

NEAREAST UNIVERSITY

FACULTY OF ENGINEERING DEPARTMENT OF COMPUTER ENGINEERING

GRADUATION PROJECT (HTML PROGRAMMING)

WRITTEN BY
METİN TAŞKIN

TO
MISS. BESİME ERİN



CONTENTS

CHAPTER A

Historical Background	1
Technical Definitions	3
Various Protocol	4
CUSEEME	5
Network News	5
Telnet	5
FTP	5
Gopher	6
The World Wide Web	6
Uniform Resource Locators	6
Searching The Internet	7
Archie	7
Veronica and Junghead	8
CUI and LYCOS	8
Image File Extensions on the Internet	8
Introduction to HTML Language	8
What Software to Use for Writing HTML Programs	10
File Extension	10
Tag Reference	10
Document Formatting	10
Paragraph Formatting	11
Character Formatting	11
List Formatting	12
Anchor Formatting	12
Image Formatting	13
Table Formatting	14
GIF	14
JPEG	15
TIFF	15
Video Standards	15
MPEG	15
AVI	15
TCP/IP & INTERNET Structure	16
Introduction	16
The Transmission Control Protocol(TCP)	17
TCP Service Interfaces	18
OPEN	19
SEND	19
RECEIVE	19

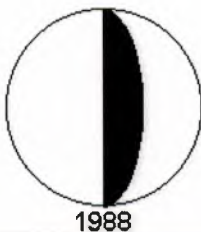


NEAR EAST UNIVERSITY COMPUTER ENGINEERING

CONTENTS

CH CLOSE	19
STATUS	19
Connection Establishment	19
Data Transfer	20
Sequence Numbering	20
Windows Mechanism	20
Transmission Watchdog	21
TCP Internet protocol (IP)	21
Datagram Delivery Over A Single Network	22
Internet Address	22
Universal Identifiers	22
The Primary Classes of IP Addresses	22
Difference Between Frames & Tables	24
Disadvantage of Frames	24

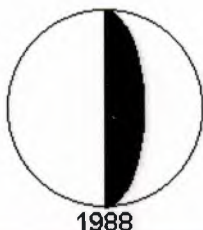
Using Basic Features	31
Adding Text	32
Formatting Characters	32
Working With Paragraphs	32
Creating Lists	32
Using Graphics and Image Maps	32
Creating Links and Anchors	32
Using Frames	32
Creating Tables	32



CONTENTS

CHAPTER B

USING WORD WEB PAGE	25
WORKING WITH ONLINE AND INTERNET DOCUMENTS	
Navigating	25
Working With Documents on INTRANETS and The Internet	27
Working with HYPERLINKS	31
CREATING AND WORKING WITH WEB PAGES	
Creating WEB Pages	34
Changing The Appearance of WEB Pages	40
Working With Graphics On WEB Pages	44
Working With Forms On WEB Pages	45
Viewing WEB Pages and HTML Source	46
Working With WEB Pages and WEB Authoring Tools	47
USING VISUAL PAGE	
Using Basic Features	51
Apping Text	55
Formatting Characters	57
Working With Paragraphs	60
Creating Lists	63
Using Graphics and Image Maps	64
Creating Links and Anchors	71
Using Frames	74
Creating Tables	80



CONTENTS

CHAPTER C

LEARNING JAVA SCRIPT	85
How to take full advantage of JavaScript by Moving beyond its Built in commands	85
Introducing functions	85
Defining and Using a Function	86
Calling a Function with an Event Handler	87
Passing a Value to a Function	88
Passing Multiple Values to a Function	88
Returning a Value from a Function	89
Defining Local Variables within Functions	90
Calling one Function from Another Function	91
Creating Object within User-Defined Functions	92
Defining new Properties to Already-Made Objects	93
Defining properties when you Create the Object	93
Creating User-Defined Methods	94
Conclusion	96
 Take Advantage of User -Defined Variables in JavaScript	97
Contents Placed in JavaScript Variables	98
Numbers in Variables	98
String in Variables	98
Boolean Values in Variables	99
Objects in Variables	99
Understanding JavaScript's "loose" Variable Data Types	100
Using the Var Statement to Assign a Variable	100
String Length Limitations	100
Understanding the "scope" of Variable	101
Referencing Variables in Other Loaded Documents	102
Understanding when Variables are Lost	103
Variable Shortcuts, Tips, and Tricks	104
Assigning Multiple Variable at Once	105
Deleting a Variable from Memory	105
Converting Between Number and String Variables	105
Conclusion	106



CONTENTS

CHAPTER D

Programming With HTML
107



CONCLUSION

This project that I produced creates a HTML program and a WEB page. I practised all formulas of HTML. While I was creating this WEB page I used two different Browser. These are; WEB page in OFFICE 97 and Visual Page Browser. Both of them were very useful. Specialities and usage of Browser will be engaged following pages.

Because of Turkey is Tourist paradise I preferred to engage with touristic hotels that they are beneficial for tourism.

I like to write about my pages briefly:

First one is Turkey page. Later again a new Turkey page. Meanwhile brief and essential assistant information. From this page it is very easy to enter to www.turk.org. and www.turk.org/ata5.html pages. And because I wrote about hotels province by province first I gave information about provinces. After that brief information from that pages and from hotel pages it is possible to enter hotels' page.

What did I use while I was producing HTML design and Web pages:

Links that can be found in every Web page, these are Active Links, Hyperlink, I preferred to use them. By using Frame I create page. I used tables and Background pictures. To colour writings and creating Turkish flag I used Animation gif. Also by assistance of Java program via choosing any region of map I used link to another page.

This is not my whole program that now I present you; this is a very small sample and my whole program will take place in Internet with its over 150 pages context. Then it will be possible to see it by June 1998 in Internet.



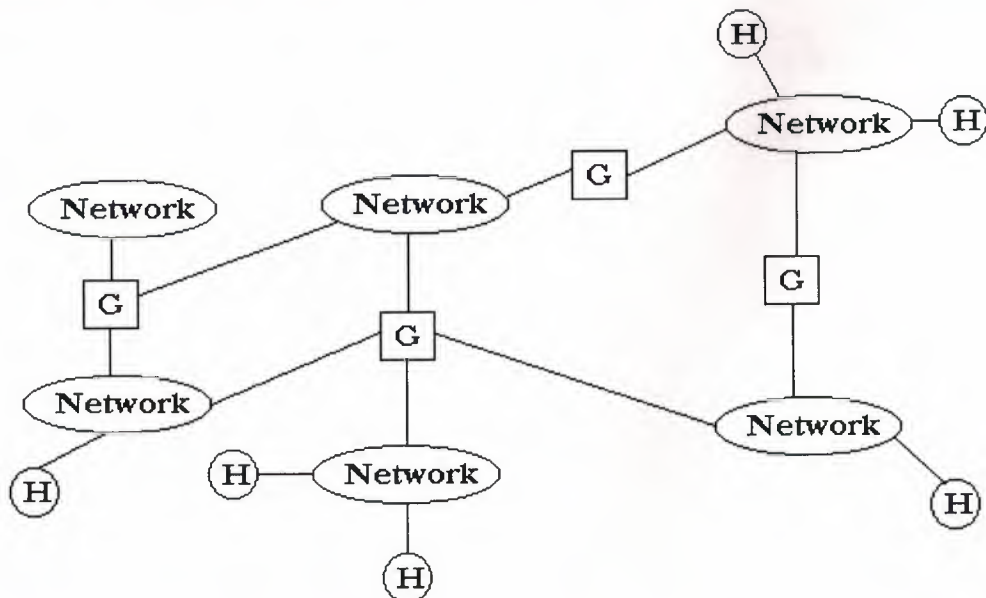
CHAPTER A

INTERNET

Historical Background

The first computer network became operational in the late 1960's, with USA taking a lead with the Department of Defence network ARPANET, which linked research computer from the East to the West Coast, with a link to London to allow UK researchers to grow rapidly, and was later split up into three interconnected networks, with connections to many other network across the world. This vast interconnected network is often referred to as the INTERNET.

