

# **HTML : Introduction (including XHTML and CSS Techniques)**

(2 Days)

## **Overview**

This two day course is designed for those with no previous coding or programming experience but who need a comprehensive grasp of web page coding and structure using HTML and XHTML - the language of the web.

By the end of this course you will have the necessary knowledge to author web pages using XHTML, be able to edit existing HTML and to maintain and update existing web content.

The course explores planning a website, browser issues, structural mark up, creating on-line forms and tables and working with graphics.

Whether you are an individual user, a small business or part of a large organisation, this course will give you the skills and confidence to author and publish robust XHTML and HTML websites. Feel free to adapt the following outline to your own specific requirements if you wish.

## **Course Content**

### **DAY 1**

#### **BACKGROUND**

Introduction to HTML  
Introduction to XHTML  
Introduction to XML

#### **STRUCTURING A WEBSITE**

The client/server relationship  
Understanding directories and how a site is organised  
Installing and running a simple Server  
Cross platform file names  
Cross platform directory names

#### **THE MINIMAL HTML DOCUMENT**

XHTML and HTML syntax  
Creating body text  
Creating titles  
Creating headings

#### **ADDING META DATA**

Creating content tags  
Creating keyword tags

#### **ADDING STRUCTURE TO THE CONTENT**

Creating headings and sub headings  
Creating paragraphs  
Working with special characters  
Creating line breaks  
Creating horizontal rules

#### **WORKING WITH IMAGES**

Adding image links  
The GIF, JPEG and PNG file formats  
Compression issues

#### **CREATING AND WORKING WITH LISTS**

Numbered (ordered) lists  
Unnumbered (unordered) lists  
Definition lists

#### **LINKING TO OTHER DOCUMENTS**

Relative links vs. Absolute links  
Working with URLs  
Anchors within documents

#### **QUESTIONS AND ANSWERS**



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## **DAY 2**

### **INTRODUCTION TABLES IN X/HTML**

- Creating a table
- Creating rows
- Creating columns
- Creating table headings
- Adding a table caption and summary
- Merging cells
- Nesting tables

### **FORMS IN X/HTML**

- Creating a basic input form
- Adding form fields, radio buttons and check boxes
- Using the legend, label and fieldset tags
- Adding submit and reset buttons
- Using form methods
- Combining forms and actions

### **WORKING WITH COLOURS**

- About hexadecimal and RGB colour
- Web safe colours

### **INTRODUCTION TO CSS**

- Separating content from presentation
- The difference between CSS and mark up
- CSS structure (syntax)
- Inserting styles - inline embedded or external
- The cascade order

### **STYLING TEXT**

- Deciding which elements to style
- Styling basic text elements
- Specifying font size and colour
- Specifying font alignment

### **STYLING A TABLE**

- Styling row and column settings
- Creating borders
- Adding colours

### **STYLING LINKS**

- Creating hover effects
- Keeping track of links

### **PUBLISHING ISSUES**

- Uploading your site
- Proofing and testing your site
- Troubleshooting
- Web authoring tools

### **QUESTIONS AND ANSWERS**



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