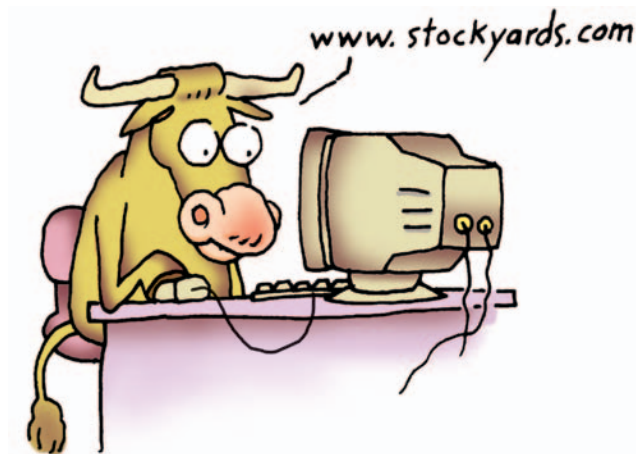


# What are Web Pages anyway?

Before you begin to *create* web pages, it's a good idea to know *what* they are and how they work. We think it's important to know why you have to do certain things—it helps you remember how to do them.

In this chapter you'll walk through the process of actually creating a couple of practice web pages, using the web authoring software of your choice (see page 51). Remember, you're making practice pages here that you can throw away later just to get the basic concepts down of how to begin the process of making web pages. Don't worry about the planning of a site, the graphics, or the design at this point—that's what the rest of the book is for. Right now, use this chapter to learn your software and the basic underlying principles of creating web pages.



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## What are web pages?

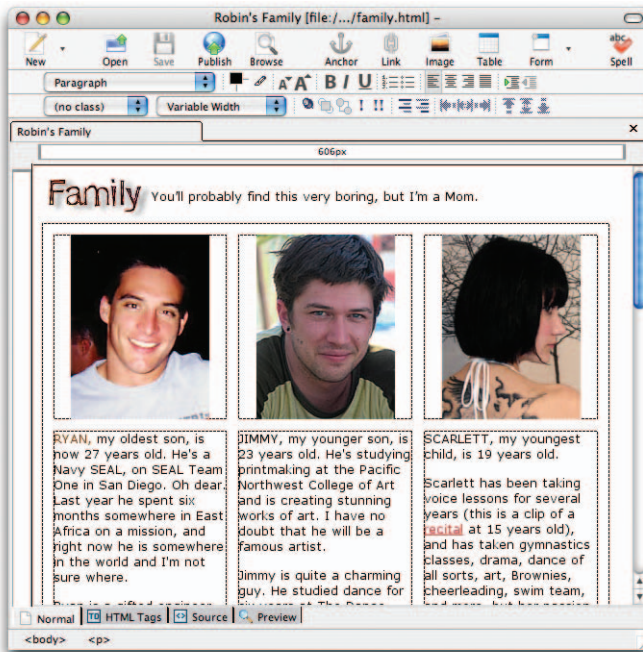
Every one of the billions of web pages around the world are the same thing: pages of text with coded messages that tell a browser what to do. Every web page can be opened in a word processor; in fact, many web pages you see were created in word processors, with a programmer or designer typing in the code. This code is called HTML, and don't you worry about it at all—with web authoring software (which we'll talk about in a minute), you don't have to even think about it (although you'll find that it is important to have an understanding of HTML).

The acronym HTML stands for *hypertext markup language*. Who cares. Some people prefer to laboriously write the HTML themselves, but you can certainly create wonderful web pages without having to write the code yourself. Because each web page is created with the code, whether *you* wrote it or the *software* wrote it for you, each web page is considered to be an “HTML file.” (You'll come across this term “HTML file” later, so try to remember it.)

You see, when you create a page with a page layout application such as Adobe InDesign or QuarkXPress, the program actually records everything you do on the screen—it records it in PostScript code. But you don't see the code on the screen because your page layout software interprets the code into words and pictures for you. When you send your page down to your printer, the *printer* reads the code and creates a lovely printed page for you.

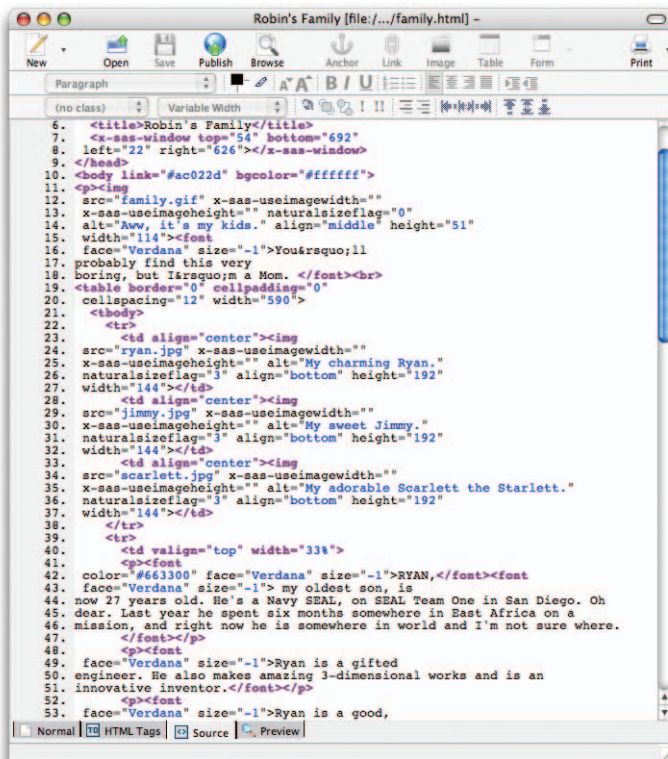
You can create web pages in the same way, letting **web authoring software** write the code while you just put text and graphics on a page. The code is hidden from you. The software interprets the code and displays words and pictures for you while you work on a web page, just like XPress and InDesign do when you create a page to be printed. The browser software will read the code and display a web page for you. This is great.

One of the best things about web pages, and this is part of what made the World Wide Web phenomenon happen all over the world, is that *any computer can read HTML files*. You can create the web pages (HTML files) on your Macintosh, PC, Commodore, Amiga, Unix, or any other system you love, and anyone else on any other computer can see your pages. No more having to prepare separate files for every conceivable computer platform or operating system.



*The web page above was created without anyone writing one word of code.*

*If you know piles of HTML code, you can use it to enhance the page beyond the capabilities of the web authoring software. But if you know how to do that, you're probably not reading this book.*



*The software wrote all the code above, not me. You could write this code by hand, if you want. The results are the same.*

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## How do you actually make a web page?

To make a web page, you could, as we've discussed, write the code to create the page yourself. At first, that was the only way to do it. Now there are a number of **web authoring software packages** that let you create a web page as easily as you make a word processing page: You type the text you want on the page. You select text and make it bolder, bigger, smaller, or italic by clicking buttons. You center the text, or align it to the left or right by clicking buttons. You import a graphic by clicking a button. You tell the text to line up along the right side of the graphic or at the bottom of it by clicking buttons. You create links to text and graphics by selecting the item and typing in the address of the link, or just dragging-and-dropping. You can even create certain "behaviors" like rollovers (where a graphic changes when the pointer "rolls over" a button) with a few clicks.

Because there are so many different software packages and several different platforms (kinds of computers) to use them on, there is no way we can provide step-by-step directions for every program. And besides, if we did this book would be outdated instantly. So what we're going to do in this book is tell you the things that apply to every program—how to make your graphics, how to name your files, how to get your web site posted on the World Wide Web, etc. It will be up to you to learn to use the individual software package you choose. Trust me, though, it's easy to make a web page (to make a *well-designed* web page, however, takes a little more care).

