

How to Make a Contact Us Form using HTML

5

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

- Using a Storyboard to Create a Contact Us Webpage
- Starting a HTML Contact Us Webpage
- Adding Page Properties to the Body of the Web
- Adding a Table to the Web Page
- Adding an Introductory Paragraph to the Contact Us Webpage
- Adding a Form and Textbox to the Contact Us Webpage
- Adding Addition Textboxes to the Contact Us Form
- Adding a Comment Text Area to the Contact Us Form
- Adding a Checkbox to the Contact Us Form
- Adding a List Box to the Contact Us Form
- Adding a Radial Button to the Contact Us Form
- Adding a Command Button to the Contact Us Form
- Inserting a Copyright Statement in the Contact Us Webpage
- Defining the Image Map in the Contact Us Webpage
- Closing the HTML Web Page
- Viewing the Web Page with the Web Browser

Using a Storyboard to Create a Contact Us Webpage

In this chapter, we will learn how to make a Contact Us webpage using HTML, where a visitor of the web site can send a comment to management. From the storyboard shown in Figure 5.1, we will use a table to separate text, images, textboxes and other form objects on the page. This scope of work always will require a storyboard that displays the banner, the name of the links for the navigation bars, and the copyright statement that are on the page with the form. In this case, we can refer to previous layouts of the index and gallery web pages for the measurement of the cells.

Careers in Design							
OHIO DIGITAL ART							
Awards	Gallery	Art Lessons	Virtual Tour	Products	Art First	Contact Us	
<p>Welcome to the Ohio Digital Art Contact Us web page. Please fill out the contact form as best as you are able and we will call or email you in the next 24 hours. If you do not provide an email address or phone number, we will respond by mail.</p>							
First Name		<input type="text"/>					
Middle Initial		<input type="text"/>					
Last Name		<input type="text"/>					
Address		<input type="text"/>					
City		<input type="text"/>					
State (abbrev)		<input type="text"/>					
Zip Code		<input type="text"/>					
Email		<input type="text"/>					
Phone (Area + Number)		<input type="text"/>					
Comment		<input type="text"/>					
If you wish us to contact you, indicate the best days:							
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
The best time to contact you:		<input type="checkbox"/> Morning <input type="checkbox"/> Afternoon <input type="checkbox"/> Evening					
Are you 18 years of age or older:		<input checked="" type="radio"/> Yes <input type="radio"/> No					
<input type="button" value="Submit"/>		<input type="button" value="Reset"/>					
Memberships		Press Release		About Us		Privacy Policy	
Site Map							
Copyright © by Ohio Digital Art. All Rights Reserved.							

Figure 5.1 – The Local Artist’s Storyboard for their Contact Us webpage

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When working on many web pages, we begin to see a pattern to the layout. This enables the web browser to quickly find information within the site. We call the standard layout a web template. On this page, we could begin with the gallery web page and save the file as a contact_us.htm. Then we would remove the code defining the gallery in the middle of page. Some web masters save the template file as template.htm and begin each of the organization's pages with this master document.

In this chapter, we will assume that the coder will do the contact_us web page from scratch. However, the choice is entirely up to the web developer as whether they need additional practice in building tables, placing text and inserting images. So we will start with opening the text editor.

Starting a HTML Contact Us webpage

Begin the project by opening up Notepad by clicking the Start button on our desktop and choosing Programs/Accessories/Notepad. Select Format on the menu bar to see whether word wrapping is chosen.

Now we will begin to enter the HTML code into Notepad. The first thing we want to type into the page is `<html>` and `<head>` as shown in Figure 5.2.

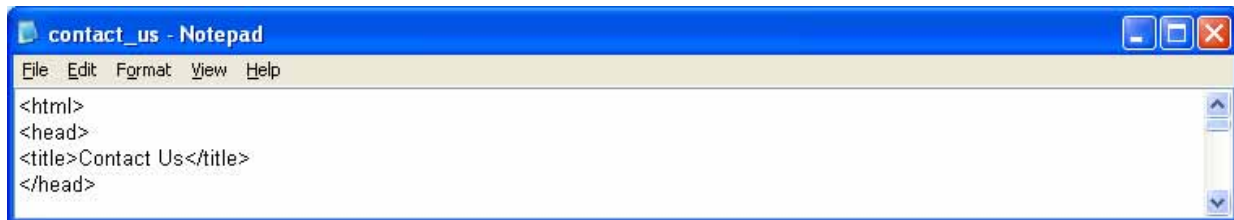


Figure 5.2 – Starting the Contact Us webpage in Notepad

Next the `<title>` code identifies a document to the users. On the Contact Us webpage, we will just type the name of the website, Ohio Digital Art. When we view the webpage in Internet Explorer, the text "Ohio Digital Art" will appear in the document title on the upper left section of our computer window. Try to be specific with the titles on the pages since this another opportunity to identify the information be presented to the viewer. Do not just put word like Contact Us webpage in the title, since this could apply to anyone's website.

Next, we will want to save our work. Chose File on the menu bar and then pick Save. Save the file as index.html. We call the majority of Contact Us webpage documents, Index. There will be a few occasions in later chapters where we will name the Contact Us webpage another name.

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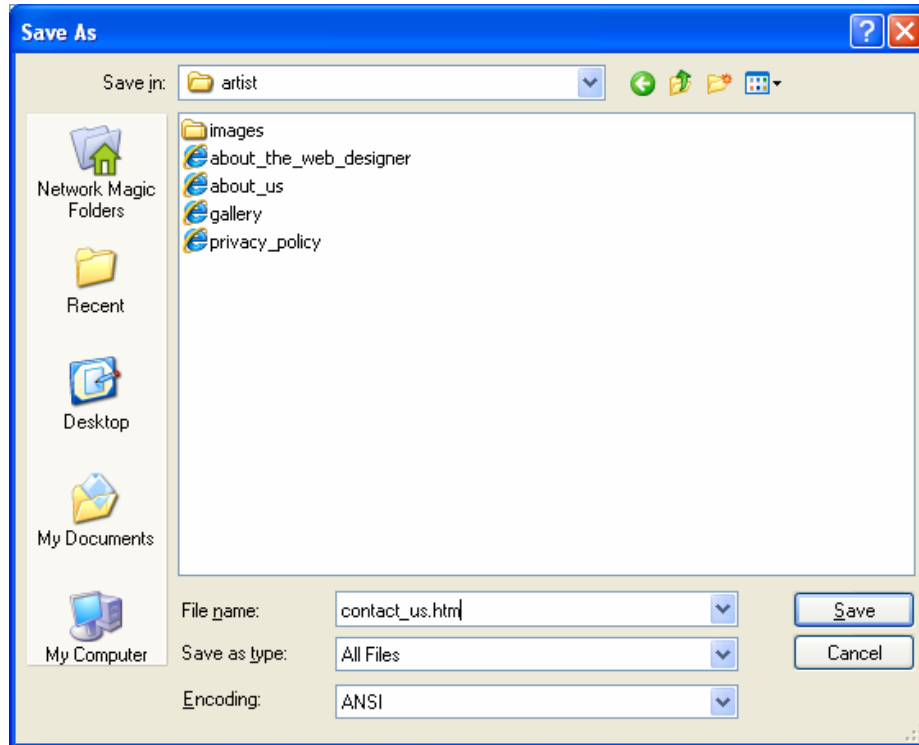


