

In this guide you will learn how to:

- Insert an image
- Create a photo gallery using pop up windows
- Create a slide show
- Create rollover images
- Set up an image map

### INSERTING AN IMAGE

To add an image to your Web page pick up the image button from the tool bar and drag it into your Web page, placing it where you would like the image to appear.

Once the image button has been inserted the inspector will change providing you with the opportunity to set the properties of the image.

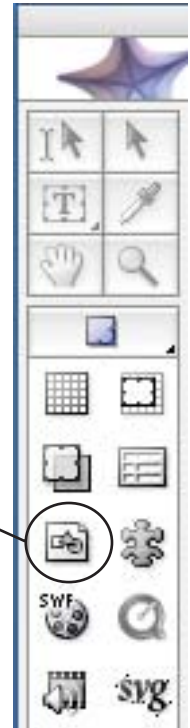
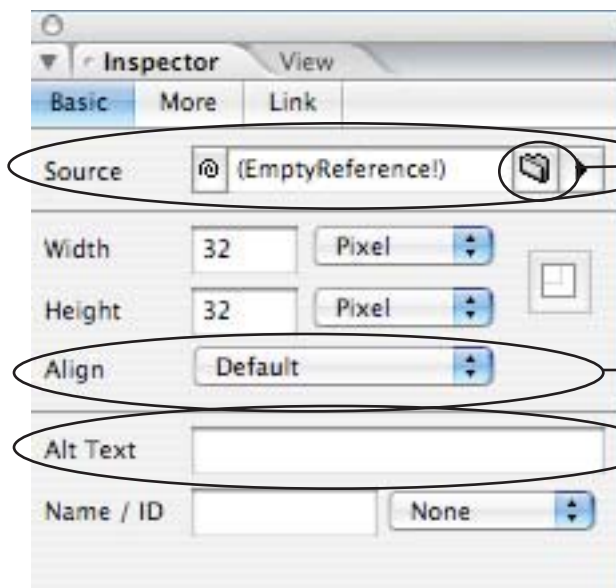


Image Button



First you need to add the source of the image.

Click on the folder button and browse for the image.

If you would like text to wrap around the image set the align to "right" or "left" using the drop down menu.

Finally, you need to provide alternative text that will appear in case a user can not see your image. Briefly describe the image and if the image serves as a link mention what page the image links to.

## CREATING A PHOTO GALLERY

When adding images to a Web site one must always keep in mind that images take a long time to download. If a Web page has a number of full size pictures on it the page will take considerable time to load, especially when a user has a dial-up connection. To reduce download time Web sites often create a photo gallery using thumbnails, or small copies of the images. Users can then click on a thumbnail to view a larger version of the picture.

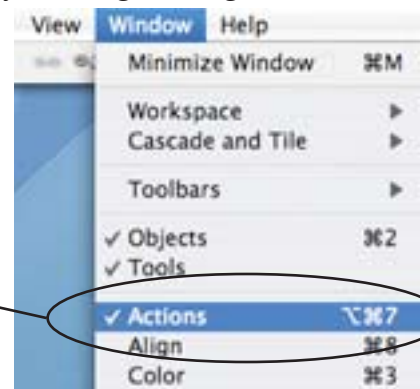
To create a photo gallery using thumbnails you first need to collect all of your images in one place (for example the "images" folder in your Web site).

Now you need to create smaller versions of the originals. Use Photoshop or another photo editor to resize the pictures into small thumbnails, often just 1 or 2 inches wide. Save the smaller image using a different file name, like "name-small." Save these thumbnails to the same folder as your full size images.

Now insert the thumbnails into your Web page. You may want to use a table to layout your photo gallery, inserting a thumbnail into each separate cell.

Once you've added all the thumbnails its time to create links to your larger images. In this example the larger pictures will open in a new window.

