

References:

1. Gilson, John., *HTML Tutorials*, <http://www.htmltutorials.ca/>
2. Castro, Elizabeth, *Creating a Web Page*, Peachpit Press 2005 ISBN 0-321-27847-X

Tool	Description
Word Processor	You need a word processor to draft your web pages. Notepad and WordPad are good suggestions because they can be used to edit text files. We want to avoid the formatting of more advanced word processors like Microsoft ® Word.
Notepad	start All Programs Accessories Notepad
WordPad	start All Programs Accessories WordPad
Browser	IE Internet Explorer
Folder	You need a folder to store web page documents

You do not need a connection to the Internet!

It is most convenient to have both your browser and the word processor active at the same time. The browser permits you to view your web page as make incremental changes using your word processor.

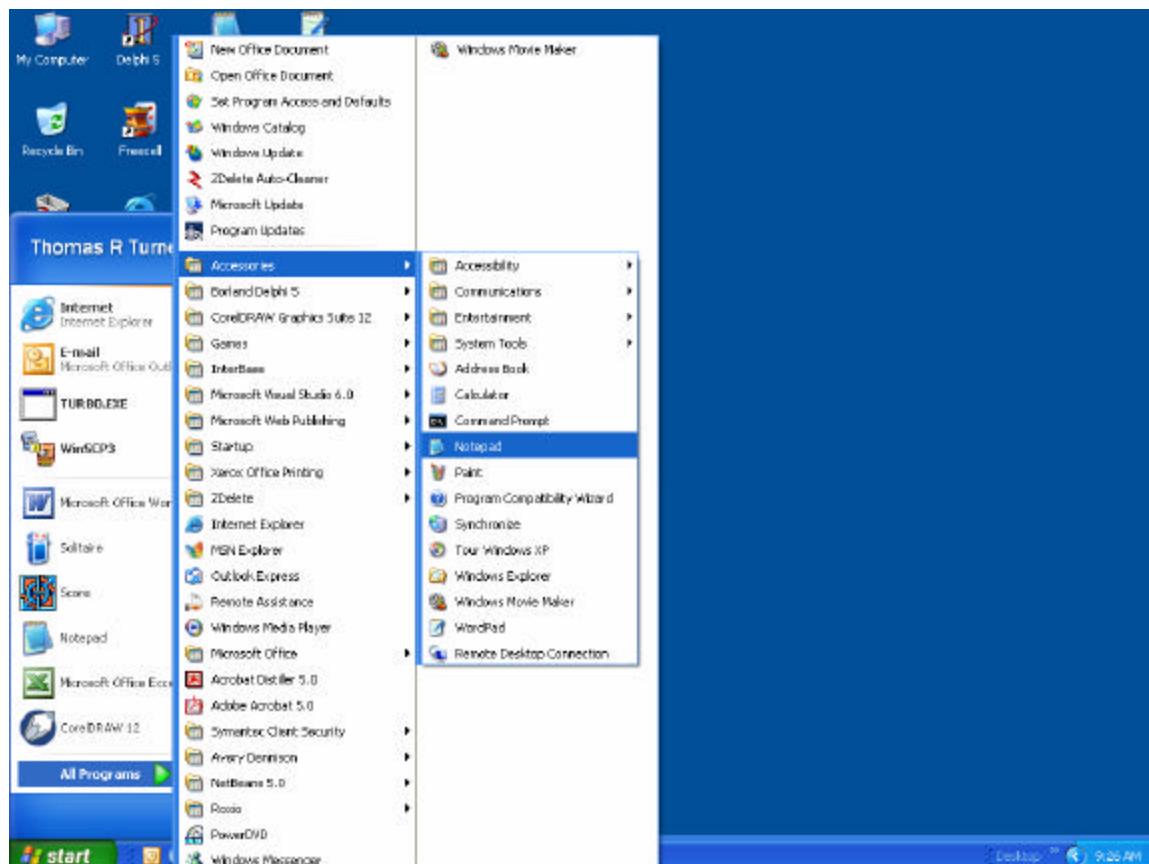


Figure 1. Placing the Notepad Icon on your desktop.

1. Place the Notepad Icon on your desktop.
start | All Programs | Accessories

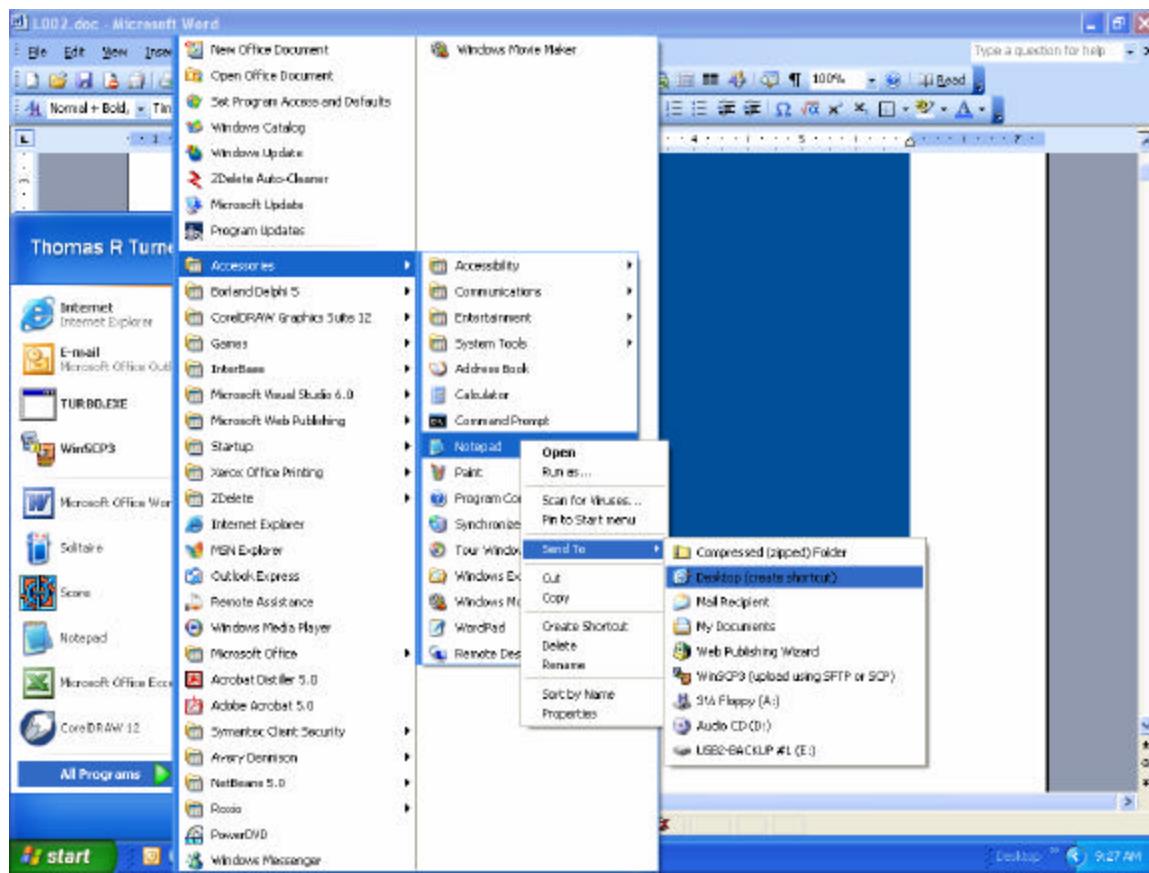


Figure 2. Sending the Notepad Icon to your desktop.

2. Send the Notepad icon to the desktop.
 - 2.1. Place the mouse cursor on **Notepad**
 - 2.2. right-click and select **Send to** from the drop-down list
 - 2.3. Select **Desktop (create shortcut)**

Creating your first web page.