Figure 5.3 – Saving the Contact Us webpage

Adding Page Properties to the Body of the Web Page

Now when we code the body of the HTML file, we will set the background color, the text color, the hyperlink text color, the visited links color and the active links color on the page. The background color for the Ohio Digital Art Contact Us webpage is black which is coded as `bgcolor="000000"`. Sometimes, we will want to specify another color, so we can check in a graphics program, like Corel's Paint Shop Pro for the hexadecimal name of the color we want to use. The code begins as shown below.

```
<body bgcolor="000000" >
```

And we will add more elements to this HTML expression.

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In many graphic application programs, the Color window or dialogue box will have a text box that displays the HTML code for any color we select. If we choose a basic red the HTML Color code is #FF0000. When we are in the graphic program, we can use the Dropper tool to pick a color on our own image and again the HTML code in the Color window will reflect our choice.

After picking the web page's background color, we will assign the text color. We will type `text="#FFFFFF"` for white inside the Body expression after the bgcolor element.

Now we will assign precise colors to the hyperlinks in the Contact Us webpage. There are three areas we want to code, link color, active link color and visited link color.

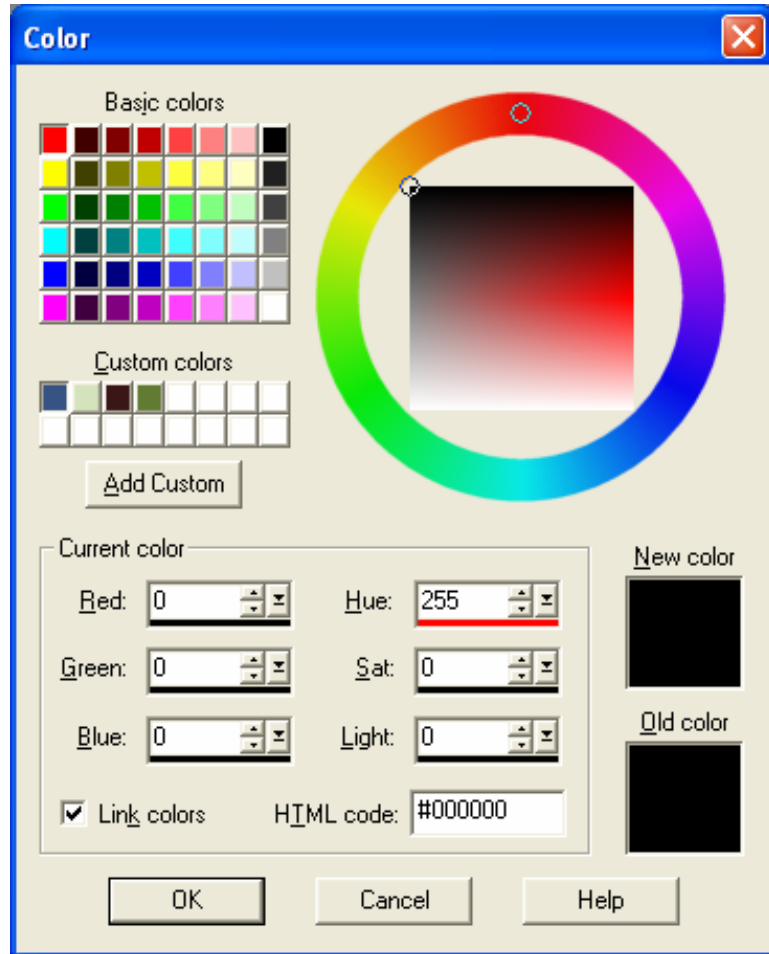


Figure 5.4 – Determining the HTML Color Code

The `link` color is the shade of the hyperlink while we are just viewing the Contact Us webpage. When we are screening the Contact Us webpage in the web browser and we did not select any hyperlinks yet, the link color is what we see. The default link is blue. We will type `link="#FFFFFF"` for white inside the body code after the text element for our project to override the default color.

The `alink` color is the shade of the hyperlink while we are selecting the link. The active link color does not appear on the faster computers we use today, since the modern computer will quickly open the new page, so we would not see the active link color. We suggest that link and active link colors should remain the same. Therefore we will type `alink="#FFFFFF"` for white inside the body code after the `alink` element.

The `vlink` color is the shade of the hyperlink after we visited the webpage. The default visited link color for our computer is purple. In our Ohio Digital Art website, we assign the visited link as white or `vlink="#FFFFFF"`. This code is typed inside the body after the `vlink` element.

To see the example of the entire body expression, refer to Figure 5.5.

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```

contact_us - Notepad
File Edit Format View Help
<html>
<head>
<title>Contact Us</title>
</head>

<body bgcolor="#000000" text="#FFFFFF" link="#FFFFFF" vlink="#FFFFFF" alink="#FFFFFF">
    
```

Figure 5.5 – Starting the Body and Defining the Page Properties

Element	Name	Description
Bgcolor	Background Color	Gives a background color to the page body, table or cell
Example	Start Tag	End Tag
<<body bgcolor="#000000" text="#000000" link="#FFFFFF" vlink="#FFFFFF" alink="#FFFFFF"> </body>		

Element	Name	Description
text	Text Color	Gives a color to the text
Example	Start Tag	End Tag
<<body bgcolor="#000000" text="#000000" link="#FFFFFF" vlink="#FFFFFF" alink="#FFFFFF"> </body>		

Element	Name	Description
link	Link Color	Gives a color to the hyperlink text
Example	Start Tag	End Tag
<<body bgcolor="#000000" text="#000000" link="#FFFFFF" vlink="#FFFFFF" alink="#FFFFFF"> </body>		

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Element	Name	Description
<code>vlink</code>	Visited Link Color	Gives a color to the hyperlink text when the page is visited
Example	Start Tag	End Tag
<pre><<body bgcolor="#000000" text="#000000" link="#FFFFFF" vlink="#FFFFFF" alink="#FFFFFF"> </body></pre>		

Element	Name	Description
<code>alink</code>	Active Link Color	Gives a color to the hyperlink text during the selection process
Example	Start Tag	End Tag
<pre><<body bgcolor="#000000" text="#000000" link="#FFFFFF" vlink="#FFFFFF" alink="#FFFFFF"> </body></pre>		

By defining the hyperlink, text and background colors as elements in the body expression, we override the standard defaults and we do not have to define these colors later in the HTML code. Now, we are ready to insert the table.

Adding a Table to the Web Page

We use tables to control the images and text within a web page. For our first webpage project that employs a table, we will define the width to be 900 pixels, and the background color to be black. We will turn the cell's borders, the cellspacing and cellpadding off and that we align the table in the center of the webpage. The coded expression appears as follows.

