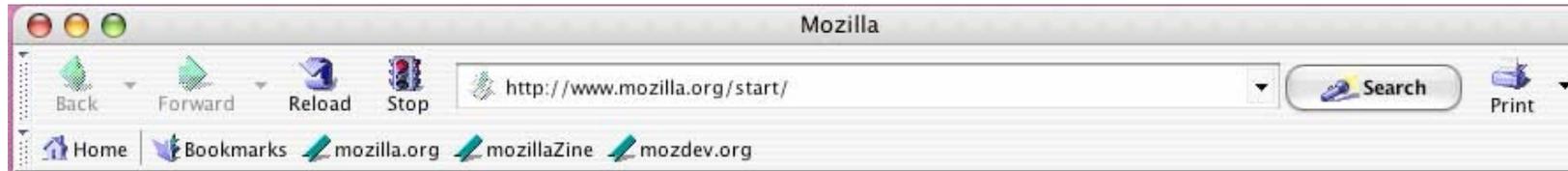# Getting Started with Mozilla Composer

1) Launch Mozilla ▥ from the Applications Folder or from the Dock.

• Notice that launching Mozilla opens up the Mozilla Internet Browser, which can view web pages but cannot edit web pages. Its window bar looks like this:
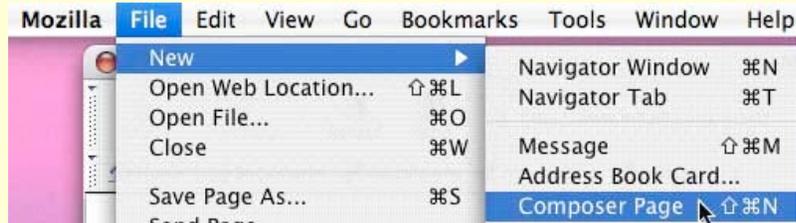

2) Switch from the Browser to Mozilla Composer. Mozilla composer allows you to create and/or edit web pages.
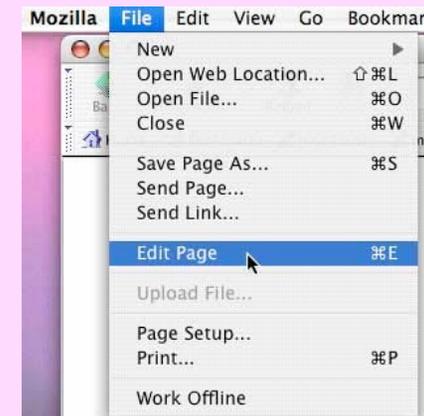
OR

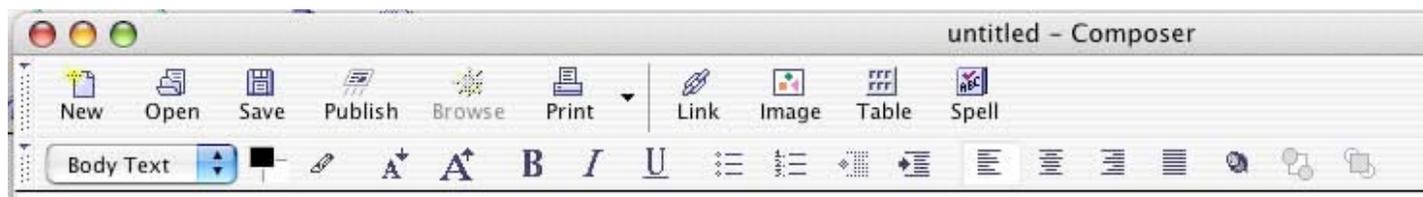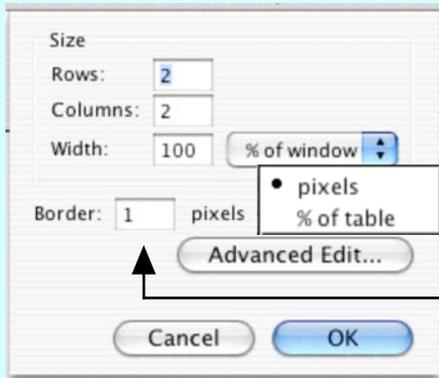| Create a New Page	Edit a Web Page That's Already Started
• **Choose New -> Composer Page from the File Menu.** • *Always **name and save your new page** in your website folder before adding content to it.* 	• **Open your web page in Mozilla.** (Drag your web page onto the Mozilla icon.) • With your web page open in the Browser, **select Edit Page from the file menu.**

