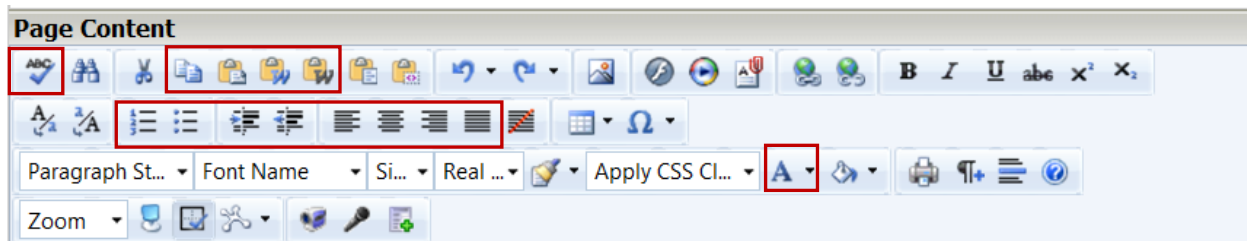





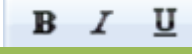
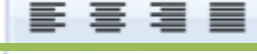
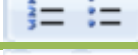



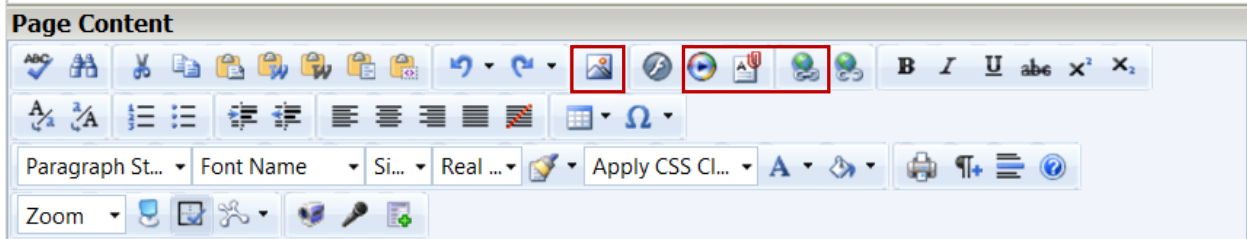
Teacher Training (Snapshots of Tools)






Basic Web Page Editing:



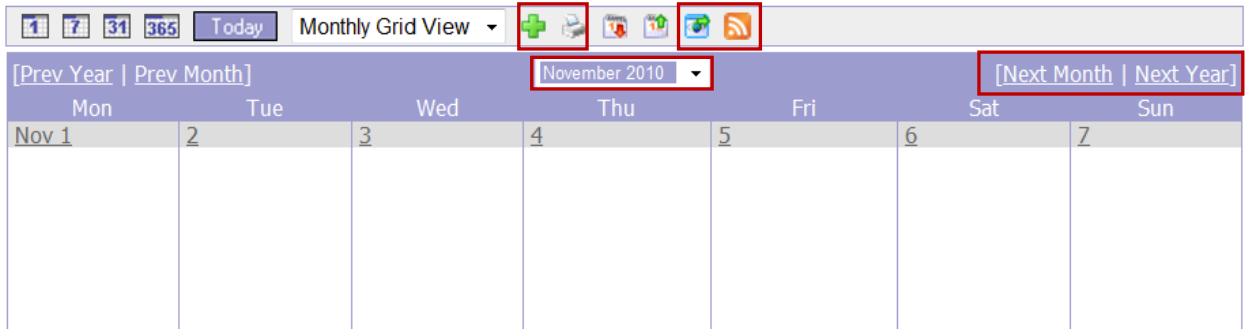
	Paste from Word®
	Paste from Word® cleaning fonts and sizes
	Copy/Paste Options
	Foreground Color (To change the color of text)
	Spell-check
	Text Formatting Options
	Text Alignment Options
	Bullets
	Indenting Options

Web Page Resources:



	Image Manager
	Media Manager
	Hyperlink Manager
	Document Manager
	Page Link Tool

Calendars:






	Create New Event
	Print Button
	Subscription Options
[Next Month Next Year]	Calendar Navigation
November 2010 ▾	Calendar Navigation

Photo Galleries:



Add Image	Adding Images to the Album
Manage Images	Deleting Images from the Album/ Adding Captions
Reorder Images	Sorting Images within the Album

Image Manager:

Image Manager

Back/Forward Buttons

Upload Icon

Edit images

Used to preview images

Used to change the width and height of the image

Filename	Size
STAFF	
Theme	
book	
child	
child7.jpg	11388
child8.jpg	2011
copy_of_bd06927.jpg	29023
Floating.gif	7415
icecream.jpg	44171
img0452.jpg	65205
img0542.jpg	55928
math.jpg	90500
new_image.bmp	22326
venn diagram.jpg	63798

Page 1 of 1. Items 1 to 14 of 14

Document Manager:

The Document Manager interface includes a toolbar with navigation and upload buttons, a file list, and a configuration panel for creating hyperlinks. Callouts identify the following elements:

- Back/Forward Buttons:** Located in the top toolbar.
- Uploading documents:** Indicated by the 'Upload' button in the toolbar.
- Text displayed as the hyperlink:** Points to the 'Link Text' input field, which contains 'FA-Attendance07.pdf'.
- Target Option (Used to specify how link opens up):** Points to the 'Target' dropdown menu, currently set to 'None'.
- To insert the link on the page:** Points to the 'Insert' button at the bottom right.

Additional visible elements include a file list with columns for 'Filename' and 'Size', a 'Tooltip' input field, and a status bar at the bottom showing 'Page 1 of 1. Items 1 to 6 of 6'.

Hyperlink Manager

The Hyperlink Manager dialog box is used for configuring link properties. Callouts identify the following fields:

- The web site to which this link would point to:** Points to the 'URL' input field, which contains 'http://'.
- Text displayed as the hyperlink:** Points to the 'Link Text' input field.
- Specifies how the link opens up:** Points to the 'Target' dropdown menu, currently set to 'None'.

Other visible fields include 'Existing Anchor' and 'Tooltip'. The dialog has 'OK' and 'Cancel' buttons at the bottom.