Be sure to check out our new Blogs and discover all the new Free Training!

Newsletter for EducationOnlineForComputers.com Computer Software Education, Training & Tutorial Resources

*** ISSUE #39 - July, 2007 ***

EducationOnlineForComputers.com

This Newsletter is only sent to its subscribers
and is available on the web at
http://www.EducationOnlineForComputers.com/newsletter39.html

Newsletter Archives are here:
http://www.EducationOnlineForComputers.com/newsletter.html

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Please forward this newsletter to all your friends
and associates who might be interested!

In This Issue:

1) Editor's Greeting:

Hello everyone, and welcome to our new subscribers!

Here is our July 2007 issue (#39) of our Free monthly Newsletter for EducationOnlineForComputers.com, giving you the most current Free online Microsoft Office and Web Development Software Training and Tutorial Resources that we have recently discovered and researched. This newsletter is free to anyone subscribing (instructions at bottom, no username/password is needed). To access our member site, however, you do need a user name and password - registering as a member of EducationOnlineForComputers.com costs only $14 for two months, for more information please see Become a Member of EducationOnlineForComputers.com.

My desire is that these free resources will help you with your computer education and training and will help you advance your career. Our main mission is the training of those less fortunate who are seeking to become computer literate, from a user's perspective.

By means of this email newsletter, you have knowledge of and access to these sites before our web site visitors do. The best of these resources will be added to our Member Training pages and the remainder to our Free Training pages.

*** Current Issue ***

In this issue we are featuring a total of 74 Computer Software Application training, learning and tutorial web sites, with a total of 212 tutorial courses linked. It features many Free Microsoft Office, Flash, Photoshop, Dreamweaver, and Web Development training tutorials for your learning profit and enjoyment.

Please take a look at and bookmark our **Blogs**, these will be updated daily and weekly with **New Free Training and Tutorial Resources**, as I discover and evaluate them:

EducationOnlineForComputers.com Blogs:

   - **Free Microsoft Office Training**

   - **Free Web Development Training**

   - **Free Adobe & Macromedia Training**

Intelligentedu.com Blogs:

   - **Free Technical Computer Training**

   - **Free Computer Books & Ebooks**

To get your **Free MS Office and Web Development Software Training updates via RSS**, please copy (right click and copy shortcut or link location) and paste these urls into your RSS reader:
Free_Microsoft_Office_Training_Tutorial_Resources_rss2.xml
Free_Training_Photoshop_Flash_Dreamweaver_FrontPage_Adobe_Macromedia_rss2.xml
Free_Web_Development_Training_Tutorial_Resources_rss2.xml

Please visit our **New Free Training and Tutorial Search Engine**, **Edcomp.com** -

We have deployed a new website at www.edcomp.com that is a search engine with a large database of over 150,000 free IT education and training web resources, with another 70,000 free resources reserved exclusively for paid members. If you're an educationonlineforcomputers.com member, go to http://www.edcomp.com/members/ to access the special members' page for searching 220,000 free training web resources.

For your convenience, this newsletter is also available to subscribers in HTML format at this special url:
http://www.educationonlineforcomputers.com/current_news.html

If you are looking for free technical or programming training, please visit our sister site:
http://www.intelligentedu.com.

Also, please check out our new free computer training search site at
www.edcomp.com.

I wish you the best with your computer studies and learning.

Warm Regards,
Scott Turton Newsletter and Web Site Editor
scott_turton@EducationOnlineForComputers.com
http://www.EducationOnlineForComputers.com

"Learn New Skills and Increase Your Earning Power - With Free Online Computer Training!"

*** Become a Member of EducationOnlineForComputers.com ***

Our Members' Site contains the web's best Microsoft Office and other software training resources and tutorials. This content is individually linked and presented in a way to expedite and facilitate your computer learning experience. We have done all the web research and presentation work for you so you can concentrate solely on

your computer training. For short FAQ Answers, please see the end of this newsletter.

The total price to join as a member is only $14 total for 2 months, $24 for 4 months, $32 for 6 months, or $56 for a whole year. The funds generated will assist us to help all those seeking computer education and application end-user training. Here's the link to see what's available on our member's site and to sign up.

EdComp.com:
http://www.edcomp.com/

This is our new free computer and IT education and training search engine housing over 140,000 free training internet resources! Just type in a topic you're looking for and get tons of great web resources instantly. These search results are much better than the big search engines, like google. You can also check out our predefined search results page giving you tons of free training resources: http://www.edcomp.com/predefined.htm.

--> Here is Your Reward for Subscribing to this Newsletter <--

*** Get Your Free Microsoft Office Forms and Templates ***

Click here for tons of Free Office Forms and Templates

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2) The Best New Free Microsoft Office Training & Tutorial Sites:

This section of our newsletter contains the best new Free Microsoft Office training and tutorial sites that we have found and researched in the last few weeks.