The Internet is a world - wide system that is currently used mainly by academics and scientists, but it is rapidly becoming commercialised due to its incredible success. In the early 1980's ways to connect ARPANET to other WAN' s (Wide area Networks) e.g. in Europe, were developed. An Internet system can therefore be viewed as a set of networks interconnected by Gateways. A GATEWAY is a computer that has connections to at least two different networks. The purpose of a gateway is to translate the methods used to transfer data an one network into the methods used by another network so that data can flow smoothly between different types of networks. An Internet system is show is below in Figure1.



H= Host Computer G= Gateways

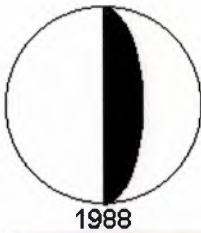


Fig.1. An Internet System

From this early work has grown the system known as the Internet which now interconnects sites world wide (literally millions of computers interconnected) There are about 100 million people currently using the Internet. By the year 2005. "the number of computers attached to the Internet will exceed the world's human population" (Computer Journal) of course, growth will slow down, but nevertheless the growth is an impressive fact. It is radically changing access to information , news distribution, collaboration between people in remote places. The growth of the Internet has equalled that of a child by almost doubling insize every year.

The data available to casual users on the Internet has grown as fast as the Internet itself and terabytes. Products have been developed to manage the information about data and provide a way of finding the document, program or in general the bytes that are wanted.

Early information was shared with email and ftp. Email is moderately easy to use. Information can be passed from one person to another, or groups of people could form a mailing list. Originally email was just a text message; it didn't have the capability to include programs and data files.



Technical Definitions:

The Internet is very difficult to define. Principally because things change on the Internet with great rapidity; definitions that are appropriate at one time have little meaning later. However, here are some definitions.

The Internet is:

- ⇒ A World Wide network of networks as Kevin Hughes defined in "A Guide to Cyberspace"
- ⇒ A co-operative interconnection as emphasised by VUNETS "Internet Q&A"
- ⇒ A way to communicate and share resources as described in the "What is the Internet?" by the Internet Society.
- ⇒ computers connected using the TCP/IP protocol suite, as specified in the NCSA Guide to the Internet.

Therefore, we can define it as a co-operative global network of computer networks that communicate and share resources using the TCP/IP protocol.

In simple terms, it is the means by which computers in one part of the world can communicate with other in parts other of the world as easily as with computers in the next room.

The mechanism for doing this is known as the Internet Protocol(IP) and the Transmission Control Protocol(TCP). Together these are commonly known as TCP/IP connections. The Internet protocol was first developed when the US Government wanted to allow researchers to share computing resources by making them available across a network. The military establishment were also involved in this process and developed the network on the assumption that there would be break ages in the network. Thus the protocol does not rely on the existence of any particular computers.

When two computers communicate using TCP/IP the message is broken into a series of small packets which are sent over the network. The Internet Protocol deals with sending the individual packets and the Transmission Control Protocol manages the process of putting the packets together again at the other end.(Usually a packet is 512 bytes)

TCP/IP is a relatively simple networking protocol and was soon made available on most computers, allowing different makes of computers to communicate easily.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

Computers on the Internet are all given a unique Internet Address. This address is used to tell the network where to send its individual packets of data. The Internet address is normally written as four digits (between 0 and 255) separated by dots.

For example: 158.143.103.60

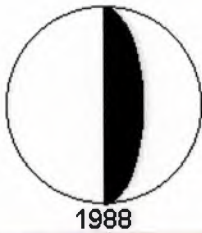
this, however is not particularly easy to understand and therefore most computers provide a human readable name. This name is again made-up of a series of parts.

For example: VAX.RES.AC.UK

The process of naming computers is organised in a distributed manner, as there is no 'central organising committee' for the Internet. Reading from right to left, we see that the computer is in the UK and, in particular, in the academic community. There is a local organiser for the academic community which distributes names for UK academic communities. Similarly, in Türkiye

Various Protocols

TCP/IP is simply a method for sending packets of data from one computer to another. Internet applications are built up by adding extra protocol layers on top of these. These are simply rules that describe the kind of messages that can be sent over Internet using TCP/IP.



CUSEEME

This is a relatively new protocol that supports on-line video conferencing over the Internet. It does this by allowing a computer, if it has the necessary hardware, to use a video camera and sends this picture to other computers on that conference. Other computers receive this data and display it locally. The limited amount of capacity on many parts of the Internet means that often the picture that is received is quite Jerky.

Network News

Another protocol is the NNTP protocol. This allows you to read news on a variety of topics. Essentially, there is a hierarchy of news groups that discuss various subjects. **For example:** *talk.rumors* focuses on true and false rumours. Individuals read this news and can respond by adding their own messages to the group. *Soc.culture.turkish* is a news list where people can discuss things about Türkiye and issues related to the Turkish culture.

Telnet

One of the original and still mostwidely used protocols is TELNET. This essentially allows you to **log on** to a computer across the Internet. Anything that you type in is sent using the TELNET protocol and the response from the remotecomputer is sent back. TELNET normally requires that you have an account on the remote computer, but it is also used to provide access to library catalogues.

FTP

FTP is related to TELNET and allows you to **upload** and **download** files from a remote computer. FTP is often done anonymously which allows you to **download** files from computers where you don't have an account. FTP is the most widely used protocol for downloading files, but is slowly being replaced by more useably front ends.



Gopher

One of the fastest and relatively easy to use protocol is Gopher. When you *log on* to a computer using to Gopher protocol it sends you a list of all the information it has. This information is normally in the form of individual files or directories. These items are displayed on your own computer and you can then choose the one you want. If you choose a directory, the system presents you with all the information in that directory.

The beauty of the Gopher protocol is that the files and directories that are listed do not have to be on the same computer. You can select a particular item and will be automatically a different part of the Internet to obtain sent that information.

The World Wide Web

The Gopher protocol is fast and effective and automatically moves you from one part of the Internet to another. It is limited, however to the concept of files and directories. Whilst this is easily understood by computer specialist, it is not so intuitive to non-computer specialists. The world wide web protocol overcomes this by presenting the information as normal text document. It also possible to include graphics within web documents. Within these documents are hot-links to other parts of the document or other parts of the Internet. As with Gopher, these jumps are handled automatically and invisibly.

World wide web documents are often viewed using packages like the Microsoft Internet Explorer and Netscape Navigator.

UNIFORM RESOURCE LOCATORS (URLs)

URL s are designed to help with all these different protocols Essentially, they provide a standard format for specifying the Internet Information you want to use. The format is normally:



Internet Service: // Internet address /Access information.

For example:

<http://www.wired.com/index.html>

<http://www.isoctr.org/>

<http://www.hurriyet.com.tr>

In this example, `http` specifies the protocol (hypertext transaction protocol), `www.wired.com` is the name of the computer and `index.html` is the file to be loaded and displayed .

