

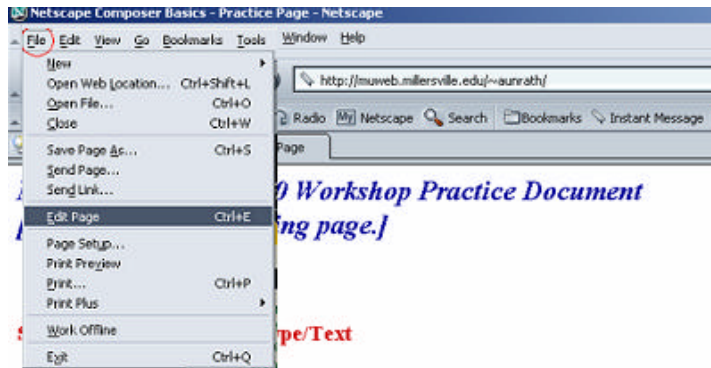
**Editing a Netscape Navigator page using Netscape Composer 7
on a PC computer. 2 Steps**

This Step-by-Step explains the procedures for opening a file in Netscape Composer 7 viewed on a PC computer.

This Step-by-Step assumes that the Netscape browser is already open/viewable on the computer monitor.

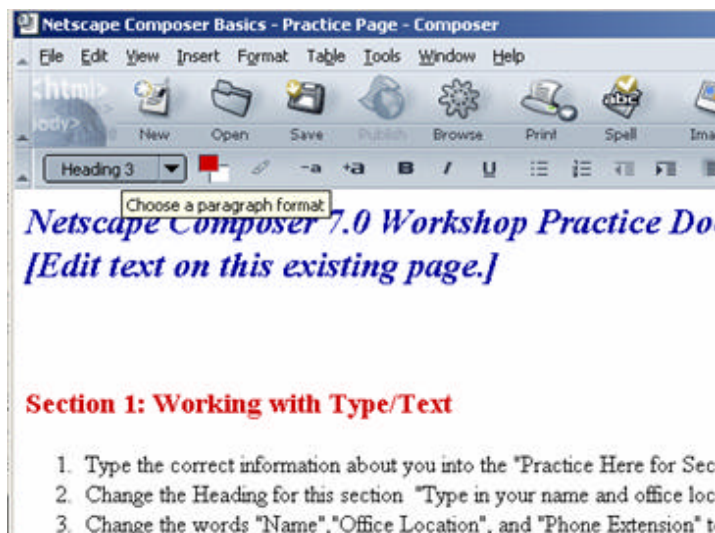
Easiest Method:

- 1) While viewing the desired Web page/file, click on **File** on the menu bar and select **Edit Page**.



1. Type the correct information about you into the "Practice Here for Section 1".
2. Change the Heading for this section "Type in your name and office location" to Heading 4
3. Change the words "Name", "Office Location", and "Phone Extension" to be **BOLD** in Section
4. Reduce the size of your typed information to be one size smaller than default.
5. Change the text you enter for the name and office location to the color **Green**.

- 2) The File will now open in Netscape Composer 7 a separate application. Netscape Composer can be identified by the items that are located on the menu bar. Instead of the Back and Forward arrows found in Netscape Navigator it will have icons for New, Open, and Save.



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Once the Composer web page editor is open the items on the page can be changed and saved to your computer, these changes will not take effect until the page that was