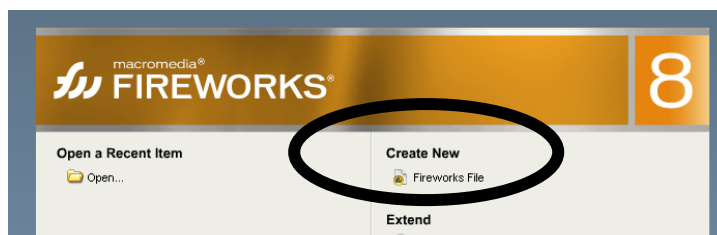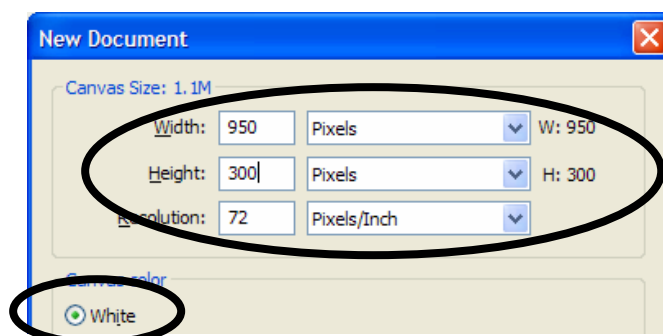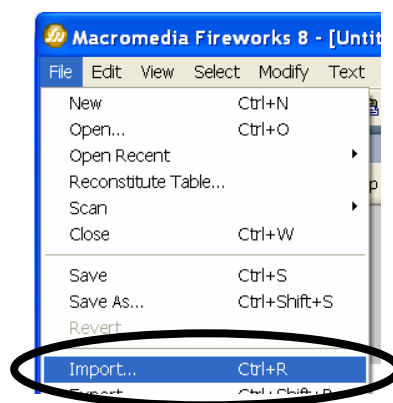# Menu Bar Guide

1. Click on **Start > Programs > Macromedia** & open **Fireworks 8**
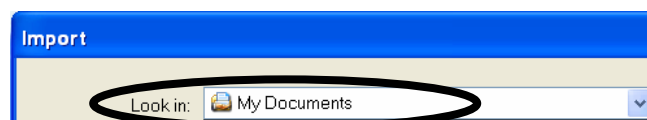

2. Click on **Create New > Fireworks File** & set up the box like below, then click **OK**:
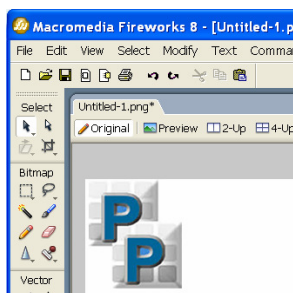

3. Click on **File > Import**

4. From **Look in** choose: **PUBLIC > STUDENTS > DEPARTMENTS > ICT> OCR NATIONALS - Level 2 > Unit 21 - Phat Phones**
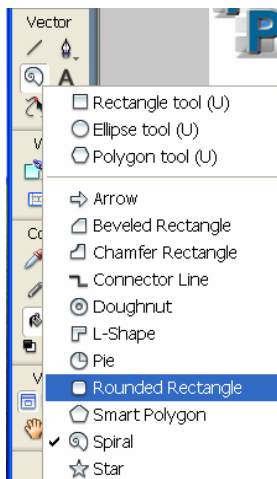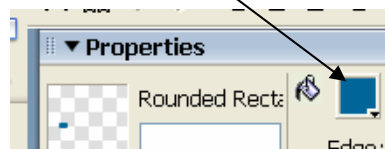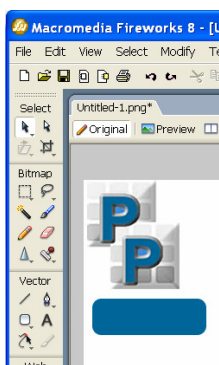

Here you will find the **Phat Phones logo**

5. Click anywhere & move the logo to one of the corners - you choose which side, e.g.
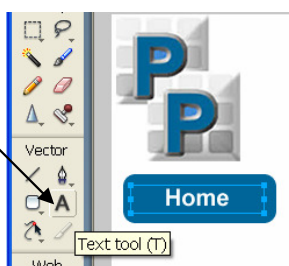
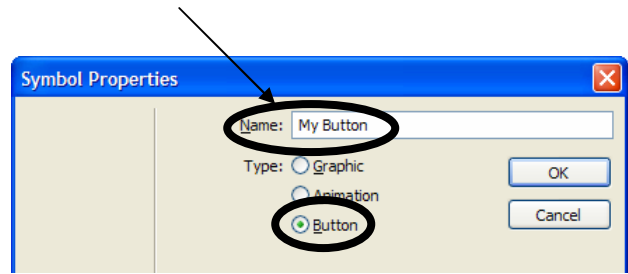**6.** Now choose the **shape** for the **buttons** on your menu bar, e.g.