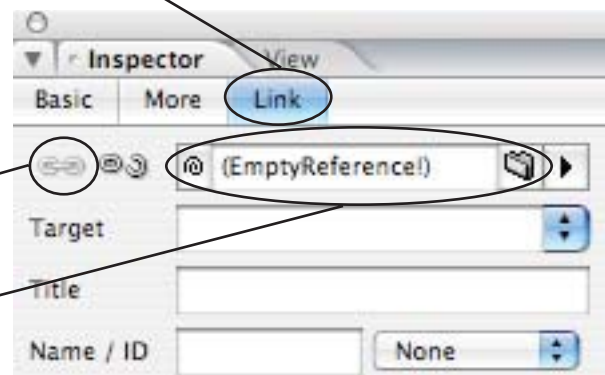
First we need to open a new menu that will help us with this project. Go to the "Window" menu located at the top of the screen and select "Actions."



An actions menu will appear in your screen

Next select or highlight an thumbnail image.

In the inspector click on "link" in the menu along the top.



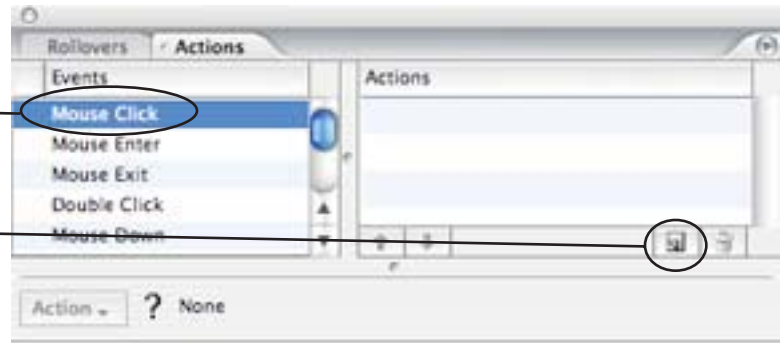
Then click on the "link" button in the inspector.

While you would normally add a file name for the link in this case just leave it blank.

Now its time to add an action to the "link" you've just created.

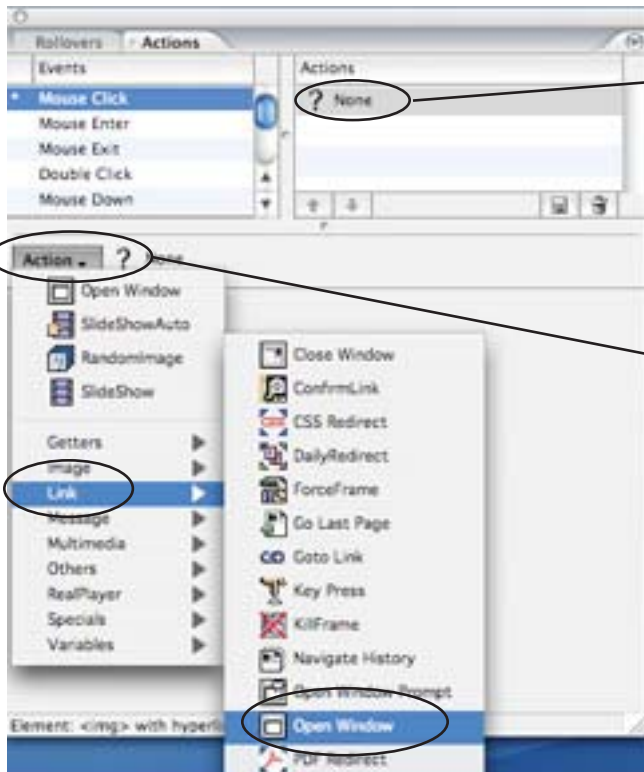
In the "Actions" menu select "mouse click."

Then click on the "create a new action" button.

