

# HTML

## The BODY Tag


### Introduction

The **BODY** tag encloses the main section of an HTML document by holding the HTML codes that make up the majority (body) of the page. This is also where the main text and content of a page is. This is where HTML can:

1. Change page attributes like background and link colors
2. Customize fonts and text
3. Make hyperlinks
4. Make lists, both ordered and unordered

### Summary

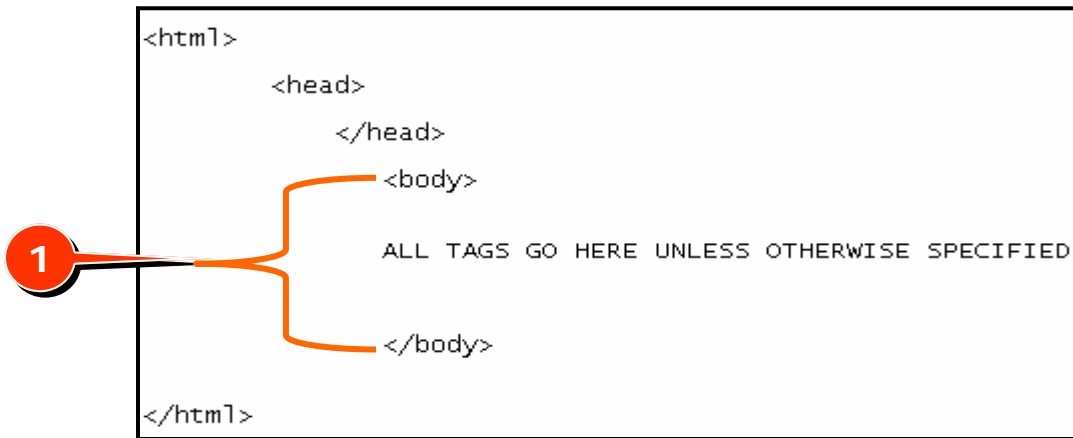
1. Introduction
2. Starting the HTML
3. Page Attributes
4. Lists (OL and UL)


 There can be many BODY tags within a document but be careful when combining them. Be sure to use the exact tag unless otherwise specified.

### Starting The HTML

To start an HTML document, you must have the following:

Figure 1



 Both the indentation and lowercase of the text is not necessary and are only formatted that way to be seen easier for this example.

The Body section is **Figure 1, 1**. This is where most of the tags will go in an HTML document. Some commands will go outside of this section, but unless specified, always place commands and tags between `<body>` and `</body>`.

## Page Attributes

The most useful elements in the BODY section are the tags that create the basic page attributes for the Web page. They include:

- Background
- Main text color, size and font
- Main link colors

### Background

When making a new page, there are two options for your background. Changing the white to another solid color or adding a background image.

**<body bgcolor="color here">**: This makes the background a different color. Use either a familiar name of a color like "black" or "red" or choose from a color chart. A good color chart to use is: <http://www.december.com/html/spec/color.html>.

**<body background="image URL here">** : This shows your picture as the background. When hosted, use the **URL address** of the photo and place it between the quotes.

★ In order to give the **URL address** to a picture, it must be hosted on the web or uploaded to a server. The easiest way to do this is by using a free server like Photobucket.com. Please visit their Web site at: <http://www.photobucket.com> for a free account.

For example, look at **Figure 2**. The coding **<body background="http://tiger.towson.edu/~kharri19/tulogo.gif">** (**Figure 2, 1**) shows our image of the TU Logo (**Figure 2, 2**) appear in the background.

! Be careful when choosing a background picture. With HTML you can only tile images, so an image that flows together like a pattern is a better background then a repeated photo or specific picture, unless it is a very light color like a watermark. **Figure 2** is an example of a picture to use as a background.



## Text and FONT tags

The color, font and size of text can be changed with HTML. The easiest way to change the look of text is to create default colors using the BODY tag.

- `<body text="color">` : Changes all text of main document (inside the BODY area) to the color specified. Refer to color codes.

★ Use the `<font>` tag within the BODY tag to create more customized text color, font-face, and size (Figure 3, 1).

- `<font face="fontfacenamehere">` : Changes the font type of text. The default font setting is Times New Roman.

! Try to use universal fonts like Verdana, Helvatica and Arial that can be viewed from most computers. More complicated fonts may not appear the way they are intended on computers without the font installed.