Searching the Internet

The Internet is huge and growing everyday. It also has no central controller so it can be very difficult to find information on the net. In order to solve this problem, a number of search engines have been developed. Some well-known search engines are:

1. **Altavista** (<http://www.altavista.digital.com>)
2. **Yahoo!** (<http://www.yahoo.com>)
3. **Lycos** (<http://www.lycos.com>)
4. **Webcrawler** (<http://www.webcrawler.com>)
5. **Infoseek** (<http://www.infoseek.com>)
6. **Excite** (<http://www.excite.com>)

These normally work by creating a monthly list of everything they know about (*for example*, all the FTP files in all the FTP sites that are known), indexing these lists and allowing people to search these indexes. the results are then displayed in the appropriate format.

ARCHIE

Archie is the search engine for FTP sites. Archie normally only works on the basis of file names and related descriptions and so is best used if you know the name of the file you are looking for.



VERONICA and JUGHEAD

These are two search engines for GOPHER sites. They normally index all the worlds in the Gopher descriptions and you can perform Logical searches on them, *for example*, all the Gopher elements that contain both information and security.

CUI and LYCOS

Indexing world wide web files is much more difficult but these two facilities aim to provide results of web files searches.

www.neu.edu.nc.tr/engf/index.html

Image File Extensions on the Internet

.gif
.jpg

Introduction to HTML Language

A simple Example

```
<HTML>
<HEAD>
  <META HTTP-EQUIV="Content-Type" CONTENT="text/html; charset=iso-
8859-1">
  <META NAME="Author" CONTENT="metin taskin">
  <META NAME="GENERATOR" CONTENT="Mozilla/4.02 [en] (Win95; I
[Netscape])">
  <TITLE>index</TITLE>
</HEAD>
```




NEAR EAST UNIVERSITY COMPUTER ENGINEERING

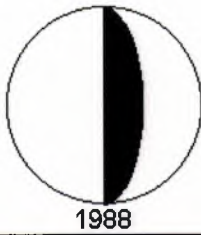
1988

```
<BODY>
<CENTER><FONT                                COLOR="#330000"><FONT
SIZE=+2></FONT></FONT></CENTER>
<CENTER><FONT    FACE="Baskerville    Win95BT    Tur"><FONT
COLOR="#330000"><FONT SIZE=+2>AMERICAN
BIRDS</FONT></FONT></FONT></CENTER>
<CENTER><FONT    FACE="Baskerville    Win95BT    Tur"><FONT
COLOR="#330000"><FONT
SIZE=+2></FONT></FONT></FONT></CENTER>
<CENTER><FONT    FACE="Baskerville    Win95BT    Tur"><FONT
COLOR="#000099"><FONT SIZE=+1>BIRD
CLASSIFICATION</FONT></FONT></FONT></CENTER>
<CENTER><FONT    FACE="Baskerville    Win95BT    Tur"><FONT
COLOR="#000000"></FONT></FONT>&nbsp;</CENTER>

<OL>
<LI>
<FONT    FACE="Baskerville    Win95BT    Tur"><FONT
COLOR="#000000">HERONS &
BITTERNS</FONT></FONT></LI>

<LI>
<FONT    FACE="Baskerville    Win95BT    Tur"><FONT
COLOR="#000000">DUCK, GEESE
& SWANS</FONT></FONT></LI>

<LI>
<FONT    FACE="Baskerville    Win95BT    Tur"><FONT
COLOR="#000000"></FONT></FONT></LI>
</OL>
<CENTER><FONT    FACE="Baskerville    Win95BT    Tur"><FONT
COLOR="#000099"><FONT
SIZE=+1></FONT></FONT></FONT>&nbsp;</CENTER>
<CENTER><FONT                                COLOR="#330000"><FONT
SIZE=+2></FONT></FONT>&nbsp;</CENTER>
</BODY>
</HTML>
```

What Software to Use For Writing HTML Programs

1. Notepad (under Accessories Directory in win95, also available in win3.1)
2. Write (available in both win95 & win 3.1)
3. Word (any version) (available in both win95 & win 3.1)
4. Netscape Communication
5. Any other text editor.

File Extension

All HTML programs should have either .htm or html extension. We shall later in the course that some files use .shtml extension.

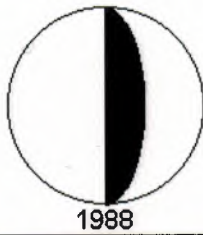
All image files that you use in your programs should either be in GIF format or JPG (also written as JPEG)

TAG REFERENCE

Document Formatting

Tag	Description
------------	--------------------

<html>	HTML document indicator
<head>	Document head
<body>	Document body
<address>	Owner/ Contact
<title>	Title
<! ...>	Comment



Paragraph Formatting

Tag	Description
-----	-------------

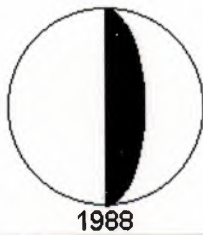
<blockquote>	Blockquote
<p>	Paragraph

	Line break
<hr>	Horizontal rule
<pre>	Preformatted text

Character Formatting

Tag	Description
-----	-------------

	Emphasised
<var>	Variable
<cite>	Litation
<i>	Italic
	Strong
	Bold
<code>	Code
<samp>	Sample
<kbd>	Keyboard
<tt>	Teletype
<key>	Keyword
<dfn>	Dfn
<strike>	Strike through



List Formatting

Tag	Description
-----	-------------

	List item
	Unnumbered list
	ordered list
<menu>	Menu list
<dir>	Directory list
<dl>	Description list
<dt>	Data term
<dd>	Data deser

Anchor Formatting

Tag	Attribute	Description
-----	-----------	-------------

<a>	href name	Anchor hyper link Points to destination of link Defines a named anchor so that a link can point to a place in a document not just to the document itself
-----	--------------	--

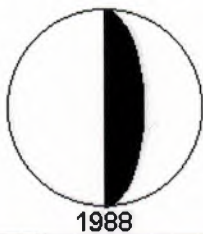


Image Formatting

Tag	Attribute	Description and Notes
		Incorporates images in a document
	src	The href for the image
	align	Aligns text, starting at the top, middle, or bottom the side of an image
	alt	A name that can be displayed on a browser that don't have image capabilities
	ismap	Activates the image so that the browser returns a set of x,y coordinates at which the image was clicked.



Table Formatting

Tag	Attribute	Description and Notes
<code><table></code>		Defines the table
	<code>border</code>	Adds borders to separate rows and columns in tables
<code><tr></code>		Marks the end/start a table row
<code><td></code>		Modifies
	<code>colspan</code>	Encloses a cell of table data Modifies the number of columns a cell will span
	<code>rowspan</code>	Modifies the number of rows a cell will span
	<code>align</code>	Defines the horizontal text alignment within a cell
	<code>nowrap</code>	Declares that the cell text cannot be broken up to wrap from one line to the text
<code><th></code>		Encloses a cell of table heading
	<code>colspan</code>	Modifies the number of columns a cell will span
	<code>rowspan</code>	Modifies the number of rows a cell will span
	<code>align</code>	Defines the horizontal text alignment within a cell
	<code>nowrap</code>	Declares that the cell text cannot be broken up to wrap from one line to the text
<code><caption></code>		Creates a title for the table, outside

GIF - The graphics interchanges format developed in 1987 by people from computer serve. This bitmapped format come into being because people wanted to exchanged images between different platforms.

