How to Make Our Third Web Page using HTML

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In this chapter, we will learn the following to World Class Web standards:

- **Opening Up a Text Editor to Create a Web Page**
- **Starting a HTML Web Page**
- **Adding a Header to the Web Page**
- **Adding a Title to the Web Page**
- **Adding the Body to the Web Page**
- **Adding Header Text to a Web Page**
- **Adding a Hyperlink to the Body of the Web Page**
- **Adding a Paragraph to the Web Page**
- **Making a Bulleted List in a Web Page**
- **Inserting a Copyright Statement in the Homepage**
- **Closing the HTML Web Page**
- **Saving the HTML Web Page**
- **Viewing the Web Page with the Web Browser**

Opening Up a Text Editor to Create a Web Page

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In this chapter, we will learn how to make a simple web page called "Privacy Policy" using HTML. Considering this project will be our third attempt to code a HTML web page, we will use the simple techniques learned from chapter 2 and Appendix B and we added a few more tags and elements to make the project interesting.

The good thing about using HTML is that we can build a web page without having to use an expensive application program to build one. All we need is to have Microsoft Notepad or any other text editor that comes standard on our computer. Notepad is where we will enter our code in HTML to build our third web page. Then we can view information using our Internet Explorer application or other web browser on our computer by just opening our file.

Begin by opening up Notepad by clicking the Start button on our desktop and choosing Programs/Accessories/Notepad as shown in Figure C.1.

Figure C.1 – Starting Up the Microsoft Notepad Application

Starting a HTML Web Page

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Tag	Name	Description
html	Hyper Text Meta Language	Begins a HTML document
Example	**Start Tag**	**End Tag**
<html> <head></head> <body></body> <\html>	<html>	</html>

Now we will be enter the HTML code into Notepad. The first thing we want to type into the page is <html> as shown in Figure C.2. When we make an HTML web page we always have to start out with <html>, which is the Hyper Text Meta Language (HTML) start tag, or we will not get our web page to come out right. Begin by typing an open angle bracket < then the text html, and then the close angle bracket >. The web page commences with a start tag and will end with the </html> end tag.
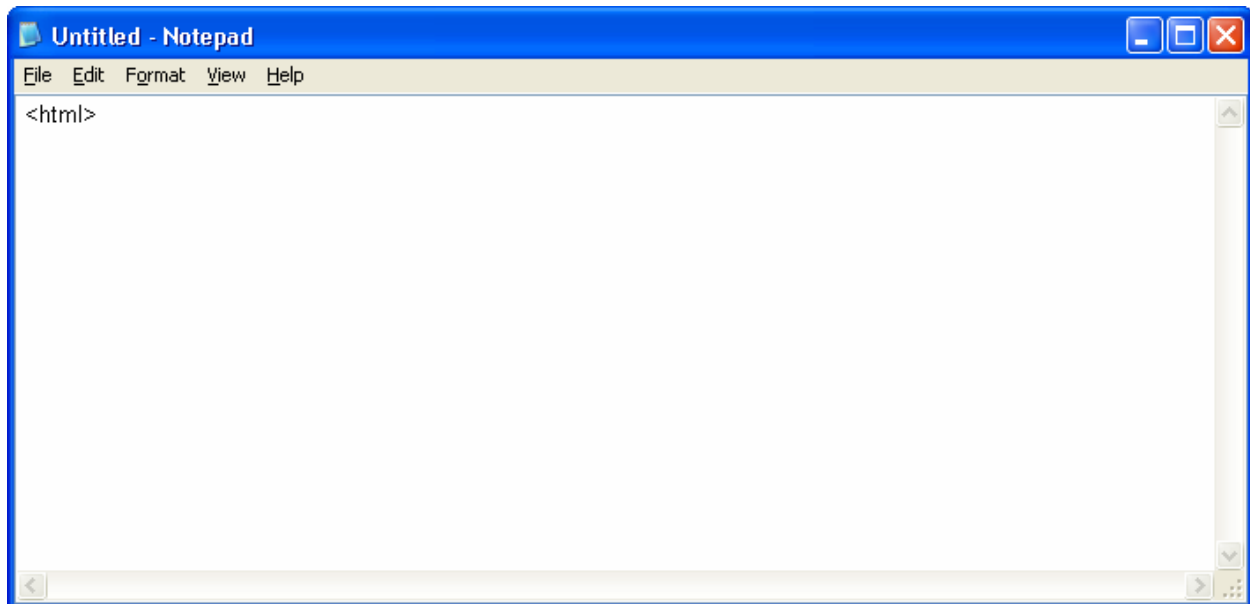
Figure C.2 – Starting to Type the HTML Code in Notepad

We need to make sure we type the code correctly as shown in this chapter, because if we even miss a bracket or misspell the function name, the web page will not run correctly in the web browser. The code <html> identifies an HTML document. It is very important that we type <html> first. After we type this code press Enter on the keyboard to proceed to the next line of the code.

