

HTML and JavaScript for Visual Learners



1810 Monument Avenue, Suite 100
Richmond, VA 23220
www.visibooks.com

HTML and JavaScript for Visual Learners

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First Edition

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Introduction

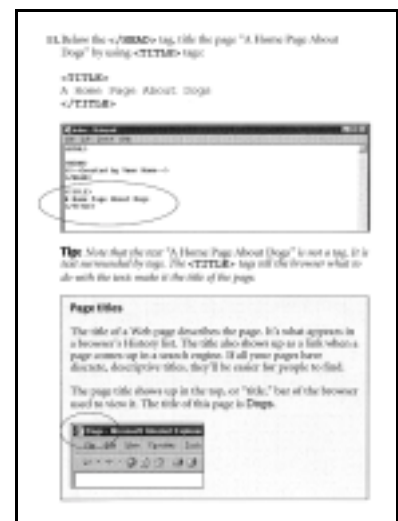
Welcome to *HTML and JavaScript for Visual Learners*. If you've never used a Visibook before, you'll find that it contains several hundred illustrations, with comparatively little text. It presents essential tasks, breaks them down into steps, then walks you through them with illustrations.

What you'll learn

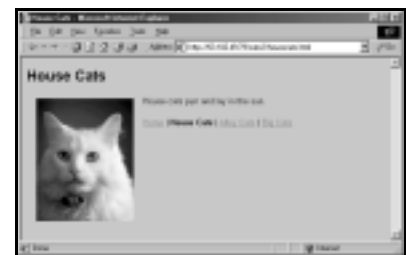
You'll learn how to use HTML to create a solid, attractive Web site that's easy to navigate. You'll also learn how to upload it to a Web server.

You won't become an expert in Web publishing—that takes practice and real-world experience. But you will learn the fundamentals of site-building, and get a good foundation on which to build professional-level skills.

Additional resources for acquiring expert-level HTML and JavaScript skills are found at the end of this book.



Follow the steps



See the results

How you'll learn it

This book has five sections: HTML Basics, Layout & Navigation, Interactivity, Advanced Layout, and Practical JavaScript.

At the end of each task and section are practice exercises. Don't worry if you can't work through the whole book in a day or two. Take your time, and try to do the practice. You can check your work against examples posted on the Web.

Before you begin

Before you begin, it's important that you know Windows well. A working knowledge of Windows makes it much easier to learn HTML and JavaScript. You should be familiar with:

- How directories work
- Windows Explorer
- Basic word processing

Make sure you can perform the following tasks:

- Create a folder on your computer's hard drive
- Create a folder within a folder
- Copy a paragraph from one document and paste it into another.

If you have trouble doing this, set aside a couple of hours to learn Windows basics. Have a friend or co-worker who is proficient with computers walk you through Windows Explorer, creating folders and becoming familiar with file extensions.

You should also practice using the Cut, Copy, and Paste commands in a standard word processing program. When you can do these things on your own, you're ready to learn HTML and JavaScript.



HTML Basics

In this section, you'll learn how to:


- Create a home page
- Format text
- Create links to new pages
- Create e-mail and external links
- Insert graphics
- Create a navigation system
- Change page and link colors

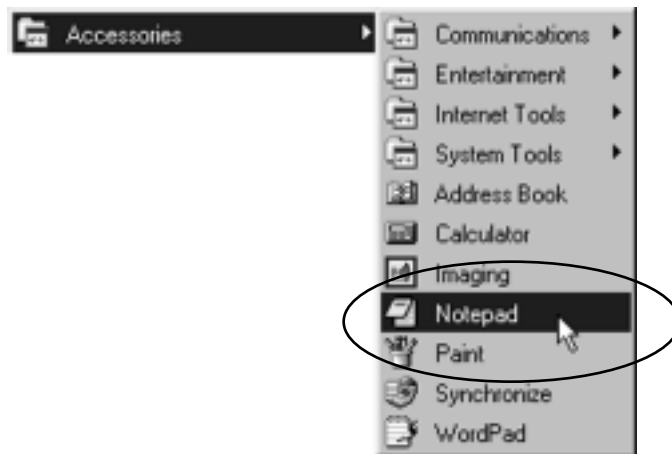
You'll build a site that looks like this:



Create a home page

Create the home page

1. Open a browser, such as Internet Explorer or Netscape Navigator.
2. Open the program Notepad. Do this by first clicking the  button on the taskbar, then Programs, then Accessories, then Notepad.



3. At the top of the Notepad screen, type:

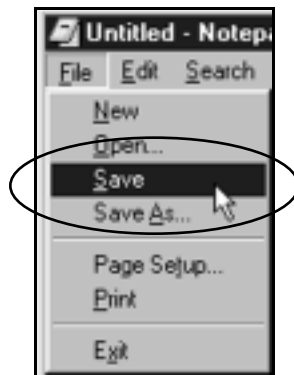
`<HTML>`




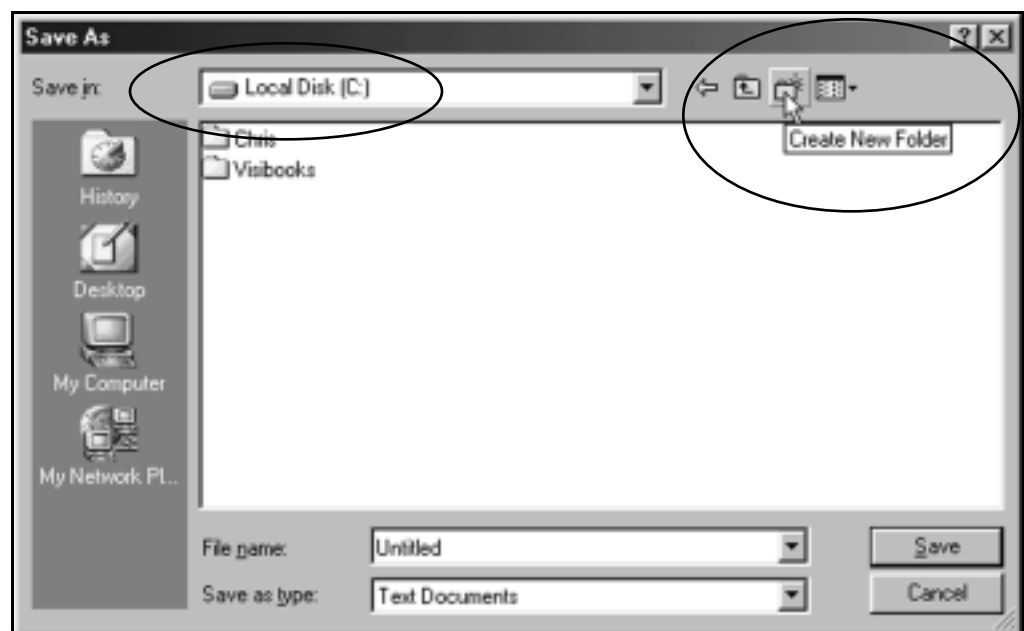
Tip: `<HTML>` is a tag. Tags are instructions to a Web browser. This particular instruction lets the Web browser know that what follows is a Web page, written in HTML.

Tags can be written in upper-case or lower-case letters—it doesn't matter which. `<HTML>`, `<html>`, or `<HtMl>` are all fine.

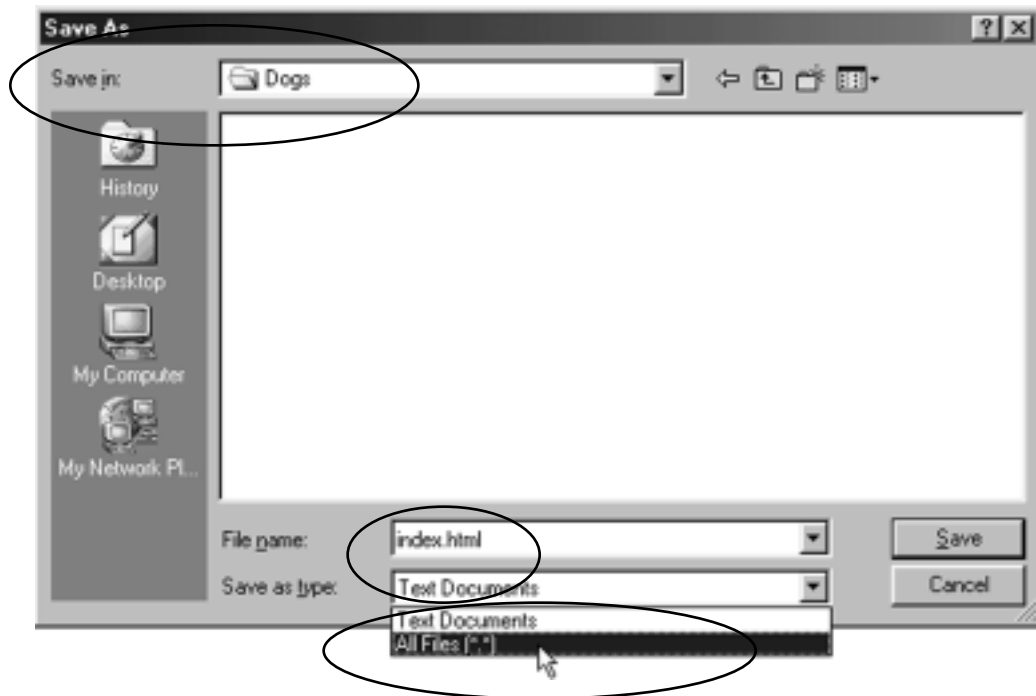
4. Save the file.



5. When the Save As window appears, select the C:\ drive in the Save in drop-down list.
6. Create a new folder by clicking on the  icon.



7. Name the new folder “Dogs,” then double-click it so it appears in the Save in box.
8. In the File name textbox, type index.html.
9. In the Save as type drop-down list, select All Files. When you’re done, the window should look like this:



10. Save the page by clicking on the Save button.

Home page file names

All Web pages have a .html extension (or .htm).

All home pages have the file name index.html. index.html comes up automatically when the address of a domain or directory where it's located is typed into a browser.

For instance, if you go to www.visibooks.com, the home page appears automatically. That's because its file name is index.html. If the file name of the Visibooks home page was homepage.html, you'd have to type www.visibooks.com/homepage.html to get it to appear.

The Microsoft exception: To get your home page to come up automatically on a Web server running Microsoft's Internet Information Server as its operating system, give your home page the file name default.htm.

11. Below the `<HTML>` tag, type:

```
<HEAD>  
<!--Created by Your Name-->  
</HEAD>
```

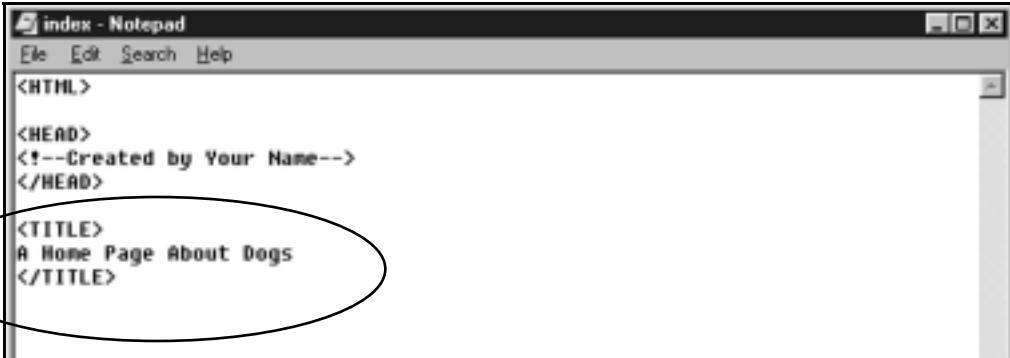


Tip: The `<HEAD>` section contains information that doesn't show up on the page when it is viewed in a browser. Note the closing `</HEAD>` tag: in HTML, you must give the browser instructions to end something as well as start it.

Tip: `<!--Created by Your Name-->` is called a comment. Whatever text is between the dashes won't show up on a browser's screen—it's only visible if someone views the page's HTML code. You need to include the **!** for this to work.

12. Below the `</HEAD>` tag, title the page “A Home Page About Dogs” by using `<TITLE>` tags:

```
<TITLE>  
A Home Page About Dogs  
</TITLE>
```



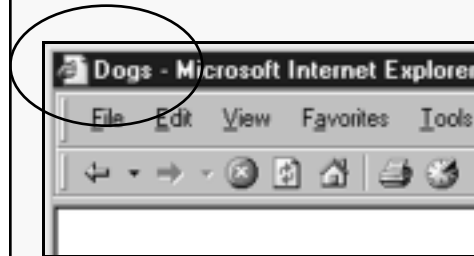
```
index - Notepad  
File Edit Search Help  
<HTML>  
<HEAD>  
<!--Created by Your Name-->  
</HEAD>  
<TITLE>  
A Home Page About Dogs  
</TITLE>
```

Tip: Note that the text “A Home Page About Dogs” is not a tag. It is text surrounded by tags. The `<TITLE>` tags tell the browser what to do with the text: make it the title of the page.

Page titles

The title of a Web page describes the page. It's what appears in a browser's History list. The title also shows up as a link when a page comes up in a search engine. If all your pages have discrete, descriptive titles, they'll be easier for people to find.

The page title shows up in the top, or "title," bar of the browser used to view it. The title of this page is Dogs.




13. Below the `</TITLE>` tag, add:

```
<BODY>
```

```
</BODY>
```

Tip: Anything you want to be visible in a browser's main window, put between the `<BODY>` and `</BODY>` tags.

14. Below the `</BODY>` tag, close the `</HTML>` tag. When you're finished, the code should look like this:

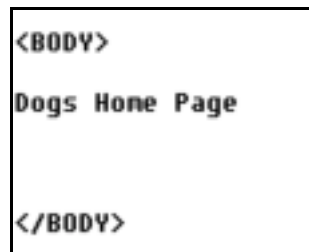
A screenshot of a Notepad window titled "index - Notepad". The window contains the following HTML code:

```
<HTML>
<HEAD>
<!--Created by Your Name-->
</HEAD>
<TITLE>
A Home Page About Dogs
</TITLE>
<BODY>

</BODY>
</HTML>
```

15. Between the `<BODY>` and `</BODY>` tags, type the words:

Dogs Home Page

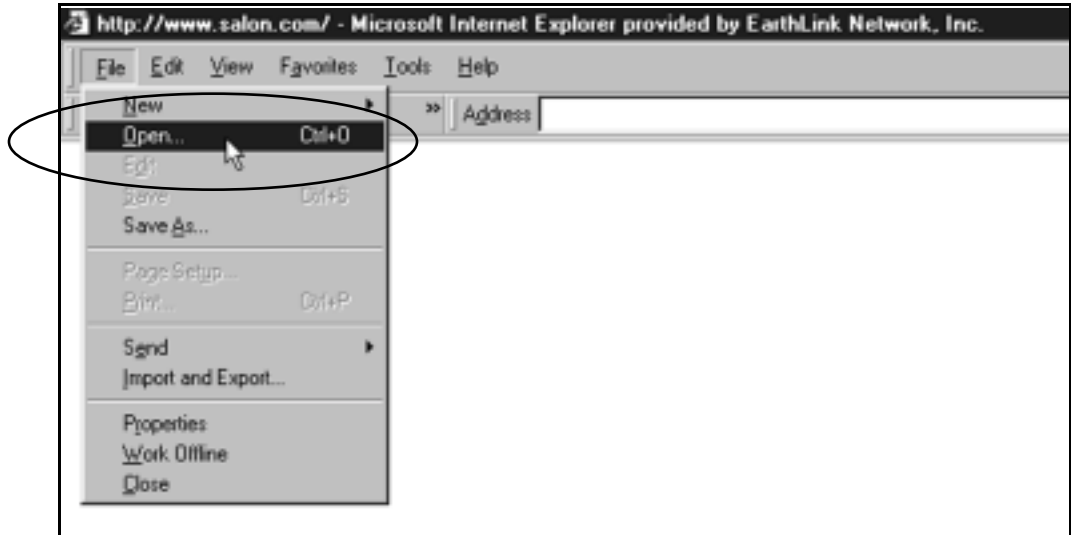
A screenshot of a Notepad window showing the HTML code from the previous step with the text "Dogs Home Page" added between the `<BODY>` and `</BODY>` tags:

```
<BODY>
Dogs Home Page
</BODY>
```

16. Save the page.

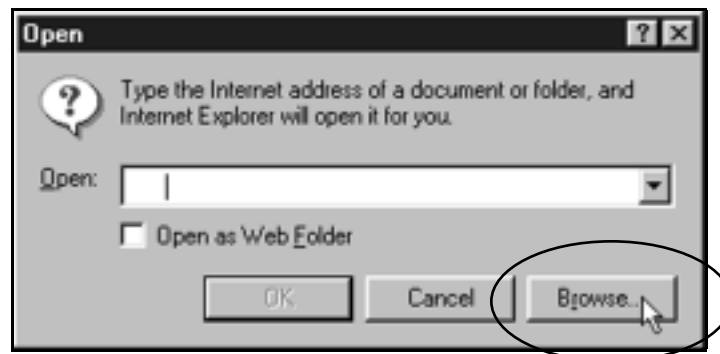
View the page in a browser

1. Go to the browser and on its menu bar, click File, then Open.

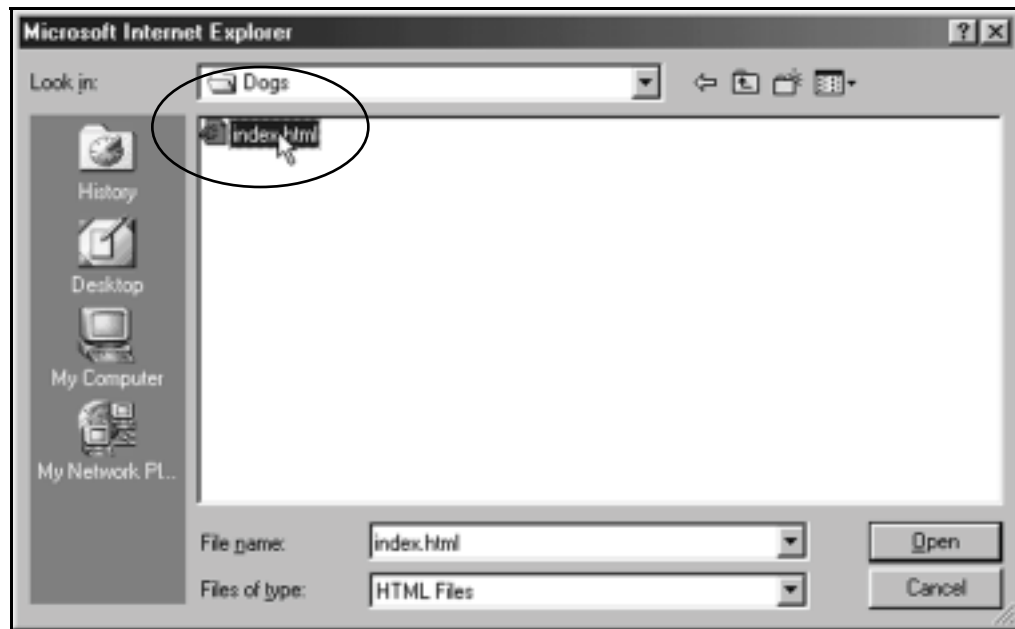


Tip: *If you're using Netscape Communicator instead of Internet Explorer, click Open Page, then Choose File.*

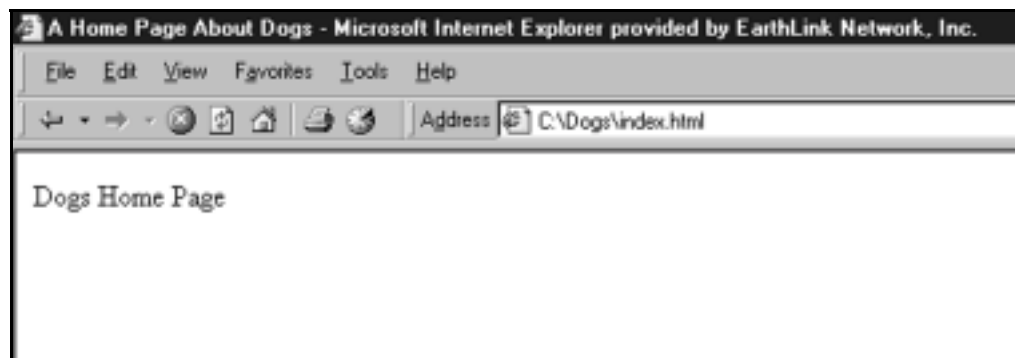
2. When the Open window appears, click the Browse button.



- When the new window appears, navigate to the Dogs folder in the Look in drop-down list, then select the home page: index.html.



- Click the Open button, then the OK button. The page should come up in the browser and look like this:



You have created a home page titled "A Home Page About Dogs."

The home page's file name is index.html.

It is located in a folder called Dogs on the C:\ drive.

Practice: Create a home page

A. *What is the correct file name for a home page?*

B. *Why is there a special file name for home pages?*

C. *Why is it important that the home page—and all other pages in a Web site—have accurate titles?*

D. *What is the difference between a page's title and its file name?*

Answers

- A. *index.html*
- B. *It allows home pages to appear in a browser without typing the file name as part of a Web address.*
- C. *Accurate titles allow people to find pages easier when bookmarking them or searching in a browser's History list.*
- D. *A page title appears in the Title bar at the top of the browser. It's plain text, such as "The Smith Family: Vacation Pictures," that makes it easy for people to keep track of a page. A page's file name, such as vacpics.html, is how the computer keeps track of it.*

Format pages and text

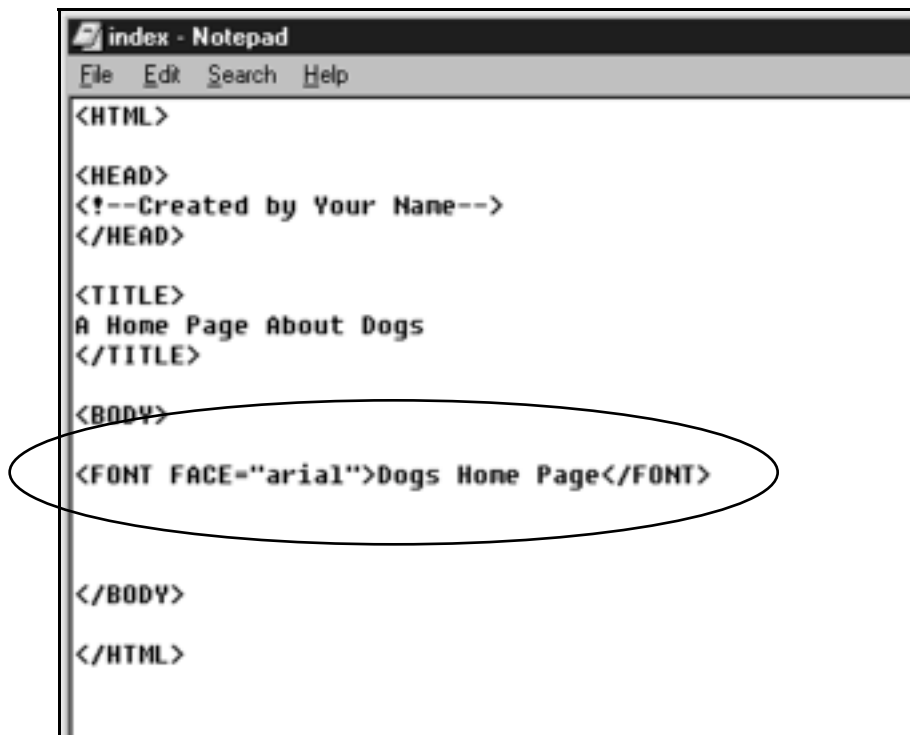
Change fonts

1. In front of the words “Dogs Home Page,” insert a **** tag with the attribute **FACE="arial"**:

```
<FONT FACE="arial">Dogs Home Page</FONT>
```

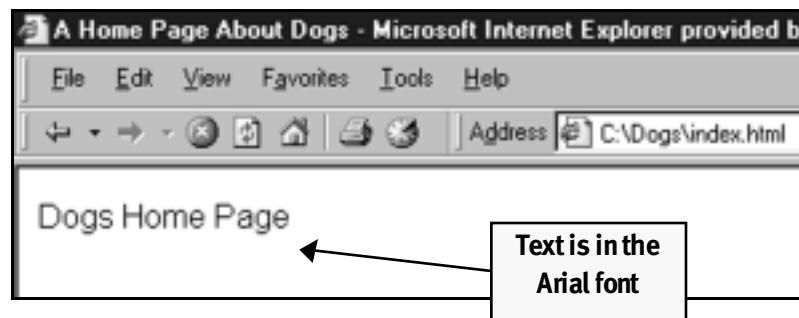
2. After the words, close the **** tag:

```
<FONT FACE="arial">Dogs Home Page</FONT>
```



Tip: Think of an attribute as a sub-instruction to the browser. In this case, the **** tag tells the browser that text will be changed, and the **FACE** attribute tells it how to change, specifying the Arial typeface.

3. View the page in the browser. Click the browser's Refresh button, and the page should look like this:



Web fonts

When text is viewed on a computer, only fonts installed on the computer can be seen. For instance, if someone created a page that specified the Tekton font, almost no one viewing it would see it in Tekton because very few computers have that font installed. Computers without Tekton would display text in the default font: Times New Roman.

All Windows computers have the Arial font installed. Windows 95 and later computers have Verdana. Macintoshes have Helvetica, the font that Arial is based upon.

To cover all bases, specify multiple fonts:

```
<FONT FACE="verdana,arial,Helvetica">
```

Tip: If a page doesn't look like it's supposed to—or nothing shows up at all—check the HTML code you've written. You might have left out a quote or made some other small mistake. Something that seems insignificant can wreck a page:

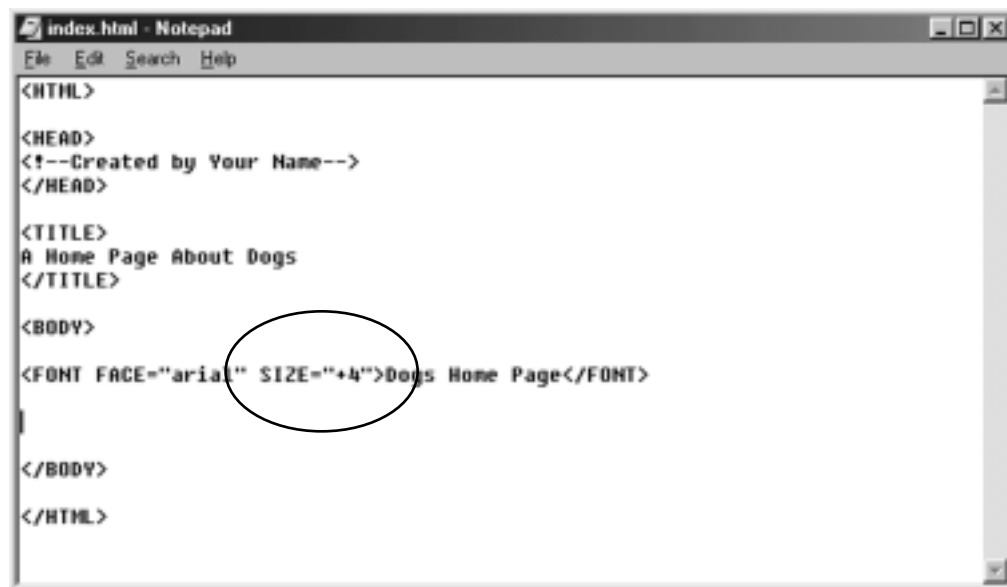
```
<FONT FACE="arial>
```

Missing end quote (")

Change text size

1. In Notepad, add the `SIZE="+4"` attribute to the `` tag:

```
<FONT FACE="arial" SIZE="+4">Dogs Home  
Page</FONT>
```

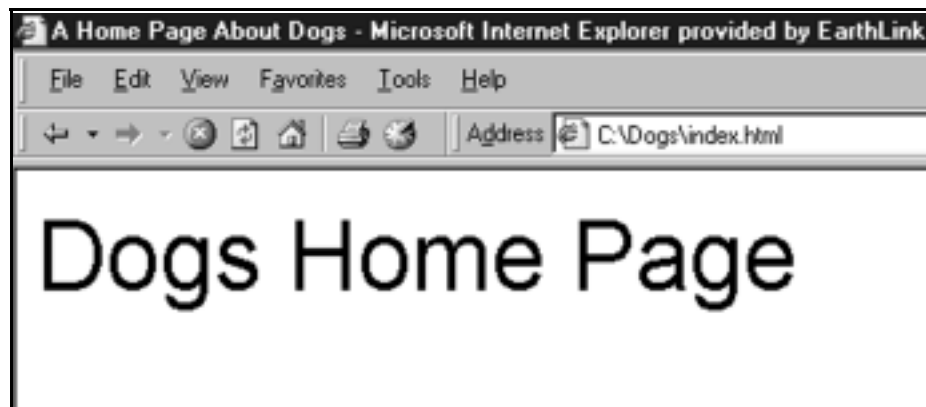


A screenshot of a Notepad window titled "index.html - Notepad". The window contains the following HTML code:

```
<HTML>  
<HEAD>  
<!--Created by Your Name-->  
</HEAD>  
<TITLE>  
A Home Page About Dogs  
</TITLE>  
<BODY>  
<FONT FACE="arial" SIZE="+4">Dogs Home Page</FONT>  
  
</BODY>  
</HTML>
```

The text `SIZE="+4"` in the `` tag is circled in black.

