
HTML Tutorial by William Kelcey Coe

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Summary:

HTML is quickly becoming popular among everyone since the invention of MySpace. In this tutorial, you will learn how to code in HTML and even develop simple Web pages in an easy-to-understand language. Aside from this simple language, this tutorial is very easy to use. Quizzes are included as an interactive approach to assist in your understanding of the concepts, terms, and techniques used in this tutorial.

All information accurate as of 11-29-01; links updated on 10-21-2007 to reflect current sites. Much of the material related in this tutorial is written based on the author's interpretation of HTML. This tutorial is recommended for only MySpace and Web design beginners. Not intended for the novice and above user. Information in the glossary written in respect to experience in Web page design and HTML.

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LESSON 0: TERMINOLOGY

Before continuing with your journey, you should be familiar with some terminology.

The term for creating a Web page is **designing**. You do this by a process called **coding**. When you make changes to your page, you **edit** it. You, the creator, may be called an **author** or **webmaster**. Whenever you are coding your Web page, it is called a **Web document**. When this Web document is viewed by a **Web browser** (software to view the **World Wide Web** (WWW), it is called a **Web page**, where no one can remove any of your contents because they are **embedded**. Two or more Web pages that communicate with the other in some chronological, etc. order is called a **Web site**. Finally, the first page people see of your Web site is often referred to as the **homepage**, or simply **HOME**.

It's time to get technical, as if you didn't think this was technical enough. You will be using a computer language to code your site. It is called **Hypertext Markup Language**, simply because it is composed of **markup tags** or "tags". A tag contains an **element**, which is the command that tells the browser what to display. Each element may be altered to behave differently by assigning **attributes**, which are then set by specifying **values**. An attribute which equals itself is called a **flag**.

Here is an example of a tag:

```
<img border="1">
```

Let's discuss the format, and how a tag must be typed. All elements are surrounded by carots (<>). The specific element above, IMG, inserts an image into the page. Notice that when an element appears as a tag, it is lowercased, but when given in conversation or when called an element, or even naming it in a tag (such as the IMG tag), it is capitalized. Between the element and an attribute, leave ONLY one space. For an attribute to be set, you must type an "=" sign between the attribute and its value. Finally, make sure the value is double-quoted (quotes, ""). When more than one attribute can be set (which is almost always a possibility) there should be one space between the value of the preceding attribute and before the new attribute. This is shown below, as well as an example of a flag. Note that an attribute defined by its value is known as an attribute-value pair.

```
<img alt="Text" "border="1">
```

```
<hr noshade="noshade">
```

Note that attributes have no order.

Tags generally have both an **open tag** (or start tag) and a **closed tag**, (or end tag) such as the example below.

Text

Notice that closed tags have a **forward slash** (or slash, /) before the element.

Also, when I use the word **text**, I am referring to computer writing.

LESSON 1: WHAT YOUR WEBPAGE MUST HAVE TO BE A WEBPAGE

In order for your webpage to be interpreted correctly by your web browser, your webpages must all have the following, in this preferred format:

```
<html>
<head>
<title>Title of your page, appears in the title bar of web browser</title>
</head>
<body>
```

This is the body. This is where your images, text, and sounds will go.

```
</body>
</html>
```

Note that, with all further examples I provide, you will have to put them in the BODY of your page, as I have written above.

Open Notepad and type everything you see above, as you see it. When you are finished, save your file on the desktop as "index.htm" w/o the quotes. I will explain why on the desktop later because we will be using this page again as we learn more about webpage development.

Now, open Notepad again, (or save index.htm as index2.htm and erase all the information different from the example below), and type what you see below. Save this as index2.htm.

```
<html>
<head>
<title>Title</title>
</head>
<body>
```

Text

```
<p></p>
```

This is a paragraph return (or a paragraph break). No text is to be placed in the P tag. A paragraph return displays text two spaces from the text above it. You'll learn more about paragraph returns in Lesson 2.

```
</body>
</html>
```

Note: If you wish, you can also name your files another name, or with .html, but I choose index.htm

because that's what a [web server](#) (a place on the WWW where your webpages are stored so that others can view them) looks for the most.

LESSON 2: TEXT FORMATTING

Being able to format your Web page using text is a very effective way of getting your word across. I will give you some information on various tags, and then we will write a sentence and a paragraph in HTML!

Open index.htm. After the body text you already have typed, add this message:

Welcome to my webpage!

We will **bold** the text. This means, the text will appear darker.

Welcome to my webpage!

We will **italicise** the bold text. This means, the text will appear darker and slanted.

<i>Welcome to my webpage!</i>

We will now **underline** the bold, italicized text. This means, the text will appear darker, underlined, and slanted.