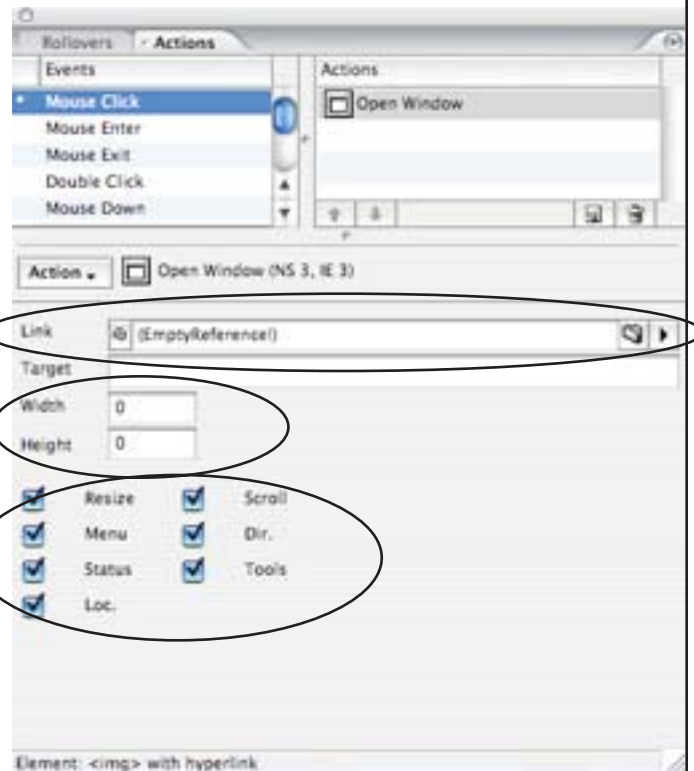


"? None" will appear in the actions list.

You now need to select what type of action you would like.



From the "action" drop down menu select "link" and "open window."



Now its time to link to link to the larger version of your image. Use the folder button to browse for the large version of your image.

Next set the width and height of the pop up window. Enter the width and height of your picture.

Uncheck all of these options - you do not need them for your pop up window.

Repeat these steps for each thumbnail.

## CREATING A SLIDE SHOW

Another option is to create a slide show. In a slide show images are displayed on your page one at a time.

To create a slide show you first need to save all your images in one place (for example your "images" folder).

You must also rename all the images you want to include in your slideshow. Select a word and then add 01, 02, 03, 04, etc for each image. For example, the images could be named "image01" "image02" and "image03".

Next insert the first image (01) just like you insert a regular picture.

Once you've defined the source of the image you need to name the image. Enter a single word in the space provided and select "Name/ID" from the drop down menu.



Next you need to make the image a "link."

In the inspector click on "link" in the menu along the top.

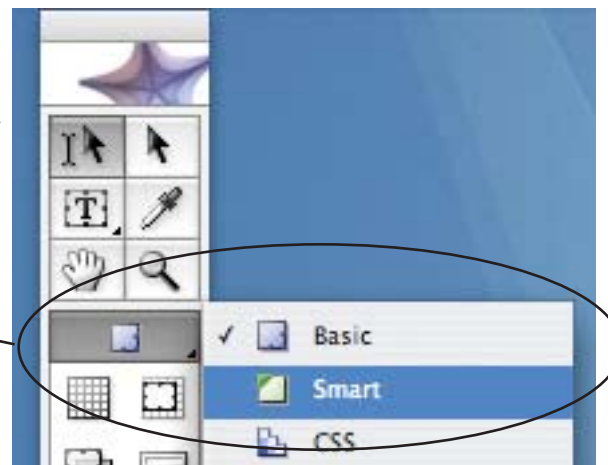
Then click on the "link" button in the inspector.



While you would normally add a file name for the link in this case just leave it blank.

Now we need to add an action to the head of your html document. First we need to access a new menu.

Go to your tool bar and select "smart" from the tool bar options.

