



INFORMATION SYSTEMS SERVICES

Advanced HTML Authoring Using Tables

*This tutorial workbook
contains a series of exercises
on creating tables in HTML
documents using Macromedia
Dreamweaver MX.*

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Format Conventions

In this document the following format conventions are used:

Commands that you must type in are shown in bold Courier font.	My Site
Menu items and keys you press are given in a Bold, Arial font.	Windows Applications

Feedback

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The Document Window

The Document window displays the current document. The document can be displayed approximately as it will appear in the web browser by clicking the **Show Design View** button  in the top left-hand corner of the document window. Alternatively, the HTML source of the current document can be shown by clicking the **Show Code View** button , or both source and design views be shown by clicking the **Show Code and Design Views** button . The estimated download time of the page is given at the right-hand side of the status bar. The menu bar is discussed below.

The Menu Bar

Dreamweaver has ten main menus on the menu bar of the Document window. The menus follow the standard Windows format of having **File** and **Edit** on the left and **Window** and **Help** on the right. The menus are described in detail below:

File

The **File** menu deals with all the file-handling aspects of Dreamweaver such as opening, saving and creating new files or sites. This menu also contains data handling commands such as the importing, exporting, and converting of documents. Link-checking and previewing of pages in browsers are also available commands. Finally the command to quit Dreamweaver is here.

Edit

The **Edit** menu contains commands for undoing/redoing actions, cut, copy, paste, and find and replace. It also contains the preferences command which allows you to alter your own Dreamweaver set-up.

View

The **View** menu alters the display attributes, such as whether gridlines are displayed, or certain palettes or borders are showing.

Insert

The **Insert** menu contains commands to insert various objects such as those contained within the **Object** palette (see later), line breaks, etc.

Modify

The **Modify** menu contains commands for modifying various objects such as tables, frames, etc., as well as for altering links and the page properties.

Text

The **Text** menu contains the text formatting commands such as font size, colour, type, alignment, etc.

Commands

The **Commands** menu contains the commands for cleaning up the HTML, applying source formatting, etc.

Site

The **Site** menu allows you to work with sites you have defined (see section 2).

Window

The **Window** menu is a series of commands which allow you to select the various windows and floating palettes or inspectors you may need to view.

Help

The **Help** menu allows you to launch the Macromedia Dreamweaver Help Pages in Internet Explorer. The Help system is very comprehensive, if a little difficult to use initially.

The Dreamweaver MX workspace

The Dreamweaver has one main window which contains the current HTML document together with some sub-windows (or panes). These panes are described in further detail below. Other inspectors, such as **Layers** and **Frames**, are available from the **Window** menu but will not be discussed here.

Insert pane

The **Insert Pane**, seen immediately above the document window, contains buttons for creating various types of objects such as images, tables, layers, and so on. Various categories of object are available in separate tabs, which are selected by clicking on the appropriate category tag name.

Property Inspector

The **Property Inspector** displays properties for a selected object such as font type, font size, link URL, etc.

Activity 1.2 Familiarise yourself with the menu choices, buttons, etc., by using the mouse – ‘hovering’ the cursor over the buttons on the palettes/inspectors will show a brief description of what each one does.

Activity 1.3 Minimise the **Property Inspector** as it will not be used for most of this work.

Design

Gives you detailed information about the HTML, CSS and Javascript on the current page.

Code

Tag Inspector tab provides details of the structure of the HTML page and enables you to select HTML objects in the document window. The Snippets tag shows a library of ‘HTML snippets’, sections of HTML such as footers etc, which can be inserted into the HTML page.

Application

The Application window is used when developing a web server application in technologies such as ASP or PHP.

File

This pane gives you access to the information about the Site you are working with.

Task 2 Creating a Local Site

Objective To create a local site.

Instructions You will create a local site using the **New Site** command.

Comments Dreamweaver's **Site** window helps manage a website easily. This is a very brief introduction; further information should be gleaned from the Help system.

Activity 2.1 From the **File** menu in Document window of Dreamweaver choose **New Site**.

Activity 2.2 In the **Site Definition** dialog box, select **Local Info** from the **Category** list.

