



## Creating Learning Networks for African Teachers

UNESCO PROJECT (Contract No. 408.302.9)

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### **COMMON APPLICATIONS**

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### **HTML EDITOR TUTORIAL**

### **NETSCAPE COMPOSER TUTORIAL**

Netscape Composer allows you to create web pages by simply typing the content as you do in any word processor. No knowledge of HTML codes is required.

You can enhance your content by :

- [Formating text](#)
- [Using an ordered and an un-ordered list](#)
- [Adding a table](#)
  
- [Adding a link to a Web address](#)
- [Adding a link to an email address](#)
- [Adding a graphic](#)

## Examples

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## Links

## Spreadsheets Tutorial

[Introduction](#)

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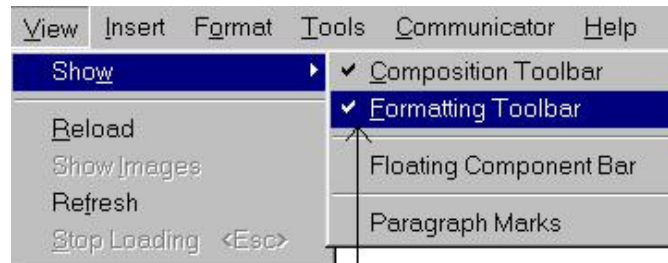
[Columns & Rows](#)

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- [Adding a background colour](#)

## Formatting text

Make sure the Formatting Toolbar of Netscape Composer is checked



## Examples

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## Activities

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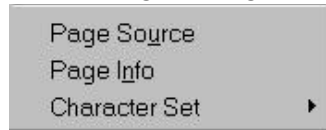
## Databases

### Tutorial

[Introduction](#)

### Example

[Periodic Table](#)



### Exercise 1:

In this exercise you are going to change the font size, and underline a given text.

1. Type the following text.

"INTRODUCING TECHNOLOGY IN SCHOOLS"

2. Highlight or select the text

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2. Highlight or select the text.
3. Select "18" for the **Font Size**.
4. Click the **Bold** tab and the **Underline** tab.
5. Unselect the text.

**Adding numbered (ordered) and bulleted (un-ordered) lists**

**Ordered or Numbered lists**

**Exercise 2:**

In this exercise you are going to make a numbered list.

1. Type the following text;

"In order to introduce technology in a school, one needs to note the following considerations:

A survey of the existing physical infrastucture.

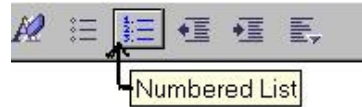
Human resources available.

A strategy for raising funds.

Human resource capacity building."

Highlight the text in italics and click the **Numbered list** tab on the

Formatting toolbar.



## HTML Editors Tutorial

[Basic html](#)

[Netscape](#)

[Composer](#)

### **Examples**

[Teaching](#)

[Syllabus](#)

[Teachers' Notes](#)

[Subject Website](#)

[Lists](#)

[Students](#)

[Website](#)

*Art*

[Principles of Art](#)

[Elements of Art](#)

[Coloured Pencil](#)

### **Adding un-ordered (bulleted list)**

#### **Exercise 3:**

In this exercise, you will produce a bulleted list.

1. Type the following text:

"Databases used in schools include the following  
Dictionary (printed or electronic)  
Encylopeadia (printed or electronic)  
Library card index  
Atlas  
Telephone directory"

2. Highlight the text in italics and click the **Bulleted list** tab on the

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Creating Learning Networks for African...

2. Highlight the text in frames and click the **Bulleted List** tab on the Formatting toolbar:



3. Unselect the text.

### **Adding a table**

The table contents can be text, a graphic, a link to an Internet site, sound file or a video clip.

#### **Exercise 4:**

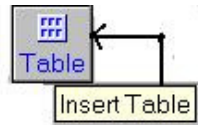
In this exercise you will produce a table.