Adding a Header to the Web Page
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The next code we want to type in Notepad is <head>. Type this under the code <html>.

Tag	Name	Description
head	Header	Contains header information not visible inside the web page
Example	Start Tag	End Tag
<head> <title>My Third Web Page> </title> </head>	<head>	</head>

The code <head> indicates a documents header. After we type this code, press the Enter button and type <title> under the <head> code.
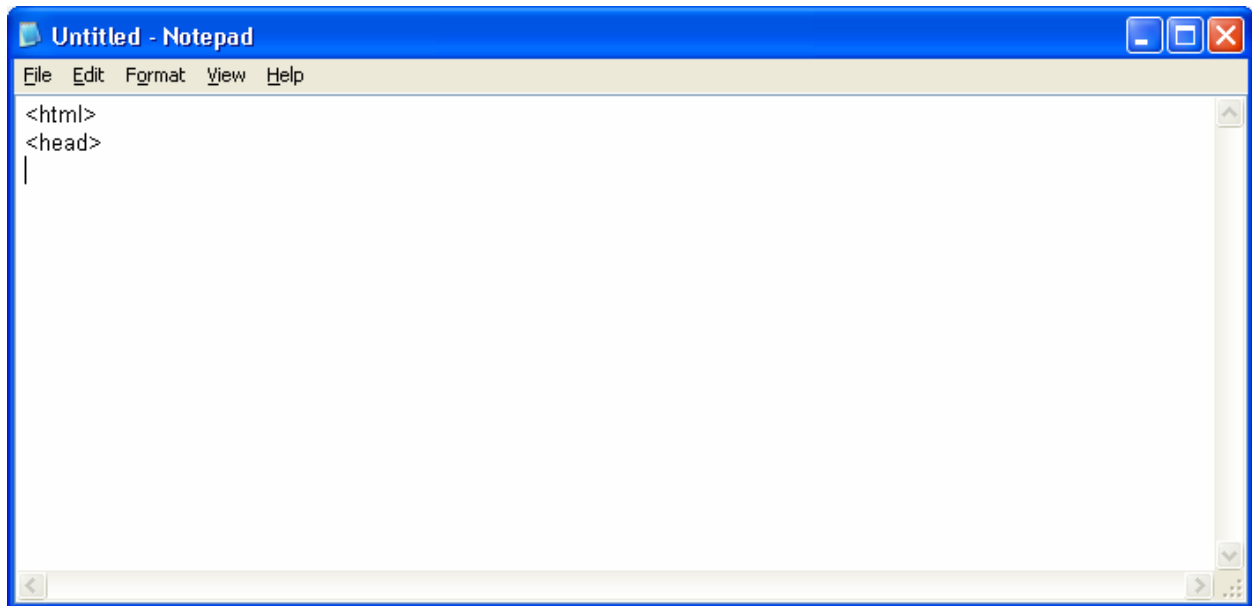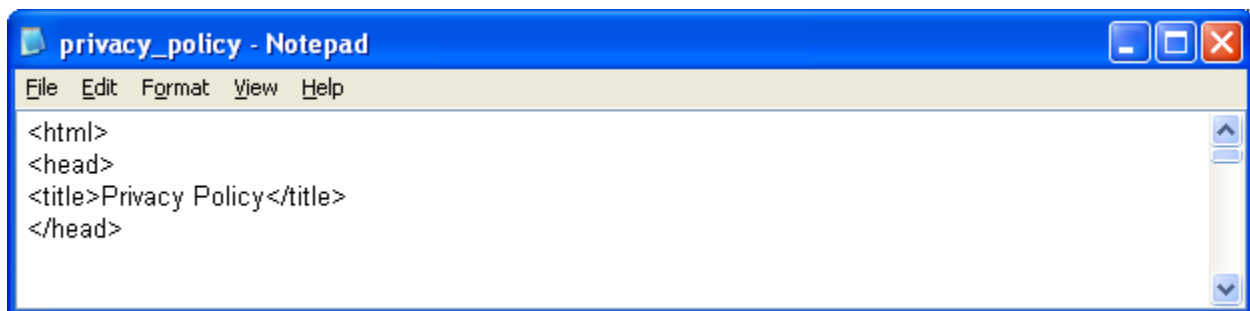