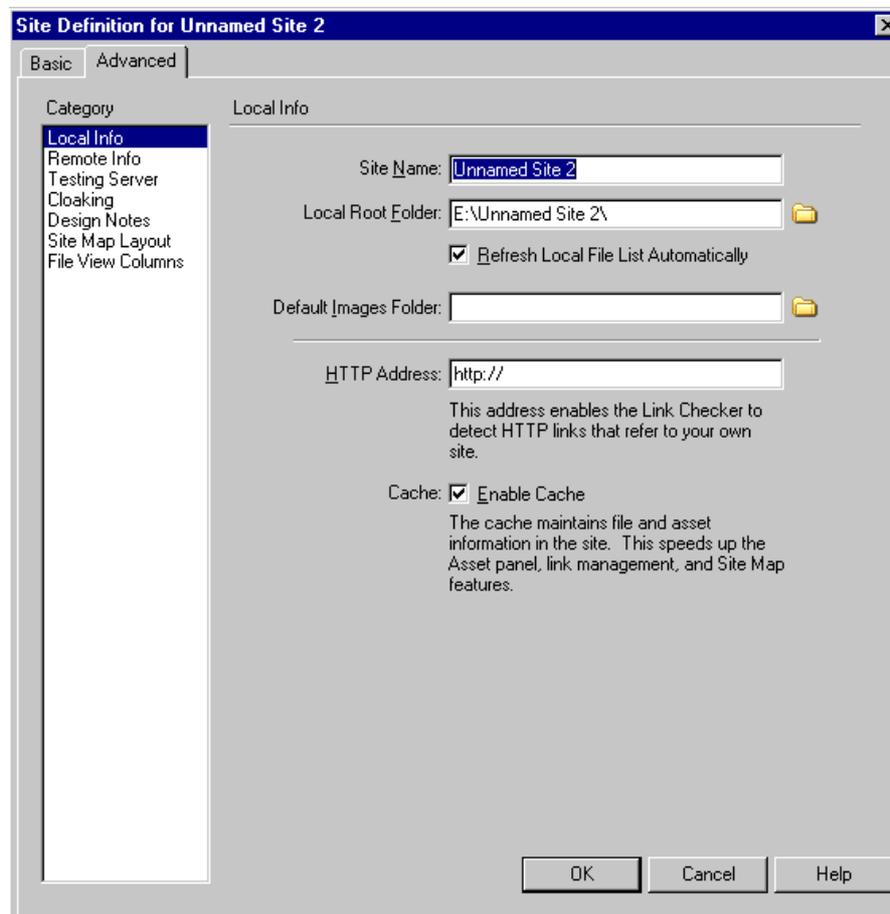


Figure 2 Site Definition dialog box

Activity 2.3 Enter a **Site Name**, such as **My site**.

Activity 2.4 Choose a local directory as the **Local Root Folder**.

Activity 2.5 Click **OK**.

Note The File pane, shown in Figure 3, can be used for viewing local and remote sites, adding or removing site documents, or for storyboarding. The window consists of two panes, a splitterbar, a menu bar, and certain buttons. Any changes to the File pane will remain in place even after it has been closed and re-opened. By default, only the local files are shown in the file pane. To see the full site view, including remote files on the webserver, click the **Expand/Collapse**  button in the File pane.

Site management is beyond the scope of this document. For more information see the Dreamweaver Help Pages.