1. Insert your USB Travel Drive (Memory Stick) in your computer.
2. Double-click the **Notepad** icon on your desktop.

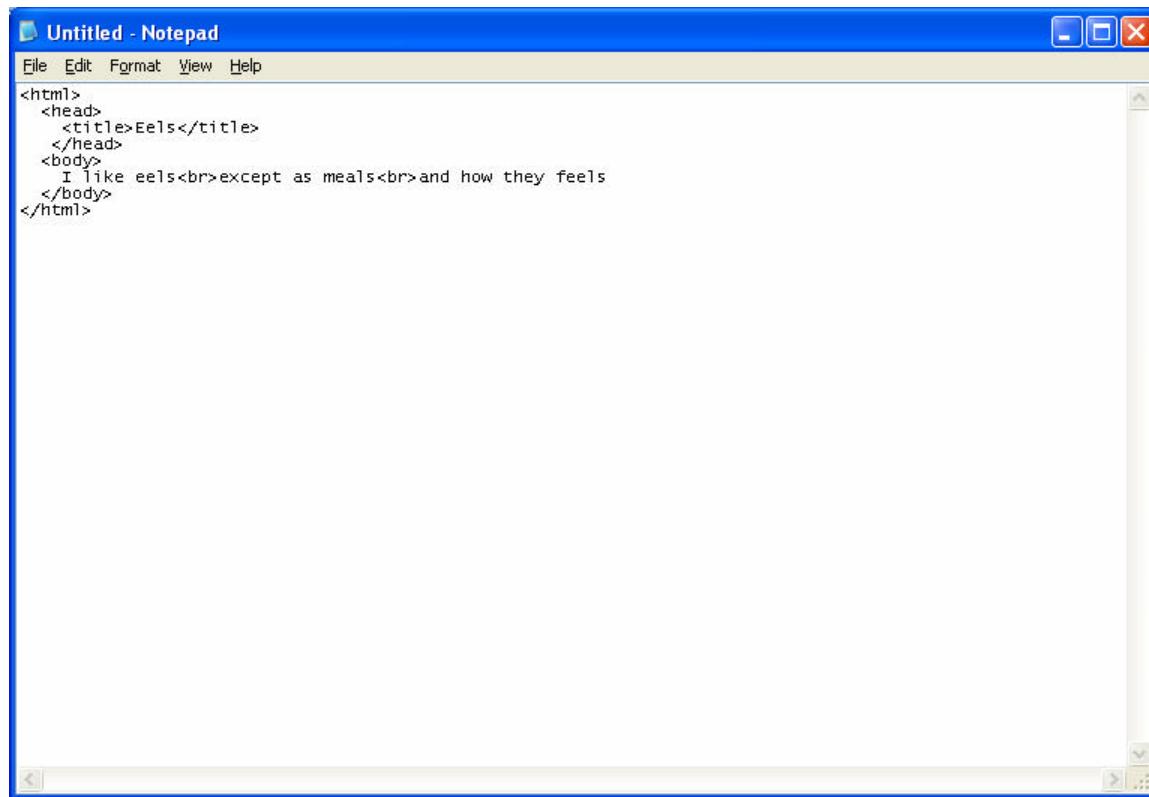


Figure 3. File untitled containing a web page that prints *Eels* by Ogden Nash.

3. Enter the text shown in figure 4.

```
<html>
  <head>
    <title>Eels</title>
  </head>
  <body>
    I like eels<br>except as meals<br>and how they feels
  </body>
</html>
```

Figure 4. HTML text for eels.

4. Save the untitled document as file **eels.htm** in folder **p15** on your USB **TRAVELDRIVE**. Several steps are required to accomplish this goal. First, we will find your USB TRAVELDRIVE. Next, we will create folder p15. Finally, we will override the default name and type of the untitled document and replace it with the file name **eels.htm**.

4.1. Find the TRAVELDRIVE. Remember you must have already inserted the USB TRAVELDRIVE in the USB port.

On the Notepad toolbar, select **File | Save As** shown in figure 5.

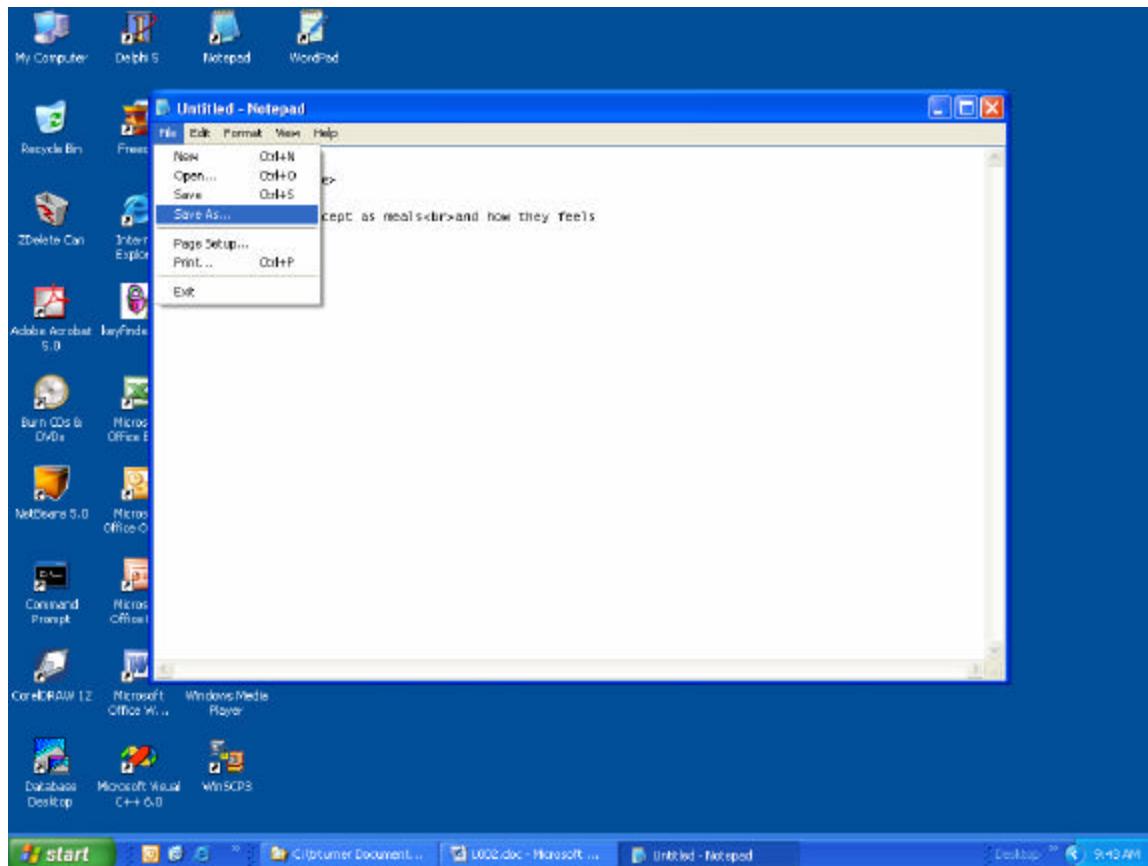


Figure 5. Saving the Untitled – Notepad document.

4.1.1. Begin the process of saving the Untitled – Notepad document.

Click **Save As ...**

Your desktop should appear similar to Figure 6. Naturally, folders in your “My Documents” will be different than those shown in figure 6.

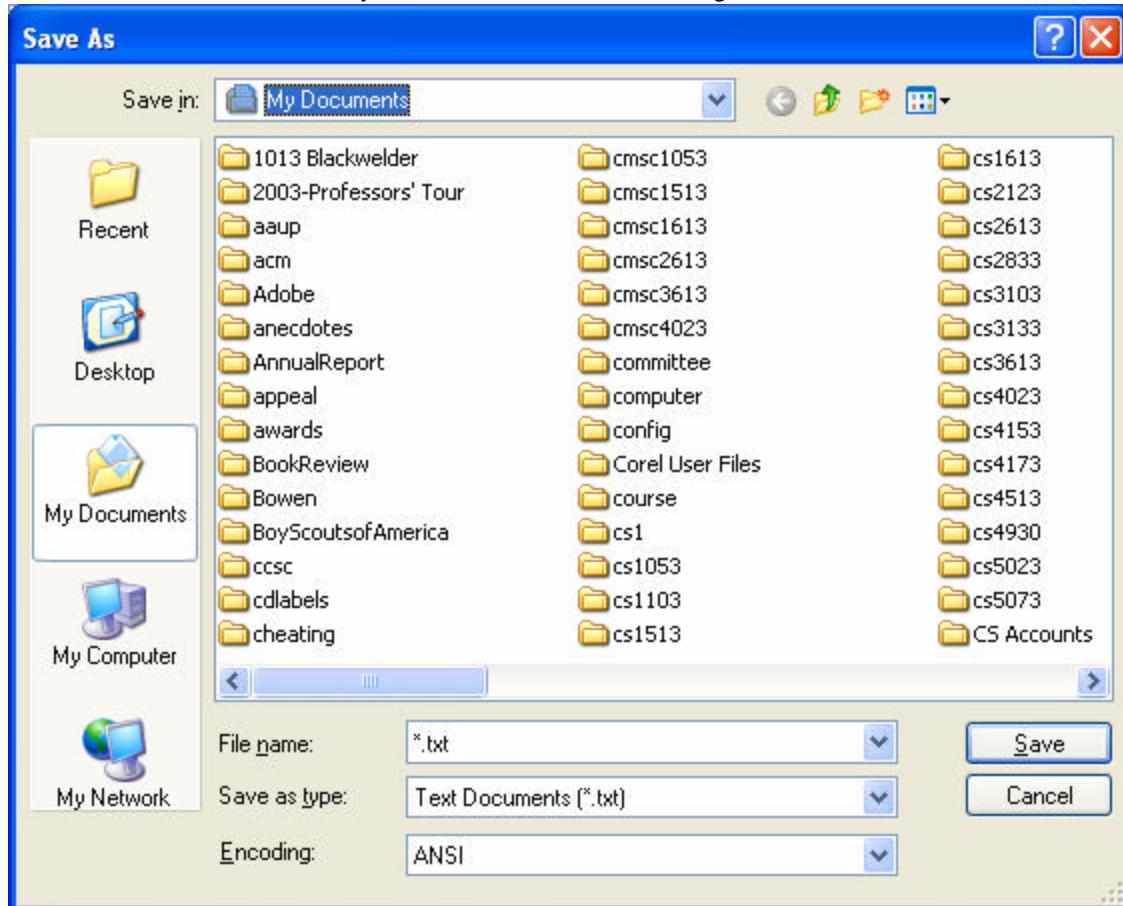


Figure 5. Saving the Untitled – Notepad document.

4.1.2. Find the TRAVELDRIVE on the My Documents drop-down list.

Click the My documents drop-down list and place your mouse cursor on the TRAVELDRIVE as shown in figure 6.