```
<table bgcolor=#000000 width="900" border="0" cellspacing="0" cellpadding="0" align="center">
```

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Tag	Name	Description
Table	Table	Places a table in the webpage or inside another table
Example	Start Tag	End Tag
<pre><body <table bgcolor=#000000 width="900" border="0" cellspacing="0" cellpadding="0" align="center"> </body></pre>	<pre><table></pre>	<pre></table></pre>

One might suspect that after we write the first expression of the table code then the difficulty of designing a Contact Us webpage using a table is complete. The real work comes to the web designer as we program each row of the table.



```
<html>
<head>
<title>Contact Us</title>
</head>
<body bgcolor="#000000" text="#FFFFFF" link="#FFFFFF" vlink="#FFFFFF" alink="#FFFFFF">
<table bgcolor=#000000 width="900" border="0" cellspacing="0" cellpadding="0" align="center">
<tr>
<td colspan="7" height="75"></td>
</tr>
```

Figure 5.6 – Adding a Table to the Web Page

In Figure 5.6, we add the following coded expression.

```
<tr><td colspan="7" height="75"></td></tr>
```

A row begins with the HTML tag `<tr>`. After a new row commences, we then can define the cell starting with `<td>` tag. The elements we normally place in the cell code is width and height, however sometimes we will merge all the cells together and the breadth will default to the table width designation.

The `colspan` element in the cell description denotes that there are seven columns and we want to merge them together. The height of the cells in row one is 75 pixels. We only want one 900 pixel wide cell in row one, so we can insert a single JPG banner image. For this webpage, we will show have an image map, so the person browsing the page can click on an area of the graphic to go to the homepage or go to the careers web page. On many websites and on this one, the web designer hyperlinks the organization's logo or name on the left side of the banner to the homepage. The definition of the image map will be at the end of the code and we will characterize

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those HTML expressions when we are done with the page.

The next row is the horizontal navigation bar and we can copy the HTML expressions from the index.html page or type the code.

```
<tr>
<td width="128" height="35">
<b><center><font face="Arial" size="2"><a href="awards.htm">Awards</a></font></center></b>
</td>
```

Beginning a new row, we will define every cell with a width of 128 pixels and a height of 35 pixels. In the first cell of the second row, we have a hyperlink for Awards. The bold, size 2, centered and Arial font text will link to the webpage, awards.htm.

In the second cell of the second row, we have a hyperlink for Contact Us. The bold, size 2, centered and Arial font text will link to the webpage, Contact Us.htm. In the third cell of the second row, we have a hyperlink for Art Lessons. The bold, size 2, centered and Arial font text will link to the webpage, art_lessons.htm. In the fourth cell of the second row, we have a hyperlink for Virtual Tour. The bold, size 2, centered and Arial font text will link to the webpage, virtual_tour.htm. In the fifth cell of the second row, we have a hyperlink for Products. The bold, size 2, centered and Arial font text will link to the webpage, products.htm. In the sixth cell of the second row, we have a hyperlink for Art First. The bold, size 2, centered and Arial font text will link to the webpage, art_first.htm. In the seventh and last cell of the second row, we have a hyperlink for Contact Us. The bold, size 2, centered and Arial font text will link to the webpage, contact_us.htm.

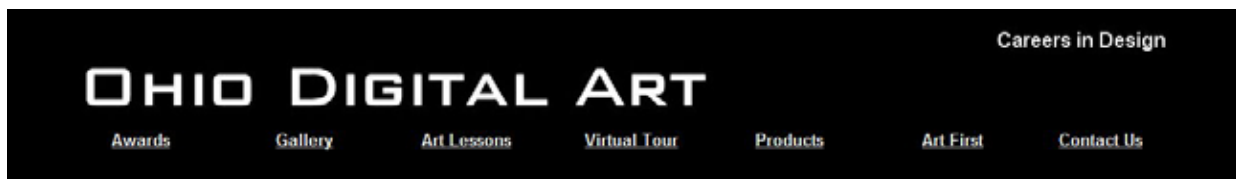


Figure 5.7 – The Ohio Digital Art Banner and Navigation Bar

Once we type the following code and test the Contact Us webpage file with our browser software, the webpage will appear as shown in Figure 5.7.

```
<td width="128" height="35">
<b><center><font face="Arial" size="2"><a href="Contact Us.htm">Contact Us</a></font></center></b>
</td>
<td width="128" height="35">
<b><center><font face="Arial" size="2"><a href="art_lessons.htm">Art Lessons</a></font></center></b>
</td>
<td width="128" height="35">
<b><center><font face="Arial" size="2"><a href="virtual_tour.htm">Virtual Tour</a></font></center></b>
</td>
<td width="128" height="35">
<b><center><font face="Arial" size="2"><a href="products.htm">Products</a></font></center></b>
</td>
```

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```
<td width="128" height="35">
<b><center><font face="Arial" size="2"><a href="art_first.htm">Art First</a></font></center></b>
</td>
<td width="128" height="35">
<b><center><font face="Arial" size="2"><a href="contact_us.htm">Contact Us</a></font></center></b>
</td>
```

After placing all seven hyperlinks in the second row, we type the end tag `</tr>` to close that row of the table.