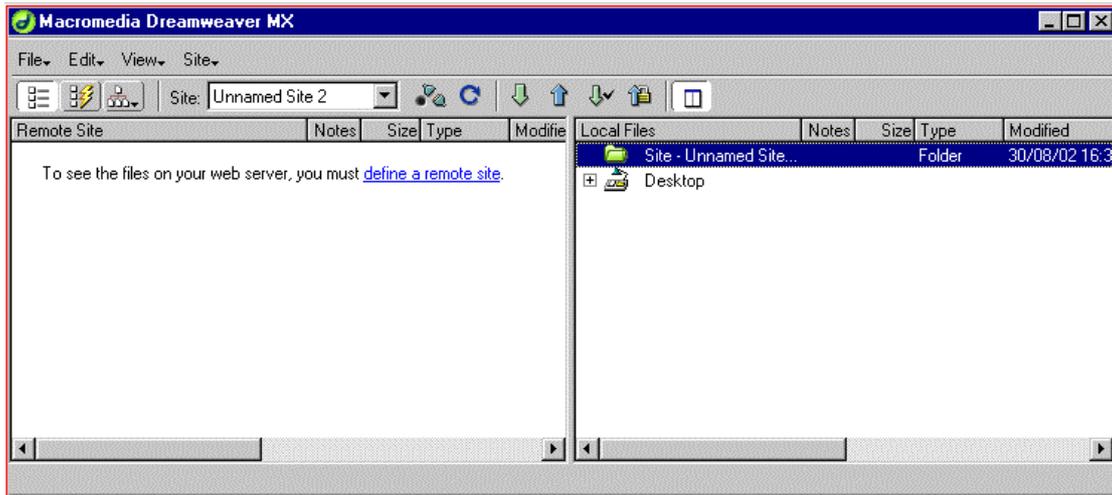


Figure 3 The Site window

Task 3 Creating A Simple Table

Objectives To create a simple table with borders and headers.

Instructions You will insert a table into your HTML page from the Insert Pane. The table will make use of the following tags- `<TABLE>`, `<CAPTION>`, `<TR>`, `<TH>` and `<TD>`.

Comments The insert table option in the Insert Pane is used to create initial table templates. The more advanced table attributes cannot be applied to your table at this stage. You will normally use this option to create a simple table using the default settings and then modify it afterwards.

Activity 3.1 Enter an appropriate title for your HTML document. e.g., **Creating Tables with Dreamweaver**. Right Click on the document window Design View and select the option **Page Properties....** Type the title into the **Title:** text box in the Page Properties dialog box. Click **OK** in this dialog box and then save your document into the directory you created in Task 2

Activity 3.2 You will now insert a table template using Dreamweaver's Insert Pane. Click on the **Insert Table** icon  on the **Common** tab of the **Insert Pane** tool bar. (If the Insert Pane is currently minimised, click the on the Insert Pane title.) The following dialog box will appear.

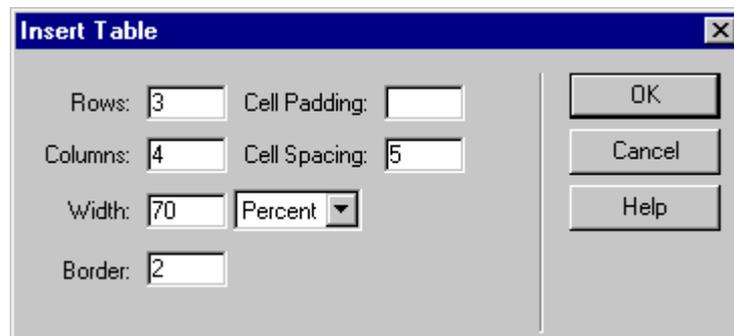


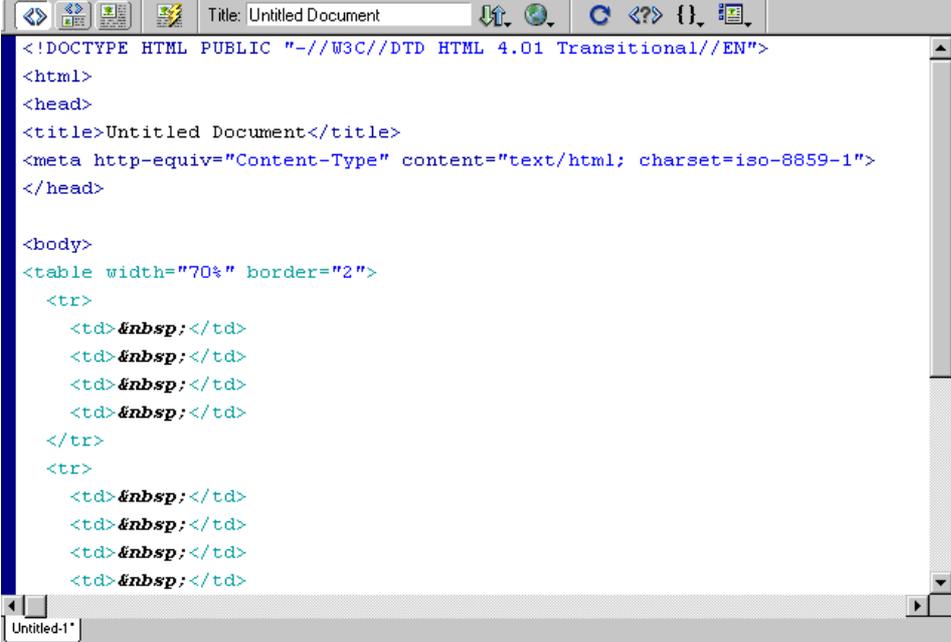
Figure 4 Insert Table dialog box

The dialog box gives you the options to set six of the most important table definition attributes. Create a table with 3 rows, 4 columns, a width of 70% and a border of 2 pixels. (Cell **Padding** defines the width in pixels between the edge of a table cell and its' contents. **Cell Spacing** defines the width in pixels between individual table cells. These attributes gives extra control over the appearance of a table.)

