

## What is FrontPage?

The Microsoft FrontPage® Web site creation and management tool gives you everything you need to create and manage exactly the site you want, whether you're creating a personal Web page or a corporate Internet or intranet site. And because it works like the rest of Microsoft Office Premium, FrontPage is easy to learn and use.

### **Create, Edit, Manage, and Update Your Site—All from One Easy-to-Use Application**

The multiple views in FrontPage allow you to see all the files in your Web, run reports to find slow pages and older files, set up your site's navigational structure, and keep track of Web tasks. For example, you can create and edit Web pages in Page View, use Folders View to see all the content on your Web, then set up how your pages link to one another in Navigation View.

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## Microsoft FrontPage Training Sessions

*Provided by  
North Shore Innovations,  
Ltd.*



# FrontPage Training Sessions



Have you ever wanted to take training that was focused on just the specific tasks that you need and scheduled when you need it? And, scheduled in a way that didn't take you away from the office for an entire day?

North Shore Innovations, Ltd. function-focused training sessions are designed with your hectic schedule in mind.

Each session is conveniently scheduled into 4 hour times, and the content of each session is focused on very specific tasks.

Finally, training on what you need, when you need it, in smaller amounts so that you can take the new knowledge back and immediately apply it to your projects!

## FrontPage #1: Planning & Creating a FrontPage Web

### This Session is for Those Who...

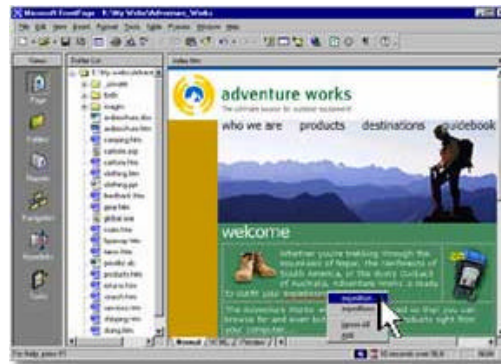
Need to use FrontPage to create or support an existing website. Participants will plan a website, and create a basic website.

## FrontPage #2: Formatting and Site Navigation

Session Length: 4

### This Session is for Those Who...

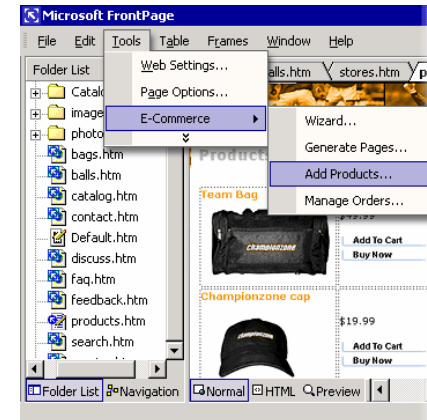
Need to format text objects on a web page, and add in a site navigation structure



## FrontPage #3: Working With Table, Frames & Forms

### This Session is for Those Who...

Need to use tables or frames for web page structure, and how to add in FrontPage components, including feedback or submit forms.



## FrontPage #4: Working With Images

Session Length: 4

### This Session is for Those Who...

Need to know how to insert and format clipart, pictures and video on a web page.

## FrontPage #5: Finalizing & Publishing a Website

### This Session is for Those Who...