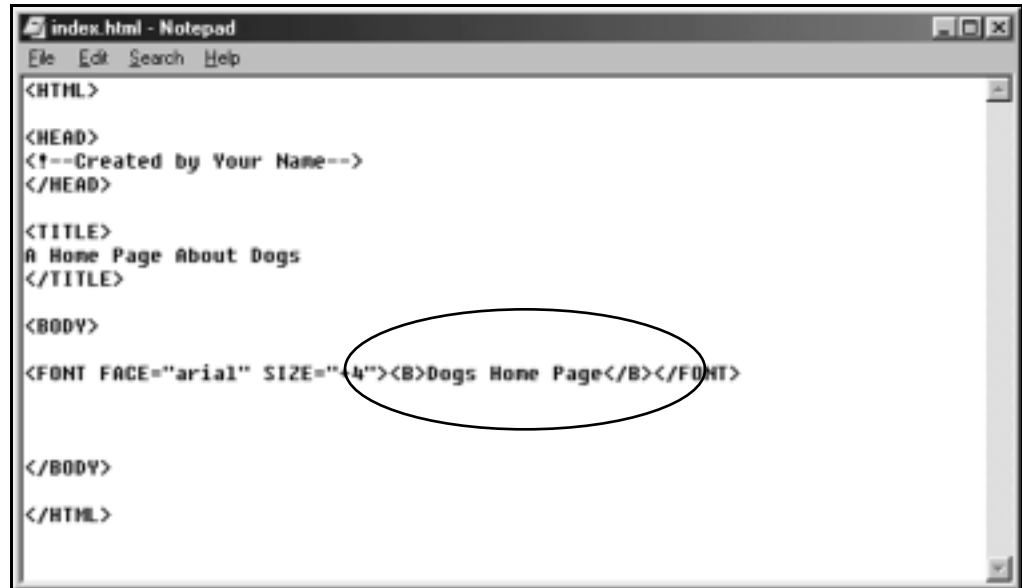
2. Save the page and view it in the browser. It should look like this:



Change text weight

1. In Notepad, add the **** tag in front of the words “Dogs Home Page” and close it after them:

```
<FONT FACE="arial" SIZE="+4"><B>Dogs Home  
Page</B></FONT>
```

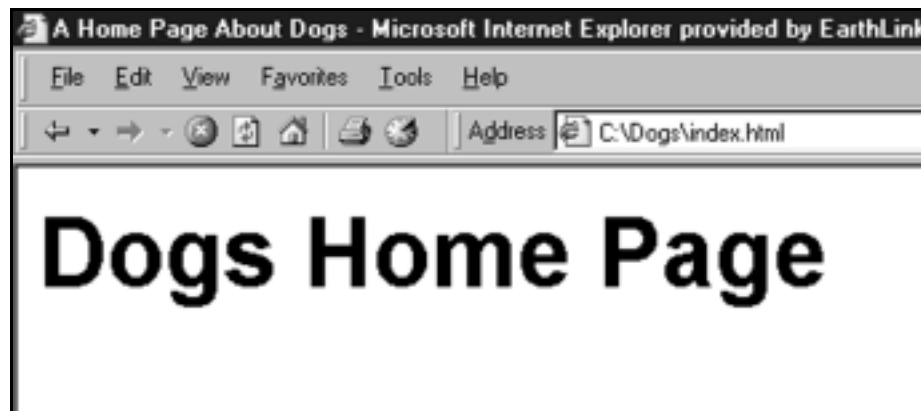
A screenshot of a Notepad window titled "index.html - Notepad". The window contains the following HTML code:

```
<HTML>  
<HEAD>  
<!--Created by Your Name-->  
</HEAD>  
<TITLE>  
A Home Page About Dogs  
</TITLE>  
<BODY>  
<FONT FACE="arial" SIZE="+4"><B>Dogs Home Page</B></FONT>  
</BODY>  
</HTML>
```

The line containing the font and bold tags is circled in black.

Tip: When inserting multiple tags, arrange them in mirror-image order. The tags and text above are a good example: since it starts with the **** tag, it ends with the **** tag. Tags that aren't arranged in mirror-image order can cause display problems in some browsers.

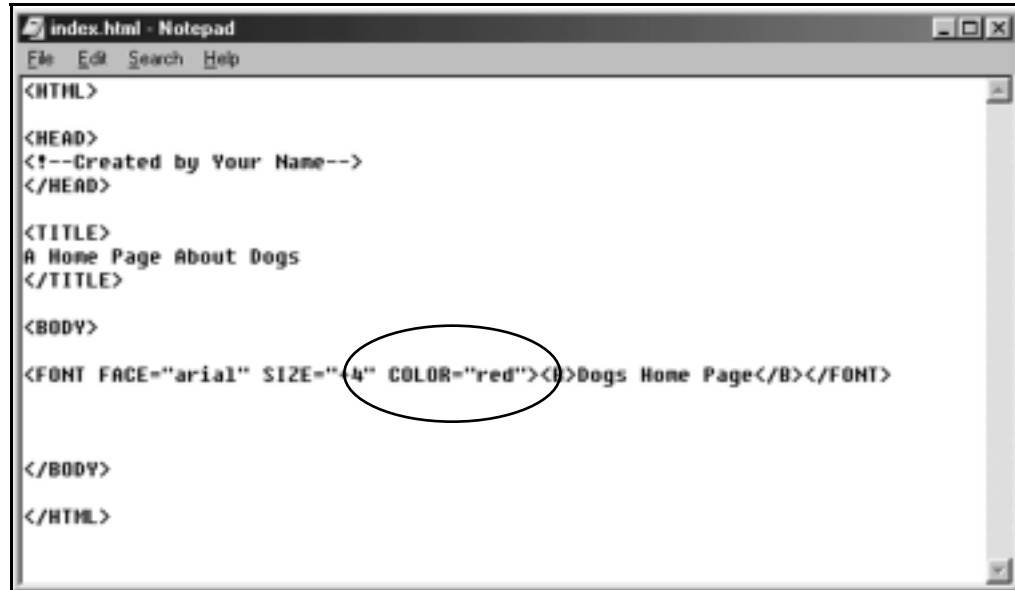
2. Save the page and view it in the browser. It should look like this:



Change text color

1. In the tag, add the attribute COLOR="red":

```
<FONT FACE="arial" SIZE="+4" COLOR="red">
```



2. Save the page. View it in the browser, and the text should show up red.
3. Change the text color to black, then save the page.

```
<FONT FACE="arial" SIZE="+4" COLOR="black">
```


Align text

1. Beneath the present text and tags, insert a `<P>` tag to begin a new paragraph.
2. Beneath the `<P>` tag, insert the tag `` and the words "These are my favorite breeds of dog:"

```

index.html - Notepad
File Edit Search Help
<HTML>
<HEAD>
<!--Created by Your Name-->
</HEAD>
<TITLE>
A Home Page About Dogs
</TITLE>
<BODY>
<FONT FACE="arial" SIZE="+4" COLOR="red"><B>Dogs Home Page</B></FONT>
<P>
<FONT FACE="arial" SIZE="-1">These are my favorite breeds of dog:
</BODY>
</HTML>

```

3. Within the `<P>` tag, add the attribute `ALIGN="right"`:

```
<P ALIGN="right">
```

4. Add a closing `</P>` tag after the new paragraph.

```
<P ALIGN="right">
```

```
<FONT FACE="arial" SIZE="-1">These are my
favorite breeds of dog:
```

```
</P>
```

Tip: Usually a `<P>` tag requires no closing `</P>` tag in HTML, but in this case the `ALIGN="right"` attribute is used. The closing `</P>` tag after the paragraph keeps the browser from right-aligning whatever is beneath it.

5. Save the page, then view it in the browser. It should look like this:



6. Remove the `ALIGN="right"` attribute from the `<P>` tag.

Tip: To generate a single-line break rather than the double-space a `<P>` tag generates, use the `
` or "Break" tag between two lines of text will bump the second line down to the next line:



```
<FONT FACE="arial" SIZE="+4"><B>Dogs Home
Page</B></FONT>
<BR>
<FONT FACE="arial" SIZE="-1">These are my
favorite breeds of dog:
```

Indent text

1. Below the text, “These are my favorite breeds of dog;” insert three new paragraphs:

```
<P>Chesapeake Bay Retriever</P>
```

```
<P>German Shepherd</P>
```

```
<P>Yorkshire Terrier</P>
```

2. Enclose these paragraphs in Unordered List tags to indent them:

```
<UL>
```

```
<P>Chesapeake Bay Retriever</P>
```

```
<P>German Shepherd</P>
```

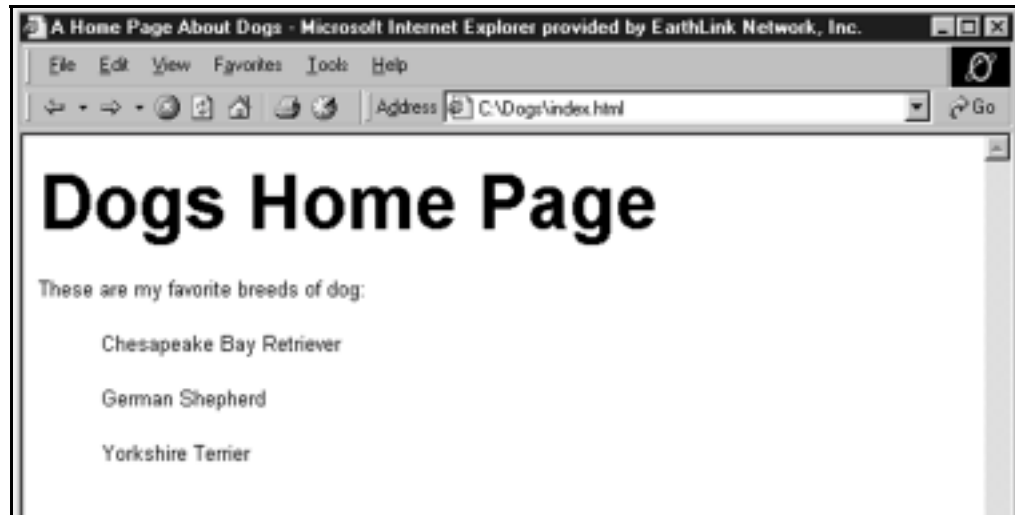
```
<P>Yorkshire Terrier</P>
```

```
</UL>
```

```
index.html - Notepad
File Edit Search Help

<FONT FACE="arial" SIZE="+4" COLOR="red"><B>Dogs Home Page</B></FONT>
<P>
<FONT FACE="arial" SIZE="-1">These are my favorite breeds of dog:
<UL>
<P>Chesapeake Bay Retriever</P>
<P>German Shepherd</P>
<P>Yorkshire Terrier</P>
</UL>
</BODY>
</HTML>
```

3. Save the page and view it in the browser. It should look like this:



Tip: Notice how all the text below the `` tag looks the same. It will stay that way until the closing `` tag is inserted.

Create lists

1. With the three breeds of dog, replace the `<P>` and `</P>` tags with `` tags to generate bullets in front of the text that follows:

```
<UL>
```

```
<LI>Chesapeake Bay Retriever
```

```
<LI>German Shepherd
```

```
<LI>Yorkshire Terrier
```

```
</UL>
```

2. Save the page and view it in the browser. It should look like this:



Practice: Format pages and text

A. *Why are the most common font choices Arial, Verdana, and Helvetica?*

B. *What kinds of computers have the font Arial installed? Which have Helvetica instead?*

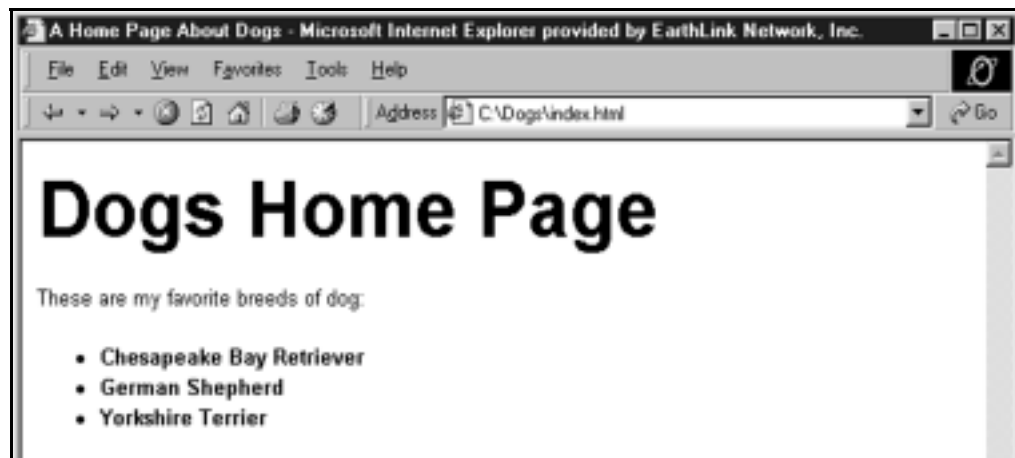
1. Change the title of the home page to “My Favorite Dogs.”

2. Change the bulleted list to a numbered list.

Tip: Use `` instead of `` to generate a numbered list.

3. Change the numbered list back to a bulleted list.

4. Make the list items bold. When you view it in the browser, the page should look like this:



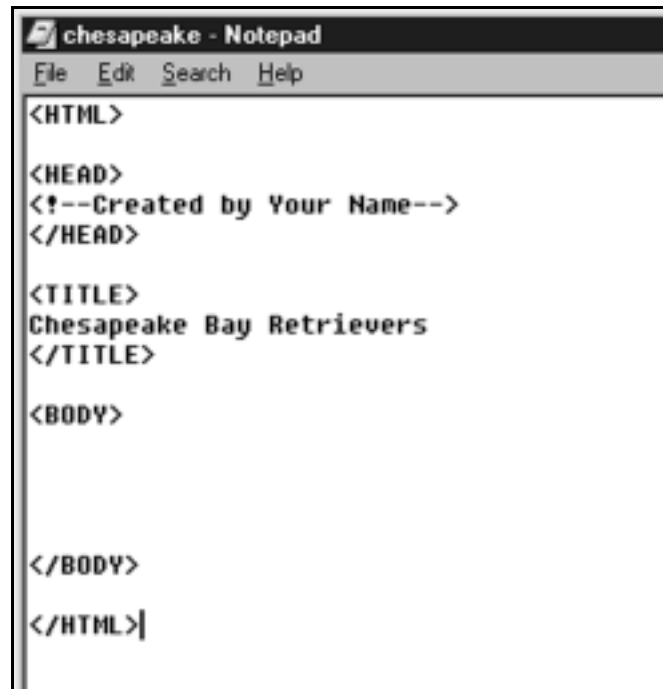
Answers

- A. *Those are the fonts that most Windows computers have installed.*
 B. *Windows computers have Arial, Macs have Helvetica.*

Create links to new pages

Step 1: Create a new page

1. In Notepad, change the title of the page to “Chesapeake Bay Retrievers,” then take out all the tags and text between the `<BODY>` and `</BODY>` tags.
2. On the menu bar, click File, then Save As.
3. Save the new page with the file name chesapeake.html.

A screenshot of a Notepad window titled "chesapeake - Notepad". The window has a menu bar with "File", "Edit", "Search", and "Help". The text area contains the following HTML code:

```
<HTML>
<HEAD>
<!--Created by Your Name-->
</HEAD>
<TITLE>
Chesapeake Bay Retrievers
</TITLE>
<BODY>

</BODY>
</HTML>
```

Tip: Remember to Save as type: All Files.

File names for the Web

Most Web servers are Unix- or Linux-based, which don't deal cleanly with spaces in file names. For instance if you name a file `fido page.html`, it may show up in the URL box of the browser as `fido%20page.html`.

Also, Web servers are case-sensitive, so keeping file names lower-case eliminates a potential source of mistakes.

Make all file names in a Web site—pages, graphics and folders—lower-case, with no spaces.

Correct file name: `german.html`

Incorrect: `German Shepherds.html`

4. Beneath the `<BODY>` tag, type “Chesapeake Bay Retrievers.” This is the page heading. Make it verdana, bold, size +3:

```
<BODY>
```

```
<FONT FACE="verdana" SIZE="+3"><B>Chesapeake  
Bay Retrievers</B></FONT>
```

```
</BODY>
```


5. Save the page.

```

chESApeake.html - Notepad
File Edit Search Help
<HTHL>
<HEAD>
<!--Created by Your Name-->
</HEAD>
<TITLE>
Chesapeake Bay Retrievers
</TITLE>
<BODY>
<FONT FACE="verdana" SIZE="+3"><B>Chesapeake Bay Retrievers</B></FONT>
</BODY>
</HTHL>]

```

Providing navigation clues with text size

The heading of the Chesapeake Bay Retriever page is made one size smaller than the heading of the home page. That's because the CBR page is one step down in the site hierarchy.

Level 1: Dogs
(top level heading; **SIZE="+4"**)

Dogs

Level 2: Chesapeake Bay Retrievers
(second-level heading; **SIZE="+3"**)

Chesapeake Bay
Retrievers

Making the heading of the CBR page smaller than the home page's heading helps show people where they are in the site.

Step 2: Link to the new page

1. Open the home page (index.html) in Notepad. In front of the first item, Chesapeake Bay Retriever, insert an anchor tag. Then close the anchor tag:

```
<LI><B><A HREF="chesapeake.html">Chesapeake
Bay Retriever</A></B>
```

```
index.html - Notepad
File Edit Search Help
<BODY>
<FONT FACE="arial" SIZE="+4" COLOR="black"><B>Dogs Home Page</B></FONT>
<P>
<FONT FACE="arial" SIZE="-1">These are my favorite breeds of dog:
<UL>
<LI><B><A HREF="chesapeake.html">Chesapeake Bay Retriever</A></B>
<LI><B>German Shepherd</B>
<LI><B>Yorkshire Terrier</B>
</UL>
</BODY>
</HTML>
```

How an anchor tag works

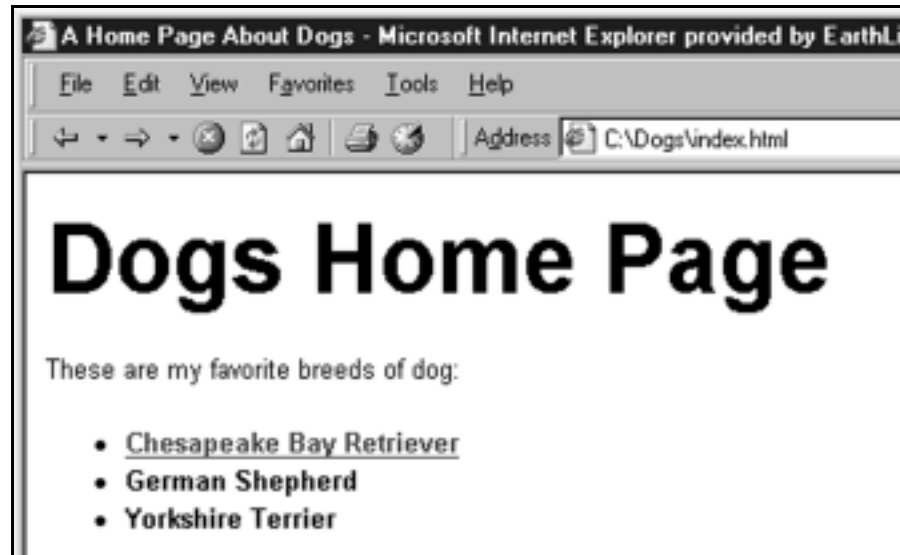
Anchor tags create a clickable link to another page.

A page with this file name...

...is linked to these words.

```
<a href="filename.html">New Page</a>
```

2. Save the home page and view it in the browser. The words **Chesapeake Bay Retriever** should be a link, and the page should look like this:



3. Click on the **Chesapeake Bay Retriever** link. The Chesapeake Bay Retriever page should appear in the browser.

Practice: Create links to new pages

A. *Why should file names be lower-case and free of spaces?*

B. *Why should the headings on section pages (Chesapeake Bay Retrievers, German Shepherds) be smaller than the heading of the home page?*

1. Create new pages for German Shepherds and Yorkshire Terriers.

Page	Title	File Name
German Shepherds	German Shepherds	german.html
Yorkshire Terriers	Yorkshire Terriers	yorkshire.html

- On the home page, link the words German Shepherd and Yorkshire Terrier to their pages.
- On the home page, remove the words “**Home Page**” after “**Dogs.**”
- On the Chesapeake Bay Retriever, German Shepherd and Yorkshire Terrier pages, put the page headings in the same font and weight as the home page (Verdana; bold).
- Make the page headings of these pages one size smaller than the heading on the home page, just like on the Chesapeake Bay Retriever page.
- Save all pages and click on the home page’s links to make sure they work.

Answers

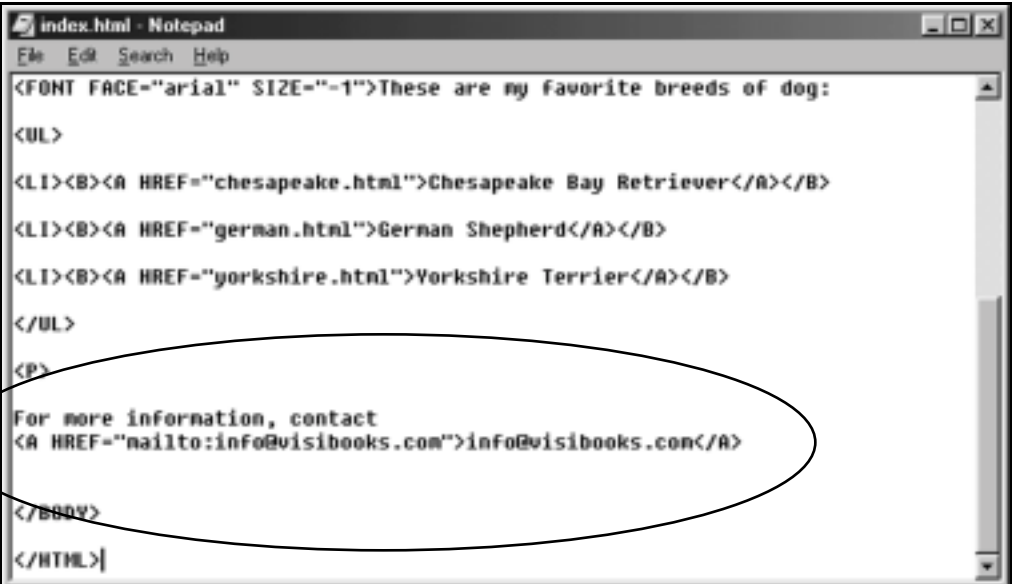
- A. *Because most Web servers deal better with lower-case, spaceless file names.*
 B. *It provides site users with a visual distinction between first-level (home) pages and second-level (main section) pages.*

Create e-mail and external links

Create an e-mail link

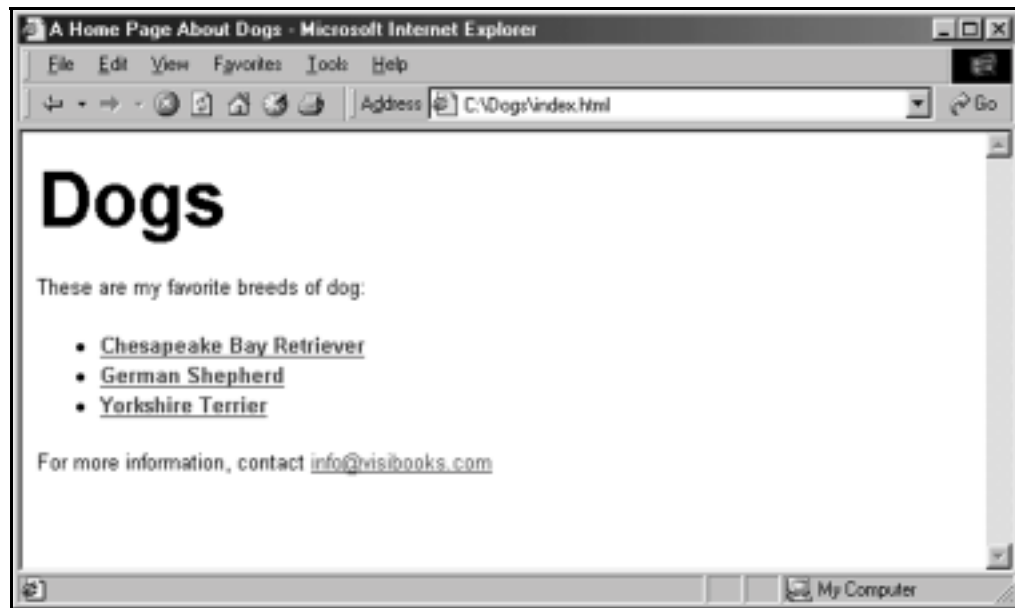
1. In a new paragraph beneath the list, type the sentence “For more information, contact info@visibooks.com.”
2. Surround the e-mail address with anchor tags, but instead of linking it to a Web page, use the **mailto** command to link it to an e-mail program:

```
For more information, contact  
<A HREF="mailto:info@visibooks.com">  
info@visibooks.com</A>
```

A screenshot of a Notepad window titled "index.html - Notepad". The window contains HTML code for a web page. The code includes a font face and size declaration, a list of dog breeds with links to external pages, and a paragraph with an email link. The email link is circled in black. The code is as follows:

```
<FONT FACE="arial" SIZE="-1">These are my favorite breeds of dog:  
<UL>  
<LI><B><A HREF="chesapeake.html">Chesapeake Bay Retriever</A></B>  
<LI><B><A HREF="german.html">German Shepherd</A></B>  
<LI><B><A HREF="yorkshire.html">Yorkshire Terrier</A></B>  
</UL>  
<P>  
For more information, contact  
<A HREF="mailto:info@visibooks.com">info@visibooks.com</A>  
</BODY>  
</HTML>
```

3. Save the page. When you view it in the browser, it should look like this:



How e-mail links work

When someone goes to a Web site and clicks on an e-mail link, it's supposed to open the e-mail program on that person's computer and insert the address into a new message.

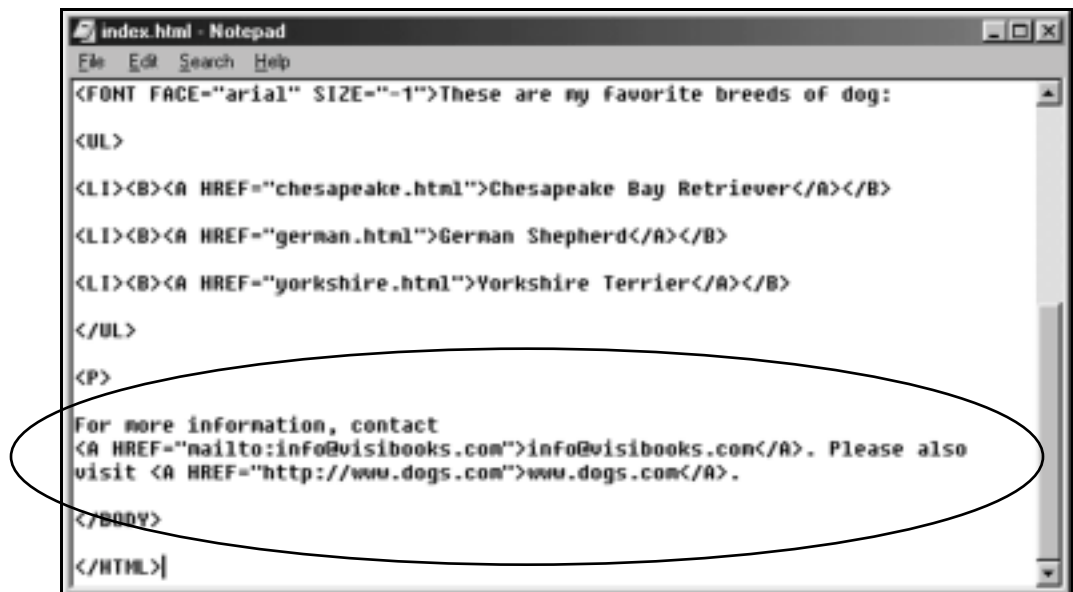
If the person's e-mail program isn't configured correctly, this won't work. That's why e-mail links should use the e-mail address as a link: so people can enter the address manually if they have to.

Link to an external site

1. In Notepad, add a new sentence after the last one. Type the sentence, "Please also visit `www.dogs.com`."
2. Surround the Web address `www.dogs.com` with these anchor tags to link it to the external Web site:

```
<A  
HREF="http://www.dogs.com">www.dogs.com</A>
```

Tip: For an external link to work, you must type `http://` as part of the Web address.



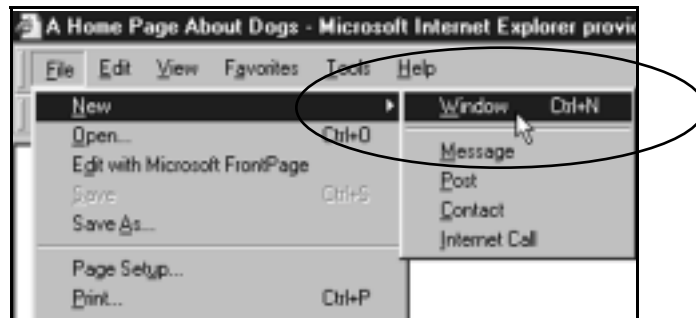
```
index.html - Notepad
File Edit Search Help
<FONT FACE="arial" SIZE="-1">These are my favorite breeds of dog:
<UL>
<LI><B><A HREF="chesapeake.html">Chesapeake Bay Retriever</A></B>
<LI><B><A HREF="german.html">German Shepherd</A></B>
<LI><B><A HREF="yorkshire.html">Yorkshire Terrier</A></B>
</UL>
<P>
For more information, contact
<A HREF="mailto:info@visibooks.com">info@visibooks.com</A>. Please also
visit <A HREF="http://www.dogs.com">www.dogs.com</A>.
</BODY>
</HTML>
```

3. Save the page.
4. Preview the page in the browser, then click on the link to see if it links to the external site `www.dogs.com`.
5. Close the browser.

