

## **How to Create and Maintain a Web Page or Website**

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I am not an expert on web page creation and I do not use a lot of the advanced features that are available for web page creation. I try to keep the pages simple so that they can be read around the world, whether it be on an old computer or the newest fastest machine in the world. This and following articles will touch on how to create a web page, upload your content to your ISP, (Internet Service Provider), and maintaining your web site. The basics will be covered and there will be some links to advanced functions.

### **What Do I Need To Create My Webpage?**

1. You’ll need an ISP (Internet Service Provider) to host your site.

Most ISPs provide you with a certain amount of space on their servers for you to have your own web presence. Check with your ISP to see how much space you have and if there is a data transfer cap on downloads. A data cap means if enough people access your web pages and/or download files from your website to exceed the maximum data transfer the ISP will block access to your site until the end of the current billing session or charge you extra at so much per Mb, (megabyte). There are many hosting services out there that will be either free or cost you some money. Most of the free ones will put advertisements on your pages and/or emails through them automatically. This is how they provide the “free” service to you.

As a member of the Kingston Amateur Radio Club, (KARC), one of the perks is that you can have your webpage hosted on the KARC’s server. And you also have an email account that can be accessed through your normal email program or through the web.

All the examples in these articles will be based on a web page hosted through the KARC.

2. An FTP (File Transfer Protocol) program

There are several FTP programs out there and you will use this to transfer your web pages, graphics, and downloadable files to the ISP. Some programs such as Microsoft’s Front Page allows you to do this without using an external FTP program.

3. An idea of what you want to put up on the web.

This can be a themed website such as the KARC’s which has information about Amateur Radio, a site to showcase a hobby, your travels, a how to site to show others how to do things such as build a mini key for your radio, the possibilities are endless. Most ISP do have a caveat about what you can place or can not place on your site. Read their Terms of Service”

4. A graphics program

Pictures and graphics can eat up a lot of your web space. A typical cheap digital camera (under \$100.00), now takes pictures in the 2-6 Mb per picture. And the resolution is huge,

anywhere up to 3600x2400 pixels for example. Most computers are operated at a screen resolution of 640x480, 800x600, or 1024x768 for example. You will need a graphics program to resize your photos and other graphics and make the filesize as small as possible.

#### 5 A program to create your web pages

Any ASCII, (American Standard Computer Information Interchange), text editor such as Microsoft's Notepad can be used to create your pages. This of course will mean that you will have to learn all the syntax and command structure of HTML, (Hyper Text Markup Language), etc. Or you can use WYSIWYG, (What You See Is What You Get), Web creation programs such as Microsoft's Front Page, Dreamweaver, or others. You can also use programs such as Microsoft's Word or Open Office which can convert files to HTML format for you.

### How a web site work

The directory or folder on your ISP which will be the starting point for your web page is what we will call the "Home" directory. In the Home directory we can place all our pages and graphics. Our web pages will normally use the file extension of .htm or .html. On some sites you will see pages using .asp, .php, and other extensions. We will be using .htm or .html only for our articles.

The first page that a person will see when they go to your web site will be the index.htm or index.html page. This page will load by default when a user types a web site URL (Universal Resource Locator) or IP (Internet Protocol) address into their web browser. The index page then contains links to other pages on your site or links to other sites. For example if you type <http://www.ve3kbr.com> into your browser, it will take you to the introduction page of the KARC. There is lot of behind the scenes on how this happens but we will not worry about how it happens.



In the case of the KARC, this page gives us information on the next club meeting, last time the web pages were updated, Club and RAC (Radio Amateurs of Canada) logos and an "Enter" link. Clicking on the Enter link opens up the page which is basically a table of contents for the KARC site. Clicking on links here takes us to pages of sub topics, downloadable files such as the Club's Monthly Newsletter, or to external sites not belonging to the KARC.

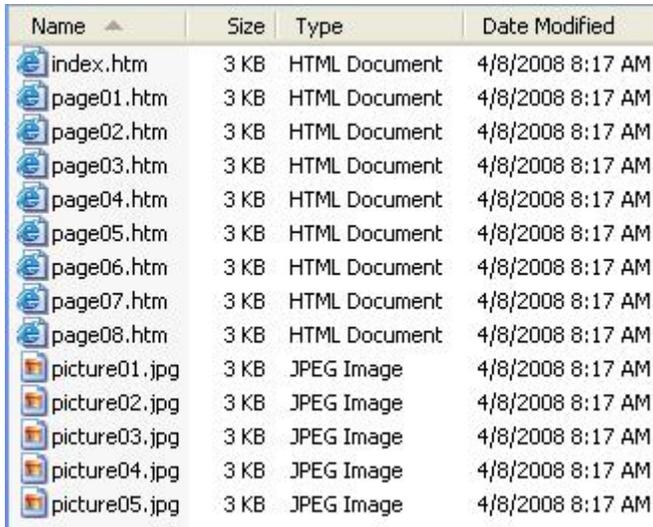
### Planning Your Web Page

Organization of your web site structure right from the beginning will make it easier for you to maintain the site as you add pages and graphics. What starts out as a simple page

to showcase or pass information can grow very quickly into a monster that becomes very difficult too look after.

For instance you could have all your HTML and graphic files in the Home directory. For only a few pages and graphics this will work but the more pages and graphics you add it becomes a nightmare to look after.