Tag	Name	Description
TR	Table Row	Inserts a new row in a table
Example	Start Tag	End Tag
<code><tr><td colspan="7" height="75"></td></tr></code>	<code><tr></code>	<code></tr></code>

Tag	Name	Description
TD	Table Cell	Inserts a new cell in a table row
Example	Start Tag	End Tag
<code><tr><td colspan="7" height="75"></td></tr></code>	<code><td></code>	<code></td></code>

Adding an Introductory Paragraph to the Contact Us webpage

Begin the third row with the start tag `<tr>` and we want to place the text "Welcome to the Ohio Digital Art Contact Us web page. Please fill out the contact form as best as you are able and we will call or email you in the next 24 hours. If you do not provide an email address or phone number, we will respond by mail." We will choose a size 2 Arial font that is centered in the cell. We want to convey to the web browser that their comments and information is important to our organization. Type the HTML expressions as follows.

```
<tr>
  <td height="100" colspan="7">
    <blockquote><blockquote>
```

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```

<p><font face="Arial" size="2" color="#FFFFFF">
  Welcome to the Ohio Digital Art Contact Us web page. Please fill out the contact
  form as best as you are able and we will call or email you in the next 24 hours. If
  you do not provide an email address or phone number, we will respond by mail.
</font></p>
</blockquote></blockquote>
</td>
</tr>

```

Tag	Name	Description
Blockquote	Increase Indent	Tabs the text over in the webpage body
Example	Start Tag	End Tag
<pre> <blockquote> <p>So You Can Sit Back and Relax </p> </blockquote> </pre>	<pre> <blockquote> </pre>	<pre> </blockquote> </pre>

Tag	Name	Description
p	Paragraph	Starts a new paragraph
Example	Start Tag	End Tag
<pre> <head> <title>About Us</title> </head> <body> <p>About Ohio Digital Art</p> </body> </pre>	<pre> <p> </pre>	<pre> </p> </pre>

Adding a Form to the Contact Us Webpage

Now, we are ready to start the form by beginning the fourth row of the table. We merge the cell that will hold the form using the `<td colspan="7" height="500">` tag. Then, we use the form tag, naming this entity "contact_us", our method will be `post` and the action is to email the information in the form objects to `management@ohiodigitalart.com`. Type the code as shown.

```

<tr valign="top">
  <td colspan="7" height="500">
    <form name="contact_us" method="post" action="mailto:management@ohiodigitalart.com">

```

Inside the form, we place an embedded table that is 700 pixels wide and centered in the cell.

```

<table width="700" border="0" cellspacing="0" cellpadding="0" align="center">

```

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We will have two columns in the table, the left column will contain the text labels that describe the textbox in the immediate right cell next to the marker as shown in figure 5.8.

Welcome to the Ohio Digital Art Contact Us web page. Please fill out the contact form as best as you are able and we will call or email you in the next 24 hours. If you do not provide an email address or phone number, we will respond by mail.	
First Name	<input type="text"/>

Figure 5.8 – The First Textbox in the Contact Us Form

In the left side, 150 pixel wide cell, we type First Name. On the right section, we place an input textbox that is named “f_name” that is 30 characters wide and can contain a maximum of 25 characters.

```
<tr>
  <td height="30" width="150"><font color="#FFFFFF" face="Arial" size="2">First Name</font></td>
  <td height="30" width="350"><input type="text" name="f_name" size="30" maxlength="25"></td>
</tr>
```

Tag	Name	Description
<code>input type="text"</code>	Textbox	Input textbox used in a user form
Example	Start Tag	End Tag
<code><td height="30" width="350"> <input type="text" name="f_name" size="30" maxlength="25"> </td></code>	<code>< input type="text"</code>	<code>></code>

Adding Additional Textboxes to the Contact Us Form

The next eight segments of the input form again use the standard textbox for entries requiring the web browser’s Middle Initials, Last Name, Address, City, State, Zip Code, Email and Phone Number. We can vary the length of the textboxes for the anticipated amount of characters in their response. In some input forms, the web designer can choose to make all the textboxes the same size.

The words or short phrases in the column of the table just to the left of the textbox need to best describe what the person should record in the entry box. We can colorize or mark the label with an asterisk to show a required field in the form. The next eight input objects are shown in figure 5.9.

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First Name	<input type="text"/>
Middle Initial	<input type="text"/>
Last Name	<input type="text"/>
Address	<input type="text"/>
City	<input type="text"/>
State (abbrev)	<input type="text"/>
Zip Code	<input type="text"/>
Email	<input type="text"/>
Phone (Area + Number)	<input type="text"/>

Figure 5.9 – Additional Textboxes in the Contact Us Form

The code for these entry areas are shown below.

```
<tr>
  <td height="30" width="150"><font color="#FFFFFF" face="Arial" size="2">Middle Initial </font></td>
  <td height="30" width="350"><input type="text" name="mi" size="5" maxlength="1"></td>
</tr>
<tr>
  <td height="30" width="150"><font color="#FFFFFF" face="Arial" size="2">Last Name </font></td>
  <td height="30" width="350"><input type="text" name="l_name" size="30" maxlength="25"></td>
</tr>
<tr>
  <td height="30" width="150"><font color="#FFFFFF" face="Arial" size="2">Address</font></td>
  <td height="30" width="350"><input type="text" name="address" size="50" maxlength="45"></td>
</tr>
<tr>
  <td height="30" width="150"><font color="#FFFFFF" face="Arial" size="2">City</font></td>
  <td height="30" width="350"><input type="text" name="city" size="30" maxlength="25"></td>
</tr>
<tr>
  <td height="30" width="150"><font color="#FFFFFF" face="Arial" size="2">State (abbrev)</font></td>
  <td height="30" width="350"><input type="text" name="state" size="5" maxlength="3"></td>
</tr>
<tr>
  <td height="30" width="150"><font face="Arial" size="2" color="#FFFFFF">Zip Code </font></td>
  <td height="30" width="350"><input type="text" name="zipcode" size="15" maxlength="10"></td>
</tr>
<tr>
  <td height="30" width="150"><font color="#FFFFFF" face="Arial" size="2">Email</font></td>
  <td height="30" width="350"><input type="text" name="email" size="50" maxlength="45"></td>
</tr>
<tr>
  <td height="30" width="150"><font color="#FFFFFF" face="Arial" size="2">Phone (Area + Number)</font></td>
  <td height="30" width="350"><input type="text" name="phone" maxlength="25" size="30"></td>
</tr>
```

Adding a Comment Text Area to the Contact Us Form

Many times people sending data to an organization on the web want to communicate other information besides what is setup in a textbox. The comment text area is just made for that capability. Since the person will need more room, we suggest that the region has 6 rows and 50 character spaces across to allow the person to see their message without have to vertically scroll. The textarea object is shown in figure 5.10.

Phone (Area + Number)	<input type="text"/>
Comment	<input type="text"/>

Figure 5.10 – A Comment Text Area in the Contact Us Form

The code for this entry area is shown below.