1. Tabulate the following class results.

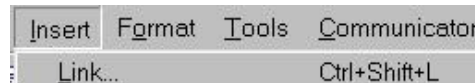
Student Name	Maths	English
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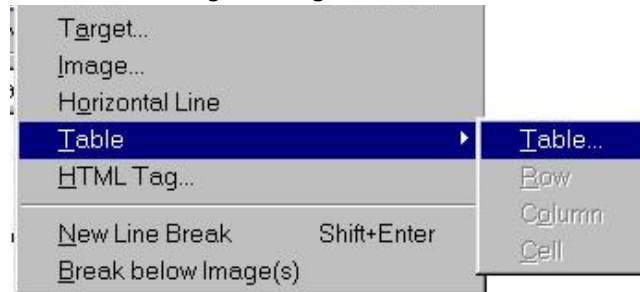
Paul	56	45
Mary	76	53
John	34	87
Jane	87	65

2. Click on Insert Table Tab.

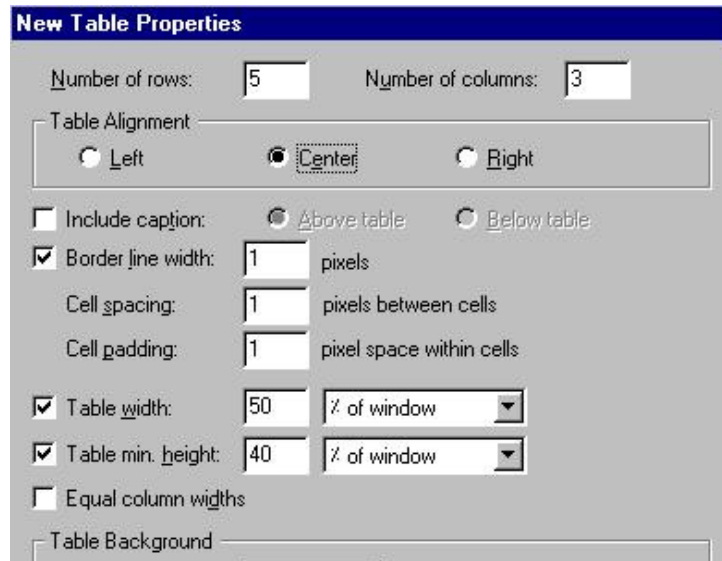


Or Choose **Table** from **Insert** on the Menu bar:

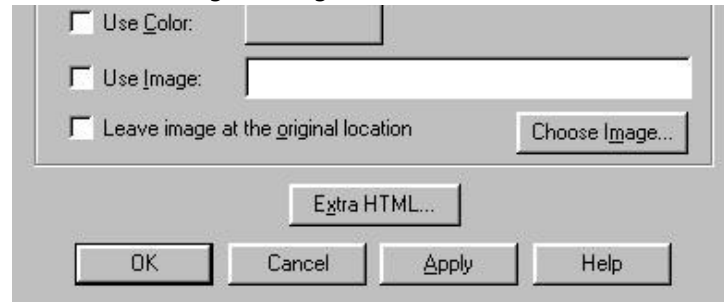




The following screen appears:







3. Type "5" in the **Number of rows** box.

Type "3" in the **Number of columns** box.

Check **Center** for **Table Alignment**

Type "50" for % of window for **Table width**

Type "40" for % of window for **Table min. height**

4. Uncheck **Equal column widths**.

5. Click on **Apply** and then on **OK**.

## Adding a link

### Exercise 5:

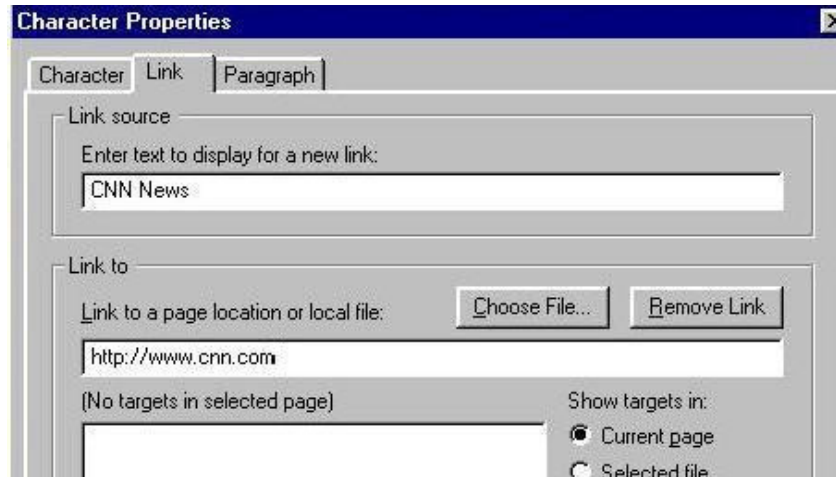
In this exercise, you will add a link to an Internet site.