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To make web pages without writing any code, you need a web authoring software package. Listed below are some free and commercial packages and their approximate prices (which may change, of course). Most of them are available for both Macintosh and Windows.

<b>Mozilla Composer</b> www.mozilla.org (comes as part of the Mozilla Internet suite)	free
<b>Nvu</b> www.Nvu.com (stand-alone application based on Mozilla Composer)	free
<b>Adobe GoLive</b> www.Adobe.com	\$399
<b>Macromedia Dreamweaver*</b> www.Macromedia.com	\$399
<b>NetObjects Fusion</b> www.NetObjects.com (PC only)	\$200
<b>Microsoft FrontPage</b> www.Microsoft.com/frontpage (PC only)	\$199

\*Macromedia was bought by Adobe so if Macromedia's web site disappears,  
check Adobe's site for Dreamweaver.

For beginners or those on a tight budget, try **Mozilla Composer**. It's free, relatively easy to learn, and has plenty of features that will have you designing great web sites in no time.

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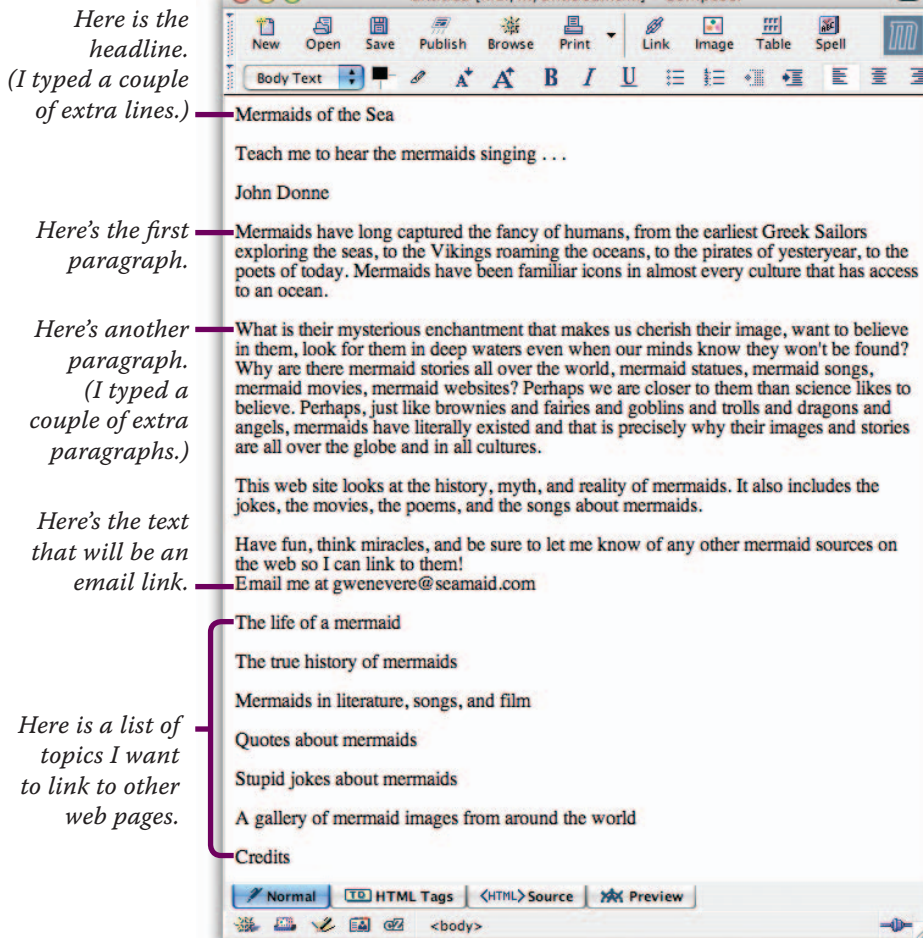
## It can be this easy

Okay okay already, let's do it. These directions might not be specific to your particular software, but you'll find equivalent features somewhere in your package.

1. First, make and name a folder in which to store this practice web site.
2. Open your web authoring software.
3. From the File menu, choose "New Page."
4. Type a headline on the page.
5. Hit Return or Enter and type a paragraph of information.
6. Hit Return or Enter and type another paragraph of information. Hit Return or Enter. (Does this process sound familiar?)
7. Type a sentence that includes an email address, such as "If you have nice things to say, please respond to [gwenevere@seamaid.com](mailto:gwenevere@seamaid.com)."
8. Type the text that you want to link to another page, such as "The Life of a Mermaid." Hit Return or Enter.
9. Save the page into your folder. In the next chapter we'll discuss appropriate file names and titles. For now, just save it.



Your page will look something like the one shown on the following page—boring and pretty ugly, but it's a web page. We'll add more to this.



So far, making a web page is just like working in your word processor, isn't it?



## Format the text

On the page you just created, let's do a little formatting. First of all, you don't like the text so close to the edge, do you? It is disturbing to have text crowd the edge like that.

1. Select all the text. (There is probably a "Select All" command in the Edit menu.)
2. Find the button or menu command that says something like "Block Quote" or "Indent Right." Click the button or choose the command.

Looks better already, doesn't it? Now let's format some of that text. Would you like some text bigger, italic, or bold? You can do that. Do you want to use another typeface? Don't do that. (We'll talk more about fonts later.)

1. Select that headline you typed.
2. Look either in the toolbar across the top of the page or in the menus for the command that says something like "Largest" or "Heading 1." Choose it. This command makes *the entire paragraph larger*, whether you selected the entire paragraph or not.
3. Find a word in the paragraph that you want to make bold. Select the word. Find a button with a "B" on it in the ruler, or find the "Bold" command in the menu. Click the button or choose the command. This command makes *just the selected characters bold*.
4. Find a word that you want italic. I'll bet you know how to make it italic, yes?
5. Let's make the first word or two in the second paragraph larger and bolder:

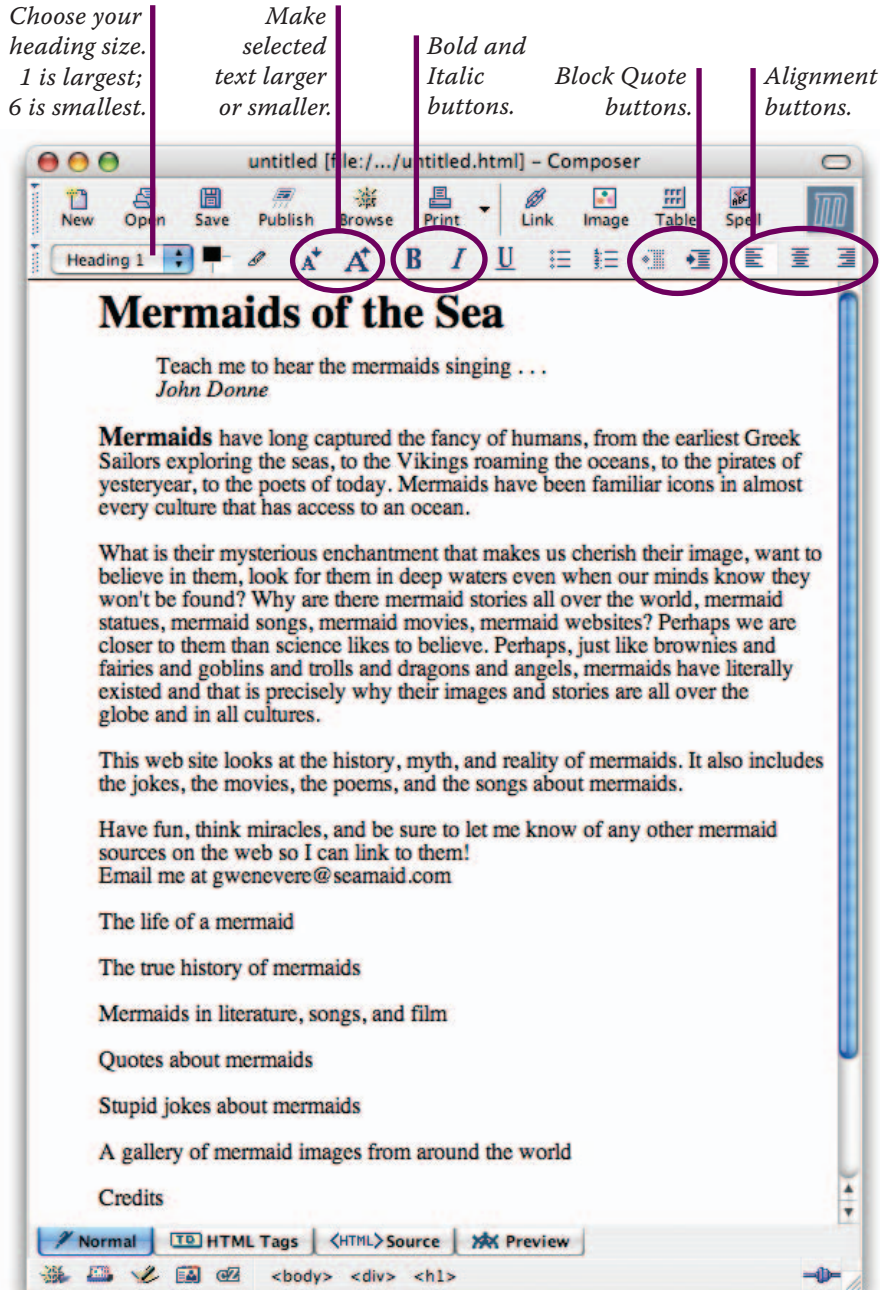
Select the text. Make it bold.

While that text is still selected, find the button or command that says something like +1 or has an UpArrow. This command makes *just the selected text* larger (remember, the "Largest" command you used earlier made *the entire paragraph* largest).

## Paragraph vs. Break

When you hit Return or Enter at the end of a line, most software will issue a "Paragraph" command and it makes a space between the lines. **If you don't want a space between the lines**, use the "Break" code. One of the following keystroke combinations will give you a Break instead of a Paragraph: On a Mac, try Shift-Return, Option-Return, or Command-Return. On a PC, try Shift-Enter, Alt-Enter, or Control-Enter. On the opposite page, we used a Break to prevent the quote from having space between the lines.





*This example shows the formatting changes. It's still pretty ugly, but it's getting better.*

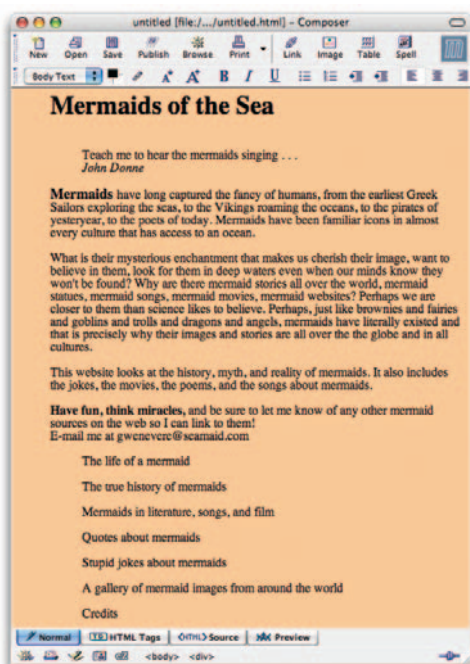
# Change the colors

One thing you must always do is be aware of the **default colors** of the web page. Changing to a more pleasant color is a sign that you know what you're doing. The steps to change the colors are different in different software programs, so you'll need to read your manual to find out how to do it.

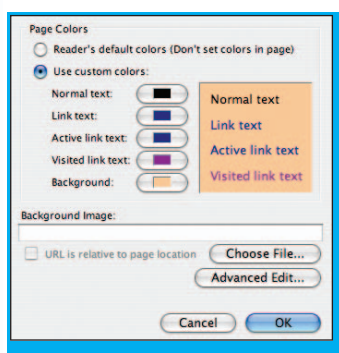
**Do you want a patterned background?** Any correctly formatted web graphic can be used as a background pattern. We're going to talk in great detail about the formats for web graphics (GIFs and JPEGs), but for now, if you happen to have one, you can drop it in as a background. (If you don't have that kind of graphic at the moment, don't worry—just watch the example and know you can do it later.)

Most patterned backgrounds make the text very difficult to read. Be very careful with patterns. This is the rule about type on a patterned background: if it looks hard to read, *it is*. Nothing magical happens to it when the page gets to the Internet. If the text is hard to read now, it will be hard to read then, so don't do it.

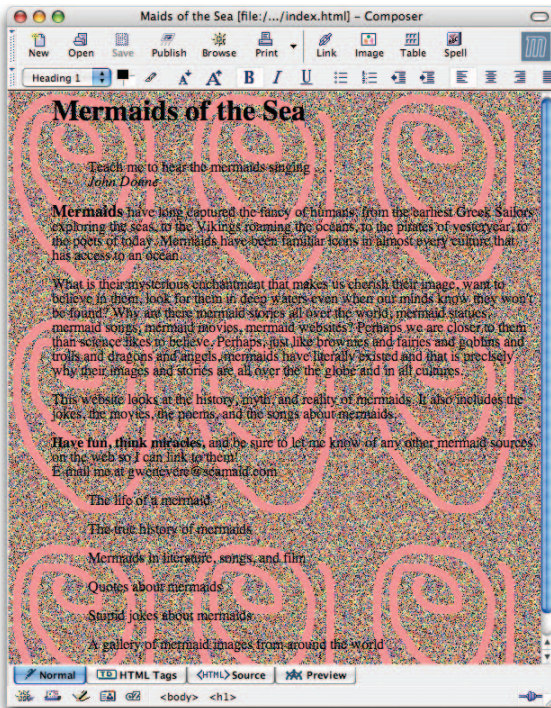
**Do you want to change the color of the text?** Simply select the text, then find the menu command or toolbar button that changes the color.



