Overview

Elements of a Homepage

Banner

Upper Textblock

Layout

Lower Textblock

Click on View (student screen) Tab or Designer Options (editing screen) Tab to change screens

p. 1 Elements of a Homepage
p. 2 Add an Upper Textblock
p. 3 Add a Lower Textblock
p. 4 Edit a Textblock
p. 5 Add a Page or Tool
p. 6 Modify Layout
p. 8 Customize Page Colors
p. 9 Add a Background Image
p. 12 Add a Banner Image
Add an Upper Textblock

In Designer Options:

Click Add upper textblock

Type in the text heading

Click the alignment, style, color and size preferred.

Add any additional text and select preferences.

Images may be added here.

Choose Update

Upper Textblock added

Welcome to WebCT 4.0
Add a Lower Textblock

Choose Add lower textblock

Type in the text heading

Click the alignment, style, color and size preferred.

Add any additional text and select preferences.

Images may be added here.

Choose Add

Homepage with Lower Textblock added
Edit a Textblock

Click the radio button of the textblock to edit.

Choose [Edit]

Make the appropriate changes.

Choose [Update]

Edited lower textblock
Add a Page or Tool

Choose Add page or tool

Click on the tool or page you want to add.

Enter a title

Decide where you want to show the link

Choose Add

Repeat procedure until all tools/pages are added
Select the appropriate attributes to achieve the desired look.

Choose Update

Examples:

Two column, centered table with a border.

Four column, centered table with a border.

### Modify Layout of Links on Page

<table>
<thead>
<tr>
<th>Title Attributes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Label position:</td>
</tr>
<tr>
<td>Below icon</td>
</tr>
<tr>
<td>Text alignment:</td>
</tr>
<tr>
<td>Center</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Table Attributes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Table alignment:</td>
</tr>
<tr>
<td>Center</td>
</tr>
<tr>
<td>Number of columns:</td>
</tr>
<tr>
<td>2</td>
</tr>
<tr>
<td>Equalize column widths:</td>
</tr>
<tr>
<td>Yes</td>
</tr>
<tr>
<td>Table border width:</td>
</tr>
<tr>
<td>2</td>
</tr>
<tr>
<td>Table spacing:</td>
</tr>
<tr>
<td>2</td>
</tr>
<tr>
<td>Table padding:</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>Table background color:</td>
</tr>
<tr>
<td>White</td>
</tr>
</tbody>
</table>

[Update] [Cancel]

---

Welcome to WebCT 4.0!

Welcome students!
To Customize Page Colors

Choose Customize page colors

Select the appropriate color changes.

Choose Update

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Control Panel

Welcome to WebCT 4.0!

- Designer Links - Homepage > Customize Page Colors

Customize Page Colors

Default course color set: Custom
Color set for page: Course default

<table>
<thead>
<tr>
<th>Color Set</th>
<th>Color Preview</th>
</tr>
</thead>
<tbody>
<tr>
<td>Set A</td>
<td>Text, Link, Visited Link</td>
</tr>
<tr>
<td>Set B</td>
<td>Text, Link, Visited Link</td>
</tr>
<tr>
<td>Set C</td>
<td>Text, Link, Visited Link</td>
</tr>
<tr>
<td>Set D</td>
<td>Text, Link, Visited Link</td>
</tr>
<tr>
<td>Set E</td>
<td>Text, Link, Visited Link</td>
</tr>
<tr>
<td>High contrast</td>
<td>Text, Link, Visited Link</td>
</tr>
<tr>
<td>Custom</td>
<td>Text, Link, Visited Link</td>
</tr>
<tr>
<td></td>
<td>Set text color</td>
</tr>
<tr>
<td></td>
<td>Set visited link color</td>
</tr>
</tbody>
</table>

Update Cancel Course default
To Add a Background Image

Choose

Modify/Add background image

To select a particular file, click

Use file:

Choose Browse...
At the file manager, click the radio button for the appropriate file.

To preview the image file in a separate window, click the image preview icon.

To upload a file:
Choose [Browse...]

Upload File: To add a file from your computer, Browse for it, select an appropriate folder in the drop-down list, then click Upload. Select it in the list above and click Add selected. Depending on the file size and network connection, this process may take several minutes.
Filename: [Browse...]
Upload to: [My-Files]
Select the file to upload.
- Choose

Select where to upload to
- Choose

Homepage with background image
To Add A Banner Image

Choose Modify/Add banner image

Select the appropriate choices.

(See instructions “To Add A Background Image” to Browse and Upload an Image)

Choose Update

Welcome to WebCT 4.0!

Assignments

Welcome students!

Assignments

Choose

Modify/Add banner image

Modify/Add Banner Image for Page

Current banner:

UNIVERSITY OF ARKANSAS FOR MEDICAL SCIENCES

Banner options:
- Use file: UAMS_LOGO.gif
- Use text: WCTL_LeaMabry
- Use default text: None

Banner alignment:
- Left
- Center

Update Cancel
Congratulations!
The homepage is setup!