Using Tables

When creating web pages you need to be able to align text and graphics accurately. The easiest way to do this is through the use of tables. In this case you will use the TABLES function to create a packages page for the TravelWise travel agency showing some of the tours they offer.

Creating a Packages Page

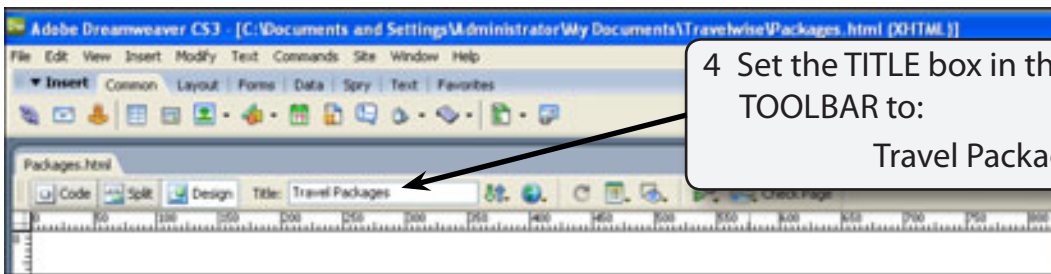The following page will be created.

1   Load DreamWeaver or close the current page and start a new BASIC HTML PAGE.

2   Ensure that your TRAVELWISE site is selected in the FILES panel.

3   Save the page in your TRAVELWISE folder as:

Packages or Packages.html

4 Set the TITLE box in the DOCUMENT TOOLBAR to:

Travel Packages

5 Click on the work page and enter the following text:

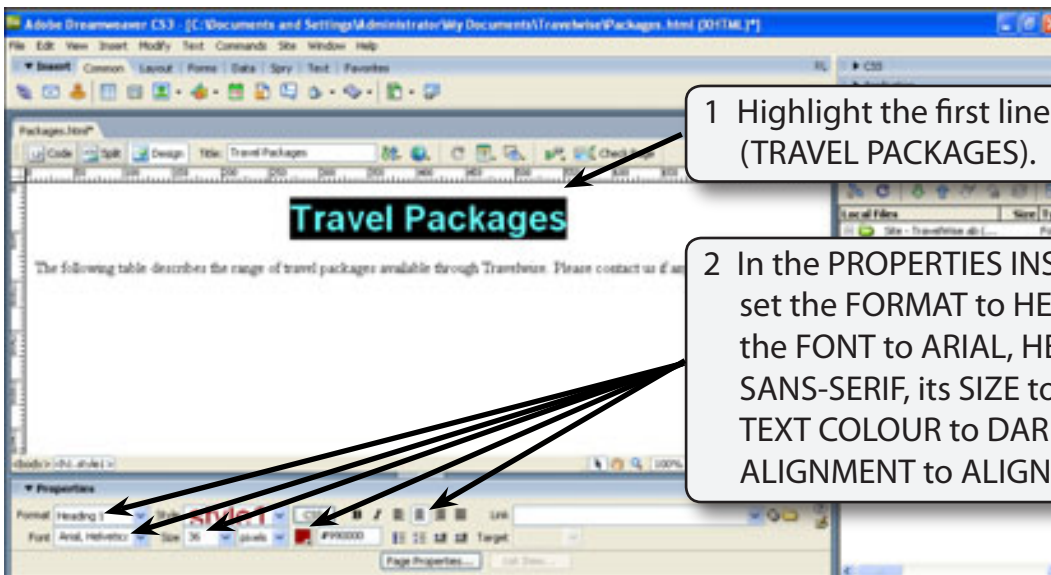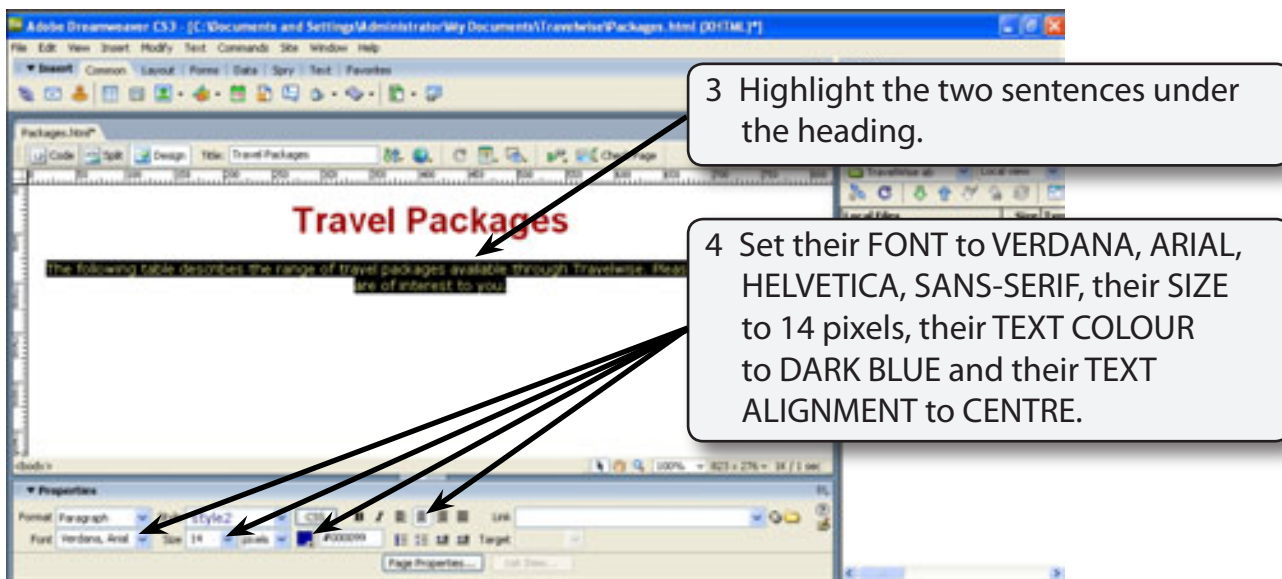Travel Packages   <enter>