*In Mozilla Composer, for instance, go to the Format menu and choose “Page Colors and Background...” to get the dialog box shown below.*

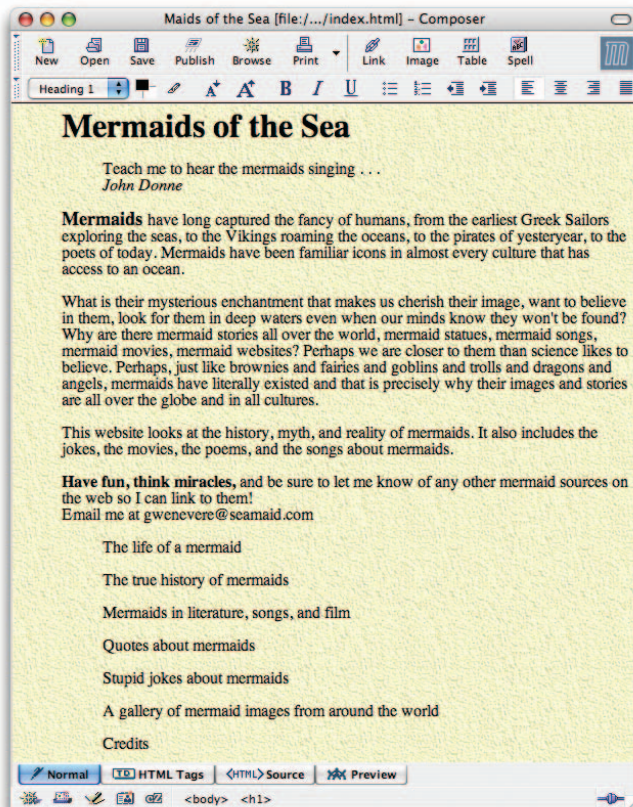


*Click the buttons in the dialog box above to change the colors of default text, the page background, the links, etc. Click “Choose File...” to go get a graphic to use as a background.*



*Please don't use background images that make it difficult to read the text. Please.*

*A slightly textured background adds dimension to your web page without making it difficult to read.*





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## Create links

There are several different kinds of links you can make:

- **Internal links** jump to other pages in *the same* web site. Also called “local” or sometimes “page” links. Internal links all have the same domain name (navy.gov, adobe.com, etc.).
- **External links** jump to pages *outside* of a particular web site. Also called “remote” links. You can link to any other web page in the world, and in most cases you needn’t ask permission. External links have a different domain name from the web site you find them in.
- **Email links** don’t take the user to another page, but instead open up a blank, pre-addressed email message in that person’s email client.
- **Anchors** generally don’t jump the user to another page, but to somewhere else on the same page. These are very useful for long pages. They can also jump to a specific position on another web page.

**To make an internal, or local, link** you first have to have another page to link to. So make another quick page and save it. (We’ll talk about the rules for naming files in the next chapter.)

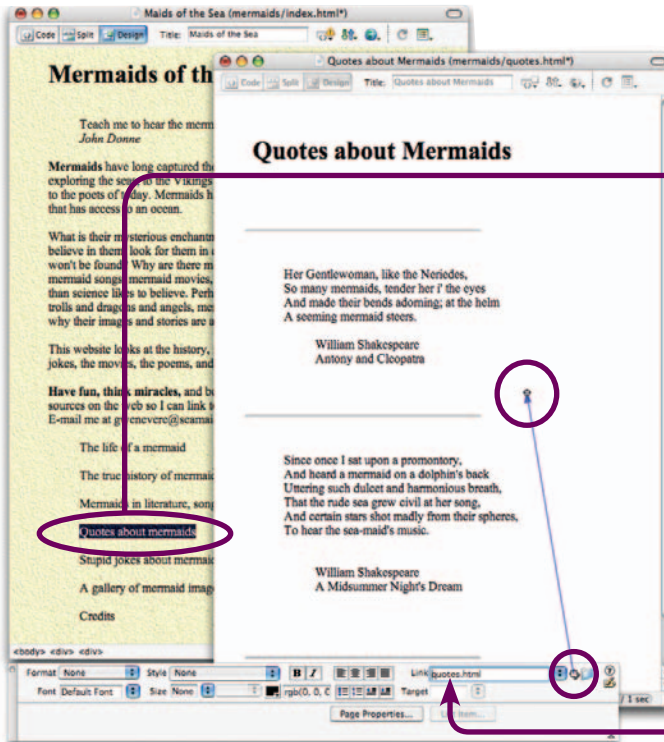
The exact steps for making internal links is a little bit different in each software program, but the basic process is:

1. Select the text or the graphic on the first page that you want to link to the newly created page.
2. Find the “link editor” for your program.
3. Then, depending on your software, either type in the name of the file you want that text or graphic file to link to (you can actually type in the name of the file even if you haven’t created it yet); or choose a file name from a menu. The steps are neither difficult nor complicated, but you should *read your manual* to find out exactly what they are.

**To make an external, or remote, link** you must first know the exact URL (web address) of the page you want to link to. Then:

1. Select the text or the graphic that you want to link to another page.
2. Find the link editor for your program.
3. Type in the exact URL, including the http:// and any slashes at the end of the address. Click OK or hit Return or Enter.

As you read your manual, you will probably discover shortcuts. A Dreamweaver shortcut, for example, is shown on the opposite page.




In Dreamweaver, one way to make a link is to first select the text (far left). Then drag the linking target from the Inspector palette and drop it on the page you want that text to link to.

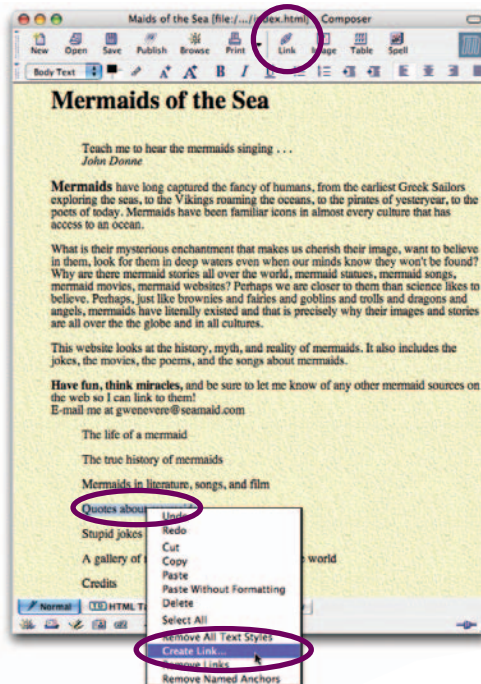
Or in this "Link" field, type the name of the **local page** to which you want to link the selected text.

To make an external link, type an **http://** address here.

In Mozilla Composer, one way to make a link is to select the text, then click the "Insert Link" button in the toolbar. Either enter the URL or use the dialog box to find the actual file.

(If the toolbar is displaying icons, the Link icon looks like this: )

You can also select the text, then right-click or Control-click on that text to get a pop-up menu; choose "Create Link..." to get the dialog box in which you can create the link.



## Make an email link

An email link does not jump you to another page, but (in most browsers) brings up an email form pre-addressed to that person, and with a return address from the user's computer already entered in the form. The link is very easy to make.

1. On that first page you created earlier, select the email address you typed.
2. In the link editor for your software, type in this code, including the colon: **mailto:**
3. Immediately after that code, with no space between, type the entire email address that you want linked. It should look like this:  
**mailto:samantha@seamaid.com**
4. If your software requires you to hit Return or Enter or to click OK after you make a link, do so. If your email address on the page is now underlined, you did it right. If it isn't underlined, *read your manual*.

There are a couple of guidelines to follow when making email links.

