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# Fodder for the inquisitive.

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## Your Complete Guide to <Live MarkUp>PRO

**Getting Started** 

**A Handy Overview of Web Arcana** 

**Backgrounds - Colors, and images** 

**Beginning a New HTML Document** 

**Beginning a New Text Document** 

**Centering Stuff** 

**Element Selectors** 

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**Hyperlinks - Linking to URLs.** 

**Inserting Elements at the TOP of a document** 

**Proportional and Fixed Fonts** 

**Setting Preferences - Launching Browsers and Editors** 

**Working With Lists** 

**Working With Images** 

**Working With Text and Changing Font Sizes** 

**Undoing Changes** 

**Unsupported Tags - Raw Text** 

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### **Essential Knowledge**

So what's <Live Markup> anyway?

**Blimey! Who thought it up?** 

Can I keep it forever and ever?

Your license to web wizardry.

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### The Art of HTML.

Does it stand for 'Hot Trixie's Meaning of Life'?

More! More! Tell me more!

## The Web Wizard's Register.

Why should I register? Registering.



# **Getting Started**

First things first. Like all effective Windows programs, <a href="Live Markup"></a> has a quick access toolbar that makes HTML element insertion an absolute breeze. This toolbar is just like one shown below.

Position your mouse pointer over any one of these buttons below and click once for a brief description of its function and use.





## **Creating New Documents.**

You have a couple of ways to start a brand new HTML document in <a href="Live Markup"></a>.



Choose "File", and then from that menu, choose "New".



Click on the New Document button on the toolbar.

This now opens up a new document window with the default grey background. To change the background color, choose Options|Colors|Background, and then specify the color you want using the clickable palette. It's as simple as that!



Remember to click on the Document Information button, and set your title and other document attributes!

## Adding Text, Graphics, and other Elements.

Adding HTML elements has never been easier. Just click on the appropriate element button on the toolbar (see above) and you'll at once see a rectangular or square (depending on which element you choose) element tag on the far left hand side of the document window. For example, if you clicked on the Header button, you should see a narrow <u>Element Selector</u> appear:



This element selector button has 2 main functions: Clicking on it with your left mouse button makes it the active element for editing. Clicking on it with your RIGHT mouse button pops up a menu that allows selection of different attributes, and settings for that particular element's contents.

## Some things to remember about Selectors.



The selector increases in size, as the active element uses more lines.



DO NOT COPY a whole document of plain text in only ONE SELECTOR. However, you may copy paragraphs of text in induvidual (seperate) text selectors.



Deleting a particular element is also done by using the RIGHT mouse button on the selector, and then choosing 'Delete this element' from the pop-up menu displayed.

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To edit a particular element, activate its selector by clicking on it with your left mouse button.



To insert an element between two exisiting elements, activate the selector just ABOVE the point of insertion, and then click on one of the element insertion button.



To insert an element at the very TOP of an exisiting document, click on the top left hand corner of the document, just above the very first element. Then, click on one of the elelment insertion buttons. This makes your new element the very first.



### Adding unsupported Tag elements.

This version of <a href="Live Markup"></a> supports all of HTML 2.0. The registered version supports most of HTML 3.0. To learn more about that, read the <a href="registration document">registration document</a>. However, HTML 3.0, and any other tag unsupported by the current version of <a href="Live Markup"></a> can easily be implemented by using the 'Raw Text' element.

If you need to add HTML 3.0 tags or "comments" anywhere in the document, simply click on the "Raw Text" button in the toolbar a "Raw" element is inserted in the document.

Type your new HTML 3.0 tags including text, or paste a whole section of code including text, lists and image information from a different document in this single raw element. A possible example is previously created large nested list, or Table of Contents.

## **Deleting An Element.**

Deleting a particular element is done by using the RIGHT mouse button on the selector, and then choosing 'Delete this element' from the pop-up menu displayed.



