

Cascading Style Sheets (CSS) Web Page Styling Elements

Cascading Style Sheets are files that contain a collection style and formatting information for a Web page. These external documents are linked in a Web page and allow for cleaner HTML code. By simply referencing a file elsewhere, your code is condensed such that you will only see the content and basic infrastructure for your page. Several Web pages can reference the same CSS file, making it easy to have an entire Web site look clean and consistent.

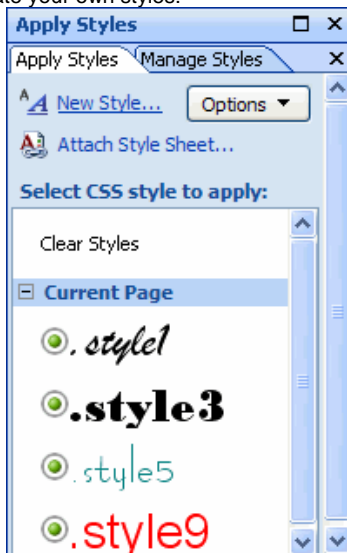
CSS files can be linked anywhere, but they will be the most effective just after the <head> tag, thereby allowing the whole document to be able to use the styles.

```
4 <head>
5
6 <link rel="stylesheet" type="text/css" href="WebStyle.css"/>
7
```

(See reverse for some CSS code basics.)

Apply Styles Pane

Create styles of text that let you quickly format a heading or paragraph. Highlight the source text and choose a style, as well as create your own styles:



Using Tables

Use tables in your HTML document to help keep data neat and organized. Each cell (and contents) in a table can be formatted differently with its own style.

```
<table style="width: 100%" class="style1">
  <tr>
    <td>&nbsp;</td>
    <td>&nbsp;</td>
    <td>&nbsp;</td>
  </tr>
</table>
```

Remember to Right-Click

The vast majority of menu options are available via a right-click menu. Right-click a style or file to rename, copy, paste, delete, etc. Right-click in the Folder list to add new files. Right click table elements to apply a style or insert new columns and rows. Learning menu item locations is fine, but if you are not already familiar with using the right-click functionality of a mouse, doing so will greatly increase your productivity!

All the styling that can be applied to a Web page falls into one of the following nine categories. Click the New Style link at the top of the Apply Styles pane to modify options for the following categories:

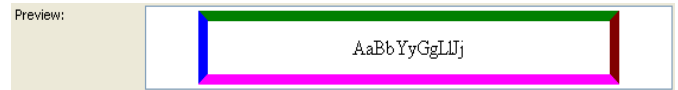
Font Specify the font face, size, colour, style (bold, italic, etc). Text can be 'decorated' as well by using underline, overline, line through (like it has been crossed out), or have blinking text.

Block Most HTML elements are either Block elements or Inline elements. A Block element is one that will start on a new line and end with a new line (with a line break above and below it). An Inline element is one that can appear inside another element. For example, the following HTML shows a block element (a paragraph tag) containing an inline element (a font tag).

```
<p><font size="5">Hello</font></p>
```

Background Apply background properties for a style. These include adding colour or a background image. This will not apply to the entire page; it only applies to the paragraph of text that is using the current style.

Border Create a border design for a paragraph. This will make the paragraph look like it is raised above the level of the page. Each border of the paragraph can be a different size and colour as well:



Box Similar to the Border feature, the box style element can place a simple box around a certain part of a paragraph to give that paragraph a special emphasis.

Position Modify the position properties to specify how and where an item is displayed on the page. For example, you can always set a paragraph to be displayed 2cm from the left of the screen, regardless of the resolution. Position is measured in four ways:

- Static positioning is basically the default position that elements flow into in a browser window.
- Relative positioning is a location specified by distances relative to the element's original static position.
- Absolute positioning specifies where an element is located relative to the element that contains it.
- Fixed positioning can locate images with respect to the browser window, so that even when the page is scrolled, the element maintains its position relative to the window.

Layout The Layout category contains general layout options for elements in your page. For example, you can show or hide an element, determine cursor placement, set overflow options to specify how an element is displayed if it is placed in a box of fixed width, and more.

List Modify the appearance of list elements (ordered and unordered). Specify the list item marker (bullet, Roman numeral, circles, etc.), Use an image as a list item marker, and specify position options for the list elements.

Table The Table Property options allow you to set up a border model for a table, the spacing between the borders of adjacent cells in a table, and how the table column widths are determined. An Empty-Cells option determines if empty table cells should be shown or not, and the Caption-Side option determines on which side of the table a caption box can be placed.