<i><u>Welcome to my webpage!</u></i>

We will now **strike-out** the bold, underlined, italicized text. This means, the text will appear darker, crossed-out, underlined, and slanted.

<i><u><s>Welcome to my webpage!</s></u></i>

We will now **center** the bold, underlined, italicized, striked-out text. This means, the text will appear darker, crossed-out, underlined, and slanted, and will be positioned in the center of the line.

<center><i><u><s>Welcome to my webpage!</s></u></i></center>

Finally, we will now add a **background color** to the bold, underlined, italicized, striked-out, centered text. This means, the text will appear darker, crossed-out, underlined, and slanted, and will be positioned in the center of the line, and highlighted yellow.

```
<br><center><b><i><u><s style="background-color:yellow">Welcome to my webpage!
</s></u></i></b></center>
```

Next, we will define a **font name**, a **font size**, and **font color** for our text. Of the font names, the most common are Arial and Times. Your size can range from 1 (smallest) to 7 (biggest).

```
<br><center><b><i><u><s style="background-color:yellow"><font color="red" size="7"
face="Arial">Welcome to my webpage!</font></s></u></i></b></center>
```

Here is a finished example of everything we've done to what at first was dull text to know some color and formatted text (the BR element is not demonstrated correctly, it will be in the second example).

Welcome to my webpage!

Before I present the second example, let me explain the weird order. First of all, notice that the open tag of an element is the end tag of that same element, the second to last tag of an element is the second tag of the same element, and so on. This "splitting" up the a tag in such an order is called **nesting**. Always put first line and paragraph breaks then the CENTER element. Would it make since to use the B element followed by the P element? Paragraph returning in bolded text makes since, bolding paragraph returns do not since they are only space: you can't see it, but you know it's there. It's like dark matter in space: you can see it, but there's nothing physically there. I will explain more in-depth about "style" in the program itself.

The next example demonstrates how to add spaces and returns to your text. After the text which you just finished above (Welcome to...), type the following, on the next line, below this text.

```
<br>This is a line break. It returns text and such to the next line, one line down from the space above it.
```

```
<p></p>This is a paragraph break. It returns text and such to the next two lines, two lines down from the 2 spaces above it.
```

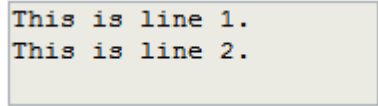
 This is a **non-breaking space**. It is used to separate words from punctuation, letters, and even numbers.

Notes to Remember:

- Two spaces put in by the keyboard will not be interpreted by the browser. You will have to use " " (w/o quotes) to achieve two spaces.

- A webpage doesn't print as just one page from your printer on paper, it can be one or more than one. Watch out!

- A line is an imaginary line where text is allowed. Notice the text in the box below are written neatly as if they were on lines. There is space between both lines - a space where you are not allowed to type in, and about .5 in.



```
This is line 1.  
This is line 2.
```

LESSON 3: COMMUNICATING BETWEEN WEBPAGES AND OBJECTS

For this moment, I will define an **object** as images and/or sounds. This definition will be altered greatly in the program.

Communicating between pages is done through the use of **hypertext links** (or links). The format for one is listed below:

```
<a href="webpage">Text/images go here</a>
```

Open index.htm, and after the paragraph break paragraph, the the following, which will allow you to click the link to index2.htm in index.htm:

```
<a href="index2.htm">Click to load index2.htm</a>
```

Double-click index.htm on the desktop, and click on the link. See what it does.

Now let's communicate with objects. You will need Windows 98 to be sure you have all the files, or link to your own files! We will add an image, sound, and text file to the page. Click the Back button of your browser to return to your webpage after clicking on the text file and image link you make. An example is provided to allow these two files to be opened in their own window so that you won't have to deal with the hassle of moving back to your webpage. Use the following formats:

Image: `Click to open clouds.bmp in your browser`

Sound: `Click to play chimes.wav`

Text File: `Click to view tips.txt in the browser`

Here are the examples to open tips.txt and clouds.bmp in a new window:

Text File: `Click to view tips.txt in the browser`

Image: `Click to open clouds.bmp in your browser`

The folder names do not have to be capitalized. The "../" stand as a **relative link**. This particular

symbol means to move up one folder in the **folder hierarchy**. Another way of specifying a relative link is by specifying the folder, then the file, or just a file by itself (which you've already done). Here is an example (which will not work if clicked on unless placed on the root folder of your hard drive (C:/)):

`Click to open clouds.bmp in your browser`

Finally, you can specify a link using an **absolute link**. By doing this, you are given the full path to a file or webpage. Instead of using relative links, I could've used absolute links defining the location for each file, which I list below:

Image: `Click to open clouds.bmp in your browser`

Sound: `Click to play chimes.wav`

Text File: `Click to view tips.txt in the browser`

Finally, if you wish to provide a link to your favorite website, which I'll use mine as an example, it must be written in this format or it won't work. In no way is an **URI** (**Uniform Resource Locator**; the website's address) to someone else's website ever a relative link.