## **Saving Your Documents To Disk.**

To save your document to disk, simply click on the save button on the toolbar, or use the File|Save option from your main menu.If this is a new file, you will be presented with the standard windows dialog box asking for a filename. Type it in, click on OK, and you're done!

# **New Document Button**

This creates a new <Live markup> HTML document.

# **Undo/Reverse action button**

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This lindoes v	vour iasi action	OILINE IASL ACTION	was an unuju	II reverses the or	neraion -

# **The Cut Button**

This cuts the highlighted section, and keeps contents in clipboard.

# **The Copy Button**

This copies the highlighted selection to the clipboard.

# **The Paste Button**

This copies clipboard contents to the current cursor location.

# **The Find Button**

Searches for entered specified text.

# **The Find Next Button**

Finds next occourance of specified text.

# **The Document Information Button**

Allows you to specify the title and other attributes of the document.

# **The Header Button**

Allows you to create one of the 6 header types possible in HTML.

# **The Hard Rule Button**

Creates a hard rule (<hr>) element.

# **The Normal Text Button**

This creates a normal text element.

# **The List Button**

This button allows you to start any one of the 3 list types: ordered, unordered or definition	This button allows	you to start ar	ry one of the 3 list ty	pes: ordered,	unordered or	definition.
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# The Raw text button

This allows the typing of tags that  $\leq$ Live Markup> doesn't support yet, and displays this in a noticeable black on white format.

# **The List Element Button**

Insert a list element. Can be used only after using declaring a List.

# The Image Button

Insert an image in the document.

# The Help Button

Displays help on <a href="Live Markup"></a>.



## Inserting Images into Documents.

One Image is allowed at the beginning of each element in this version of <Live Markup>.



To place a Image in the new document, click on the "insert new text block button". Click on the element selector if it is not down indicating an active element.



Click on the Image button (represented by a smiley face - we haven't lost our sense of humor) in the toolbar. The image indicator is now next to the "selector".



Double click with your left mouse button directly on the image -- the image information window pops up.



If you don't know the image location click on the browse button. Change to display "list files of type:" to either "gif", or "other files" (all files). Jpeg is default. Find your image.

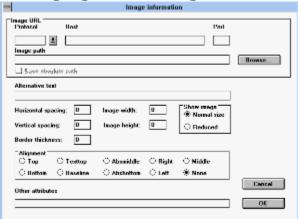


Double click on the file you want, and the file and path to it is automatically loaded into the "image Information" window. Change the file path if needed, depending on where the image will be located on the server.



It's not cumpulsory, but strongly suggested to type an "alternative text" in the Image Information window. Its a good think to remember the (unlucky) people who have no graphical browsers, and use text only programs, such as Lynx.

## **Changing and Adding Attributes.**



Make other changes as necessary in the Image Information box, such as alignment, and other attributes. You may bring the Image information box up by simply double clicking on the image.



You're done!

# **The Open Document Button**

Open an existing HTML document. If you open a document that was not created in  $\leq$ Live Markup> please note that all unrecognized tags will be represented with raw text.

# **The Save Document Button**

Save the current document to disk.

# HTML



Actually, no. It stands for 'Hyper Text Markup Language' and is what Web Browsers use as instructions when displaying Web Pages. All it basically consists of is normal text with 'tags' around selected portions that tell the browser to format it in a particular way. On the same plane, there are tags that do other kinds of formatting, such as insert pictures, or draw lines.





### What exactly is it?

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<Live Markup> is a colt in a new breed of powerful, WYSIWYG HTML editors that now set the trend for Web Development, owing to their ease of use, and their dexterity.
An original concept from MediaTech Inc., <Live Markup> offers complete creative control of HTML documents, allowing you to create complicated and fascinating layouts at adrenalin pumping, full-throttled speed.

Purists will argue that 'What-You-See-Is-What-You-Get' (WYSIWYG) HTML editors are actually impossibilities, due to the difference in tag interpretation of browsers. They're right. But <Live Markup> comes as close as possible, modelling tag interpretation after the two most popular browsers available - Netscape and Mosaic.

