

Design Your Own Website in 24 Hours Course

Day One

- The internet and how it works
- Understanding domain names
- Choosing a domain name
- Understanding website hosting
- Buying your domain name and hosting package (£25 per year for two years)
- Naming your pages and website structure
- Page layout
- How search engines work
- Site content
- Page Descriptions and Keywords
- Optimizing your site for different screen resolutions
- Resizing and saving your images for the web
- Understanding table layout

Day Two

- Logging into your new account
- Setting up your website
- Choosing a website theme
- Choosing a website colour scheme
- Deciding on your pages
- Adding Text Content
- Adding Pictures
- Adding tables
- Saving your website
- Publishing your website
- Setting up your email

Pre-Course Requirements

Part of the course is buying a domain name and hosting package. Don't worry if you already have a domain as this can be diverted to your new website. You may find it easier to buy the domain at the start of the course so you will require a credit card. The basic hosting package we will be using cost £25 per year for two years and includes a .co.uk domain name.

Building a website over two days is only possible if a lot of the website content is prepared ahead of the course starting. This means we can concentrate on the web site design and layout over the two days. Don't worry about the text being word perfect as you will be able to edit it later.

You will also need any photographs or logos you intend to use on the website. These are best saved in the jpg format - which is the same format used by digital cameras. Don't worry if you only have photographs as we can copy these on the day. Any images will probably need resizing for web use and this will be covered on the course.

Before you attend you will need to have completed this checklist:

Create a new folder called My Website Files to save all your images and Word or text documents in. You can use a separate word document for each page or write all the text on one page if you prefer.

Important remember to bring these files with you for the course.

Pre Course Assignment	Example	Done
An unregistered domain name (this will be registered on the course)	www.your-company.co.uk	
Site Title – This is your company name plus 4-5 words to describe your product or service. This will appear in the Internet Explorer title bar	Design Your Own Website in 24 Hours Course, e-book and DVD	
Site or company slogan	Design Your Own Website in 24 Hours	
Footer Text. This is your contact address and telephone number	25 Westerby Lane, Smeeton Westerby, Leics. LE8 0RA Tel. 0116 2796906	
20-30 Keywords – These are the words or phrases that your customers will type in to find your company. They should also appear in the main content on the home page.	Design Your Own Website, web design, self build website, web site template, diy website, business website, small business website,	
Site Description- about 20-30 word describing your business in a nutshell. This is the text used by the search engines to describe your site. The first line is the most important because often that is all the search engine will display.	Save £100s by Designing Your Own Website less than 24 hours. This easy to follow proven web design course will guide you step by step through buying your domain name, building your website, uploading to the internet	
We will design your site using four pages of a possible eight. For the purpose of the course these will be called. <ol style="list-style-type: none"> 1. Home 2. About 3. Services (or Products) 4. Contact 	You can choose different page names if you wish and this will be covered on the course. If you prefer a different page name make a note here and write a page of suitable text.	
Home Page Text of 2-300 words. Remember to include your main keywords- See above	Word document with text	
Home Page Graphics – jpg files saved on a memory stick or CD. These will be resized on the course.	Fishermen.jpg	
About Us Page Text 2-300 words. Remember to include your main keywords- See above	Word document with text	
About Us Page Graphics	Ourshop.jpg	
Services or Product Page Text 2-300 words. Remember to include your main keywords- See above	Word document with text	
Services or Product Page Graphics	Product1.jpg Product2.jpg	
Any Other Pages Text and Graphics	Word document with text	
Notes		

Pre Course Assignment	Your Text	Done
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Site or company slogan		
Footer Text. This is your contact address and telephone number		
20-30 Keywords – These are the words or phrases that your customers will type in to find your company. They should also appear in the main content on the home page.		
Site Description- about 20-30 word describing your business in a nutshell. This is the text used by the search engines to describe your site. The first line is the most important because often that is all the search engine will display.		
<p>We will design your site using four pages of a possible eight. For the purpose of the course these will be called.</p> <ol style="list-style-type: none"> 5. Home 6. About 7. Services (or Products) 8. Contact 	<p>Create a new folder called My Website Files to save all your images and Word or text documents in.</p> <p>You can use a separate word document for each page or write all the text on one page if you prefer. <u>Important remember to bring these files with you for the course.</u></p>	
Home Page Text of 2-300 words. Remember to include your main keywords- See above		
Home Page Graphics – jpg files saved on a memory stick or CD. These will be resized on the course.		
About Us Page Text 2-300 words. Remember to include your main keywords- See above		
About Us Page Graphics		
Services or Product Page Text 2-300 words. Remember to include your main keywords- See above		
Services or Product Page Graphics		
Any Other Pages Text and Graphics		
Notes		