This format is now used on almost every platform that support graphical application. GIF format is not only a standart image type for WWW browser, it is also the only image type that can be used for inline images on all platforms. The one drawback of GIF format is that it is limited to 256 colours.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

An extended standard called GIF89A was developed to add functionality for specific applications. The most notable use of this extended standard in web pages is the use of transparent backgrounds. Images can appear to float by making the background colour the same as the background of the browser. However browsers don't always come with the plain grey background, and the user can override the choice of background colour as transparent compensates for the user's specific configuration.

JPEG - A bitmap format with compression that was designed and named after the Joint Photographic Experts Group: JPEG isn't used as often as the other formats but it is the basis for the most common moving image format, MPEG. In addition, the newest browser on the block, Netscape Communicator now offers support for inline JPEG images.

TIFF - The Tagged Image File Format designed by Microsoft and Aldus for use with scanners and desktop publishing programs. Most external viewers support this format.

VIDEO STANDARDS

MPEG - An animated video standard, format based on the JPEG methods. Like JPEG, the format received its name from the group that defined the standard Motion Picture Experts Group. This is the most common movie format for WWW, primarily because viewers exist for all platforms.

AVI - The movie format for Microsoft Windows. Use of this format isn't recommended until browsers for other platforms become common.

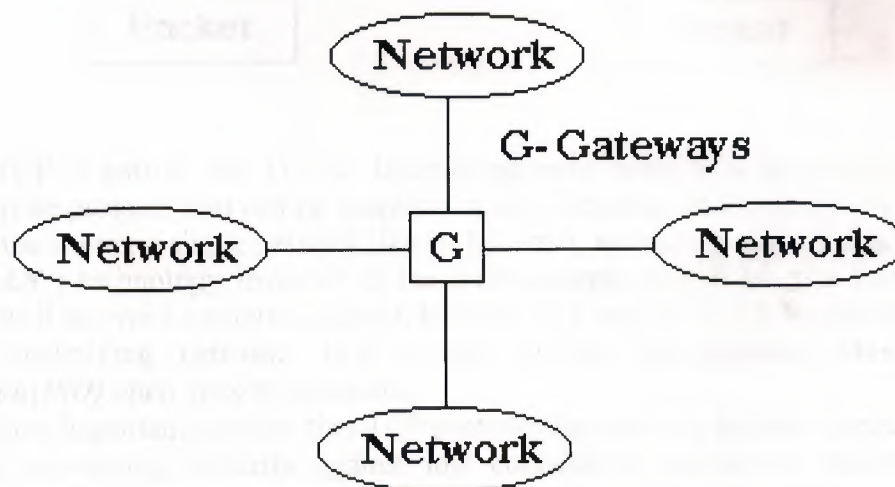


TCP/IP & INTERNET STRUCTURE

Introduction:

Data communication between places is the principle of computing. In the early days, this was quite hard. In the late 1970s, networks have been developed and these evolved into host networks that were attached to a single packet-switched network. In the middle 1980s, various economic and technological factors have energised that made it possible to interconnect many physical networks. This new technology is called internetworking, and it hides the underlying details of actual networks, in order to provide a uniform service across networks.

The Internet is an example of *open systems interconnection(OSI)*. In an Internet structure, several networks are connected together through the use of gateways and Internet working protocol(as discussed earlier). The main advantage of an Internet structure is that it provides universal interconnection while allowing individual groups to use whatever network hardware is best suited to their needs.



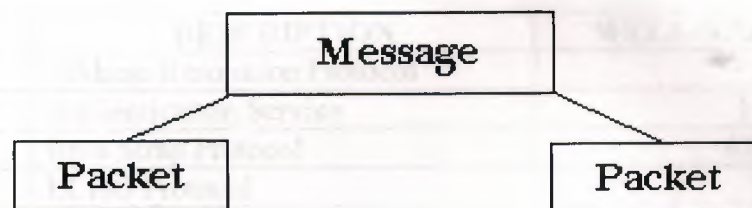


In addition, the term Internet is used when making a generic reference to a network built using internetworking technology and the term Internet is used when specifically referring to this network.

The transmission Control Protocol(TCP)

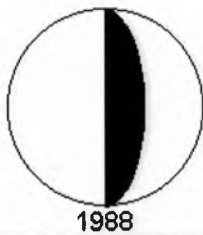
The transmission Control Protocol, TCP, defines a key service provided by the Internet, namely, reliable, stream delivery and it provides a full duplex connection between two machines, allowing them to exchange large volume of data efficiently.

The Internet Protocol(IP), defines the *IP datagram* as the unit of information passed across the Internet and provides the basis for connectionless, best-effort packet delivery stream.



The TCP is part of the TCP/IP Internet protocol suite, it is an independent, general purpose protocol that can be adapted for use with other delivery systems. It is possible to use it over a single network like an Ethernet, which is popular **Local Area Network(LAN)** technology invented at the Xerox corporation Polo Alto Research Centre, as well as over a complex Internet, because TCP makes very few assumptions about the underlying network. TCP is one of the **International Standards Organisation(ISO)** open system protocols.

The most important services that TCP provides for its users include: connection orientation, sequencing, security against lost connection orientation, sequencing, security against loss connection monitoring, multiplexing, flow control, transparent data transport and secure connection establishment, release, IP has the ability to:



- ⇒ transmit messages over an internetwork.
- ⇒ address each partner uniquely
- ⇒ decompose and recombine packets according to the current network conversions.
- ⇒ transmit certain information about the packet sequence and security features

TCP Service Interfaces

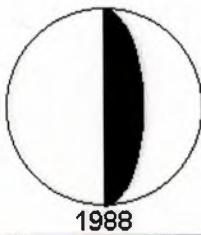
With its host-to-host communication, TCP/IP support the part/socket concept. A host, represented by its various application packages, may be viewed as providing a set of sockets, into which the desired connections, which are linked to I/O ports of relevant applications by the main of many be plugged. Some sockets and ports are reserved for certain standardised application as shown below.

PROTOCOL	DESCRIPTION	WELL-KNOWN PORT
ARP	Address Resolution Protocol	-
AUTH	Authentication Service	113
BOOTP	Boot Strap Protocol	67,68
ECHO	ECHO Protocol	7
FTP	File Transfer Protocol	20-21
GRAPHIC	Graphics Exchange Protocol	-
MPM	Exchange Multimedia Protocol	46
LDP	Load Debugger Protocol	-
LPR	line Printer Protocol	514
NNTP	Network News Transfer Protocol	119
NFS	Network File System	2049
RJE	Remote Job Entry	-
RLP	Resource Location Protocol	39
SMTP	Simple Mail Transfer Protocol	25
TELNET	Remote Terminal Protocol	23
TFTP	Trivial File transfer Protocol	69
UDP	User Datagram Protocol	-
X	X- window System	6000
STATSRV	Sending Gateway Statics	95

The most important TCP services are:

OPEN- Open a virtual connection to a partner or wait until the connection is opened by an arbitrary or a specific partner. A time-out condition may be given.

SEND- Deliver a data buffer to TCP for transmission to the other partner. A push flag may be used to force the full data transfer, otherwise the nature of the



execution is at the discretion of TCP. An URGENT flag may be used for express packets which must receive priority handling.

RECEIVE- Receipt of data from the partner, with entry of size of the available buffer. TCP informs the clients process whether the PUSH or URGENT flags were set by the partner.

CLOSE- Release of a virtual connection.

STATUS- This service is only of a local nature and its fictions depend on the form of the current TCP implementation (in other words, which connection-related status/statistical data is made available).

