

Dreamweaver Tutorials

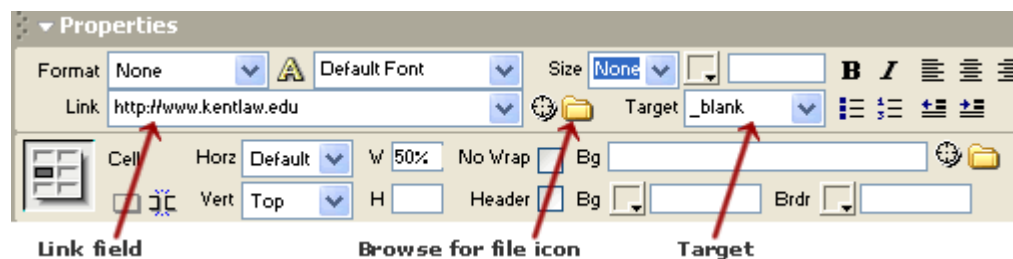
Creating Links

This tutorial will explain how to create links in Dreamweaver. We'll talk about three types of links: links to documents, links to specific places inside documents, and links to e-mail addresses.

Part 1 - Links to documents

Regular hyperlinks can be used to link to HTML pages, PDF files, or any other file on the Web. Follow these steps to create a link from your page in Dreamweaver:

1. Open the HTML file that will contain the link.
2. Select the text that you want to use as the hyperlink.
3. In the Properties panel (see illustration below), enter the URL of the link:
 - If the page you are linking to already exists within your Dreamweaver site on your local machine, the best way to enter the URL is to browse for the file. To do this, click on the folder icon in the Properties panel. In the new dialog box, select the file that you're linking to and choose Site Root for the relative path option. Press OK.
 - If the page you are linking to is not on your local machine, the best way to enter the URL is to visit the site in your Web browser. When you find the page, copy the URL from the address bar of the Web browser. Return to Dreamweaver and paste the URL in the Link field of the Properties panel. Press Enter.
 - If you know the address, you can type it directly in the Link field of the Properties panel, but always include **http://**. If you start your link with **www**, the link won't work. After typing the full URL, press Enter.
4. If your link is pointing to an external Web site or a PDF file, it's a good idea to configure the link to open in a new browser window. You can do this by setting the Target option in the Properties panel as "_blank." If you don't want the linked page to open in a new browser window, don't select anything for Target.





5. After the address is entered in the Link field, the selected text in your HTML page will be underlined and blue.

NOTE: Another way to create a link is to select Insert > Hyperlink from the menu bar in Dreamweaver. This option opens a new dialog box where you can enter the text for the link, the URL, and the target.

Part 2 – Named Anchors: Links to specific places in documents


“Named anchors” act as invisible markers in HTML documents that allow you to link to a specific section of the page designated by the anchor. To use a named anchor, you must create the anchor first, and then create the link that points to the anchor. You can link to an anchor from the same page or from a different page.

1. In Dreamweaver, place the cursor at the point where you wish to insert the anchor.
2. Insert the anchor by clicking on the Named Anchor icon  in the Insert panel, or by selecting Insert > Named Anchor from the menu bar.
3. Type a short, descriptive name for that section of the document in the new dialog box and click OK. (Remember this name for step 6 below.)
4. Your named anchor is now defined. Depending on your preference settings in Dreamweaver, you might see a little yellow icon to indicate the location of the new anchor.  (Don't delete the icon!)
5. Now you'll need to create a link to the new anchor. Start by selecting the text that you want to use as the link.
6. Create the link to the anchor by typing the # symbol followed by the anchor name in the Link field of the Properties panel. For example, if you are linking to a named anchor called “tip1” from the same Web page, you'll type **#tip1** in the Link field. If you're linking to that anchor from a different page within your site, you'll need to include the name of the file containing the anchor followed by the anchor name with no spaces (i.e. **filename.html#tip1**). Press Enter.
7. After the address is entered in the Link field, your new link will be underlined and blue.

Part 3 – Links to e-mail addresses

E-mail links open up new mail messages addressed to the person that you specify in your link. To create an e-mail link, follow these steps:

Option 1: Using the Insert panel.

1. Place your cursor where you want to insert the link.
2. Click on the E-mail Link icon  in the Insert panel or select Insert > E-mail Link from the menu bar. A new dialog box will appear.
3. In the first field of the new dialog box, enter the text that will display on the page where you've placed your cursor; in the second field, enter the e-mail address. Click OK.
4. Your link should now appear in the document with blue underlined text.

Option 2: Using the Properties panel.

1. Select the text that will act as the hyperlink.
2. In the Link field of the Properties panel, type **mailto:** followed by the desired e-mail address. There should not be any spaces. Example: <mailto:scott@kentlaw.edu>.
3. After typing the link, press Enter. Your link text will be blue and underlined.

Optional parameters:

You can define optional parameters for e-mail links, including text for the subject field, multiple primary recipients, as well as cc and bcc recipients. Use a question mark to append the parameters to the e-mail link.

Examples:

- Include an e-mail subject: <mailto:scott@kentlaw.edu?subject=exams>
- Send to multiple primary recipients (separate e-mail addresses with a semicolon):
<mailto:scott@kentlaw.edu;jane@kentlaw.edu>
- Include a subject, cc, and bcc:
<mailto:scott@kentlaw.edu?subject=exam?cc=jane@kentlaw.edu?bcc=amy@kentlaw.edu>

TIPS TO REMEMBER:

- Links are case-sensitive.
- Do not include any spaces in your links (even at the end).
- Always include the http:// protocol for external links. (Don't start with www.)
- Always create links relative to the site root, not relative to the document.
- Always check your links after uploading your Web page!
- Check the links on your page periodically because if the URL of the Web page you're linking to changes, your link will be broken.

FOR MORE INFORMATION:

See Chicago-Kent's Dreamweaver FAQ at <http://www.kentlaw.edu/websupport/FAQ.html>.