```
<tr>
  <td height="30" width="150" valign="top"><br><font color="#FFFFFF" face="Arial" size="2">Comment </font></td>
  <td height="30" width="350"><textarea name="comment" cols="50" rows="6"></textarea></td>
</tr>
<tr><td height="10" colspan="2"></td>
</tr>
```

Tag	Name	Description
Textarea	Comment Box	Comment area used in a user form
Example	Start Tag	End Tag
<pre><td height="30" width="350"> <textarea name="comment" cols="50" rows="6"> </textarea> </td></pre>	<pre>< textarea></pre>	<pre></textarea></pre>

Adding a Checkboxes to the Contact Us Form

The checkbox form object allows the web browser to check multiple options rather than spelling the answer out, such as what is the best day to contact them. In our example, we embedded a table with seven columns for each day of the week into the form table, and we have a checkbox below each label from Sunday to Saturday. The person viewing this form then can mark none, some or all of the days that they wish to talk to

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the representative of Ohio Digital Art. The association running the website comes across as interested in the person's time and does not bother them during inappropriate periods of the day. Our layout is horizontal as we see in figure 5.11, however we could make a vertical version easily.

If you wish us to contact you, indicate the best days:						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Figure 5.11 – A Series of Checkboxes in the Contact Us Form

The code for these entry areas are shown below.

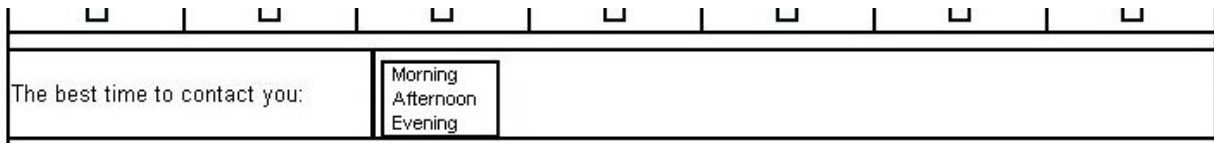
```
<tr>
  <td height="30" colspan="2"><font face="Arial" size="2" color="#FFFFFF">
    If you wish us to contact you, indicate the best days:</font></td>
</tr>
<tr>
<td height="30" colspan="2">
<table width="700" border="0" cellspacing="0" cellpadding="0">
<tr>
  <td height="25" width="100" align="center"><font face="Arial" size="2" color="#FFFFFF">Sunday</font> </td>
  <td height="25" width="100" align="center"><font face="Arial" size="2" color="#FFFFFF">Monday</font> </td>
  <td height="25" width="100" align="center"><font face="Arial" size="2" color="#FFFFFF">Tuesday</font> </td>
  <td height="25" width="100" align="center"><font face="Arial" size="2" color="#FFFFFF">Wednesday</font> </td>
  <td height="25" width="100" align="center"><font face="Arial" size="2" color="#FFFFFF">Thursday</font> </td>
  <td height="25" width="100" align="center"><font face="Arial" size="2" color="#FFFFFF">Friday</font> </td>
  <td height="25" width="100" align="center"><font face="Arial" size="2" color="#FFFFFF">Saturday</font> </td>
</tr>
<tr>
  <td height="25" width="100" align="center"><input type="checkbox" name="sunday" value="sunday"></td>
  <td height="25" width="100" align="center"><input type="checkbox" name="monday" value="monday"></td>
  <td height="25" width="100" align="center"><input type="checkbox" name="tuesday" value="tuesday"></td>
  <td height="25" width="100" align="center"><input type="checkbox" name="wednesday" value="wednesday"> </td>
  <td height="25" width="100" align="center"><input type="checkbox" name="thursday" value="thursday"> </td>
  <td height="25" width="100" align="center"><input type="checkbox" name="friday" value="friday"> </td>
  <td height="25" width="100" align="center"><input type="checkbox" name="saturday" value="saturday"> </td>
</tr>
</table>
</td>
</tr>
```

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Tag	Name	Description
<code>input type="checkbox"</code>	Checkbox	Checkbox used in a user form
Example	Start Tag	End Tag
<code><td height="25" width="100"> <input type="checkbox" name="saturday" value="saturday"> </td></code>	<code><input type="checkbox"</code>	<code>></code>

Adding a List Box to the Contact Us Form

In figure 5.12, we see an expanded list box with the morning, afternoon and evening options. The size element in this form object denotes the number of lines the web browser will see. We could have easily made the list box one line tall and then the person viewing the form would scroll vertically through the list. An individual can pick one, some or all of the values in the list box.



The image shows a web form with a label 'The best time to contact you:' followed by a list box. The list box contains three options: 'Morning', 'Afternoon', and 'Evening'. Above the list box, there are seven small square checkboxes, each in its own column, representing a row of input fields.

Figure 5.12 – A List Box in the Contact Us Form

The code for this entry area is shown below.

```
<tr><td height="10" colspan="2"></td>
</tr>
<tr>
  <td height="30" width="150"><font face="Arial" size="2" color="#FFFFFF">
    The best time to contact you:</font></td>
  <td height="30" width="350">
    <select name="contact_time" size="3" multiple>
      <option value="morning">Morning</option>
      <option value="afternoon">Afternoon</option>
      <option value="evening">Evening</option>
    </select>
  </td>
</tr>
```


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Tag	Name	Description
Select	List Box	List box used in a user form
Example	Start Tag	End Tag
<pre><select name="contact_time" size="3" multiple> <option value="morning"> Morning</option> <option value="afternoon"> Afternoon</option> <option value="evening"> Evening </option> </select></pre>	<pre><select></pre>	<pre></select></pre>

Adding a Radial Button to the Contact Us Form

We commonly use the radial buttons when we want to toggle a choice such as asking a yes or no question such as “Are you 18 years of age or older”. By giving the same name to a radio type input, we guarantee that when we select a round button in the same named group that the other buttons with marks will turn off. So we can have one, two or an infinite amount of radial buttons in a group, however two or three options are more frequent.

The best time to contact you:	<input type="radio"/> Morning <input type="radio"/> Afternoon <input type="radio"/> Evening
Are you 18 years of age or older:	<input type="radio"/> Yes <input checked="" type="radio"/> No

Figure 5.13 – Radial Buttons in the Contact Us Form

The code for this entry area is shown below. In our example, we checked the “no” response, so when we view the form on the website, we will see the “no” radial button blackened.

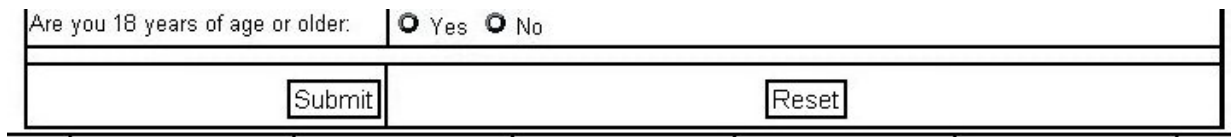
```
<tr><td height="10" colspan="2"></td>
</tr>
<tr>
  <td height="30" width="150"><font face="Arial" size="2" color="#FFFFFF">
  Are you 18 years of age or older: </font></td>
  <td height="30" width="350"><font face="Arial" size="2" color="#FFFFFF">
  <input type="radio" name="18_years_old" value="yes">Yes
  <input type="radio" name="18_years_old" value="no" checked>No
  </font></td>
</tr>
```

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Tag	Name	Description
<code>input type="radio"</code>	Radial Button	Radial button used in a user form
Example	Start Tag	End Tag
<code><input type="radio" name="18_years_old" value="yes">Yes</code>	<code><input type="radio"</code>	<code>></code>

Adding Command Buttons to the Contact Us Form

The last form object we will learn in this chapter are the command buttons “Submit” and “Reset” as shown in figure 5.14. When we press the submit button, the web browser’s computer will launch and send an email to management@ohiodigitalart.com. Eventually, we will want to prompt the user for information that is missing, so we will cover those eventualities in another chapter. How we request data and report data entry errors can frustrate the person using the form and can leave them with a negative image of the organization, so although database managers enjoy clean information entry without any labor on their part, good customer service can begin with some tolerance in the form design.



The image shows a portion of a web form. At the top, there is a text input field with the label "Are you 18 years of age or older:". To the right of the input field are two radio buttons, one labeled "Yes" and one labeled "No". Below the input field and radio buttons is a horizontal line. Underneath this line, there are two buttons: "Submit" on the left and "Reset" on the right.

Figure 5.14 – Command Buttons in the Contact Us Form

The reset button will clear all of the form objects in the form and change settings to their original configuration. The code for these entry areas are shown below.