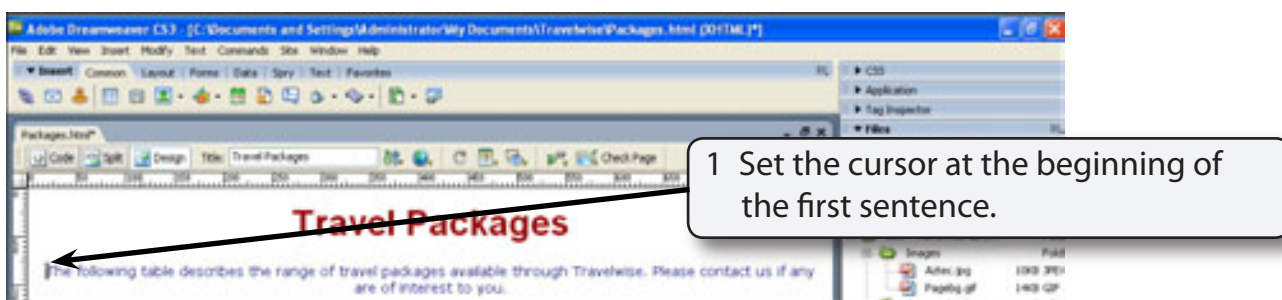The following table describes the range of travel packages available through TravelWise. Please contact us if any are of interest to you.   <enter>

Formatting the Text

1 Highlight the first line of text (TRAVEL PACKAGES).

2 In the PROPERTIES INSPECTOR set the FORMAT to HEADING 1, the FONT to ARIAL, HELVETICA, SANS-SERIF, its SIZE to 36 pixels, its TEXT COLOUR to DARK RED and its ALIGNMENT to ALIGN CENTRE.

NOTE: i   A light background will be inserted after the table has been entered.

ii   Rename the style if you wish.

3 Highlight the two sentences under the heading.

4 Set their FONT to VERDANA, ARIAL, HELVETICA, SANS-SERIF, their SIZE to 14 pixels, their TEXT COLOUR to DARK BLUE and their TEXT ALIGNMENT to CENTRE.