3) Compare the Mozilla Composer Menu Bar Below with the Browser Menu Bar at the Top. Learn to quickly determine whether you are in the editor or the browser, and learn to quickly switch among the two.
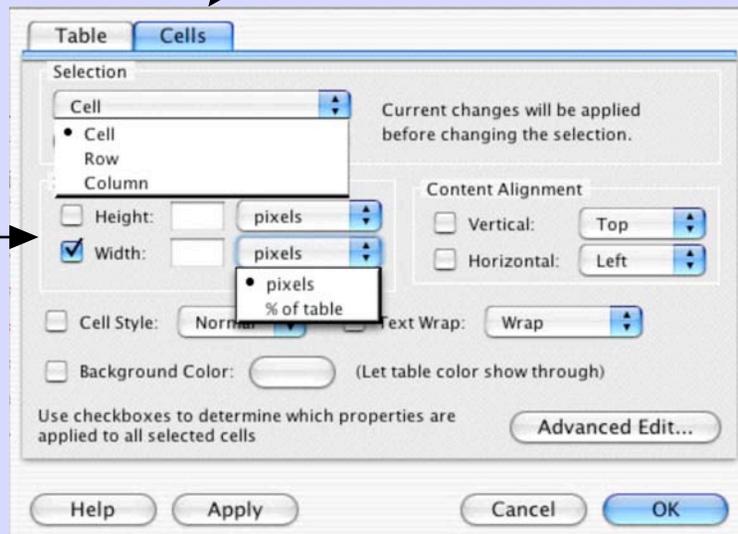
Working with Tables in Mozilla

1. Create a New Table

Size
Rows: 2
Columns: 2
Width: 100 % of window
• pixels
Border: 1 pixels % of table
Advanced Edit...
Cancel OK

• **Insert your table** by putting the cursor where you want to see your table on your web page and then clicking the table button.

• **Set the number of rows and columns** for your table.

• **Decide how wide you want your table to be**--either in % of window or pixels. If you choose % of window, your table size will change when people open your page in different size browser windows. If you choose pixels, your table size and layout will always look the same on any computer.

• **Decide if you want people to see the outline of the table or not.** If you want them to see the outline, type the number 1 or higher (higher numbers = thicker borders) in the Border field. If you don't want them to see the border, type in 0 (zero). If you choose 0 for the border, you will see the border of the table outlined in red when you edit, but the outline will disappear when you view the pa in a browser.
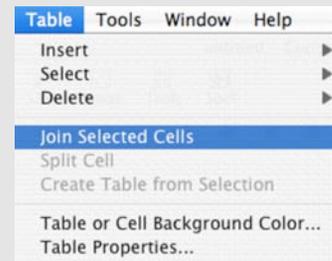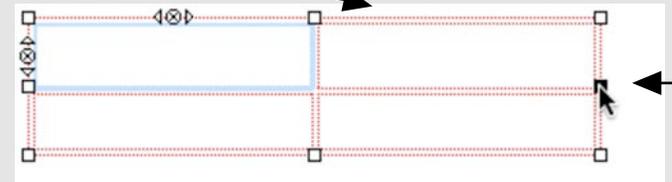
2. Set the Size of Cells, Columns and Rows

• **Open the Cells Menu** by double clicking on a cell that you want to set the size for. Make sure the word "Cells" at the top of the menu is highlighted.

• **Set the size for your cells in % or pixels.** When you begin working in a table the cell sizes change as you add text or pictures. Lock the cell heights or widths by determining what % of the table you want them to have, or by determining hom mar pixels wide or tall you want them to be.