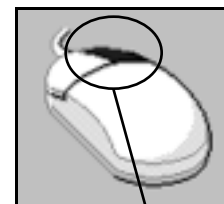
Insert and align graphics

Capture a graphic from the Web

1. Open a new browser window.

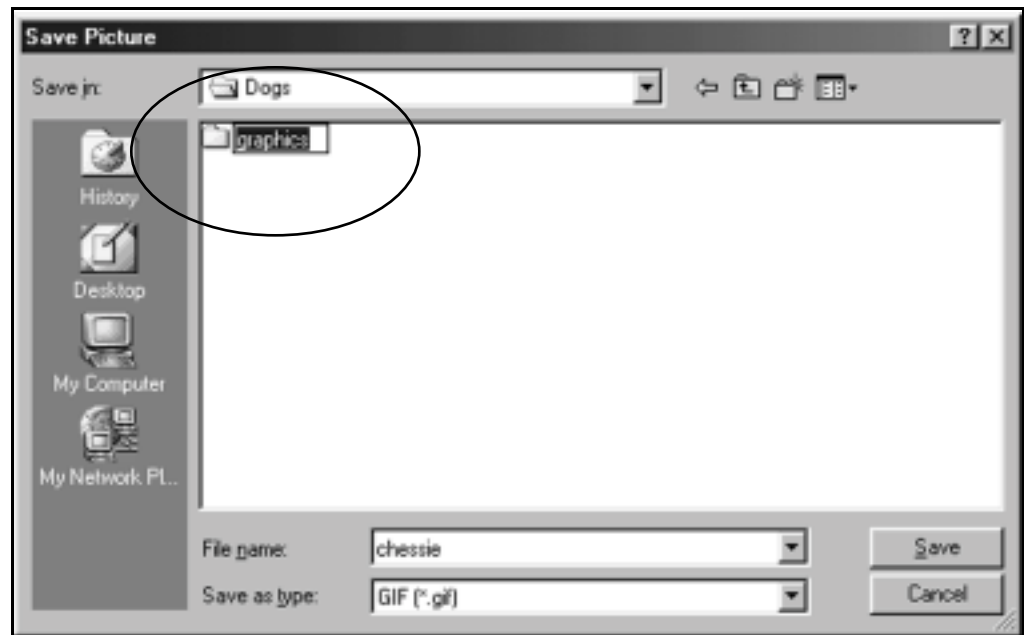


2. Go to the Web site www.visibooks.com/dogpics.
3. Place your cursor on top of the picture of the Chesapeake Bay Retriever, then click with your right mouse button.



Right mouse
button

4. Click Save Picture As.
5. When the Save Picture window appears, select the “Dogs” folder in the Save in drop-down list.
6. Create a new folder within Dogs called “graphics.”



7. Double-click on the graphics folder so it appears in the Save in drop-down list.



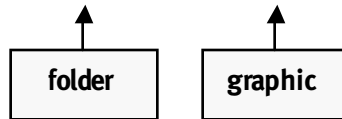
8. Click the Save button to save the graphic inside the graphics folder.

Tip: *Creating this separate sub-folder to hold your site’s graphics makes the site easier to organize and update.*

Insert a graphic

1. In Notepad, open the Chesapeake Bay Retriever page, file name chesapeake.html.
2. Create a new paragraph under the main heading.
3. In the new paragraph, insert an image tag:

```
<IMG SRC="graphics/chessie.gif">
```



Tip: Notice that in this image tag there's a "path." For the image source, the tag first points to the graphics folder, then to the file name of the image within it.

```
chesapeake.html - Notepad
File Edit Search Help
<HTML>
<HEAD>
<!--Created by Your Name-->
</HEAD>
<TITLE>
Chesapeake Bay Retrievers
</TITLE>
<BODY>
<FONT FACE="verdana" SIZE="3"><B>Chesapeake Bay Retrievers</B></FONT>
<P>
<IMG SRC="graphics/chessie.gif">
</BODY>
</HTML>
```

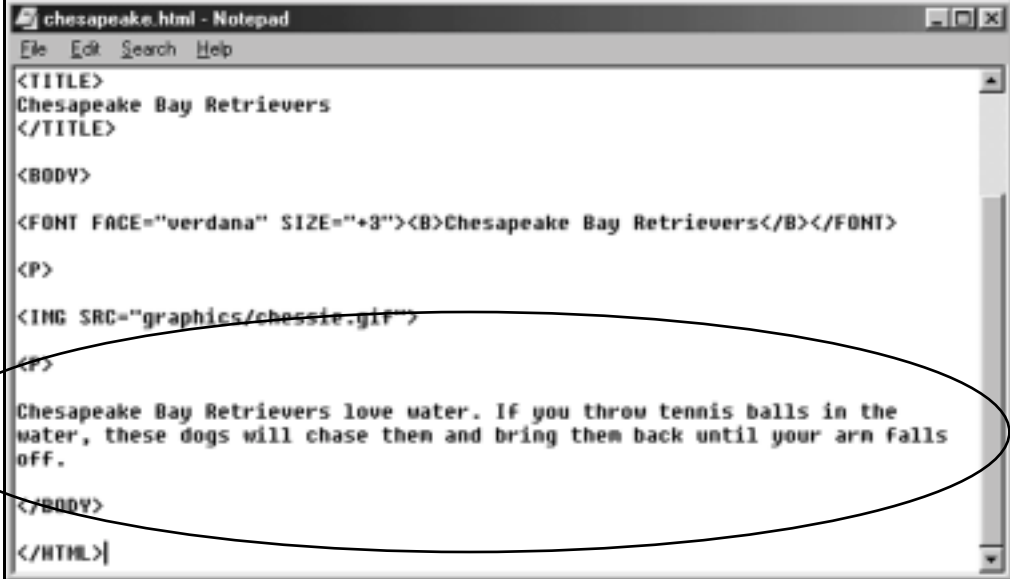
4. Save the page, then view it in the browser. It should now look like this:



Align a graphic

1. In a new paragraph below the graphic, type in:

Chesapeake Bay Retrievers love water. If you throw tennis balls in the water, these dogs will chase them and bring them back until your arm falls off.



```
chesapeake.html - Notepad
File Edit Search Help
<TITLE>
Chesapeake Bay Retrievers
</TITLE>

<BODY>

<FONT FACE="verdana" SIZE="+3"><B>Chesapeake Bay Retrievers</B></FONT>

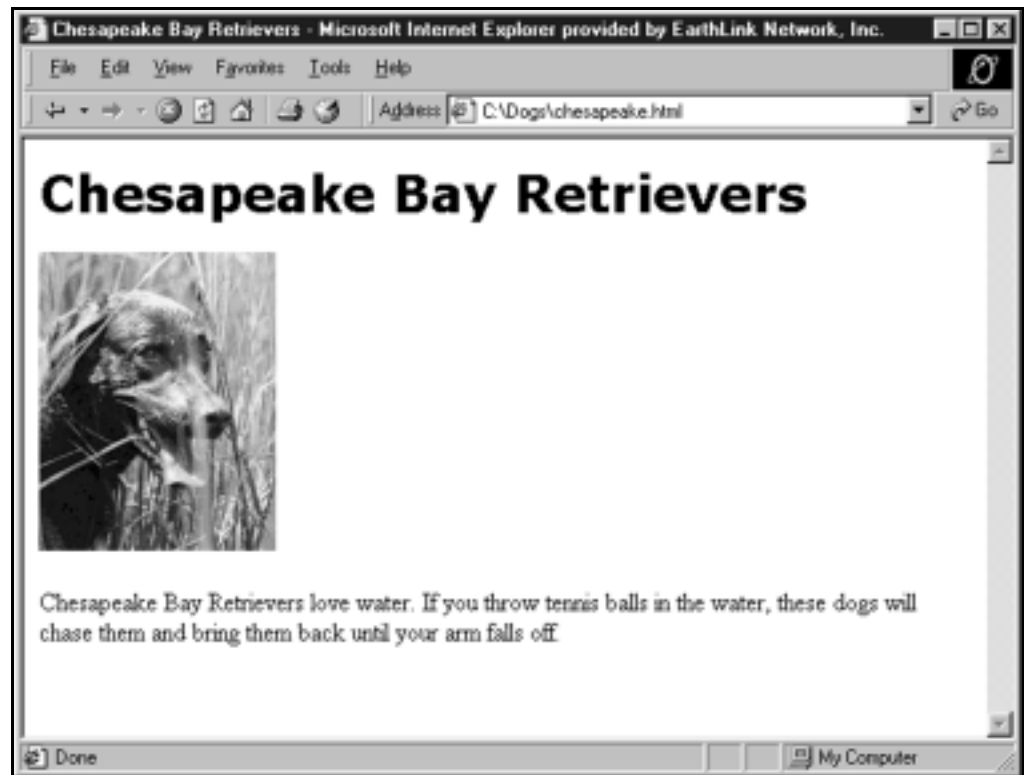
<P>

<IMG SRC="graphics/chessie.gif">
</P>

Chesapeake Bay Retrievers love water. If you throw tennis balls in the
water, these dogs will chase them and bring them back until your arm falls
off.

</BODY>
</HTML>
```

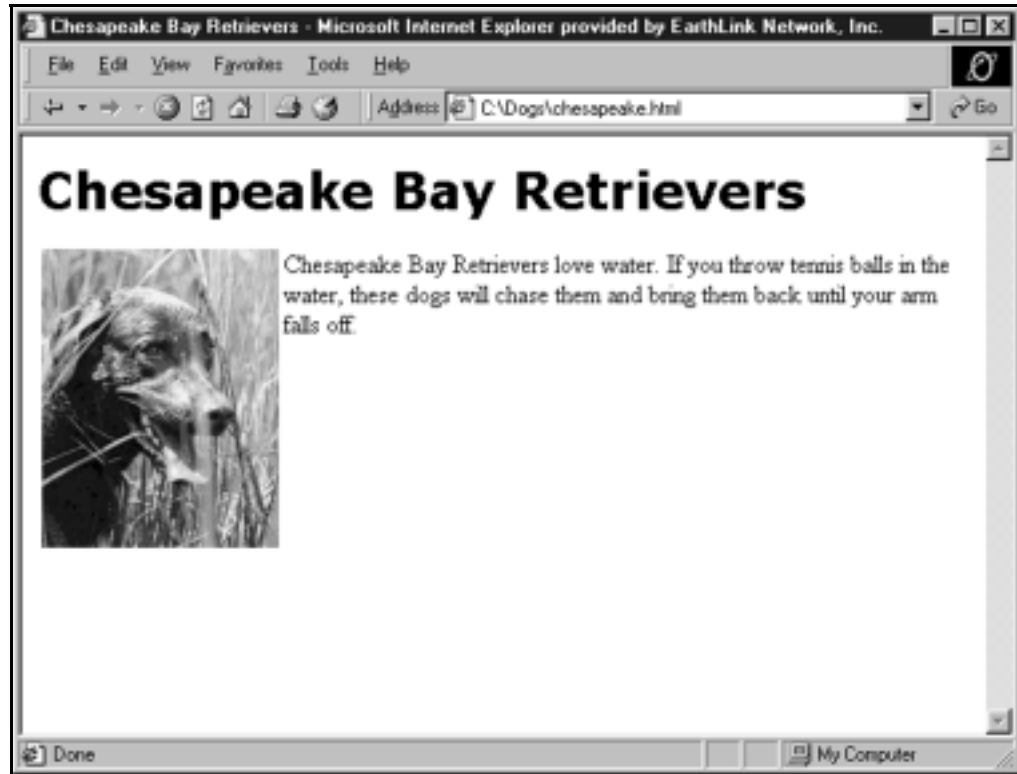
2. Save the page and view it in the browser. The page should look like this:



3. Go back to Notepad and add the **ALIGN="left"** attribute to the **** tag:

```
<IMG SRC="graphics/chessie.gif"  
ALIGN="left">
```

4. Save the page and view it in the browser (just click the “Refresh” or “Reload” button). It should look like this:



Format a graphic

1. In the Chesapeake Bay Retriever page, add this **ALT** attribute to the `` tag:

```
<IMG SRC="graphics/chessie.gif" ALIGN="left"
ALT="Chesapeake Bay Retriever">
```

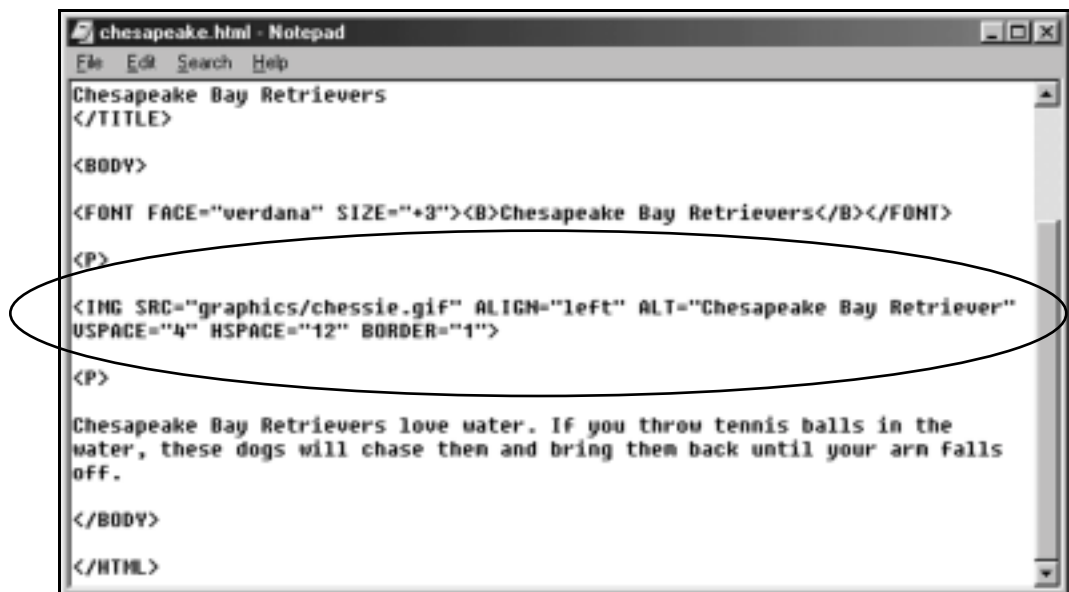
“Alt” text allows visually-impaired people to know what a graphic represents. Alt text also allows search engines to index visual content.

2. Add the `VSPACE="4"` and `HSPACE="12"` attributes as well:

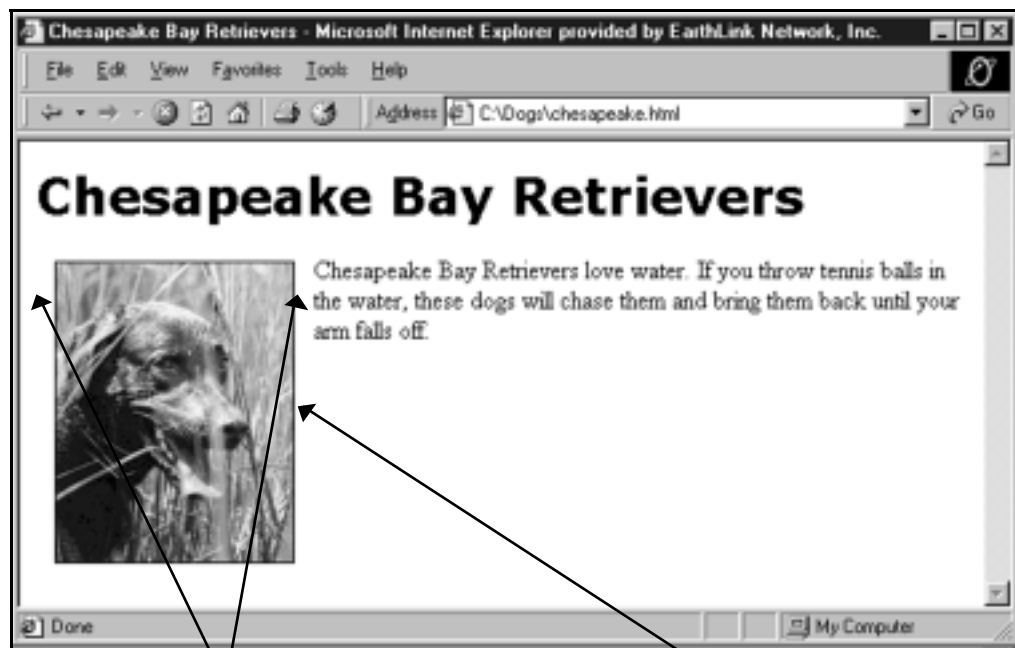
```
<IMG SRC="graphics/chessie.gif" ALIGN="left"
ALT="Chesapeake Bay Retriever" VSPACE="4"
HSPACE="12">
```

3. Also, add the `BORDER="1"` attribute:

```
<IMG SRC="graphics/chessie.gif" ALIGN="left"
ALT="Chesapeake Bay Retriever" VSPACE="4"
HSPACE="12" BORDER="1">
```



- Save the page and view it in the browser. It should now look like this:



An HSPACE of 12 creates a horizontal space of 12 pixels around the graphic that nothing can occupy

A Border of 1 creates a 1-pixel border around the graphic

- Move your cursor onto the graphic. The “Alt” text—an alternative text description of the graphic—should pop up.

The text should be aligned with the top of the graphic.

Tip: *If you know the dimensions of a graphic, you can make it load faster by specifying its width and height in pixels:*

```
<IMG SRC="graphics/chessie.gif" ALIGN="left"
ALT="Chesapeake Bay Retriever" VSPACE="4"
HSPACE="12" BORDER="1" WIDTH="150"
HEIGHT="189">
```


Practice: Insert graphics

A. *Why should you specify Alt text for each graphic you insert?*

1. Go to www.visibooks.com/dogpics. Save the German Shepherds graphic in C:\dogs\graphics with the file name `shepherds.gif`.
2. Save the Yorkshire Terrier graphic in C:\dogs\graphics with the file name `yorkie.gif`.
3. Insert `shepherds.gif` into the German Shepherds page in a new paragraph below the heading.
4. Insert `yorkie.gif` into the Yorkshire Terriers page in a new paragraph below the heading.
5. On the German Shepherds page, type “German Shepherds are smart dogs” in a paragraph below the graphic.
6. On the Yorkshire Terriers page, type “Yorkshire Terriers are cute” in a paragraph below the graphic.
7. On both pages, align the text to the side of the graphic, as on the Chesapeake Bay Retrievers page.
8. On both pages, give the graphic a border of 1, vspace of 4, and hspace of 12.
9. On all three “Dog” pages, put all paragraph text (not the main headings) in the arial font, with a size of -1.

Answers

- A. *Alt text makes it easier for vision-impaired people to understand a page’s content, and makes it easier for search engines to catalog it.*

Create a basic navigation system

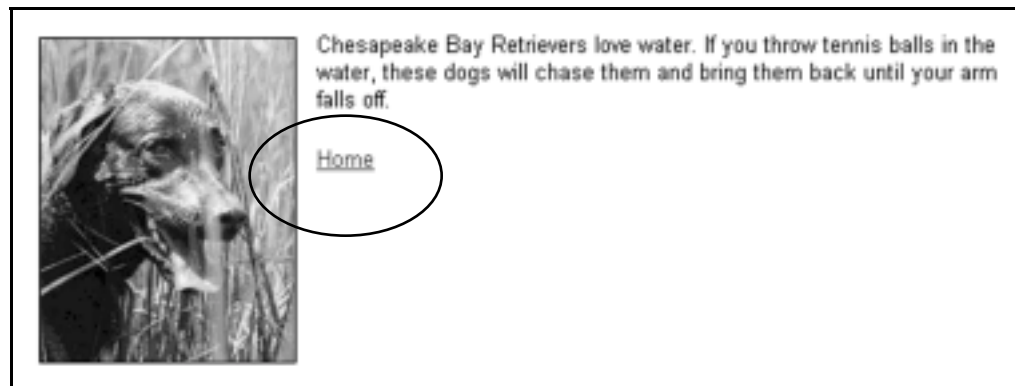
Link back to the home page

1. In Notepad, open the Chesapeake Bay Retrievers page, chesapeake.html.
2. Type the word “Home” in a new paragraph beneath the first paragraph.
3. Enclose it in anchor tags that link it back to the home page:

```
<A HREF="index.html">Home</A>
```

Tip: Remember, index.html is the file name for the home page.

4. Save the page, and view it in the browser. The word Home should now be a link, and the page should look like this:



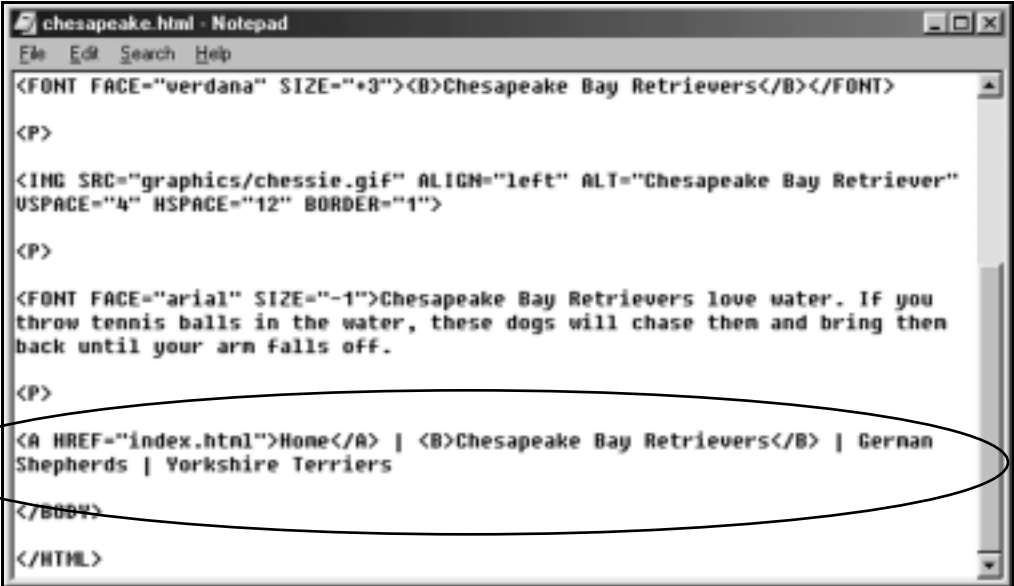
5. On the German Shepherds page, create a link back to the home page. Do this the same way you created the link for the Chesapeake Bay retriever page.
6. On the Yorkshire Terriers page, create the same sort of link back to the home page.

Link pages to each other

1. In Notepad, open the Chesapeake Bay Retrievers page.
2. Following the Home link, type:

```
| Chesapeake Bay Retrievers | German Shepherds |  
Yorkshire Terriers
```

3. Make the words “Chesapeake Bay Retrievers” bold to show site users “You are here.”



```
chesapeake.html - Notepad
File Edit Search Help
<FONT FACE="verdana" SIZE="+3"><B>Chesapeake Bay Retrievers</B></FONT>
<P>
<IMG SRC="graphics/chessie.gif" ALIGN="left" ALT="Chesapeake Bay Retriever"
USPACE="4" HSPACE="12" BORDER="1">
<P>
<FONT FACE="arial" SIZE="-1">Chesapeake Bay Retrievers love water. If you
throw tennis balls in the water, these dogs will chase them and bring them
back until your arm falls off.
<P>
<A HREF="index.html">Home</A> | <B>Chesapeake Bay Retrievers</B> | German
Shepherds | Yorkshire Terriers
</BODY>
</HTML>
```

4. Link the words “German Shepherds” to the German Shepherds page:

```
<A HREF="german.html">German Shepherds</A>
```

5. Link the words “Yorkshire Terriers” to the Yorkshire Terriers page.

6. Save the page and view it in the browser. It should look like this:



Showing “you are here”

A site’s navigational system should show people two things: where they are, and where they can go.

To show people where they are, make the link corresponding to the current page into plain text. This lets users know that if they can’t go to that page, they must be looking at it.

Home | **Chesapeake Bay Retrievers** | German Shepherds | Yorkshire Terriers

↑
You are here

Making the text bold reinforces the “you are here” message.

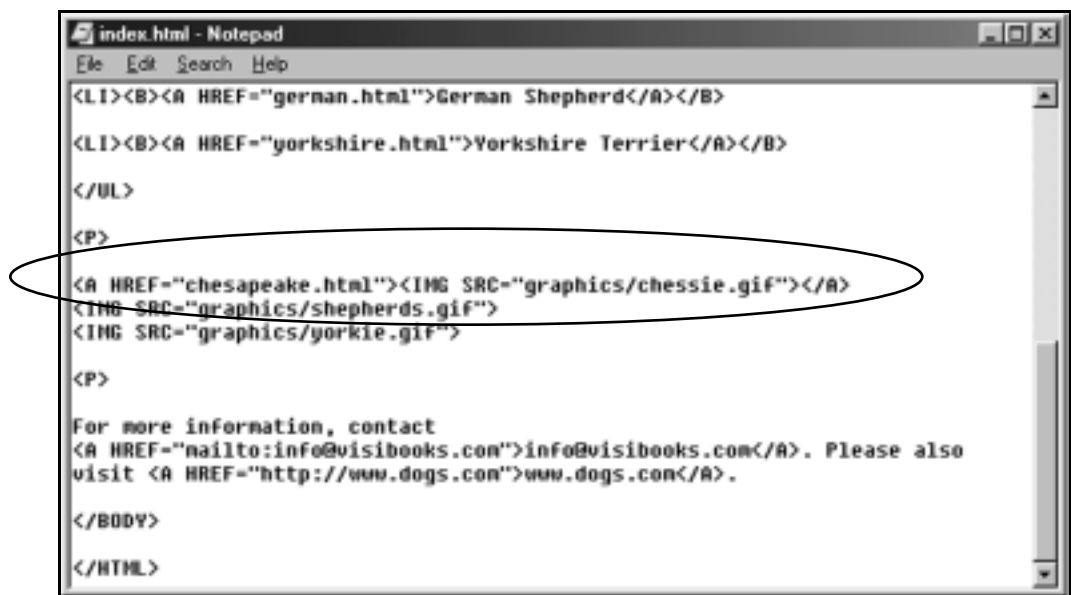
Use graphics as links

1. In Notepad, open the home page. Below the bulleted list of links, in a new paragraph, insert the Chesapeake Bay Retriever, German Shepherd and Yorkshire Terrier graphics:

```
<IMG SRC="graphics/chessie.gif">
<IMG SRC="graphics/shepherds.gif">
<IMG SRC="graphics/yorkie.gif">
```

2. Enclose the first image tag within anchor tags that link it to the Chesapeake Bay Retriever page:

```
<A HREF="chesapeake.html"><IMG
SRC="graphics/chessie.gif"></A>
```



3. Save the page, then preview it in the browser. When you click on the Chesapeake Bay Retriever graphic, it should take you to the Chesapeake Bay Retriever page.
4. Go back to Notepad and add the **BORDER="0"** attribute to the first image tag:

```
<A HREF="chesapeake.html"><IMG
SRC="graphics/chessie.gif" BORDER="0"></A>
```

5. Save the page and view it in the browser again. The blue link border around the Chesapeake Bay Retriever graphic should be gone:



Practice: Create a navigation system

A. *What's a good way to show site users "You are here?"*

Task: To make your Dogs site look like the site at www.visibooks.com/dogs.

1. In Notepad, open the German Shepherds page, `german.html`.
2. Following the Home link, type:


```
| Chesapeake Bay Retrievers | German Shepherds |  
Yorkshire Terriers
```
3. Make the words German Shepherds bold.
4. Link the words Chesapeake Bay Retrievers and Yorkshire Terriers to their corresponding pages.
5. Save the page.
6. Using the same system, create navigation links for the Yorkshire Terriers page. Then save the page.
7. On the home page, link the German Shepherds graphic to the German Shepherds page. Do the same for the Yorkshire Terriers graphic.
8. Take out the link borders of these graphics.
9. When finished, preview your Dogs site in the browser. It should look like the site at www.visibooks.com/dogs.

Answers

- A. *Make the link corresponding to the current page bold, and plain text (no longer a link).*

Change page, link colors

Change background color of page

1. Open the home page in Notepad.
2. In the `<BODY>` tag, add the attribute `BGCOLOR="#ffffcc"`:

```
<BODY BGCOLOR="#ffffcc">
```
3. Save the page and view it in the browser. The background color of the page should now be pale yellow.

Hexadecimal colors

The `ffffcc` that stands for pale yellow is a hexadecimal color. Hexadecimal colors allow you to specify colors more precisely than you can with words. For example, you could use the attribute `BGCOLOR=yellow` in the body tag and the page background would turn bright yellow, but if you used `BGCOLOR=pale yellow`, that wouldn't work.

For shades of color, hexadecimals must be used. They work like this:

Computers show color as a mix of red, green and blue. In hexadecimal colors, the first pair of letters or numbers signify red, the second pair signify green, and the third pair signify blue:

Red	Green	Blue
<code>ff</code>	<code>ff</code>	<code>cc</code>

Hexadecimal colors, continued

The color values go from the maximum amount of color (**ff**) to no color at all (**00**):

Max		Mid-range			None
ff	cc	99	66	33	00

Navy blue would be shown in hexadecimals as no red (**00**), no green, (**00**), and a little bit of blue (**66**):

000066

A list of hexadecimal color codes is posted at:

www.webmonkey.com/reference/color_codes

Change link colors

1. In the home page, add the attribute `LINK="#ff0000"` to the `<BODY>` tag:

```
<BODY BGCOLOR="#ffffcc" LINK="#ff0000">
```

This makes the links on the page show up in red.

2. Add the attribute `VLINK="#00ff00"` to the `<BODY>` tag:

```
<BODY BGCOLOR="#ffffcc" LINK="#ff0000"  
VLINK="#00ff00">
```

This makes visited links show up in green.

Tip: *Visited links are links to pages that have already been viewed in the browser.*



```
index.html - Notepad
File Edit Search Help
<HTML>
<HEAD>
<!--Created by Your Name-->
</HEAD>
<TITLE>
A Home Page About Dogs
</TITLE>
<BODY BGCOLOR="#ffffcc" LINK="#ff0000" VLINK="#00ff00">
<FONT FACE="arial" SIZE="+4" COLOR="black"><B>Dogs</B></FONT>
<P>
<FONT FACE="arial" SIZE="-1">These are my favorite breeds of dog:
<UL>
<LI><B><A HREF="chesapeake.html">Chesapeake Bay Retriever</A></B>
```

3. Save the page and view it in the browser. The links on the page should either be red or green.

Consistent link colors

Link colors should be consistent throughout a Web site. If the links on one page are red, they should be red on every page.

Learning that “red equals link” once is much easier for people than having to figure out the link color for each page or section of a site.

Practice: HTML Basics

Task: To create a Web site about cats that looks like the site at www.visibooks.com/cats.