```
<tr>
  <td height="30" width="150" align="right">
    <input type="submit" name="Submit" value="Submit">
  </td>
  <td height="30" width="350" align="center">
    <input type="reset" name="Reset" value="Reset">
  </td>
</tr>
```

To end the user entry form, we close the embedded table; close the form and the merged cell and finally the fourth row. Type the following code.

```
</table>
</form>
</td>
</tr>
```

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The fifth row contains the second and minor navigation bar and the sixth row of the table holds the copyright statement.

Tag	Name	Description
<code>input type="submit"</code>	Input button	Command button used in a user form to submit data
Example	Start Tag	End Tag
<code><td height="30" width="350" align="center"> <input type="submit" name="Submit" value="Submit"> </td></code>	<code><input type="submit"</code>	<code>></code>

Inserting a Copyright Statement in the Contact Us Webpage

Many web pages have a second navigation bar for minor links such as privacy policy, press release and memberships. The Ohio Digital Art Contact Us webpage has five of these hyperlinks at the bottom of the storyboard. For the first and last of the cell definitions, we will not add any text. The middle five will have hyperlinked text as shown below.

```
<tr>
<td width="128" height="20">
</td>
<td width="128" height="20">
<b><center><font face="Arial" size="2"><a href="membership.htm">Membership</a></font></center></b>
</td>
<td width="128" height="20">
<b><center><font face="Arial" size="2"><a href="press_release.htm">Press Release</a></font></center></b>
</td>
<td width="128" height="20">
<b><center><font face="Arial" size="2"><a href="about_us.htm">About Us</a></font></center></b>
</td>
<td width="128" height="20">
<b><center><font face="Arial" size="2"><a href="privacy_policy.htm">Privacy Policy</a></font></center></b>
</td>
<td width="128" height="20">
<b><center><font face="Arial" size="2"><a href="site_map.htm">Site Map</a></font></center></b>
</td>
<td width="128" height="20">
</td>
</tr>
```

After placing all the images in the sixth row, we want to end the row with the `</tr>`.

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For our copyright statement, we choose an Arial font and a HTML font size of 1. Again, as in row six, we merge the columns with `<td colspan="7" height="40">`. Type `&cop;` to get the copyright © symbol. A copyright statement should be at the bottom of every web page.

Type the expression as shown below.

```
<tr>
<td colspan="7" height="20"><center><font face="Arial" size="1">
Copyright &copy; 2009 by Local Artist. All Rights Reserved.</font></center>
</td>
</tr>
```

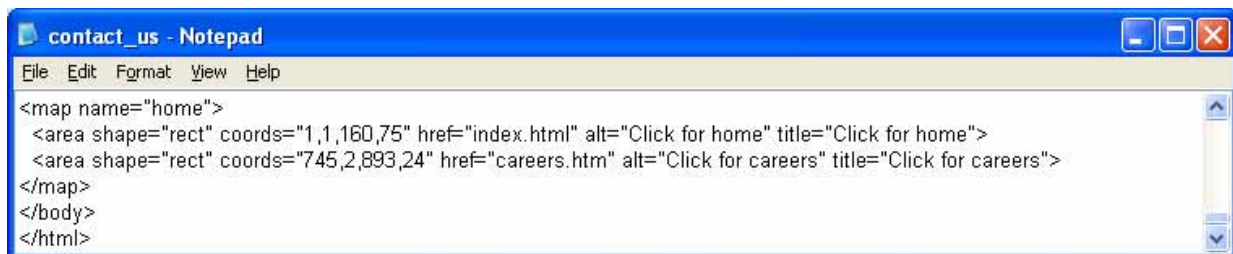
Now, we type `</table>` to close the table in the Contact Us web page.

Defining the Image Map in the Contact Us webpage

When we hyperlink an area of an image rather than the whole graphic, we use image maps. Remember, we placed the `usemap="#home"` code in the banner HTML expression. Now after closing the table, we type the following code:

```
<map name="home">
  <area shape="rect" coords="1,1,160,75" href="index.html" alt="Click for home"
  title="Click for home">
  <area shape="rect" coords="745,2,893,24" href="careers.htm" alt="Click for careers"
  title="Click for careers">
</map>
```

For the area of the map, we can choose rectangle, circle or polygon. For our first map, we pick rectangular and type “rect”. We define the upper left and bottom right coordinates of the pick area. For the link to the homepage we use “1,1” and “160,75”. These measurements come from the left and then the top. Next, we add the name of the file that we hyperlink such as “index.html”. The alt element causes a text message to appear when the person browsing floats their mouse over the mapped area.



```
contact_us - Notepad
File Edit Format View Help
<map name="home">
  <area shape="rect" coords="1,1,160,75" href="index.html" alt="Click for home" title="Click for home">
  <area shape="rect" coords="745,2,893,24" href="careers.htm" alt="Click for careers" title="Click for careers">
</map>
</body>
</html>
```

Figure 5.15 – The Image Map Code

Closing the HTML Web Page

After keying in all of the rows and cells, 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 Contact Us webpage is shown below.