`Click here to go to my website`

Note: When specifying either a relative or absolute paths, you may exchange a slash "/" with a **back slash** "\", but you must use one or the other. It is not a good idea to mix them.

LESSON 4: INSERTING IMAGES AND SOUND

In Lesson 3, you learned only how to communicate with images and sounds. Now you will learn how to put them into your Web page!

When inserting an image, you can use either **.gif**, **.jpg**, **.bmp**, or even **.png** graphic files. So how do you choose when to use which? **.bmp (Bitmap Images)** are slow loading, take up much disk space, but are high in quality. **Gifs (Graphic Interchange Format)** are fast-loading, small, but poor in quality. However, they are the popular format to use in Web designing. **JPEG (Joint Photographic Experts Group)** images are best used for your photographs: fast, low in disk space, and OK quality.

Finally, **.png (Portable Network Graphics)** images are similar to **.bmp** files, except they are fast-loading.

To insert an image into your page, use the following format (either one or none of the given attributes may be used, it's up to you):

```

```

The ALT attribute is decided upon you. It stands for "alternative text", and will allow a small popup box with text to appear when your mouse moves over, or **hovers** the image. Use this when you wish to give a brief description of an image, give its name, etc. You may choose not to even add anything, and allow it to look like this: `alt=""`. The BORDER attribute sets a picture frame around the image. I give the effect of my photo with a border and alternative text below. You may choose any number, but too big of a number will not look good.



Finally, you may use an image with a link to communicate with objects and Web pages. You can use this to give a thumbnail view of your image, and click it to give the image as its full size, or you may, for example, make a button to link to Web page. Both examples, given in the code I used, and its effects, are given below. It is best to use your own images, so replace mine with yours. You will also learn two more attributes for IMG: WIDTH and HEIGHT:



Here are the codes:

Thumbnail	<code></code>
Link by	<code><img src="home1.gif" alt="Home"</code>

Image border="0">

Adding sound is very easy and fun. The formats supported include .wav, .mid, .mp3, and .au. Use .wav (Wave) for small file: slow loading, excellent quality, and takes up space. Use .mid (MIDI) for music without lyrics, using solely instruments. .au (Audio) is similiar to a wave file, and .mp3 (MPEG 3) is small and excellent quality, and not too bad at loading. This code will play the file you specify upon the **loading** of the page:

```
<bgsound src="soundfile" width="0" height="0">
```

LESSON 5: ADDING TABLES

Tables can be used in many ways. They can be used to present information and data or to neatly layout part of, or a whole webpage, serving as a **template** for an entire website. Laying out your webpage using tables will be stressful when changing the entire layout of your website.

We will only use tables to present data and information, and to neatly organize our photographs for a photo album. We will also change how our tables will look.

It is important to know the basic format used to create a table, yet there must be text in the TR and TD tags for a table to completely appear. Tables have a default size, and overlapping text will be wrapped to the next line.

```
<table>
<tr><td>Put text/such here</td></tr>
</table>
```

The TR tag will create a **table row**, while the TD stands for **table data**, and will create a **table cell**. As you'll learn, you may place infinitan e number of TD tags in a single TR tag. The table below is a plain address book, and below it is the address book but with color and borders. Notice that
<tr><td></td></tr> left blank stands as a paragraph break for tables. Never include any breaks in a table in replace of a table row.

```
<table> <tr><td><b>Kelcey's Address Book</b></td></tr> <tr><td><i>Friend's Name</i></td>
<td><i>Friend's Address</i></td> <td><i>Friend's Phone Number</i></td> <td><i>Friend's
Website</i></td></tr> <tr><td></td></tr> <tr><td>Kelcey Coe</td> <td>STREET<br>CITY,
STATE ZIP</td> <td>000-000</td> <td>http://www.netonwheels.net</td></tr> <tr><td></td></tr>
<tr><td>Anywho Anyone</td> <td>Any Address Any City, Any State Any Zip Code</td>
<td>000-000</td> <td>http://www.netonwheels.net</td></tr> </table>
```

Here's the code for the finished address book, with color and all:

```
<table border="1" bgcolor="khaki"> <caption align="center"><b>Kelcey's Address
Book</b></caption> <tr bgcolor="red"><td><i>Friend's Name</i></td> <td><i>Friend's
Address</i></td> <td><i>Friend's Phone Number</i></td> <td><i>Friend's Website</i></td></tr>
<tr><td></td></tr> <tr bgcolor="blue"><td>Kelcey Coe</td> <td>STREET<br>CITY, STATE
ZIP</td> <td>000-000</td> <td>http://www24.brinkster.com/wspkel/index.shtml</td></tr>
<tr><td></td></tr> <tr bgcolor="yellow"><td>Anywho Anyone</td> <td>Any Address<br>Any City,
Any State Any Zip Code</td> <td>000-000</td>
<td>http://www24.brinkster.com/wspkel/index.shtml</td></tr> </table>
```