1. Create a new home page and title it “The Wonderful World of Cats.”

2. Save it in a new folder on the C:\ drive called Cats:

C:\Cats

3. Make the heading of the page read “The Wonderful World of Cats.”

4. Below the main heading on the home page, insert a bulleted list:

House Cats

Alley Cats

Big Cats

5. Make these items arial, with a size of -1.

6. Link each list item to a new page about it. For instance, link “House Cats” to a new page about house cats with file name housecats.html.
7. On each of these new pages, put a descriptive heading at the top of the page. For instance, the words “House Cats” at the top of the house cats page.
8. Put the main headings of all four pages in the Arial font. Make them bold. Give the home page’s heading a size of +3. Give the headings of the other pages a size of +2.
9. On each page, write a descriptive sentence or two in a new paragraph below the main heading. Make it arial, with a size of -1.
10. Go to **www.visibooks.com/catpics** and get the three cat graphics there. Put them in a folder called “graphics” within the C:\Cats folder.

11. Insert the appropriate graphic on each of the 3 pages between the main heading and the descriptive text below.
12. Align each graphic left, then specify vspace of 4 and hspace of 16.
13. Link each of the three “cat” pages back to the home page, and to each other. On each page, make the “you are here” link into bold, plain text.
14. Make the background color of each page light grey.
15. Make the link color on each page bright red. Make the visited link color orange.
16. Preview the site in the browser. It should look like the site at **www.visibooks.com/cats**.

Layout & Navigation

In this section, you'll learn how to:

- Lay out pages using tables
- Create navigation bars
- Add subsections to site
- Place tables within tables
- Link to an external site using frames

You'll build a site that looks like this:

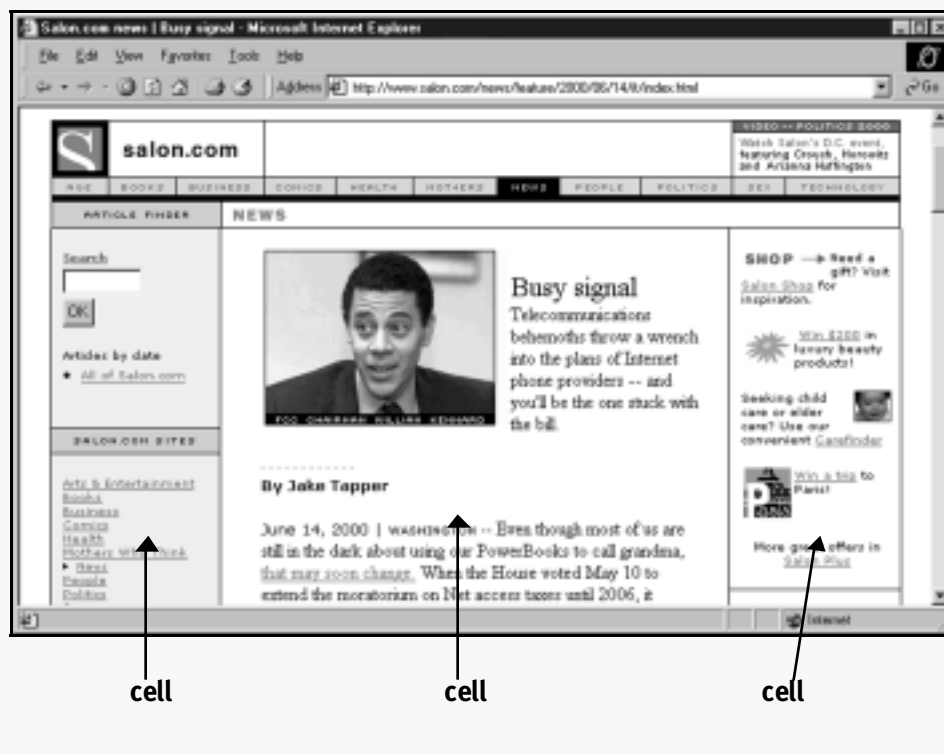


Lay out pages using tables

Tables and Web page layout

Almost all professional-quality Web sites are laid out using tables. Just like a spreadsheet has cells that contain numbers, a table on a Web page has cells that contain links, graphics, and text.

The lines on this page clearly show its layout with table cells:



Create a table

1. Create a new folder on the C:\ drive called “Travel.”
2. In Notepad, create a home page (file name index.html) titled “Traveling Down South.” Save it in the Travel folder.

Tip: Make sure that your new home page has the correct file name—*index.html*—and all necessary tags:

```
<HTML>
<HEAD>
<!--Created by Your Name-->
</HEAD>
<TITLE>
Traveling Down South
</TITLE>
<BODY>

</BODY>
</HTML>
```

3. You’re going to create a simple one-row, two-cell table that looks like this:

links	content
-------	---------

4. The first step is to begin the table. Below the **<BODY>** tag, begin your table with the **<TABLE>** tag:

```
<BODY>
<TABLE>
```

5. Below the **<TABLE>** tag, start a row with the **<TR>** (Table Row) tag:

```
<BODY>
<TABLE>
<TR>
```

6. In the table row, start the first cell with the `<TD>` (Table Data) tag:

```
<BODY>
<TABLE>
<TR>
<TD>
```

7. After the `<TD>` tag, type the word “links,” then close the cell with the `</TD>` tag:

```
<BODY>
<TABLE>
<TR>
<TD>Links</TD>
```

You’ve created the first cell in the row:

links	content
-------	---------

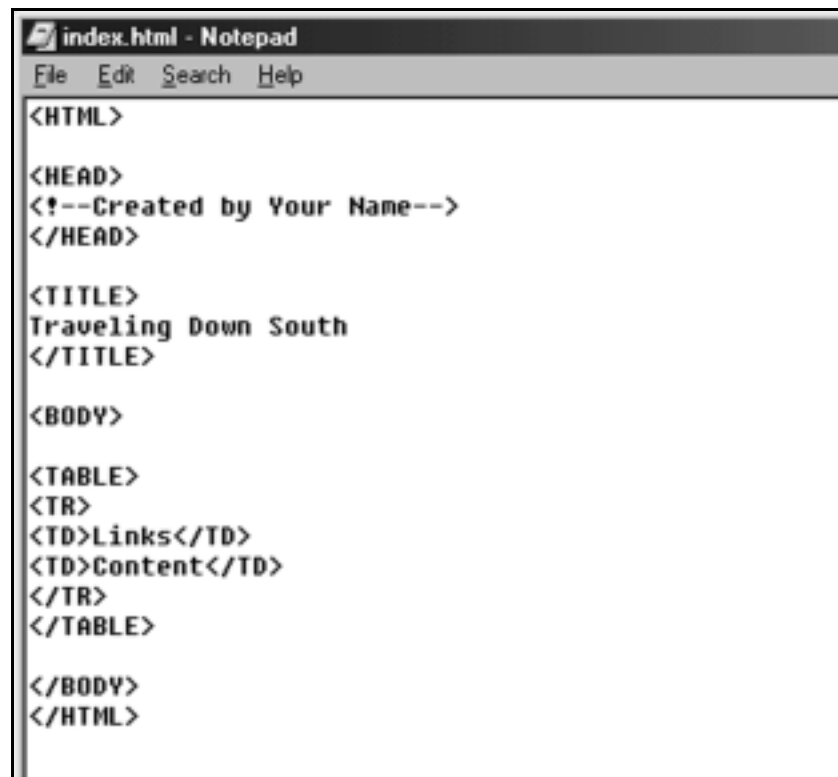
8. Now create the second cell in the row by adding a `<TD>` tag, the word Content, and closing the cell with a `</TD>` tag:

```
<BODY>
<TABLE>
<TR>
<TD>Links</TD>
<TD>Content</TD>
```

links	content
-------	---------

9. Finish the table by closing the row with a `</TR>` tag, then closing the table with the `</TABLE>` tag:

```
<BODY>
<TABLE>
<TR>
<TD>Links</TD>
<TD>Content</TD>
</TR>
</TABLE>
```

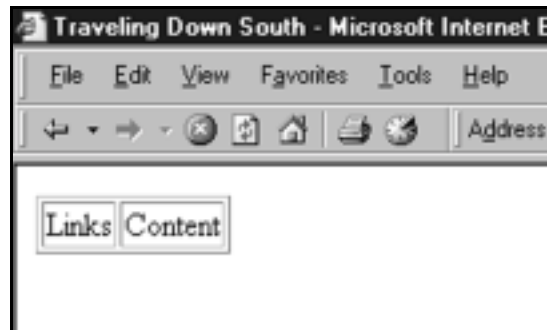
A screenshot of a Notepad window titled "index.html - Notepad". The window has a menu bar with "File", "Edit", "Search", and "Help". The main text area contains the following HTML code:

```
<HTML>
<HEAD>
<!--Created by Your Name-->
</HEAD>
<TITLE>
Traveling Down South
</TITLE>
<BODY>
<TABLE>
<TR>
<TD>Links</TD>
<TD>Content</TD>
</TR>
</TABLE>
</BODY>
</HTML>
```

10. You have set up the basic table. To make it possible to see the table outlines in a browser, add the attribute **BORDER="1"** to the **<TABLE>** tag:

```
<BODY>
<TABLE BORDER=1>
<TR>
<TD>Links</TD>
<TD>Content</TD>
</TR>
</TABLE>
```

11. Save the page, then view it in the browser. It should look like this:

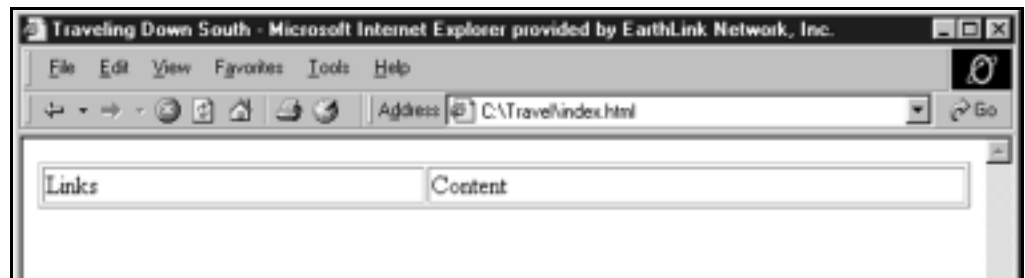


Format a table

1. Now you'll extend the table. In Notepad, add the `WIDTH="100%"` attribute to the `<TABLE>` tag:

```
<BODY>
<TABLE BORDER=1 WIDTH="100%">
<TR>
<TD>Links</TD>
<TD>Content</TD>
</TR>
</TABLE>
```

2. Save the page and view it in the browser. It should look like this:



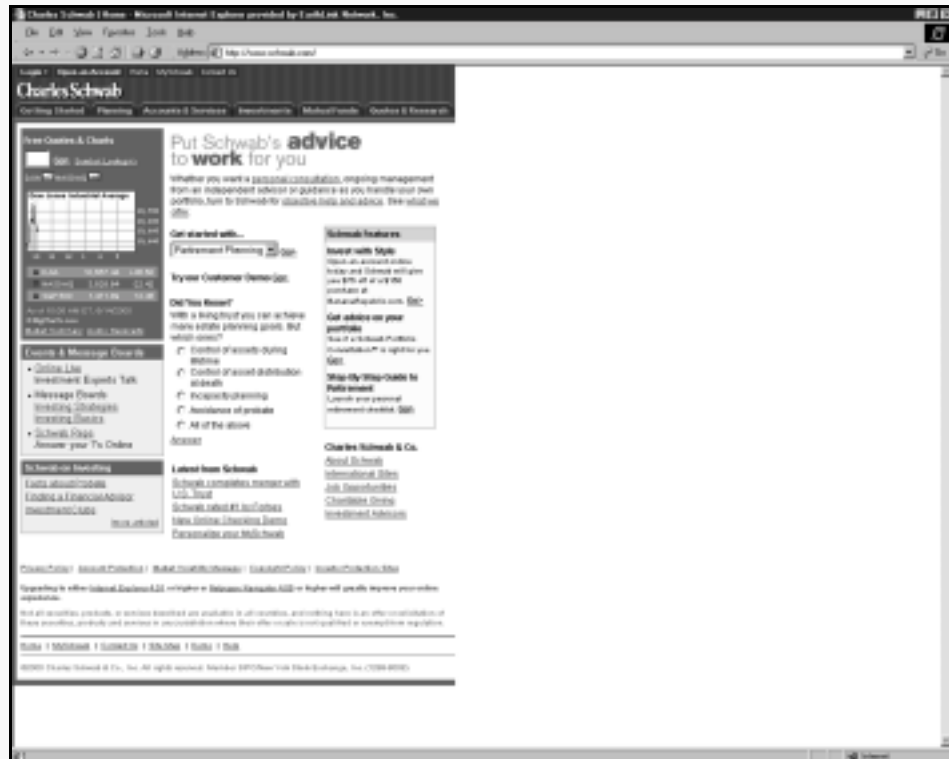
Percentage vs. fixed-width tables

When laying out a page using a table, set the table's width at 100%. That way, the contents of the page can stretch to fill the whole monitor, regardless of the monitor's resolution.

If you want it to fit a fixed-width table on all monitors, you're limited to a table 580 pixels wide:

$$\begin{array}{rclcl}
 \mathbf{640 \text{ pixels}} & - & \mathbf{20 \text{ pixels}} & - & \mathbf{40 \text{ pixels}} & = & \mathbf{580 \text{ pixels}} \\
 \text{width of} & & \text{browser offset: the} & & \text{20 for the} & & \text{width} \\
 \text{low-} & & \text{distance that page} & & \text{vertical} & & \text{available} \\
 \text{resolution} & & \text{content is indented} & & \text{scroll bar,} & & \text{for table} \\
 \text{monitor} & & \text{from the sides of the} & & \text{plus 20 extra} & & \\
 & & \text{browser} & & & &
 \end{array}$$

Creating pages with fixed-width tables offers precise control, but wastes space on higher-resolution monitors:



Page: laid out using a table 580 pixels wide

Monitor used to view page: 1280 pixels wide

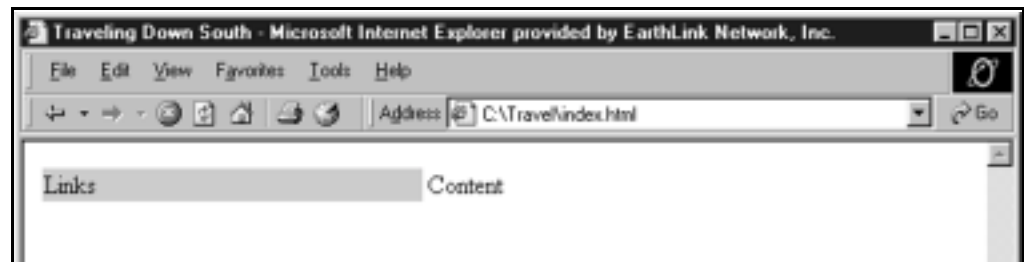
3. Remove the table border by specifying **BORDER="0"**:

```
<BODY>
<TABLE BORDER="0" WIDTH="100%">
<TR>
<TD>Links</TD>
<TD>Content</TD>
</TR>
</TABLE>
```

4. Make the first cell light grey by adding the attribute **BGOLOR="#CCCCCC"** to the first **<TD>** tag:

```
<BODY>
<TABLE BORDER="0" WIDTH="100%">
<TR>
<TD BGOLOR="#CCCCCC">Links</TD>
<TD>Content</TD>
</TR>
</TABLE>
```

5. Save the page and view it in the browser. It should look like this:



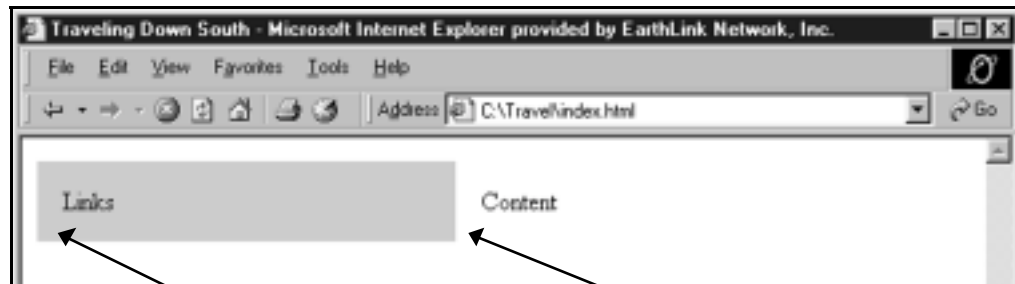
6. You'll notice that the word **Links** is right up against the edge of the left-hand cell. To add a 16-pixel margin between the edge of the cells and their contents, add the attribute **CELLPADDING="16"** to the **<TABLE>** tag:

```
<BODY>
<TABLE BORDER="0" WIDTH="100%"
CELLPADDING="16">
<TR>
<TD BGCOLOR="#CCCCCC">Links</TD>
<TD>Content</TD>
</TR>
</TABLE>
```

7. To eliminate the spacing between cells, add the attribute **CELLSPACING="0"** to the **<TABLE>** tag:

```
<BODY>
<TABLE BORDER="0" WIDTH="100%"
CELLPADDING="16" CELLSPACING="0">
<TR>
<TD BGCOLOR="#CCCCCC">Links</TD>
<TD>Content</TD>
</TR>
</TABLE>
```

8. Save the page and view it in the browser. It should look like this:

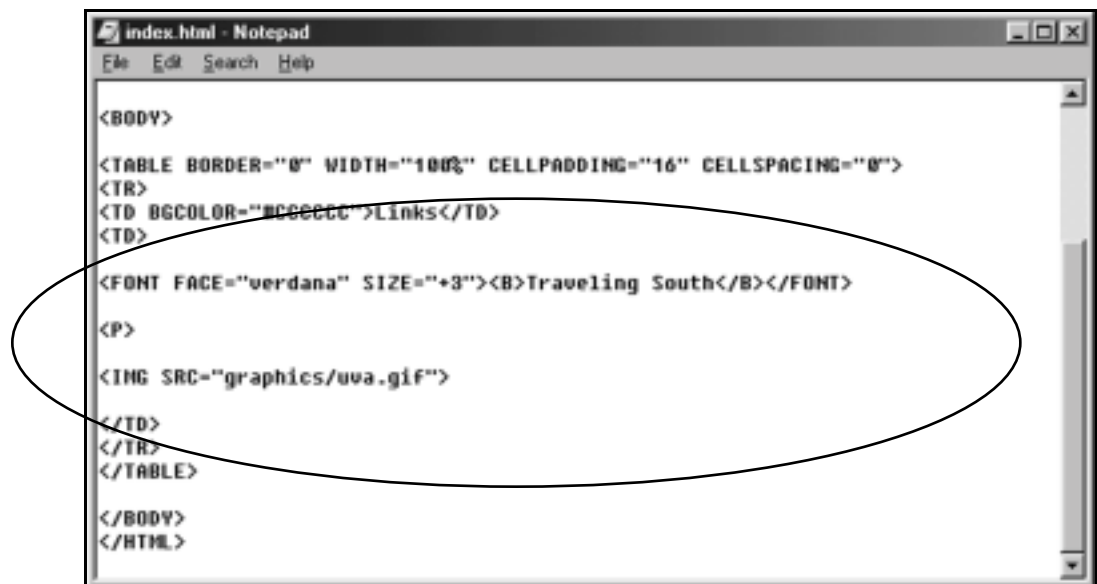


Cell Padding creates a cushion of pixels between the edge of the cell and what's inside it.

Cell Spacing is the space between cells. In this case, 0 pixels

Create a table-based home page

1. Create a folder called “graphics” inside the Travel folder on your hard drive.
2. Go to www.visibooks.com/travelpic. Capture the graphic there (uva.gif) and save it in the graphics folder.
3. In the right-hand cell on the home page, replace the word Content with the heading “**Traveling South.**” Give the heading a size of +3, put it in the Verdana font, and make it bold.
4. Insert the graphic in a new paragraph beneath the heading.



```

index.html - Notepad
File Edit Search Help

<BODY>
<TABLE BORDER="" WIDTH="100%" CELLPADDING="16" CELLSPACING="0">
<TR>
<TD BGCOLOR="#CCCCCC">Links</TD>
<TD>
<FONT FACE="verdana" SIZE="+3"><B>Traveling South</B></FONT>
<P>
<IMG SRC="graphics/uva.gif">
</TD>
</TR>
</TABLE>
</BODY>
</HTML>

```

5. Under the graphic, add the following sentences as a new paragraph:

If you've got a couple of weeks for vacation, you might want to visit the South. Richmond, Williamsburg, and Charleston are all beautiful cities.

Make the text arial, size -1.

6. In the left-hand cell, replace the word Links with the names of this site's main sections: Richmond, Williamsburg and Charleston. Separate them with `<P>` tags and put them in the arial font, at size -1.

The code for the page can look like this:



```
index.html - Notepad
File Edit Search Help

<TABLE BORDER="" WIDTH="100%" CELLPADDING="16" CELLSPACING="0">
<TR>
<TD BGCOLOR="#CCCCCC">

<FONT FACE="arial" SIZE="-1">
Richmond
<P>
Williamsburg
<P>
Charleston
</FONT>
</TD>
<TD>

<FONT FACE="verdana" SIZE="+3"><B>Traveling South</B></FONT>
<P>
<IMG SRC="graphics/uva.gif">
<P>

<FONT FACE="arial" SIZE="-1">IF you've got a couple of weeks for vacation,
you might want to visit the South. Richmond, Williamsburg, and Charleston
are all beautiful cities.</FONT>

</TD>
</TR>
</TABLE>
```

7. Save the page and view it in the browser. It should look like this:



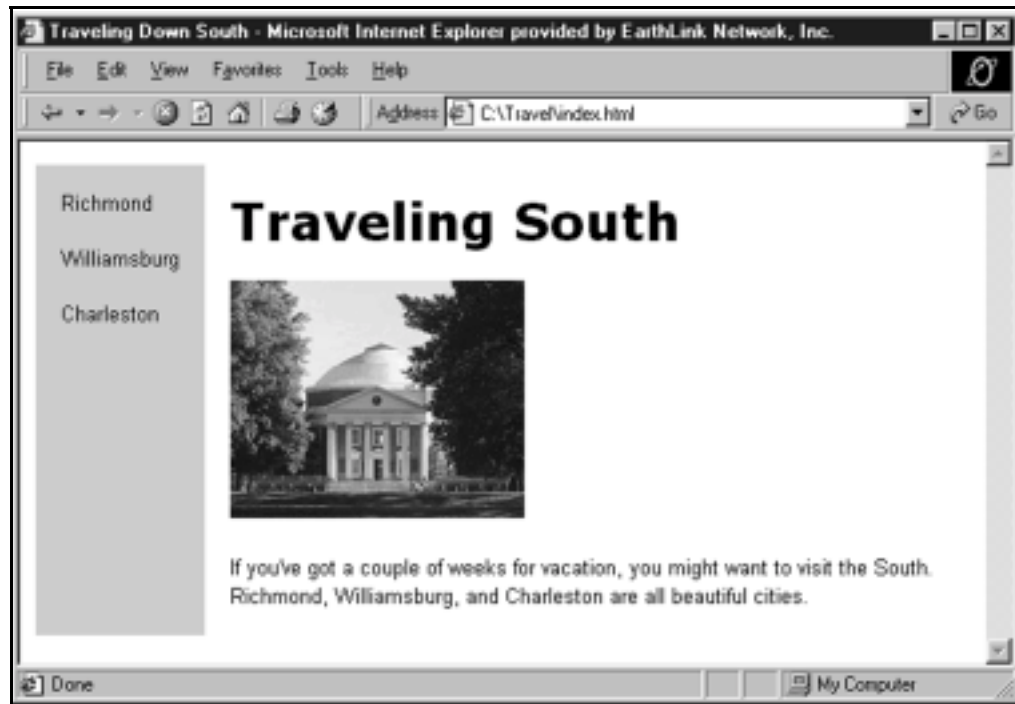
8. To bring the left-hand cell's content to the top of the cell, add the attribute `VALIGN="top"` to the first `<TD>` tag. (To cover all bases, add the attribute to the second `<TD>` tag as well):

```
<TABLE BORDER="0" WIDTH="100%"
CELLPADDING="16" CELLSPACING="0">
<TR>
<TD BGCOLOR="#CCCCCC" VALIGN="top">
<FONT FACE="arial" SIZE="-1">
Richmond
<P>
Williamsburg
<P>
Charleston
</FONT>
</TD>
<TD VALIGN="top">
<FONT FACE="verdana" SIZE="+3"><B>Traveling
South</B></FONT>
<P>
<IMG SRC="graphics/uva.gif">
<P>
<FONT FACE="arial" SIZE="-1">If you've got a
couple of weeks for vacation, you might want
to visit the South. Richmond, Williamsburg,
and Charleston are all beautiful
cities.</FONT>
</TD>
</TR>
</TABLE>
```

9. To control the widths of the table cells, add the attribute `WIDTH="20%"` to the first `<TD>` tag, and the attribute `WIDTH="80%"` to the second:

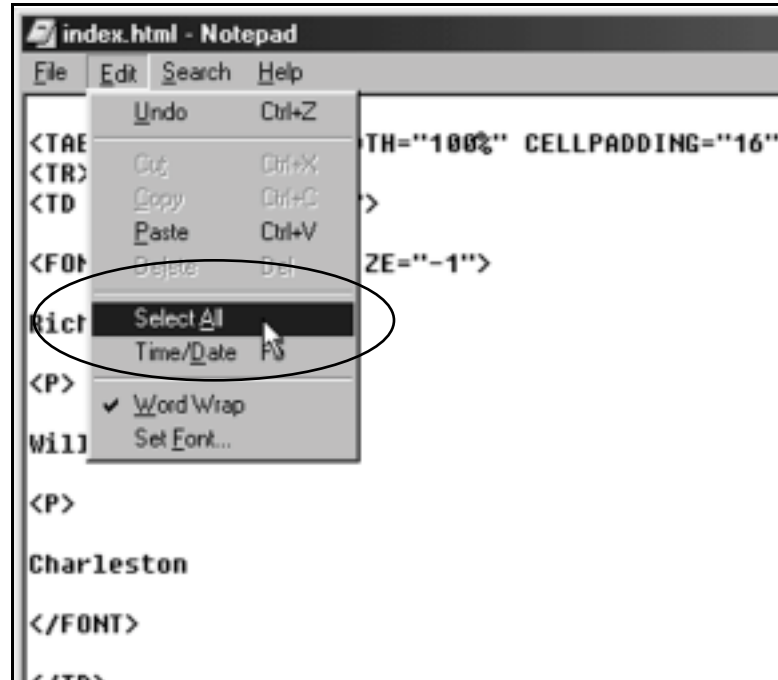
```
<TABLE BORDER="0" WIDTH="100%"
CELLPADDING="16" CELLSPACING="0">
<TR>
<TD BGCOLOR="#CCCCCC" VALIGN="top">
<FONT FACE="arial" SIZE="-1" WIDTH="20%">
Richmond
<P>
Williamsburg
<P>
Charleston
</FONT>
</TD>
<TD VALIGN="top" WIDTH="80%">
<FONT FACE="verdana" SIZE="+3"><B>Traveling
South</B></FONT>
<P>
<IMG SRC="graphics/uva.gif">
<P>
<FONT FACE="arial" SIZE="-1">If you've got a
couple of weeks for vacation, you might want
to visit the South. Richmond, Williamsburg,
and Charleston are all beautiful
cities.</FONT>
</TD>
</TR>
</TABLE>
```

10. Save the page and view it in the browser. It should now look like this:

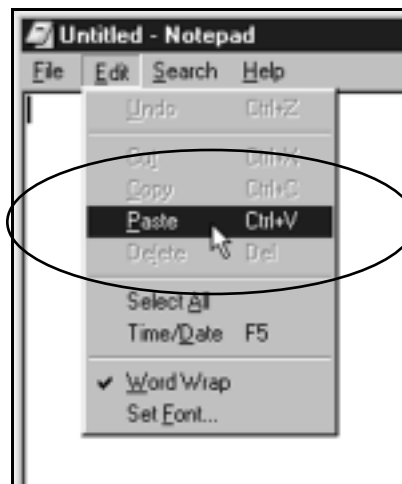


Create new table-based pages

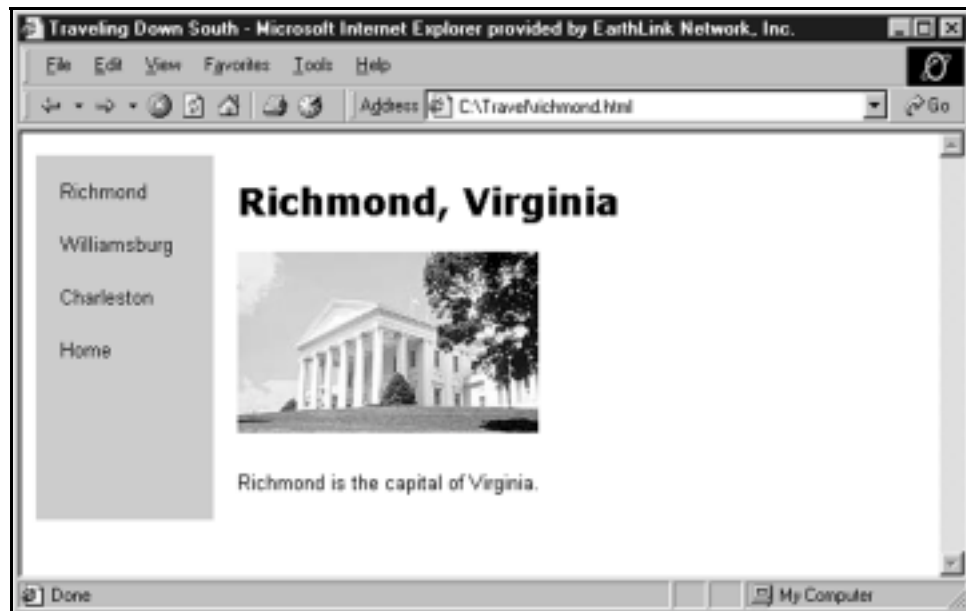
1. On the Notepad menu bar, click Edit, then Select All.



