

Chapter 8: Backgrounds

Backgrounds are the colors or designs that fill the space behind all of the objects on a page. Much of the overall tone of your site is determined by the background that you choose. Backgrounds are made by tiling little squares across the page. These tiles automatically fill the browser regardless of the size of the browser or the website.

Most graphics that are created specifically for backgrounds are made to look seamless so that they cover the entire web page without a break in the pattern. Any graphic can be used as a background, but if the graphic is not designed to be seamless, you do not see the edges of the tiles.

Web Studio ignores the background and considers it to be a blank part of the page. When we tell you in this manual to *click* on a blank portion of the page, we mean that you should *click* anywhere on the background that does not have an object covering it.

The Blank Spot on a page

When the instructions tell you to *click* on a blank spot on the page, you should *click* on any part of the background that does not have an object over it. Remember if you place a large shape over a background during design, you need to move the mouse to the edge of the page to find a blank spot.

Placing a Background on the Page

There are several ways to add backgrounds to your page. You can *drag and drop* backgrounds from the *Backgrounds Gallery*, use one of the *Background* commands to create colored backgrounds or insert backgrounds from a file. The *Insert Backgrounds* command can bring in backgrounds that you create in other programs and backgrounds that you obtain from the internet. There is no end to the number of backgrounds that you can use with Web Studio.

You can keep adding or changing the backgrounds as many times as you want without *deleting* the previous background.

There are two types of backgrounds: *solid colored* backgrounds and backgrounds with texture or design called *graphic* backgrounds.

Add a graphic background from the gallery

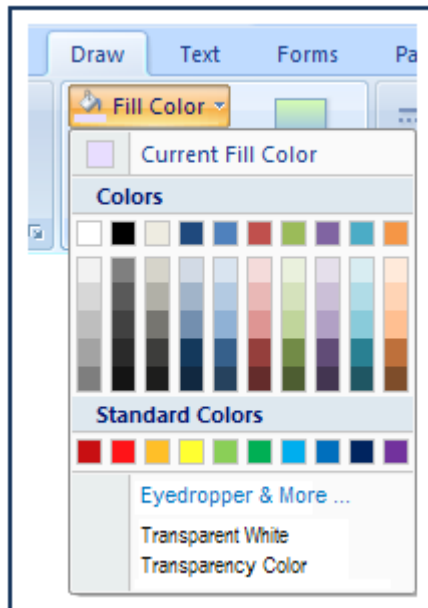
- *Click* on the *Backgrounds Gallery* tab to open the gallery.
- *Scroll* to the background that you want.
- *Drag and drop* the background onto the page.
- The background fills the page.

Add a solid colored background with the Background Color command

The *Background* group in the *Page* tab has a *Color* command that makes the page background a solid color. Within that command is a *Color* dialog that allows you to choose literally any color for your background. The *Color and Shapes* chapter has a complete description of the fields in the *Color* dialog. This section reviews the steps to choose color.

Choose a color from the Color dialog

- Click on *Page > Background > Color*. This opens the *Color* dialog.



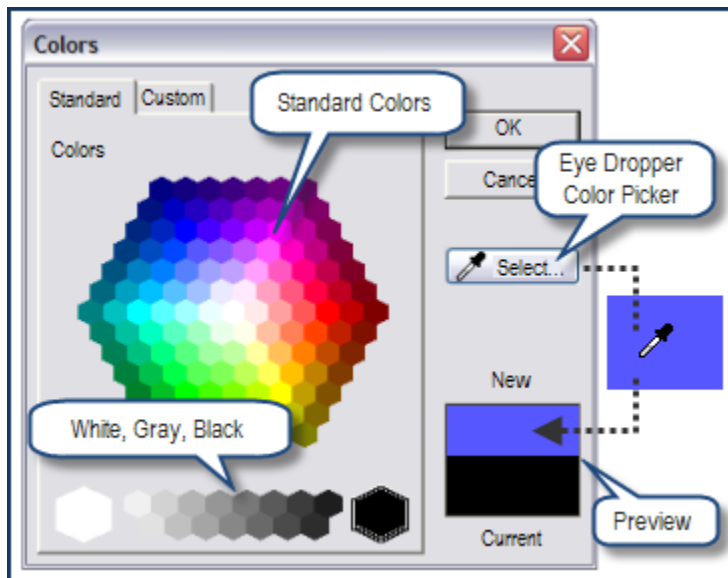
- If you want to use one of the colors in this window, *click* on it and the page background fills with that color.
- If you want more color choices, *click* on *Eyedropper & More*. This opens the *Colors Standard* and *Colors Custom* dialogs.

Standard. This section provides you with a wider palette range, a range of grayscale colors, and an eye dropper feature to *select* colors that are on your page or anywhere on your monitor.

Custom. This section provides you with a *Colors* window, a luminosity bar, an eyedropper feature, and fields to enter *RGB* (Red, Green, and Blue), *Lum* (*Luminosity*), *Sat* (*Saturation*), and *Hue* values.

Colors dialog Standard tab

This is where you can choose a *Standard Color* or *Select* a color from your page or anywhere in your monitor.



Standard color

- Click on a color.
- View the color in the *New* window.
- Click *OK* to apply the color.