And here's the overall finished effect, with the CAPTION tag (which places a **caption** (table's name) above the table's data, and it can't be given a background color):

Kelcey's Address Book			
<i>Friend's Name</i>	<i>Friend's Address</i>	<i>Friend's Phone Number</i>	<i>Friend's Website</i>
Kelcey Coe	STREET CITY, STATE ZIP	000-000	http://www.netonwheels.net
Anywho Anyone	Any Address Any City, Any State Any Zip Code	000-000	http://www.netonwheels.net

Next we will make a photo album using some of our photos. I am going to include four photos, of myself and my cat. Note that the size of the photo will stretch the cell it is placed in if it is too big.

```
<center>Kelcey's Photo Album<p></p> <table border="1"> <tr><td align="center"
bgcolor="red"></td><td align="center" bgcolor="green"></td></tr> <tr><td bgcolor="blue"></td><td
bgcolor="yellow"></td></tr> </table></center>
```

LESSON 6: USING FORMS

A **form** is as it sounds: a page where a user can provide information about a various topic or person. There is much to forms, and I will break each **control** down so that you may learn all the controls. Then we will create a very simple e-mail form, that doesn't send any information, but it will go to a "Sent" page just for your learning experience.

You must first know the basic format of forms, and the format below is what we'll be using. We will replace information when necessary to get our forms to work.

```
<form name="formname" method="how information is sent" action="action after form is submitted">  
CONTROLS  
</form>
```

Controls allow users to interact with the form's given information, whether it is a question, a thought, etc. What you put in the VALUE attribute would be sent to you, following what the user inputed. My quizzes uses a control, called a **radio control**. These are used when the user is required to provide only one answer, and cannot be undone unless more radio controls are provided, or a Reset button is provided, which will will learn about. A dot fills in this control.

```
<form name="formname" method="how information is sent" action="action after form is submitted">  
<input type="radio" name="radio" value="Radio">Radio  
</form>
```

☐ Radio

It's opposite control, which will allow you to choose multiple selections, or undo a selection without needing multiple controls, is a **checkbox control**. A checkmark fills in this control.

```
<form name="formname" method="how information is sent" action="action after form is submitted">  
<input type="checkbox" name="checkbox" value="Checkbox">Checkbox  
</form>
```

☐ Checkbox

The next control allows a user to type in information in a rectangle. This control, which only is a one row control, is called a **textfield control**. If you want to provide the user with security, you can **mask** the text they type in. This means that instead of seeing their text as they type it, they will see asteriks instead. Just replace "text" with "password".


```
<form name="formname" method="how information is sent" action="action after form is submitted">
<input type="text" name="textfield" value="textfield">
</form>
```

textfield

The field below gives you an example of masking text.

When your users need a bigger field to fill out information, a **text area control** is needed.

```
<form name="formname" method="how information is sent" action="action after form is submitted">
<textarea>Textarea</textarea>
</form>
```

Textarea

NOTE: You should not fill in textfields or text areas. Allow the user to do this him/herself.

The final control is the most important. It is simply an **input button control**. Input buttons are responsible for sending the information to you. The **Submit button** sends the form, while the **Reset button** clears every field in case the user made a mistake and wishes to correct it. Both buttons are demonstrated below, although they will not carry out their functions. You'll have to wait until the e-mail form to see this in effect.

```
<form name="formname" method="how information is sent" action="action after form is submitted">
<input type="submit" name="submit" value=" Submit ">
</form>
```

```
<form name="formname" method="how information is sent" action="action after form is submitted">
<input type="reset" name="reset" value=" Reset ">
</form>
```

There isn't anything new in the form except a few attributes, which are pretty self-explanatory. Before creating this e-mail form, you should create another web document and include ["Your message has been sent."](#) in the body. Name this file email2.htm as it will be used to return a confirmation telling the user their e-mail has been sent.

LESSON 7: ADJUSTING THE WHOLE WEB PAGE'S SETTINGS

Giving the whole page a set **style** allows for easy editing of a page's other, than an individual part of the web page. For example, instead of using the FONT tag with an A tag for every link in making them one color, you can use a simple attribute in the BODY tag. Below is listed all the ways you can change a web page through the BODY tag.