- `<font color="colorhere">` : Changes color of text.
- `<font size="size">` : Changes size of text.

An example of how this looks can be seen below in Figure 3, 2.

Figure 3

```

<html>
<head>
  <title>New Page 1</title>
</head>
<body>
  <body bgcolor="blue"></body>
  <body text="white">
    <font face="Trebuchet MS">
      <font color="white"
        <font size="5">
        This text is now in Trebuchet MS, the color white, and the font size of 5.
      </font>
    </font>
  </body>
</html>

```

This text is now in Trebuchet MS, the color white, and the font size of 5.

`<font face="Trebuchet MS"color="white"size="5">`



Anything with the same beginning tag like BODY or FONT can be combined under one tag, making sure that they are enclosed with quotes. This saves space and creates organization in HTML documents. In this way, `<font color="black">` and `<font size="12">` can be combined to be `<font size="12" color="black">`. The order does not matter (Figure 3, 3).

## Links

Links can be created within the **BODY** of your page that link to other websites or share access to pictures and music files.

### To create hyperlinks:

1. Make sure that you are within the BODY of your page. This means, between the `<BODY>` and `</BODY>` tags in your coding (Figure 1).

- Find the URL of the link to be created. Use the following code, `<a href="URL Goes Here">` placing the URL Address within the quotes.

```
<a href="http://wwwnew.towson.edu/adminfinance/ots/training/" > </a>
```



<http://wwwnew.towson.edu/adminfinance/ots/training>.

- To create a link that uses text, rather than the URL as the link text, place the link text between the ">" symbol and the `</a>`.

```
<a href="http://wwwnew.towson.edu/adminfinance/ots/training/" > Towson's Web Page </a>
```



[Towson's Web Page](http://wwwnew.towson.edu/adminfinance/ots/training)

- Linking to an E-mail address is different. To set-up a link that will direct someone to send you an email, uses the `<a href="mailto:"></a>` command. Place your email after the "mailto".

```
<a href="mailto:jmsith@yahoo.com" >jsmith@yahoo.com</a>
```



[jsmith@yahoo.com](mailto:jmsith@yahoo.com)

### The Look of Links

Like text, BODY tags allow default colors to be set for the look of links. Changing link colors can help personalize the look of your Web page.

#### There are three versions of links:

- Link** `<body link="color">` : The original, unvisited link. It changes the way all links look when a visitor first sees the page (**Figure 4, 1**).
  - Active Link** `<body alink="color">` : Once clicked, a link becomes "active". This shows the process of the link opening the specified location (**Figure 4, 2**).
  - Visited Link** `<body vlink="color">` : After a user has clicked on a link, the browser recognizes that they have been visited (**Figure 4, 3**).
- To specify colors for links, place the color between quotes like this: `<body link="black">`
  - Figure B** is how your Web page shows the colors while **Figure A** shows the coding to make the them appear that way.

Figure 4

```
<html>
<head>
  <title>New Page 1</title>
</head>
  <body>
    <body bgcolor="blue"></body>
    <body text="white">
    <body link="black">
    <body alink="purple">
    <body vlink="green">
    <font face="Trebuchet MS">
    <font color="white"
    <font size="5">
  </body>
</html>
```

A

<http://testinglinkone.com>

<http://testingactivelinkone.com>

<http://testingvisitedlinkone.com>

B

## Lists

HTML is used to create numbered and bulleted lists inside the BODY element. This is convenient for organization in HTML documents.

Figure 5

For an unordered, or bulleted list (Figure 5):

1. The tag `<UL>` (Unordered List) creates the list
2. The tag `<LI>` (list item) organizes the information. Used together, they make a bulleted format.
3. The end tag `</UL>` signals the end of the list .  
(Note: It is not required to use `</LI>` the end tag for `<LI>`)

```
<html>
<body>
  Grocery List
  <ul>
    <li>Carrots
    <li>Lettuce
    <li>Granola
  </ul>
</body>
</html>
```

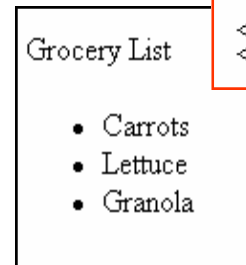
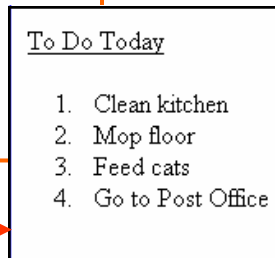


