



### Reference!

Whatever you name the main folder will be the permanent name of your folder that you will need to remember and use when you link different pages within your site.



### Reference!

Spaces between words show up on the Internet as \$ or % or & or other characters you may not recognize.



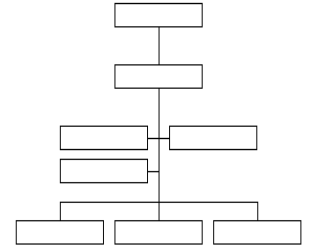
### Tip!

A separate images folder will make your web authoring easier. Always save as .jpg for photos and .gif for most other images so image can be recognized by html language. Keep in same webpage folder.



## Plan and Storyboard your Design

1. Define your audience and purpose.  
What is the goal of your site?  
Who are you trying to reach?  
What is the message you are sending?
2. Storyboard using concept mapping software, flowcharts, outlining, or 3 x 5 cards to brainstorm your ideas.
3. After you learn how to create a web site using the ideas in this tutorial, storyboard and plan your ideas for your actual web site.



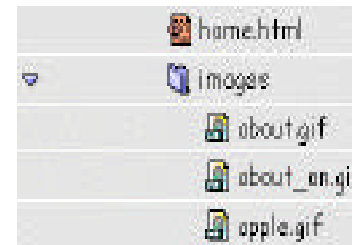
## Create a New Folder to Store your Web Site

1. Go to where you plan to store your web site: the desktop, hard drive, zip drive or the server.
2. Go to the **File** menu and choose New Folder.
3. Name the folder "website" or with a short name for your web site.
4. Do not put spaces between words in any title or name of folder used in your web site.



## Collect or Create Images for your Web Site

1. Find pictures that you would like to use in site.
2. Create a new folder, "images," for your images inside your main folder.
3. Save these pictures into your images folder. (Save images as ".jpg" or ".gif")
4. You can create, scan or take pictures with a digital camera and then save them in your new images folder.



## Okay, Let's Start

1. Open the HomePage 3.0 application.
2. It will open to a new "Untitled.html" page.

