

A GUIDE TO GO LIVE 9

A Quick Orientation to Menus

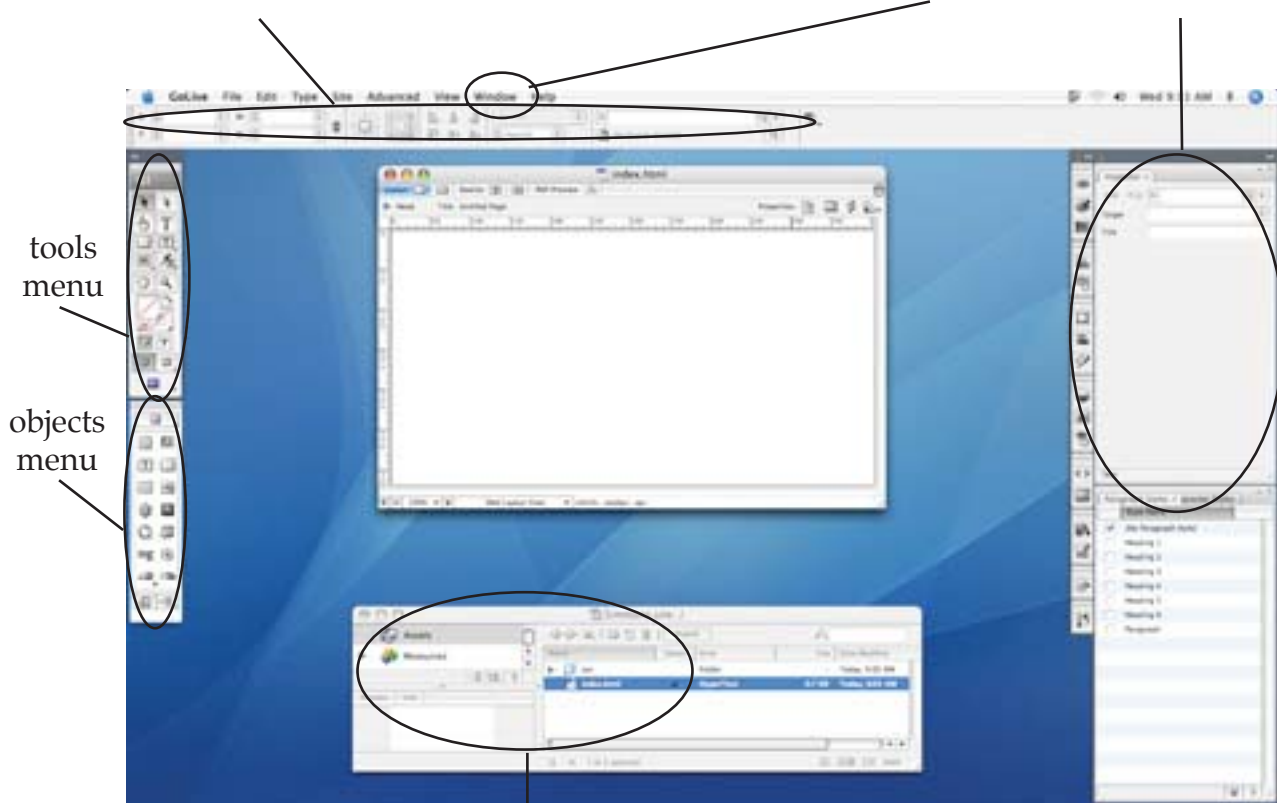
In this guide you will be introduced to:

- The basic Go Live desktop
- The tool menu
- The option menu
- The text formatting menu
- The site menu
- The inspector menu

THE GO LIVE DESKTOP

The text formatting menu

The "inspector" - if you do not see the inspector go to the "window" menu located at the top of your screen and select "inspector."



tools menu

objects menu

The site manager, which includes a list of all of the files included in your Web site.

TOOL MENU

The tool menu contains several important design tools.

To use each tool pick up the desired tool and while holding down your mouse button drag the tool into your Web page.