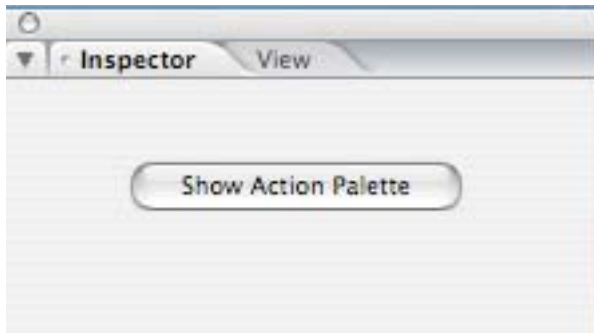


Next you need to open the head of your document by clicking on the gray triangle located next to the word "head" near the top of the page window.



Pick up the head action button from the smart tool bar and drag it into the head of your Web page.

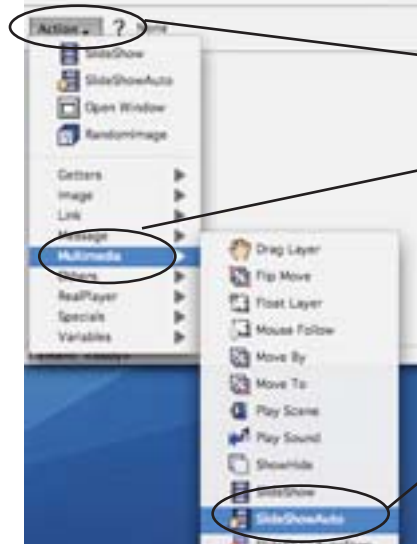
The inspector will now change and display a button reading "Show Action Palette." Click on this button.



The action palette will appear.



First select "On Load" from the top menu.



Then click on the "Action" button and select "Multimedia" "Slide Show Auto."

Finally you need to establish the slide show settings.

First, you must tell the action what is the "base image." Click on the drop down menu, you should see the name of your first image.

Next set the number of images to be included in the slide show.

Then set the interval between pictures in seconds.

Finally, decide whether you would like the slide show to end or repeat (loop).



## CREATING ROLLOVER IMAGES

Ever been to a Web site where you see a picture and when you roll your cursor over the picture the image changes? This is called a roll over image.

To create a roll over image you need two images - the first image that will appear when the Web page loads and the second image will appear when a cursor rolls over the image.

Both images should be the same size or else the second image when be squeezed into the space of the first, creating a distorted picture.

To create a roll over begin by adding the first image to your Web page just like a regular picture.

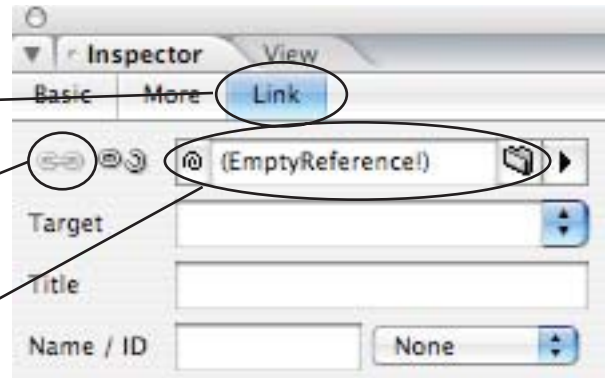
Next you need to make the image a "link."

In the inspector click on "link" in the menu along the top.

Then click on the "link" button in the inspector.

If the image will serve as a link to a Web page or file insert the address or file name.

If the image will not serve as a link leave this area blank.



Next you need open a new menu that will help you with this project. Go to the "Window" menu located at the top of the screen and select "Rollovers."