Table | Cells
Selection
Cell
• Cell
Row
Column
Current changes will be applied before changing the selection.

☐ Height: ⬚ pixels
☑ Width: ⬚ pixels
• pixels
% of table

Content Alignment
☐ Vertical: Top
☐ Horizontal: Left

☐ Cell Style: Normal ☐ Text Wrap: Wrap
☐ Background Color: ⬚ (Let table color show through)

Use checkboxes to determine which properties are applied to all selected cells
Advanced Edit...

Help Apply Cancel OK

3. Resize Tables, Add and Delete Columns and Rows, and Combine Cells

• **Resize your Table** by dragging its edge or corner.

<-- Using the Table tab, pictured to the right, doesn't usually work like it should.

Table Tools Window Help
Insert ▶
Select ▶
Delete ▶
Join Selected Cells
Split Cell
Create Table from Selection
Table or Cell Background Color...
Table Properties...

• **Select cells, columns and rows** to modify by clicking in a cell and choosing Select in the Table menu.

• **Insert or Delete rows and columns** using the same Table menu.

• **Join Selected Cells** using the same Table menu.

Adding Images to Your Mozilla Page

Collect first, then add to your page.

1. Collect the Images in your web page folder. Always collect your images into your web folder before adding them to your web page.

• **To collect an image from a web page**, drag the image to your desktop. Then place the image in your web page folder. *Do not drag it directly to your web page*

• **Name the image according to web page rules** (no spaces, only letters and numbers) if you want to rename the image.

Collect all images in your folder before adding them to your page.
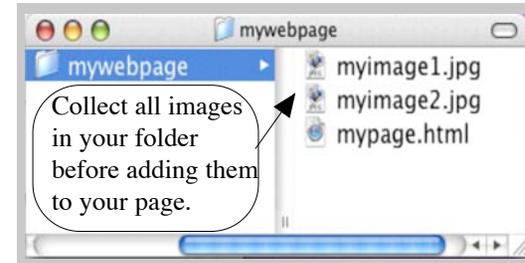
2. Click on the Image Button in Mozilla Composer. With your web page open in Mozilla, place the cursor where you would like to put the image and click on the Image Button in the menu bar at the top of the windo
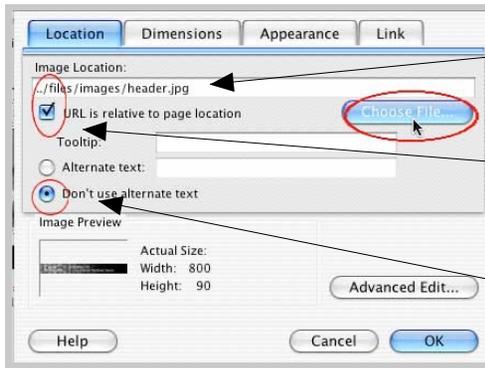
3. Choose the Image: In the Image menu that appears, select Choose File. and navigate to the image that you put in your web page folder. After you selec your image, its pathway will appear in the Image Location window.

4. Make the Pathway Relative: Make sure that the pathway for your image is relative by making sure that the "URL is relative to page location box" i checked.

5. Check the "Don't use alternate text" box, or add Alternative Text for users who may be visually impaired.

6. Wrap the Text: To wrap text around the image, select the Appearance ta in the Image menu. In the "Align Text to Image" tab choose "Wrap to the left" or "Wrap to the right" according to how you would like the text and image to appear on the page. Then hit OK
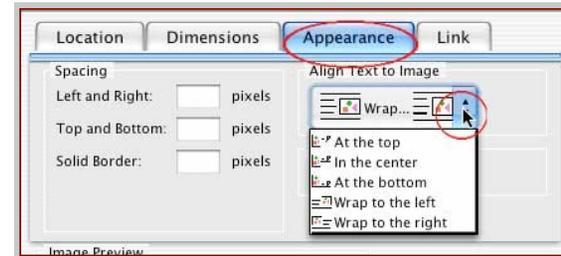
7. Hit OK, and you will see your image on your webpage.