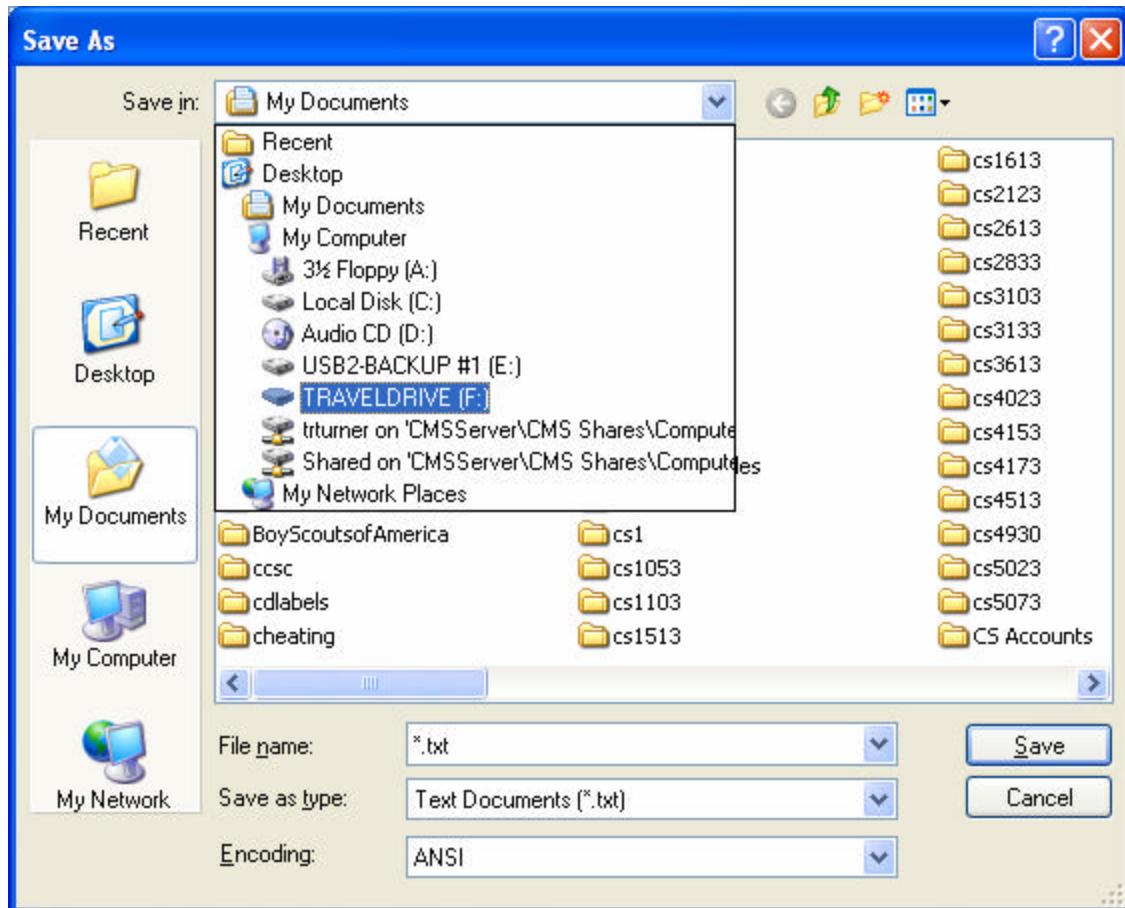


Figure 6. Find the TRAVELDRIVE on the My Documents drop-down list.

4.1.3. Select the TRAVELDRIVE.

Click the **TRAVELDRIVE** selected in the previous step. Your display should appear similar to figure 7.

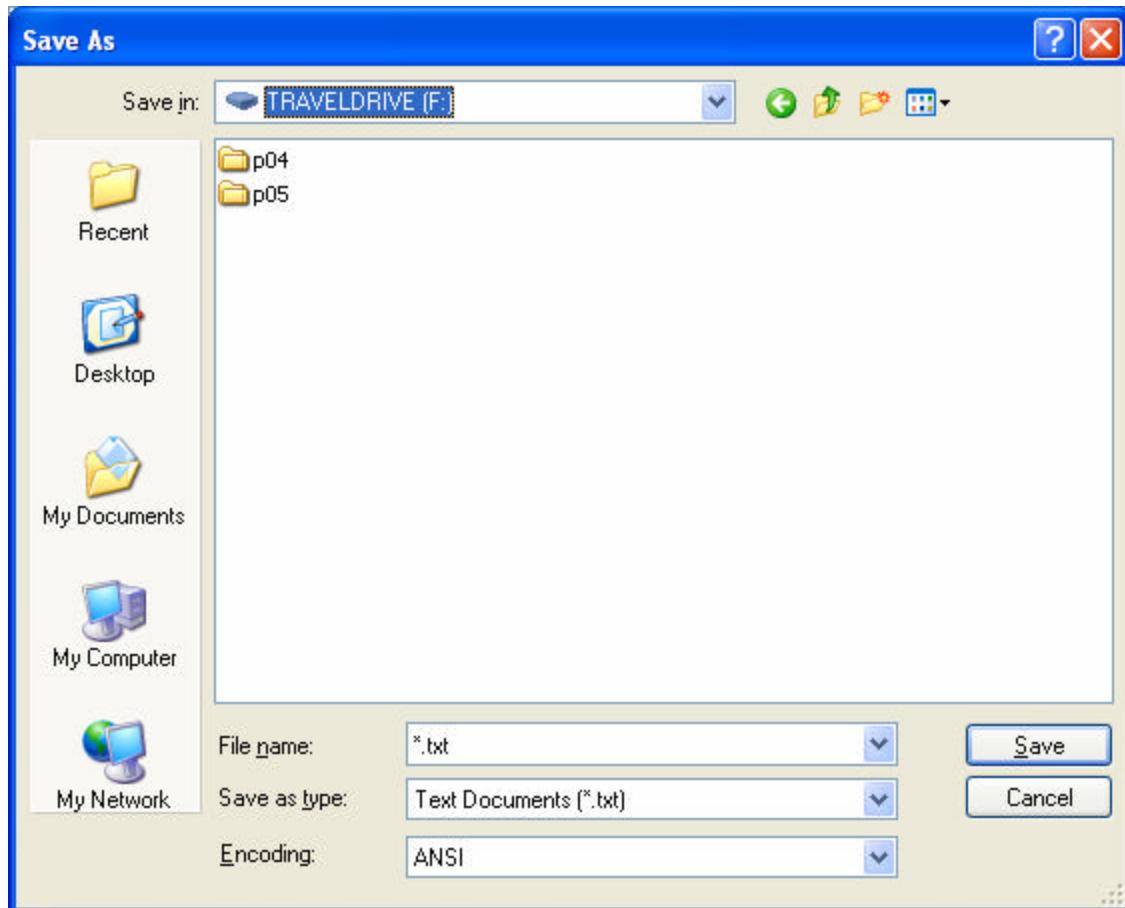


Figure 7. Select the TRAVELDRIVE.

4.2. Create folder **p15**.

4.2.1. Click the **Create New Folder** Icon on the toolbar of the **Save As** dialog box. Please refer to figures 8 and 9.

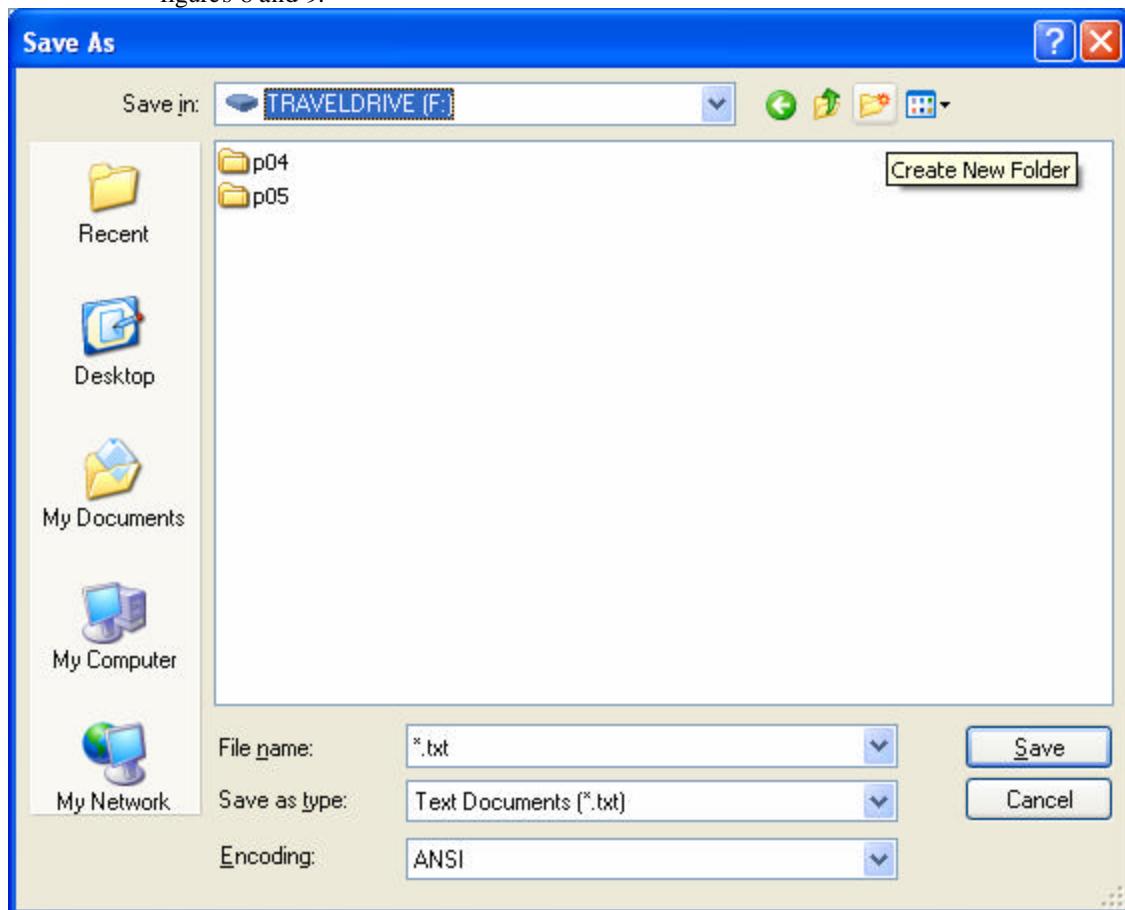


Figure 8. Creating a New Folder – step 1.

