

Publishing

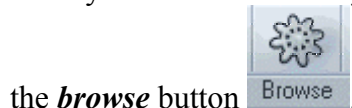
Netscape Composer strongly recommends saving or publishing your page before inserting links or images into it. This allows Composer to automatically use relative references for links and images

Publishing a Document

1. Open the document you wish to publish, or create a new page in Composer
2. When you are ready to upload (publish) your page to the web server, click the ***publish***



3. See the handout on publishing for the first time if this is your first time. Follow the instructions on that handout
4. After you have successfully published your web page, you can browse it by clicking on



5. ***Tip: be sure to check all of your links and images: click on links to check accuracy, check to see that all images have loaded***
6. You may continue to make changes to your page at this time. When you are ready to update the remote page with your changes, save your document, then click on the ***publish*** icon again

Updating a Published Document

1. Open the page you wish to update. One method is to open the ***File*** menu, and choose ***Recent Pages*** to select your document. Another option is to locate the page on the Internet by entering the URL of the page. When viewing in a browser, open the ***File*** menu and choose ***Edit Page***. The document will automatically be placed in Composer ready for editing
2. Edit your document
3. Save your changes, then press ***Publish***