8. Resize your image on your webpage by clicking on it and dragging it *by the corner*. If you grab it from the side it will distort the image.

Creating Links and Anchors

Links

1. Make sure that your page is already named and saved in a folder within your website.

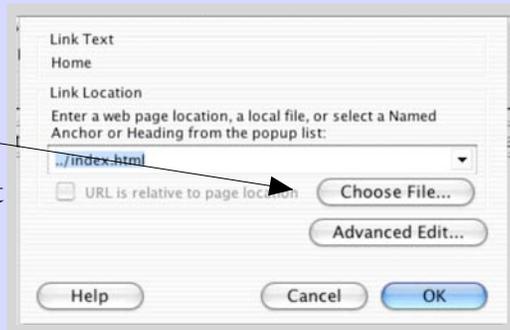**2. Highlight the text you want to make a link from.**

3. Create your Link.

Link

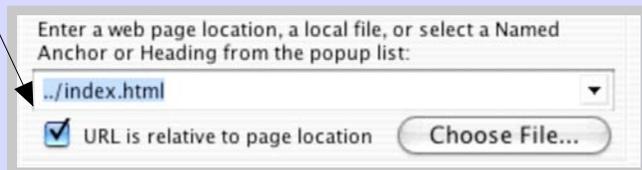• **Click the Link button** on the Composer button bar.

• **Select Choose File,** and navigate to the file that you want to link to.

• **Hit OK.**

Link Text
Home

Link Location
Enter a web page location, a local file, or select a Named Anchor or Heading from the popup list:

../index.html

☐ URL is relative to page location   Choose File...

Advanced Edit...

Help   Cancel   OK

5. Make sure your link is relative.*

• Double click on the linked text you just created.

• Make sure the "Link is relative to page location" box is checked.

Enter a web page location, a local file, or select a Named Anchor or Heading from the popup list:

../index.html

☑ URL is relative to page location   Choose File...

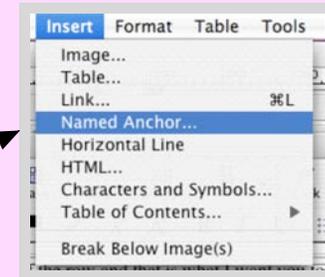* This rule does not apply to links you create to other websites already on the Web.

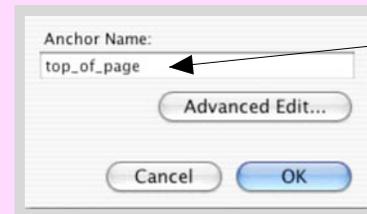## Anchors

1. Understand what linked anchors are.

• Linked anchors are links within a single web page.   By clicking on link on a page it takes you to a different location on the same page.

• A common use of a linked anchor is to get the reader from the bottom of a long web page back to the top of the web page.

2. Define your Anchor.

• Highlight the text you want to anchor to.

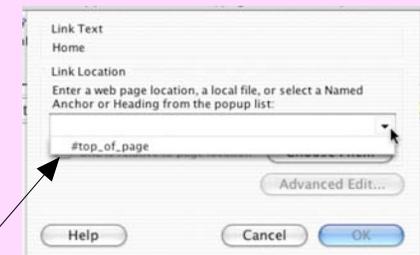• From the Insert menu, select "Named Anchor."

Insert Format Table Tools
Image...
Table...
Link...   ⌘L
Named Anchor...
Horizontal Line
HTML...
Characters and Symbols...
Table of Contents...   ▶

Break Below Image(s)

Anchor Name:
top_of_page

Advanced Edit...

Cancel   OK

• Give your anchor an appropriate name.

• Hit OK.

3. Create your link to your Anchor.

• Highlight the text you want to link from.

• **Click the Link Button** on the Composer button bar.

• **Select your Anchor's name** from the popup list.

Link Text
Home

Link Location
Enter a web page location, a local file, or select a Named Anchor or Heading from the popup list:

#top_of_page

Advanced Edit...

Help   Cancel   OK

• **Hit OK.**