2. Once all the code on the page is selected, click Edit, then Copy.
3. On the menu bar, click File, then New.
4. When a new blank page comes up, click Edit, then Paste.



5. Save the new page at C:\Travel with the file name richmond.html.
6. Title the new page “Richmond, VA.”
7. Open a browser and go to www.visibooks.com/travelpic/richpic. Capture the Richmond, Virginia graphic there (capitol.jpg) and place it in the graphics folder.
8. Replace the “**Traveling South**” heading with one that reads “**Richmond, Virginia.**” Give it a size of +2.
9. Replace the home page graphic with the Richmond graphic. Beneath the graphic, in a new paragraph, type the sentence, “Richmond is the capital of Virginia.”
10. Add the word “Home” below the words in the left-hand cell. When you’re done, the page should look like this:



Practice: Lay out pages using tables

- A. *Why do you usually want to create tables with a percentage width, rather than a fixed-pixel width?*
-

Task: To make your Travel site look and work like the one at www.visibooks.com/travel.

1. Create pages for Williamsburg and Charleston just like the Richmond page.

Get the graphic and text for the Williamsburg page at www.visibooks.com/travelpic/willpic. Get the Charleston graphic and text at www.visibooks.com/travelpic/charpic.

2. Using the words Richmond, Williamsburg, Charleston, and Home in the left-hand cell of each page, link all the pages in this Web site to each other.

TIP: *Don't forget to transform the link that shows "You Are Here" into bold, plain text.*

3. Insert the text and graphics in their appropriate pages.
4. Align all graphics to the left. Give them vspace of 4 pixels and hspace of 12 pixels. Give each graphic appropriate Alt text.
5. When you're done, preview the site in the browser. It should look and work like www.visibooks.com/travel.

Answers

- A. *Fixed-width tables waste space and make pages look a bit sparse when viewed on higher-resolution monitors.*

Create navigation bars

Create a navigation bar for a home page

1. Create a folder called “Travel West” on your hard drive at C:\Travel West.
2. Create a home page titled “Traveling West for Vacation.” Save it in the Travel West folder.
3. Between the `<BODY>` and `</BODY>` tags, create a table with one row and 3 cells in the row:

```
<TABLE>
<TR>
<TD> </TD>
<TD> </TD>
<TD> </TD>
</TR>
</TABLE>
```

4. Give the `<TABLE>` tag these attributes:

```
WIDTH="100%"
Border="0"
CELLPADDING="4"
CELLSPACING="0"
```

5. In the table’s first cell, enter the word “California.” In the second cell, “The Rockies,” and in the third cell, “The Midwest.”
6. Make each cell 33% wide (except for the middle one, which has to be 34%: their sum must equal the table width of 100%).

7. Center the words in each cell with `<CENTER>` tags:

```

<TD WIDTH="33%">
<CENTER>
California
</CENTER>
</TD>
<TD WIDTH="34%">
<CENTER>
The Rockies
</CENTER>
</TD>
<TD WIDTH="33%">
<CENTER>
The Midwest
</CENTER>
</TD>

```

8. Change the text in each cell to arial, size -1, and change the background color of all cells to light grey (#cccccc).
9. When you're done, preview the page in the browser. The table should look like this:



10. Below the table, in a new paragraph, enter the heading "Traveling West." Make it arial, size +4, bold.
11. Below that, add a new paragraph with this text:

When you go West, be sure to visit the sights of California, the natural wonders of the Rockies, and the cities of the Midwest.

12. Make the new paragraph verdana, size -1 and save the page.

13. View the page in the browser. It should look like this:

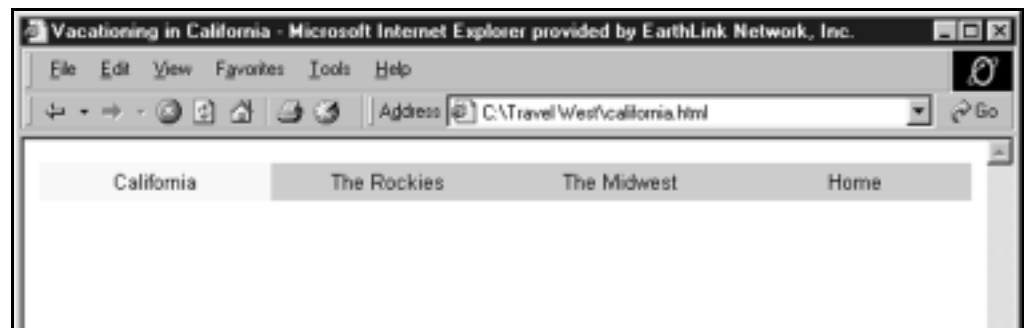


Create a navigation bar for a main section page

1. Create a new page with file name `california.html`. Title it "Vacationing in California."
2. Make the table just like the one on the home page, except with 4 cells instead of 3.

Tip: *Don't forget to change the cell widths. There are now four cells, and their widths must add up to 100%. That means 25% per cell.*

3. Format the table and text just like on the home page, but make the California cell bright yellow (`BGCOLOR="#ffff00"`) to show "You are here."
4. When you're done, save the page and view it in the browser. The table should look like this:

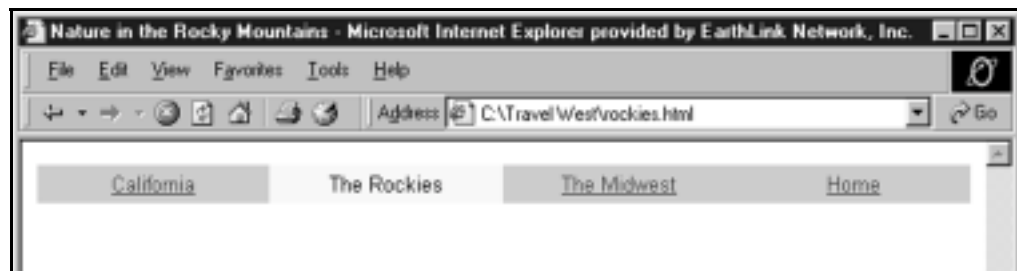


5. Link the word `Home` to the home page (`Home`), then save the page.
6. Open the home page in Notepad.
7. Link the word `California` to the California page.
8. Save the page.

Practice: Create navigation bars

Task: To make your Travel West site look like the site at www.visibooks.com/travelwest.

1. Create a new blank page and save it with the file name `midwest.html`. It will be The Midwest page, but leave it blank for right now.
2. Create a new page with file name `rockies.html`. This is The Rockies page. Title it “Nature in the Rocky Mountains.” Make its navigation bar table exactly like that of the California page.
3. Change the “You are here” yellow background color from the California cell to The Rockies cell.
4. Link California, The Midwest and Home to their respective pages.
5. When you’re done, preview the page in the browser. It should look like this:



6. Repeat this process with the California and Midwest pages so they've got functioning navigation bars that show "you are here."
7. Go to the home page and in the navigation bar, link **The Rockies** and **The Midwest** to their respective pages.
8. Make all text that corresponds to the current page bold. (Example: make "**The Rockies**" bold on The Rockies page.)
9. When you're done, preview the site in the browser. It should look like the site at www.visibooks.com/travelwest.

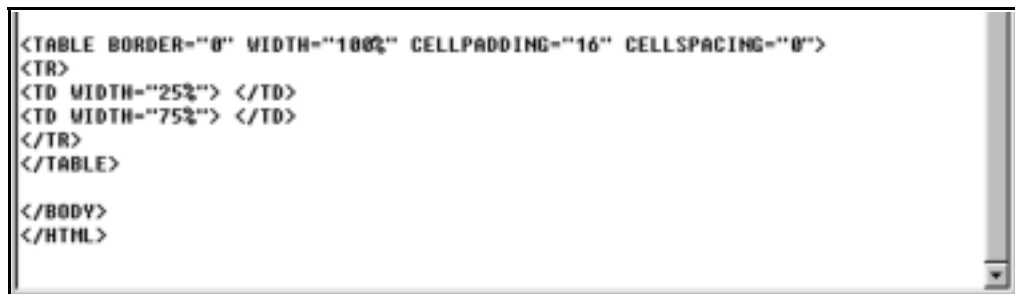
Add subsections to site

Insert a table for content and subsection links

1. In Notepad, open the California page in the Traveling West Web site.
2. Below the navigation bar table, add another table that has one row and two cells in the row. Give the table the attributes:

```
WIDTH="100%"
BORDER="0"
CELLPADDING="16"
CELLSPACING="0"
```

3. Make the first cell 25% wide and the second cell 75% wide.



```
<TABLE BORDER="0" WIDTH="100%" CELLPADDING="16" CELLSPACING="0">
<TR>
<TD WIDTH="25%"> </TD>
<TD WIDTH="75%"> </TD>
</TR>
</TABLE>

</BODY>
</HTML>
```

4. In the left-hand cell, put the subsections for the main California section:

The Golden Gate Bridge

<P>

Highway 101

<P>

Big Sur

5. In the right-hand cell, put the heading “Places to visit in California.” Below the heading, in a new paragraph, type the sentence:

When in California, be sure to see the Golden Gate bridge, Highway 101, and Big Sur.

6. Align the contents of both cells to the top of each.
7. Make the text in the left-hand navigation cell arial, size -1.
8. Make the heading in the right-hand cell bold, arial, size +3. Make the paragraph beneath the heading verdana, size -1.
9. When you’re done, save the page and preview it in the browser. The page should look like this:



Create subsection pages

1. Create new blank pages for subsections The Golden Gate Bridge, Highway 101 and Big Sur:

Page	Title	File Name
The Golden Gate Bridge	Seeing the Golden Gate Bridge	goldengate.html
Highway 101	Driving Highway 101	highway101.html
Big Sur	Staying in Big Sur	bigsur.html

2. Copy the tables from the California page and paste them into the Golden Gate Bridge page.
3. On the Golden Gate Bridge page, change the heading to read “Seeing the Golden Gate Bridge.” Make it size +2.
4. Below the heading, change the paragraph to read:

The Golden Gate Bridge isn't golden--it's actually orange.
5. Make it verdana, size -1.

6. Link the words California, Highway 101, and Big Sur to their respective pages. Leave The Golden Gate Bridge as plain text to show “you are here.”
7. When you’re done, save the page and view it in the browser. It should look like this:



Consistent page layout

Copying tables from one page and pasting them into new pages ensures that all pages share the same layout.

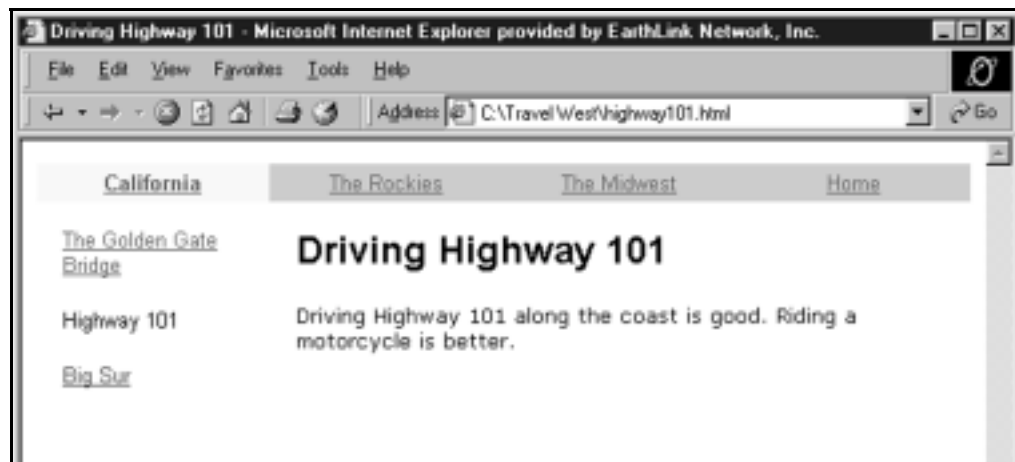
This consistency makes site navigation easier: no matter which page in the site is being viewed, a person knows where the page's links and content will be.

Practice: Add subsections to site

A. *What's the best way to keep tables consistent from page to page?*

Task: To make your Travel West Web site look and work like the one at www.visibooks.com/travelwest2.

1. Open the California page in Notepad. Link The Golden Gate Bridge, Highway 101 and Big Sur to their respective pages.
2. Open the Golden Gate Bridge page. Copy both tables from the page.
3. Paste these tables into the Highway 101 page.
4. On the Highway 101 page, link the words The Golden Gate Bridge to the Golden Gate Bridge page. Get rid of the anchor tags around Highway 101 so it shows as plain text.
5. Change the Highway 101 page's heading and descriptive text beneath it so it looks like this:



6. Format the Big Sur page so its layout and navigation are consistent with the Golden Gate Bridge and Highway 101 pages.

Heading:

Staying in Big Sur

Paragraph:

There are many excellent hotels right on the ocean in Big Sur.

7. Save all pages.
8. When you're done creating all the pages in the California section of this site, preview it in a browser. It should look and work like www.visibooks.com/travelwest2.

Answers

- A. *Copying and pasting tables from one page to another.*

Place tables within tables

1. In Notepad, open the Golden Gate Bridge page (goldengate.html).
2. In front of the paragraph below the main heading, begin a new table with:

```
2 rows
1 cell in each row
WIDTH="200"
CELLPADDING="8"
```

Tip: To create a table with more than one row, just begin a new row after ending the one above it:

```
<TR>
<TD> </TD>
</TR>
<TR>
<TD> </TD>
</TR>
```

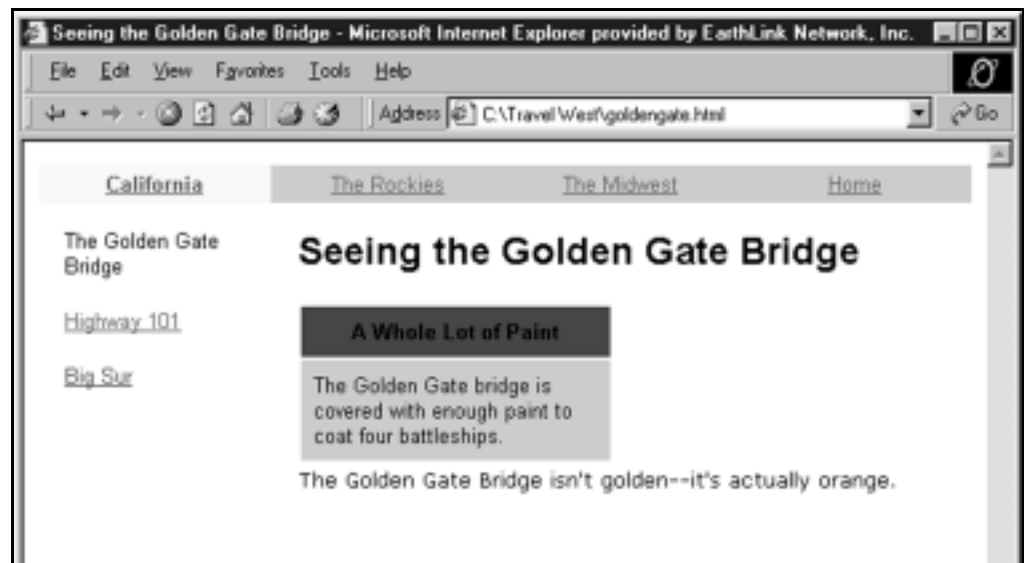
Note: the width is a number—200—which renders the width in pixels rather than as a percentage.

3. Color the top cell blue (**#0000ff**) and the bottom cell grey (**#cccccc**).
4. In the top cell, put the words, “A Whole Lot of Paint.” Center the words and make them bold.

5. In the bottom cell, type the sentence:

The Golden Gate bridge is covered with enough paint to coat four battleships.

6. Make the text arial, size -1.
7. Save the page and view it in the browser. When you're done, it should look like this:



8. Make the text in the top cell white. Do this by adding the `COLOR="#ffffff"` attribute to the `` tag:

```
<FONT FACE="arial" SIZE="-1"
COLOR="#ffffff">
<B>A Whole Lot of Paint</B>
</FONT>
```

9. Add the `ALIGN="right"` attribute to the `<TABLE>` tag:

```
<TABLE WIDTH="200" BORDER="0"  
CELLPADDING="8" ALIGN="right">
```

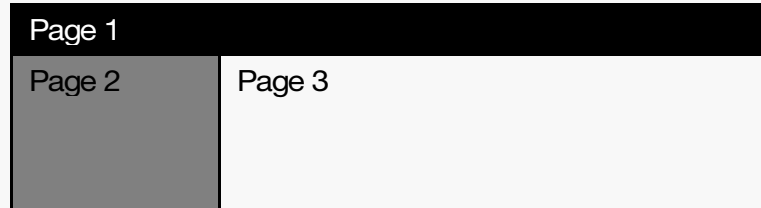
10. Save the page and preview it in the browser. The page should look like this:



Link to an external site using frames

How to use frames

“Frames” are a way to put more than one Web page at a time on a computer’s screen:



A live example of frames can be seen at www.visibooks.com/frames.

Many sites that used frames have now eliminated them, returning to single-page layouts. That’s because frames have serious drawbacks:

- Frames are difficult to update. Every screen involves three or more pages to keep track of: the frameset itself, and at least two others to go in the frames.
- Frame navigation is tricky. Links require special “targets” that go from page to frame.
- Frames often require people to scroll annoyingly in more than one place.

However, frames are useful for one thing: they allow a user to get back to a site with one click while clicking through other sites linked to it. An example of this can be seen in the external links at www.charuhas.com/sites.html.

The following exercise demonstrates how to use frames to provide convenient links to external sites.

1. On the Golden Gate Bridge page, in a new paragraph below the first one, type:

Visit the Web site for the Golden Gate bridge at www.goldengate.org.

www.goldengate.org will be linked to the frameset page.

2. Create a new blank page with file name framesetgg.html. This will be the “frameset” page that holds two other pages.
3. Insert this HTML code into the new blank page:

```
<HTML>
```

```
<HEAD></HEAD>
```

```
<TITLE>Golden Gate Frameset</TITLE>
```

```
<FRAMESET ROWS="50, *">
```

```
<FRAME NAME="topframe" SRC="backtogg.html">
```

```
<FRAME NAME="bottomframe"  
SRC="http://www.goldengate.org">
```

```
</FRAMESET>
```

```
</HTML>
```

Tip: The `ROWS="50,*"` attribute in the `<FRAMESET>` tag tells the frameset to make the top frame 50 pixels high, and to allow the bottom frame to fill in the rest of the available space beneath it.

The top frame will contain the link back to the Golden Gate Bridge page. The bottom frame will contain an external site: `www.goldengate.org`.

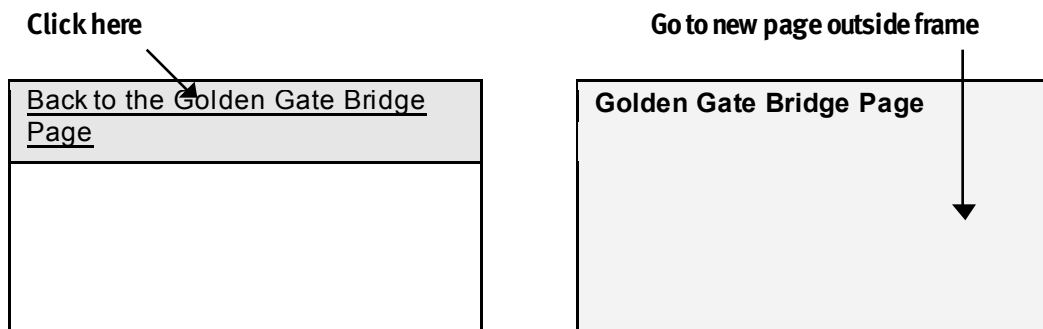
Link back to the Golden Gate Bridge page

The goldengate.org site will display here

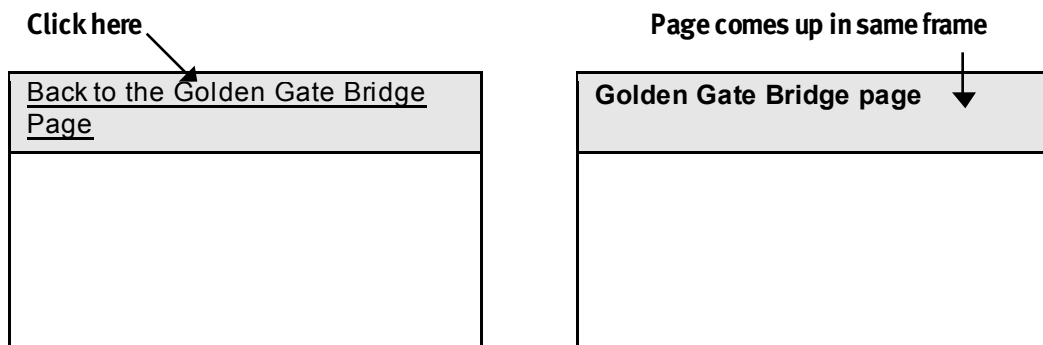
4. Save `framesetgg.html`.
5. Create a new page with file name `backtogg.html`. This is the page that will contain a link back to the Golden Gate Bridge page.
6. Give the new page a light grey background, and a single link on it: Back to the Golden Gate Bridge page.
7. Use an anchor tag with the `TARGET="_top"` attribute to link back to the Golden Gate Bridge page:

```
<A HREF="goldengate.html" TARGET="_top">Back
to the Golden Gate Bridge page</A>
```

Tip: The **TARGET="_top"** attribute enables linking to a page outside of the current frame...

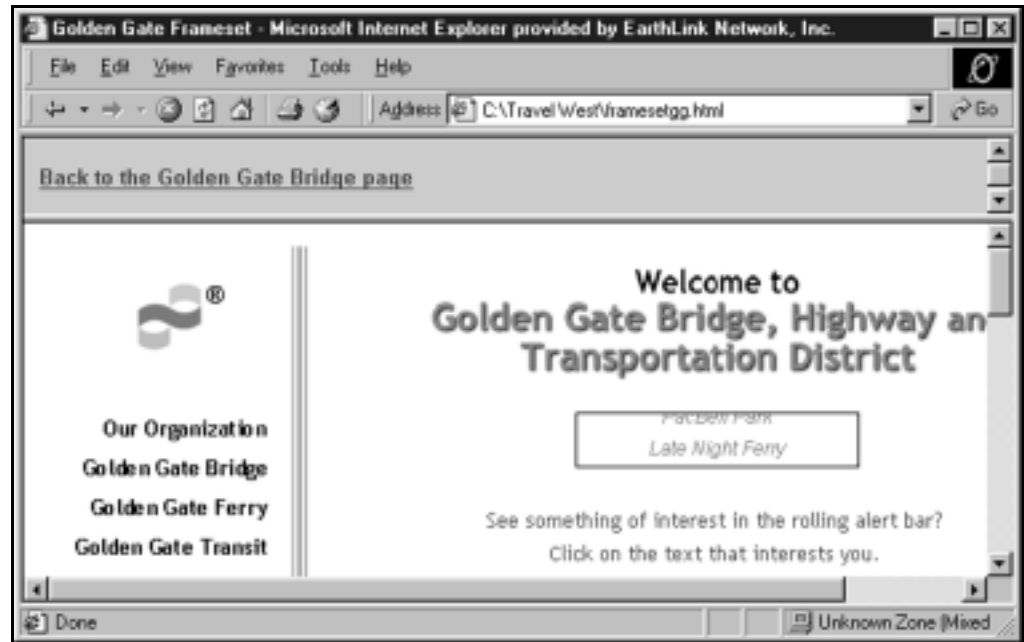


...which avoids clicking on the link and having the page come up in the same frame:



8. Make the link arial, size -1, and bold.
9. Save the page.

10. Open framesetgg.html in the browser. It should look like this:



11. Click on the **Back to the Golden Gate Bridge page** link. It should take you back to the Golden Gate Bridge page.

Tip: To make the frameset look more crisp and clean, try using the following attributes in framesetgg.html:

```
<HTML>

<HEAD>
</HEAD>

<TITLE>Golden Gate Frameset</TITLE>

<FRAMESET ROWS="28,*" FRAMEBORDER="0">

<FRAME NAME="topframe" SRC="backtogg.html"
MARGINWIDTH="12" MARGINHEIGHT="4"
SCROLLING="NO" NORESIZE>

<FRAME NAME="bottomframe"
SRC="http://www.goldengate.org"
MARGINWIDTH="12" MARGINHEIGHT="12"
SCROLLING="AUTO" NORESIZE>

</FRAMESET>

</HTML>
```

Practice: Layout & Navigation

A. *Why is it important that navigational links stay in the same place and order on pages throughout a Web site?*

B. *What is the minimum number of files that must be used to make a frameset work?*

Task: Make your Travel West Web site look and function like the one at www.visibooks.com/travelwest3.

1. Lay out the Rockies page using tables so it looks like the California page.

Heading for the Rockies page:

Nature in the Rocky Mountains

2. Create pages for three subsections of The Rockies main section:

Streams

Snow

Rock Formations

3. Make sure that these pages are linked and laid out just like the Golden Gate Bridge, Highway 101 and Big Sur pages.

Page	File name	Heading
Streams	streams.html	Mountain Streams
Snow	snow.html	Snow in the Rockies
Rock Formations	rocks.html	Rock Formations

- Repeat this process with the Midwest section of the site. The subsections of the Midwest section are:

St. Louis
Chicago
DeMoines

Page	File name	Heading
Midwest	midwest.html	Cities of the Midwest
St. Louis	stlouis.html	St. Louis
Chicago	chicago.html	Chicago
DeMoines	demoines.html	DeMoines

- On the Chicago page, insert a one-row, one-cell, fixed-width table 200 pixels wide, with cell padding of 4. Color it pale yellow (`BGCOLOR="#ffffcc"`).
- In this table, put the sentence, "In the past, Chicago was home to Al Capone, Mayor Daley, and the nation's biggest stockyards."
- On the St. Louis page, link to the external Web site www.stlouis.com using frames.

Paragraph for St. Louis page:

Find out what's going on in St. Louis at www.stlouis.com.

- When you're done, open the Travel West site in the browser. It should look and function like the one at www.visibooks.com/travelwest3.

Interactivity

In this section, you'll learn how to:

- Insert META tags
- Create forms
- Format text with style sheets
- Employ templates
- Upload sites to a Web server

You'll build a site that looks like this:



Insert META tags

META tags

META tags are HTML tags that can include a description of the page, as well as “keywords that provide clues to its content. META tags make a page easier to find and index by search engines.

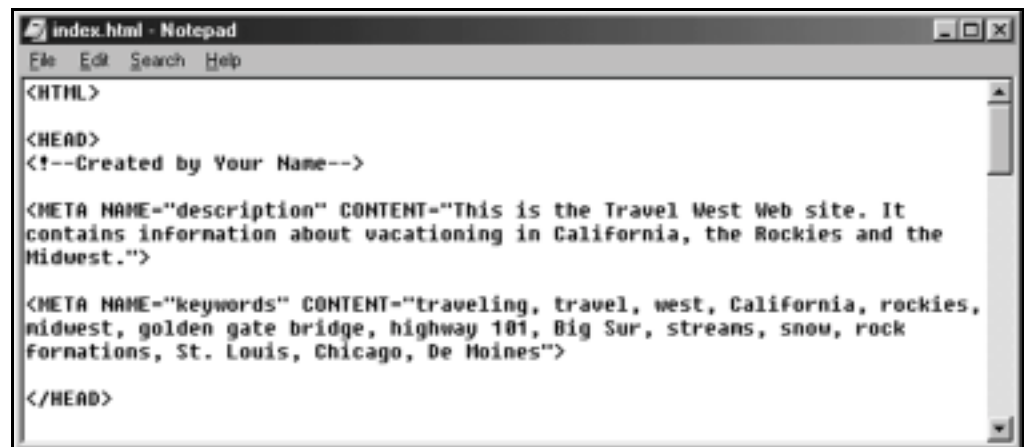
META tags don’t show up on a Web page. Rather, they reside unseen in its HTML code.

1. In Notepad, open up the home page of the Travel West Web site.
2. Beneath the `<HEAD>` and signature (`<!--your name-->`) tags, insert the first `<META>` tag for describing the site’s contents:

```
<HEAD>  
<!--Created by Your Name-->  
<META NAME="description" CONTENT="This is  
the Travel West Web site. It contains  
information about vacationing in California,  
the Rockies and the Midwest.">  
</HEAD>
```

3. Beneath the “description” meta tag, insert a new **<META>** tag for its search keywords:

```
<HEAD>
<!--Created by Your Name-->
<META NAME="description" CONTENT="This is
the Travel West Web site. It contains
information about vacationing in California,
the Rockies and the Midwest.">
<META NAME="keywords" CONTENT="traveling,
travel, west, California, rockies, midwest,
golden gate bridge, highway 101, Big Sur,
streams, snow, rock formations, St. Louis,
Chicago, De Moines">
</HEAD>
```

A screenshot of a Notepad window titled "index.html - Notepad". The window contains the following HTML code:

```
<HTML>
<HEAD>
<!--Created by Your Name-->
<META NAME="description" CONTENT="This is the Travel West Web site. It
contains information about vacationing in California, the Rockies and the
Midwest.">
<META NAME="keywords" CONTENT="traveling, travel, west, California, rockies,
midwest, golden gate bridge, highway 101, Big Sur, streams, snow, rock
formations, St. Louis, Chicago, De Moines">
</HEAD>
```

Create forms

1. Create a new page with file name infoform.html.
2. Title the page “Request for Information” and save it in the Travel West folder on your hard drive.
3. Below the `<BODY>` tag, type the sentence:

Fill out the following form to get more information about traveling West:

4. Below the sentence, insert a `<P>` tag, then insert a `<FORM>` tag:

```
<BODY>
```

Fill out the following form to get more information about traveling West:

```
<P>
```

```
<FORM>
```

```
</BODY>
```

5. Below the `<FORM>` tag, create a table with 4 rows and 2 cells in each row. Make the width 50%, give it cellpadding of 4, and a border of 1.