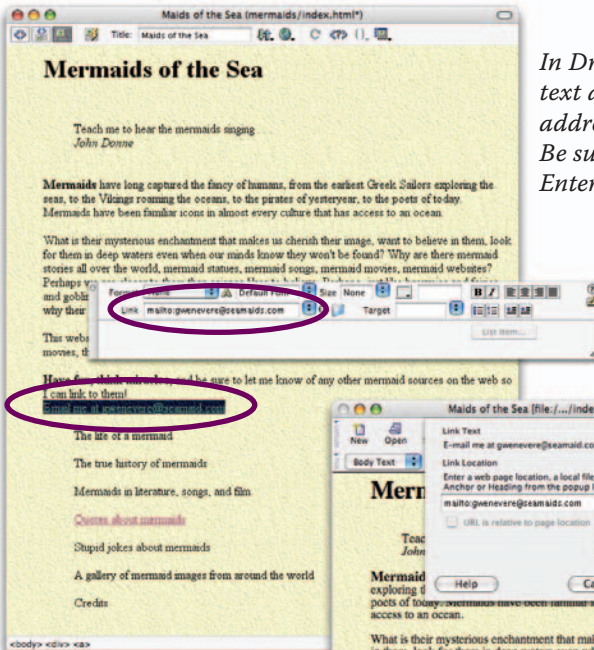
- Please don't make an email link that people cannot tell is for email. For instance, if the text [For More Information](#) is underlined, people expect to click on it and go to another page with more information. If that's what they expect, then don't make it an email link! Be clear. Type something like, "For more information, please send email to [info@seaweed.net](mailto:info@seaweed.net)."

If there is a list of officers on a web page and each of their names is a link, such as [Ryan Williams](#), visitors assume the link will take them to a page with more information about that person. So don't surprise the visitor by making the link pop up an email form instead of a page of information.

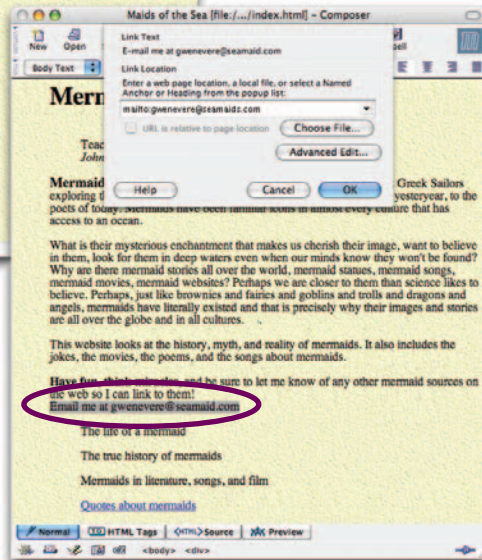
- Don't create an email link without spelling out the address. That is, don't do something like "[Email me!](#)"

Some people have browsers that cannot do email forms. If there is no address spelled out, a visitor cannot write to you.

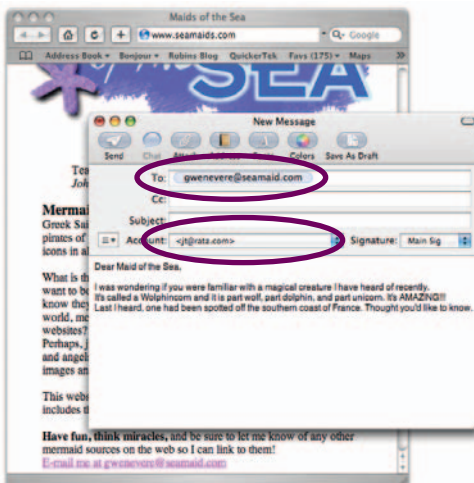
Also, someone might want to write you later, like from their home or office computer. Or they might want to put your address in their address book. Or they might want to print the page. Obviously, if the email address is not typed on the page, the visitor cannot write it down or print it for later use.



*In Dreamweaver, select the text and type the email address in the "Link" field. Be sure to hit Return or Enter after you type it.*



*In Mozilla Composer, select the text for the email link and then click the "Link" button. Enter the mailto code.*



*You probably won't get an email form in your web authoring software when you click that link. But in the browser, when you click that link you'll get a pre-addressed email form, with a return address from whoever owns the computer.*



## Add a graphic

Later in this book we spend quite a bit of time on how to make graphics that will work properly on the web. For now, see if you can find a GIF or a JPEG file in the samples that came with your web authoring software (they will be labeled something like “image.gif” or “image.jpg”). If you do, you can add it to the web page. If not, just read the following simple directions and know that when you get your graphics it will be this easy.

- One **very important rule** about graphics is that *the graphic file must be in your web site folder before you put it on the page!*

We'll talk about why this is so important later; for right now, get in the habit of putting the graphics into your web site folder before you place them on your page. (In more sophisticated [and expensive] editing programs, you don't have to be so careful with this, but for now, follow this guideline.)

- Find the toolbar button or the menu command that says something like “Place Image,” “Insert Image,” or anything similar. Click the button or choose the menu command.
- *From your web site folder* select the graphic that you want on the page. Click OK.

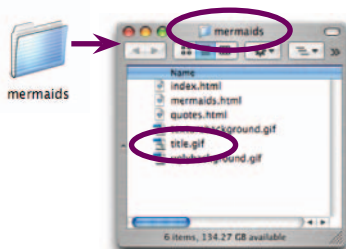
Easy, huh? Save your page.

In many applications, you can drag the image from your web site folder and drop it on the page. Try it.

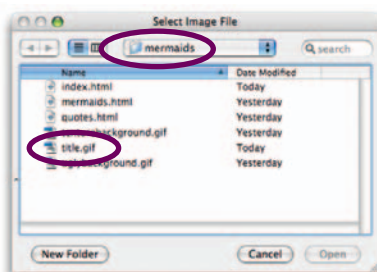
**Take a look at the code** you didn't have to write: Find the menu command for “Source code,” “Edit code,” or something similar. Aren't you glad you didn't have to write that?