Connection Establishment

Connection establishment between two TCP partners is based on the so-called "three way handshake" principle. This mechanism reduces the possibility of the establishment of false connections.

The following error situations may arise.

⇒ Simultaneous establishment of a connection by each of the two partners involved.

⇒ Multiple establishment of a connection by the initiator. Because of a time out for the first connection-establishment request.

⇒ Unwanted establishment of a connection before the previous connection is released.



Data Transfer

Once a connection is established between two partners data packets may be exchanged. Since these could be lost or rendered worthless as a result of errors or overloading of the network, TCP initiates a transmission repeat after the time-out condition expires.

This way leads to duplicated data packets, which TCP detects using a special sequence numbering.

Sequence Numbering

Each data octet (8 bits=byte) transmitted by TCP is assigned a sequence number. This means that, in principle, the receipt of each octet can be confirmed. This is implemented in such a way that the confirmation of octet number n implicitly confirms the receipt of all previous octets. Thus, duplicated segments are detected by the receiver and do not require special treatment. Sequence numbers run from 0 to $2^{32}-1$.

WINDOWS MECHANISM

While in other protocols, such as HDLC(High Level Data Link Control) or X25 level 3, the transmission window relates to the number of packets still to be transported from the sender to the recipient, because of the sequential numbering of octets, TCP uses a different mechanism. Here, a receiver tells the sender the sequence number of the last octet which it has sufficient buffer space to receive. Unlike the above protocols, this provides for very dynamic management of this window. As soon as a recipient has a higher load and, thus possibly less buffer space, it can make this known to its partner.



Transmission Watchdog

Each data packet transmitted is monitored so that a transmission repeat takes place if no acknowledgement is forthcoming within a given interval (retransmission time). This interval depends heavily on the network type, the dimensioning of the network and the network load. To frequent transmission repeats load the network unnecessarily too long a waiting period decreases the throughput possibly considerably. Thus, for each data packet, TCP continuously determines the time until the expiring of the acknowledgement period and thus is able to reset the retransmission timer adaptively.

TCP Internet Protocol(IP)

The Internet protocol, IP, defines the unreliable, connectionless delivery mechanism. IP provides three important definitions. First, the IP as a protocol defines the Internet datagram (or IP datagram). Second, IP software performs the routing function. Third, IP includes a set of rules that embody the idea of unreliable packet delivery. These rules characterise how hosts and gateway (router) should process packets how and when error messages should be generated, and the conditions under which packets may be discarded.

A route is the path that network traffic takes from its source to its destination. IP datagram contains a source and destination IP, address, fragmentation controls, precedence and checksum used to catch transmission error along with data. In a TCP/IP Internet each IP datagram, which is basis unit of information passed across a TCP/IP Internet, may include many gateways and many physical network. Both hosts and gateways participate in IP routing. When an application program on a host attempts to communicate, the TCP/IP protocols eventually generate one or more IP datagrams. The host must make a routing decision when it chooses where to send the datagrams.



Datagram Delivery Over A Single Network

Transmission of an IP datagram between two machines on a single network does not involve gateways. The sender encapsulates the datagram in a physical frame, binds the destination IP address to a physical hardware address, and Internetwork sends the resulting frame directly to the destination.

Because the Internet addresses of all machines on a single network include a common network *id*, and because extracting that *id* can be done in a few instructions, testing whether a machine can be reached directly is extremely efficient.

Internet Address

Universal Identifiers:

If a communication system allows any host to communicate with any other host, it is said to supply universal communication service. To make our communication system universal, we need to establish a globally accepted method of identifying computers that are attached to it. A name identifies what an object is an address where it is, and a route tells us how get there. In general pronounceable name to identify machines are preferred by the people.

Three Primary Classes of IP Addresses

For address, the designers of TCP/IP choose a scheme analogous to physical network addressing in which a host on the Internet is assigned an address called an IP address.

The clever part of Internet address is that Integers are carefully chosen to make rating efficient.

An IP address encodes the identification of the network to which a host attaches as well as the identification of a unique host on that network.

Each host on a TCP/IP Internet is assigned a unique 32-bit address that is used in all communication with that host.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Each address is a pair. One of the pair netid, identifies a network, and the other one, hostid, identifies a host on the network.

Each IP address must have one of the first three forms shown below.

	0123	8	16	24	31	
Class A	0 netid		hostid			Class A > 2 ¹⁶
	14					
Class B	10 netid		hostid			256 ≤ Class B ≤ 2 ¹⁶
	28					
Class C	100 netid			hostid		Class C < 256
Class D	1110 Multi Cost Address					
Class E	11110 Reserved For Future Use					

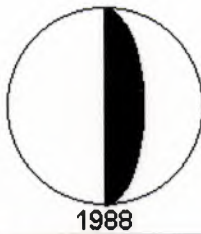
An IP address can be determined from the three high order bits in a given IP address. Class A addresses are used for networks that have more than 2^{16} (i.e. 65,536) hosts. Class A bits devote 7 bits to netid and 24 bits to hostid. Class B addresses are used for intermediate size networks that have between 2^8 (i.e. 256) and 2^{16} hosts, and allocate 14 bits to the netid and 16 bits to the hostid. Class C networks have less than 28 hosts, and allocated 21 bits to the netid and only 8 bits to the hostid.

The 32 bit Internet number or IP address is commonly represented as for numbers joined by period i.e. 145.32.217.130

The fourth part of this address identifies the host machine, the remainder identify the sub-network on which the machine resides. Class C network are typically LANs.

Since users do not usually want to have to remember addresses in the form of numbers, a name-to-number service is available, called the Domain Name Service (DNS). DNS servers exchange information to allow a user to communicate with any other machine on the Internet simply by giving its name. One disadvantage of this addressing scheme is that if a host moves to another network, its Internet address must change.

Example: Arpanet--- Class C



Difference Between Frames & Tables

Use frames if you want to preserve the same layout an all your options. No need to reload the same section every time you choose an option. User can enlarge or arrange individual pages(frames)as required.

Disadvantage of Frames

Some browser can not view frames and generate an error messages. To cater for this when you create frames some HTML editors enable you to prepare text based version of pages using frames.

Still, tables are more popular than frames. With tables you can produce, interesting effect and can use them for obtaining a nice layout. If you cheese border thickness=0 then people cannot easily understand that you are using tables but this allows you to obtain nice layouts.

NAVIGATING

Go to a page: [Home](#), [About](#), [Contact](#), [Privacy](#), [Terms](#), [FAQ](#), [Sitemap](#), [Feedback](#)

1. Click on the link in the list above.

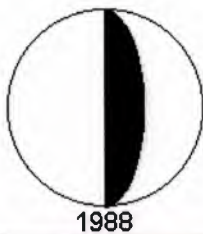
Show me:

2. In the Go to what text, type the name of the page you want to go to.

3. To go to a specific page, type the name of the page in the text box, and then click Go To.

To go to the next or previous page, click on the Next or Previous link in the list above.