<u><Live Markup></u> is in constant development, day after day as MediaTech's programmers refine the program and extricate bugs. Since this is a product in development, we ask for your input, if you find bugs, or have comments and suggestions.

You can contact us in one of the following ways:

Email: peter@mediatec.com

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Mail: MediaTech Inc., 9785, Shenandoah Dr, Cleveland OH 44141.

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FAX: (216) 526-5985

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WWW: http://www.mediatec.com/mediatech/

Happy Webbing!



The program is a product of MediaTech Inc, a trend-setting new company based in Cleveland, Ohio. It was developed using Borland C++ 4.5.

## **Can I Keep Live Markup Forever and Ever?**



Of course. However, you should be aware that <a href="Live Markup"></a> is NOT free. You are using a 30-day free evaluation copy. To use it after the month is up, you \_must\_ register your copy, or remove the program from your system. Failure to do so is a violation of US and International copyright laws. Registering this program is also a service to yourself. Doing so entitles you to an automatic upgrade to Live Markup - PRO. The Pro version will include several exciting features such as HTML 3.0 support, Forms and Imagemap editing.



### License Agreement.



Please read the following terms and conditions carefully before using this software. Unless you have a different license agreement signed by MediaTech, Inc. for the use of this software, your use of <a href="Live Markup"><a href="Live Markup"

## **Evaluation and Registration Period.**



This program is NOT free, you may evaluate if for a period of no more than 30 days. After this time you must either register (read Registering in REGISTER.TXT or the online registration document.) or remove it from your system. Failure to comply with this condition is a violation of United States and international copyright law.



If you continue to use this software after the evaluation period a registration fee is required; please read the <u>registration document</u> -- Payments must be in US dollars drawn on a US bank, and should be sent to:

MediaTech Inc., 9785 Shenandoah Dr. Cleveland, Ohio 44141-2833



On receiving your payment, you will be enrolled in our Pioneer Preference License Program, which allows you to download upgrades of <a href="Live Markup"></a> at no additional charge until December 31, 1995.

## Registered Users - Live Mark Pro

One registered copy of <<u>Live Markup></u> may either be used by a single person who uses the software personally on one or more computers,or installed on a single workstation used nonsimultaneously by multiple people, but not both.

The registered version of <<u>Live Markup></u> may be accessed through a network, provided that individual licenses for the software have been purchased for all workstations that are able to access the software through the network. This holds true regardless of whether <<u>Live Markup></u> is accessed at different times or concurrently.

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This agreement shall be governed by the laws of the State of Ohio, U.S.A.

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### **More About HTML**

There are several excellent online tutorials that help with HTML and Web Development. There are also Usenet Newsgroups where you can find answers to most of your questions. The best thing about the Web, is that you can learn \_about\_ it - on it. To get a list of URL's that help with HTML authoring, point your browser to the following index:

**(4)** 

http://www.thecoo.edu/~menon/html.html#intro

You can also read any of the following newsgroups:

**(4)** 

comp.infosystems.www.authoring.html

**(4)** 

comp.infosystems.www.authoring.cgi

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comp.infosystems.www.authoring.images

Even being the creators of <a href="Live Markup"></a>, we'd be the first to tell you this: TRUE web creation lies not in the use of fancy equipment, or the explosion of sophisticated graphics on your screen. Those are pure mechanics, frills to the outfit. The real beauty, and the real feeling comes from your own creativity and your own insights. We've just made it easier for you to do the job.



### Why Register?



For one, you encourage us to keep going, and give you a constantly updated product. We need your support to help us make up on the time and effort we spend working on the development of <a href="Live Markup"></a>.



Customer support through email and phone.



The PRO version of <a href="Live Markup"><a href="Live Markup"><a

Support for HTML 3.0 -- edit, type, place and view images including GIF's directly onscreen in the document. Place images next to each other, change them, add text or move everything around until you have the proper "look" of your page, all in a WYSIWYG layout environment. Support for all special Netscape HTML 3.0 tags. Element alignment will be dynamically viewable.