*This is the folder for the web site.*

*The window displays what is inside the folder.*



**Make sure when you grab a graphic to put on a web page, you grab it from your web site folder!**

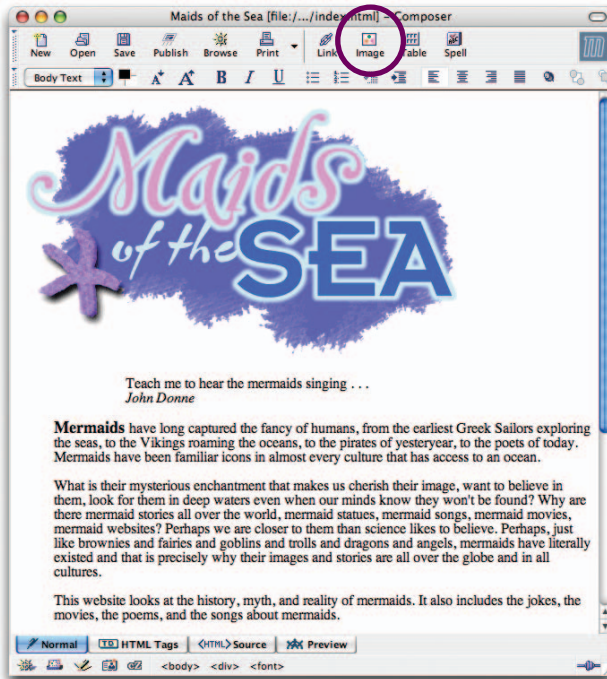


*The “Select Image File” dialog box also displays what's in the folder.*

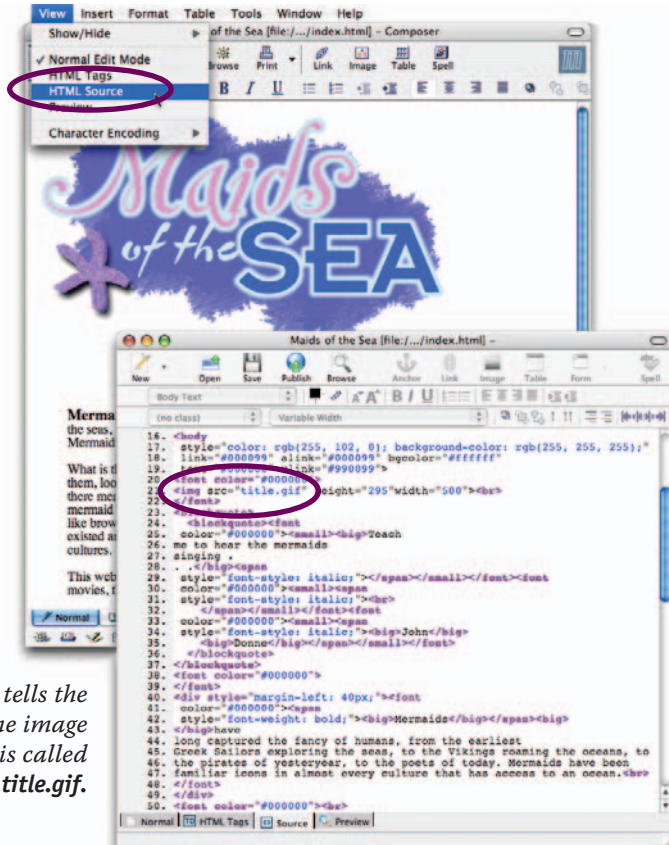
To add a graphic in Composer, click this button (circled).

Or drag the graphic from your folder and drop it on the page.

To see the code, from the View menu (shown below), choose "HTML Source." To go back to the display page, choose "Normal Edit Mode."



This is the same page as above. From the View menu, choose "HTML Source" to see the actual code.



This circled code tells the browser that the image source (img src) is called title.gif.

# What are layers?

css (Cascading Style Sheets) is a popular and powerful way to create style sheets for text (see pages 256–260). css can also be used to control the appearance of a web page, the position of text or images on a page, and even the visibility of elements. One aspect of css is called *css layers* and it's a great way to build a web page, especially if you use an HTML editor like GoLive or Dreamweaver that understands layers and writes the code for you.

**The basic concept of using layers is this:** Each element of your web page is placed on a separate layer. You can then drag individual layers to any position on a page. They can be transparent and overlap other layers. You can even make a layer invisible until an action such as a mouse-over reveals it (great for “fly-out” or “drop-down” menu effects).

## Design a simple page using layers

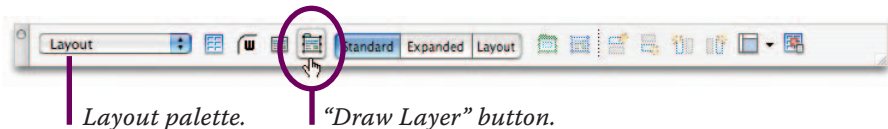
To create the web site you see on page 67, we'll use Dreamweaver. You might have a different editing program, but the concept will be similar.

Tutorials for hand-coding layers can be found on the web, but using an HTML editor is easier, faster, more accurate, and a lot more fun for us code-challenged types. Plus, it puts you (and your site) in the css world where the future of web design resides.

1. Open Dreamweaver and create a new HTML document. Save the document into a *root* folder that contains the graphics you plan to use on the page.

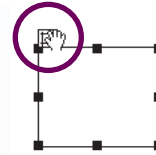
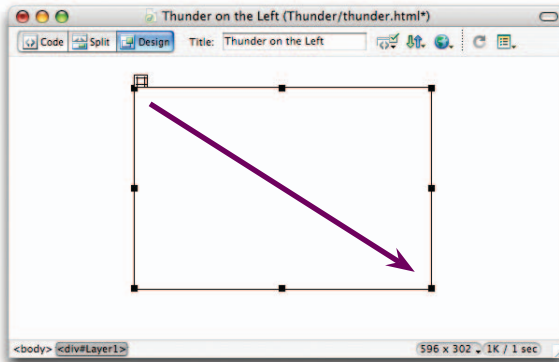
The graphics can also reside in a subfolder of the root folder (named “images,” for instance). The main objective is to have all related files and folders in one main folder (generically called the root folder).

2. Click the “Draw Layer” button in Dreamweaver's Layout palette (circled below), then drag your cursor diagonally across the open document to draw a rectangle as shown on the next page.



Congratulations, you've just created a css layer. Into this layer you can insert text, graphics, a table, another layer (called a nested layer), or a combination of those items. Continue on!

- Once you've created a layer shape, you can drag one of the black dots on any corner or side to change its shape or size. *Press* on the layer's handle (shown below-right) to drag the entire layer to any position in the document (now, or after you've inserted text or graphics).



*Drag a layer by its handle to position it anywhere in the document.*

*Drag your cursor diagonally to draw a layer.*

- Insert a graphic:** From the Dreamweaver "Insert" menu, choose "Image" to open the "Select Image Source" window. Select the graphic you want to use and click "Choose." **Or** drag-and-drop a graphic file straight from its folder to the layer in the Dreamweaver window.



*This is the graphic for the page. I planned the background color to match the web page's background color.*

Either way, the graphic appears in the layer, stretching the layer to fit the image if necessary. As mentioned earlier, you can drag this layer to any position in the document. Dreamweaver automatically rewrites the CSS code on the fly to define the new layer position.

- Create a text heading and a text navigation bar:** Repeat steps 2 and 3 to create two new layers, one for each text element. In one layer type the name of the site, then in the other layer type the text you want to use for navigation to other areas of the site.



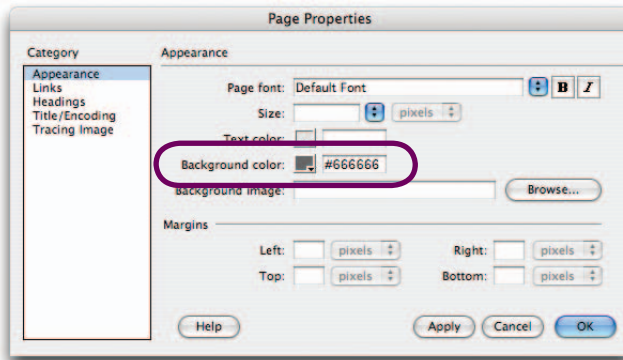
*The heading in its own layer.*



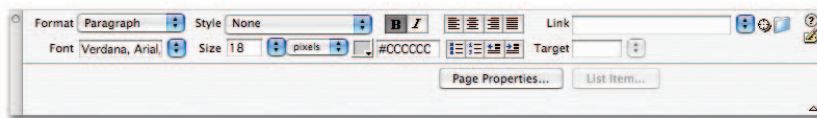
*The text navigation bar in its own layer.*

—continued

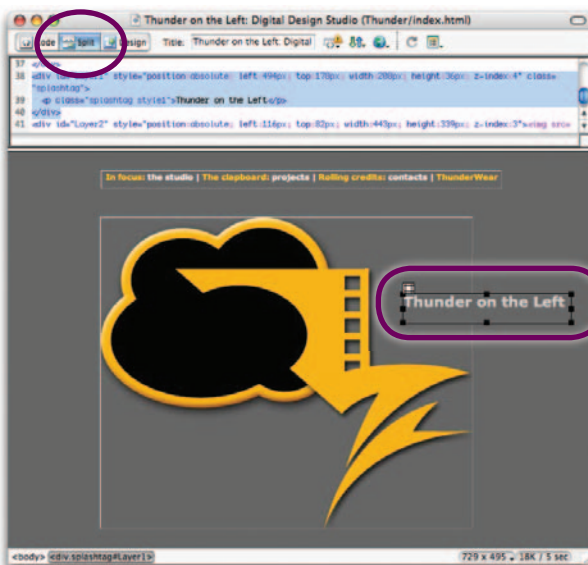
6. We changed the color of the web page background to match the main graphic's background color, a web-safe gray. The background color will influence the colors you choose for the text layers.