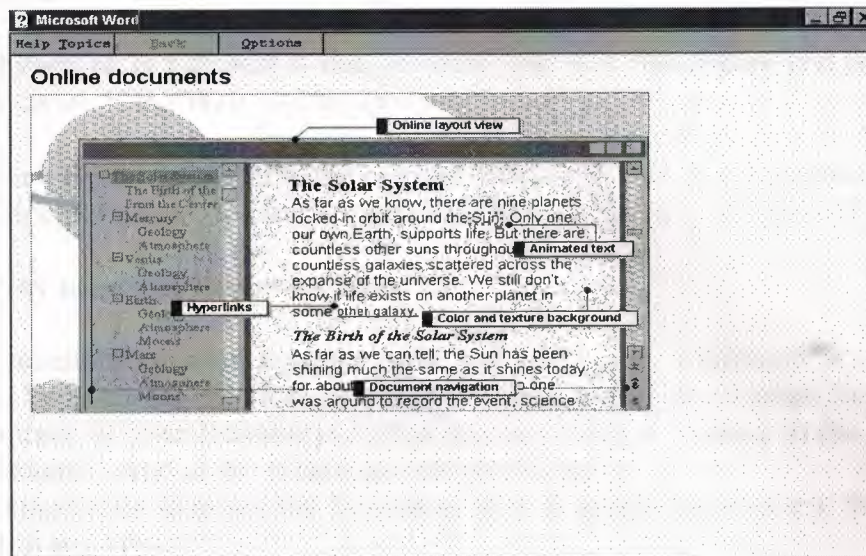
Fig. 1.10 A quick way to go to a page and to go to the next or previous page. Click on the vertical scroll bar, and then click the Next or Previous link in the list above. Navigate by using hyperlinks.



CHAPTER B

USING WORD PAGE

WORKING WITH ONLINE AND INTERNET DOCUMENTS



NAVIGATING

Go to a page, bookmark, footnote, table, comment, graphic, or other location

1 On the **Edit** menu, click **Go To**.

Show me

2 In the **Go to what box**, click the type of item.

3 To go to a specific item, type the name or number of the item in the **Enter** box, and then click **Go To**.

To go to the next or previous item of the same type, leave the **Enter** box empty, and then click **Next** or **Previous**.

Tip For a quick way to go to the next or previous item, click **Select Browse Object** on the vertical scroll bar, and then click the item you want. You can click **Next** or **Previous** to go to the next or previous item of the same type.

Navigate by using hyperlinks



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

When a **Word publication** or Web page contains hyperlinks to other locations $\frac{3}{4}$ for example, to locations in the same file, or to files on the network or the Internet $\frac{3}{4}$ you can move to these locations by clicking the hyperlink display text or image. When you point to the display text of a hyperlink, the pointer becomes a hand .

· In a file or Web page that contains hyperlinks, click the display text or image of a hyperlink.

When a hyperlink is followed $\frac{3}{4}$ that is, when you click the display text and jump to another location $\frac{3}{4}$ the **Web** toolbar appears.

- Click **Back** to return to the original location in your Word publication.
- Click **Forward** to return to the file whose hyperlink you followed.

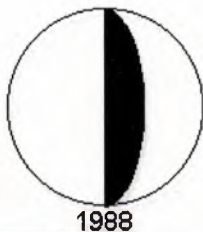
Navigate by using the Document Map

The Document Map is a separate pane that shows an outline of a document's headings. You can use the Document Map to quickly navigate around the document and keep track of your location in it. For example, click a heading in the Document Map to instantly jump to the related part of the document.

Word automatically displays the Document Map in online layout view, but you can display it in any view.

- 1 Click **Document Map** .
- 2 In the Document Map, click the heading you want to go to.

Word displays the heading at the top of the page. In the Document Map, the heading is highlighted to show your location in the document.



WORKING WITH DOCUMENTS ON INTRANETS AND THE INTERNET

Documents on the Internet

If you have access to the Internet (for example, if you have a modem and an Internet account through an Internet service provider, or if you are in a corporation and have access through the network), you can open documents on the World Wide Web or anywhere on the Internet from the **Open** dialog box in your Office programs. You can also add **FTP** sites to the list of available Internet sites. And if your company has an intranet, you can open documents there. In addition, if you have the access rights and the FTP site supports saving files, you can save documents to the Internet from the **Save As** dialog box in your Office programs.

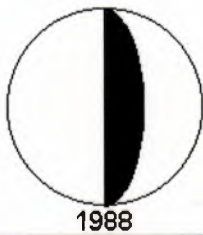
Use Microsoft Excel, Word, PowerPoint, and Microsoft Access to browse Office documents that contain hyperlinks, whether the document is on your computer, on a network drive, or on the Internet. You don't have to be on the Internet to use hyperlinks in Office documents.

The Web toolbar is available in your Office programs to make it easy to browse documents that contain hyperlinks. Use the **Web** toolbar to open a start page or a search page in your Web browser. Also from the **Web** toolbar, add interesting documents you find on the Web to the Favourites folder to gain access to them quickly. The **Web** toolbar keeps a list of the last 10 documents you jumped to by using either the **Web** toolbar or a hyperlink so you can easily return to these documents again.

Add an FTP site to the list of Internet sites

You can add an FTP site to the list of Internet sites to make it easier to open a document at an FTP site. To do this procedure, your company must have an intranet, or you must have access to the Internet (for example, you may have access by using a modem and an Internet account through an Internet service provider, or through the network if you are in a corporation). For information about how to set up Internet access, see the Microsoft Office 97 Resource Kit. For information about how to obtain the Office Resource Kit, click .

- 1 Click **Open** .
- 2 In the **Look in** box, click **Add/Modify FTP Locations**.
- 3 In the **Name of FTP site** box, type the FTP site name; for example, type **ftp://ftp.microsoft.com/**
- 4 If you want to log on to an FTP site that allows anonymous log on, click **Anonymous**.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

If you want to log on to an FTP site that you have user privileges for, click **User**, and then type your password.

- 5 Click **Add**.

Remove an FTP site from the list of Internet sites

- 1 Click **Open**.
- 2 In the **Look in** box, click **Internet Locations (FTP)**.
- 3 Right-click the FTP site you want to remove, and then click **Remove** on the shortcut menu.

Change the logon name or password for an FTP site

You can change the way you log on to an **FTP** site. To do this procedure, your company must have an **intranet**, or you must have access to the **Internet** (for example, you may have access by using a modem and an Internet account through an Internet service provider, or through the network if you are in a corporation). For information about how to set up Internet access, see the Microsoft Office 97 Resource Kit. For information about how to obtain the Office Resource Kit, click .

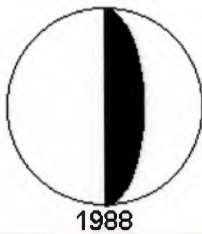
- 1 Click **Open**.
- 2 In the **Look in** box, click **Internet Locations (FTP)**.
- 3 Right-click the FTP site you want to change, and then click **Modify** on the shortcut menu.
- 4 Change the options you want.

Learn about installing and using Web page authoring tools

Microsoft Word and some other Microsoft Office programs provide Web page authoring tools to help you easily create Web pages for **intranets** and the **World Wide Web**. If you haven't already installed these tools, you can rerun Set-up to install them and to install more Help topics about using them.

When authoring Web pages in Word, you can use many familiar Word features, such as spelling and grammar checking, AutoText, and tables. Some features, such as graphical bullets and lines, are customised to make Web authoring easier. Features that aren't supported by HTML are not available when authoring Web pages.

To install the Web page authoring features, select the **Web Page Authoring (HTML)** check box in Set-up. For more information about installing components of Office, click .



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Open the Web start page

When you start a **World Wide Web browser**, the start page is the first page that appears in the browser. You can set this location to any Web site you want or to a document on your computer hard disk. You can open the start page from the **Web** toolbar. A start page may contain **hyperlinks** to other documents on your computer, on the network, or on the Web.

To do this procedure, you must have the **Web** toolbar displayed. On the **View** menu, point to **Toolbars**, and then click **Web**.