TrainingByEmail

Visit TrainingByEmail to receive **Free Training for Word, Excel, Outlook, C#, ASP.Net, and SQL** via your email every week! We will send out a new training in the topic of your choosing every week. You can then save this, print it out, or delete it all at your convenience. And you can't beat the price, FREE!

Word Picture Tutorial and Word Hints and Tips

The University of Newcastle offers the following two Word help and tutorial documents, in pdf format. The first one is a 2-page Word Hints and Tips sheet, and the second one is an 18-page tutorial on managing Pictures in Word, including aquiring, choosing, and inserting them into Word.

Hints and Tips for using MS Word (96kb, 2 pages)

Pictures in Word Documents (389kb, 18 pages)
File size is the most common cause of problems when working with pictures in Microsoft Office. The average computer user needs to know a few things about using graphics: this Guide explains them.

Contents:
What's the problem?
About this Guide
Scanners and software Graphical conversion software Printers

Part 1: Graphics for the Amateur
  - Normal amateur usage, and the biggest pitfall
  - Why do you want a picture here?

  - Theory versus reality: testing and printing
  - Producing pictures: graphical formats, etc.
  - Saving images
  - Screen captures (PC, Mac, Unix)

Part 2: Choosing a graphic file format
  - Bitmap (raster) types
    - jpeg, gif, tiff, png, bmp, pcx, pict
  - Vector types
    - eps/epsf, wmf

Part 3: Inserting pictures into Word documents
  - Why do it?
  - Hints and Help
  - Recommended procedure
  - Size adjustment, and others
  - Inserting a chart from Excel Beware of PowerPoint

Appendix A: More tips and recommendations
  - Your own computer?
  - Safe working
  - PostScript
  - Color images
  - Word-specific tips
  - Web documents
  - Links to more information

Word XP Workshop Tutorial

This is the Word XP Workshop Tutorial hosted by prbcorp.com. It covers and teaches several important features and functions of Microsoft Word, including: spelling and grammar check, moving text, creating bullets, footnotes, images and text wrapping, fitting text, styles, borders, table of contents, hyperlinks, section breaks, page numbers, previewing and printing.

- Opening Word
- Screen Layout

- [Opening a Document](#)
- [Inserting Text](#)
- [Moving Around Your Document](#)
- [Deleting Text](#)
- [Recognizing Invisible Characters](#)
- [Selecting Tex](#)
- [Saving Your Document](#)
- [Checking Spelling and Grammar](#)
- [Moving Text](#)
- [Creating Bullets](#)
- [Inserting a Footnote](#)
- [Wrapping Text around an Image](#)
- [Citing Your Resources](#)
- [Fitting Text](#)
- [Applying Styles to Main Headings](#)
- [Creating Borders around Paragraphs](#)
- [Creating a Table of Contents](#)
- [Using a Hyperlink in the Table of Contents](#)
- [Inserting a Section Break](#)
- [Using Section Headers and Footers](#)
- [Putting Page numbers in Section 1](#)
- [Putting Page Numbers in Section 2](#)
- [Updating the Table of Contents](#)
- [Previewing Your Document](#)
- [Printing Your Document](#)

Getting Started with Excel Tutorial

The University of Newcastle offers this free 12-page guide, titled Getting Started with Excel. This will assist you with getting started Excel. It provides an excellent example of a spreadsheet that you can use to learn several important Excel features. Using Excel, you can manage and create many types of information, from lists of similar data to complex financial calculations, along with drawing and displaying charts and graphs. (126kb, pdf format)

The Excel Guide is divided into two parts:
 - Part 1 is a hands-on spreadsheet tutorial
 - Part 2 presents additional topics and areas to increase your Excel knowledge

Contents:

Part 1: Practical tutorial
 - The Basics
 - Creating a worksheet
 - Altering layouts
 - Making a chart
 - Leaving Excel

Part 2: Building on the basics
 - The different forms of online help
 - Printing a worksheet
 - Other useful things to know
 - How to make copies of files
 - Learning more
 - Using Google
 - The Helpline

Excel XP Workshop Tutorial

Here is Prbcorp.com's Microsoft Excel XP Workshop Tutorial. This Excel tutorial will teach you the following important Excel functionality: entering sequential data, numerical sequencing, formatting text, changing column width, aligning text, merging cells, sum and average functions, inserting rows and columns, border properties, and charting.

