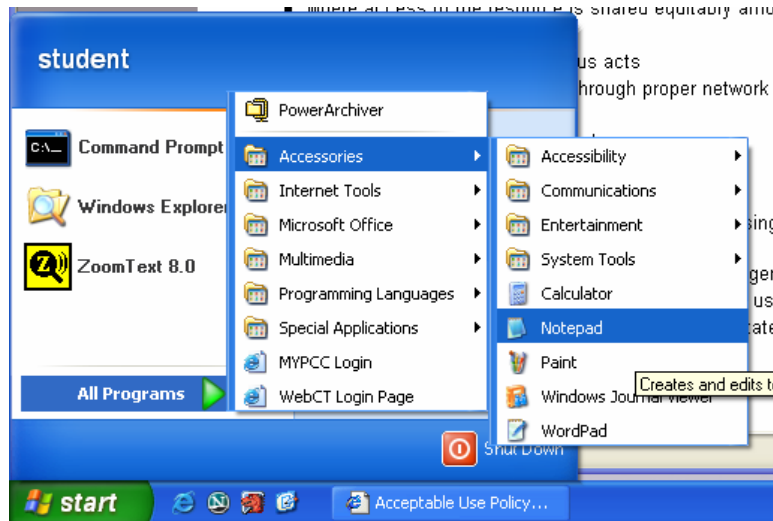


What is HTML?

HTML is an acronym for [HyperText Markup Language](#). It allows all types of computers to interpret information on the [World Wide Web](#) (WWW) in the same way. HTML is a series of [tags](#). HTML codes can be written in upper or lower case, are enclosed in [brackets](#) "<>", and sometimes occur in pairs that surround text you are coding for special treatment much like parentheses or quotation marks. The ending tag differs from the beginning tag: it contains a / (forward slash as the first character within the brackets) to signify the closing of the tag.

What program should be used?

You can use the [Notepad](#) found in the [Accessories](#) menu in [All Programs](#) to write your HTML code.



If using Notepad, when you save your file, be sure you add on the [.html](#) extension after the name of the document.

Text control in HTML

You may control text in your HTML document much like in word processing; adding formatting attributes does this.

EX: `<div align=left>` (this will make your writing align left)

Planning an HTML Document

It is recommended that before writing an HTML document you plan what [tags](#) you wish to use. You may modify your initial page format; however a master plan is a good idea.

- I. Title
(Name of your web page)
- II. Description
(Explanation of your web page)
- III. Web Links
(Internal and External links to other sites)
- IV. Closing
(Thank you, e-mail address, author)

What are the four basic tags for HTML?

1. `<HTML></HTML>` Identifies the document as one consisting of HTML tags. Without these tags, the document could be misinterpreted as “text only.”
2. `<HEAD></HEAD>` The head element identifies the first part of the HTML-coded document that contains the title. The title is shown as part of your browser’s window.
3. `<TITLE></TITLE>` A required element that indicates the document’s title, which appears in the title bar, and is often used by Web indexing systems.
4. `<BODY></BODY>` Contains the bulk of the document, including headings, text, lists, links, graphics, and multimedia.

Here’s an example of what your code could look like:

```
<HTML>
<HEAD>
<Title>Name of Your Web Page</Title>
</HEAD>
<BODY BGCOLOR="color name">
<font=enter font name here><font size=enter a size><font
color=enter a color>
<B>Text here will be bold</B>
<I>Text here will be italic</I>
This is where you would type what you want for your information
on your Web page.

<P> (Makes a new paragraph)

 (Displays a picture)
<A HREF="location of where you want to go">Makes a
hyperlink</A>
</BODY>
</HTML>
```