Fill out Form support. Complete Form creation with a few mouse clicks, and absolutely no manual tag entry.

Complete printing system, including a preview. In addition, support for Canon's BJC-600e color printer.

HTML 3.0 Table building -- <a href="Live Markup">- PRO with its WYSIWYG environment is perfect for creating tables and editing complex tables.">- <a href="Live Markup">- <a href="Live Markup">- PRO with its WYSIWYG environment is perfect for creating tables and editing complex tables.</a>

FREE upgrade of <<u>Live Markup></u>PRO for use with MS-Windows-95 or MS-Windows NT, with support for ridiculously long file names.

Support for sound and video in Web pages.

More ideas, as they come to us.

You now have an opportunity to obtain a Software License for the full version of <a href="Live"><a href="Live">



### The Pioneer Preference License Program.

You now have an opportunity to obtain a Software License for the full version of <a href="Live"><a href="Live"><a href="Live">Live</a><a href="Markup">Markup</a> including upgrades until December 31, 1995 at a ridiculously low price -- for a limited time.

The License Fee is increased from US\$ 39.00 to US\$ 99.00 in several steps through September 1, 1995.



### Pioneer License -- Through July 31, 1995.

If we receive your US\$39 payment in the specified time period, you can download all future up-grades of <a href="Live Markup"><a hre



#### Preference License -- August 1 through August 31, 1995.

If we receive your US\$59 payment in the specified time period, you can download all future up-grades of <a href="Live Markup"><a hre

Starting September 1, 1995 the License fee for <a href="Live Markup">Live Markup</a> version 1.0+ will be US\$ 99.00 including a 12 month FREE upgrade (if the software is purchased after September 1, 1995). Please contact Peter Moeritz at peter@mediatec.com for special Quantity Registration discounts.

## Payment Methods.



### Check or Money Orders.

Payments must be in US dollars drawn on a US Bank. Send check or money order to:

MediaTech Inc.

9785 Shenandoah Dr.

Cleveland, Ohio 44141-2833

Important: write your e-mail address on check or money order. After receiving your payment, we will e-mail your registration number.



### First Virtual Internet Payment System.

We accept payment via the First Virtual (TM) Internet Payment System. If you are not yet a First Virtual account holder, we invite you to apply for an account at URL: http://www.fv.com/newacct/

E-Mail the following to:register@mediatec.com.

In the Subject line, type only: Register

In the Message body, type:

Your First Virtual Account Identifier:

Your E-Mail Address:

Your Full Name:

After receiving confirmation from First Virtual, we will e-mail your registration number.



### Visa/Master Card, American Express, Discover.

Register <<u>Live Markup></u> with your Credit Card by following these simple two steps:

#### STEP 1:

E-Mail the following to: register@mediatec.com

In the Subject line, type only: Register

In the Message body, type:

Your Name (as it appears on credit card)

Street Address (Credit Card Bill is mailed to)

City (Credit Card Bill is mailed to)

State or Province (Credit Card Bill is mailed to)

Zip Code (USA & Canada) or Country.

### STEP 2:

Call 1-800-526-8012 Call 24 hours, simply follow the automated voice instructions for your Credit Card Number and Expiration date input. -- it's simple and user friendly. (Depending on time of day, an actual associate may answer.)

Your registration number will be emailed to you within 24 hours.



### Fax Credit Card Number: Preferred.

#### Please fax the following to: 216-526-5985.

Full Name (as it appears on credit card)

Credit Card Number

**Expiration Date** 

Type of Credit Card

Your e-mail address

Street Address (Credit Card Bill is mailed to)

City (Credit Card Bill is mailed to)

State or Province (Credit Card Bill is mailed to)

Zip Code (USA & Canada) or Country.

Your registration number will be emailed to you within 24 hours.

Note: For educational institutions and use the price for <<u>Live Markup></u>PRO will be US\$ 29.00 regardless when the product is registered throughout 1995, with FREE upgrades from our server until the end of 1996.

