

Chapter 10: Swimming Deeper into Web Waters with Word and XML

Inserting Images

You've already inserted images in the title area's table. In this section, you insert two pictures on the home page (index.htm):

1. Display the walkthrough Web site's **index.htm** page in Word.
2. Click before the word *Coral* in the first paragraph, click **Insert**, click **Picture**, and click **From File**.
3. In the **Insert Picture** dialog box, open the **C:\scuba\images** folder, and double-click the **coral.jpg** file.
4. Right-click the **coral.jpg** picture, and then click **Format Picture**.
5. In the **Format Picture** dialog box, click the **Layout** tab, click the **Square** option, click **Right** to align the picture along the right side of the page, and then click **OK**.
6. Click before the word *We're* in the first paragraph below the **Dive with Us** heading.
7. Click **Insert**, click **Picture**, click **From File**, and then double-click **diver.jpg**.


8. Right-click the **diver.jpg** picture, click **Format Picture**, click the **Layout** tab, click the **Square** icon, click **Right** to right-align the picture, and then click **OK**.
9. Scroll down and delete most of the extra space between the home page text and the footer information.
10. Save **index.htm**.
11. Close **index.htm**, and then preview the Web page in your browser window. The following figure displays the entire finished home page.

Coral Reef Divers - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Refresh Home Search Favorites Print Mail News RSS Feeds

Address C:\scuba\index.htm Go



Coral Reef Divers


home [Home](#) | [Feature](#) | [Gallery](#) | [Contact](#)

Help us protect our world's coral reefs...

Living Coral Reefs

Coral reefs are being **destroyed at a catastrophic rate**. Living coral reefs provide a foundation for marine life, which makes them **crucial for all life**. They need our help.

Over 10 percent of the world's coral reefs are already lost, and 70 percent are predicted to be lost in the next 20 to 40 years if we don't stop the pollution, sewage, erosion, cyanide fishing, and clumsy tourism.




Reefs are resilient and bounce back quickly when protected. Volunteers from around the world are working together to **save the reefs**. All **our dives contribute** to the solution.

Dive with Us

We're based in **San Diego, CA**, but you don't have to be. Our unique program teaches you about coral reef diving and enables you to participate in restorative and research **reef dives throughout the world**.

We sponsor **five world trips a year**—one dive in each of the main coral reef regions. This year's **upcoming dives** include (in order):

- Seas of the Middle East, Oman
- Indian Ocean, Madagascar
- East Asia, Thailand
- The Pacific, Tonga
- Tropical Americas, Belize



Last month, 53 Coral Reef Divers explored the highly threatened coral reefs of the Caribbean. Our [gallery](#) includes pictures from the dive, and our [feature article](#) about **Nudibranchs** was submitted by Bob "Barracuda" Kelly.

Learn More

Please [contact us](#) to learn more about our **dives**, get answers to **membership** questions, or license our **images**. Space is available for all upcoming dives, although the **Oman trip** is nearly filled.

[Home](#) | [Feature](#) | [Gallery](#) | [Contact](#)

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Done My Computer

Previewing the finished home page

Now that the home page is complete, we should turn to the Feature and Contact pages. Basically, the content that you added to the Feature and Contact pages requires some hyperlink-related attention.

The next three extras show you how to add a print version link to the feature article page, add a hyperlink from the feature article to its related gallery (gallery_nudi.htm), and add a *mailto link* to the Contact page.

lingo A *mailto link* hyperlink is a link that automatically opens a preaddressed blank e-mail message when a user clicks the link. Mailto links are commonly used to provide an easy way to contact an organization or a Webmaster.