Untitled - Notepad
File Edit Format View Help
<html>
<head>

Figure C.3 – Typing the <head> Code After <html>

Adding a Title to the Web Page

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Tag	Name	Description
Title	Title	Places the web page title in the Title Bar in the Web Browser
Example	**Start Tag**	**End Tag**
<head> <title>About Us</title> </head>	<title>	</title>

The <title> code identifies a document to the users. This is where we can put a designation of our web page. After we type the <title> code, type Privacy Policy. This will be the title of our HTML web page. Right after we type our heading, we will need to close the title code. To do this type </title> after the words, Privacy Policy. This is all done on the same line as shown below in Figure C.4.

Next, press the Enter button on our keyboard. Type the code </head>. This code means that we are now closing the head of the web page. Go ahead and press the Enter button on our keyboard to proceed to the next line of the code.

Figure C.4 – Adding the Title to the Web Page

Adding the Body to the Web Page

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Next, we will need to type <body> to define the documents body. We must type this code to be able to place banners, graphics and, or text of our web page. In the body HTML expression, we will also define the background color of the webpage using the element bgcolor. We will state that the background color is black using the hexadecimal number #000000. Next, we will change the default text color in the body from black to white by typing, text="ffffff". Close the expression as shown in Figure C.5.

```
privacy_policy - Notepad
File  Edit  Format  View  Help
<html>
<head>
<title>Privacy Policy</title>
</head>

<body bgcolor="#FFFFFF">
```

Figure C.5 – Adding the Body to the Web Page

Tag	Name	Description
Body	Body	This is the area of the web page that will contain the graphics, text and forms
Example	**Start Tag**	**End Tag**
<head> <title>About Us </title> </head> <body>	<body>	</body>

Element	Name	Description
bgcolor	Background Color	Makes the background of the webpage the 24 bit color from the hexadecimal code
Example	**Comment**	
<body bgcolor="#000000" text="#ffffff"></body>	Refer to a graphics application program for the hexadecimal color number.	

Adding Header Text to the Web Page
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Instead of always using a JPG image banner, we occasionally utilize a header text at the top of the web page. In figure C.6, we call for a <h1> tag, then we define the font style and color using the font tag along with the face and color elements. When we decide to apply the header sizes, we need to know that there are six sizes, h1 through h6. As seen to the right, H1 is the largest and h6 is the smallest of the headers. For our project, type the HTML code as seen in figure C.6.

H1 - Privacy Policy

H2 - Privacy Policy

H3 - Privacy Policy

H4 - Privacy Policy

H5 - Privacy Policy

H6- Privacy Policy

```
privacy_policy - Notepad
File  Edit  Format  View  Help
<html>
<head>
<title>Privacy Policy</title>
</head>

<body bgcolor="#FFFFFF">
<h1><font face="Arial" color="#003366">Privacy Policy </font></h1>
```

Figure C.6 – Adding a Header to the Web Page

Tag	Name	Description
Hn	Header	Insert header text to the web page. There are six header sizes, h1 through h6 with h1 being the largest to h6 the smalllest
Example	**Start Tag**	**End Tag**
  Privacy Policy 	<h1>	</h1>

Tag	Name	Description
font	Font	Defines the text in a web page
Example	**Start Tag**	**End Tag**
Privacy Policy 		

Element	Name	Description
face	Font Name	Assigns a font style to the HTML text
Example	**Comment**	
Privacy Policy 	Choose a font that will be found on a common computer	

Element	Name	Description
color	Color	Adds color to the horizontal rule from the hexadecimal code
Example	**Comment**	
Privacy Policy 	Refer to a graphics application program for the hexadecimal color number.	

Adding a Hyperlink to the Body of the Web Page

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On our third page we will have a single link that will take us to the Ohio Digital Art home page. We call the hyperlink, Home and the name of the homepage file is index.html. When we want to create a hyperlink, we use the a tag. We begin this line of code with the <p> tag After the <p> and before Home, type <a href="index.html"> where we will reference the web page called index.html. Both web pages will be in the same folder or we would have to add a folder name with a forward slash before the web page name.

```
privacy_policy - Notepad
File  Edit  Format  View  Help
<html>
<head>
<title>Privacy Policy</title>
</head>

<body bgcolor="#FFFFFF">

<h1><font face="Arial" color="#003366">Privacy Policy </font></h1>
<a href="index.html"><font face="Arial" size="2" color="#003366">Home</font></a>
```

Figure C.7 – Adding a Hyperlink to the Web Page

Tag	Name	Description
a	Hyperlink	Create a link to a web page
Example	**Start Tag**	**End Tag**
<head> <title>About Us</title> </head> <body> Home </body>	<a>	

Adding a Paragraph to the Web Page
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In the next line of code, we add the small line of text, Terms and Conditions. We will define the font style, size and color using the color, size and face elements.

