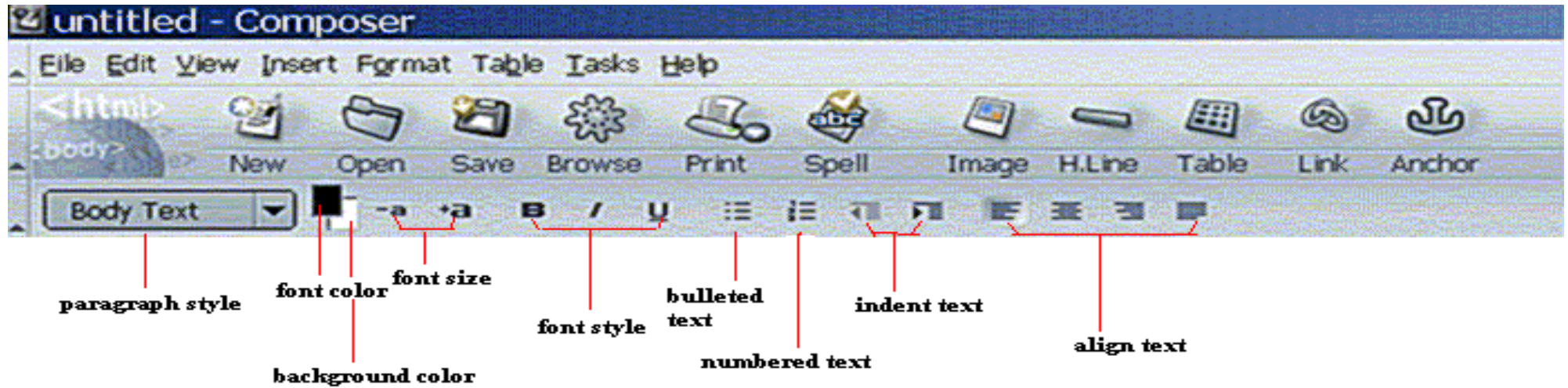









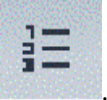

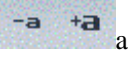


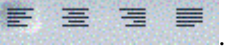



# Netscape Composer 6.2 Cheat Sheet

Click here for pdf format.



<b>Getting Started</b>	must have Netscape Composer installed	Change Background	Click Colors & Background button  and choose background.
Launch Netscape	At desktop, click Netscape icon  , or Use Start Menu All Programs and click Netscape 6.2 then select Netscape 6.2 again from the final menu.	Add Horizontal Line	Select location and click Horizontal Line button  .
Start Composer	Use Tasks Menu Composer.		
Open New Page	At the Navigator window, Use File New and select Blank Page.	<b>Links</b>	remember to highlight text or image
Open a Saved File	Use File Open File.	Insert a Link	Click Link button  and specify URL or file name.
Save Page	Use File Save.	Make an Image a Link	Click image and then click Link button.
Edit Page	Use File Edit Page.	Insert an Anchor	Click near location on page and then click the Anchor button  . Name the anchor.

Save Page to Disk or other location	Use File Save As.	Link to Anchor	After highlight text or image, click Link button then click More Properties and select named anchor.
Preview Page	Click Browse button  .	Remove/Discontinue a Link	Highlight the link, Use Format remove link or discontinue link.
<b>Formatting</b>	remember to highlight text first	<b>Images</b>	
Change Paragraph Style	Click Paragraph Style drop-down box  and choose style.	Save Image	Right-click image and click Save As.
Make a Bulleted List	Click Bulleted List button  .	Insert an Image	Click Image button  .
Make a Numbered List	Click Numbered List button  .	Change Image Dimension	Right-click on image and make changes.
Change Font Color	Click Font Color button  and choose color .		
Change Font Size	Click Font Size button  and choose size .	<b>Tables</b>	
Change Font Style	Click one of the Font Style buttons  and choose.	Create a Table	Click Tables button  and choose settings.
Change Justification	Click either of the Justification buttons  .	Format Table	Right-click on the table and choose format.
Change Indentation	Click either of the Indentation buttons  .	Add/delete Columns & Rows	Right-click in cell and choose add or delete.