Click **OK**.

You will now see the table template in your document window in Design View.

Activity 3.3 In the document window click the **Show Code View** button . This will open the Code View which shows all the HTML code in the document. Click on the body of the Code View to give it the focus, at which point it has a white background which indicates that it is ready for editing. At present the only code present is that automatically generated by Dreamweaver upon opening a new document, and also the HTML generated when you inserted a new table from the object palette, as shown in Figure 5.



```
<!DOCTYPE HTML PUBLIC "-//W3C//DTD HTML 4.01 Transitional//EN">
<html>
<head>
<title>Untitled Document</title>
<meta http-equiv="Content-Type" content="text/html; charset=iso-8859-1">
</head>
<body>
<table width="70%" border="2">
  <tr>
    <td>&nbsp;</td>
    <td>&nbsp;</td>
    <td>&nbsp;</td>
    <td>&nbsp;</td>
  </tr>
  <tr>
    <td>&nbsp;</td>
    <td>&nbsp;</td>
    <td>&nbsp;</td>
    <td>&nbsp;</td>
  </tr>
</table>
```

Figure 5 Automatically generated HTML code

The following HTML tags will be inserted into your document.

```
<table width="70%" border="2">
  <tr>
    <td>&nbsp;</td>
    <td>&nbsp;</td>
    <td>&nbsp;</td>
    <td>&nbsp;</td>
  </tr>
  <tr>
    <td>&nbsp;</td>
    <td>&nbsp;</td>
    <td>&nbsp;</td>
    <td>&nbsp;</td>
  </tr>
  <tr>
    <td>&nbsp;</td>
    <td>&nbsp;</td>
    <td>&nbsp;</td>
    <td>&nbsp;</td>
  </tr>
</table>
```

The ` ` seen above is the HTML code for a nonbreaking space. Dreamweaver inserts this into empty cells because some browsers collapse the cell without it.

Activity 3.4 Give the table a caption "Simple Nouns" aligned at the top of the table. You will use the tags `<caption>...</caption>` which should be placed after the `<table>` tag.

Activity 3.5 Add an extra row to the table, defining the cells in the new row to be table header cells rather than table data cells. The four headings will be: **English, German, French, Italian**, i.e., you will need to add the following HTML:

```
<tr>
  <th>English</th>
  <th>German</th>
  <th>French</th>
  <th>Italian</th>
</tr>
```

Insert the following data between the DATA tags `<td>...</td>`.

For row 2 insert **window, fenster, fenêtre, finestra.**

For row 3 insert **man, mann, homme, uomo.**

For row 4 insert **morning, morgen, matin, mattina**

Activity 3.6 View the changes to your document in Netscape by Selecting **Preview in Browser** option from the **File** menu. Your table should appear as follows.

Simple Nouns

English	German	French	Italian
window	fenster	fenetre	finestra
man	mann	homme	uomo
morning	morgen	matin	matina

Explanation The `<TABLE>...</TABLE>` tag encloses the whole table. The table is displayed with a border if the attribute `BORDER` is present in the `<TABLE>` tag.

The `<CAPTION>...</CAPTION>` tag defaults to the centre of the top of the table.

The `<TR>...</TR>` tag defines a *table row*.

The `<TH>...</TH>` tag defines a column or row *header*. The default text alignment is `CENTER` and the header is formatted in bold.

The `<TD>...</TD>` tag encloses the table data (a cell value) and defaults to left justified text alignment.

Task 4 Creating More Complex Tables

Objectives To create a more complex table in your HTML document.

Instructions This time you will build a more complex table, and will have to make use of options such as COLSPAN, ROWSPAN.

Comments Read the instructions carefully. You will build your table gradually and view your progress in Netscape.

Activity 4.1 First look at a finished version of the table you are going to build.