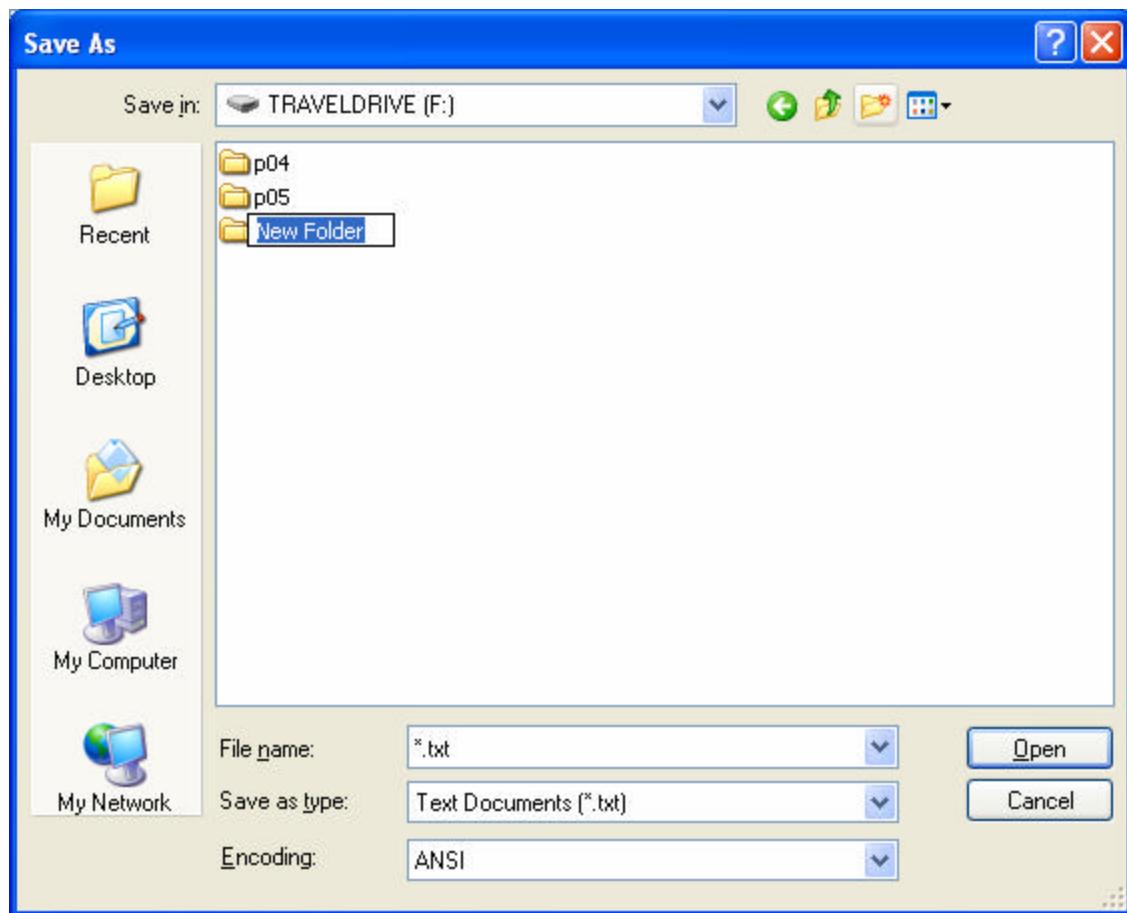


Figure 9. Creating a New Folder – step 2.

4.2.2. Name the New Folder **p15**. The focus is on the New Folder. Type **p15** and press the Enter button as shown in figure 10.

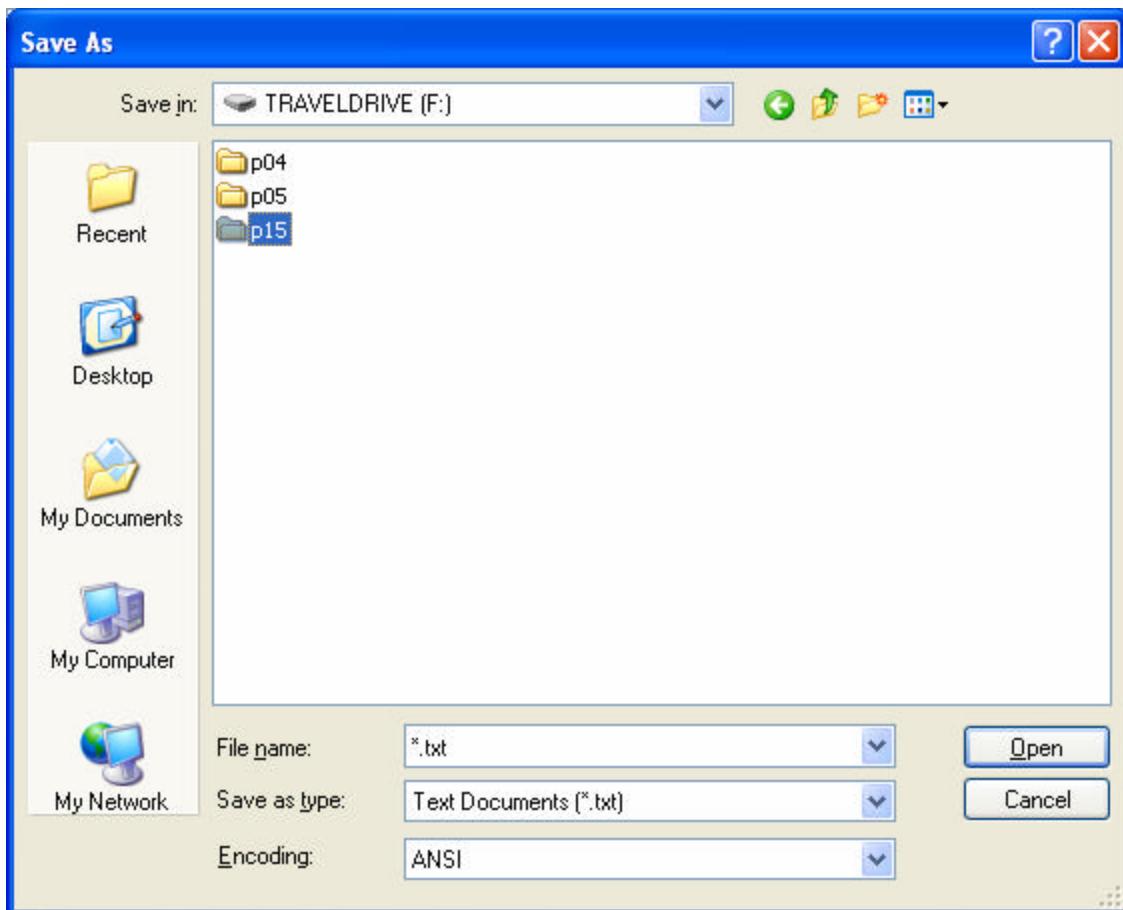


Figure 10. Naming the folder **p15**.

4.2.3. Open folder **p15**.

Double-click folder **p15** as shown in figure 11.