- Opening Excel
- Beginning a Budget Spreadsheet
- Entering Data & Manuevering through the Spreadsheet
- Entering Sequential Data
- Experimenting with Numerical Sequences
- Formatting Text in Cells
- Changing Font Size

- [Altering Column Width](#)
- [Aligning Text](#)
- [Extending Text Across Multiple Cells](#)
- [Finding a Sum](#)
- [Finding an Average](#)
- [Adjusting Decimal Places](#)
- [Inserting Rows & Columns](#)
- [Manipulating Borders](#)
- [Fitting Text](#)
- [Using Charts](#)

Excel XP for Administrators Tutorial Workshop

Prbcorp.com offers several online [tutorial workshops](#). Here is their [Excel XP for Administrators Tutorial Workshop](#) that teaches advanced Excel features, such as copying tables, percentages, formulas, graphing, and charting using screen shots and step-by-step instructions. This tutorial can also be used to learn these tasks using Excel 2000.

- [Opening Excel](#)
- [Labeling Sheets](#)
- [Copy a Table](#)
- [Developing the Percentages](#)
- [Absolutes in a Formula](#)
- [Copy the Formula](#)
- [Finish the Percentages](#)
- [Complete the Percentages](#)
- [Graphing Levels by Data Range](#)
- [Graphing Levels by Series](#)
- [Graphing Levels by Series Continued](#)
- [Additional Chart Options](#)

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10 Awesome Powerpoint Tutorials

Awesomebackgrounds.com hosts the following 10 Awesome Powerpoint Tutorials. Each of these PowerPoint Tutorials provides free downloadable files, allowing you to check out how the tasks are features are accomplished and to see the finished results. This site also has a PowerPoint Glossary that you can use to learn the correct PowerPoint terminology and what the jargon means. Also available are some good PowerPoint HInts and Tips.

PowerPoint Graphics Tutorial
This graphics tutorial teaches you how to optimize bitmap graphics for "On-screen" PowerPoint presentations.

PowerPoint Text Effects Tutorial
This tutorial shows you what kind of text effects are available by using standard powerpoint wipes.

PowerPoint Linking Tutorial
The linking tutorial shows you how to link various powerpoint presentations together.

PowerPoint Looping Tutorial
This looping tutorial shows you how to select which linked presentations will loop continuously until you press the "Esc" key.

PowerPoint Transparency Tutorial
The transparency tutorial teaches you how to use transparency in your PowerPoint presentations, including creating transparent graphics and how the transparency tool.

PowerPoint Menu Tutorial
Learn how to add an interactive menu to your PowerPoint presentations.

PowerPoint to DVD Tutorial
How to convert your PowerPoint presentations to play on a home dvd player.

PowerPoint to Video Tutorial
Find out how to convert your PowerPoint presentations to an AVI, MOV, WMV, or other video file.

PowerPoint Animations Tutorial

This tutorial demonstrates how to do animation effects by using the standard Powerpoint 2002 / XP / 2003 wipes.

PowerPoint Beveled Boxes Tutorial

This PowerPoint tutorial teaches you how to create beveled boxes in all versions of Powerpoint.

PowerPoint XP Workshop Tutorial

Here is a nicely illustrated PowerPoint XP Workshop Tutorial, hosted by prbcorp.com. It teaches many important PowerPoint features and functions, including these: Adding Title Information, Using the Screen Layout, Editing Text and Font, Using Bullets, Adding Notes, Adding Graphics, Music, Sound, Video, Animation, Slide Transitions, Color Schemes, Changing the Design, and Printing.

- Opening PowerPoint
- Beginning Your PowerPoint Presentation
- Adding Title Slide Information
- Using the Screen Layout
- Editing a Text Object
- Modifying Text
- Moving or Resizing a Text Object
- Moving to Next Slides
- Using Bullets
- Adding Notes
- Using a Numbered List
- Changing Font Color
- Adding Graphics
- Adding Music & Sound
- Adding Video
- Viewing Your Presentation
- Adding Slide Transitions
- Adding Animation
- Viewing Your Presentation

- [Changing Color Schemes](#)
- [Changing the Design](#)
- [Applying Changes to All Slides](#)
- [Adding/Deleting Slides](#)
- [Providing Print Handouts](#)
- [Emphasizing Text](#)

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66 PowerPoint Tutorials and Techniques

Here are 66 PowerPoint Tutorials and Techniques, hosted by onppt.com. These cover many areas and features of using PowerPoint to its fullest extent. Areas covered by these PowerPoint tutorials include: playing sound and music with your slides, running your presentation in a look, showing your slides on 2 projectors at once, creating attractive animations, keeping your files from getting corrupted, making a summary slide, using colors effectively, replacing fonts, using shapes and autoshapes, finding and using templates, and advice on public speaking.

Access Tutorial - Create a Database Application

Here is a Access Tutorial, that takes you through the the steps to create a database application using Microsoft Access 2000. It uses easy to following instructions along with screenshots to help you see how the tasks are performed. The tutorial introduces the features of Access and prepares you for learning and doing more with this database application. The database concepts taught here can be applied to any database managment system (DBMS) which you may use to create your application. This tutorial can also be used with Access XP and Access 2003. Click here to download the database created in this exercise (zip format, use 7-zip to uncompress it).