If you wish to set the font colors for the entire web page, use the attribute "text" set to a color, without the quotes. If you wish to set a background color for an entire page, use "bgcolor" (without the quotes) set to a color of your choice.

```
<body text="black" bgcolor="blue">
```

You can also set the colors for the page's links as well. To set the color for a normal link, use "link" (without the quotes) set to the color of your choice. To set the color of a link you are currently viewing its linked contents of, use "alink" (without the quotes) set to a desired color. Finally, to set the color of a link which you already visited and no longer are visiting, use "vlink" (without the quotes) set to a color of your choosing.

```
<body link="red" vlink="green" alink="purple">
```

Don't want a color as your background? Have no fear - you can have any image you like. Just use "background" (without the quotes) set to the image of your choice. It uses the same image formats as the IMG tag. If you would like the image to be set in a **fixed** position, meaning that the image is still yet the rest of the page scrolls when you scroll a page. Use *bgproperties="fixed"* (with quotes where they are given).

```
<body background="kel2000.jpg" bgproperties="fixed" >
```

Finally you can set the left and top margins of the content on a web page. Setting both margins to 1 will wrap the entire page to these margins, and may be illegible at times, so you may wish to use 2 as the setting. To set the left margin, use "leftmargin" (without the quotes) and for the top margin, use "topmargin" (without the quotes) as the attributes.

```
<body leftmargin="1" topmargin="1">
```

LESSON 8: PUTTING YOUR PAGE ON THE WORLD WIDE WEB

The objective of this lesson is not to provide instructions on sending your Web pages to the World Wide Web (called **uploading**), but to provide Web sites which may be of help and will also provide **Web space** to store your pages for others to see. You are now at the next big step and ready to tackle it all on your own. You must sign up with a service by providing them some information about yourself. You will be assigned your own URL in regards to the nickname you provide the [services](#). All Web sites listed below are free. The author is not associated with any of these sites, and disclaims all liability from damages and such you or your pages or computer may incur from using these services. The below names belong to their respectful owners. Sites listed in no order.

GeoCities - <http://www.geocities.com/>

Angelfire - <http://www.angelfire.com/>

Prohosting - <http://free.prohosting.com/>

FreeWebs - <http://members.freewebs.com/>

MySpace – <http://www.myspace.com>

STUDY REVIEW

Use this information for study notes, to give a class lecture, as worksheets (to fill in the empty spots) or anything you find useful. Just don't plagiarize it! Because this is a huge document, I am providing some Hot links to the location to a specific piece of information contained in this document.

Basic Formats:

Tag: Start Tag: `<ELEMENT ATTRIBUTE=VALUE FLAG=FLAG>`

End Tag: `</ELEMENT>`

Basic Web Document Format:

```
<html>
<head>
<title>Title of your page, appears in the title bar of web browser</title>
</head>
<body>
This is the body. This is where your images, text, and sounds will go.
</body>
</html>
```

Proper Nesting: `<i>Welcome to my webpage!</i>`

Communicating Between Pages and Files: `Text/images go here`

Communication via a Relative Link: `Click to view tips.txt in the browser`

`Click to open clouds.bmp in your browser`

Communication via an absolute link: `Click to open clouds.bmp in your browser`

Communication with the Web: `Click here to go to my website`

Image: ``

Sound: `<bgsound src="soundfile" width="0" height="0">`

Tables:

```
<table>
<tr><td>Put text/such here</td></tr>
</table>
```

Forms:

```
<form name="formname" method="how information is sent" action="action after form is submitted">
CONTROLS
</form>
```

Input Objects in Forms: `<input type="type" name="name" value="value">Object Name`

Section Notes:

LESSON 0: Terminology

GLOSSARY TERMS TO KNOW: design, code, edit, author, Web master, Web document, Web browser, World Wide Web, Web page, embedded, Web site, Homepage, Hypertext Markup Language (HTML), markup tags, element, attribute, value, flag, open tag, close tag, forward slash (slash /), text

FORMATS: Tag: Start Tag: `<ELEMENT ATTRIBUTE=VALUE FLAG=FLAG>`

End Tag: `</ELEMENT>`

NOTES:

- Tags are lower-case
- On space between element and attributes, and attributes and attributes when appear ordered
- The equal sign sets an attribute to a value; no space
- Values must be surrounded by double-quotes
- Attribute-value pair: when attribute is defined by its value: bgcolor=red is an attribute-value pair; bgcolor by itself is just an attribute
- Close tags begin with a forward slash before the element
- Attributes have no order

ELEMENTS/ATTRIBUTES SPECIAL TO THIS SECTION:

`<hr noresize="noresize">`

LESSON 1: WHAT YOUR WEBPAGE MUST HAVE TO BE A WEBPAGE

GLOSSARY TERMS TO KNOW: Web server

FORMATS:

Basic Web Document Format:

```
<html>
<head>
<title>Title of your page, appears in the title bar of web browser</title>
</head>
<body>
This is the body. This is where your images, text, and sounds will go.
</body>
</html>
```