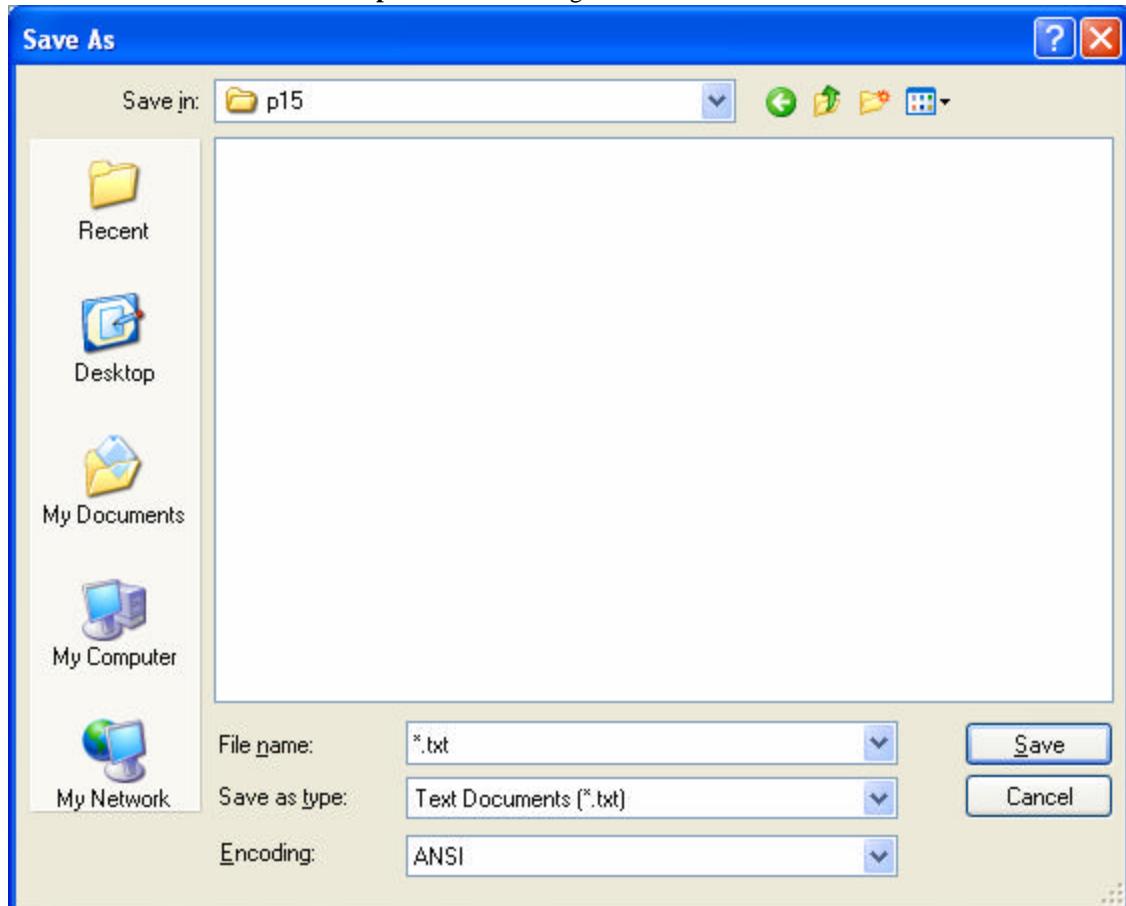


Figure 11. Open folder **p15**.

4.3. Now, we override the default name and type of the untitled document and replace it with the file name **eels.htm**. First, we must override the default type. Then, we enter the file name, **eels.htm** in the **File name** edit box.

4.3.1. Override the default type.

Click the **Save as type** drop-down list and select **All Files**. Refer to figure 11.

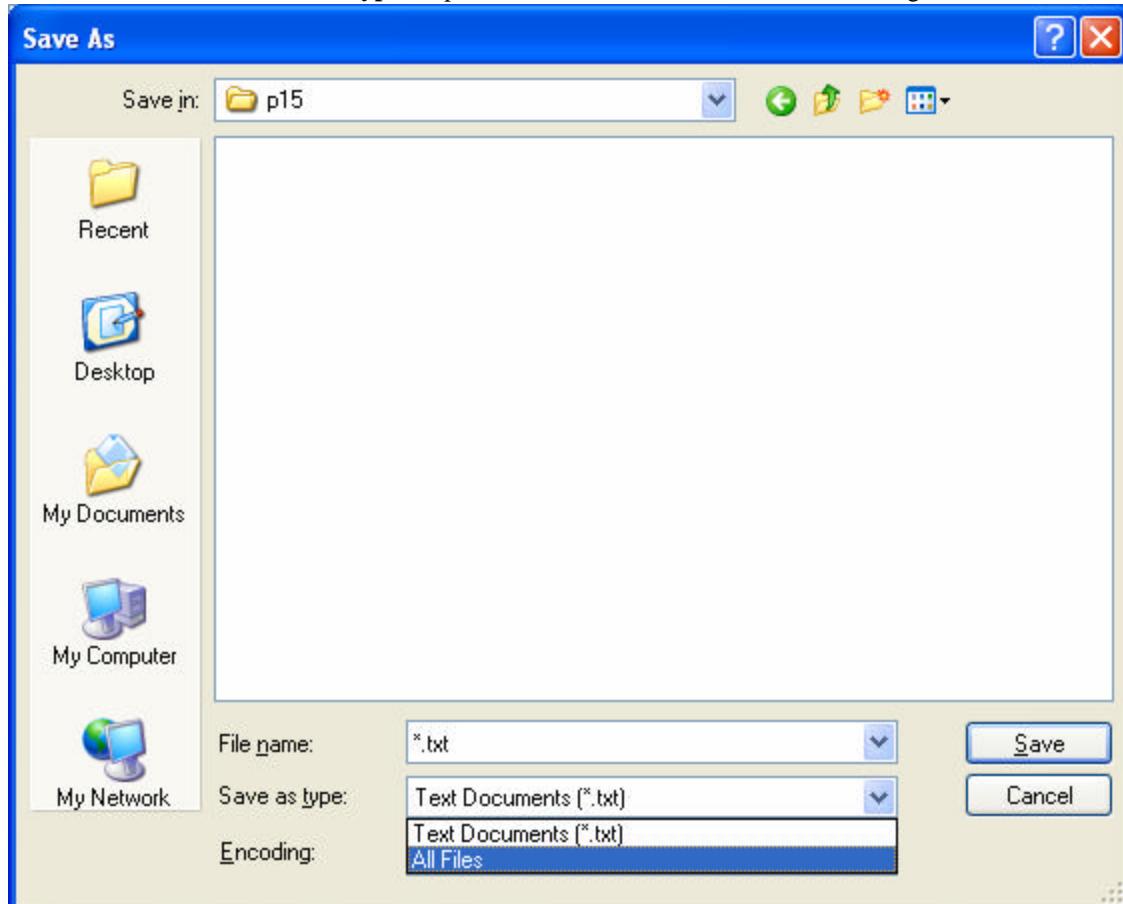


Figure 11. Selecting All Files.

4.3.2. Enter the file name, **eels.htm** in the **File name** edit box as shown in Figure 12.

4.3.2.1. Click the left mouse button inside the File name edit box.

4.3.2.2. Enter **eels.htm**.

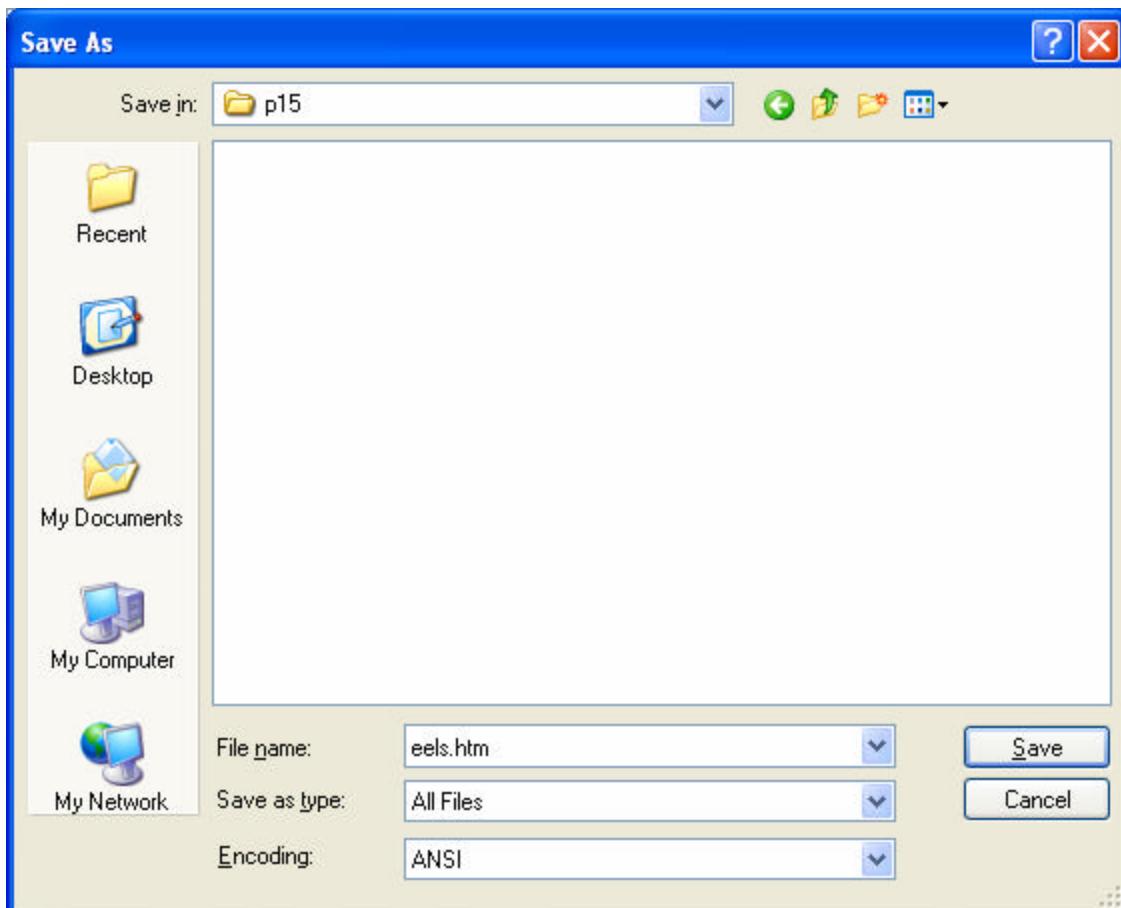


Figure 12. Entering the file name, **eels.htm**.

4.3.3. Save file eels.htm.

Click the **Save** button on the Save As dialog box.