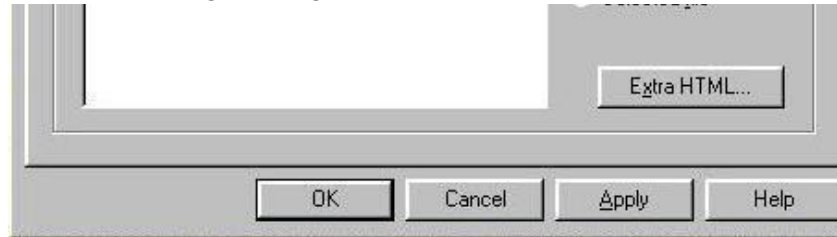
To add a link to CNN news found at <http://www.cnn.com>.

1. Click on **Insert link** tab:



The following screen appears:





2. Type **"CNN News"** in the **Enter text to display for a new link** box.
3. Type **"http://www.cnn.com"** in the **Link to a page location or local file**.
4. Click on **Apply** and then **OK**.
5. Create a table and add the following in the links.

<b>Websites</b>	<b>URL to Link to</b>
-----------------	-----------------------

<b>News Update</b>	
--------------------	--

<b>Sites:</b>	
---------------	--

Monitor News	<a href="http://www.monitor.co.ug">http://www.monitor.co.ug</a>
--------------	---

BBC News	<a href="http://www.bbc.com">http://www.bbc.com</a>
----------	---

CNN News <http://www.cnn.com>

## **Useful Web**

### **Sites:**

HTML [http://members.nbc.com/kakinda/kakinda/webpage-](http://members.nbc.com/kakinda/kakinda/webpage-training.htm)

Tutorial [training.htm](http://members.nbc.com/kakinda/kakinda/webpage-training.htm)

Educational <http://www.sjcd.cc.tx.us/north/anatomy/graph.htm>  
Presentations

Online Clubs <http://www.atas.k12.ca.us/ausd/ahs/clubs/clubs.html>

Animals <http://www.birminghamzoo.com/animals/>

### **Others:**

Arsenal <http://www.arsenal.co.uk>  
Football Club

Matrich.com <http://www.matrich.homestead.com>

Uganda <http://www.uganda.co.ug>  
Online

Simba <http://www.simbafm.com>  
Radio

Station

**When viewed in the web browser, it appears as below:**

<b>News Update sites</b>	<b>Useful Links</b>	<b>Others</b>
<a href="#"><u>New Vision News</u></a>	<a href="#"><u>Educational Presentations</u></a>	<a href="#"><u>Arsenal Football Club</u></a>
<a href="#"><u>Monitor News</u></a>	<a href="#"><u>Online Clubs</u></a>	<a href="#"><u>Matrich.com</u></a>
<a href="#"><u>BBC News</u></a>	<a href="#"><u>Animals</u></a>	<a href="#"><u>Uganda Online</u></a>
<a href="#"><u>CNN News</u></a>		<a href="#"><u>Simba Radio Station</u></a>

**Adding a link to an Email address**

**Exercise 6:**

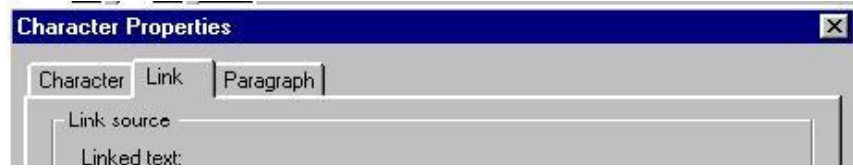
**In this exercise you will include an email address in a Web page.**

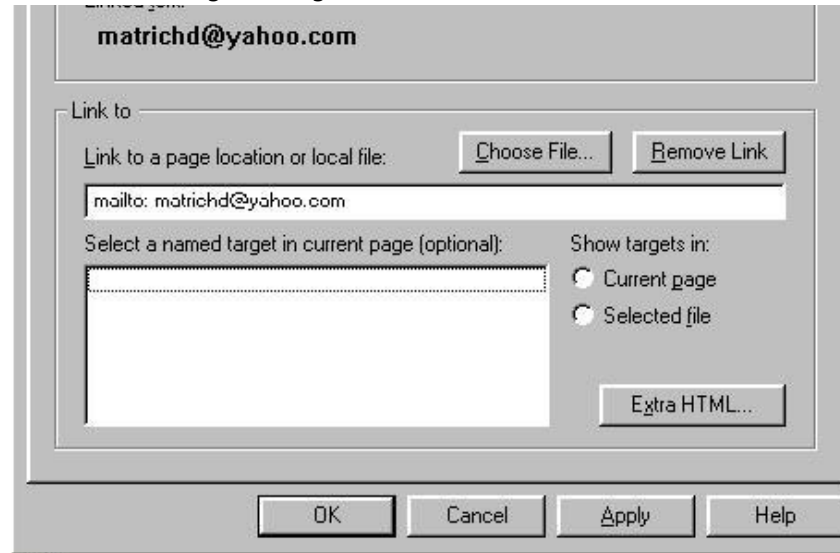
- 1. Type " Any suggestion or comments email to: matrichd@yahoo.com"**
- 2. Highlight or select the text "matrichd@yahoo.com".**