The rollovers menu will appear in your screen

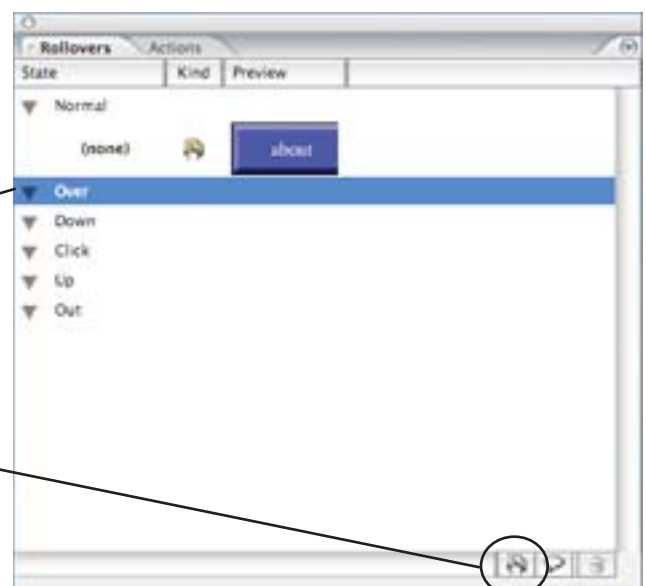


Now click on the image you plan to turn into a rollover image.

In the rollover menu you will now see a partial picture of your image along side the the "normal" state.

You now want to add an image to the rollover state. First click on the word "over."

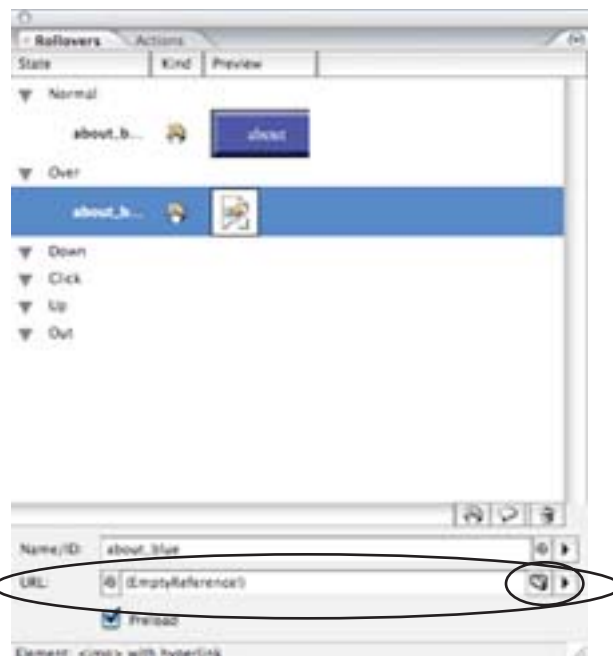
Then click on the "create new rollover image" button.



A broken image will now appear by the “over” state.

You now need to select the second picture, which will appear when the cursor rolls over the image.

Enter the image’s URL or file name by browsing for the second image.



The image will now function as a rollover image when you view the Web page in a Web browser.

## SETTING UP IMAGE MAPS

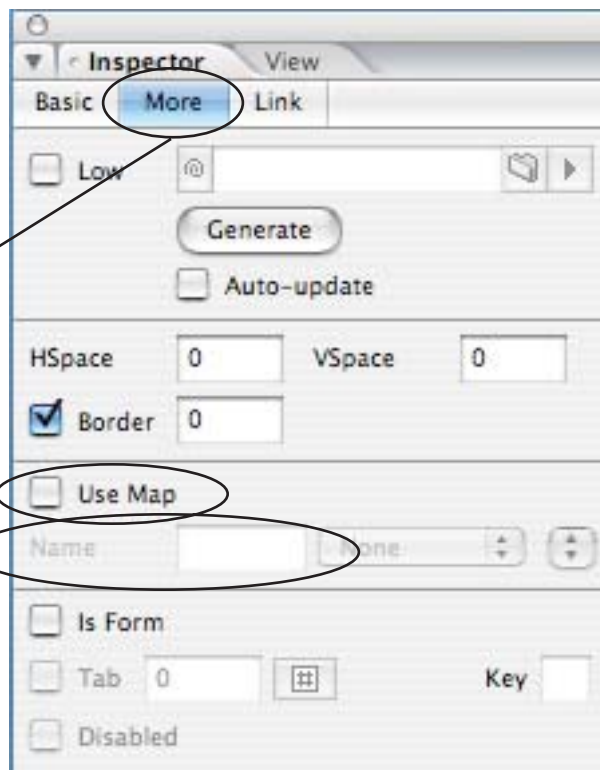
Another option, when working with images, is to use an image map to create areas of the picture that link to different Web pages and files.