7. Draw your **shape** under the logo. You can **change the colour** of your button in **properties**

8. Using the **Text** tool, place text in the centre of the button. **No bigger than 18**!
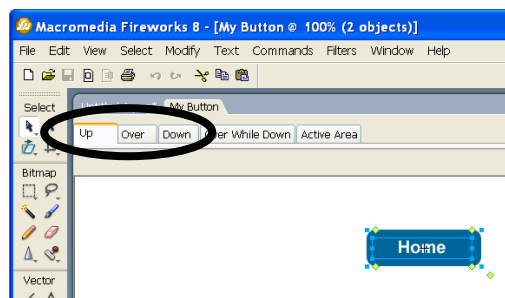Again, using the properties you can change the colour of the text

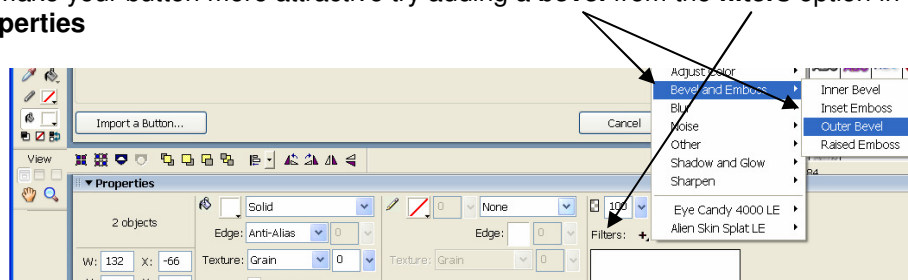**9. Select your button** & **Press F8. Select Button** & type **My Button**
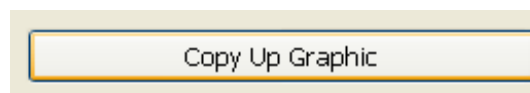

10. Now **double click the button**

11. You will create 3 states for your button – **normal** (up), **mouse over** (over) & **click** (down). This means that your button will change on mouse over and when clicked on by a user!

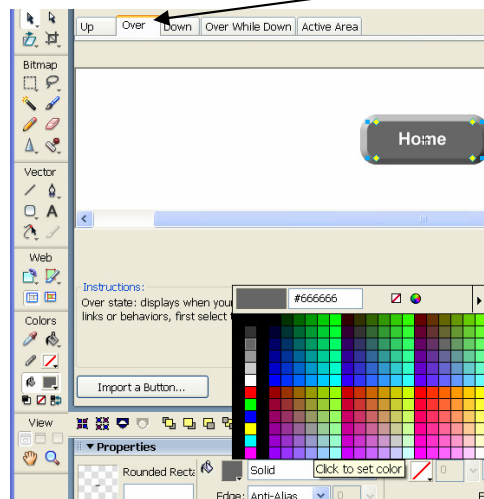**12.** To make your button more attractive try adding a **bevel** from the **filters** option in **properties**

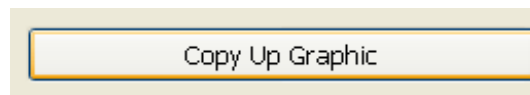before   after

13. When you are happy with your normal (up) button, **click** on the **Over tab** & **Copy Up Graphic**
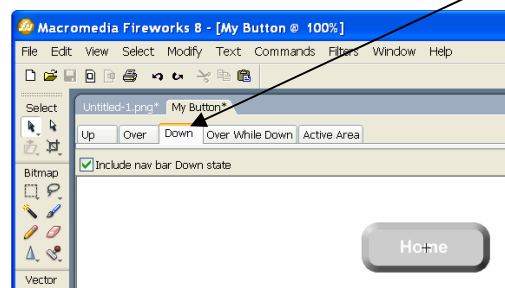
14. Click on your button and **change the background colour** for the **mouse over state**
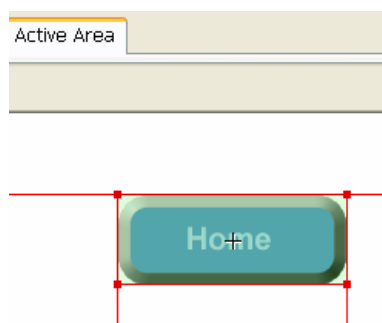

15. When you are happy with your mouse over (over) button, **click** on the **Down tab** & **Copy Up Graphic**
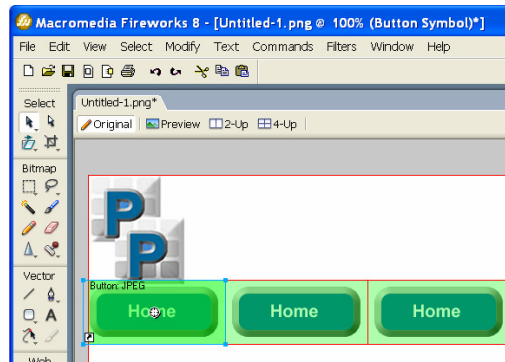