- On the **Web** toolbar, click **Start Page** .

Change the Web start page

To do this procedure, the **Web** toolbar must be visible. On the **View** menu, point to **Toolbars**, and then click **Web**.

- 1 Open the document you want to use as the **start page**.
- 2 On the **Web** toolbar, click **Go**, and then click **Set Start Page**.
- 3 Click **Yes**.

Open the Web search page

A search page provides an organised way to find and go to other **Internet** sites or to documents on an **intranet**. Many search pages provide the capability to search by topic or by keyword. Others simply provide an well-organised list of **hyperlinks** to selected Internet sites or to documents on an intranet. You can open the search page from the **Web** toolbar.

To do this procedure, you must have the **Web** toolbar displayed. On the **View** menu, point to **Toolbars**, and then click **Web**.

- On the **Web** toolbar, click **Search the Web** .

Change the Web search page

To do this procedure, the **Web** toolbar must be visible. On the **View** menu, point to **Toolbars**, and then click **Web**.

- 1 Open the document you want to use as the **search page**.
- 2 On the **Web** toolbar, click **Go**, and then click **Set Search Page**.
- 3 Click **Yes**.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Open recently browsed files

To do this procedure, you must have the **Web** toolbar displayed. On the **View** menu, point to **Toolbars**, and then click **Web**. To open the previous document in the history list, click **Back** on the **Web** toolbar.

To open the next document in the history list, click **Forward** on the **Web** toolbar.

Cancel a jump that takes too long

To do this procedure, you must have the **Web** toolbar displayed. On the **View** menu, point to **Toolbars**, and then click **Web**.

On the **Web** toolbar, click **Stop Current Jump**.

Refresh the display of the current file or Web page

When you work in a document on the World Wide Web that contains hyperlinks, the author may modify the document while you have it open. When you update a document, the document is refreshed from the original file that is located on the network server, the Internet, or your computer hard disk.

To do this procedure, you must have the **Web** toolbar displayed. On the **View** menu, point to **Toolbars**, and then click **Web**.

On the **Web** toolbar, click **Refresh Current Page**.

Add the active document to Favourites

When you open a document on the Internet, World Wide Web, intranet, or even on your computer hard disk, add the document to the Favourites folder so you can open it again without having to remember the path you typed to get the document the first time.

To do this procedure, you must have the **Web** toolbar displayed. On the **View** menu, point to **Toolbars**, and then click **Web**.

On the **Web** toolbar, click **Favourites**, and then click **Add to Favourites**.

Hide all toolbars except the Web toolbar

To do this procedure, you must have the **Web** toolbar displayed. On the **View** menu, point to **Toolbars**, and then click **Web**.

On the **Web** toolbar, click **Show Only Web Toolbar**.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Tip To show the toolbars that are hidden, click **Show Only Web Toolbar** on the **Web** toolbar.

I can't open a document on the Internet.

You must have access to the **Internet** (for example, you may have access by using a modem and an Internet account through an Internet service provider, or through the network if you are in a corporation) to open files at an **FTP** site or on the **World Wide Web**. For information about how to set up Internet access, see the Microsoft Office 97 Resource Kit. For information about how to obtain the Office Resource Kit, click .

If you have these things, the site may be too busy. Try to open the document later.

The Web Find Fast search page

Microsoft Office ships with a **search page** you can use to find files on the **intranet**. The Web Find Fast search page makes it quick and easy to find a file you know exists even when you don't know where it's located. The Web Find Fast search page also makes it easy to find all of the information available on any subject. You can also quickly locate information outside of your workgroup, such as the quarterly report for your company, or all files that refer to company policies.

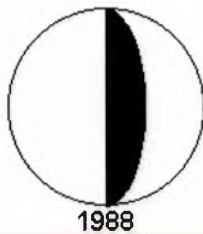
To obtain the Web Find Fast search page, see your administrator.

WORKING WITH HYPERLINKS

Create hyperlinks

You can enrich Web pages and **Word publications** that others read online by inserting **hyperlinks** to other items. The hyperlink can jump to a location in the current document or Web page, to a different Word document or Web page, or to a file that was created in a different program. You can even use hyperlinks to jump to multimedia files, such as sounds and videos.

The destination the hyperlink jumps to can be on your hard disk, on your company's intranet, or on the Internet, such as a page on the **World Wide Web**. For example, you can create a hyperlink that jumps from a Word file to a chart in Microsoft Excel that provides more detail. A hyperlink is represented by a "hot" image or display text ³/₄ that is often blue and underlined ³/₄ that the reader clicks to jump to a different location.



Use the automatic formatting features for Word documents and Web pages when you know the addresses to jump to or when you have a document that contains file names or addresses that you want to format as hyperlinks. Use **Insert Hyperlink** to insert a hyperlink into Word files and Web pages when you aren't using the automatic formatting features or when you want to browse for the destination address. Use a drag-and-drop operation in Word files when you want to use the mouse to quickly create a hyperlink for text located within another Office file.

Change the display text or image of a hyperlink

You can change the display text or image of a hyperlink ³/₄ the "hot" text or image that a user clicks to follow the hyperlink ³/₄ as you would edit any text or image in your document or Web page. To avoid following the hyperlink, or opening the file you're inserting the hyperlink to, it's usually best to use the keyboard to select the image or text you want to change.

- 1 Click outside of the text or image.
- 2 Press the arrow keys until your insertion point is located just to the left or the right the image or text you want to change.
- 3 Hold down SHIFT and press an arrow key until the text or image is selected.

Hold down CONTROL+SHIFT to select whole words.

- 4 Edit the image or text.

Remove a hyperlink

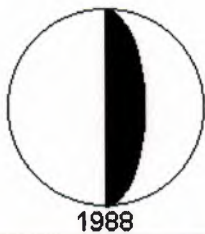
- 1 Right-click the **hyperlink** you want to remove, point to **Hyperlink** on the shortcut menu, and then click **Edit Hyperlink**.
- 2 Click **Remove Link**.

Tip To remove a hyperlink and the display text or image that represents the hyperlink in the document, select the hyperlink, and then press DELETE.

Change the appearance of all hyperlinks in Word documents

This procedure doesn't affect hyperlinks on Web pages. For more information about changing text colours in Web pages, click .

- 1 Open the document that contains the **hyperlinks** you want to change.
- 2 On the **Format** menu, click **Style**.
- 3 To change the appearance of a hyperlink, click **Hyperlink** in the **Styles** box, and then click **Modify**.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

To change the appearance of a followed hyperlink, click **FollowedHyperlink** in the **Styles** box, and then click **Modify**.

- 4 Click **Format**, and then click **Font**.
- 5 Select the options you want.

Tips

To use animated text, click the **Animation** tab in the **Font** box, and then click the option you want in the **Animations** box. For instance, you could use **Las Vegas Lights** or **Sparkle Text** to point out the hyperlinks in your document.

To use the modified Hyperlink or FollowedHyperlink style in new documents based on the same template, select the **Add to template** check box in the **Modify Style** dialog box. Word adds the modified style to the template attached to the active document.

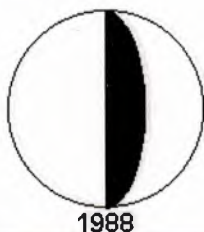
Change the hyperlink destination

- 1 Right-click the hyperlink you want to change, point to **Hyperlink** on the shortcut menu, and then click **Edit Hyperlink**.
- 2 Select the options you want.