Figure C.9 – Adding Text to the Web Page

The code begins with the <p> tag. Then we declare the Arial font, size 2 and the hexadecimal color, #003366. Use font styles that are common in a web project, since a computer will use the operating system's default font if the style we choose is not available. We choose the Arial font for the webpage. There are seven HTML text sizes and we are using size 2. We will also make the text bold us the tag.

Tag	Name	Description
p	Paragraph	Starts a new paragraph
Example	**Start Tag**	**End Tag**
About Ohio Digital Art	<p>	</p>

Tag	Name	Description
font	Font	Defines the text in a web page
Example	**Start Tag**	**End Tag**
		

Element	Name	Description
face	Font Name	Assigns a font style to the HTML text
Example	**Comment**	
<font face="Arial" size="2" color="#003366">	Choose a font that will be found on a common computer	

Element	Name	Description
size	Font size	Controls the size of the HTML text
Example	**Comment**	
<font face="Arial" size="2" color="#003366">	Choices are sizes 1 through 7 with one being the smallest to 7 being the largest.	

Element	Name	Description
color	Color	Adds color to the horizontal rule from the hexadecimal code
Example	**Comment**	
<font face="Arial" size="2" color="#003366">	Refer to a graphics application program for the hexadecimal color number.	

Tag	Name	Description
b	Bold	Makes text bold
Example	**Start Tag**	**End Tag**
Terms and Conditions		

For the next part of the project, we will write a privacy policy for the website. Here is our sample privacy policy:

Terms and Conditions

- Any images or artwork contained on this site are protected under written copyright law. Images may not be used without direct consent from the artist.

Disclosure and Confidentiality

- Personal information received by the artist from viewers and customers is kept private from other outside companies or institutions, except when it is pertinent to providing a requested product or service.

We ensure that your personal data will not be disclosed to State institutions and authorities except if required by law or other regulation.
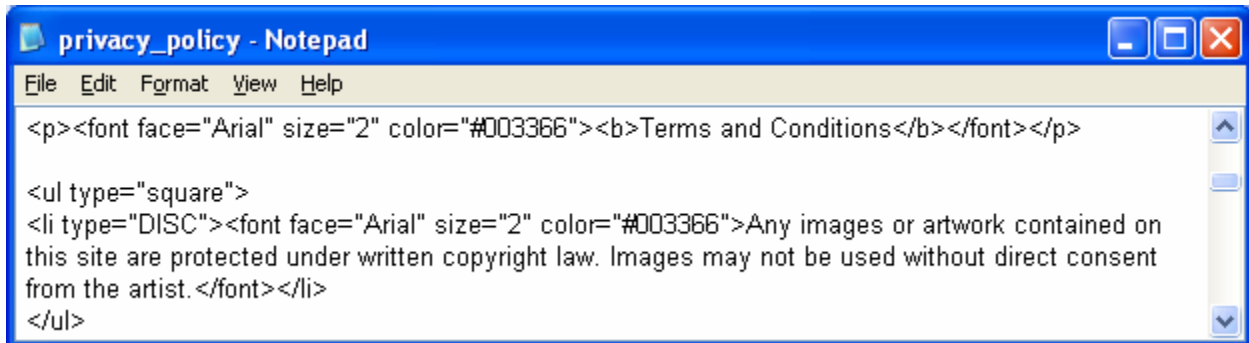

Children

- Personal information will never be knowingly collected from children under the age of 18.
- If the subject matter of the art contained on this website should ever be considered inappropriate for children a warning will be posted upon entering the site's homepage.

Changes to Policies

- Ohio Digital Art will post notices concerning changes to our Privacy Policy on this page. This policy was published on January 14, 2009. If we make changes to the policy, they will be listed in this section and the date of the policy will change.
- Send all comments concerning our polices to us by using the contact us web page and place your concerns in the comment textbox. We will respond to your concerns.