6. In the top three left-hand cells, put:

Name :

Address :

E-Mail :

7. Save the page and view it in the browser. It should look like this:

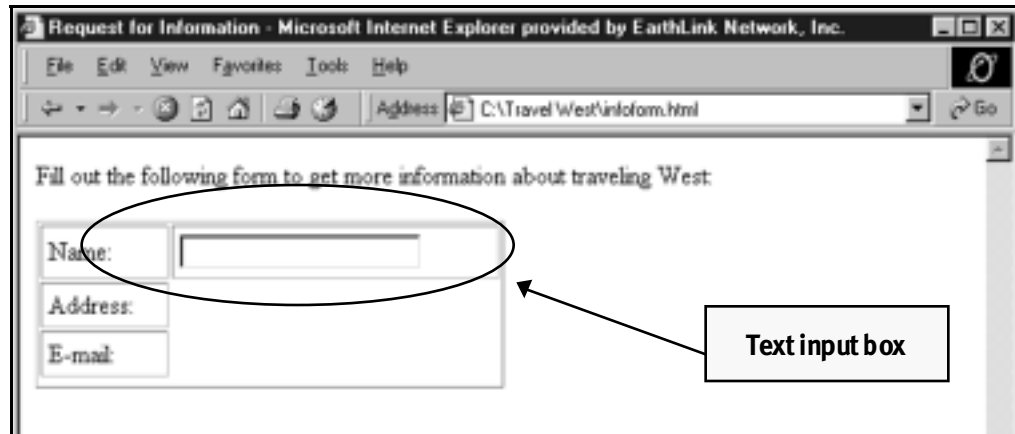


8. In the top right-hand cell, insert a text input field. Do this with an `<INPUT>` tag:

```
<TR>
<TD>Name :</TD>
<TD><INPUT TYPE="text" NAME="name"
SIZE="20"></TD>
</TR>
```

Tip: The **TYPE** of this input is “text,” which makes it a textbox. The **NAME** of this input is “name,” which is how the server knows that it’s where people enter their name. The **SIZE** is 20 characters—the length of the textbox.

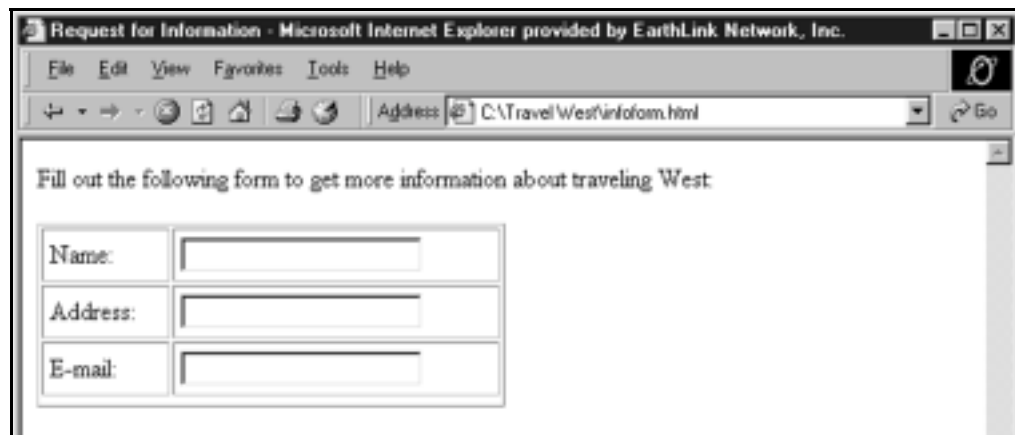
9. Save the page and view it in a browser. It should now look like this:



10. Insert textboxes in the cells next to Address and E-mail as well. Name the input textbox next to Address “**address**,” and name the input textbox next to E-mail “**email**.”

```
<INPUT TYPE="text" NAME="address" SIZE="20">
```

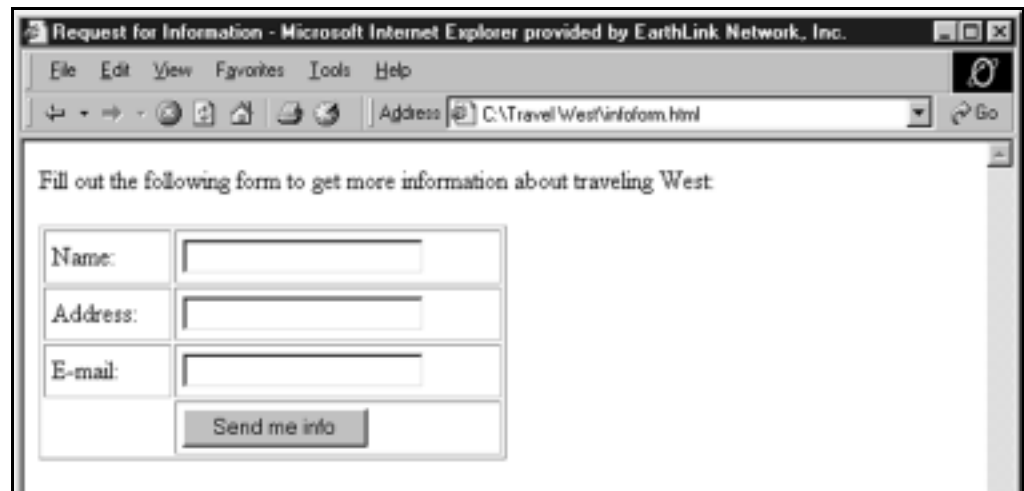
11. Save the page and view it in the browser. It should now look like this:



12. In the last row's right-hand cell, insert a submit button, `<INPUT TYPE="submit">`. Use the `VALUE` attribute to specify the text displayed on the button:

```
<TR>
<TD>E-mail:</TD>
<TD><INPUT TYPE="text" NAME="email"
SIZE="20"></TD>
</TR>
<TR>
<TD></TD>
<TD><INPUT TYPE="submit" VALUE="Send me
info"> </TD>
</TR>
</TABLE>
```

13. Save the page and view it in the browser. When you're done, the page should look like this:



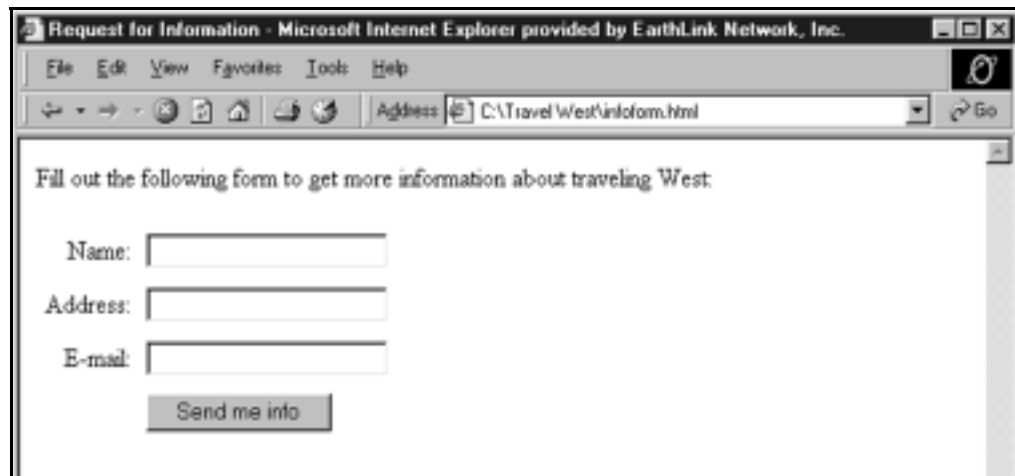
14. Remove the border from the table and align the text in the left-hand cells to the right.

```
<TD><P ALIGN="right">Name :</TD>
```

15. Make the left-hand cell in the first row 5% wide, and the right-hand cell in the first row 45% wide.

Tip: *By specifying the width of cells in the first row, the cells in the rows beneath will assume the same widths.*

16. Save the page, view it in the browser, and it should look like this:



17. Open the home page in Notepad and add a new paragraph:

Get more information about Western Travel
mailed to you

18. Link this sentence to infoform.html.

19. Save the page and view it in the browser. It should look like this:



20. Click on the link sentence. It should bring up the page with the form.

Making a form work

To make a form work, an action must be assigned to it. To add an action to your form, add the **ACTION** attribute to the **<FORM>** tag.

Consult with your Web server administrator to specify what action you should assign. For example, an action for a form might look something like this:

```
<FORM METHOD="POST"  
ACTION="http://www.yourdomain.com/cgi-  
bin/formmail.pl">
```

This tells the form to post its data to a program called formmail.pl on at yourdomain.com. This program might take the form data and e-mail it to whomever you choose.

Practice: Create forms

1. Create a new page with file name favoritesform.html. Title it “My Favorite Places.”
2. Insert a form, then insert a table with four rows and two cells in each row. Fill the cells with the text and form objects seen below:

The screenshot shows a web browser window titled "My Favorite Places - Microsoft Internet Explorer provided by EarthLink Network, Inc.". The address bar shows a local file path. The form content includes:

- A text input field labeled "Name:".
- A dropdown menu labeled "My favorite region to visit is:" with "California" selected. A callout box labeled "Drop-down list" points to this menu.
- A radio button group labeled "I would prefer to travel by:" with three options: "car", "plane", and "train". A callout box labeled "Radio buttons" points to this group.
- A "Submit" button.

Tip: *The HTML code for a drop-down list looks like this:*

```
<SELECT NAME="select">
<OPTION>First Choice</OPTION>
<OPTION>Second Choice</OPTION>
<OPTION>Third Choice</OPTION>
</SELECT>
```

The HTML code for radio buttons looks like this:

```
<input type="radio" name="radios"
value="radio1" checked> This is radio button
1
<br>
<input type="radio" name="radios"
value="radio2"> This is radio button 2
```

- Put these values in the drop-down list:

California
The Rockies
The Midwest

- When finished, save the page and preview it in the browser. It should look like this:



Use style sheets

The pros and cons of style sheets

Style sheets are a flexible, powerful tool for laying out and formatting Web pages. They allow every page in a site to get display instructions from just one style sheet.

For instance, if you created a 1,000 page Web site using style sheets, and you wanted to change the link color on every page, you'd only need to change the link color on one style sheet. Without style sheets, you'd have to change 1,000 individual pages.

Style sheets can also create display effects. An example of this is at www.visibooks.com. When you roll your cursor over links, they become underlined—if you're viewing the page with the Internet Explorer browser.

That's the disadvantage of using style sheets: they're interpreted differently by each browser. A style sheet-based page viewed in Internet Explorer may look different than it does in Netscape Navigator or other browsers.

Create a style sheet

1. Create a new page with file name `format.css`.
2. Save it in a new folder on the C:\ drive called **CSS Site**.

Tip: *This is a style sheet, not a Web page. It's a file that gives Web pages formatting instructions, but isn't ever seen. It contains no HTML, and has a different file extension: `.css` rather than `.html`.*

3. On the blank `format.css` page, insert the following instruction:

```
.bodytext {font-family:"Courier New",
Courier, mono; font-size:11pt; font-
weight:bold; color:"#ff0000"; background-
color:#ccccff"}
```

Here are the component parts of the formatting instructions for the `.bodytext` style:

- | | |
|-------------------------------|---|
| <code>.bodytext</code> | → The type of text to be formatted. |
| <code>font-family</code> | → The fonts in which the text should be displayed. First the computer looks for Courier New, then Courier, then a monospaced font.

<i>The quotes in "Courier New" allow the computer to read font names with spaces.</i> |
| <code>font-size</code> | → The size of the text. Unlike in HTML, style sheets allow specific point sizes to be used. |
| <code>font-weight</code> | → Bold or plain text. |
| <code>color</code> | → The color of the text. |
| <code>background-color</code> | → Changes the color of the page area directly behind the text. |

4. Save format.css. It should look like this:



```
format - Notepad
File Edit Search Help
.bodytext { font-family: "Courier New", Courier, mono; font-size: 11pt;
font-style: normal; font-weight: bold; color: #FF0000; background-color:
#CCCCFF}
```

Apply a style sheet

1. In Notepad, create a new home page and put it in the CSS Site folder.
2. Title the home page “Style Sheet Demo Page.”
3. Below the `<BODY>` tag, type the text CSS Site. Make it a size 1 heading using `<H1>` tags:

```
<BODY>
```

```
<H1>CSS Site</H1>
```

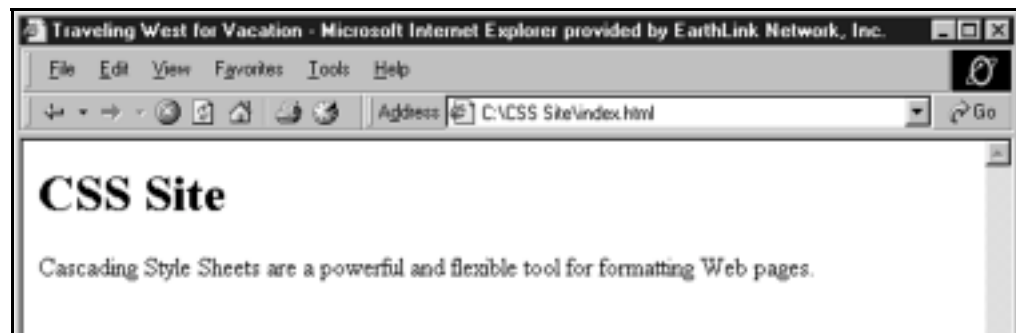
4. In a new paragraph beneath it, type the sentence, “Cascading Style Sheets are a powerful and flexible tool for formatting Web pages.”

```
<BODY>
```

```
<H1>CSS Site</H1>
```

```
<P>Cascading Style Sheets are a powerful and flexible tool for formatting Web pages</P>
```

5. Save the page and view it in the browser. It should look like this:



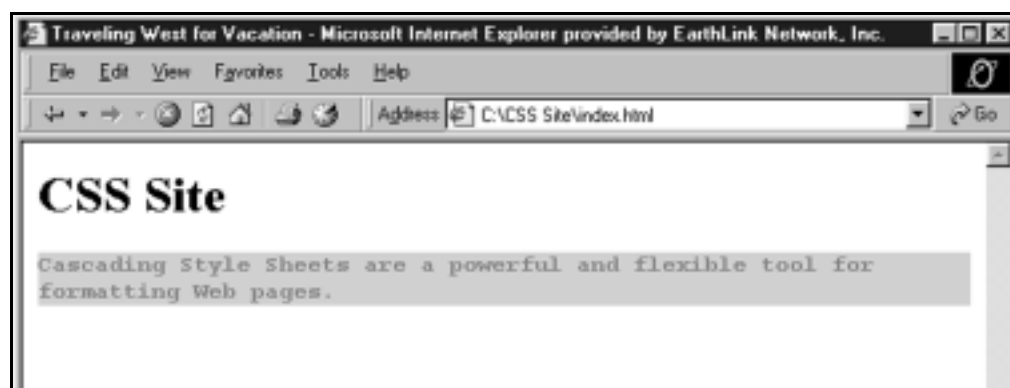
6. Below the **<HEAD>** tag, add a **<LINK>** tag that points to format.css:

```
<HTML>
<HEAD>
<LINK REL="stylesheet" HREF="format.css">
</HEAD>
<TITLE>Style Sheet Demo Page</TITLE>
```

7. In the **<P>** tag, add the **CLASS** attribute that points to the **.bodytext** style:

```
<P CLASS="bodytext">Cascading Style Sheets
are a powerful and flexible tool for
formatting Web pages.</P>
```

8. Save the home page and view it in the browser. It should look like this:



The home page's **<LINK REL="stylesheet" HREF="format.css">** tag referred to format.css for formatting instructions.

The paragraph on the page referred to the **.bodytext** style on format.css for formatting instructions.

Tip: To use the same stylesheet to format pages throughout a site, just insert the same `<LINK>` tag in each Web page. For instance, if there were 100 pages in the CSS Site, they could all contain the same `<LINK REL="stylesheet" HREF="format.css">` tag and format body text the same way by using the `<P CLASS="bodytext">` tag.

Create link effects with style sheets

“Cascading” style sheets

Style instructions can be contained within a Web page itself, without referring to a separate style sheet. These instructions will override those of the style sheet, hence the term “Cascading Style Sheets:”

An instruction in a page’s text..

```
<FONT
COLOR="#ff0000">
This is red
text.</FONT>
```

...overrides a style instruction for the page...

```
<STYLE
TYPE="text/css">
.greentext { color:
"#00ff00" }
</STYLE>

<BODY>
<P
CLASS="greentext">
This is green text.
```

...which overrides a style instruction for the site.

```
<LINK REL="stylesheet"
HREF="format.css">

</HEAD>

<BODY>

<P CLASS="bodytext">
This is blue text.
```

The following exercise employs an in-page style.

9. In the CSS Site folder, open the home page in Notepad.
10. Below the <HEAD> tag, replace this:

```
<LINK REL="stylesheet" HREF="format.css">
```

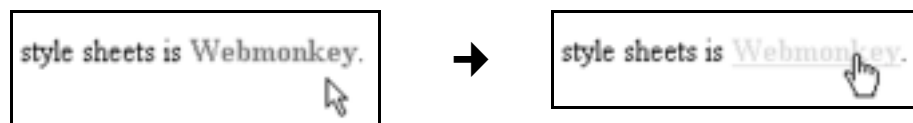
with this:

```
<STYLE TYPE="text/css">
<!--
A:link {color:"#ff0000"; text-
decoration:none}
A:visited {color:"#ff0000"; text-decoration:
none}
A:hover {color:"#00ff00"; text-decoration:
underline}
-->
</STYLE>
```

11. Below the present paragraph, add a new paragraph:

A good resource for learning more about style sheets is Webmonkey.

12. Link the word “Webmonkey” to the external site <http://www.webmonkey.com>. Also, make the word Webmonkey bold.
13. Save the page and refresh it in the browser. When you put your cursor on the word **Webmonkey**, it should change from red and plain to green and underlined.



Practice: Using style sheets

1. Open format.css in Notepad.
2. Add the following style instruction below the .bodytext style:

```
.heading {font-family: Verdana, Arial,  
Helvetica, sans-serif; font-size: 48pt}
```

3. Save format.css.
4. Open the home page and replace:

```
<STYLE TYPE="text/css">  
<!--  
A:link {color:"#ff0000"; text-decoration:  
none}  
A:visited {color:"#ff0000"; text-decoration:  
none}  
A:hover {color:"#00ff00"; text-decoration:  
underline}  
-->  
</STYLE>
```

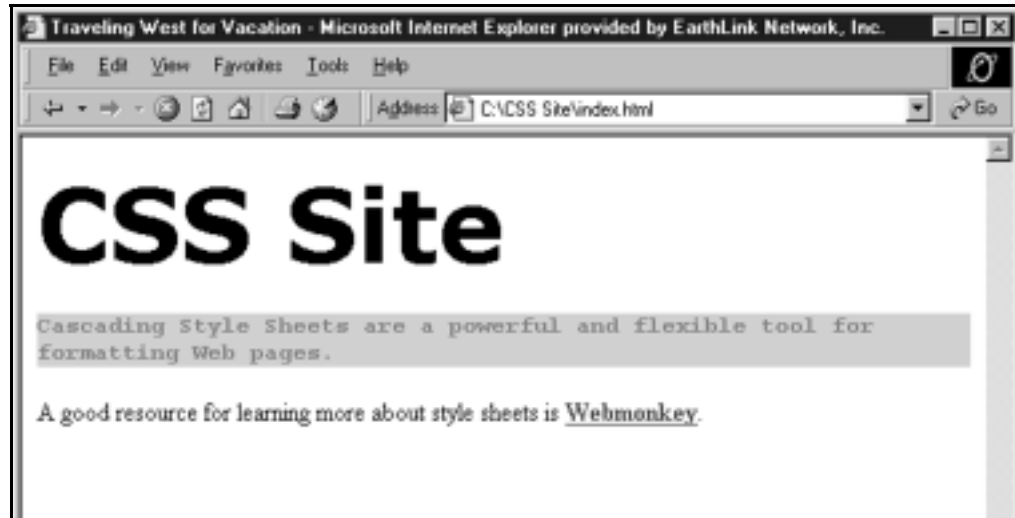
with the original <LINK> tag:

```
<LINK REL="stylesheet" HREF="format.css">
```

5. Add the `CLASS="heading"` attribute to the `<H1>` tag.

```
<H1 CLASS="heading">
```

6. Save the home page and view it in the browser. It should look like this:



Upload sites to a Web server

FTP

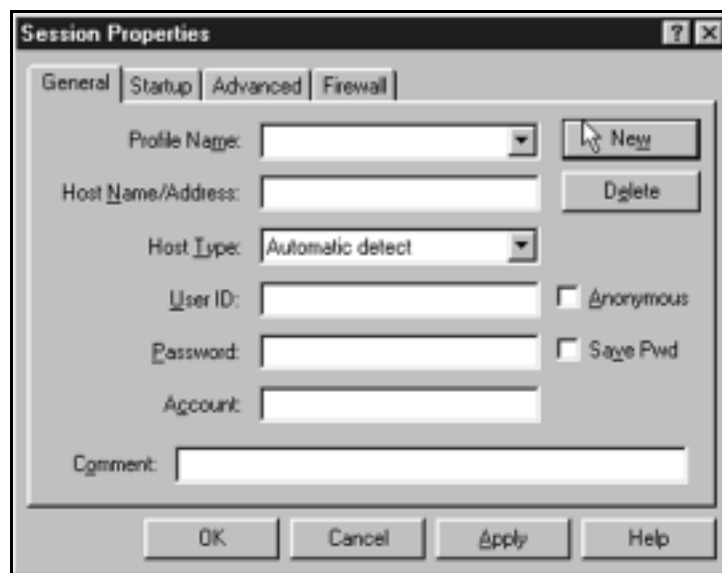
FTP stands for “File Transfer Protocol, a way to transfer files between computers over the Internet. Uploading a site to a Web server requires special FTP software.

The most popular program used to upload and download Web pages from a server is WS_FTP. The LE version is free and can be downloaded at www.download.com or www.tucows.com.

The Pro version costs \$39.95, and can also be found at the Web site of the company that makes it, www.ipswitch.com.

Below are instructions for uploading files using the free LE version.

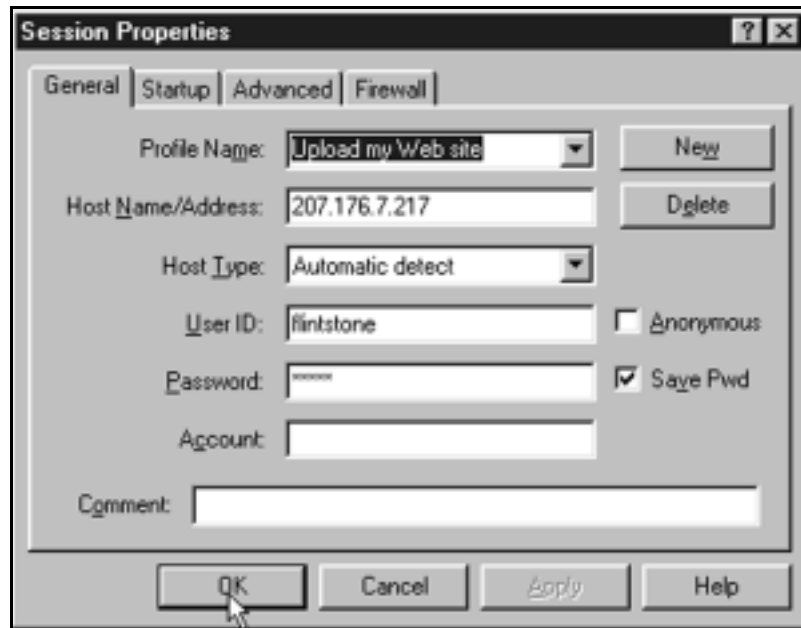
1. Download WS_FTP LE and install it.
2. Open the program. You should see an initial Session Properties window. It should look like this:



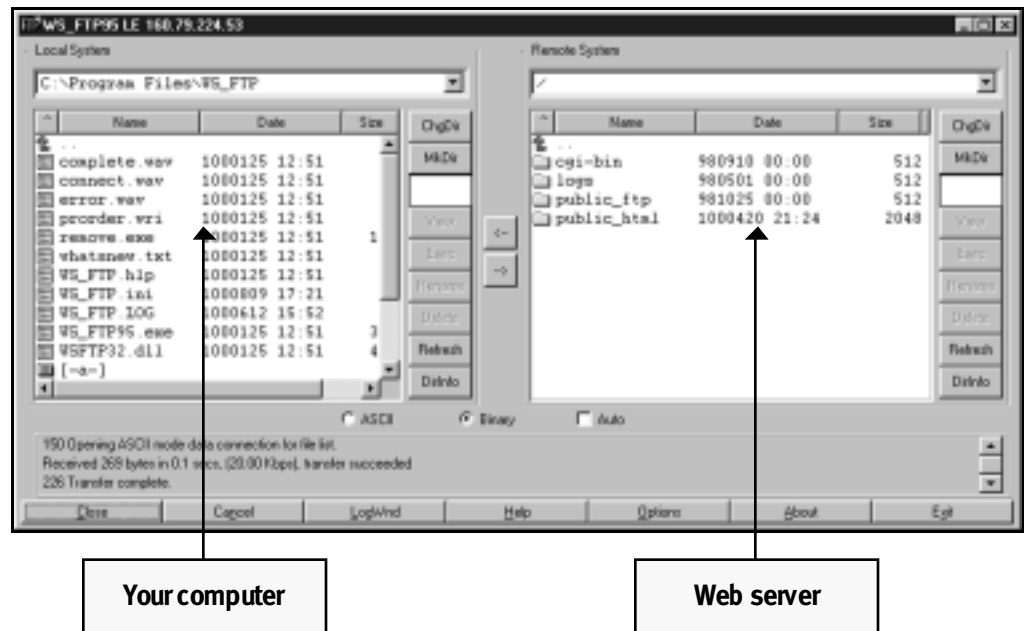
3. Click the **New** button.
4. In the **Profile Name** textbox, enter the name of your upload process, such as “Upload my Web site.”
5. In the **Host Name/Address** textbox, enter the name or IP address of your Web server. It can be something like www.visibooks.com, washington.patriot.net, or 207.176.7.217.


Tip: Contact your Web server administrator to find out the Host Name or IP Address of your Web server. The Web server administrator can also supply your User ID and Password.

6. Leave the **Host Type** set at Automatic detect, and input your User ID and Password.
7. Check the **Save Pwd** checkbox, then click the **Apply** button. The Session Properties window should now look something like this:

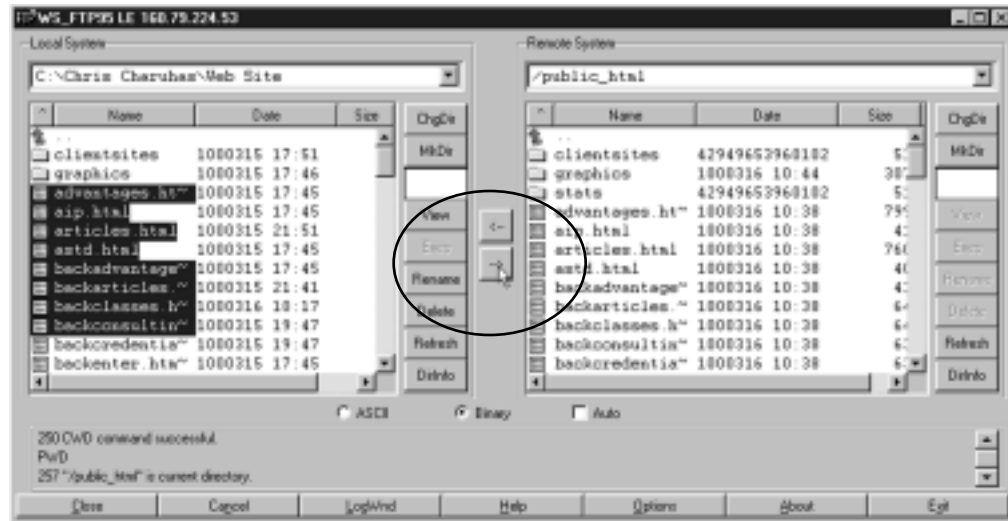


8. Click the OK button, and after your Web server is contacted the WS_FTP window will appear. It should look something like this:



9. At the top of the left-hand Local System window, double-click on the green  arrow icon to go up in the file hierarchy. Double-click it again to get to the C:\ drive.
10. Double-click on the folder containing your Web site to open it up.
11. In the right-hand Remote System window, double-click on the public_html folder, or the folder that leads to your site on the server.

12. You should now see your Web pages on your computer and on your Web server. To send over your Web pages, highlight them, then click on the  button to send them to the Web server.



Tip: If there are already pages on your Web server, the new pages you send over will replace the old versions with the same file name.

Practice: Interactivity

Create a new home page and site

1. Create a new home page titled “World Dances.” Save it at C:\Dance.
2. Create a home page for the site that looks like this:



Tip: Get the graphics and text for this page at www.visibooks.com/dancing.

3. At the bottom of this and every other page in the site, put an e-mail link to info@worlddance.org.

Create main section pages

1. Link the words American, Latin, and European in the navigation bar to new main section pages on American, Latin, and European dance, respectively.

Tip: Get the images and text for these pages at www.visibooks.com/dancing.