CSS Language Basics

A CSS file contains style and formatting information that would normally be written right into the HTML. Having a separate file to hold this information makes it much easier to make changes, plus you can have several Web pages reference the same file. This ensures formatting consistency.

Selector	Matching HTML tag
p	<p> paragraph </p>
h1	<h1> first level heading </h1>
h2	<h2> second level heading </h2>
h3	<h3> third level heading </h3> (and so on, up to <h6>)
body	<body> HTML document body tag </body>
hr	<hr> horizontal rule, line across screen (no closing tag)
font	 HTML font tag
a	<a> HTML anchor tag (links and bookmarks)

Sample CSS Sheet

In this sample sheet, the background colour of the body will be the specified hex value (a dark green).

```

Web Site WebStyle.css*
1 body {
2     background-color: #008080;
3 }
4
5
6 h1 {
7     font-family: Arial;
8     font-size: xx-large;
9     color: #FF0000;
10 }
11
12
13 p {
14     font-family: Arial;
15     font-size: 15px;
16     color: #FFFF00;
17 }
    
```

All instances of the h1 header will be in Arial font, be extra large, and red.

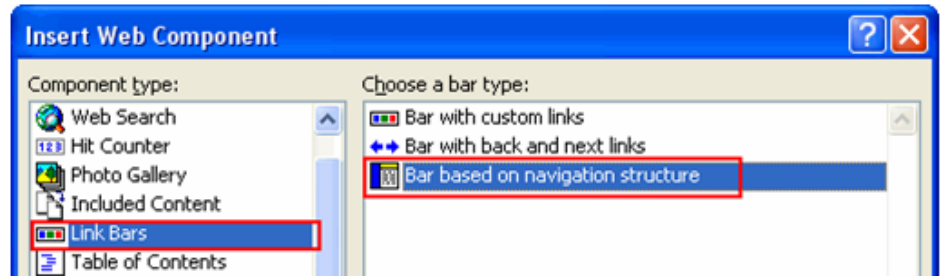
All paragraphs will be in Arial font, 15 pixels high, and yellow in colour.

Create a Link Bar from Navigation Scheme

Though every Web site is different, chances are that your site has been designed with a central home page. This page links to other pages that contain more content.

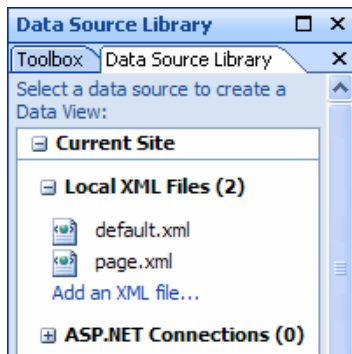
SharePoint Designer has the ability to recognize links between a home page and supplementary pages, and therefore can help you to create a link bar. This bar will usually be displayed on the top or side of a home page.

Click Insert → Web Component to see this window, then follow the wizard directions:



About External Data Sources

Advanced Web pages usually include the use of a database or some external data source to provide dynamic content. In order to facilitate a Web designer, SharePoint Designer includes a Data Source Library, which holds connections to external data sources and also lets you see the data they hold. External file types include XML, ASP.NET connections, ODBC sources, etc. Click Task Panes → Data Source Library to open this pane.

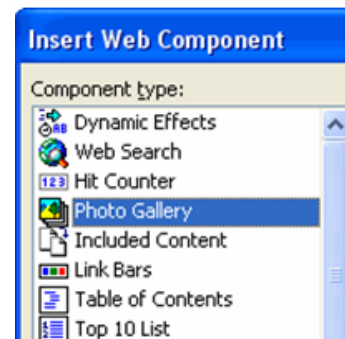


To see the data contained in a source, open a new empty HTML page in Design view, then click and drag a data source listing onto the blank page.

Other Web Components

Web components range widely in the functionality they offer. SharePoint Designer's array of web components include a Web site search component, a hit counter, photo gallery, and more (including the link bar shown in the above topic).

Each component is like a separate mini-program that is built into a Web page. It is designed to do a small yet specific task. Each component has a range of different options that allow you modify the functionality of the component to your liking.



Merge or Split Table Cells

Merge two or more adjacent cells together cells together. The resulting cell will fill the selected area. (Table → Modify → Merge Cells)

td	Column1	Column2
Cell1	Cell2	
Cell3		Cell4

Split a cell into two or more rows or columns. (Table → Modify → Split Cells)

Column1	Column2
Cell1	
Cell3	Cell4