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# Expression – Introductory

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National Competency Standard (ICA05):  
ICAD4209B Write content for web pages



## Objectives

Upon completion of this course, attendees will be able to use Microsoft Expression to create web pages and web sites.

## Pre-Requisites

Those attending this course should be familiar with personal computers and the use of a keyboard and a mouse. Students should also have basic Windows skills and an appreciation of web browsing and the Internet.

## Duration

2 days

## Course Outcomes

1. Discuss basic Internet and HTML concepts, identify components of the Expression web interface and make basic adjustments to web pages.
2. Plan and design the structure of a web site, create a new one page site and add folders and pages to it, create and edit a template and apply a template to existing pages.
3. Import content into a page from an external document, create an external style sheet and establish elements and class styles.
4. Define content sections, create and apply ID styles; apply margins, padding and borders to an element; create a two column layout.
5. Adjust basic image properties, apply alternate text to an image, place images relative to adjacent content.
6. Create links, navigation bars, email links and bookmarks, customise link styles, create image maps and link hotspots to bookmarks.
7. Insert and format tables and table cells, insert and format rows and columns, create table captions and work with nested tables in a table-based layout.
8. Check for spelling errors and broken hyperlinks, identify publishing options and publish a website.

## Optional Assessment

**This is a nationally recognised training program.** Participants who successfully complete the optional assessment component of this course will receive a Statement of Attainment for the unit of competency outlined above (additional fee applies). Participants who choose not to be assessed will receive a Certificate of Attendance. The case study assignment is completed in the participant's own time.

## Course Content

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### Getting started

- Internet basics
- The Expression web workspace
- Editing pages
- HTML basics

### Web sites and pages

- Site planning basics
- Creating a web site
- Templates

### Text formatting

- Text basics
- Structural formatting
- Cascading Style Sheets (CSS)

### Web page layout

- Basic CSS layout
- Basic layout techniques

### Images

- Image formats and properties
- Working with images

### Links

- Link basics
- Link styles
- Image maps

### Tables

- Working with tables
- Tables-based layouts tables

**Publishing**

- Proofing tools
- Web site publishing

**Web design project**