An example web site using only the Home directory for all files



Name	Size	Type	Date Modified
index.htm	3 KB	HTML Document	4/8/2008 8:17 AM
page01.htm	3 KB	HTML Document	4/8/2008 8:17 AM
page02.htm	3 KB	HTML Document	4/8/2008 8:17 AM
page03.htm	3 KB	HTML Document	4/8/2008 8:17 AM
page04.htm	3 KB	HTML Document	4/8/2008 8:17 AM
page05.htm	3 KB	HTML Document	4/8/2008 8:17 AM
page06.htm	3 KB	HTML Document	4/8/2008 8:17 AM
page07.htm	3 KB	HTML Document	4/8/2008 8:17 AM
page08.htm	3 KB	HTML Document	4/8/2008 8:17 AM
picture01.jpg	3 KB	JPEG Image	4/8/2008 8:17 AM
picture02.jpg	3 KB	JPEG Image	4/8/2008 8:17 AM
picture03.jpg	3 KB	JPEG Image	4/8/2008 8:17 AM
picture04.jpg	3 KB	JPEG Image	4/8/2008 8:17 AM
picture05.jpg	3 KB	JPEG Image	4/8/2008 8:17 AM

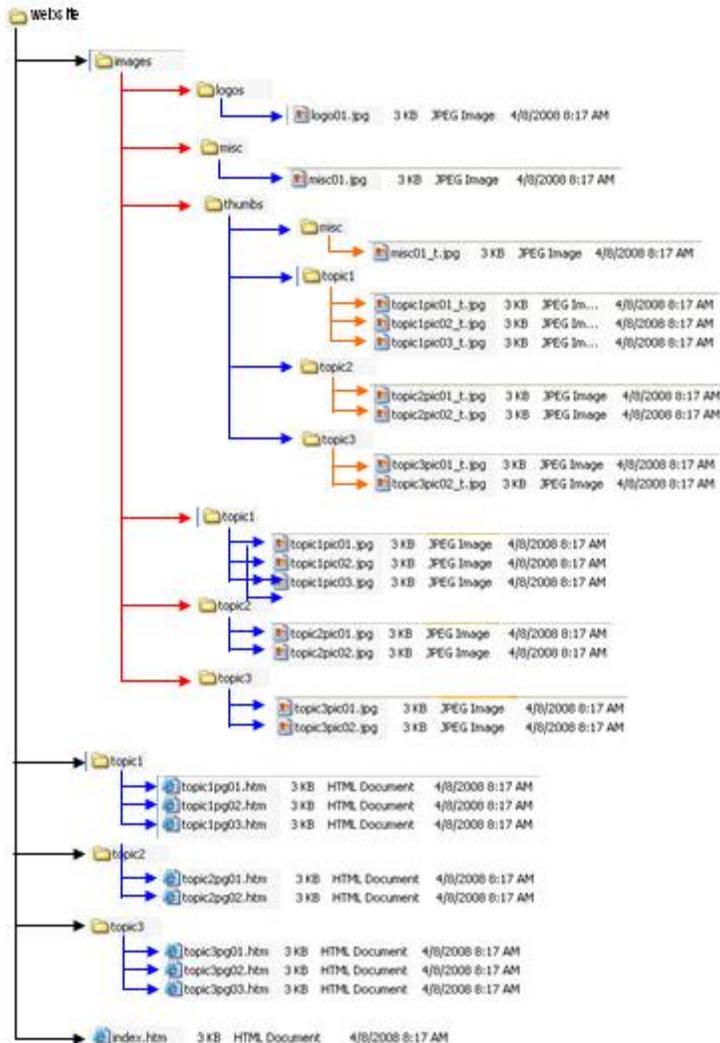
Create your website structure like a book with chapters: a table of contents, each topic their own chapter, and a chapter containing all the graphics. The graphics chapter then has sub chapters for each main chapter of the book.

The easiest way is to have one or only a few pages for your main topics of your sight in the Home directory and place all your graphics in a directory called graphics or images. For pages off your main pages, create sub directories according to topics, and if need be sub directories within them. Do the same for the graphics directory. Create sub directories dependant on what pages the graphics relate to.

Not only will this make it easier for you to maintain your web site but when you are creating your pages it makes it easier to create the links and links to graphics.

If you have several topics and sub topics, for example the KARC web site, then it is best to use a structured directory/folder style which will make it easier to find pages you need to update and or their images.

A structured web site using sub directories



In this case we only have the index.htm file and topic directories. In the images director/folder there is a thumbnail folder which mirrors the layout of the images folder names. The thumbnail folders hold mini pictures for use on the pages which link to the full size pictures which saves time in loading pages, especially on dial up services. More on this later on in the tutorials

If you create your web site directory on your computer and have the same directory structure in your Home directory on the server transferring files will be easy.

Here are some links to get you started on building your web page and how the internet works:

Howstuffworks

"How Web Pages Work" Have you ever wondered how a Web page works?

[www.howstuffworks.com/web-page.htm](http://www.howstuffworks.com/web-page.htm)

Howstuffworks

Internet infrastructure

<http://computer.howstuffworks.com/internet-infrastructure1.htm>

HTML Tutorials:

Tutorials using

on the Doteasy.com website.

make-a-web-site

<http://www.make-a-web-site.com/>

w3Schools.com

<http://www.w3schools.com/html/default.asp>

<http://www.w3schools.com/web/default.asp> for advanced subjects

<http://www.htmlcodetutorial.com/document/>

Small Planet Communications

<http://www.smplanet.com/webpage/webpage.html>

HTML Made Really Easy .....very good

<http://www.jmarshall.com/easy/html/>