Adding a Horizontal Rule

1 Set the cursor at the beginning of the first sentence.
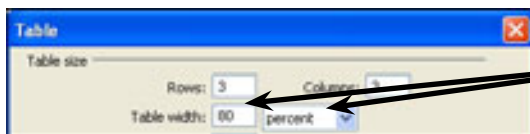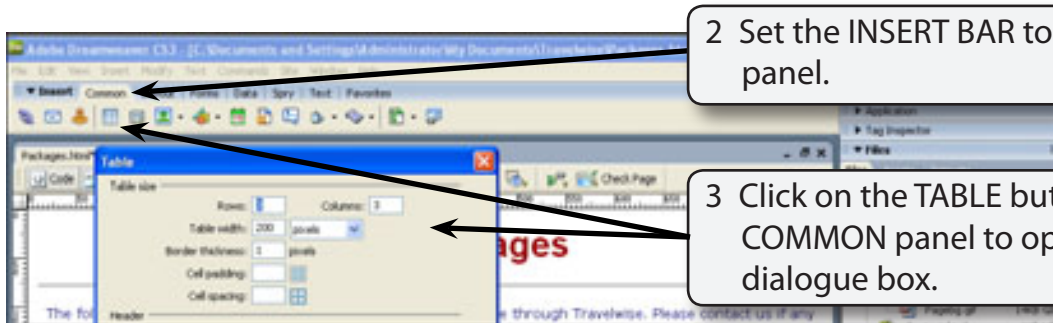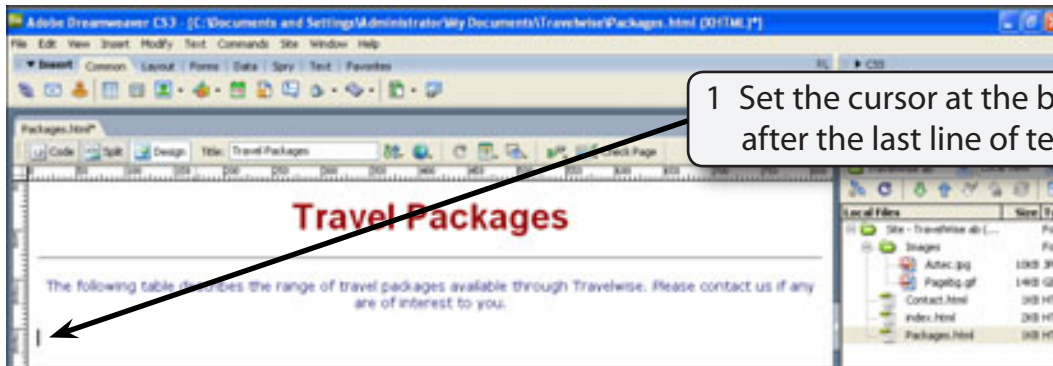
2 Display the INSERT menu, highlight HTML and select HORIZONTAL RULE.

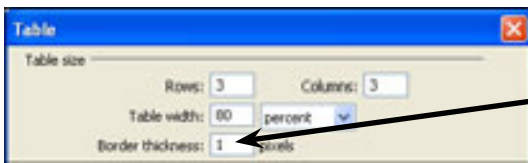3 A separating line is inserted after the main heading.

Inserting the Table

A 3 x 3 table will be required. That is, a table with 3 rows and 3 columns.