Select an item on you page

Create a link

Write text

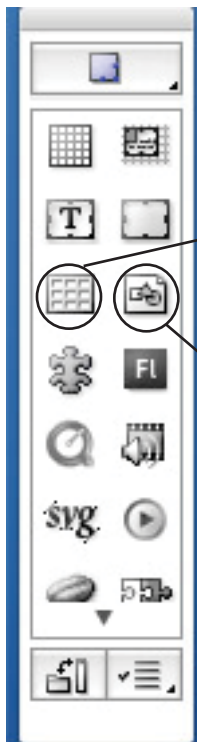
Work with a table cell. Also, hidden behind this button is the table tool, which allows you to insert a table.



OBJECT MENU

The object menu contains several important design tools.

To use each tool pick up the desired tool and while holding down your mouse button drag the tool into your Web page.



Insert a table

Insert an image

Embed a Quicktime Movie

Insert an horizontal line

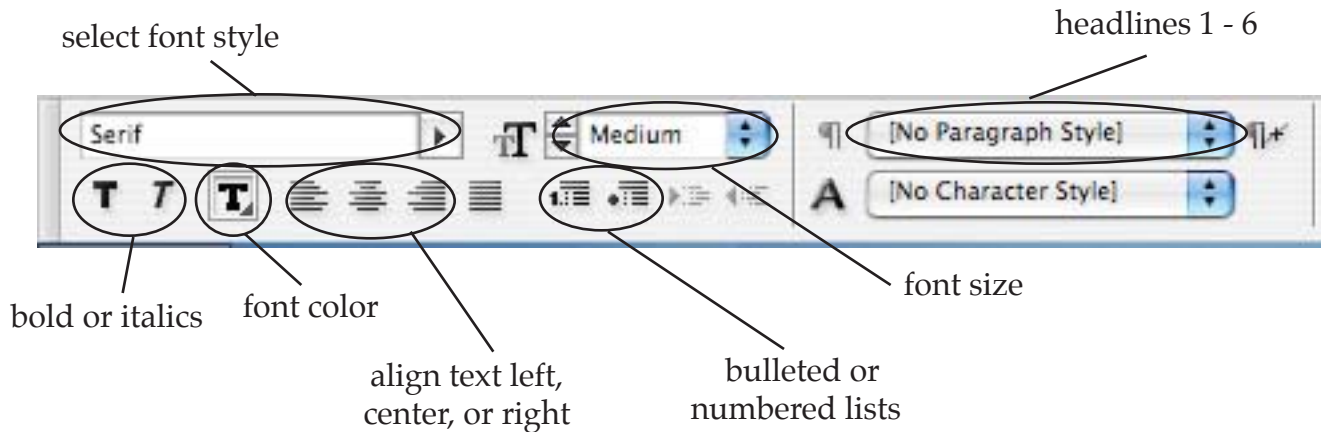
Insert a line break



TEXT FORMATING MENU

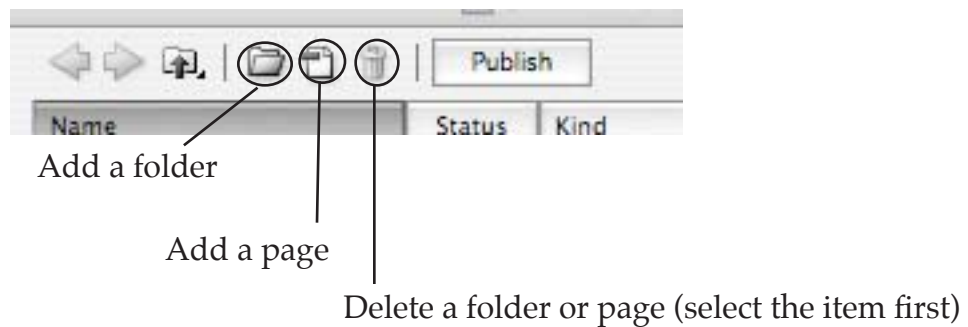
When typing your Web site, the menu text formatting menu can help you format your text. Simply highlight the text you wish to format and then click on the appropriate button.

The menu also contains a button for previewing your site in a browser.



SITE MENU

Included in the site manager is a menu with buttons that are useful in managing your site. You can use these buttons to add or delete folders and pages.



INSPECTOR MENU