	Neuter	Masculine	Feminine
Nominative	<i>id</i>	<i>is</i>	<i>ea</i>
Accusative		eum	eam
Genitive	eius		
Dative	ei		

Declination of *is* in singular

Notice that the table has 5 rows and 4 columns. Insert an initial table template from the Insert Pane with these attributes. Specify a width of 60% and a border width of 2 pixels

Activity 4.2 View the initial table in the document window. We need alter the definition of the first row to change the cells to be special table header cells. In the Code View, change the `<td>` and `</td>` tags in the first row to `<th>` and `</th>` respectively. Thus the first row should look something like:

```
<tr>
  <th>&nbsp;</th>
  <th>&nbsp;</th>
  <th>&nbsp;</th>
  <th>&nbsp;</th>
</tr>
```

Activity 4.3 We also need to define the table cells in the first column as header cells. To do this change the first column in each row from a `<td>` type cell to a `<th>` type cell as you did above. For example the second table row will look something like:

```
<tr>
  <th>&nbsp;</th>
  <td>&nbsp;</td>
  <td>&nbsp;</td>
  <td>&nbsp;</td>
</tr>
```

Activity 4.4 Now notice that the first column cell in the **Neuter** column in our final table spans two table rows. Thus we will need to use the attribute `ROWSPAN` of the `<td>` tag to expand this cell in the table we are building. Add the attribute `ROWSPAN="2"` to the second cell of the second row. The second row of your table should now look like this:

```

<tr>
  <th>&nbsp;</th>
  <td ROWSPAN="2"&nbsp;</td>
  <td>&nbsp;</td>
  <td>&nbsp;</td>
</tr>

```

The expanded table cell now covers the second cell in rows two and three. You should therefore remove the second cell from the third row as it is no longer required.

Activity 4.5 We now need to change the last two rows, where the second cells span three columns. You will use the COLSPAN attribute to do this. You will also need to align the text in the centre of these two cells. Thus each of your final two table rows will look like:

```

<tr>
  <th>&nbsp;</th>
  <td colspan="3" align="center"&nbsp;</td>
</tr>

```

Notice that the last two cells have been deleted as they are no longer required.

Activity 4.6 Now you can add text into the relevant cells in the table. The last thing to do is to add a caption at the bottom of the table. Do this as before, but add the attribute ALIGN="BOTTOM", i.e:

```

<table width="70%" border="1">
<caption ALIGN="BOTTOM">Declination of <I>is</I> in
singular
</caption>

```

Save your HTML page and preview it in Netscape by selecting **Preview in Browser** from the **File** menu.

Explanation You can nest a number of HTML tags in the CAPTION tag. The attribute ALIGN="BOTTOM" positions the caption below the table.

The attributes ROWSPAN and COLSPAN can be used within the <TH>...</TH> and <TD>...</TD> tags to force a cell to span more than one row or column respectively.

The attributes VALIGN and ALIGN can be used in the <TH>...</TH> and <TD>...</TD> tags to align cell contents vertically or horizontally.

The <TH> (*header*), <TD> (*data*) and <TR> (*row*) tags can all contain the ALIGN attribute with values of left, right and center. However, attributes defined within the <TH> and <TD> tags will *override* the alignment set in the <TR> tag.

Task 5 More Optional Attributes for Tables

Objectives Create a table using text aligning and colour attributes. Learn how to develop tables in Dreamweaver using the document window and property inspector.

Instructions You will add alignment and other cell formatting attributes to the table, making use of the document window and property inspector

Comments The table definition facilities available from the menu bar and properties inspector take much of the hard work out of the use of tables in HTML.

Activity 5.1 Return to Dreamweaver. Create a new HTML document by selecting **New** from the **File** menu. Click **HTML** in the **Basic Page:** area. We will create step-by-step the table shown below.

	Terms for Groups of Animals, Birds, etc.	
	Term	Animal, Bird, etc.
Used in the 15th Century	a tiding	maggies
	a shrewdness	apes
In use today	a pride	lions
	a flock	birds

15th Century Terms

Insert a new table into the document from the Insert Pane, with the following options:

Border width = 3

Rows = 6

Columns = 3

Cell spacing = 0

Cell padding = 5

Width = 80%

Activity 5.2 Notice first that the upper-left cell spans two table rows. We need to increase therefore the **rowspan** attribute of this cell. In the Design View of the document window, right click on the upper-left cell of the table and select **Table** then **Increase Row Span**, as shown in Figure 6 below.