NOTES:

- Web documents can be created in Notepad
- Web documents should be saved as "index.htm". Other Web pages within a Web site may be given, but the ".htm" should still be given

ELEMENTS/ATTRIBUTES SPECIAL TO THIS SECTION:

```
<html></html>
<head></head>
<title></title>
<body></body>
```

LESSON 2: TEXT FORMATTING

GLOSSARY TERMS TO KNOW: bold, italicise, underline, strike-out, center, background color, font name, font size, font color, nesting, line break, paragraph break, non-breaking space

FORMATS:

Proper Nesting: ***Welcome to my webpage!***

NOTES:

- To properly nest elements, the first tag must appear last, the second tag must appear as the second-to-last tag, and so on
- Two spaces put in by the keyboard will not be interpreted by the browser. You will have to use " " (w/o quotes) to achieve two spaces.
- A webpage doesn't print as just one page from your printer on paper, it can be one or more than one. Watch out!
- A line is an imaginary line where text is allowed. Notice the text in the box below are written neatly as if they were on lines. There is space between both lines - a space where you are not allowed to type in, and about .5 in.

ELEMENTS/ATTRIBUTES SPECIAL TO THIS SECTION:

```
<center></center>
<b></b>
<i></i>
<u></u>
<s style="background-color:yellow"></s>
<font color="red" size="7" face="Arial"></font>
<br>
<p></p>
&nbsp;
```

LESSON 3: COMMUNICATING BETWEEN WEBPAGES AND OBJECTS

GLOSSARY TERMS TO KNOW: object, hypertext link, relative link, folder hierarchy, absolute link, Uniform Resource Locator (URL), backslash (\)

FORMATS:

Communicating Between Pages and Files: [Text/images go here](webpage/file)

Communication via a Relative Link: [Click to view tips.txt in the browser](../tips.txt)

`Click to open clouds.bmp in your browser`

Communication via an absolute link: `Click to open clouds.bmp in your browser`

Communication with the Web: `Click here to go to my website`

NOTES:

- None for this lesson

ELEMENTS/ATTRIBUTES SPECIAL TO THIS SECTION:

``

LESSON 4: INSERTING IMAGES AND SOUNDS

GLOSSARY TERMS TO KNOW: .gif, .jpg, .bmp, .png, Bitmap Image, Graphic Interchange Format, Joint Photographic Experts Group, Portable Network Graphics, hover, load

FORMATS:

Image: ``

Sound: `<bgsound src="soundfile" width="0" height="0">`

NOTES:

- Limit your use of graphics on the Web to either GIFs or JPGs, if uploading a picture
- The ALT attribute allows you to specify a name, description, size, etc. of the image
- Setting the BORDER attribute to "0" value defines no border around the image
- Use the HEIGHT and WIDTH attributes in an IMG tag surround by an A tag to create thumbnail versions of an image. 100 x 100 or 150 x 150 is good.
- Limit your sound files to either .mp3 or .mid

ELEMENTS/ATTRIBUTES SPECIAL TO THIS SECTION:

``

```
<bgsound src="soundfile" width="0" height="0">
```

LESSON 5: ADDING TABLES

GLOSSARY TERMS TO KNOW: tables, template, table row, table data, table cell, caption

FORMATS:

Tables:

```
<table>
<tr><td>Put text/such here</td></tr>
</table>
```

NOTES:

- Tables have a default size and overlapping text will be wrapped
- Tables do not need any line breaks; new rows serve as line breaks

ELEMENTS/ATTRIBUTES SPECIAL TO THIS SECTION:

```
<table border="1" bgcolor="khaki"></table>
<caption align="center"></caption>
<tr bgcolor="red"></tr>
<td align="center"></td>
```

LESSON 6: USING FORMS

GLOSSARY TERMS TO KNOW: form, control, radio control, checkbox control, mask, textarea control, input button control, Submit button, Reset button

FORMATS:

Forms:

```
<form name="formname" method="how information is sent" action="action after form is submitted">
CONTROLS
</form>
```

Input Objects in Forms: `<input type="type" name="name" value="value">Object Name`

NOTES:

- Controls allow users to interact with the form and provide necessary information
- Filled-in radio controls appear as a dot, while filled-in checkbox controls appear as a checkmark
- Masking text is done by defining the TYPE attribute with the value "password"
- You should not fill in textfields and textareas; let this be dependent upon the user. This is so you don't receive the same information over and over by different users who fail to fill in these controls.