Requirements for this Access Tutorial:

Imagine you have been called in by the special assistant to a Fortune-500 company CEO. She feels overwhelmed by the volume of correspondence coming in that has to be handled, and wants a way to keep track of it. As letters and email arrive, it is usually assigned to an assistant for handling, who may further assign the matter to a division or department. The special assistant wants an automated method to keep on top of this correspondence, so that none of it gets misplaced, mishandled, or improperly ignored.

Access Tutorial Contents:

1. Introduction - Table Design and Starting Access
2. Create the Table
3. Create a Data-entry Form
4. Create a Query
5. Create a Report

Outlook XP Workshop Tutorial

Here is a pretty good Outlook XP Workshop Tutorial, provided by prbcorp.com. It covers a lot of good techniques and things you should know how to do when using this email client. It covers features, such as adding a calendar appointment, creating a sticky note, creating a new contact, sending attachments, organizing e-mail messages, handling junk email, and using rules.

- About Email
- Things to remember
- Introduction / Quick Start
- E-mail for Everyone
- Starting Outlook
- Accessing Outlook e-mail
- Creating an e-mail message
- Adding an appointment to my calendar
- Create a "sticky note"
- Creating a record of one of my contacts?
- Communicating effectively with e-mail

- [Creating, sending, and receiving messages](#)
- [Read, reply to, reply to all, and forward](#)
- [Sending an Attachments](#)
- [Avoiding the Attachment Blues](#)
- [Managing my e-mail](#)
- [Managing my Address Book](#)
- [Organizing my e-mail](#)
- [Handling Junk/Spam Mail](#)
- [Using Rules to Manage Email](#)
- [Configuring Outlook to send e-mail](#)
- [Properly citing e-mail in research papers](#)
- [Listserv Discussion Lists](#)

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3) The Best New Free Training Sites for Flash, Photoshop, Dreamweaver, FrontPage, and other Adobe and Macromedia Applications

Free Training for Photoshop, Illustrator, Dreamweaver, Flash

Sessions Online School of Design provides fee-based courses in Graphic Design, Web Design, Multimedia, and Digital Art. However, they offer 18 well produced Free Course Video Modules in their [Art & Design Video Tutorial Library](#). These will help

you develop your skills and techniques in digital arts and design using Photoshop, Illustrator, Dreamweaver, Flash, Graphic Design, Painting, and Drawing. Free registration is required.

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17 Freely Available Flash eBooks

Here are 17 freely available Flash ebooks, in pdf format, available from salaam.cs.buap.mx/EBOOKS/FLASH/. These cover many areas and features of Flash, including making Flash movies, ActionScript, building a Flash web site, and more.

17 Flash eBooks

 - Macromedia Flash MX Techniques
 - Flash 4 Manual
 - Flash MX 2004 ActionScript eBook
 - Flash MX Actionscript eBook
 - Flash MX Tutorials
 - How to Make Flash & PHP Talk
 - Learning Flash
 - Macromedia Flash Making movies
 - Macromedia Flash MX Building a 100% Flash Site
 - Macromedia Flash MX Actionscript eBook
 - Macromedia Flash MX eBook
 - Macromedia Flash MX Tutorials
 - Macromedia Flash MX Manual
 - Play Piano In A Flash
 - Using Flash
 - Learning Flash MX 2004
 - Flash MX Level 1

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20 Advanced Photoshop Tutorials

Here are 20 excellent Advanced Photoshop Tutorials, provided by Photoshopsupport.com. These cover several advanced features and techniques of using Photoshop, including painting and color line art, matte painting, sharpening an image, working with shadows, creating a photomontage, retouching, automating tasks, and color management.

Photoshop Tutorials by Kevin Hulsey
Painting Techniques - tips and techniques for painting in Photoshop
Ghosting Techniques - tutorial on how to create a transparent view using Photoshop
Cruise Ship Cutaway - tutorial on using Photoshop to color line art

Photoshop Tutorials and Articles by Mark Galer
How To Sharpen An Image In Photoshop - Advanced Sharpening Techniques
Working With Shadows In Photoshop - Advanced Shadow Techniques

Matte Painting Tutorials - Sebastien Gaucher
Matte Painting Tutorial - 1
Matte Painting Tutorial - 2
Matte Painting Tutorial - 3

Create Stars and Planets in Photoshop
"Make a Realistic Star Field" tutorial
"Make A Planet" tutorial

Creating Photomontages with Photoshop: A Designer's Notebook
Download "From Woman to Angel with Photoshop" PDF sample chapter [2.0 MB]

Illustrations with Photoshop: A Designer's Notebook
Download "The High Terrace" PDF sample chapter [1.6 MB]

Photo Retouching with Photoshop: A Designer's Notebook
Download "Bloody Mallory" PDF sample chapter (1.3 MB)

Photoshop CS Video Tutorials

- Recording Actions To Automate Tasks
- Photoshop CS Color Management
- Working With Vector-Based Shapes - Part 1
- Working With Vector-Based Shapes - Part 2
- Colorization Tip
- Hue/Saturation Adjustment Layer

- Color To Grayscale Conversion

Photoshop 6 Workshop for the Web

Here is Prbcorp.com's Workshop Tutorial for Photoshop 6 - For The Web. This Photoshop tutorial covers the following web development features of this popular image editing application: creating a new image, creating text graphics, adding effects, cropping, using the rectangular and gradient tools, using filters, and adding text on buttongs.

