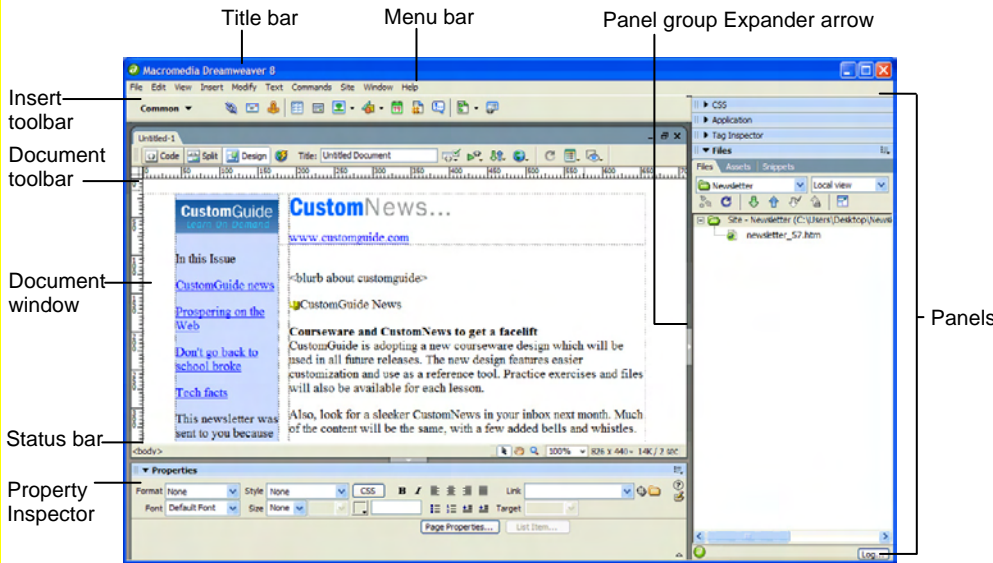




### Dreamweaver 8 Workspace



### Keyboard Shortcuts

#### General

Insert Named Anchor	<b>&lt;Ctrl&gt;+&lt;Alt&gt;+&lt;A&gt;</b>
Add to Library	<b>&lt;Ctrl&gt;+&lt;Shift&gt;+&lt;B&gt;</b>
Duplicate	<b>&lt;Ctrl&gt; + &lt;D&gt;</b>
Edit Style Sheet	<b>&lt;Ctrl&gt;+&lt;Shift&gt;+&lt;E&gt;</b>
Replace	<b>&lt;Ctrl&gt; + &lt;H&gt;</b>
Show/Hide Grids	<b>&lt;Ctrl&gt; + &lt;G&gt;</b>
Show Invisibles	<b>&lt;Ctrl&gt;+&lt;Shift&gt;+&lt;I&gt;</b>
Insert Image	<b>&lt;Ctrl&gt; + &lt;Alt&gt; + &lt;I&gt;</b>
Page Properties	<b>&lt;Ctrl&gt; + &lt;J&gt;</b>
Create Link	<b>&lt;Ctrl&gt; + &lt;L&gt;</b>
Remove Link	<b>&lt;Ctrl&gt;+&lt;Shift&gt;+&lt;L&gt;</b>
Insert Table Row	<b>&lt;Ctrl&gt; + &lt;M&gt;</b>
Delete Table Row	<b>&lt;Ctrl&gt;+&lt;Alt&gt;+&lt;M&gt;</b>
Quick Tag Editor	<b>&lt;Ctrl&gt; + &lt;T&gt;</b>
View Head Content	<b>&lt;Ctrl&gt;+&lt;Shift&gt;+&lt;W&gt;</b>
Show/Hide Link	<b>&lt;Ctrl&gt;+&lt;Shift&gt;+&lt;Y&gt;</b>
Switch Views	<b>&lt;Ctrl&gt; + &lt; ` &gt;</b>