## International Orders, outside the USA and Canada.

We accept checks in your local currency -- We accept Personal, Company and Bank checks in your local currency at the prevailing exchange rate (plus 5% exchange rate variable). Payable to: Mediatech Inc., 9785 Shenandoah Dr., Cleveland Ohio 44141-2833 USA.

#### Disclaimer!

Your choice of payment method is at your own risk. We take all reasonable precautions to safeguard your account information, MediaTech Inc. makes no recommendation or representation concerning the reliability or safety of any online payment method.



## A handy overview of web arcana.

We're quite confident <<u>Live Markup></u> will be instinctive, and easy to use. However, we also realize you'll need a reference to doing things every now and then. And so, we have this handy reference to the main functions and element styles supported by <<u>Live Markup></u>, for your convenience and benifit.

Just click on one of the functions you want help with for a description, and instructions for use. You can click on the toolbar below.



## **Index of Assistance Topics.**

Creating New Documents
Editing Commands
Using The Find Button
Creating Headers
Creating Hard Rules
Working With Images
Working with Raw Text Elements
Normal text
Working With Lists
Changing Backgrounds
Adding Hyper Links
Changing Font Sizes

### **Editing Functions.**

Like most windows applications, <<u>Live Markup></u> uses the windows clipboard to maximum effect. Allowing you to paste in entire text documents, and other HTML documents, as well as the more conventional editing functions.



Cutting



**Copying** 



### **Pasting**

Before you can cut or copy, you need to highlight the source block first. This is done by moving your mouse pointer to the beginning of the block, depressing the button, and then (keeping the button depressed) dragging the mouse to the end of the block. You'll see all text that you pass becoming represented 'inversely'. Now, you may CUT this block by clicking on the pair of scissors, copy it (cut, but leave the original in its place), and once you've done either of these functions (or have previous contents from another application in your clipboard) you may move the cursor to the desired location, and PASTE the clipboard contents to the document by clicking on the paste button.

Remember NOT to paste entire text documents into ONE text element. Paste paragraphs into seperate text elements.



### **Setting Up a New Document.**

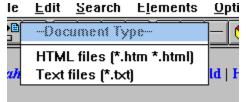
You have a couple of ways to start a brand new HTML document in <a href="Live Markup"></a>.



Choose "File", and then from that menu, choose "New".



Click on the New Document button on the toolbar.



Then Choose the kind of document you want...HTML, or Text.

This now opens up a new document window with the default grey background. To change the background color, choose Options|Colors|Background, and then specify the color you want using the clickable palette. It's as simple as that!



Remember to click on the Document Information button, and set your title and other document attributes!

The TITLE is what appears on the top bar of your window: For example, the title to this help window is '<Live Markup> Assistance'. Its a good and standard HTML practise to set this early on.



#### **Opening An Existing Document.**

You can open an existing HTML document by clicking on the open button, or the more conventional method of choosing File|Open. This brings up the standard windows dialog box of files and directories. Choose the file you want to open, and either double click on it, or click on it once and press the OK button.

Be aware that if you open a document NOT created in <<u>Live Markup></u>, the program automatically formats all recognized tags in WYSIWYG format, and displays all unrecognized tags as raw text elements.



#### Saving a Document To Disk.

To save your document to disk, simply click on the save button on the toolbar, or use the File|Save option from your main menu.If this is a new file, you will be presented with the standard windows dialog box asking for a filename. Type it in, click on OK, and you're done!



### **Finding Text.**

To find specific text within a document, click on the find button, and enter the text pattern to be found. The cursor stops at the first occourance of the text it finds.



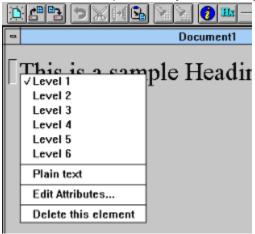
To find the next occourance, click on the search again button.