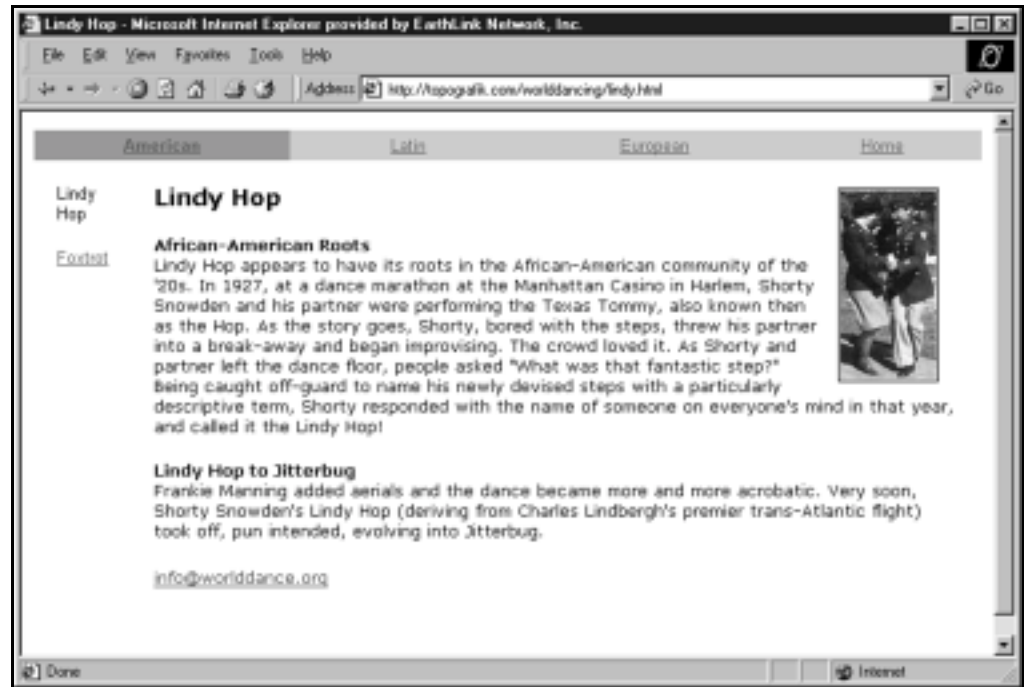
The American dance page should look like this:



2. Make the Latin and European pages look consistent with the American dance page.

Create subsection pages

1. On the American dance page, link the words Lindy Hop and Foxtrot to new subsection pages on those dances. The Lindy Hop page should look like this:



Tip: Get the images and text for this and the other subsection pages at www.visibooks.com/dancesub.

2. Make the Foxtrot page look consistent with the Lindy Hop page.
3. Create the subsection pages Tango, Merengue, and Salsa for the Latin section.
4. Create the subsection pages Waltz and Contra Dancing for the European section.

META tags

1. Include this META description in the home page:

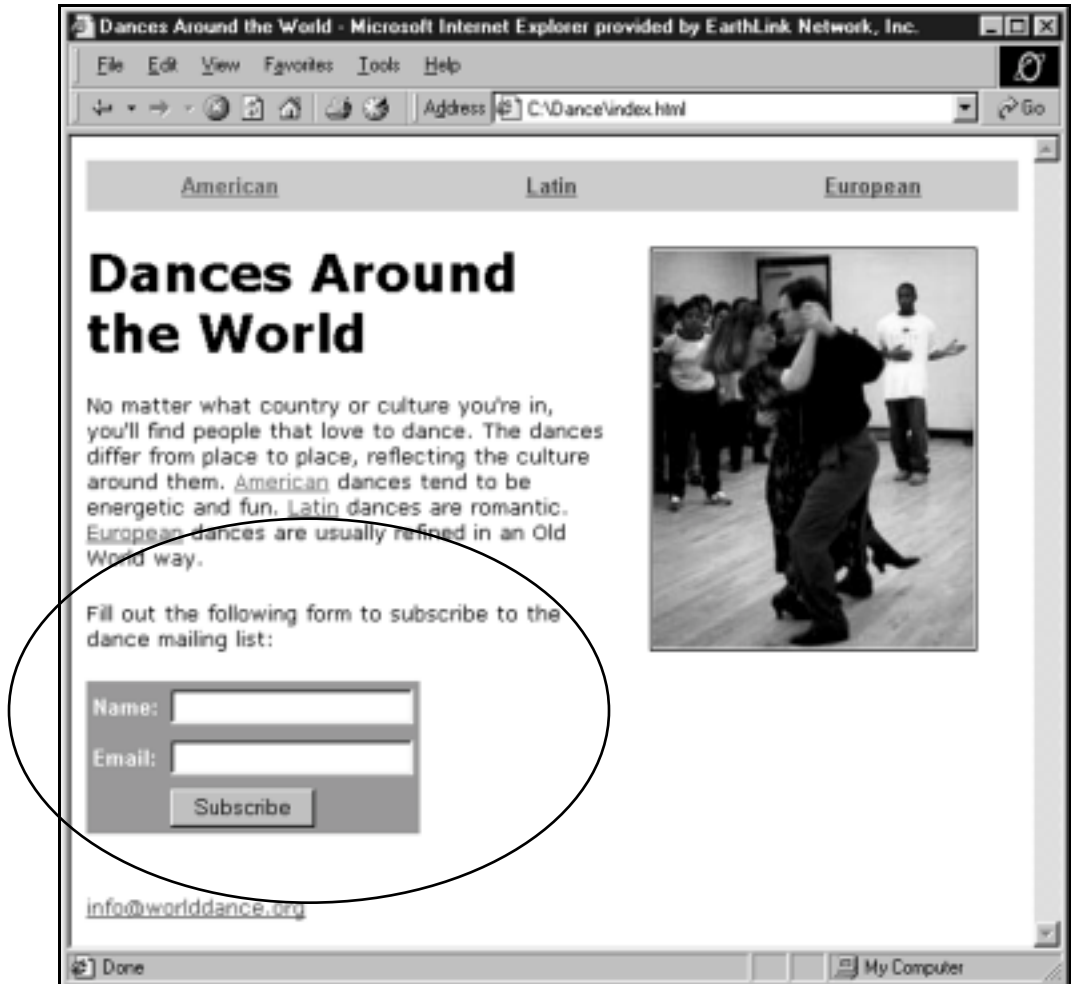
Dances Around the World includes information about American, Latin and European dances.

2. Include these META keywords in the home page:

dance, worldwide, tango, merengue, salsa, lindy hop, foxtrot, waltz, contra dancing.

Creating forms

1. On the home page, insert a form that looks like this:



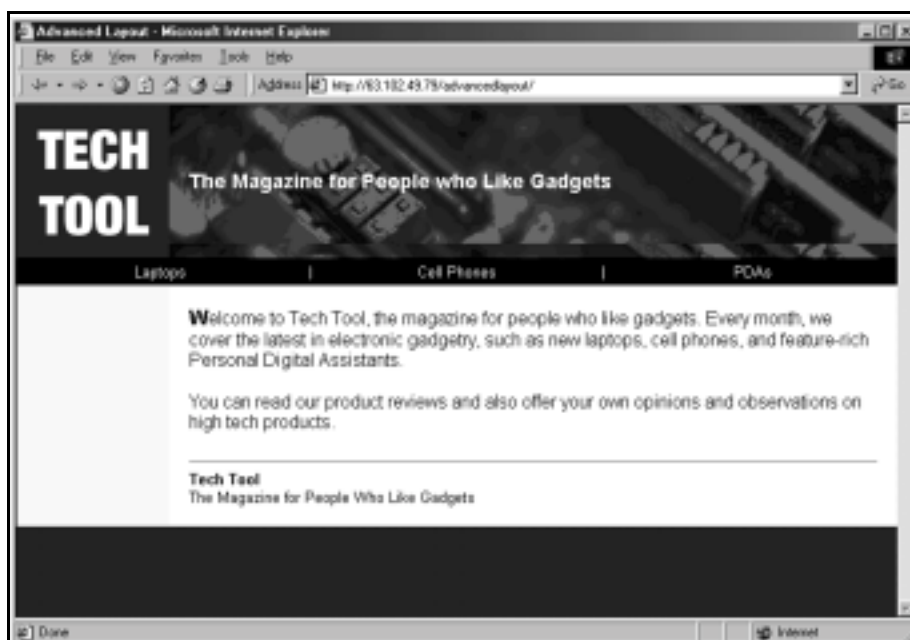
2. When you're done, preview the whole Web site in the browser. It should look like the site at www.visibooks.com/worlddancing.

Advanced Layout

In this section, you'll learn how to:

- Employ background images
- Employ spacer GIFs
- Insert a horizontal rule
- Specify page margins

You'll create a page that looks like this:

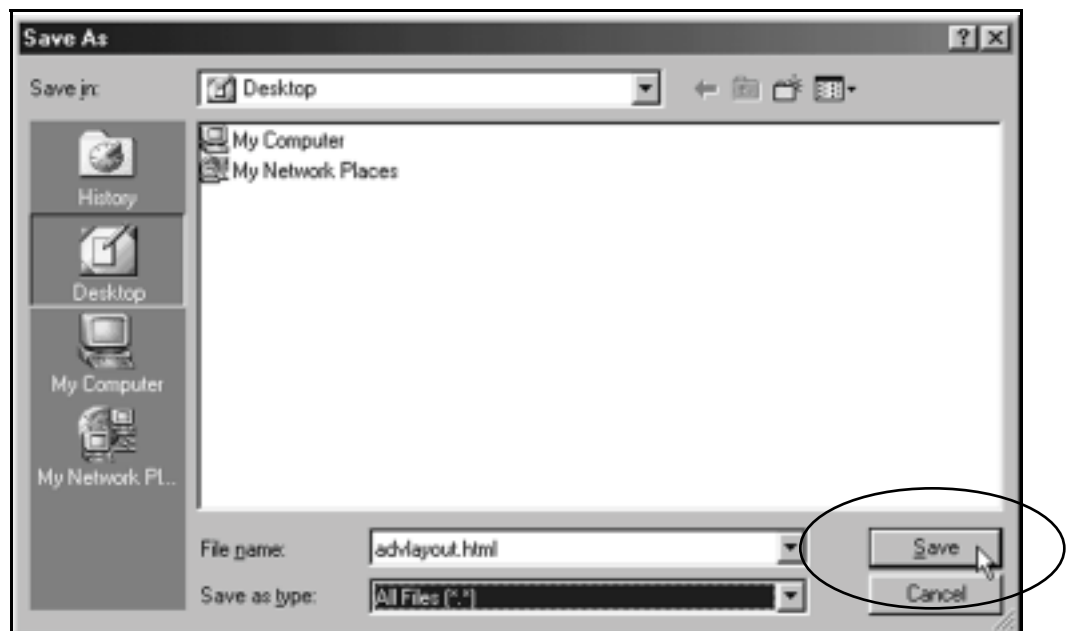


Employ background graphics

1. Open Notepad.
2. Create a new page with all necessary HTML tags and a two-cell table:

Rows: 1
Cells: 2
Width: 100 Percent
Border: 0
Cell Padding: 18
Cell Spacing: 0

3. Save the file on your computer's Desktop with the file name advlayout.html. Title it Advanced Layout.



4. Give both cells in the table a dark blue background color (#000099).
5. Make the first cell 10% wide, and the second cell 90% wide.

6. Go to www.visibooks.com/advlayout/pics and save `techtool.gif` on your computer's Desktop. Insert it in the left-hand cell.
7. Go to www.visibooks.com/advlayout/pics and save `bkgd.gif` on your computer's Desktop. Make it the background of the right-hand cell using the **BACKGROUND** attribute:

```
<TD WIDTH="90%" BGCOLOR="#000099"
BACKGROUND="bkgd.gif">
```

8. In the right-hand cell, type the text, "The Magazine for People Who Like Gadgets."
9. Make the text arial, size +1, bold.
10. Color the text white.
11. Preview the page in the browser. It should look like this:



Tip: Notice the line towards the bottom of the cell where `bkgd.gif` begins repeating. It repeats because background graphics tile to fill all available space in a cell. The cell is 136 pixels tall: 100 pixels for `techtool.gif`, plus 36 for Cell Padding (18 pixels at the top and bottom of `techtool.gif`).

`bkgd.gif` is only 123 pixels tall; therefore, there's 13 pixels of space left to fill. To fix this, use an image editing program like Photoshop, Fireworks or Paint Shop pro to make the background image 136 pixels tall.

12. Below the first table, insert a three-cell table with a width of 100% and cellpadding of 4. It's border and cellpadding should be 0. Make the cells equal width and color them black.
13. In the first cell, enter the text, "Laptops." In the second, "Cell Phones," and in the third, "PDAs." Make the text white and center it within the cells.
14. Save the page and view it in the browser. It should look like this:



Employ spacer GIFs

Why use spacer GIFs?

Spacer GIFs are used to stretch table cells to an exact width. They are transparent, so they remain invisible regardless of the cell's background color.

A spacer GIF is used in the exercise below. It keeps the width of the left-hand cell constant, regardless of the size or resolution of the screen used to view it.

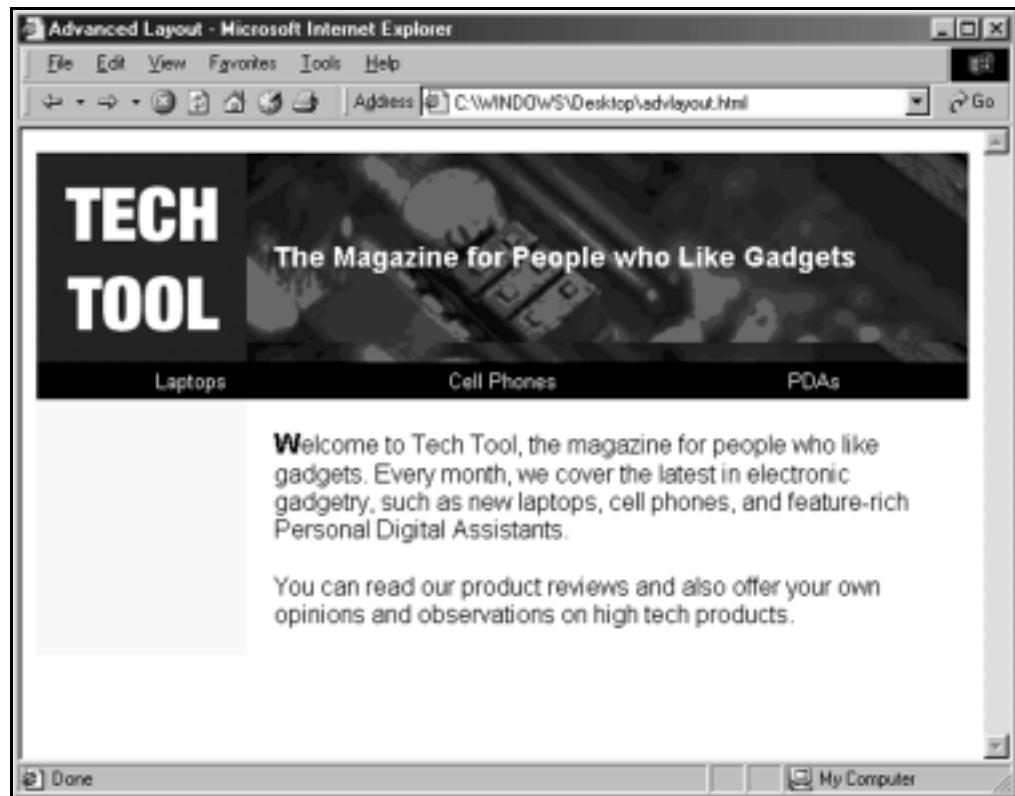
1. Go to www.visibooks.com/advlayout/pics and save `spacer.gif` on your computer's Desktop.
2. Below the top two tables, insert a third table just like the first table.
3. Insert `spacer.gif` in the left-hand cell. Give it a width of 100 and height of 1.

```
<TD WIDTH="10%" BGCOLOR="#000099"><IMG  
SRC="spacer.gif" WIDTH="100"  
HEIGHT="1"></TD>
```

Tip: Most spacer GIFs are 1x1 pixel, which load very quickly online. This one started out as 50x50 to make it easier to see and save.

4. Change the background color of the cell containing `spacer.gif` to bright yellow (`#ffff00`).

- Put text in the right-hand cell so the page looks like this when viewed in the browser:



- Set the browser to high resolution—1024x768 pixels. The page should look like this:



Notice how the left-hand cells in the top and bottom tables stay the same width, regardless of the width of the browser used to view them.

Insert a horizontal rule

1. Below the text in the right-hand cell, insert a `<P>` tag, then the tag for a horizontal rule:

You can read our product reviews and also offer your own opinions and observations on high tech products.

```
<P>
```

```
<HR>
```

2. This generates a 3-D rule. To give it a cleaner look, add the attributes `NOSHADE` and `SIZE="1"` to the `<HR>` tag:

```
<HR NOSHADE SIZE="1">
```

3. Place text below the horizontal rule so it looks like this when viewed in the browser:



Specify page margins

1. In the `<BODY>` tag, add the `LEFTMARGIN`, `RIGHTMARGIN`, `TOPMARGIN`, `MARGINWIDTH` and `MARGINHEIGHT` attributes. Give them all a value of zero:

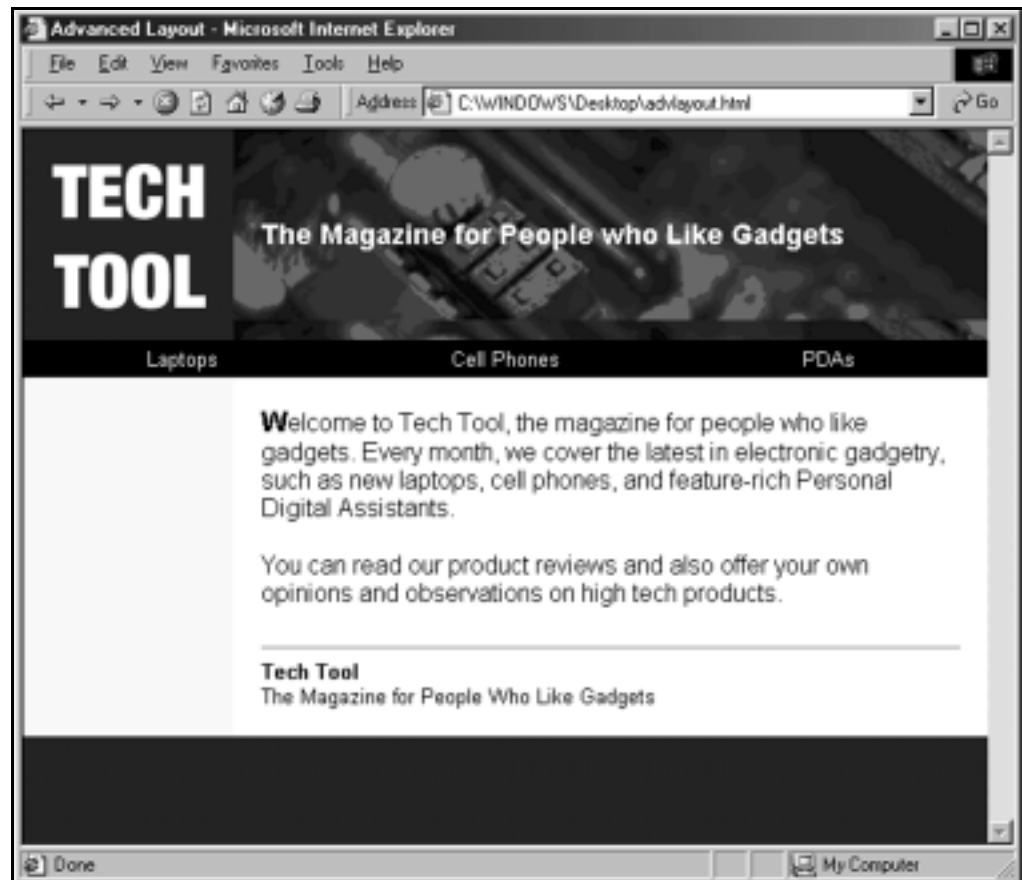
```
<BODY LEFTMARGIN="0" RIGHTMARGIN="0"
TOPMARGIN="0" MARGINWIDTH="0"
MARGINHEIGHT="0">
```

Tip: The `LEFTMARGIN`, `RIGHTMARGIN`, and `MARGINWIDTH` (along with `TOPMARGIN` and `MARGINHEIGHT`) attributes are redundant to account for browser differences: Internet Explorer recognizes `LEFTMARGIN`, `RIGHTMARGIN` and `TOPMARGIN`, while Netscape Navigator recognizes `MARGINWIDTH` and `MARGINHEIGHT`.

2. Specify a background color of white (`#ffffff`) for the cell containing the page's text. Specify a background color of dark blue (`#000099`) for the page itself.

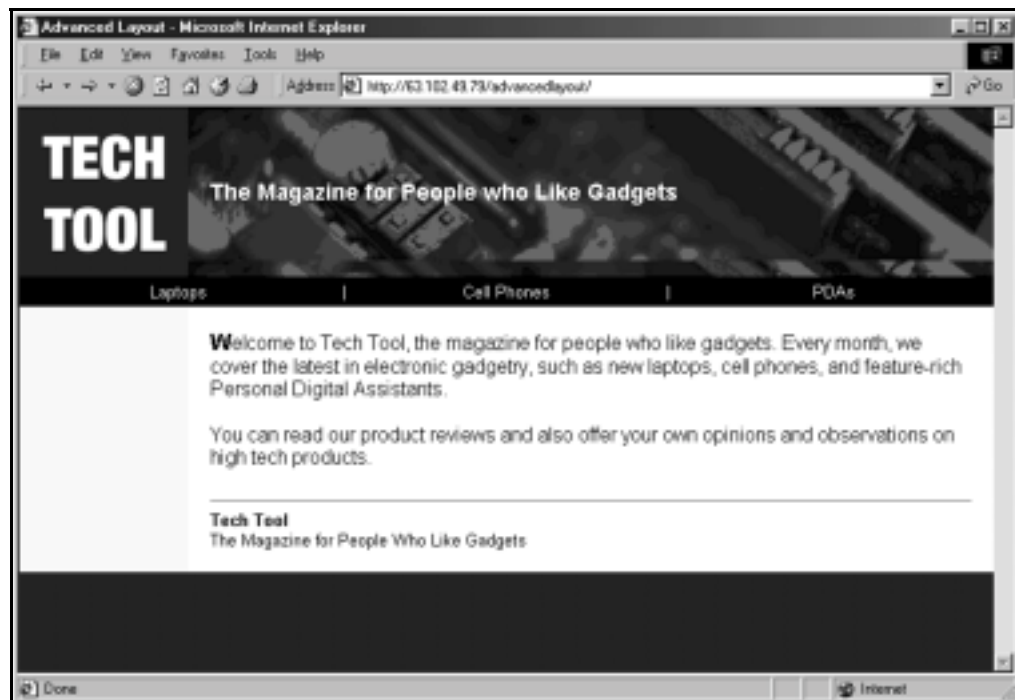
```
adslapout.html - Netscape
File Edit Search Help
<BODY BGCOLOR="#000099" LEFTMARGIN="0" RIGHTMARGIN="0" TOPMARGIN="0" MARGINWIDTH="0"
MARGINHEIGHT="0">
<TABLE WIDTH="100%" BORDER="0" CELLSPACING="18" CELLPADDING="0">
<TR>
<TD WIDTH="100%" BGCOLOR="#000099"><IMG SRC="techtool.gif" WIDTH="100" HEIGHT="100"></TD>
<td WIDTH="90%" BGCOLOR="#000099" BACKGROUND="bgd.gif"><B><FONT SIZE="+1"
color="#FFFFFF" Face="arial">The Magazine for People who Like Gadgets</font></B></td>
</TR>
</TABLE>
<TABLE WIDTH="100%" BORDER="0" CELLSPACING="4" CELLPADDING="0">
<TR>
<TD WIDTH="33%" BGCOLOR="#000000"><CENTER><FONT FACE="arial" SIZE="+1"
COLOR="#FFFFFF">Laptops</FONT></CENTER></TD>
<TD WIDTH="34%" BGCOLOR="#000000"><CENTER><FONT FACE="arial" SIZE="+1"
COLOR="#FFFFFF">Cell Phones</FONT></CENTER></TD>
<TD WIDTH="33%" BGCOLOR="#000000"><CENTER><FONT FACE="arial" SIZE="+1"
COLOR="#FFFFFF">PDAs</FONT></CENTER></TD>
</TR>
</TABLE>
<TABLE WIDTH="100%" BORDER="0" CELLSPACING="18" CELLPADDING="0">
<TR>
<TD WIDTH="100%" BGCOLOR="#FFFFFF"><IMG SRC="spacer.gif" WIDTH="100" HEIGHT="1"></TD>
<td WIDTH="90%" BGCOLOR="#FFFFFF"><B><FONT SIZE="+1" Face="arial">W</font></B><FONT
```


3. Save the page and view it in the browser. When you're done, it should look like this:



Practice: Advanced layout

1. Give the navigation table (the one with Laptops, Cell Phones and PDAs) five cells.
2. Put | characters (on the same key as the backslash \ character on your keyboard) in the cells surrounding the one that contains Cell Phones.
3. Give the cells with the | characters a width of 1%, and center the | characters within the cells.
4. Color the | characters white. When you're done, the page should look like the one at www.visibooks.com/advancedlayout/:



Practical JavaScript

In this section, you'll learn how to:

- Enable rollover graphics
- Open new windows
- Validate form input

You'll incorporate functions that look like this:



Creating rollover graphic links



Opening new windows



Validating forms

Enable rollover graphics

What is JavaScript?

JavaScript is a programming language that sits in the HTML code of a Web page. It's not an industrial-strength language like C++, Java, or Perl that's used to program Web servers. Rather, JavaScript is used to perform simple functions within Web pages.

The following section shows you how to employ JavaScript's three most useful functions. It won't teach you how to write programs in JavaScript. Learning a programming language is just that: learning a new language, which can take months or years to master. Rather, you'll learn how to obtain functioning JavaScript scripts and modify them to do what you want.

This approach is fast and effective. There are thousands of JavaScript scripts available for free on the Web that perform anything you'd want to do in a Web page—all you have to do is customize them.

Working with source code

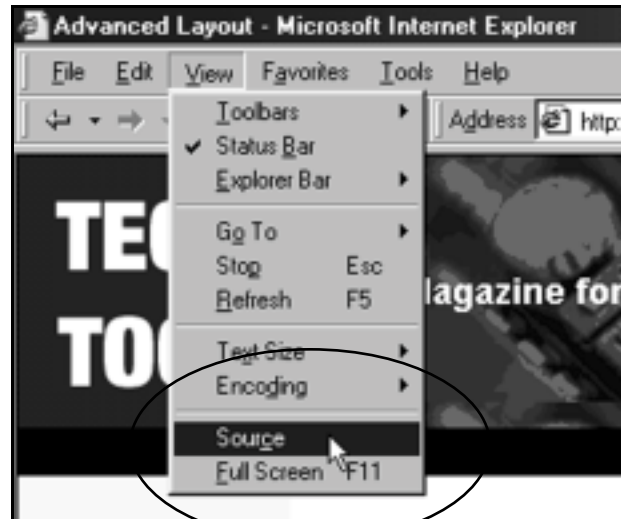
Sometimes you'll see a Web page and say to yourself, "I wonder how they did that?" By viewing the page's HTML and JavaScript source code, you can find out.

You can also copy source code, paste it into pages you're working on, and modify it. Since that's so easy to do, source code for Web pages isn't usually copyrighted.

The following exercise shows you how to copy, paste, and modify an existing JavaScript to put rollover graphic links on your Web pages.

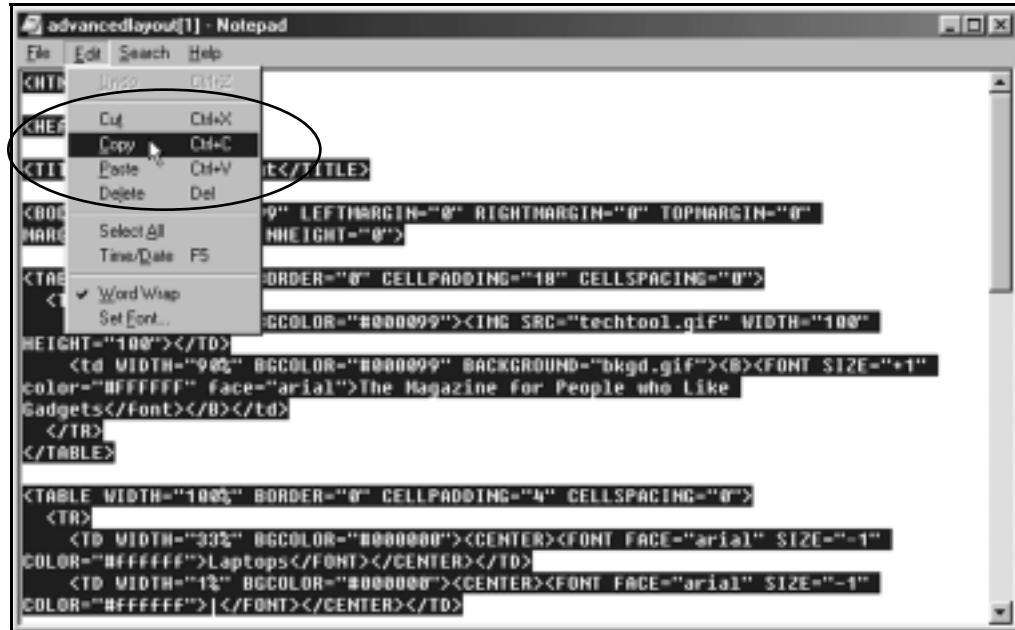
View source code

1. Create a folder on your hard drive called “rollover,” at C:/rollover.
2. Using the browser, go to www.visibooks.com/advancedlayout.
3. View the page’s source code by clicking View , then Source.



Copy source code

1. A copy of Notepad with `advancedlayout(1)` in the title bar will appear. Select all the HTML, then copy it.



2. Create a new blank page in Notepad and paste all the copied HTML code into it.
3. Save the page at `C:\rollover` as `index.html`.
4. Create a folder within the rollover folder called `graphics`:
`C:\rollover\graphics`.
5. Go to www.visibooks.com/rolloverpics. Capture all six graphics there and save them in the graphics folder.

6. Go to www.visibooks.com/rollover. The graphics in the navigation bar are rollover links:
7. View its source code and highlight all the code between and including the `<SCRIPT>` and `</SCRIPT>` tags. It's between the `<HEAD>` and `</HEAD>` tags:



```

rollover[1] - Notepad
File Edit Search Help
<HTML>
<HEAD>
<SCRIPT LANGUAGE = "JavaScript">
<!--
// Active Images.
if (document.images) {
    img1on = new Image();
    img1on.src = "graphics/laptops2.gif";
    img2on = new Image();
    img2on.src = "graphics/cellphones2.gif";
    img3on = new Image();
    img3on.src = "graphics/pdas2.gif";
    img1off = new Image();
    img1off.src = "graphics/laptops.gif";
    img2off = new Image();
    img2off.src = "graphics/cellphones.gif";
    img3off = new Image();
    img3off.src = "graphics/pdas.gif";
}

// Function to 'activate' images.
function imgOn(imgName) {
    if (document.images) {
        document[imgName].src = eval(imgName + "on.src");
    }
}

// Function to 'deactivate' images.
function imgOff(imgName) {
    if (document.images) {
        document[imgName].src = eval(imgName + "off.src");
    }
}

// -->
</SCRIPT>
</HEAD>

```

8. Copy this JavaScript code.
9. Paste the JavaScript code between the `<HEAD>` and `</HEAD>` tags in `index.html`.

Modify source code

1. You'll notice that the names of the graphics specified in the JavaScript (`laptops2.gif`, `laptops.gif`, `cellphones2.gif`...) don't correspond with the names of the graphics in your graphics folder.