```
<html>
<head>
<title>Contact Us</title>
</head>

<body bgcolor="#000000" text="#FFFFFF" link="#FFFFFF" vlink="#FFFFFF" alink="#FFFFFF">

<table bgcolor=#000000 width="900" border="0" cellspacing="0" cellpadding="0" align="center">
<tr>
  <td colspan="7" height="75"></td>
</tr>
<tr>
  <td width="129" height="35">
    <b><center><font face="Arial" size="2"><a href="awards.htm">Awards</a></font></center></b>
  </td>
  <td width="129" height="35">
    <b><center><font face="Arial" size="2"><a href="gallery.htm">Gallery</a></font></center></b>
  </td>
  <td width="129" height="35">
    <b><center><font face="Arial" size="2"><a href="art_lessons.htm">Art Lessons</a></font></center></b>
  </td>
  <td width="129" height="35">
    <b><center><font face="Arial" size="2"><a href="virtual_tour.htm">Virtual Tour</a></font></center></b>
  </td>
  <td width="129" height="35">
    <b><center><font face="Arial" size="2"><a href="products.htm">Products</a></font></center></b>
  </td>
  <td width="129" height="35">
    <b><center><font face="Arial" size="2"><a href="art_first.htm">Art First</a></font></center></b>
  </td>
  <td width="126" height="35">
    <b><center><font face="Arial" size="2"><a href="contact_us.htm">Contact Us</a></font></center></b>
  </td>
</tr>
<tr>
  <td height="100" colspan="7">
    <blockquote><blockquote>
      <p><font face="Arial" size="2" color="#FFFFFF">Welcome to the Ohio Digital
      Art Contact Us web page. Please fill out the contact form as best
      as you are able and we will call or email you in the next 24 hours.
      If you do not provide an email address or phone number, we will respond
      by mail.</font></p>
    </blockquote></blockquote>
  </td>
</tr>
</table>
</body>
</html>
```

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```
    </blockquote></blockquote>
  </td>
</tr>
<tr valign="top">
  <td colspan="7" height="128">
    <form name="contact_us" method="post" action="mailto:management@ohiodigitalart.com">
      <table width="700" border="0" cellspacing="0" cellpadding="0" align="center">
<tr>
  <td height="30" width="150"><font color="#FFFFFF" face="Arial" size="2">First Name</font></td>
  <td height="30" width="350"><input type="text" name="f_name" size="30" maxlength="25"></td>
</tr>
<tr>
  <td height="30" width="150"><font color="#FFFFFF" face="Arial" size="2">Middle Initial </font></td>
  <td height="30" width="350"><input type="text" name="mi" size="5" maxlength="1"></td>
</tr>
<tr>
  <td height="30" width="150"><font color="#FFFFFF" face="Arial" size="2">Last Name </font></td>
  <td height="30" width="350"><input type="text" name="l_name" size="30" maxlength="25"></td>
</tr>
<tr>
  <td height="30" width="150"><font color="#FFFFFF" face="Arial" size="2">Address</font></td>
  <td height="30" width="350"><input type="text" name="address" size="50" maxlength="45"></td>
</tr>
<tr>
  <td height="30" width="150"><font color="#FFFFFF" face="Arial" size="2">City</font></td>
  <td height="30" width="350"><input type="text" name="city" size="30" maxlength="25"></td>
</tr>
<tr>
  <td height="30" width="150"><font color="#FFFFFF" face="Arial" size="2">State (abbrev)</font></td>
  <td height="30" width="350"><input type="text" name="state" size="5" maxlength="3"></td>
</tr>
<tr>
  <td height="30" width="150"><font face="Arial" size="2" color="#FFFFFF">Zip Code </font></td>
  <td height="30" width="350"><input type="text" name="zipcode" size="15" maxlength="10"></td>
</tr>
<tr>
  <td height="30" width="150"><font color="#FFFFFF" face="Arial" size="2">Email</font></td>
  <td height="30" width="350"><input type="text" name="email" size="50" maxlength="45"></td>
</tr>
<tr>
  <td height="30" width="150"><font color="#FFFFFF" face="Arial" size="2">Phone (Area + Number)</font></td>
  <td height="30" width="350"><input type="text" name="phone" maxlength="25" size="30"></td>
</tr>
<tr>
  <td height="30" width="150" valign="top"><br><font color="#FFFFFF" face="Arial" size="2">Comment </font></td>
  <td height="30" width="350"><textarea name="comment" cols="50" rows="6"></textarea></td>
</tr>
<tr><td height="10" colspan="2"></td>
</tr>
<tr>
  <td height="30" colspan="2"><font face="Arial" size="2" color="#FFFFFF">
```