To create an image map begin by adding the image you wish to map to your Web page just like a regular picture.

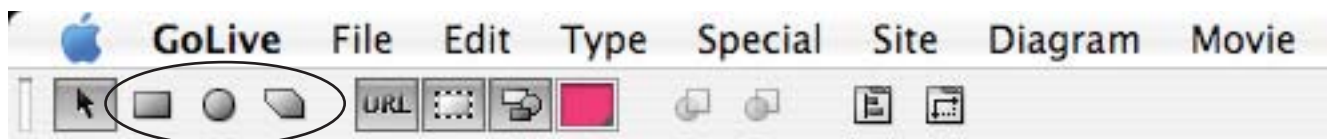
Then click on “more” in the top menu of the inspector.

Now check the box next to “use map.”

Be sure a name is added in the name box. This will probably occur automatically, but if it does not name the image (one word, no spaces) and end the name with .map

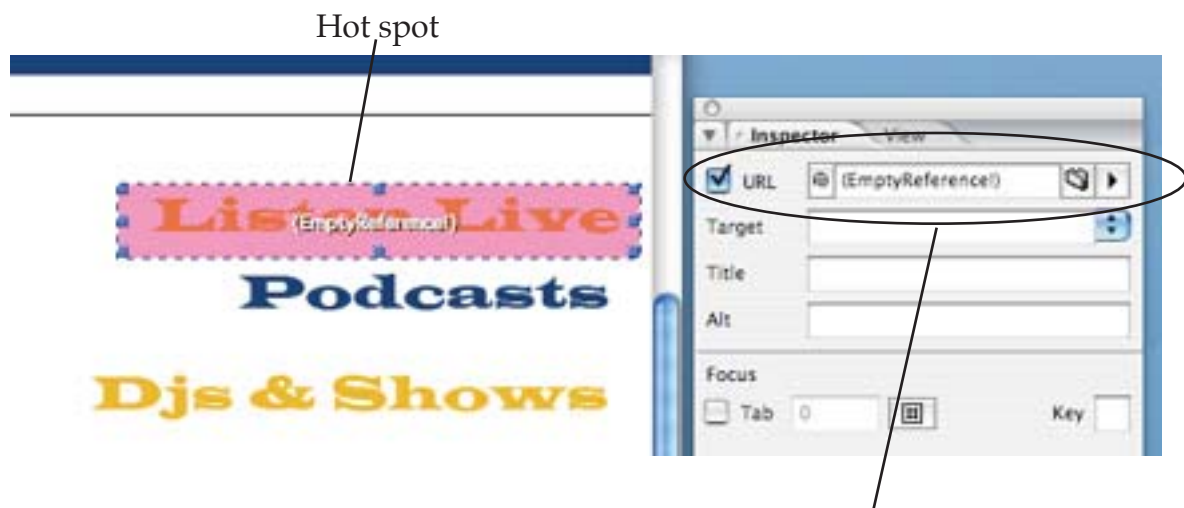


Once you check the “use map” box the menu along the top of Go Live changes to provide you with tools to map your image. Use the rectangle, circle, and polygon tool to select areas, or hot spots, that will become hyperlinks.



Use one of these tools to create a hot spot.

Simply click on one of the tools and then select a hot spot in your image.



Once you’ve highlighted a hot spot go to the inspector and enter a URL or file name for the link. You can use the folder button to browse for a file.

Continue highlighting hot spots and entering URLs until you have mapped as much of the image as you would like. Make sure the hot spots do not overlap.

Although you can see the actual hot spots in Go Live, when you preview the Web page in a Web browser the hot spots will disappear but the links will work.