Modify the source code to specify the correct file names for your graphics:

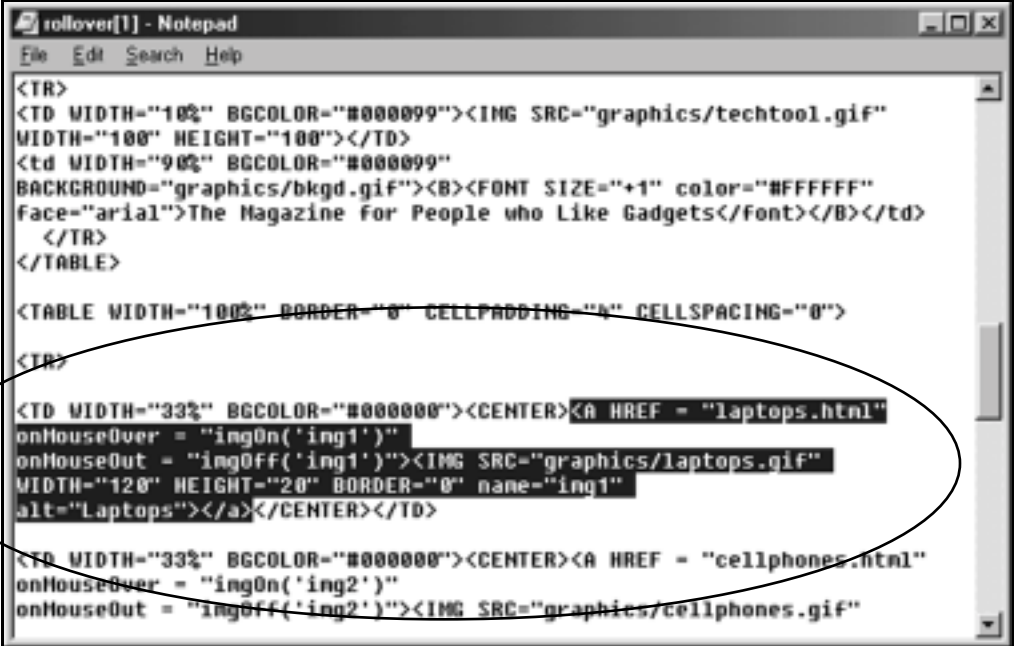
Graphics
that pop
up when
cursor is
on link

```
img1on = new Image();  
img1on.src = "graphics/lapbright.gif";  
img2on = new Image();  
img2on.src = "graphics/cellbright.gif";  
img3on = new Image();  
img3on.src = "graphics/pdabright.gif";
```

```
img1off = new Image();  
img1off.src = "graphics/lap.gif";  
img2off = new Image();  
img2off.src = "graphics/cell.gif";  
img3off = new Image();  
img3off.src = "graphics/pda.gif";
```

Graphics
that sit
there
when
cursor is
off link

2. Go back to www.visibooks.com/rollover in the browser, and view the page's source code. Scroll down until you see the code for the second table, the one that defines the black navigation bar.
3. Highlight and copy the anchor tag with the **onMouseOver** and **onMouseOut** attributes, the closing anchor tag (****), and the image tag inside them. It links to `laptops.html`:



```

rollover[1] - Notepad
File Edit Search Help
<TR>
<TD WIDTH="100%" BGCOLOR="#000099"><IMG SRC="graphics/techtool.gif"
WIDTH="100" HEIGHT="100"></TD>
<td WIDTH="90%" BGCOLOR="#000099"
BACKGROUND="graphics/bkgd.gif"><B><FONT SIZE="+1" color="#FFFFFF"
Face="arial">The Magazine for People who Like Gadgets</Font></B></td>
</TR>
</TABLE>

<TABLE WIDTH="100%" BORDER="0" CELLPADDING="0" CELLSPACING="0">
<TR>
<TD WIDTH="33%" BGCOLOR="#000000"><CENTER><A HREF = "laptops.html"
onMouseOver = "imgOn('ing1')">
onMouseOut = "imgOff('ing1')"><IMG SRC="graphics/laptops.gif"
WIDTH="120" HEIGHT="20" BORDER="0" name="ing1"
alt="Laptops"></a></CENTER></TD>
<TD WIDTH="33%" BGCOLOR="#000000"><CENTER><A HREF = "cellphones.html"
onMouseOver = "imgOn('ing2')">
onMouseOut = "imgOff('ing2')"><IMG SRC="graphics/cellphones.gif"

```

4. In `index.html`, get rid of the two cells with the `|` characters in them.

- Paste the anchor tags and the image tag they enclose into index.html so they replace the word Laptops:

From this:

```
<TD WIDTH="33%"
BGCOLOR="#000000"><CENTER><FONT FACE="arial"
SIZE="-1"
COLOR="#ffffff">Laptops</FONT></CENTER></TD>
```

To this:

```
<TD WIDTH="33%" BGCOLOR="#000000"><CENTER><A
HREF = "laptops.html"
onMouseOver = "imgOn('img1')"
onMouseOut = "imgOff('img1')"><IMG
SRC="graphics/laptops.gif" WIDTH="120"
HEIGHT="20" BORDER="0" name="img1"
alt="Laptops"></a></CENTER></TD>
```

- Change the file name for the graphic being linked from laptops.gif to your graphic: lap.gif.
- Save index.html and view it in the browser. It should work like this:



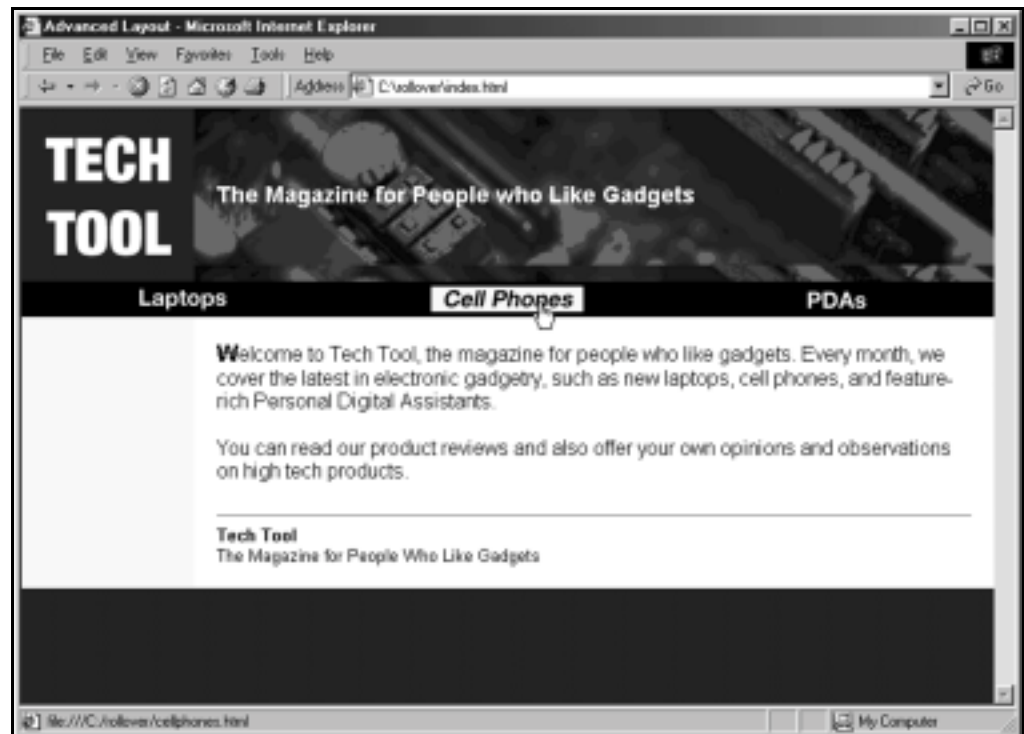
Practice: Enable rollover graphics

1. In the navigation bar of index.html, replace the words “Cell Phones” and “PDAs” with rollover graphics. Use the graphics cellbright.gif, cell.gif, pdabright.gif and pda.gif.

Tip: *Modify the anchor tag and image code in the first cell for use in the other two.*

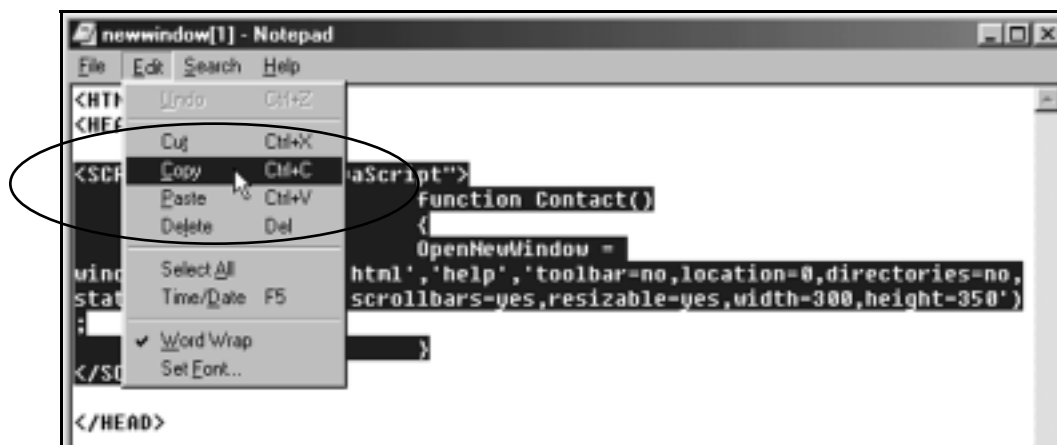
```
<A HREF = "laptops.html"
onMouseOver = "imgOn('img1')"
onMouseOut = "imgOff('img1')"><IMG
SRC="graphics/lap.gif" WIDTH="120"
HEIGHT="20" BORDER="0" name="img1"
alt="Laptops"></A>
```

2. When you're done, save the page and view it in the browser. It should look like this:

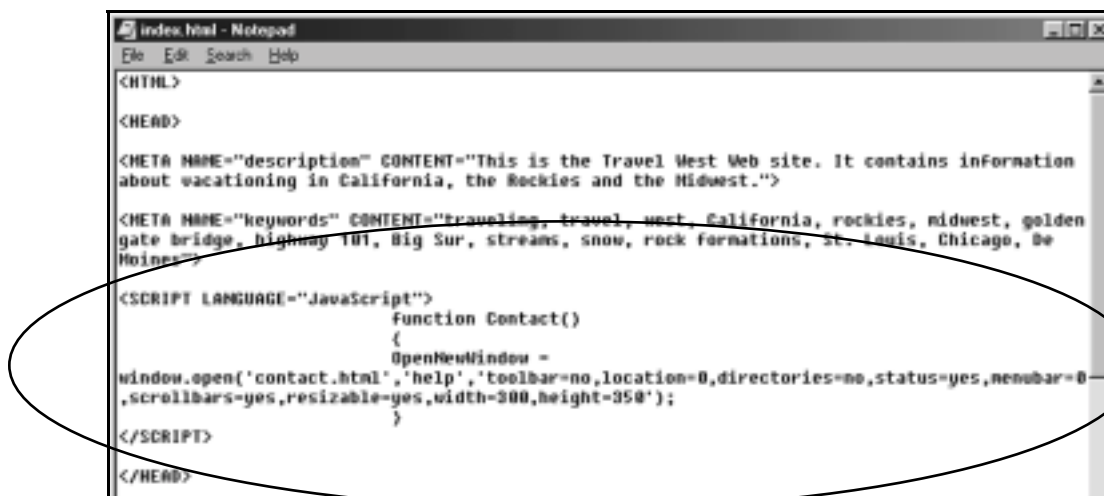


Open new windows

1. In Notepad, open up the home page for the Travel West Web site: index.html at C:\Travel West.
2. In the browser, go to www.visibooks.com/newwindow.
3. View the source code for the page. Highlight and copy the JavaScript code between the `<HEAD>` and `</HEAD>` tags.



4. Paste it below the `<META>` tags in index.html:



5. Change the JavaScript code so that it opens infoform.html in the new window:

From this:

```
<SCRIPT LANGUAGE="JavaScript">
    function Contact()
    {
        OpenNewWindow =
window.open('contact.html','help','toolbar=no,location=0,directories=no,status=yes,menubar=0,scrollbars=yes,resizable=yes,width=300,height=350');
    }
</SCRIPT>
```

To this:

```
<SCRIPT LANGUAGE="JavaScript">
    function Contact()
    {
        OpenNewWindow =
window.open('infoform.html','help','toolbar=no,location=0,directories=no,status=yes,menubar=0,scrollbars=yes,resizable=yes,width=300,height=350');
    }
</SCRIPT>
```

Tip: *JavaScript is not HTML—it's a programming language. It works better without quotes around values. Also, don't change the case of words in a script that works. JavaScript is, unlike HTML, case-sensitive.*

6. View the source code again at www.visibooks.com/newwindow.
7. Find the anchor tag between the `<BODY>` and `</BODY>` tags that refers to the JavaScript function `Contact ()`.

```
<FONT FACE="arial" SIZE="+1"><B><A  
HREF="javascript:Contact()">Open new window  
with form inside</A></B></FONT>
```

Tip: A function is a job performed by a program. The one above is named `Contact ()`. Its job is to open the window that allows people to contact Visibooks.

8. Copy the anchor tag, then paste it into `index.html` so it links the second sentence to the

From this:

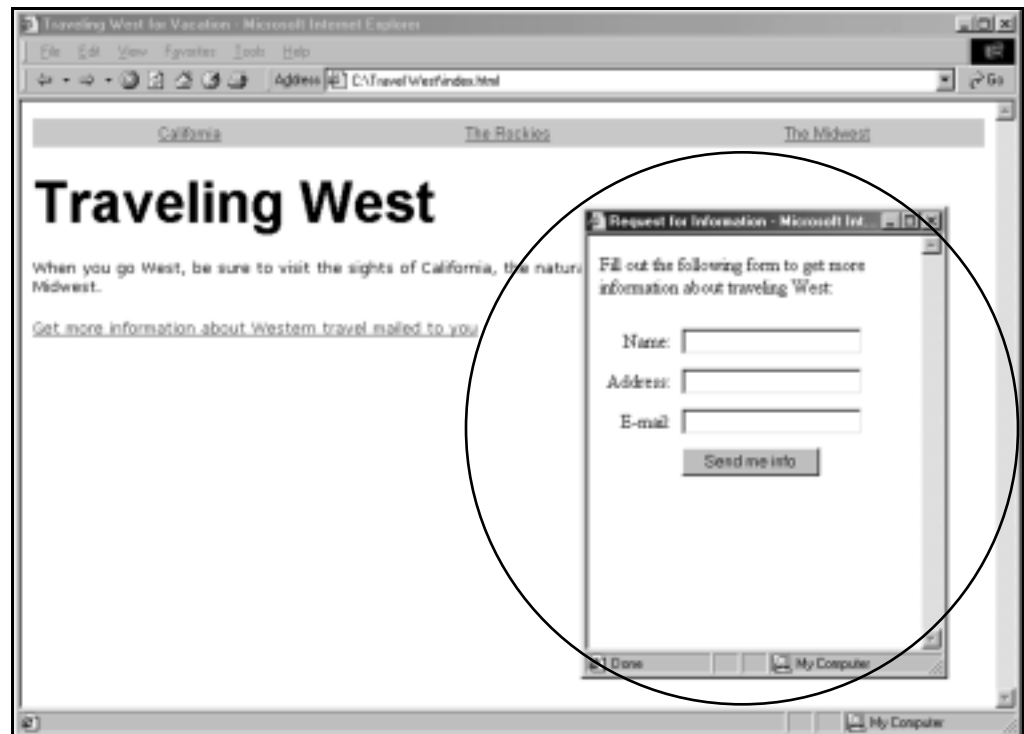
```
<A HREF="infoform.html">Get more information  
about Western travel mailed to you</A>
```

To this:

```
<A HREF="javascript:Contact()">Get more  
information about Western travel mailed to  
you</A>
```

9. Save `index.html` and view it in the browser.

10. Click on the linked sentence. A new window should pop up with the form inside:



Tip: To change the size and appearance of the window that pops up, change the values after **window.open**:

```
OpenNewWindow =
window.open('contact.html','help','toolbar=no,
location=0,directories=no,status=yes,menubar=0,
scrollbars=yes,resizable=yes,
width=300,height=350')
```

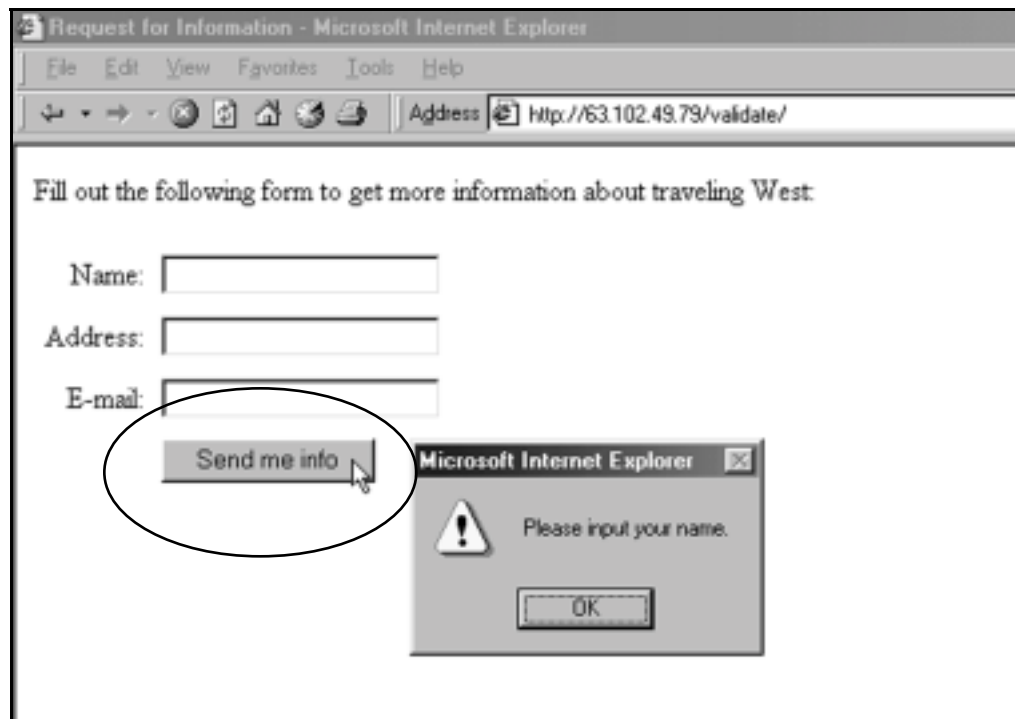
Change width and height values to change size of window in pixels

Change to status=no to get rid of the status bar at the bottom of the window

Validate form input

See how it works

1. In Notepad, open infoform.html in the Travel West site.
2. In the browser, go to www.visibooks.com/validate.
3. Click on the Send me info button. When you do, an alert window should appear. When you enter your name and click the button, another alert window should appear that reads, “Please input your address.” This also works with the e-mail input.



Insert the validation script

1. View the source of the page at www.visibooks.com/validate, and copy the JavaScript between the `<HEAD>` tags:

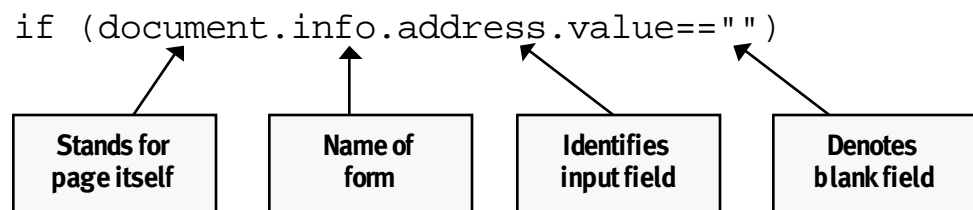
```

<script>
<!--
function validate()
{
if (document.info.name.value=="")
{
alert ("Please input your name.")
return false
}
if (document.info.address.value=="")
{
alert ("Please input your address.")
return false
}
if (document.info.email.value=="")
{
alert ("Please input your e-mail address.")
return false
}
}
//-->
</script>

```

Comment tags hide the script from older, non-JavaScript capable browsers so they don't display it

Tip: Here's a diagram that explains the `if` statement variables:



2. Paste it between the `<HEAD>` tags in `infoform.html`.

Modify the <FORM> tag

1. Add a **NAME** attribute to the <FORM> tag. Name the form "info."

```
<FORM NAME="info" METHOD="POST"
action="http://www.yourserver.com/cgi-
bin/formmail.pl">
```

2. Add the attribute **ONSUBMIT** to the <FORM> tag. Tell the form that when the submit button is clicked, perform the function `return validate()`:

```
<FORM NAME="info" METHOD="POST"
ONSUBMIT="return validate()"
action="http://www.yourserver.com/cgi-
bin/formmail.pl">
```

3. Save the page. Notice how the JavaScript's if statement input variables have the same name as the form's input fields:

<pre><script> <!-- function validate() { if(document.info.name.value=="") { alert ("Please input your name.") return false } if(document.info.address.value=="") { alert ("Please input your address.") return false } if(document.info.email.value=="") { alert ("Please input your e-mail address.") return false } } //--> </script></pre>	<pre><TABLE WIDTH="50%" CELLPADDING="4" BORDER="0"> <TR> <TD WIDTH="5%"> <P ALIGN="right">Name:</TD> <TD WIDTH="45%"> <INPUT TYPE="text" NAME="name" SIZE="20"> </TD> </TR> <TR> <TD> <P ALIGN="right">Address:</TD> <TD> <INPUT TYPE="TEXT" NAME="address" SIZE="20"> </TD> </TR> <TR> <TD> <P ALIGN="right">E- mail:</TD> <TD> <INPUT TYPE="text" NAME="email" SIZE="20"> </TD> </TR> <TR> <TD> <INPUT TYPE="submit" VALUE="Send me info"> </TD> </TR> </TABLE></pre>
---	---

4. View `infoform.html` in the browser. It should look and work like the form at www.visibooks.com/validate.

Additional Resources

Webmonkey (www.webmonkey.com)

A how-to site for people building Web sites, filled with excellent tutorials and resources.

EchoEcho (www.echoecho.com)

Even more tutorials than Webmonkey, and all clear and detailed. Contains helpful statistics on browser usage, monitor settings, platforms, and other technology used to view Web pages.

Project Cool (www.projectcool.com)

Knowledge, guidance and inspiration for people building Web sites. It includes a good style sheet guide at projectcool.com/developer/reference/css_style.html.

Web Review (www.webreview.com)

A sharp and informative site for Web developers, with sections on Authoring, Design, Development, E-Commerce, Multimedia, and Back-End Web server Programming.

HTML Help (www.htmlhelp.com)

Good resource site with lots of information on style sheets and HTML technical standards. Includes online tools such as an HTML validator, link checker, and ASCII character guide.

HTML & XHTML: The Definitive Guide (book)

Chuck Musciano, Bill Kennedy, O'Reilly; ISBN: 059600026X
Like most O'Reilly books, geared towards programmers. A comprehensive resource for HTML, but better yet, a guide to making HTML work with XML—the “next big thing” in Web development.

Voodoo's Introduction to JavaScript (rummelplatz.uni-mannheim/~skoch/js/tutorial.htm)





One of the original JavaScript tutorials, and still excellent. Explains the “why” as well as the “how” of programming in JavaScript.


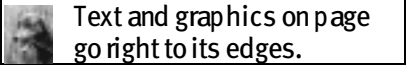


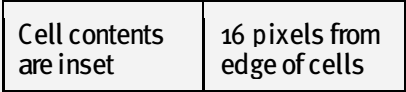
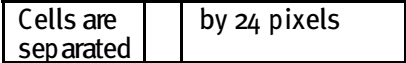
HomeSite


The mother of all HTML editing programs. Allows search-and-replace through entire sites, and includes many other useful features. Download a 30-day trial version at www.allaire.com.


HTML Tag Chart

Task	Tag	Example
Set up a Web page	<pre><HTML> <HEAD></HEAD> <TITLE></TITLE> <BODY></BODY> </HTML></pre>	<pre><HTML> <HEAD> Signature, Meta tags, JavaScript, Style sheets go here </HEAD> <TITLE> The page's title goes here </TITLE> <BODY> Whatever you want to appear on the screen goes here </BODY> </HTML></pre>
Format text		
Create a paragraph	<P>	This is a paragraph.
Align paragraph right; center paragraph	<pre><P ALIGN="right"></P> <P ALIGN="center"></P></pre>	This paragraph is centered in this cell by using the ALIGN attribute.
Make text bold		This text is bold.
Indent text		This text is indented
Create bulleted list	<pre> </pre>	<ul style="list-style-type: none"> • List item • List item
Create numbered list	<pre> </pre>	<ol style="list-style-type: none"> 1. Item #1 2. Item #2

Task	Tag	Example
Create a link		
Link to a page within site	<code>x/A</code>	This sentence is linked to a page about X topic.
Create an e-mail link	<code>x/A</code>	you@x.com
Link to an external page	<code>x/A</code>	This sentence is linked to www.x.com.
Insert a graphic		
Insert graphic	<code></code>	
Align a graphic right or left	<code></code> <code></code>	Text flows in to the side of the graphic when it's aligned right or left. 
Add vertical, horizontal space around a graphic	<code></code> <code></code>	Creates vertical and horizontal space around graphic that nothing can occupy. 
Remove/Add border	<code></code> <code></code>	
Insert horizontal rule		
Create rule	<code><HR></code>	<hr/>
Remove 3-D effect, specify size	<code><HR NOSHADE SIZE="1"></code>	<hr/>

Task	Tag	Example
Change whole page		
Change background color	<code><BODY BGCOLOR="#cccccc" ></code>	
Change link, visited link colors	<code><BODY LINK="#ff0000" VLINK="#00ff00"></code>	Red link Green link
Change page margins	<code><BODY TOPMARGIN="0" LEFTMARGIN="0" RIGHTMARGIN="0" MARGINWIDTH="0" MARGINHEIGHT="0"></code>	
Create a table		
Insert table	<code><TABLE> <TR> <TD></TD> <TD></TD> </TR> </TABLE></code>	
Specify widths	<code><TABLE WIDTH="100%"> <TR> <TDWIDTH="20%"> <TDWIDTH="80%"> </TR> </TABLE></code>	
Specify border	<code><TABLE BORDER="0"></code>	
Pad cells	<code><TABLE CELLPADDING="16"></code>	
Space cells	<code><TABLE CELLSPACING="24"></code>	

Task	Tag	Example
Change cell background color	<code><TD bgcolor="#000000"></code>	

Insert background image in cell	<code><TD background="x.gif"></code>	
---------------------------------	--	--

Employ frames

Create a frameset

```
<HTML>
<HEAD></HEAD>
<TITLE></TITLE>
<FRAMESET ROWS="50,*">
<FRAME NAME="topframe"
SRC="x.html">
<FRAME NAME="bottomframe"
SRC="y.html">
</FRAMESET>
</HTML>
```

Include forms

Establish form `<FORM>`

Insert textbox `<FORM>`
`<INPUT TYPE="text">`

Specify size `<INPUT TYPE="text" SIZE="20">`

Specify name `<INPUT NAME="x">`

Insert checkbox `<INPUT TYPE="checkbox">`

Insert radio buttons `<INPUT TYPE="radio">`

Make only one clickable

```
<INPUT TYPE="radio"
NAME="radiobut"
VALUE="radio1">
```

```
<INPUT TYPE="radio"
NAME="radiobut"
VALUE="radio2">
```


Task	Tag	Example
Insert drop-down list	<pre><SELECT NAME="x"> <OPTION>x</OPTION> <OPTION>x</OPTION> <OPTION>x</OPTION> </SELECT></pre>	<pre><SELECT NAME="x"> <OPTION>First Choice</OPTION> <OPTION>Second Choice</OPTION> <OPTION>Third Choice</OPTION> </SELECT></pre>
Insert comment field	<pre><TEXTAREA NAME="x" COLS="22" rows="8"></TEXTAREA></pre>	
Insert submit button	<pre><INPUT TYPE="submit"></pre>	
Change text on button	<pre><INPUT TYPE="submit" VALUE="your text here"></pre>	

Task	Tag	Example
Employ style sheets		
Create style sheet	Save file with .css extension.	stylesheetname.css
Create style	<code>.stylename {</code>	
Specify font family	<code>.stylename { font-family:"arial,sans-serif" }</code>	
Specify font size	<code>.stylename { font-size:"32pt" }</code>	
Specify font weight	<code>.stylename { font-wight:"bold" }</code>	
Specify font color	<code>.stylename { color:"#0000ff" }</code>	
Specify background color	<code>.stylename { background-color:"#cccc99" }</code>	
Link to a style sheet	<code><LINK REL="stylesheet" HREF="stylesheetname.css"></code>	
Apply a style	<code><P class="stylename"></code> <code><H2 class="stylename"></code>	
Create rollover effects	<code>A:hover{ color:"#00ff00"; text-decoration: underline }</code>	

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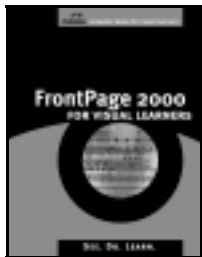
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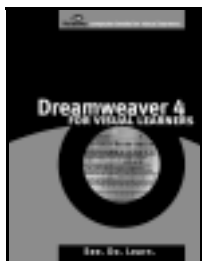


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