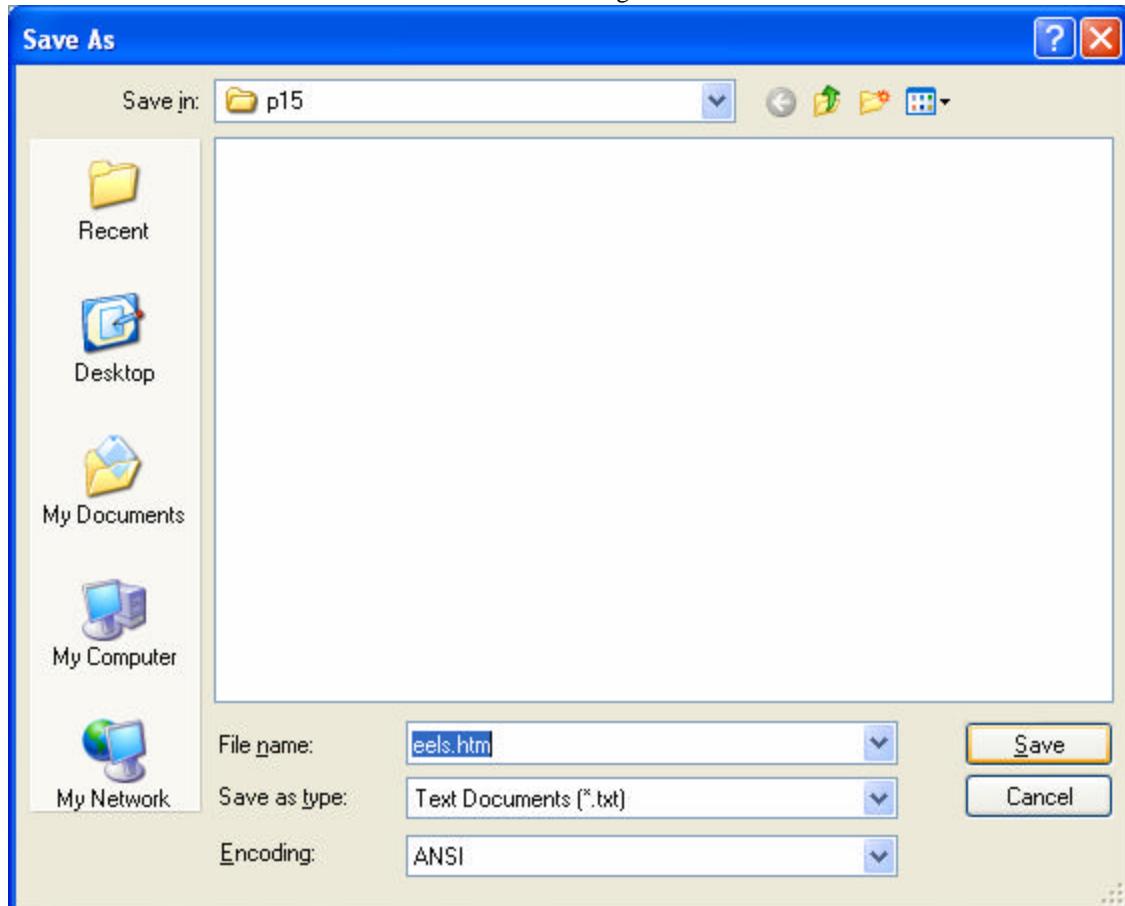


Figure 13. Save file eels.htm.

5. Display your first web page. First, we activate Microsoft Internet Explorer © (IE). Next, we find the TRAVELDRIVE and folder p15. Last, we open file eels.htm and review the results of our work.
 - 5.1. Activate Microsoft Internet Explorer © (IE).
Click the Internet Explorer Icon on your taskbar or on your desktop and view the display as shown in figure 14.

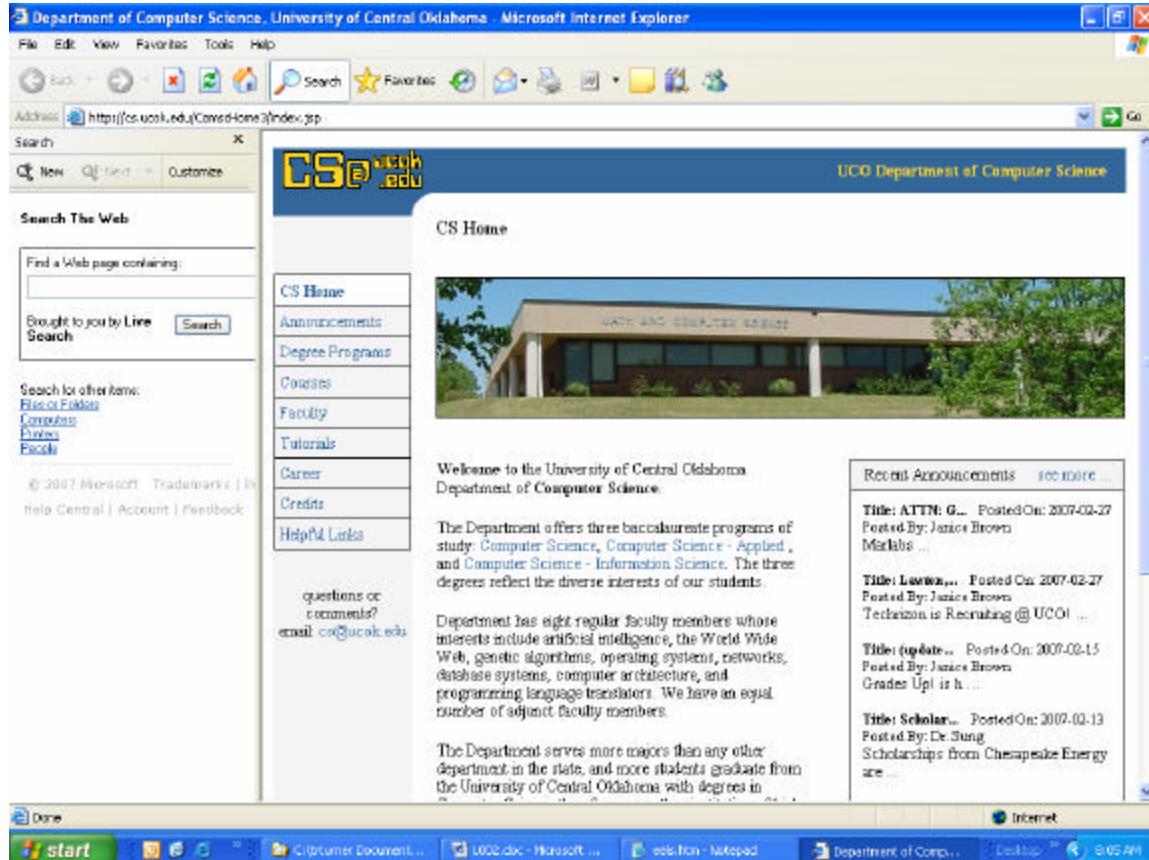


Figure 14. Internet Explorer.

5.2. Find the TRAVELDRIVE.

5.2.1. Open a file using IE

Select **File | Open** from the IE toolbar as shown in figure 15.

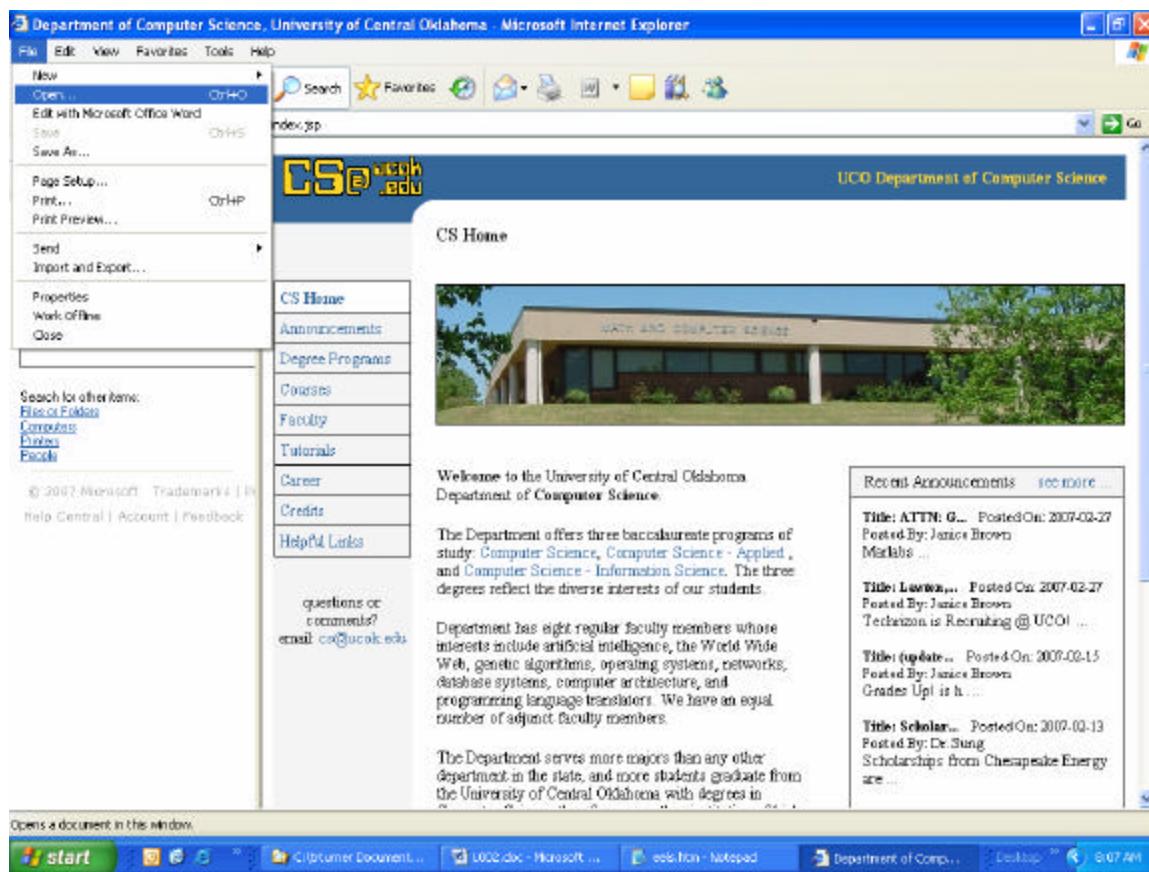


Figure 15. Select **File | Open** from the IE toolbar

5.2.2. Browse for the file

Click the Browse button on the Open dialog box as shown in figure 16.