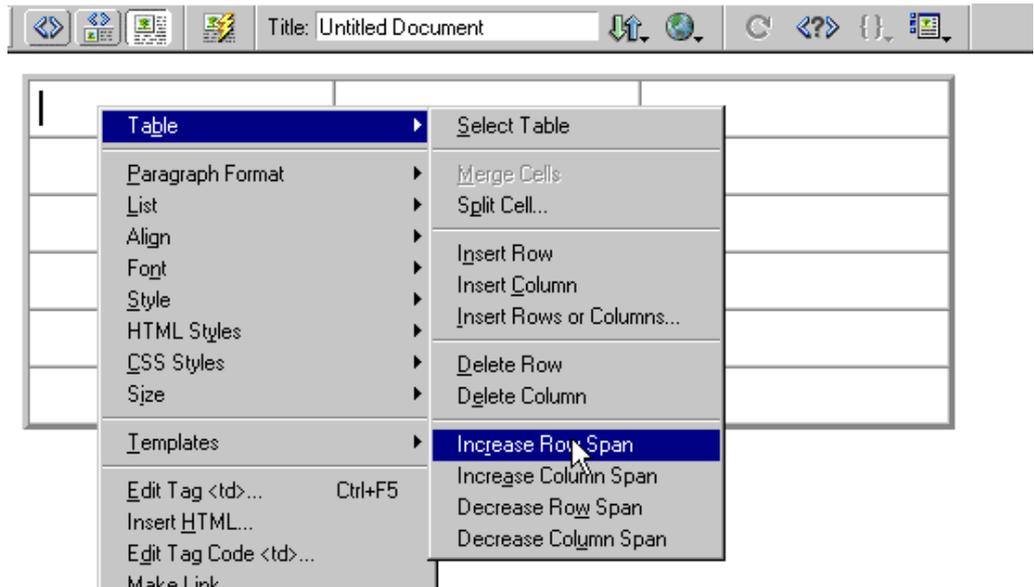


Figure 6 Increasing Row Span from the document window

Activity 5.3 Repeat this activity but this time increase the rowspan of rows 3 and 5 using the same method. Save your HTML page and view your progress in the Design View and Code View.

Activity 5.4 In the final table, the cells which contain text should be defined as header cells. We will redefine these table cells using the Design View and the property inspector. In Design View select the entire first column by pressing the left mouse button down inside the top cell and dragging the mouse into the bottom cell. Dreamweaver will highlight the column. Your document should look like Figure 7.

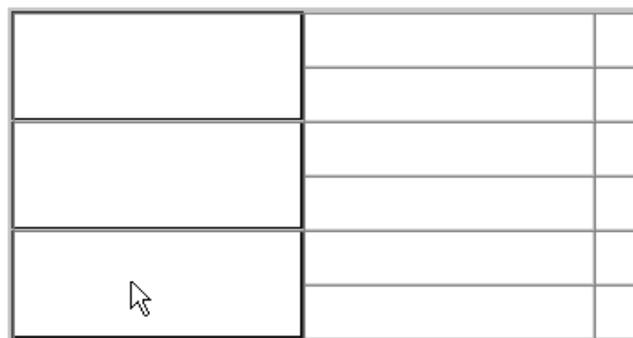


Figure 7 Highlighting table cells

Now click the **Header** box in the property inspector. If you cannot see the properties window, select **Properties** from the **Window** menu. Figure 8 shows the property inspector:



Figure 8 The Property inspector

- Activity 5.5** Repeat the process described in Activity 5.5, this time selecting the columns 2 and 3 of rows 1 and 2 and redefining these cells as header cells.
- Activity 5.6** Select the table cells which appear shaded in Activity 5.1. Using the property inspector again, click on the box next to the label **Bg** (to the right of the header box). A **Colour selection** box will drop down. Select the light yellow colour with hexadecimal code of **FFFFCC**.
- Activity 5.7** Notice that, in our final table, the text is aligned in the centre. Use the property inspector to set the horizontal alignment of text to the centre for all the cells. (Use the drop-down menu labelled **Horz** in the property inspector.)
- Activity 5.8** The table is now ready for you to add the text. Once you have done this, the only thing left is to add the table caption, which is aligned at the bottom of the table. Use the Code View to do this. Save your document and preview it in Netscape.
- Explanation** The attributes `CELLSPACING` and `CELLPADDING` can be used within the `<TABLE>` tag to increase the spacing between the table cells and between the border of the cells and their contents. The table border can also be increased. Colour can be added to the table using the `BGCOLOR` attribute.

