S245: Website Software 2

Overview: Select and use a wide range of intermediate website software tools and techniques to produce multiple-page websites. Any aspect that is unfamiliar may require support and advice from others. This standard is imported from the **e-skills IT Users suite.**

Links: Document Production; Communications; IT

Specific skills:
- Communicating
- Planning
- Evaluating
- Presenting information
- Managing time
- Using technology
- Organising

Performance Indicators	Knowledge & Understanding
Create structures and styles for websites 1. Plan and create web page templates to layout 2. Select and use website features and structures to help the user navigate round web pages within the site 3. Create, select and use styles to keep the appearance of web pages consistent and make them easy to understand 4. Store and retrieve files effectively, in line with local guidelines and conventions where available **Use website software tools to prepare content for websites** 5. Prepare content for web pages so that it is ready for editing and formatting 6. Organise and combine information needed for web pages including across different software 7. Select and use appropriate editing and formatting techniques to aid both clarity and navigation 8. Select and use appropriate development techniques to link information across pages 9. Change the file formats appropriately for content 10. Check web pages meet needs, using IT tools and making corrections as necessary **Publish websites** 11. Select and use appropriate testing methods to check that all elements of websites are working as planned 12. Select and use an appropriate programme to upload and publish the website 13. Respond appropriately to problems with multiple page websites	A. Describe what website content and layout will be needed for each page B. Describe how copyright and other constraints may affect the website C. Describe what access issues may need to be taken into account D. Describe what file types to use for saving content E. Identify any quality problems with websites and how to respond to them