Figure 6

```
<html>
  <body>
    To Do Today
    <ol>
      <li>Clean kitchen</li>
      <li>Mop floor</li>
      <li>Feed cats</li>
      <li>Go to Post office</li>
    </ol>
  </body>
</html>
```



For an ordered, or numbered list (Figure 6):

1. The tag `<OL>` (Ordered List) creates the list
2. The tag `<LI>` (list item) organizes the information. Used together, they make the numbered list.
3. The end tag, `</OL>` signals the end of the list. (Note: It is not required to use `</LI>` the end tag for `<LI>`)

★ By using the font and text tags listed earlier in this document, you can customize the look of your list to be more eye-catching (Figure 7).

Figure 7

```
<html>
<body text="black" bgcolor="pink">
  <font face="trebuchet ms" size="4">
    Grocery List
    <ul>
      <li>Carrots
      <li>Lettuce
      <li>Granola
    </ul> </font>
  </body>
</html>
```



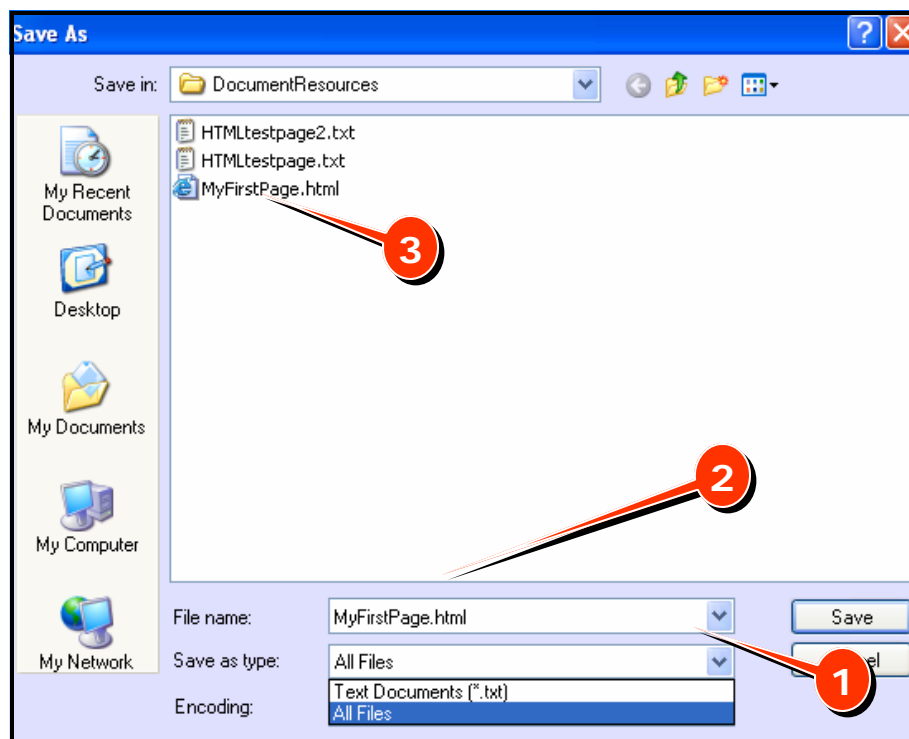
## Saving and Previewing Your Page

After creating your HTML document, using these **BODY** tags, it helps to preview your work to check for errors.

### To Preview:

1. In the program that you are using to write the HTML (Notepad or Word) choose **Save As**.
2. Save your document as a **HTML** file by either choosing from the **Save As Type** drop-down menu (**Figure 8, 1**) and highlighting HTML file or typing the file name where you see File Name with the extension .html (**Figure 8, 2**).
3. The file is saved with the Internet icon to show that it is a HTML file (**Figure 8, 3**). You can then open the file and view it in an internet browser the way that an internet user would view your published Web page.

Figure 8



It's important to remember that saving files and previewing them does not host the page online for others to see. The preview is only to show how your page looks, and is not posted on the Internet. To have your Web page published, you need Web space either through your school (like Towson's server) or any other Web publishing company. For more information, please see the HTML document:

<http://wwwnew.towson.edu/adminfinance/OTS/Training/documentation/Internet/HTMLBasics.pdf>