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```
    If you wish us to contact you, indicate the best days:</font></td>
</tr>
<tr>
<td height="30" colspan="2">
<table width="700" border="0" cellspacing="0" cellpadding="0">
<tr>
<td height="25" width="100" align="center"> <font face="Arial" size="2" color="#FFFFFF">Sunday</font> </td>
<td height="25" width="100" align="center"> <font face="Arial" size="2" color="#FFFFFF">Monday</font> </td>
<td height="25" width="100" align="center"> <font face="Arial" size="2" color="#FFFFFF">Tuesday</font> </td>
<td height="25" width="100" align="center"> <font face="Arial" size="2" color="#FFFFFF">Wednesday</font> </td>
<td height="25" width="100" align="center"> <font face="Arial" size="2" color="#FFFFFF">Thursday</font> </td>
<td height="25" width="100" align="center"> <font face="Arial" size="2" color="#FFFFFF">Friday</font> </td>
<td height="25" width="100" align="center"> <font face="Arial" size="2" color="#FFFFFF">Saturday</font> </td>
</tr>
<tr>
<td height="25" width="100" align="center"> <input type="checkbox" name="sunday" value="sunday"></td>
<td height="25" width="100" align="center"> <input type="checkbox" name="monday" value="monday"></td>
<td height="25" width="100" align="center"> <input type="checkbox" name="tuesday" value="tuesday"></td>
<td height="25" width="100" align="center"> <input type="checkbox" name="wednesday" value="wednesday"> </td>
<td height="25" width="100" align="center"> <input type="checkbox" name="thursday" value="thursday"> </td>
<td height="25" width="100" align="center"> <input type="checkbox" name="friday" value="friday"> </td>
<td height="25" width="100" align="center"> <input type="checkbox" name="saturday" value="saturday"> </td>
</tr>
</table>
</td>
</tr>
<tr>
<td height="10" colspan="2"></td>
</tr>
<tr>
<td height="30" width="150"><font face="Arial" size="2" color="#FFFFFF">
    The best time to contact you:</font></td>
<td height="30" width="350">
<select name="contact_time" size="3" multiple>
<option value="morning">Morning</option>
<option value="afternoon">Afternoon</option>
<option value="evening">Evening</option>
</select>
</td>
</tr>
<tr>
<td height="10" colspan="2"></td>
</tr>
<tr>
<td height="30" width="150"><font face="Arial" size="2" color="#FFFFFF">Are
    you 18 years of age or older: </font></td>
<td height="30" width="350"><font face="Arial" size="2" color="#FFFFFF">
<input type="radio" name="18_years_old" value="yes">
    Yes
<input type="radio" name="18_years_old" value="no" checked>
    No</font></td>
```

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```
</tr>
<tr>
  <td height="10" colspan="2"></td>
</tr>
<tr>
  <td height="30" width="150" align="right">
    <input type="submit" name="Submit" value="Submit">
  </td>
  <td height="30" width="350" align="center">
    <input type="reset" name="Reset" value="Reset">
  </td>
</tr>
<tr>
  <td height="30" colspan="2"></td>
</tr>
</table>
</form>
</td>
</tr>
<tr>
  <td width="129" height="20"> </td>
  <td width="129" height="20">
    <b><center><font face="Arial" size="2"><a href="membership.htm">Membership</a></font></center></b>
  </td>
  <td width="129" height="20">
    <b><center><font face="Arial" size="2"><a href="press_release.htm">Press Release</a></font></center></b>
  </td>
  <td width="129" height="20">
    <b><center><font face="Arial" size="2"><a href="about_us.htm">About Us</a></font></center></b>
  </td>
  <td width="129" height="20">
    <b><center><font face="Arial" size="2"><a href="privacy_policy.htm">Privacy Policy</a></font></center></b>
  </td>
  <td width="129" height="20">
    <b><center><font face="Arial" size="2"><a href="site_map.htm">Site Map</a></font></center></b>
  </td>
  <td width="126" height="20"> </td>
</tr>
<tr>
  <td colspan="7" height="20">
    <center><font face="Arial" size="1"> Copyright &copy; 2009 by Local Artist. All Rights
    Reserved.</font></center>
  </td>
</tr>
</table>
<map name="home">
  <area shape="rect" coords="1,1,160,75" href="index.html" alt="Click for home" title="Click for home">
  <area shape="rect" coords="745,2,893,24" href="careers.htm" alt="Click for careers" title="Click for careers">
</map>
</body>
</html>
```


Viewing the Web Page with the Web Browser

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 Contact Us webpage. Open the file.

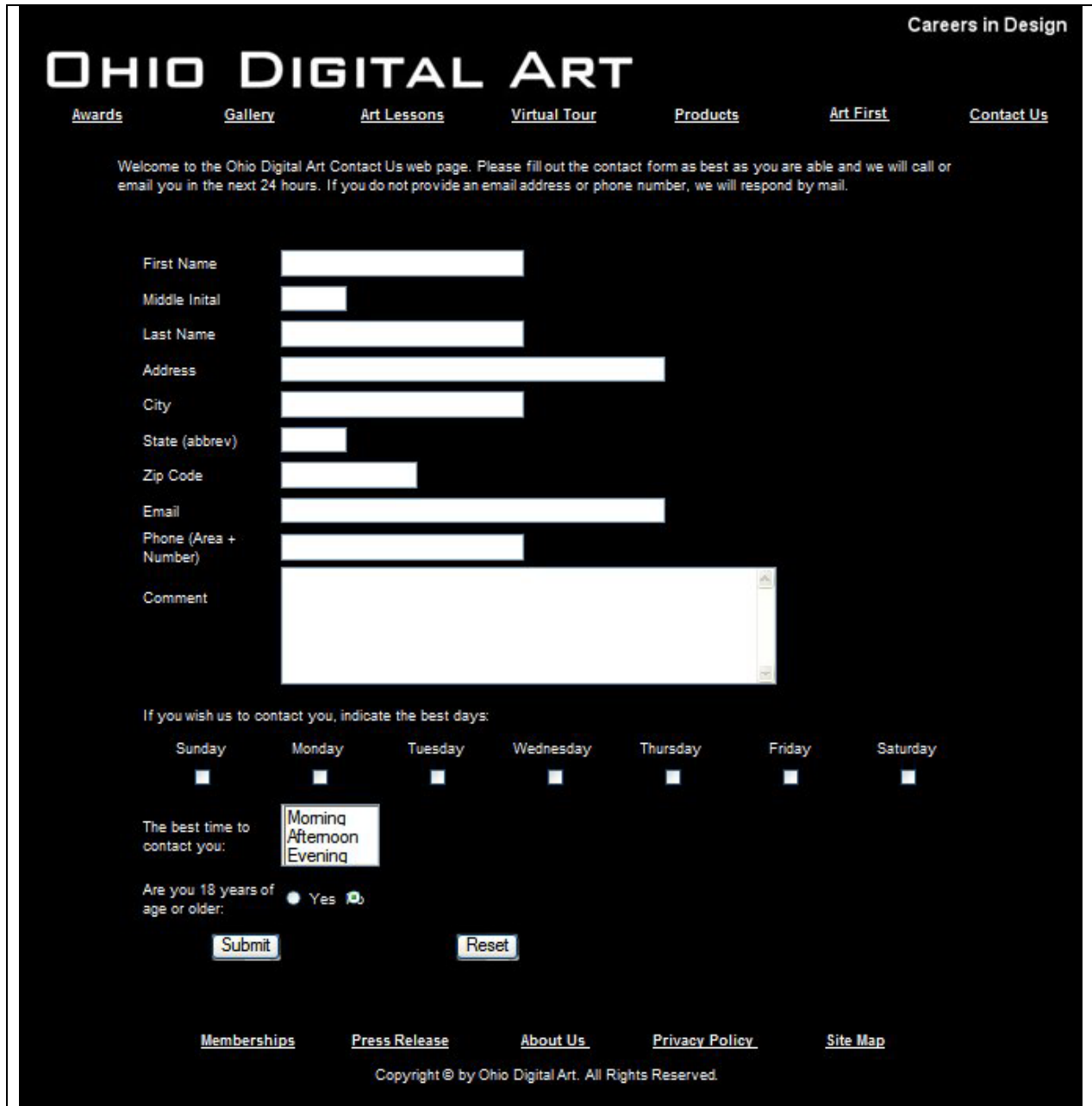


Figure 5.16 – Viewing the Contact Us webpage in the Web Browser

Once we chose our file and open up our HTML Contact Us webpage, the page should show the banner, graphics and text. If the page does not show anything or the looks

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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. When our page is error free, then we have just successfully made our first Contact Us webpage using HTML programming.

*** World Class CAD Challenge 15-8 * - Create a Contact Us webpage 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