- Opening Photoshop
- Creating a New Image
- Creating Text Graphics
- Adding Effects - Shadow, Bevel, Stroke
- Saving Images
- Cropping Images
- Adding Effects - Inner Glow
- Using Rectangular Tool
- Using Gradient Tool
- Adding Inner Glow
- Using Filters
- Adding Text On Buttons
- Conclusion

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613 Photoshop Tutorials and Articles

CreativePro hosts and links to 613 Photoshop Tutorials and Articles that teach and explain virtually all of the many features and functions of Photoshop. These include tutorials for several Photoshop version, including Photoshop CS, Photoshop 8, and

Photoshop 7. Here are some of their Photshop tutorials.

[Photoshop How-To: Using Adjustment Layers](#)
Learn how to use adjustment layers with layers and curves when editing images in Photoshop without degrading the image data.

[Photoshop How-To: Aging Metal Textures](#)
How to transform a plain gray background into a textured, rusty surface.

[Photoshop How-To: Creating Contact Sheets, Picture Packages, and Online Galleries](#)
Discover Photoshop's features that allow you to create contact sheets, picture packages, and online galleries.

[Photoshop How-To: Seeing the Big Pixel](#)
This Photoshop tutorial teaches you how to add pixelated masks to an image for a very modern effect.

[Photoshop How-To: Making Painted-Paper Illustrations](#)
In this Photoshop tutorial, Luanne Seymour Cohen instructs how to create collages out of digital rather than paper.

[Retouching Images Using Photoshop with Bert Monroy, Part 1](#)
Photoshop craftsman Bert Monroy teaches you how to retouch an image using Photoshop.

[The Photoshop CS Camera Raw Dialog Box](#)
This Photoshop tutorial shows you how to manipulate the additional data contained in RAW image files to give your photos more detail.

[Take Advantage of Photoshop Actions](#)
Find out how Photoshop actions let you automate just about any task.

[Photoshop How-To: Weaving Layer Contents](#)
Learn how to weave layered elements together in Photoshop so they do not appear as a simple stack.

[Miracle Tools: Photoshop's Healing Brush and Patch](#)
In Photoshop 7.0, learn how to use the Healing Brush and Patch tools to retouch images.

[Creating Rollovers In Photoshop CS and ImageReady CS](#)
Tanya Staples show you how to create rollover images in ImageReady CS and Photoshop CS using templates, palletes, layers, and by hand.

[Photoshop How-To: Adding Bleeds and Crop Marks](#)

This Photoshop how to shows you two ways to add print marks, such as crop marks and bleeds to your Photoshop file.

[Photoshop How-To: Making a DVD Menu](#)

Find out how to make a DVD menu to be used in Encore DVD using Photoshop.

[The Shadow/Highlight Tool In Photoshop CS: Breathing New Life Into Your Images](#)

This PhotoshopCS tutorials explains how to use the Shadow/Highlight (S/H) tool so you have more control over the dark (shadow) and light (highlight) areas of your images.

[Design How-To: Adding Photographic Texture to Type](#)

Using Photoshop and a photograph, learn how to create textures for display text.

[Out of Gamut: Calibrating Camera Raw in Photoshop CS](#)

Learn how to use Photoshop's Camera Raw plug-in to create custom color profiles for digital cameras.

[Photoshop How-To: Compositing Images with Color and Shadow](#)

Photoshop master John Lund shows how to combine multiple images and photos into single scenes and images.

[Photoshop How-To: Going from Brunette to Blond](#)

Learn how to use adjustment layers in Photoshop to lighted hair color.

[Photoshop How-To: Restoring Damaged Photos](#)

Discover these Photoshop digital techniques for repairing creased, torn, and damaged photos.

[Photoshop How-To: Super-Smooth Skin](#)

Here's a Photoshop technique using the Healing Brush to create perfectly flawless, smooth skin.

[Creating Color-Consistent Panoramas with Photoshop CS](#)

Photoshop guru Russell Brown shows you how to use PhotoMerge in Photoshop CS to merge photos in the same scene.

[Using Layer Comps to Create Variations in Photoshop CS](#)

Use Layer Comps in Adobe Photoshop CS...a simple click in the palette to Save New Layer Comp, lets you name and save your current view of layer visibility and editing state as a Layer Comp.