3. Click the Link tab.



4. Type "mailto: matrichd@yahoo.com" in the Link to a page location or local file box:





**5. Click Apply and then OK.**

**How it looks like when viewed in web browser.**

**Any suggestions or comments email to: [matrichd@yahoo.com](mailto:matrichd@yahoo.com)**

## Adding a graphic

### Exercise 7:

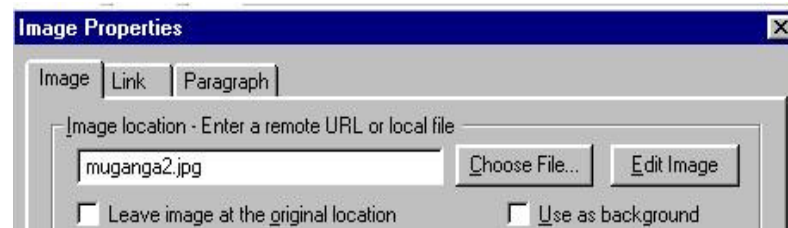
In this exercise, you will add a graphic to a Web page.

1. Type "Art as a sense of beauty and expression  
THE ROYAL DANCE"

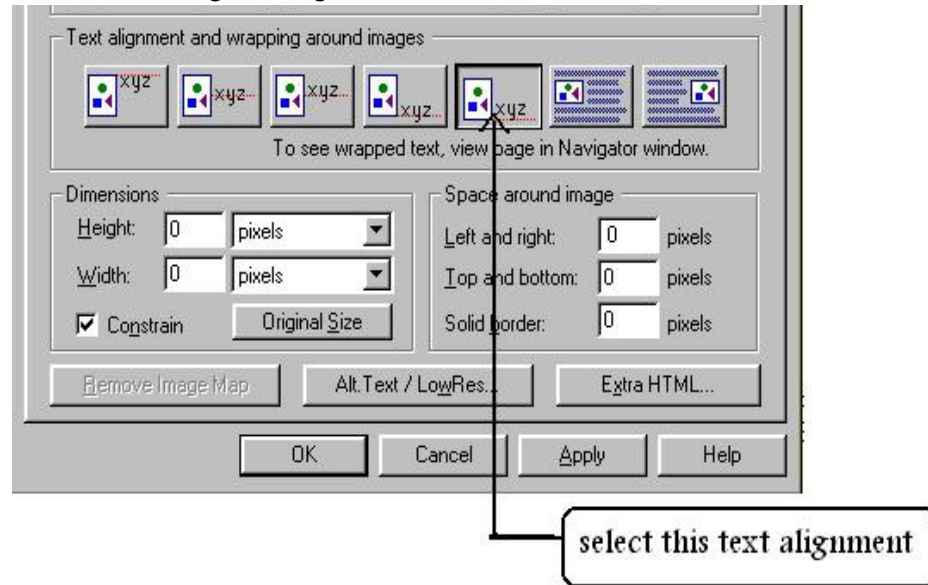
2. Click on the Image tab



The screen appears as below:







3. Type "muganga2.jpg" in the Image Location - Enter a Remote URL or local file box.
4. Choose the alignment shown from the Text alignment and wrapping around images templates.
5. Click Apply and then OK.
6. Type "The Kabaka of Buganda is not seen anywhere dancing.

**Neither the king's wives nor princesses were permitted to dance except among themselves. The "Royal Dance" ceremonies were mostly done at night at Muzibu Azaala Mpanga. The songs they sang were referred to as EZABALUUTE. Hence the Proverb: "Owenzina mbi azanira mu babe.""**

How it will look like in the web browser:

## **Art as a sense of beauty and expression**

### **THE ROYAL DANCE.**



**The Kabaka of Buganda is not seen anywhere dancing. Neither king's wives or princesses were**

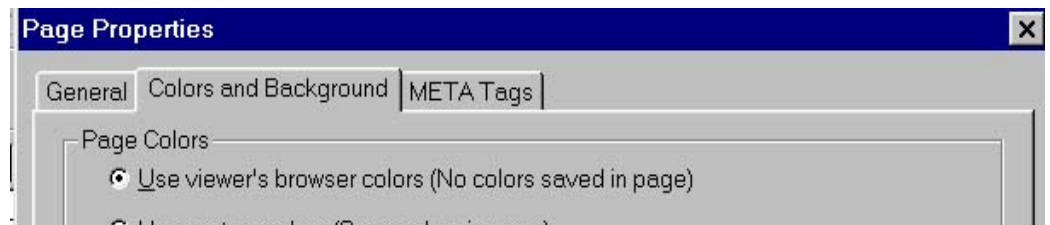
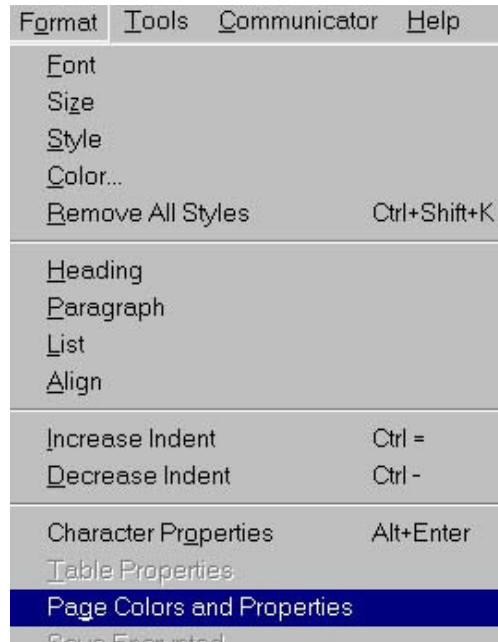


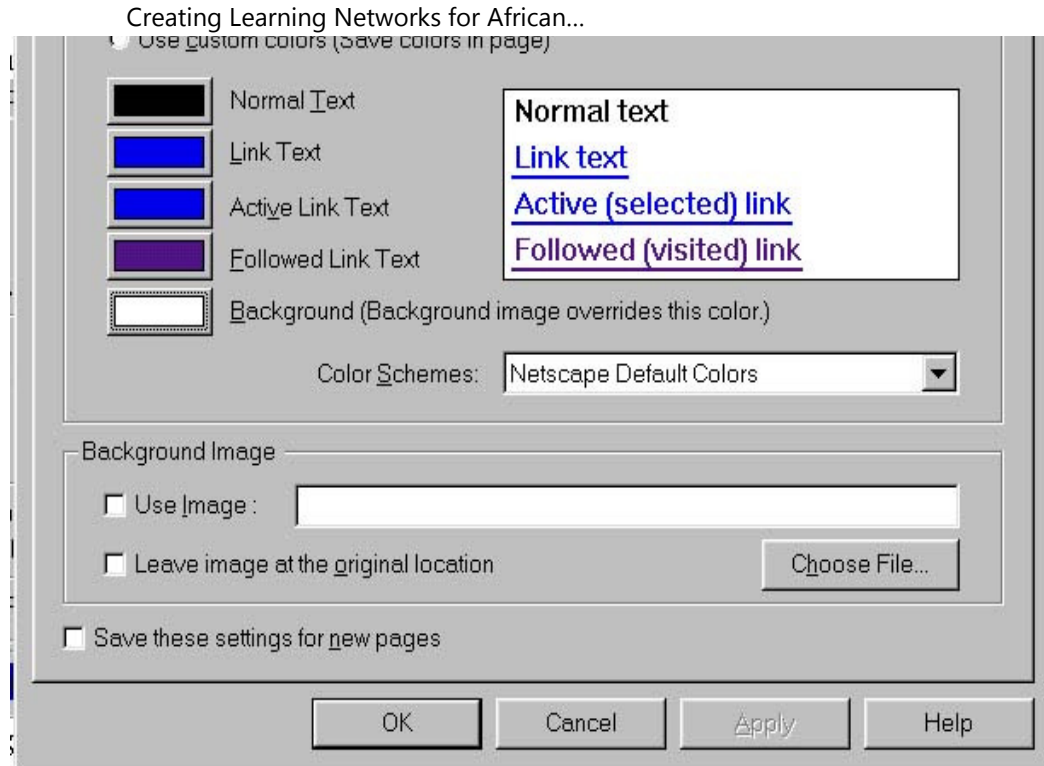
**permitted  
to dance  
except**

**among themselves. The "Royal Dance" ceremonies were mostly done at night at Muzibu Azaala Mpanga. The songs they sang were referred to as EZABALUUTE.**

**Hence the Proverb: "Owenzina mbi azanira mu babe."**

**Adding a background colour**





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