1 Set the cursor at the blank line just after the last line of text.

2 Set the INSERT BAR to the COMMON panel.

3 Click on the TABLE button in the COMMON panel to open the TABLE dialogue box.

4 Enter 3 in the ROWS box and 3 in the COLUMNS box.

5 TABLE WIDTH is how much of the browser screen the table will fill. Enter 80 in the WIDTH box and set the box next to it to PERCENT.
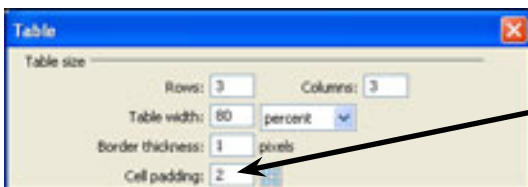
NOTE: Setting the table to 80 PERCENT means that the table will fill 80% of the screen no matter how large or small the screen is.
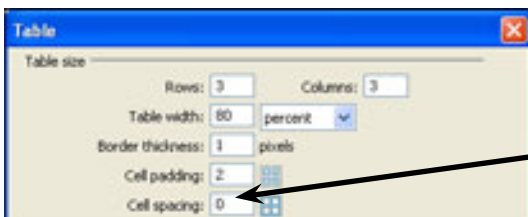
6 Set the BORDER THICKNESS box to 1 so that a thin line border will be inserted.

NOTE: **BORDER THICKNESS is the thickness of the cell outlines. 0 represents no border, 1 a thin border, 2 a thicker border, etc.**
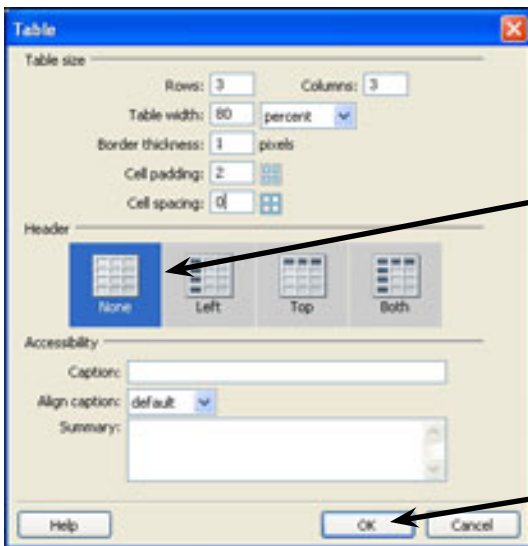
7 Enter 2 in the CELL PADDING box so that the text and graphics will be displayed 2 pixels from each border.

NOTE: **CELL PADDING is how close the text and graphics are displayed to the border of each cell.**
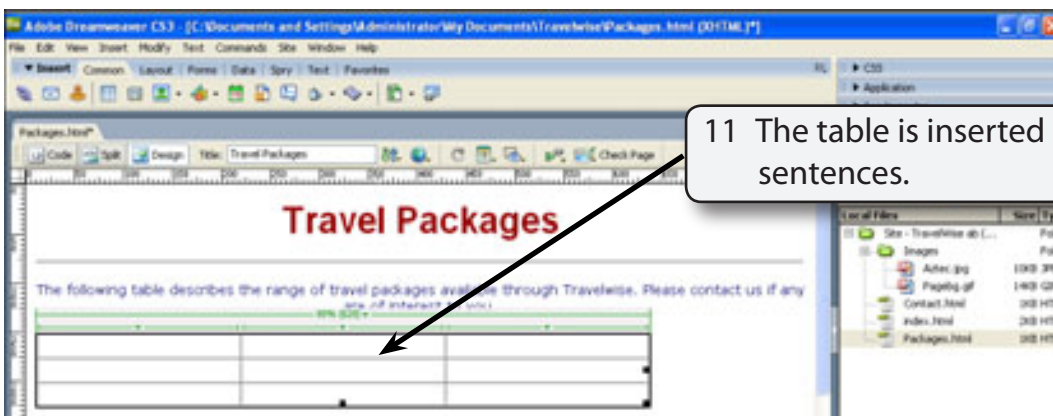
8 Set the CELL SPACING to blank (or 0) so that just one border is displayed between each cell.

NOTE: **CELL SPACING is how close borders are displayed next to each other.**

9 If you are intending to set shaded headings in a table the HEADER section can be used to quickly do this. For now leave the HEADER section as NONE.

10 Click on OK to insert the table.

11 The table is inserted below the sentences.

NOTE: Notice that the settings you entered for the table are displayed in the PROPERTIES INSPECTOR when the table is selected. These settings can be altered in the PROPERTIES INSPECTOR if necessary.