[Photoshop CS How-To: Placing Type on a Path](#)

This Photoshop CS tutorial teaches you the ability to place type along a path using the new type-on-a-path feature. You can create a path with the Pen tool, a shape tool, even add text along a path created from type.

Color Replacement in Photoshop CS
Learn how to use the Color Replacement tool in Adobe Photoshop CS to perform color replacement on your image in a single step.

Dreamweaver MX Tutorial Workshop

Prbcorp.com offers several online tutorial workshops. Here is their Dreamweaver MX Tutorial Workshop that teaches the basic Dreamweaver features and functionality using screen shots and step-by-step instructions. You will need to know these Dreamweaver tasks in order to use this GUI web development application effectively.

- Opening Dreamweaver
- Installing a Template
- Defining a New Site
- Creating the First Page
- Using Tables
- Adding Text
- Formatting Text
- Inserting Images
- Making Links
- Creating Rollover Buttons
- Conclusion

4) The Best New Free Web Development Training Sites

Bulletproof HTML - 37 Steps to Perfect Markup

HTML is Hyper Text Markup Language and is what the web is based on from the simplest to the most complex web site. If you are a Web Developer or Designer, or an aspiring one, you will need to understand HTML and know how to use it when creating and developing web pages. This tutorial article from Sitepoint, titled Bulletproof HTML: 37 Steps to Perfect Markup, highlights and answers some of the most frequently asked questions about HTML.

Contents of 37 Steps to Perfect Markup (HTML):

1. What is HTML?
2. What are the different versions of HTML?
3. What about XHTML?
4. Is HTML case-sensitive?
5. What does the DOCTYPE declaration do?
6. What is a DTD?
7. What is the difference between Strict, Transitional and Frameset DTDs?
8. Which DOCTYPE should I use?
9. Why should I validate my markup?
10. Why does HTML allow sloppy coding?
11. Why does the validator complain about my <embed> tag?
12. What does character encoding (charset) mean?
13. What is a BOM?
14. What encoding should I declare?
15. How do I insert characters outside the encoding range?
16. Why do I need to write & instead of just &?
17. How should heading elements be used?
18. What are block-level and inline elements?
19. Can I make an inline element block-level with CSS?
20. Why are external CSS and JavaScript files a good idea?
21. Should I use p or br?
22. What does "semantic" mean?
23. Should I replace b and i with strong and em?

24. Why are layout tables considered harmful?
25. Should I use divs instead of layout tables?
26. Are tables deprecated?
27. What is the correct use of the address element type?
28. What is the correct use of the dfn element type?
29. What is the correct use of the var element type?
30. Should I use quotation marks within or around a q element?
31. What is the difference between abbr and acronym?
32. Why is <feature X> deprecated?
33. Must I have an alt attribute for every image?
34. What is the difference between class and id?
36. Why doesn't <a href=My Cool Page.html> work?
37. How can I include an HTML page in another HTML page?

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6 Free Web Design Guides

Sessions School of Design offers six well written Website Design Guides in their POP! Library of Visual Design Guides. By using these web design guides you will obtain real world training on improving your design skills in these areas: Web Site Design, Layouts, Digital Photography, Branding, and Animation.
These downloadable full-color training documents were written by 15 professional designers. Free registration is required.

Contents of the The POP! Library of Visual Design Guides:

Make Your Portfolio POP
Find out how do good designers make their work compelling and attractive.

Make Your Photographs POP
Get the details on lighting, perspective, framing, settings, editing, and your "eye".

Make Your Web Sites POP
Learn how emotion, consistency, balance and color can come together for a great web design.

Make Your Branding POP
Discover the secrets of how to visually communicate a brand on the web.

Make Your Animations POP

This explains how to make greate animations for the web.

Make Your Layouts POP
This describes how to make print layouts look appealling on your website.

Ten CSS Tricks You May Not Know

Cascading Style Sheets (CSS) is a stylesheet language used to describe the presentation of document(s) written in a markup language, such as HTML and XHTML, for web sites. Web site authors use CSS to define the page layout, along with specifying colors, fonts, other aspects of the web page presentation. Using CSS enables web developers to separate document content (written in HTML or XHTML) from document presentation (written in CSS).

This CSS tutorial, titled Ten CSS Tricks You May Not Know, by Trenton Moss of Webcredible, describes ten of his best CSS tips. These will assist you with obtaining the most from your CSS coding

10 CSS Tricks:

1. CSS font shorthand rule
2. Two classes together
3. CSS border default value
4. CSS document for printing
5. Image replacement technique
6. CSS box model hack alternative
7. Centre aligning a block element
8. Vertically aligning with CSS
9. CSS positioning within a container
10. Background colour running to the screen bottom

Make Your Own Firefox Extensions

Mozilla Firefox is gaining in web browser popularity partly because of its extensibility, giving users the option of adding any of the thousands of Firefox extensions that are freely available. Extension make Firefox configurable the way you, the user, would like it to be. For example, you can change Firefox's appearance, add a mulitude of features, and even modify how web pages are displayed.