#### Placing Headers in your HTML documents.

To place a header in your document, simple click on the header button. The default is H1 (the biggest), but clicking on the element selector (see getting started if you don't know what this is) with your RIGHT mouse button will bring up a menu for you to choose your size, and attributes from.

Here is an example of what you see when you press your RIGHT mouse button.



Simply choose the header level you want, and you're done! Level 1 is the largest, and is usually good for major headings. H6 is extremely tiny, and strong emphasised. Level 5 is quite 'fine' and little.

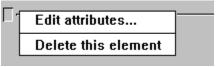
If you need to insert an element BETWEEN two other elements, or at the top of the document, look at the section on element selectors in the 'getting started' topic.



#### **Adding Hard Rules To Your Document.**

Click on this button to add a hard rule element to your document. To change its attributes, simply click on its element selector with your RIGHT mouse button. To insert it between to other elements, please see the section on 'elements selectors' in <u>Getting Started</u>.

# **Changing Attribtutes and Sizes.**



If you click with your RIGHT mouse button on the <u>Element Selector</u> of the hard rule, you can now edit its attributes, including size in percentages or numbers, and shading. You may even type in other attributes in a text box.



#### Working With Lists.

#### **Important:**

List elements have three element selectors next to each other; Selector 1 is the actual list selector. That is, unordered <UL>, ordered <OL> or definition list <DL>. You can check and change this by clicking on it with your RIGHT mouse button. Selector 2 represents the list item<LI>, term<DT>, definition<DD> selector (check or change with right mouse button). Finally, Selector 3 is the text selector.

#### **Headlines Inside Lists:**

Headlines inside lists -- If you want to use headers in an unordered or ordered list, make sure you change Selector 2 from "list item <LI>" to " term <DT>", failing wihich you will find a bullet or number all by itself on one line (without text) and the headline on the next line -- on most browsers.

#### **Beginning a List:**



Click on the list button. Element selector 1 appears.



Click on the list item button in the toolbar. This brings up a second selector, and both are activated.

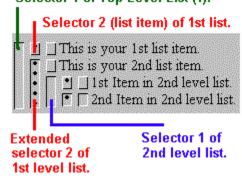
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Click on the text block button. This insers a third selector. Go ahead and enter your text or image for the first list item.

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To start the next list item, click on the selector 1. This activates the 'list item' button.

#### Selector 1 of Top Level List (1).





Click on the list item button in the toolbar. This brings up another list item selector and increases the list selector in size, which will eventually span the total length of the list.



Click on the text block button. This insers a third selector. Go ahead and enter your text or image for the second list item.

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Continue till the end of the list.



To exit any list, or nested list click on the selector 1, and then click on the text or hard rule button. This ends the current list.

#### **Nested Lists.**

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Double click on the last text block selector on the right. (the image button is activated in the toolbar).

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Click on the list button. A NEW element selector 1 appears.



Construct as before.

To acess any one list in a set of nested lists, click on that list's selector 1.

# The Undo Button.

Click on this to reverse your last action.



#### Adding unsupported Tag elements.

This version of <<u>Live Markup></u> supports all of HTML 2.0. The registered version supports most of HTML 3.0. To learn more about that, read the <u>registration document</u>. However, HTML 3.0, and any other tag unsupported by the current version of <<u>Live Markup></u> can easily be implemented by using the 'Raw Text' element.

If you need to add HTML 3.0 tags or "comments" anywhere in the document, simply click on the "Raw Text" button in the toolbar a "Raw" element is inserted in the document. Type your new HTML 3.0 tags including text, or paste a whole section of code including text, lists and image information from a different document in this single raw element. A possible example is previously created large nested list, or Table of Contents.

Whenever you save the document with <a href="Live Markup"><a href="Live Markup"></a> it generates the proper code for everything. Unrecognized tags (raw) are not stripped away but included in the "save". When you re-load the document again everything is sorted and placed in its proper element structure -- text, images, lists etc.

This version detects and shows instantly all unrecognized HTML 2.0 tags. Ideal for version checking documents.