Making a Bulleted List in a Web Page

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Sometimes, we will want to have a bulleted list in a web page. The <ul> tag defines the bulleted list and the type element allows us to use a square, disc (solid dot) or a circle in front of each bullet. The <li> tag represents each item in the list and we can use the font tag to define the font style and size of the bulleted phrase. We want to refer to Figure C.10 to insert the correct HTML code for the Web Designer's information.

```
privacy_policy - Notepad
File  Edit  Format  View  Help

<p><font face="Arial" size="2" color="#003366"><b>Terms and Conditions</b></font></p>

<ul type="square">
<li type="DISC"><font face="Arial" size="2" color="#003366">Any images or artwork contained on
this site are protected under written copyright law. Images may not be used without direct consent
from the artist.</font></li>
</ul>
```

Figure C.10 – Adding a Bulleted List to the Web Page

Tag	Name	Description
ul	Unordered list	Starts a bulleted list in a web page
Example	**Start Tag**	**End Tag**
<ul type = "circle"> Adobe Photoshop 		

Element	Name	Description
Type	Bullet type	Controls the style of bullet in front of the text
Example	**Comment**	
<ul type = "circle">	Choose a square, disc (solid dot) or circle.	

Tag	Name	Description
li	List item	Starts a new paragraph
Example	**Start Tag**	**End Tag**
<ul type = "circle"> Adobe Photoshop		

When we need an extra line, we can use the <br> tag to add a line break. This function comes in handy when we are trying to get our page to look better.

Inserting a Copyright Statement in the Homepage
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For our copyright statement, we choose an Arial font and a HTML font size of 1. We type &cop; to get the copyright © symbol. A copyright statement should be at the bottom of every web page.

Type the expression as shown in Figure C.11.

Figure C.11 – Adding a Copyright Statement to the Web Page

Closing the HTML Web Page

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After keying in all of the web designer's text, we type </body> to close the body of our web page. Press the Enter button and type </html> to close the HTML web page.

The entire solution for our Privacy Policy page is shown below.

```
<html>
<head>
<title>Privacy Policy</title>
</head>

<body bgcolor="#FFFFFF">

<h1><font face="Arial" color="#003366">Privacy Policy </font></h1>
<a href="index.html"><font face="Arial" size="2" color="#003366">Home</font></a>

<p><font face="Arial" size="2" color="#003366"><b>Terms and Conditions</b></font></p>

<ul type="square">
<li type="DISC"><font face="Arial" size="2" color="#003366">Any images or artwork contained on
this site are protected under written copyright law. Images may not be used without direct consent
from the artist.</font></li>
</ul>

<p><font face="Arial" size="2" color="#006666"><b>Disclosure and Confidentiality</b></font></p>

<ul type="square">
<li><font face="Arial" size="2" color="#006666">Personal information received by the artist from
viewers and customers is kept private from other outside companies or institutions, except when it is
pertinent to providing a requested product or service.</font></li>
<li><font face="Arial" size="2" color="#006666"> We ensure that your personal data will not be
disclosed to State institutions and authorities except if required by law or other regulation.</font></li>
</ul>

<p><font face="Arial" size="2" color="#009966"><b>Children</b></font></p>

<ul type="square">
<li><font face="Arial" size="2" color="#009966">Personal information will never be knowingly
collected from children under the age of 18.</font></li>
<li><font face="Arial" size="2" color="#009966">If the subject matter of the art contained on this
website should ever be considered inappropriate for children a warning will be posted upon entering
the site's homepage.</font></li>
</ul>

<p><font face="Arial" size="2" color="#330066"><b>Changes to Policies</b></font></p>
<ul type="square">
<li><font face="Arial" size="2" color="#330066">Ohio Digital Art will post notices concerning
changes to our Privacy Policy on this page. This policy was published on January 14, 2009. If we
make changes to the policy, they will be listed in this section and the date of the policy will
change.</font></li>
<li><font face="Arial" size="2" color="#330066">Send all comments concerning our polices to us
by using the <a href="contact_us.htm">contact us</a> web page and place your concerns in the comment
textbox. We will respond to your concerns. </font></li>
</ul>
```

```
<p align="center"><font face="Arial" size="1" color="#009966">Copyright &copy; 2009 by Ohio Digital Art.
All Rights Reserved.</font></p>

</body>
</html>
```