This Firefox Exension tutorial, Make Your Own Firefox Extensions, teaches you in six illustrated steps how to create your own. Developing your own extension is not difficult to do, as a typical Firefox extension is nothing more than an XUL (XML User-interface Language) file that you edit with a text editor. (In contrast, Internet Explorer extensions must be compiled into DLLs and then installed into the operating system.)

Contents of Firefox Extensions Tutorial:

1. Customize the Interface
2. Add Some Action
3. Take Stock
4. Update the Install Script
5. Put It Back Together
6. Check Your Work

5) The Best New Free Windows, Linux, Hardware and General Computer Training Sites

Troubleshooting x86 and Windows

In this troubleshooting workshop, you will learn to diagnose hardware and software

problems and repair your own computer. You will also learn about hardware malfunctions, Windows problems, and common application errors.

- [Workshop Home](#)
- [Hardware](#)
- [Basic Hardware](#)
- [Sockets](#)
- [Drives](#)
- [Wires](#)
- [Strategies](#)
- [Replacing Hardware](#)
- [The BIOS](#)
- [Common Problems](#)
- [XP Environment Basics](#)
- [Control Panel](#)
- [MS Config](#)
- [Registry](#)
- [Common Problems](#)
- [Maintenance](#)

[Windows XP Tips](#)

- [Finding my IP address](#)
- [Locking your Desktop](#)
- [NetMeeting on XP](#)
- [Disabling Windows Messenger](#)
- [Restricting a users Logon hours](#)
- [Disable the Splash Screen](#)
- [Burning a CD in XP](#)
- [Keeping XP up to date](#)
- [Using System Restore](#)
- [Disable Balloons](#)
- [Changing the Owner of the System](#)
- [Lock the Taskbar](#)

- [Clear up that type](#)
- [Disable Autoplay CD](#)
- [Compatibility Mode](#)
- [Windows Logo Key](#)
- [Windows XP PowerToys](#)
- [Finding the Registration Information](#)
- [How-To Articles By Microsoft](#)
- [Creating a Shortcut to a folder on the Desktop](#)
- [IE Script Debugger Error](#)
- [IE saving images as .bmp instead of jpe](#)
- [How to set all folders to List instead of the default Icon View](#)

Internet Explorer 6.0 - Productivity Tips

These tips will help you use Internet Exporer more effectively. They will show you how to do tasks such as Setting Explorer Home, Adding Focus Links, Editing Link Buttons, Creating Favorites Folder, Exporting and Importing Favorites, Saving Pictures, andViewing Sites Offline.

Basic Home Networking

Through this overview of the most up-to-date networking technologies, you will develop the necessary skills to build your own home network. Other topics include: network components, cabling schemes, wiring methodology, and workstation configuration.

- [Workshop Home](#)
- [The OSI Model](#)
- [Network Terms](#)

- [Network Components](#)
- [Transmission Mediums](#)
- [Necessities](#)
- [Wiring Schemes](#)
- [Making Cat-5](#)
- [WEP](#)
- [Windows](#)
- [Mac OS X](#)

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6) Software, Office and Computer Sites and Downloads Worth Mentioning

The following programs are totally Free, no popups, no adware, no spyware, and no shareware.

GIF2SWF 2.5

This tool translates and processes any static (one picture) or animated GIF (many pictures that are called frames) to the SWF format (Shockwave) which is the format for Flash animations and movieds. It allows you to embed unremovable links to your Flash files and movies. So you can convert Banners, Icons, Link Buttons, etc. [Download](#) (447 kB)

Ulead GIF Animator 2.0

With this program, you can create animated images using gif formatted files.
Download (4642 kB)

TimeCore Solo 1.5.43

TimeCore is for people who need to track their time but find existing solutions overly complex or too lightweight. Download (3294 kB)

Features and Benefits:

- Simple & Intuitive Interface - minimal learning curve means you can be up and running immediately
- Tracks and categorizes your time as you go, including features to make data entry fast and accurate
- Template Driven Display - adapt it to your working environment by changing the default fonts, captions and colors
- Powerful Search Engine - ask questions and get answers using the flexible multi-field search capability

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Folder Tweaker 1.1

This free tool allows you to change the background image and icon for any of your folders within seconds. It integrates with the WIndows Explorer context menu, making it easy to do this whenever you want.
Download (192 kB)

WinSnap 1.1.10

WinSnap is a utility for taking and editing screenshots. It automates all manual work and even performs image editing functionality. It allows smoothing shadows, coloring effects, canvas transformations, and the ability to save images in a variety of image formats. You can create attractive looking screenshots immediatelly with one click.
Download (343 kB)

SendTo FTP 2.8

This FTP utility is an easy-to-use file transfer program for sending files from your local PC to a remote host. You can use it to publish your web pages. It integrates with Windows Explorer's right-click context menu. On first-time use, fill in the hostname, address, username and password.
Download (360 kB)

CM DiskCleaner 2.1.7

CM DiskCleaner is a utility that helps you find files you no longer use or need on your Windows computer. It has a unique Registry Cleaner and a Disk Cleaner to help you find these files. The Registry Cleaner resolves problems easily without you needing to make difficult choices. It is designed for both technical and non-technical users.
Download (6333 kB)

7) Question of the Month about Software Training:

Each month Scott Turton will answer a current or important question that we have received about computer and software training.

