

SETlinc BRIEF

HTML and FTP

HTML is an acronym which stands for Hypertext Markup Language.

File extensions: .html or .htm (3 letter variant developed to support older versions of Windows/DOS)

The text of these documents contains text and formatting code.

Tags - code of HTML is contained in "tags" which surround the affected text.

Example: to bold the text "Sample text." use this code: `Sample text.`

Tags usually open and close, `` open bold, `` close bold – note the slash in the closing tag.

Example as above but with nested bold and italics tags: `<i>Sample text.</i>`

Some tags don't close - to put a line break in, use the break tag, `
`

Simply changing the text between the existing formatting tags can make maintenance easy.

Images must be prepared before being included in a web page.

The first rule of page layout is to determine the target audience screen size.

Generally this is either 800 pixels wide by 600 pixels high or 1024 by 768.

Usable space is about 100 pixels less in each dimension.

Images should be sized to fit into the screen as part of image preparation.

Place an image by specifying the source location: `` (no closing tag)

Images are files ending in either .gif (Graphics Interchange Format), .jpg (Joint Photographic Experts Group) or .png (Portable Network Graphic). These formats use data compression for small file size.

Publishing consists of transferring copies of files from the local computer to the remote web server.

Keeping files in organized folders helps keep track of site structure.

FTP (File Transfer Protocol) is the means of transferring copies of files from the local computer to the remote web server, which is the computer where the website is located.

FTP client software is used to send copies of files between the computers using the FTP connection.

`http://www.setlinc.com/` = the address to look at the site

`ftp://www.setlinc.com/` = the address to send files to the site

Procedure:

1. Make a new folder on the local computer to put the website files in.
2. Access the webserver via the FTP address.
3. Copy the files of the website from the web server to the folder (from step 1) on the local computer.
--- if using a dialup connection (phone line) disconnect from the internet at this point ---
4. Edit the files on the local computer. By opening the HTML files located on the local computer in the web browser, viewing the source, and saving the changes, the browser can be refreshed with each saved change, and the results previewed.
--- if using a dialup connection (phone line) reestablish the internet connection now ---
5. Access the webserver via the FTP address.
6. Copy the files of the website from the folder on the local computer to the web server.
7. Access the webserver via the HTTP address and view the changes on the webserver to confirm the update worked.