M	Graphic: Center
Command Shift F	Graphic: Scale to Box
Command Shift Option F	Graphic: Scale and Pad
Command Shift Option .	Graphic: Scale Up
Command Shift Option ,	Graphic: Scale Down
Command Backspace	Table: Join Cells

Style menu

Shortcut	Command
Command Shift \	Size: Other...
Command Shift .	Size: Next Size
Command Shift ,	Size: Previous Size
Command Shift Option .	Size: Grow Size
Command Shift Option ,	Size: Shrink Size
Command Shift P	Type Style: Plain
Command Shift B	Type Style: Bold
Command Shift I	Type Style: Italic
Command Shift U	Type Style: Underline
Command Shift W	Type Style: Word Underline
Command Shift O	Type Style: Outline
Command Shift Option \	Width: Other...
Command Shift 9	Width: Increase Width by 5%
Command Shift 0	Width: Decrease Width by 5%

Shortcut	Command
Command Option Shift 9	Width: Increase Width by 1%
Command Option Shift 0	Width: Decrease Width by 1%
Command Shift]	Spacing: Increase Spacing by 5%
Command Shift [	Spacing: Decrease Spacing by 5%
Command Shift Option]	Spacing: Increase Spacing by 1%
Command Shift Option [	Spacing: Decrease Spacing by 1%
Command Shift =	Baseline: Raise baseline by 5%
Command Shift -	Baseline: Lower baseline by 5%
Command Shift Option =	Baseline: Raise baseline by 1%
Command Shift Option -	Baseline: Lower baseline by 1%
Command Shift L	Alignment: Left
Command Shift C	Alignment: Center
Command Shift R	Alignment: Right
Command Shift J	Alignment: Justified
Command Shift Option J	Alignment: Forced
Command Shift E	Leading: Other...
Command Shift ‘	Leading: Increase Leading by 1px or 10%
Command Shift ;	Leading: Decrease Leading by 1px or 10%
Command Shift Option ‘	Leading: Increase Leading by 1/10th px or 1%
Command Shift Option ;	Leading: Decrease Leading (by 1/10th px or 1%

Insert menu

Shortcut	Command
Command Enter	Break (to next box in text flow)
Shift Return	New Line
Command Shift Return	Rule

View menu

Shortcut	Command
Command Option Z	Zoom...
Command 1	Actual Size
Command 0	Fit in Window
Command Shift Option I	Invisibles
Command Shift Option O	Outlines
Command Shift Option T	Titles
Command Shift Option G	Guides
Command Shift Option P	Graphics Preview
Command Shift Option H	HTML Layout
Command [	Back
Command]	Forward
Command Option M	Master page
Command Option P	Preview in Freeway
Command Option R	Hide/Show Rulers
Command Option S	Hide/Show Site panel

Window menu

Shortcut	Command
Command Shift N	New Window
Command Option I	Inspector
Command Option Y	Styles and Colors
Command Option A	Actions
Command Shift H	Show/Hide palettes

Selecting and editing text

Shortcut	Command
Return	Place text cursor in selected box
Shift Right arrow	Highlight next character
Shift Left arrow	Highlight previous character
Shift Down arrow	Highlight to next line
Shift Up arrow	Highlight to previous line
Option Shift Right arrow	Highlight text to the beginning of next word
Option Shift Left arrow	Highlight text to the beginning of previous word
Option Shift Down arrow	Highlight text to the beginning of next paragraph
Option Shift Up arrow	Highlight text to the beginning of the paragraph
Option Right arrow	Moves to the beginning of next word
Option Left arrow	Moves to the beginning of previous word
Option Down arrow	Moves to end of paragraph
Option Up arrow	Moves to beginning of paragraph
Command Left arrow	Moves to beginning of line
Command Right arrow	Moves to end of line
Command Up arrow	Moves to beginning of text box
Command Down arrow	Moves to end of text box
Shift Backspace	Delete next character

Items

Shortcut	Command
Hold Shift then draw	Constrain box shape to square/ circle
Start drawing and then hold Option	Draw from the center
Arrow keys	Move box by nudge distance
Option Arrow keys	Move box by 1/10 nudge distance (minimum 1 pixel)
Shift Arrow keys	Resize box in direction of arrow by nudge distance
Shift Option Arrow keys	Resize box in direction of arrow by 1/10 nudge distance (minimum 1 pixel)

Shortcut	Command
Drag handle and Shift	Constrain shape of box to square/ circle
Drag handle and Option Shift	Constrain proportions of box (and scale graphic content)
Command Shift D	Fit box to graphic
Shift drag	Move with horizontal and vertical constraints
Start drag with Select tool and then hold Option	Move and clone box
Start drag with Rotate tool and then hold Option	Rotate and clone box
Start drag with Skew tool and then hold Option	Skew and clone box
Start drag with Mirror tool and then hold Option	Mirror and clone box
Shift click box	Add box to selection

Graphics

Shortcut	Command
Command Option T	Display Transform dialog
Command Shift K	Restore graphic to original size
Command Shift D	Fit box to graphic
Command Shift M	Center graphic in box
Command Shift F	Scale graphic exactly to box
Command Shift Option F	Scale graphic to box maintaining proportions
Command Shift Option .	Increase scaling of contents of box by 5%
Command Shift Option ,	Decrease scaling of contents of box by 5%
Start resizing box and then hold Control	Temporarily set graphic behavior to Preserve Size
Start resizing box and then hold Command	Temporarily set graphic behavior to Scale
Start resizing box and then hold Command Option	Temporarily set graphic behavior to Scale and Pad
Start resizing box and then hold Option	Temporarily set graphic behavior to Scale and Trim

Tables

Shortcut	Command
Command Click on cell	Select a cell
Command Option Click on an already selected cell	Select a table
Command Click anywhere on table and begin dragging	Move a table
Select a cell; Command Shift Click another cell; then type Command Backspace	Join cells
Point to the border between two rows or columns so cursor changes to the resizing shape; Drag to the desired size	Resize a row or column (affects overall table size)
With resizing shape, Command drag the border between two rows or columns	Resize a row or column (overall table size will not change)
With resizing shape, Option drag the border between two rows or columns	Insert a row or column
Command B	Clear contents of selected cells

Dialog boxes and palettes

Shortcut	Command
Return or Enter	OK in dialog box
Escape	Cancel in dialog box
Tab	Highlight next field in dialog box/ palette
Shift Tab	Highlight previous field in dialog box/palette
Command click on color in palette	Displays Color dialog box
Command click on highlighted style in **Styles and Colors** palette	Removes the style from the currently selected text or item
Option click on style name in **Styles and Colors** palette	Edit style name
Option click on name in **Site** panel	Edit name
Option click on color name in **Styles and Colors** palette	Edit color name
Command Control Tab	Show tools palette and select next tool
Command Control Shift Tab	Show tools palette and select previous tool

Zoom control

Shortcut	Command
Control Shift click or Control Shift drag	Zoom in
Control Shift Option click	Zoom out

Special text characters

Shortcut	Command
Option -	En dash
Shift Option -	Em dash
Option Space	Non-breaking space
Option [	“
Shift Option [	”
Option]	‘
Shift Option]	’

General

Shortcut	Command
Control click an object	Displays a pop-up contextual menu of commands relating to the object.

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