

ACTIVITY 3-8

Importing Excel Worksheet's into Dreamweaver

Data Files:


career.html

Before You Be

1. In the **FILES** panel, double-click **career.html** to open it.
2. Switch to Design view.

Scenario:

While developing the career page, you that it is necessary to provide the email addresses of the contacts displayed on the page. Upon request, your coworker has sent you an Excel worksheet with a list of email addresses.

What you do	How you do it														
<ol style="list-style-type: none"> 1. Import the Excel worksheet web page. 	<ol style="list-style-type: none"> a. In the document window, scroll down, click at the end of the text "Our Email IDs" and then press Enter. b. Choose File→Import→Excel Document. c. If necessary, in the Import Excel Document dialog box, navigate to the My Documents\Your Folder\Dreamweaver Files\Working with Web Pages\Our Global Company folder. d. Select EmailIDs.xls and click Open. e. In the Dreamweaver message box, click OK. f. Observe that the data in the worksheet has been imported into the web page.  <p style="text-align: center;">Our Email IDs:</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Office</th> <th>E-Mail</th> </tr> </thead> <tbody> <tr> <td>New York</td> <td>career.newyork@ourglobalcompany.com</td> </tr> <tr> <td>Chicago</td> <td>career.chicago@ourglobalcompany.com</td> </tr> <tr> <td>Boston</td> <td>career.boston@ourglobalcompany.com</td> </tr> <tr> <td>Toronto</td> <td>career.toronto@ourglobalcompany.com</td> </tr> <tr> <td>Paris</td> <td>career.paris@ourglobalcompany.com</td> </tr> <tr> <td>London</td> <td>career.london@ourglobalcompany.com</td> </tr> </tbody> </table>	Office	E-Mail	New York	career.newyork@ourglobalcompany.com	Chicago	career.chicago@ourglobalcompany.com	Boston	career.boston@ourglobalcompany.com	Toronto	career.toronto@ourglobalcompany.com	Paris	career.paris@ourglobalcompany.com	London	career.london@ourglobalcompany.com
Office	E-Mail														
New York	career.newyork@ourglobalcompany.com														
Chicago	career.chicago@ourglobalcompany.com														
Boston	career.boston@ourglobalcompany.com														
Toronto	career.toronto@ourglobalcompany.com														
Paris	career.paris@ourglobalcompany.com														
London	career.london@ourglobalcompany.com														
<ol style="list-style-type: none"> 2. Preview the web page in a browser. 	<ol style="list-style-type: none"> a. Choose File→Save. b. Choose File→Preview in Browser→IExplore to preview the web page in Internet Explorer. c. Scroll down to view the table. d. Close the Internet Explorer window. e. Close the career.html file. 														