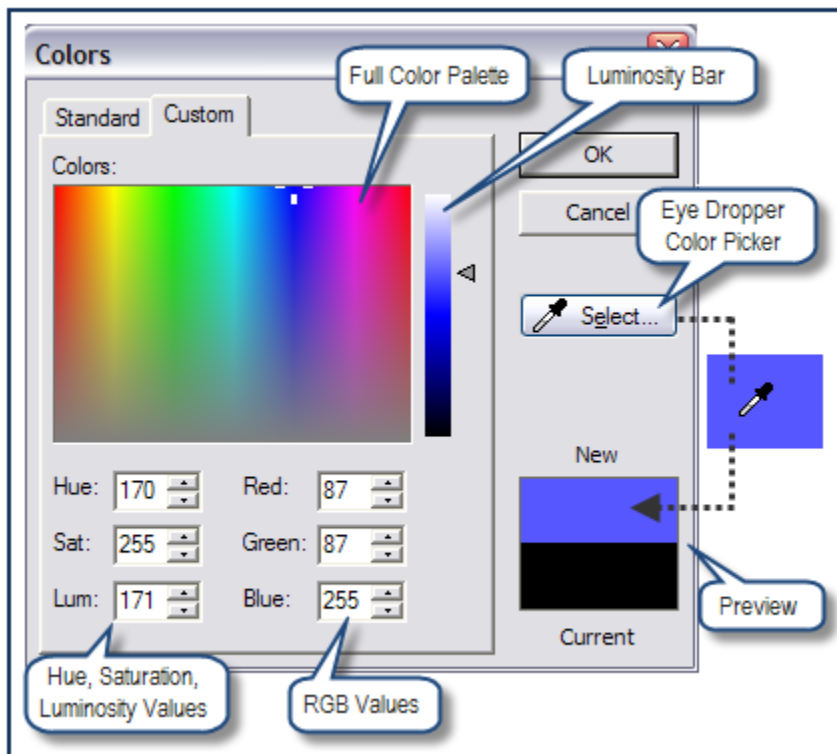
Select a color using the eye dropper

- Click the *Select* button. Your mouse changes from an arrow into an eye dropper.
- Move the eye dropper until the tip of the dropper is over the color that you desire. This can be anywhere on your page or monitor.
- Click over this color and check the *New* window to see the color.

- Click *OK* to apply the color.
- If you want more choices, *click* on the *Custom* tab.

Colors dialog Custom tab

The *New* and *Select Color* sections are the same as the ones in the *Standard* tab. The difference is that the *Custom* tab gives you the ability to choose from a full range of colors and customize the colors that you want to use. Choose a color from this tab and then *click OK* to apply the color to the background.



Add a graphic background from a file

There are many backgrounds available on the internet or you may want to make backgrounds of your own in a different program. Regardless of the source, you can save any graphic and then insert that file as a background. You can even copy a text object and paste it as a background.

- Click on *Page > Background > Graphic*. This opens the *Open* dialog.
- Find and *select* the file that you want to use as a background.
- Click *Open*.
- The background fills the page.

Copying and Pasting Backgrounds

You can copy a graphic background from one page and use it on another. Solid colored backgrounds cannot be copied. You can also copy a graphic or text and choose to paste it on the page as the background. When you choose to paste an object as a background, the object fills the background on the page. The *right-click menu* and the ribbon both contain *Paste As Background* commands.

Copy and Paste an existing graphic background

- Click on *Home > Edit > Copy>Copy Background* or you can *right-click* over the background and choose *Copy Background* from the *Page Background Menu*.
- Open the page that you want to fill with the background.
- Click on *Home > Edit > Paste>Paste Background* or *right-click* over a page and choose *Paste as Background* from the *Page Background Menu*.
- The background fills the page.

You can copy any graphic background. **You cannot copy solid color backgrounds.** Use the *Background Color Command* to change a solid color background

Copy and Paste a graphic object or text to use as a background

- *Select* a graphic object or text object.
- Click on *Home > Edit > Copy>Copy* or *right-click* over the object and choose *Copy*.
- Open the page that you want to fill with the background.
- Click on *Home > Edit > Paste>Paste Backgrounds*.
- The background fills the page.



Remember that a background is made by tiling a graphic across and down the page. Depending on the graphic that you choose, you may see seams or get a background that does not look good.

Changing and Removing Backgrounds

If you want to completely remove the background there are several ways to do it. When you remove the background, it looks like a white background on the internet. If you only want to change the background, you can simply add another and it automatically replaces the background.

Change the background in one of these ways

1. Click the *Undo* command immediately after adding a background.
2. Click *ctrl+z* to undo immediately after adding a background.
3. Add another background.

Remove the background completely in one of these ways

1. *Right-click* over the background and choose *Remove Background* from the *Page Background Menu*.
2. Click on *Page > Background > Color>Remove Background*.
3. Click on *Page > Background > Graphic>Remove Background*.
4. Click on *Insert > Illustrations>Background>Remove Background*.

Backgrounds and the Page Properties Dialog

Right-click over the background and choose *Page Properties* from the *Page Background Menu* to activate the page's *Object Properties* dialog. One of the sections in the dialog is for *Notes*. You can use this area to record information about the background. See the *Working with Pages* Chapter for a complete explanation of the sections in this dialog.