

ACTIVITY 4-6

Creating a Repeating Region Template

Data Files:

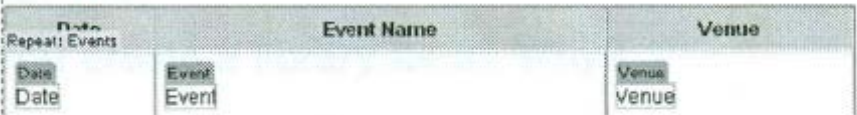
eventupdates.html

Before You Begin:

In the **FILES** panel, double click eventupdates.html to open it

Scenario:

You need to create a web page displaying the upcoming events in which your company will be involved. As you have may have to add events to this page quite often, you may want to be able to expand the table whenever it is required.

What You do	How you do it
<p>1. Create a region in the template that with multiple insertions.</p>	<ol style="list-style-type: none"> Click in the first cell of the last row of the can be expanded Hold down Shift and click in the third cell of the last row. Choose Insert > Template Objects > Repeating Region. In the Dreamweaver message box, check the Don't show me this message again check box and click OK. In the New Repeating Region dialog box, in the Name text box, type Events and click OK.
<p>2. Add editable regions within the repeating region</p>	<ol style="list-style-type: none"> Click in the first cell of the last row and choose Insert > Template Objects > Editable Region. In the New Editable Region dialog box, in the Name text box, type Date and click OK. Add an editable region in the second cell named Event and an editable region in the third cell of the last row named Venue  <ol style="list-style-type: none"> Choose File > Save as Template. In the Save As Template dialog box, in the Save as text box, verify that eventupdates is displayed and click Save. In the Dreamweaver message box, click Yes. Close the template file.
<p>3. Create a new document based on the repeating region template</p>	<ol style="list-style-type: none"> Choose File > New. In the New Document dialog box, verify that the Page from Template category is selected, and in the Site list box, verify that Our Global Company is selected. In the Template for Site "Our Global Company" list box, verify that eventupdates is selected and click Create.

4. Create repeating rows and enter content.

- In the last row, in the **Date** editable region, double-click and type **Aug 15** and then press **Tab**.
- In the **Event** editable region, type **Six Sigma Workshop** and press **Tab**.
- In the **Venue** editable region, type **Six Sigma Workshop** and press **Tab**.
- In the **Repeat: Events** header of the repeating region, click the Plus button (+) to add a row.



In the new row, add the following details.

- Date: *Sep 02*
 - Event: *National Convention of Project Consultants*
 - Venue: *International Conference Center, Chicago*
- In the **Repeat: Events** header of the repeating region, click the Plus button (+) to insert a row.
 - In the new row, add the following details.
 - Date: *Sep 10*
 - Event: *Seminar on Internet and Security*
 - Venue: *Boston Convention Hall, Boston*

Date	Event Name	Venue
Aug 15	Six Sigma Workshop	The Knowledge Center, New York
Sep 02	National Convention of Project Consultants	International Conference Center
Sept 10	Seminar on the Interent and Security	Boston Convention Hall, Boston

5. Preview the web page in a browser

- In the My Documents\Your Folder\Dreamweaver Files\Working with Reusable Site Assets\Our Global Company folder, save the file as **upcomingevents.html**
- On the **Document** toolbar, click the **Preview/Debug in browser** button and choose **Preview in IExplore** to preview the web page in Internet Explorer.
- Close the Internet Explorer window.
- Close the file.