Task 6 Using Tables To Arrange Objects On A Page

Objectives Study the use of tables to define page structure and design.

Instructions Examine a well known website and learn how tables have been used to structure information on the web page

Comments The use of tables to structure web pages is currently the way most web designers arrange their HTML content on web pages. Tables used in this way provide invisible skeletons for web pages, and thus border width is set to 0. Lessons learnt here will enable you to use tables in the same way for your own web page creations.

Activity 6.1 In Netscape, type the URL <http://www.leeds.ac.uk/iss> into the **Location:** box. This page uses two invisible tables to define the table structure. Figure 9 shows the web page you will see in your browser:



Figure 9 The ISS web page

Now type the following URL into the **Location:** box in Netscape (or **Address:** in IE):

<http://www.leeds.ac.uk/iss/indexstructure.html>

This is a modified version of the previous page in which the border width of the tables has been set to 3. Thus the invisible skeleton of the page is now visible. Figure 10 shows this HTML page.



Figure 10 Table structure visible

Notice that table cells in this document contain a number of different HTML elements, including hyperlinks, images and imagemaps.

You can further investigate how tables are used in this way by visiting some well known search engines on the web, using the **View Source** option in Netscape to look at page structure.

Task 7 Creating Your Own Table

Objectives To create your own table.

Instructions Re-create the table below. You can modify this as you wish.

Comments You can use any of the HTML 4 tags and their attributes which are provided in the list at the end of this document.

Activity 7.1 Return to Dreamweaver and create a new HTML document. Create the table shown below. Add a suitable caption to your table and save your document in the directory you created in Task 2.

View your table as you create it in Document Window, and once you have finished look at the results in Netscape.

Quantity	Ingredient and Preparations	Instructions
3 lbs.	sweet potatoes, baked, peeled, and mashed	Mix and spread evenly in a 9" by 13" pan.
1/2 lb. (1 stick)	margarine	
3/4 cup	sugar	
1/2 tsp.	allspice	
1 tsp.	vanilla extract	
1/2 tsp.	cinnamon	
3/4 cup	orange juice	Mix, then spread evenly on top of the first layer.
1.5 cup	brown sugar	
1.5 cup	chopped nuts (typically walnuts or pecans)	
Bake at 350 degrees (F) for 25 to 30 minutes		

HTML Tables

A Quick Reference Guide

<TABLE>...</TABLE>

Attributes: *align=left, right or center*
bgcolor=colour name or #RRGGBB
border=integer value
bordercolor=colour (IE4+, NN4+ only)
bordercolordark=colour (IE4+ only)
bordercolorlight=colour (IE4+ only)
cellpadding=integer value
cellspacing=integer value
hspace=integer value (NN4+ only)
vspace=integer value (NN4+ only)
width=integer value or percentage

<CAPTION>...</CAPTION>

Attributes: *align=top, bottom, left , right*

<TR>...</TR> (Table Row)

Attributes: *align=left, right or center*
bgcolor=colour or #RRGGBB
border=integer value
bordercolor=colour (IE4+, NN4+ only)
bordercolordark=colour (IE4+ only)
bordercolorlight=colour (IE4+ only)
valign=baseline, top, middle or bottom

<TH>...</TH> (Table Header)

Attributes: *align=left, right or center*
bgcolor=colour or #RRGGBB
bordercolor=colour (IE4+, NN4+ only)
bordercolordark=colour (IE4+ only)
bordercolorlight=colour (IE4+ only)
colspan=number
rowspan=number
valign=baseline, top, middle or bottom
width=integer value

<TD>...</TD> (Table Data)

Attributes: *align=left, right or center*
bgcolor=colour
bordercolor=colour (IE4+, NN4+ only)
bordercolordark=colour (IE4+ only)
bordercolorlight=colour (IE4+ only)
colspan=number
nowrap
rowspan=number
valign=top, middle or bottom
width=integer value

Useful WWW Resources

- HTML Goodies: Table tutorials
<http://www.htmlgoodies.com/tutors/tbl.html>
- W3C.org
<http://www.w3.org/TR/REC-html40/struct/tables.html>
- Page Tutor - Tables
<http://www.paagetutor.com/paagetutor/tables/>
- Available from the ISS Help Desk
Fur 1 *Guidelines for HTML Authors*