# <a href="#"><Live Markup> Help.</a> Displays Live Markup help.



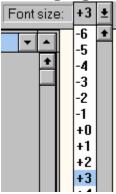
#### **Adding Text To Your Documents.**

Just click on this to start a new text element. You must click on this, for example to also add an image. All normal text for the browser's proportional font is entered in this element. Its a good thing to note that the text element is used when you need to construct a list. Any normal text goes with this element.

#### **Centering Elements.**

To center a text element, simply click on the element selector with your RIGHT mouse button, and choose 'center'.

#### **Changing Font Sizes.**



To change the font size of any text, on the toolbar, select the type size FIRST. Then, highlight what you wish to change. Click anywhere in the highlighted area with your RIGHT mouse button, and select FONT SIZE from the pop-up menu. The text changes to the specified size.

You may also click on any text to check what font size it is currently on. The display in the box changes to reflect this.

### The Element Selector.



Most editing, and attribute functions are accomplished with the element selector. It appears before all elements, and contains definitions of what each element might be attributed. A pop-up menu is activated by click on it with the RIGHT mouse button.

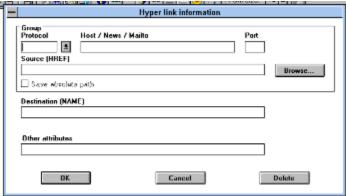
#### **Creating Hyperlinks**

Its easy to create hyperlinks with  $\leq$ Live Markup $\geq$ . Just follow the following easy steps.

Highlight the actual text you want to create a link from. That is, the 'clickable text'.

Click anywhere on the highlighted text with your RIGHT mouse button.

From the pop-up menu select "create hyperlink". A window pops up in which the hyperlink information must be typed or copied into.



If you want the change the link or delete it, double click with your left mouse button on the link. The link-window pops up again -- now change the link information or delete the link completely.



You can also make a destination link by inserting the proper information in the link-window under destination name. The color of the highlighted text for the destination changes to yellow.



You are now able to change the colors of the hyperlink, visited link and active link. To do so, choose Options|Colors|<a/v/h>Link, and then choose the color from the clickable palette.

#### **Changing Background Colors and Images.**

There are two ways of changing backgrounds in <<u>Live Markup></u>. One, is to simply change the background color )using the HTML attribute bgcolor, or to change the background by specifying an image!

#### To change Background Colors.

To change background colors, simply choose Options|Colors|Background from the main menu, and choose the color you want from the clickable palette. Its as simple as that!

#### To Change Background Images.



You can now change background images extremely easily in <<u>Live Markup></u> By following these steps:

#### ╚

Select Options|Background Images from the main menu.

Select your gif image to use as background.



The background image button toggles on. (The button on the extreme right, as show above).

#### ١

The selected image is tiled in the background.

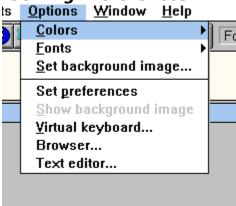


If you find certain ares without the background, double clicking on those 'problem spots' will fix it.

#### ╚

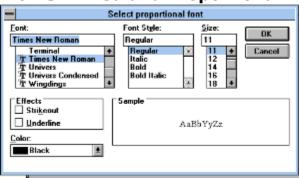
And that's it!

# **Setting Preferences**



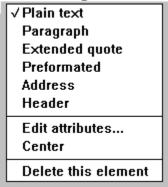
You can set all your preferences, launch your WWW browser or text editor, and set the paths to your external programs from the main Options menu.

# **Fonts - Fixed and Proportional**



You can choose your fixed and proportional fonts by choosing Options|Fonts and then browsing till you find your desired choice. Then, click ok OK.

# **Centering Stuff**



Click on any section's element selector with your right mouse button brings up a window where you can specify, among other things, that you want something to be centered.

# Inserting Elements at the Top of a document



To insert an element at the TOP of a document, click on the area just above the first element. This will deselect all element selectors. Then, click on the new type of element you want, and it will be inserted at the top of your document.