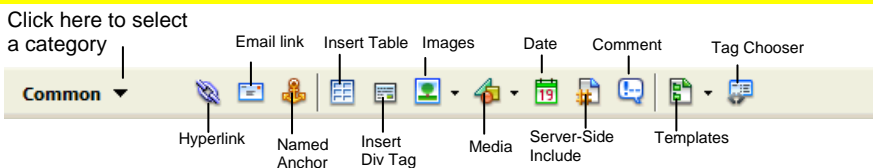
### Document Toolbar

- Code View:** View or edit the page in HTML.
- Split View:** View the page in HTML code and Design view (WYSIWYG) at the same time.
- Design View:** View or edit the page in the WYSIWYG (What You See Is What You Get) editor.
- Server Debug:** View a report to debug errors on the page.
- Title:**  **Title:** Type the Web page title you want to appear in the title bar of the browser.
- Check Browser Compatibility:** Check the compatibility of your document with different Web browsers.
- Validate markup:** Validate current document or tag.
- File Management:** Access already-published files or upload files directly from the document window.
- Preview:** Choose from a list of browsers installed on the computer to preview the page.
- Refresh:** Click to update changes made to the page after working on the HTML code.
- View options:** In Design view, apply a grid or ruler to the page. In Code view, change how the HTML code is displayed.
- Visual Aids:** Choose from different aids to help you design your pages.

#### Function Key Shortcuts

Reference	<b>&lt;Shift&gt; + &lt;F1&gt;</b>
Reference Panel	<b>&lt;Ctrl&gt;+&lt;Shift&gt;+&lt;F1&gt;</b>
Layers	<b>&lt;F2&gt;</b>
Frames	<b>&lt;Ctrl&gt; + &lt;F2&gt;</b>
Object Panel	<b>&lt;Ctrl&gt; + &lt;F2&gt;</b>
Behaviors Panel	<b>&lt;Shift&gt; + &lt;F3&gt;</b>
Property Inspector	<b>&lt;Ctrl&gt; + &lt;F3&gt;</b>
Hide/Show All Floating Windows	<b>&lt;F4&gt;</b>
Site Files	<b>&lt;F5&gt;</b>
Refresh Local	<b>&lt;Shift&gt; + &lt;F5&gt;</b>
Switch to Layout View	<b>&lt;Ctrl&gt; + &lt;F6&gt;</b>
Switch to Standard View	<b>&lt;Ctrl&gt;+&lt;Shift&gt;+&lt;F6&gt;</b>
Code Inspector	<b>&lt;F10&gt;</b>
History Panel	<b>&lt;Shift&gt; + &lt;F10&gt;</b>
Assets Panel	<b>&lt;F11&gt;</b>
CSS Styles Panel	<b>&lt;Shift&gt; + &lt;F11&gt;</b>
Preview in Primary Browser	<b>&lt;F12&gt;</b>
Preview in Secondary Browser	<b>&lt;Ctrl&gt; + &lt;F12&gt;</b>

### Insert Toolbar



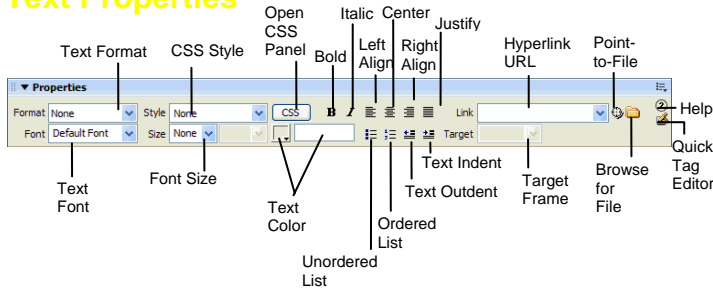
- Categories:** Click the **arrow** button on the left side of the Insert Toolbar and select a category:
- Common:** Includes objects commonly inserted in a Web page (ex. tables, images)
- Layout:** Insert layout tables and frames
- Forms:** Insert elements often found in a Web form (ex. text fields, option buttons, check boxes)
- Text:** Apply formatting to text (bold, italic, etc.)
- HTML:** Insert Spry data objects and other dynamic items like update forms
- Application:** Insert Recordsets, dynamic tables, record forms
- Flash:** Insert Flash elements
- Favorites:** Allows you to group the buttons you use most often

## Property Inspector

### General Commands

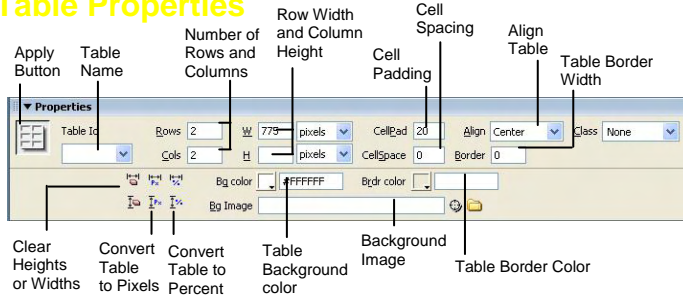
- Select an item to view its properties.
- **To Get Help:** Click the **Help** button for more information on options.
- **Format Text in HTML Code:** Click the **Quick Tag Editor** button to apply an HTML tag to selected text or object.
- **To Expand/Contract the Property Inspector:** Click the **Expander arrow** in the lower right corner to view or hide all the options in the Property Inspector.

