# Unit 4 – Formatting: Days 23 - 28

#### **Overview:**

This unit introduces students to the skills they will need to create a basic Web page with formatted text.

## **Objectives:**

Learn the tags necessary to format text.

#### **Skills Attained:**

- Ability to create an HTML document with the correct use of the following tags:
   <EM>, <CODE>,<DFN>, <STRONG>, <B>, <BIG>, <I>, <S>, <SUB>,
   <SUP>, <SMALL>, <TT>, <U>, <BR>, <HR>, <ADDRESS>, <PRE>
- Ability to use the attributes, ALIGN, NOSHADE, SIZE AND WIDTH correctly.

### The Unit Lessons:

**Day 23** Today should be devoted to the notes on Logical and Physical tags. Use Class Notes 4.1 on the overhead or use the PowerPoint presentation [**h.c.html.5.4.3.ppt**] titled "Formatting Text". Direct the students to the Class Notes on page 35, "Using Logical and Physical Styles" to follow the discussion. If possible, you should demonstrate how tags will change the text when viewed in a browser. You should demonstrate the proper syntax for applying a formatting tag to text. It is placed before and after the word that is being formatted right in line in the paragraph.

Go over each tag and what it does to text and when it would be proper to use it. It is just as important they not overdo the formatting, which could make a paragraph difficult to read.

Stress the importance of understanding nested tags. If they do not nest them properly, the browser will ignore one or more of the tags.

The attributes for horizontal lines can be confusing to students. Be sure to stress the difference between width and size.

**Day 24** Today they will practice logical tags. See file [h.c.html.3.4.11.html] on CD for solution.

Assign Lab 4.1 to be finished in class.

**Day 25** Today they will be practicing Physical tags, lists, anchors and links to the anchors. See file [h.c.html.3.4.12.html] on the CD for solution. Assign Lab 4.2 to be finished in 2 class periods.

Day 26 Finish Lab 4.2

Day 27 Go over the notes on Lab 4.3. New tags are introduced here. Try to make clear why a DIV tag would be used instead of individually aligning each element on a page when that would cause duplication of effort. If 5 elements are going to be centered, then one set of DIV tags will do that instead of repeatedly keying in the ALIGN attribute in each element. Stress the shortcut <CENTER> tag. It is used frequently. See file [h.c.html.3.4.13.html] for solution.

Assign Lab 4.3 to be finished in 2 class periods. Searching the Internet will take time.

Day 28 Finish Lab 4.3.