ELEMENTS/ATTRIBUTES SPECIAL TO THIS SECTION:

```
<form name="formname" method="how information is sent" action="action after form is submitted"></form>
<input type="radio" name="name" value="value">Object Name
<input type="checkbox" name="name" value="value">Object Name
<input type="text" name="name" value="value">
<input type="password" name="name" value="value">
<input type="submit" name="name" value="value">
<input type="Reset" name="name" value="value">
<textarea></textarea>
```

LESSON 7: ADJUSTING THE WHOLE WEB PAGE'S SETTINGS

GLOSSARY TERMS TO KNOW: style, fixed

FORMATS: None

NOTES:

- BGCOLOR sets the background color; TEXT sets the text color
- LINK sets the link color; VLINK sets the visited link color; ALINK sets the active link color
- BACKGROUND sets an image for a background; BGPROPERTIES="FIXED" is used to set the background to stay at rest while the foreground of the page scrolls
- LEFTMARGIN sets the margin from the left; TOPMARGIN sets the margin from the top

ELEMENTS/ATTRIBUTES SPECIAL TO THIS SECTION:

```
<body text="black" bgcolor="blue" link="red" vlink="green" alink="purple"
background="kel2000.jpg" bgproperties="fixed" leftmargin="1" topmargin="1" ></body>
```

LESSON 8: PUTTING YOUR PAGE ON THE WORLD WIDE WEB

GLOSSARY TERMS TO KNOW: upload, Web space

FORMATS: None

NOTES:

- You must provide some information during sign-up
- Your URL is assigned by a name you give them
- Free sites include Geocities, Angelfire, Prohosting, and Express Page

ELEMENTS/ATTRIBUTES SPECIAL TO THIS SECTION: None

Elements and their Attributes

Items are listed in alphabetical order. Value-types for attributes included (see below for list and meaning). Only those items found in this tutorial listed. Attributes listed when needed in replace of value-types.

Value-Types:

colorname: name of a color
file: path to a file or a file itself
fontname: name of a font face
name: name of the item
number: some number
sometext: any text you want to type
value: value of the item

A

href="http:// or file:// or ../ or some path and/or file"
target="_blank"

B

BGSOUND

height="number"
src="file"
width="number"

BODY

alink="colorname"
background="file"
bgcolor="colorname"
bgproperties="fixed"
leftmargin="number"
link="colorname"
text="colorname"
topmargin="number"
vlink="colorname"

BR

CAPTION
align="center"

CENTER

FONT
color="colorname"
face="fontname"
size="number"

FORM
action="file"
method="post"
name="name"

HEAD

HR

resize="resize"

HTML

I

IMG
alt="sometext"
border="number"

height="number"
src="file"
width="number"

INPUT
maxlength="number"
name="name"
size="number"
type="radio or checkbox or password or text or submit or reset"
value="value"

P

S
style="background-color:colorname"

TABLE
bgcolor="colorname"
border="number"

TD
align="center"
bgcolor="colorname"

TEXTAREA
cols="number"
name="name"
rows="number"

TITLE

TR
bgcolor="colorname"

U

Colors, Fonts, and More

 = non-breaking space

Color names: red, green, purple, blue, black, khaki

Font Names: Arial, Times

Extensions: .gif, .bmp, .jpg or .jpeg, .png, .au, .mp3, .wav, .mid

Punctuation: /, \, =, "", :, a space, &, ., -, |

GLOSSARY

Use the letter map to jump to a letter for a definition of a glossary word you are seeking.

-- a --

absolute link: a link that specifies the full location or path to a file; C:\\index.htm, than index.htm, a relative link

attributes: settings that control the behavior, appearance, etc. for an element.

Audio file (.au): a sound file which is similar to a Wave file

author: one who designs Web sites (also known as a Web designer)

-- b --

background-color: the color assigned to the background of a Web page

back slash (/): a punctuation mark used in URLs

Bitmap image (.bmp): images that are generally high quality, slow loading and consume lots of disk space

bold (bold-face type): thick and darkened text

-- c --

caption: the title or name of a table assigned by the caption, not behaving the same as the table itself (doesn't take on the table's style)

center: positioning text in the middle of a line

checkbox control: a box which allows the user to make multiple choices when multiple choices are given

close tag: the tag which end's the element's effect; also known as an end tag

coding: a process which involves the input of markup tags which will design a Web page; specifically creating a Web page

control (as in form control): a way of providing information to a designated person inside a form. Form controls include radio, check, textarea, buttons, and text fields of all kinds.