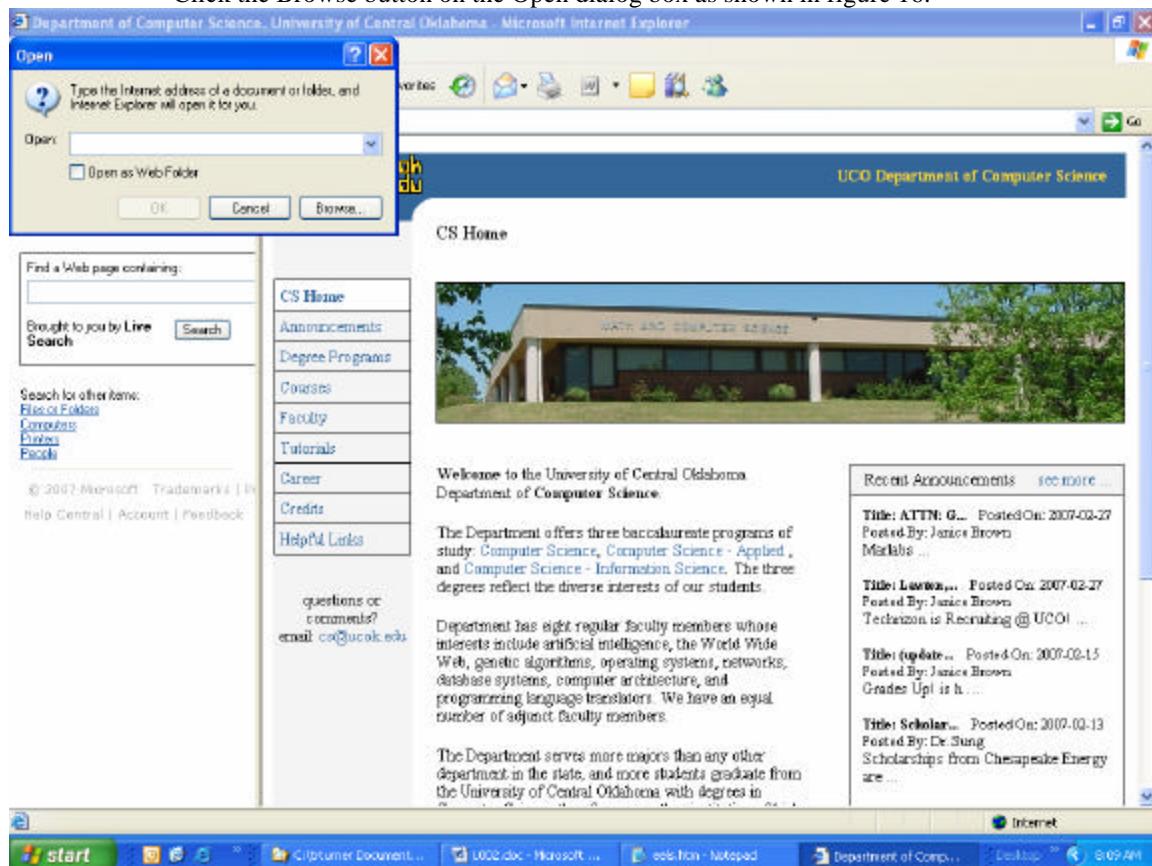


Figure 16. Click the **Browse** button of the Open Dialog Box.

5.2.3. Select the TRAVELDRIVE on the Look in drop-down list as shown in figure 17.
Click TRAVELDRIVE on the **Look in** drop-down list.

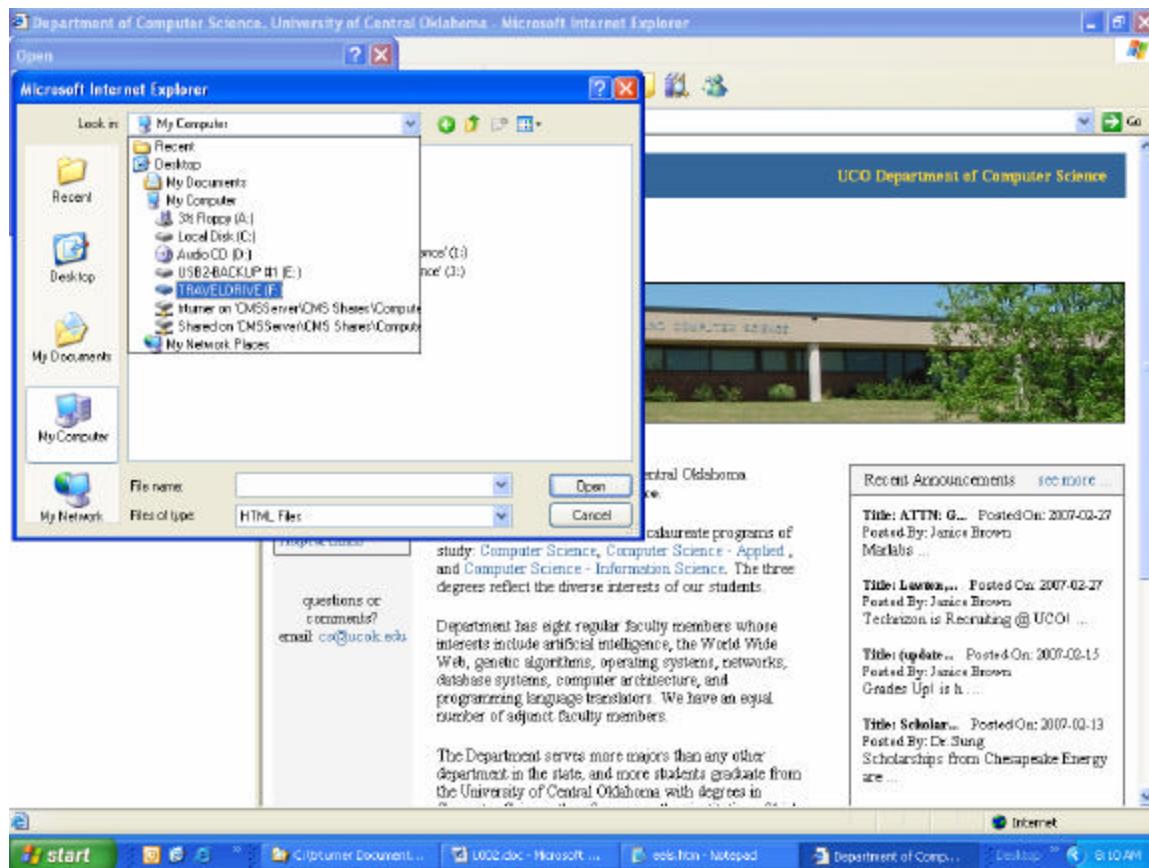


Figure 17. Select TRAVELDRIVE the Look in: drop-down list.

5.2.4. Open folder p15 on the TRAVELDRIVE as shown in figure 18.
Double-click folder **p15**.

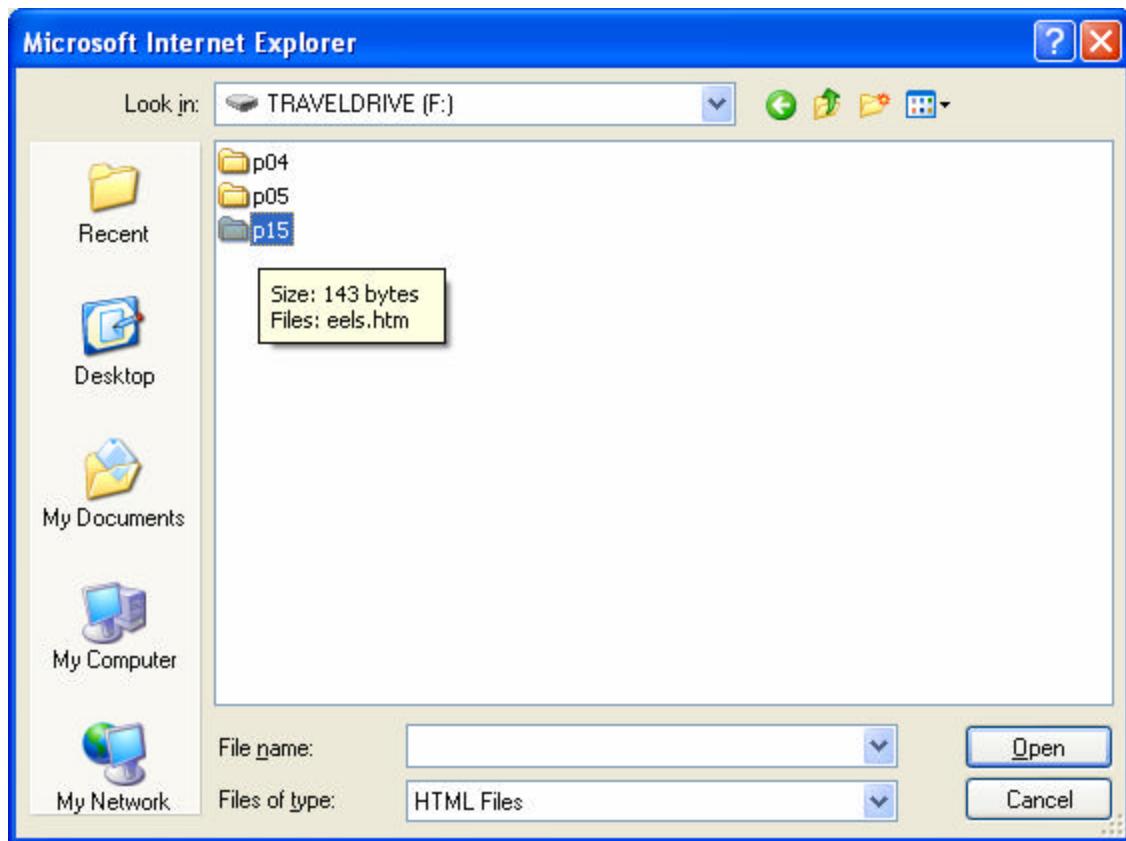


Figure 18. Open folder **p15**.