16. Click on your button and **change the background colour** for the **down (click) state**

17. Now select **active area. Drag the red lines** over until they touch each side of the button. This ensures that your button is the active area only and that no space is wasted outside it! Then click **Done**
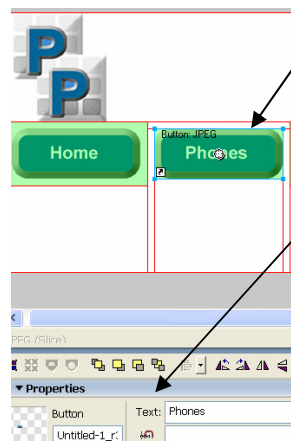
18. With your button selected, **press Ctrl, Shift** & **D** at the same time. This copies your button - drag the buttons across to create your menu, as below (*you will need at least 5*):

19. When all buttons are created all you have to do is **select each button & change the text.**
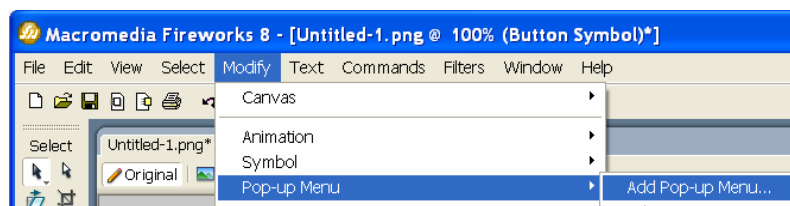
Possible menu bar options:
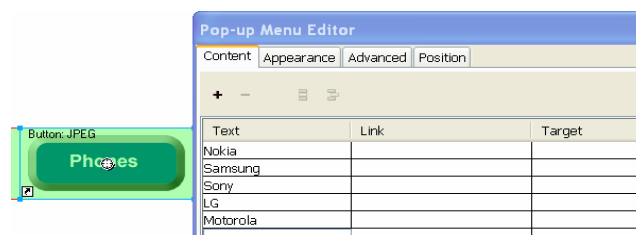Home, Phones, Accessories, Tariffs, Account, Contact

20. Now you will create a **Pop-up Menu** from one of the options on the menu bar.
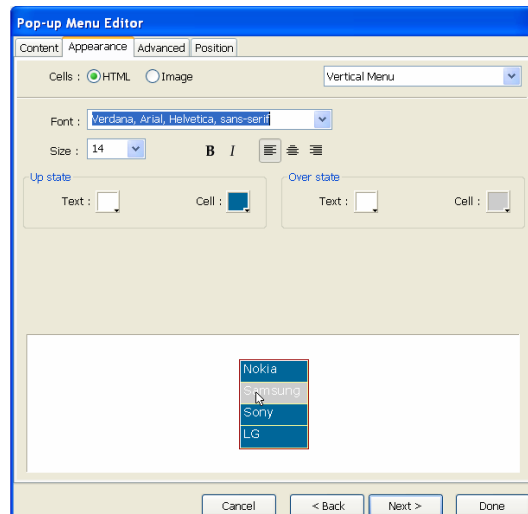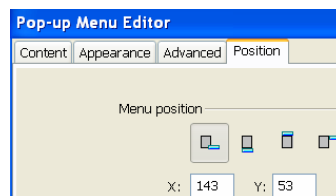Select your chosen option & **click: Modify > Pop-up Menu > Add Pop-up Menu**

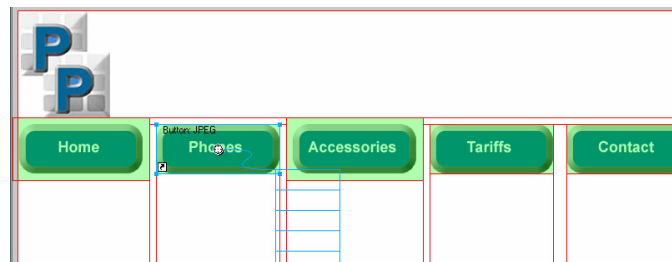**21. Type the options** for the pop-up menu & click **Next**, e.g.:

22. Next change the **Appearance** of the pop-up menu. Make sure you keep this **consistent** with the rest of your menu bar. Click the **Position tab**

23. Select the menu position, i.e. where the pop-up menu will appear. **Click Done**

24. Your menu bar is now set up. **Save as: Menu Bar**
File > Save As > OCR > Unit 21 *create these folders if they are not already set up*

25. Press F12 to preview your completed **Menu Bar**