7. Format the text in the two text layers as you like. The best way to format text is to use CSS style sheets (see pages 256–260). Or use the Dreamweaver Properties palette (shown below) to assign fonts, sizes, colors, and styles (bold or italic).



Dreamweaver's *Split view* below shows both a *Code view* (top) and a *Design view* (bottom). The heading layer is selected, which automatically highlights the corresponding layer code in the code pane above—in case you're interested in how the code is written. The code is simple and easy to understand.

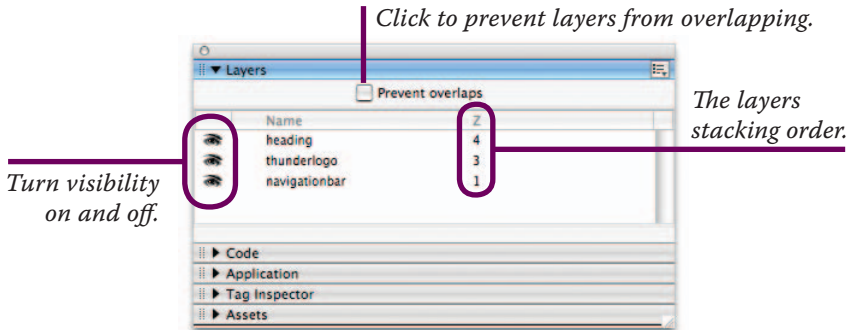


Click the “Split” button on the left to see “Code” view and “Design” view at the same time.

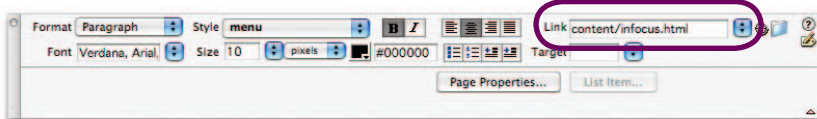
The selected layer is positioned to overlap the graphics layer under it.



8. The Layers palette (below) lets you change the stacking order of layers. This layer order is called the z-index. You can also rename layers, turn visibility on or off (click the *eyeball* icon), and prevent overlapping of layers (click the “Prevent overlaps” checkbox). If you think you might want to automatically convert your *layers* layout to a *tables* layout later, select the “Prevent overlaps” checkbox now.



9. Using the Properties palette, assign link addresses to the text items in the navigation bar.



10. Amazingly, you've just created a css layers web page. The example below shows one of the site's interior pages, also created with layers. The text navigation bar is on one layer, the large graphic is on a second layer, and the page head and body copy are on a third layer.



## Make a table

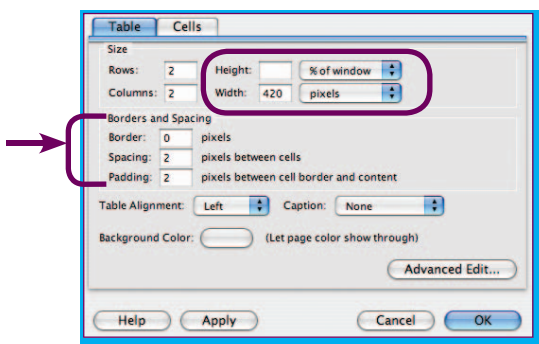
There is one more feature of web pages that you can skip for a while, but eventually you really need to have control over, and that is **tables**. Tables allow you to put things in columns and rows. Without tables, you can only have one long list of text and graphics. The examples on the opposite page show the same web page, just with and without table borders.

If you've ever made a table in a word processor, you can make a table on a web page—it's exactly the same concept. Even if you've never made a table before, you can make one on a web page. Read the directions in your particular software for the specific details of making and formatting tables.

Basically, it's a matter of clicking the table button or choosing the table command from the menu. Enter how many rows and columns you want and click OK.

- If you don't want the **border** to show around your table, change the border amount to 0 (zero).
- If you want more space between table cells, select the table and change the **spacing** value.
- If you want to move the text further from or closer to the inside edges of table cells, select the table and change the **padding** value.
- If you want to make text or graphics align at the top, bottom, left, right, or along the baselines of text, first select the individual cell. Then find the button or command in your software and click.

You can resize the entire table, resize the individual rows and columns, group several cells into one cell, add or delete rows or columns, etc. Most applications let you color the background of individual cells. Once you've got a table on the page, you can insert text into it, format text, insert graphics, make links from the text and graphics inside the table, and do everything else you've learned to do on the web page. The cells will expand as you type text or insert graphics.



*Your software will have a table dialog box where you can enter the specifications for your table. This example is from Mozilla.*

*To set an absolute pixel width, enter a value (see the next page).*

*To remove the borders, change the "Border" number to 0 (zero).*



## Absolute vs. relative table widths

Your software lets you determine whether the width of the table will be *absolute* or *relative*. If you choose an **absolute pixel width**, such as 400, then your table will remain that exact size no matter how a visitor changes the size of their browser window. If you choose a **relative percentage**, then the table will resize according to the size of the browser window. You almost always want to set absolute values for the width of your tables and the individual cells. See the dialog box on the opposite page.

Tables can be frustrating because they don't always behave well. And even if you use the most current software, browsers sometimes have trouble displaying complicated tables accurately. Start with a simple table and really learn the techniques for managing it. Then work your way up to more complex tables.



*This page has been arranged with a table. You can see the borders of the table. Tables are made of rows (across) and columns (down). Each individual spot within the table is called a cell. You can group several small cells together to make larger cells, as in the purple sidebar.*



*This is the same web page, but the table border has been "turned off." Without the borders showing, the information appears in neat columns.*

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## What are frames?

Frames are very different from tables, although at first glance they might seem similar because frames can make it appear as if there are columns on the web page. Frames are tricky and have to be done thoughtfully and correctly—you will need to study your manual. Many people dislike frames on a web page because they can cause confusion, they can limit how accessible your site is to search engines, and if not created well they look junky. All we want to do right now is teach you to recognize a frame when you see one.

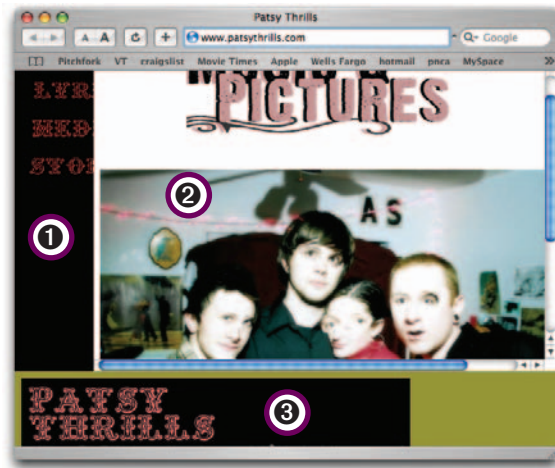
A frame is a stationary part of a web page that stays put while you scroll through another part (that other part is also a frame). You can tell if there is a frame on a page by scrolling: anything you see that does not scroll along is another frame.

You can spot most frames by their borders, which might or might not include a scroll bar. It is possible to make borderless frames, though. Whether it has a border or not, if part of the page stays still while you scroll another part, the page is in frames.