Saving the HTML Web Page

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Next, we will want to save our work. Chose file and then save. To save an HTML web page save the file as about_us.htm. We must make sure we save our work in this format so we can view the page on a web browser like Internet Explorer. Look at Figure C.12 below to see how to save our HTML page.
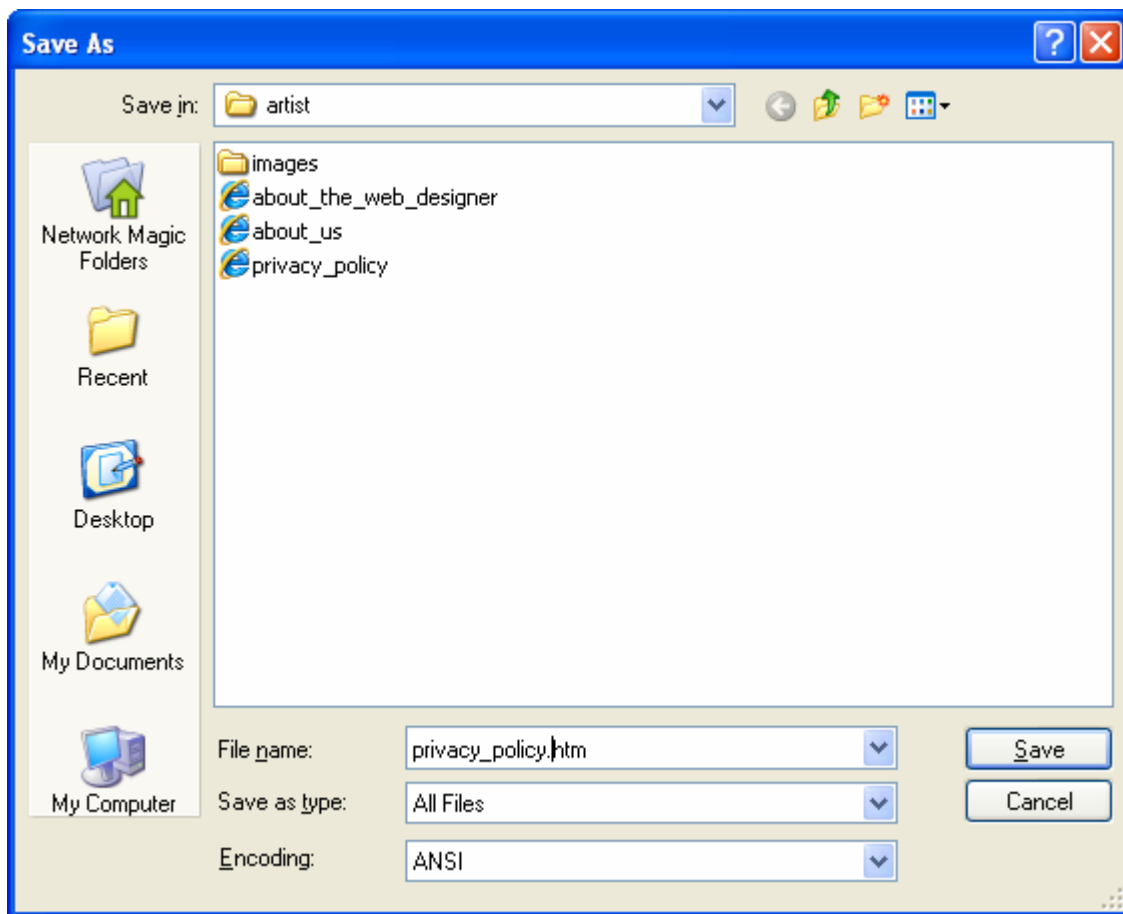

Figure C.12 – Saving our Third Web Page to the Basic HTML Folder

Viewing the Web Page with the Web Browser

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To check and see if our HTML web page works properly go to Internet Explorer. Chose file/open and search for the file we saved as our HTML web page. Open the file.

Figure C.13 – Viewing Our Third Web Page in the Web Browser

Once we chose our file and open up our HTML web page, the page should show the heading, graphic and text. If the page does not show anything or the looks funny, then there is an error in our code. Make sure we have all our brackets in the right place and that no code is missing a bracket. After we make our changes, save the HTML file again and view the page in the browsing application. We our page is error free, then we have just successfully made our third web page using HTML programming.

World Class CAD Challenge 15-7 * - Create an About Us web page in Microsoft Notepad or other similar software application that communicates adequately to your target audience. The web page should contain no errors. Complete this task in less than 60 minutes to maintain your World Class ranking.

Send your best time and a copy of your webpage for verification to the authors of these problems to have your name, location and time posted. See the web site for instructions.

www.worldclasscad.com