-- d --

design: the process of creating a Web page, in general

-- e --

edit: the process of making changes to a Web page

element: the part of the tag which tells the browser what to display; the IMG element of the IMG tag tells the browser that an image is going to be displayed

embedded: the act of being unable to be removed directly by the user from its source (text from a window's titlebar, for example); built-in; integrated

-- f --

flag: an attribute which equals itself (the value is the same as the attribute); noresize=noresize

folder hierarchy: a tree of folders (level 1) which contain subfolders (level 2) which contain subfolders (level 3)

font color: the color assigned to a specific font

font name: the "alphabet" assigned to a group of text

font size: sets how big or small the text appears on screen

form: an interactive Web page allowing the user to provide information to a Web master or other person by use of form controls and is sent to the designated person upon clicking a Submit button

forward slash (/): a punctuation mark which differentiates an open tag from a close tag. It is this mark which tells the Web browser to end the element's effect within the end tag. Also called a slash.

fixed: objects that are fixed are attached to the background and when the user scrolls down a Web page, the object stays at rest and does not scroll with the foreground content, creating a cool effect

-- g --

Graphic Interchange Format (.gif): Gifs, as they are called, are generally fast loading images with poor quality commonly used for most Web graphics. They can also be set a transparent background (image blends in with a Web page's background), or animated.

-- h --

homepage: the page of a Web page where a user may navigate throughout the Web site; normally the first or second page of a Web site; also referred to as HOME

hover: the process of motion by the mouse over an object; moving the mouse over an object is hovering

hypertext links: or links; text assigned to communicate or connect to a Web page, a link within a Web page, or files when clicked

Hypertext Markup Language (HTML): the standard language used to create Web pages. It consists of markup tags, which are constructed of elements and attribute-value pairs.

-- i --

input button control: a control used to carry out commands, generating a "pushed-down" effect when clicked

italic: text which appears thin and slanted to the right

-- j --

Joint Photographic Experts Group (.jpg, .jpeg): images that are generally used for photos as it provides photo-quality while quickly loading and small in size

-- k --

-- l --

line break: moving the cursor to the next line allowing text to be typed

load: a process in which the Web browser recognizes a Web page, interpret it by its source code, and present what the source code says in a graphical format (this presenting information to the user is also known as output; information needed by the user is input)

-- m --

markup tags: a piece of code consisting of an element and attribute-value pairs used to display content in the Web browser

mask: to hide text

MIDI (.mid) (/): a sound file which takes up little space but only plays musical instruments, not lyrics or words

MPEG3 (.mp3): a sound file which saves on disk space yet presenting CD-quality sound

-- n --

nesting: the proper ordering or grouping of tags; is correct, while is incorrect. In other words, if the open tag is first, it must be the last tag in a grouping of tags.

non-breaking space: blank space used to separate items on the same line, not different lines (unlike breaks, which "break" from one line to another)

-- o --

object: anything which, at the control of the user, can be embedded into a Web page, such as images and sounds

open tag: the tag which begins the element's effect; also known as a start tag

-- p --

paragraph break: moving the cursor down two lines allowing text to be typed and creating a "double-space" effect

Portable Network Graphics (.png): images that quickly load, are small and yet provide excellent quality. These are rarely used and not supported by all Web browsers

-- q --

-- r --

radio control: a small circle used to allow users to choose only one item from multiple items

relative link: a shortcut to a specific location, using "../", for example, to move up the folder hierarchy

Reset button: input button used to clear the form's content and start over with blank fields

-- s --

strike-out: a line that runs across the middle of text

style: the settings for a page's appearance

Submit button: input button used to send the contents of a form to its designated user

-- t --

table: an object used mostly to present information and layout an entire Web site

table cell: a small box in a table used to present information, and appear as columns when multiple cells are placed

table data: information placed in a cell, the acronym (and element) being TD

table row: a horizontal box consisting of smaller cells

template: a standard format used for multiple files. Commonly used on the Web except in Homepages, which at times appear different

text: the computer's "hand-writing" style; how information is displayed by the computer

textarea control: a huge field used to enter multiple line of text

textfield: a box used to enter a line of text

-- u --

underline: a thin line appears just below text

Uniform Resource Locator (URL): the address to a Web site (Web address)

upload: the process of sending files over the Internet to the World Wide Web or other purpose such as through email

-- v --

value: settings that control how the attributes of an element act and appear.

-- w --

Wave file (.wav): a sound file with excellent quality yet consuming lots of disk space

web browser: software used to view the World Wide Web; it interprets the page's source code to a graphic-oriented format

web document: a text file containing HTML code, but is incapable of being viewed in a Web browser

web master: a person who designs and maintains a Web page

web page: the graphical and multimedia-based information sent over the Internet

web server: a storage location on the WWW where Web pages are stored so others can view (visit) them. A Web server can also assist in providing the page's appearance or in interacting with a Web page; a hard drive shared over the Internet

web site: two or more Web pages linked to each other, normally with a purpose and on the same Web server

web space: storage space on the Web used to store Web pages and other files to be seen by visitors by use of the World Wide Web

World Wide Web (WWW): the collection of Web sites and Web pages sent over the Internet as interpreted by a Web browser

-- X --

-- y --

-- Z --