### Text Properties



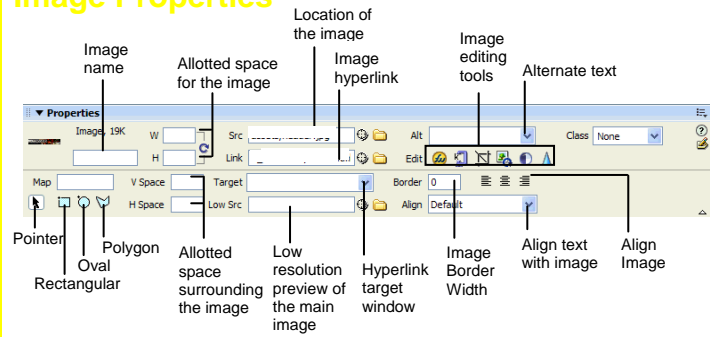
- **To Format Text:** Select the text and apply formatting from the Property Inspector.
- **To Create a Hyperlink:** Select the text and type the URL in the Link textbox; or drag the **Point-to-File** icon to the file in the Site panel; or click the **Folder** icon to browse for a file in the Web site.
- **Specify Link Target Frame:** Specify in which frame the hyperlink should appear.

### Table Properties



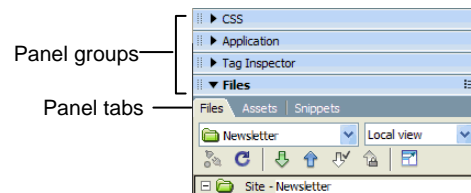
- **To View Table Properties:** Click a table border.
- **To Add or Delete Rows or Columns:** Type the number of rows or columns you want to add or delete in the Rows and Cols text boxes.
- **To Change Table Width:** Type a number in the W text box.
- **To Display the Table in Pixels or Percent:** Click the **pixels** or **percent** button arrow and select the display option.
- **To Add Cell Padding or Cell Spacing:** Enter the amount in the CellPad or CellSpace text boxes.
- **To Add a Background Color:** Click the **Bg color** list arrow and select a color from the palette.
- **To Add a Border Color:** Click the **Brdr color** list arrow and select a color from the palette.
- **To Add a Background Image:** Type the location in the Bg text box, or drag the **Point-to-File** icon to the file in the Site panel; or click the **Folder** icon to browse for a file.
- **To Add a Table Border:** Enter the width in the Border text box.

## Image Properties



- **To Add a Hyperlink to an Image:** Select the text and type the URL in the Link textbox; or drag the **Point-to-File** icon to the file in the Site panel; or click the **Folder** icon to browse for a file in the Web site.
- **To Create an Image Map:** Select the **Rectangular**, **Oval**, or **Polygon** command, draw a shape and set the link location.
- **To Edit an Image:** Use the image editing buttons.
- **To Align an Image:** Click the **Align** button arrow and align the image relative to text nearby; or click the **Left**, **Center** or **Right Align** button in the Inspector.
- **To Insert an Image:** Press **<Ctrl> + <Alt> + <I>**, or select **Insert Image** from the menu.

## Panels



- **To View or Hide a Panel:** Select **Window** from the menu bar and select the panel you want to view or hide. Or, click the panel group and select the panel tab you want to view.
- **To View or Hide Panel Groups:** Click the **Panel group Expander arrow** between the document window and the panel groups.
- There are four panel groups available in Dreamweaver:

### CSS

**CSS Styles:** Apply CSS styles to the current selection

**AP Elements:** Manage the AP (absolutely positioned) elements in your document

### Application

**Databases:** Create and inspect database connections, insert database code

**Bindings:** Locate and insert dynamic content

**Server Behaviors:** Create, insert and edit server behaviors into the page

**Components:** Create, inspect, and insert components or component code

### Tag Inspector

**Attributes:** Edit or add attributes and their values

**Behaviors:** Attach or modify behaviors to page elements such as tags

### Files

**File:** Track local and remote files, and upload files on the Web

**Assets:** View and insert site assets such as images, HTML colors, links, Flash movies, scripts, templates, and library items

**Snippets:** Create, delete, edit, or insert code snippets in the document