July 2007 Question of the Month:

What are some of the issues with migrating to and using Microsoft Office 2007?

Answer:

There are definitely some issues and challenges when migrating over to Office 2007. These generally fall into four areas: 1) New User Interface; 2) File Formats and Compatibility; 3) Security, and 4) Object Model. Also, individual application issues have been identified. Separate issues exist for those migrating to Office 2007 from Office 2000 vs. Office 2003. Read this If you have installed Office 2007 and need to work with those using older Office versions. Office 2007's new file format prevents users of the previous versions of Office from being able to open Office 2007 files. To remedy this issue,Microsoft has released the Office 2007 Compatibility Pack, which allows a user to open, edit, save, and create files using the Open XML formats new to Office 2007.

Here are 10 things you should know about Office 2007 compatibility issues:

1. Understanding and using new file formats
2. Changing the default format
3. Using Office 2007 compatibility mode
4. Installing the Office 2007 Compatibility Pack
5. Using the OMPM File Converter
6. Viewing PowerPoint presentations with PP Viewer 2007
7. Using the Compatibility Checker
8. Outlook 2007 and Exchange 5.5
9. Office 2007 file formats and mobile devices
10. Adding on a "classic" user interface

Here are some additional Office 2007 resources:

- [10 reasons to consider upgrading to Office 2007](#)
- [10 new Office 2007 interface elements (and what they're really called)](#)
- [10+ ways to train your users on Office 2007 for free](#)
- [10 ways you can tweak Word 2007 to fit your working style](#)
- [10 Word 2007 features you can skip](#)
- [10 key enhancements in Excel 2007](#)
- [10 key enhancements in PowerPoint 2007](#)
- [10 key enhancements in Outlook 2007](#)
- [10 key enhancements in Access 2007](#)

I hope this helps you.

Scott Turton
Site Editor
EducationOnlineForComputers.com

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8) Please Support Our Training Mission

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A free and member-based software educational and training portal web site. We have compiled, categorized, described, and linked many sites that will be of keen interest to computer software application end-users seeking free training and knowledge. Many subject areas are covered, including Microsoft Office, Flash, Photoshop, Dreamwever, FrontPage, Web Development, Windows, Linux, and Computer Hardware. You are able to study and learn all

about computer software via Free training, courses, tutorials, documentation, articles, tips, notes, and help. Check us out today.

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Our Members' Site contains the web's best computer software training resources and tutorials. This content is individually linked and presented in a way to expedite and facilitate your software and computer learning experience. We have done all the web research and presentation work for you so you can concentrate solely on your computer training.

EducationOnlineForComputers.com Member Site FAQ Answers:

1. **All of the web sites and pages in our members site are not in the free section of our web site. The member site training is more detailed and the best available. The online training resources in our members' site are linked and laid out in a much more detailed fashion than those in the free section. This will save you time in finding all the best free training on the web.**
2. **You can choose to pay using either Paypal or 2Checkout. If paying pay check and you live in the U.S., please select 2Checkout.**
3. **You have a choice to select the non-recurring or recurring method of payment. If you select non-recurring, when your membership period expires, you will not be automatically charged another fee on your credit card or check.**
4. **The total price to join our member's site is only $14 total for 2 months, $24 for 4 months, $32 for 6 months, or $56 for a whole year. The funds generated will assist us to help all those seeking software application education training. Here's the link to see what's available on our member's site and to sign up: http://tinyurl.com/7ien You can email Scott Turton with questions at**

scott_turton@educationonlineforcomputers.com

I will give you 5 Great Free Bonuses when you sign up now.

These are as follows:

1. **28 Modules of Soft Skills Training, covering topics such as Coaching, Delegating, Finance Essentials, Hiring, Leading and Motivating Team, Making a Presentation, Managing Your Time, and Setting Goals.**
2. **19 Online Business and Reference Books, including titles such as Scientific Advertising, The Art of Electronic Publishing, and Small Business Manual**
3. **12 Instructive e-Books, including On Line Stealth Marketing, 7 Secrets to Unlimited Traffic, and Increase Auction Profits.**
4. **Instant and Easy Online Access to the 24 Best Free Computer Help & Support Sites.**
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