Each frame is actually a separate web page. When you see a page with three or four frames, that is actually three or four web pages all squished into one **frameset**. That's why it might be confusing when you hit the Back button—sometimes you just go back through another page *within that frame*, not all the way back to what you thought was the last real page you saw.

A thoughtfully created frameset can be very nice. It's often used to keep navigation buttons along the left or right side of a page, or a banner across the top. With a frame to hold buttons, the visitor can browse the entire web site and always have those buttons or that banner accessible.

As you wander around the web, keep your eyes open for frames. Notice whether they clutter the page and confuse the navigation, or provide a good anchor point for browsing the site. Put into words what you like or dislike when you find a frameset, and use your discoveries as guidelines if you ever decide to create frames on your own site.

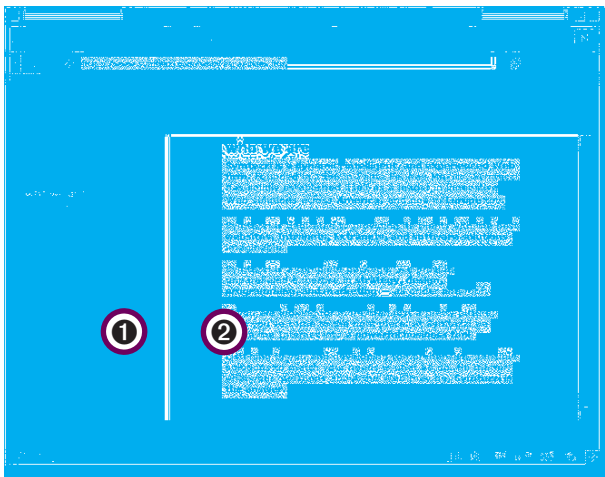
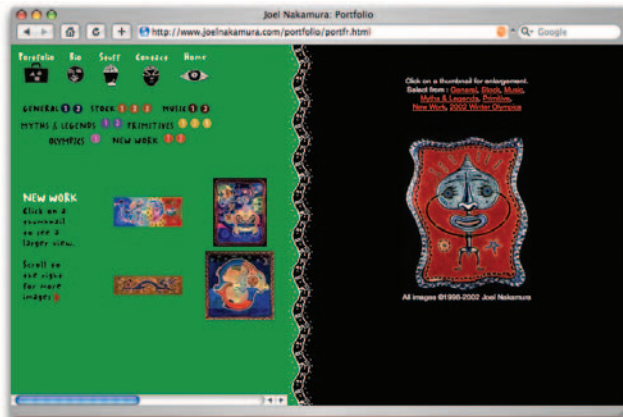


If you see scroll bars anywhere but along the right side or bottom of the window, you are looking at frames.

If any part of the web page stays in one place while you scroll another part, you are looking at frames.

On this web page there are three frames.

This is a rare example of a sideways-scrolling frame that works well because it serves a valuable function in displaying the portfolio—it doesn't just scroll sideways because the designer was oblivious to your screen size.



This page also has frames, but you can't tell instantly because the frames are "borderless." There are two frames.

If you scroll the scroll bar on the right-hand side of the window, the information bar on the left does not move.

If you click one of the buttons on the left, only the information in the right-hand frame changes.

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## Add code, if you like

There may be times when the software just doesn't quite do what you want it to. Part of this may be the limitations of web design, and part of it may be the limitations of the software itself. All of the web authoring software packages have a way for you to add code yourself, if you know how and so choose. In some packages you can add it right to the source code. In others you'll find a command called something like "Raw HTML," "Extra HTML," or "Script." On pages 286–287 you'll find directions for adding some easy HTML code to enhance your pages.

If you don't want to deal with it, don't. But if you know HTML and want to add code, the option is there. And if you want to learn more about HTML, get Elizabeth Castro's books, *Creating a Web Page with HTML: Visual QuickProject Guide*, and/or *HTML for the World Wide Web: Visual QuickStartGuide*, both from Peachpit Press.

## Build more pages

Basically, to finish the rest of your site you simply make more pages, adding your graphics and making links, just as you did in these last few pages of the book. The next chapter provides a few important details that are specific to creating web pages, as well as some other things to think about before you begin your real site. And the rest of the book talks about design principles, how to make your graphics, tips and tricks, and more.

## Then what?

When you're finished with the web site, you will test it, upload it to a "server," test it again on the web, and then tell the world your site exists. Details for that are in Chapters 14, 15, and 16. But you have a lot to do before then.

# Self-Guided Tour of the web

Now that you know how web pages are put together, go back to the web and notice these things:

- ☐ Find a page where the text bumps up against the left edge. Is it appealing? What would you do to make the page more appealing and the text easier to read?
- ☐ Find a page with an unacceptable background. What is your immediate impression when you come across a page like that?
- ☐ Find a page that has an icon for a missing graphic. Why might the graphic be missing?
- ☐ Look for this address: [www.wolphincorn.com](http://www.wolphincorn.com). Did you get a message? Why did you get that message?
- ☐ Find a table with the borders showing.
- ☐ Find a page where it is obvious the designer used tables, even though the borders are not showing. How can you tell?
- ☐ Find a page or two where the designer probably should have used tables. How would tables have made it a better page?
- ☐ Find several email links. Do you find any email links that you don't know are for email until you click them or check their address in the status bar?
- ☐ Find several pages with anchors (links that jump you to somewhere else on the same page, instead of to another page).
- ☐ Find at least two external links and two internal links. How can you tell whether they are external (remote) or internal (local)?
- ☐ Find a page with several frames. Spend some time there and poke around. Notice how frames are not like tables! What do you think?

# Oh boy, it's a Quiz!

This is a quiz on the most important aspects of creating web pages. If you can't answer these correctly, please reread the material, consult your manual, or ask your friend, and make sure you know the answers before you move on.

1. Every web page is basically the same thing:
  - a) a page of text with formatting specifications in HTML code
  - b) a database
  - c) a spreadsheet
  - d) http code
2. What do you need to do before you create your first page?
  - a) Adjust your monitor settings.
  - b) Design the headlines.
  - c) Make and name a new folder in which to store your web pages.
  - d) Create all of your graphics.
3. Each of the following is an **email link**. Which one is most appropriate? Why and why not?
  - a) Robert Burns
  - b) Send me email!
  - c) Please email us at countryinn@bucolic.com.
  - d) Order Tickets
4. If you want to make the headline text larger, which of the following would you choose?
  - a) Select the text and apply "Heading 1."
  - b) Select the text and apply bold, plus apply a larger type size.
  - c) Either of the above would work. The difference is:\_\_\_\_\_.

(Hint: experiment and discover the important difference!)
5. What is the best way to make columns on a web page?
  - a) Draw guidelines across the page.
  - b) Create tables or layers.
  - c) Type the text in short lines, hitting the Spacebar between columns.
  - d) Use graphics to contain the text on either side.
6. The difference between a Paragraph and a Break is:
  - a) A Paragraph contains a complete thought; a Break doesn't.
  - b) You must have more than one line in a Paragraph; a Break can have only one line.
  - c) A Paragraph cannot change color.
  - d) A Paragraph has space following it; a Break has no space following it.
7. Which of the following are you not going to do?
  - a) Create one long scrolling page of heavy text on long lines.
  - b) Create a background on which it is hard to read text.
  - c) Type in all caps.
  - d) I promise I won't do any of the above.
8. How can you tell where a **link** is going before you click on it?
  - a) You can't.
  - b) Ask your mother.
  - c) Position the pointer over the link and read the status bar at the bottom of the browser window.
  - d) Type "link = ?" in the Location box, then hit Return or Enter.