5.3. Open file **eels.htm** and review the results of our work.

5.3.1. Double-click file **eels.htm** as shown in figure 19.

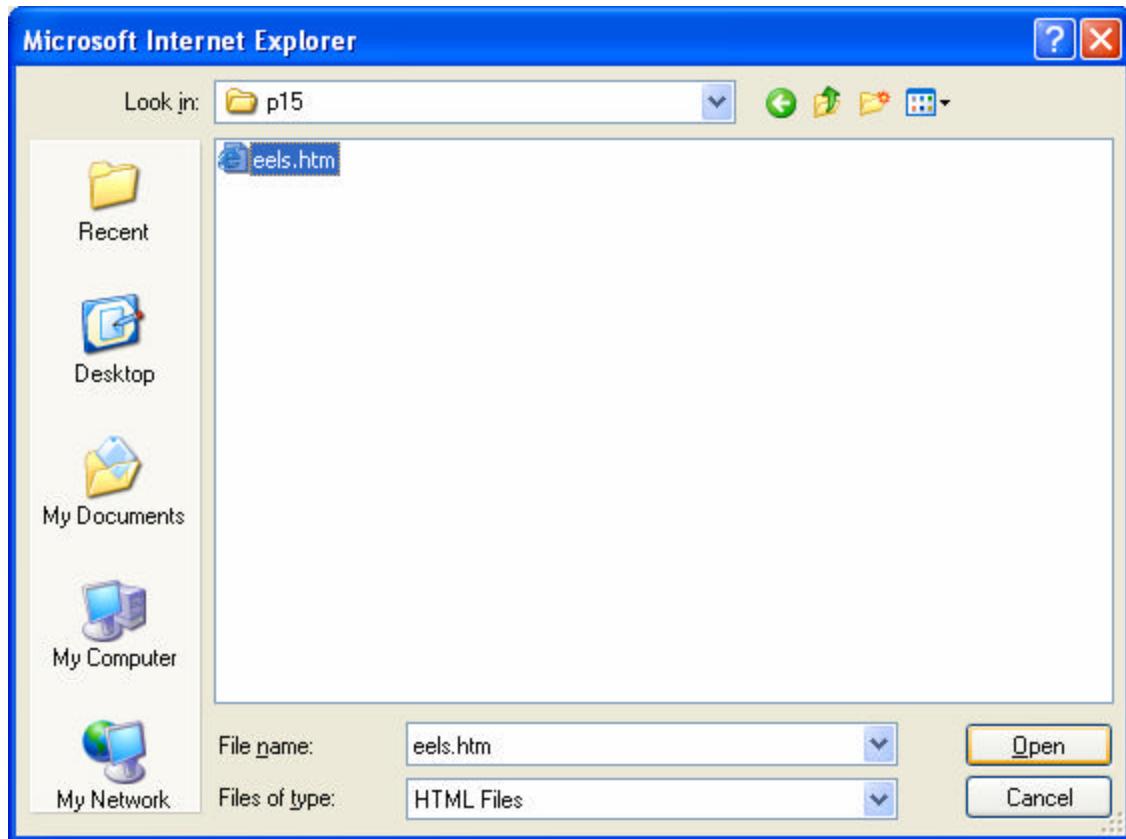


Figure 19. Double-click file **eels.htm**.

5.3.2. Activate web page eels.htm by clicking the OK button on the Open dialog box shown in figure 20.

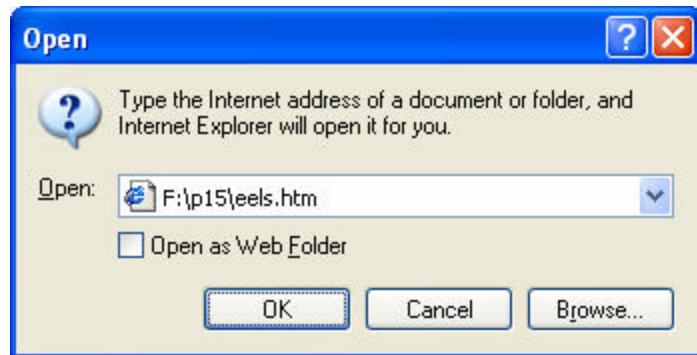


Figure 20. Click **OK** on the Open dialog box.

5.3.3. Review the results of our work as shown in figure 21.

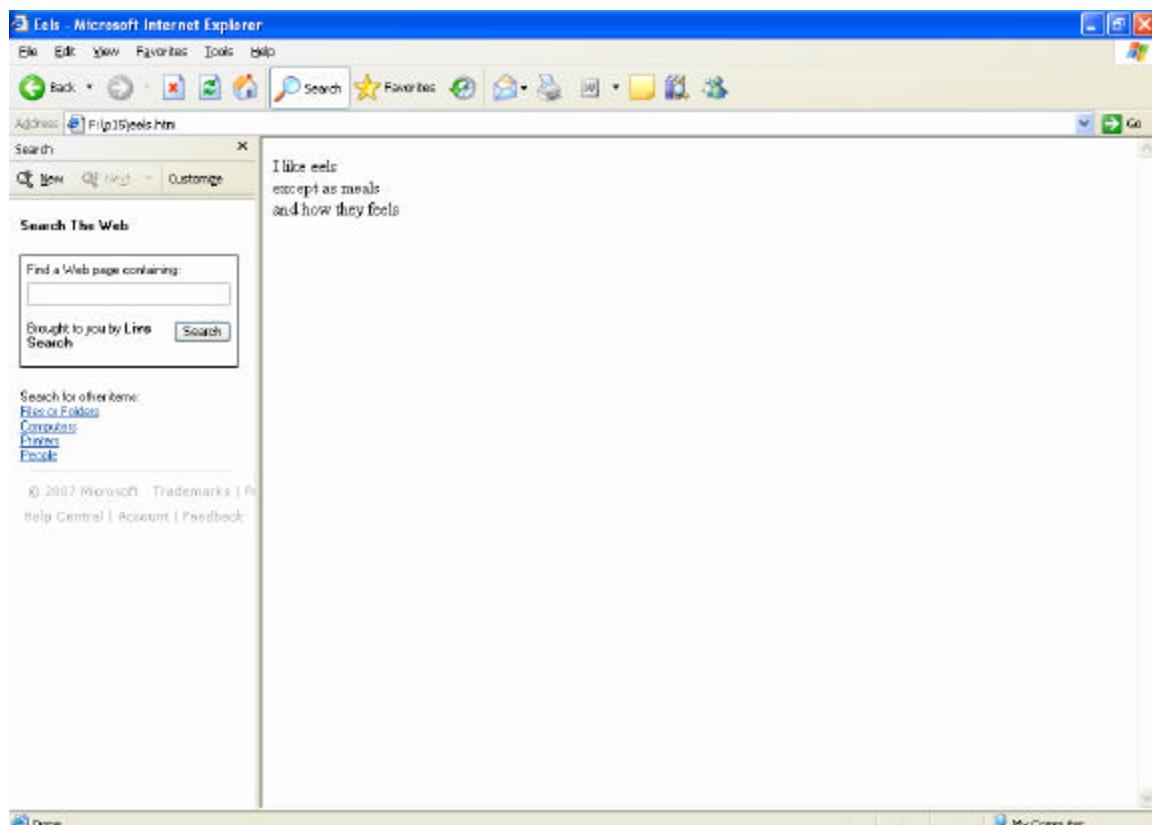


Figure 21. Eels – Microsoft Internet Explorer.

HTML Elements

HTML Tag	Matching Tag	Description
<html>	</html>	Every HTML document must begin with the <html> tag and end with the </html> tag. The matched pair of tags are called an element. Many HTML elements are paired having a <i>tag-name</i> and employed as < <i>tag-name</i> > ... </ <i>tag-name</i> >. Enclosed between the pair of tags are other tags and text. The operation specified by the tag-name is applied to the text and tags enclosed between the pair of matched tags. In this case, all the material between <html> and </html> is an HTML document. The <i>tag-names</i> are case insensitive.
<head>	</head>	Every HTML document must have a HEAD element. Search engines use the information in the HEAD element to match queries. The title of the web page defined by the HTML document is also defined in the HEAD element.
<title>	</title>	The title is displayed by the browser (IE) on the title bar.
<body>	</body>	The body or main part of your web page – your HTML document - is defined by the BODY element.

Every HTML document – every web page – has the form given in figure 16.

```
<html>
  <head>
    <title>This is the title</title>
  </head>
  <body>
    This is the body
  </body>
<html>
```

Figure 22. HTML document form