Set a hyperlink base for a document

When you create a hyperlink in a document, you can make the path to the destination of the hyperlink a fixed file location (absolute link), which identifies the destination by its full address, such as c:\My Documents\Sales.doc, or you can make the path a relative link. Use a relative link if you want to move or copy the file that contains the hyperlink or the destination file to a new location. To change the path of the relative link, set a hyperlink base for the document.

- 1 Open the document you want to set a hyperlink base for.
- 2 On the **File** menu, click **Properties**, and then click the **Summary** tab.
- 3 In the **Hyperlink base** box, type the path of the relative link you want to use for all the hyperlinks you create in this document.



CREATING AND WORKING WITH WEB PAGES

CREATING WEB PAGES

Create a Web page

Word offers two easy ways for you to create Web pages. You can start a new page by using a wizard or template, or you can convert an existing Word document to **HTML**, the format used for Web pages. When you create a Web page with either of these methods, Word customises some toolbars, menu commands, and options to provide the Web page authoring features.

Using the Web page authoring features to create your Web page will usually produce the best results. You can use the Web Page Wizard to start with sample content ³/₄ such as a personal home page and registration form ³/₄ and graphical themes ³/₄ such as festive and community ³/₄ to help you quickly create a Web page. If you prefer, you can start with a blank Web page. For information about many of the features you can use in Web pages, click .

Use the HTML conversion method when you have existing Word content that you want to quickly convert to a Web page. The formatting and features that are supported by HTML will be converted. For more information, click .

What do you want to do?

- Create a Web page from a wizard or template
- Save a Word document in HTML format

Items you can add to Web pages

You can make Web pages look more interesting by adding bullets and numbering, horizontal lines, background colours and textures, tables, pictures, videos, scrolling text, and forms. You add most of these items in much the same way as you do in a Word document. However, to make Web page authoring easier, Word offers some new and some customised commands for this purpose.

Obtain more Web page graphics and templates from the Microsoft Web site

Additional bullets, textured backgrounds, horizontal lines, and templates are available on the Microsoft Web site. If you have access to the **World Wide Web**, you can obtain these items to use on your Web pages.



Tips for creating Web pages

There are many opinions about the best way to structure and design Web pages. You can find many tips, examples, and style guides on the **World Wide Web**. Here are some tips that apply to most Web pages:

- Content should be well organised. Well-structured pages help you deliver ideas effectively and help the reader navigate through your site. For more information, click .
- Text on Web pages should be easy to read. If you add a background to your Web page, it should contrast with the text colour. For more information, click .
- Web pages may not look the same in different **Web browsers**. It's a good idea to plan your Web pages so they are viewable in most browsers. For more information, click .
- Large images increase download time, especially for readers who gain access to Web pages by modem. Although graphics can make Web pages more interesting, you should use graphics strategically. For more information, click .
- Some users turn off the display of images, and some Web browsers don't support all video formats. When images and videos contain information that you don't want readers to overlook, you can use alternative text for graphics and alternative text and images for videos. For more information, click .
- You can use tables as a layout tool. For example, **HTML**, the format for Web pages, doesn't support newspaper columns, but you can create a two-column effect by using tables. For more information, click .

Add a background sound to a Web page

You can have a background sound play automatically when someone opens your Web page.

- 1 On the **Insert** menu, points to **Background Sound**, and click **Properties**.
- 2 In the **Sound** box, enter the address, or **URL**, of the sound file you want, or click **Browse** to locate the file.
- 3 In the **Loop** box, click the number of times you want the sound to repeat. If you want it to loop continually while the Web page is open, click **Infinite**.
- 4 To copy the sound to the same folder as your Web page, select the **Copy to document folder** check box. To **use a relative path**, a path that's relative to your current page, select the Use relative path check box.

For more information about managing files for Web pages, click .

Notes



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

To review the sound while you are authoring the Web page, point to **Background Sound** on the **Insert** menu, and then click **Play**. To stop the sound, click **Stop**.

For others to hear background sounds, they must have a sound system installed, and their **Web browser** must support the sound format of the file you inserted. You can insert sound files in WAV, MID, AU, AIF, RMI, SND, and MP2 (MPEG audio) formats.

The background sound plays automatically every time your page is opened or returned to. For frequently opened pages, such as home pages, this repetition could become annoying. You could add the background sound instead to a page that the user is likely to jump too less frequently. Or you could insert a hyperlink that the user can click to download a sound file. For more information about inserting hyperlinks, click . You may want to use caution when selecting **Infinite** for a looping option, because the sound will play continually when the user opens the page.

Add a horizontal line to a Web page

Horizontal lines are used often on Web pages to separate logical sections of text.

- 1 Click where you want to insert the line.
- 2 On the **Insert** menu, click **Horizontal Line**.
- 3 In the **Style** box, click the line that you want, or click **More** to select a different line.

Notes

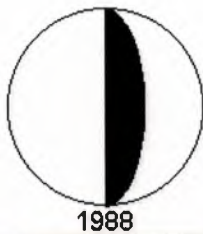
A Web browser will draw the first line in the Style box when someone opens the page. The other line styles are graphical images. When you save this Web page, the line will be saved as an image, such as image.gif, image1.gif, in the same location as the Web page. If you move the Web page $\frac{3}{4}$ for instance, when publishing the page $\frac{3}{4}$ you should also move the image of the line. For more information, click .

To quickly insert another line with the same style, click **Horizontal Line** .

Add a video to a Web page

You can add an inline video to your Web page, which means the video is downloaded when the user opens the page. You can determine whether the video will play when the page is opened or when the user points to the video with the mouse. Because not all Web browsers support inline video, you may want to provide alternative text and images or avoid presenting essential information in videos.

It's recommended that you save your document before inserting videos. For more information about managing files and links, click .



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

- 1 On the **Insert** menu, clicks **Video**.
- 2 In the **Video** box under **Source**, type the address or URL of the video file you want. Or click **Browse** to search for the file.
- 3 In the **Alternate image** box, type the address or URL of the graphics file that you want to designate as a substitute when the user's browser doesn't support videos or when the user turns off the display of videos.
- 4 In the **Alternate text** box, type the text that you want to appear in place of the video or alternative image when the user's browser doesn't support videos, when the server where the video or image is located is temporarily unavailable, or when the user turns off the display of images and videos.
- 5 In the **Start** list, click an option to specify how the video will play on a Web page. **Open** causes the video to play when the user downloads the Web page; **Mouse-over** causes the video to play when the pointer moves over the video; **Both** causes the video to play in both scenarios.
- 6 In the **Loop** box, enter the number of times you want the video to repeat.
- 7 If you want to display video controls, such as "Start" and "Stop," while you're authoring Web pages, select the **Display video controls** check box.
- 8 To copy the video to the same folder as your Web page, select the **Copy to document folder** check box. To use a relative path, a path that's relative to your current page, select the **Use relative path** check box.

Notes

- The video will play after you insert it. If you've selected the **Mouse-over** option for video playback, the video will also play in your Web page document when your mouse moves over it.
- Video files can be very large and take a long time to download. For tips on reducing the size of images, click .
- You can also insert a hyperlink to a video, which means the user can click the hyperlink to download the video and play it. For more information about inserting hyperlinks, click .

Add scrolling text to a Web page

You can enhance your Web page with scrolling text, which is also known as a marquee.

- 1 On the **Insert** menu, clicks **Scrolling Text**.
- 2 Type the text that you want to scroll in the **Type the scrolling text here** box.
- 3 Select any other options you want.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Notes

· Scrolling text, or the marquee, is supported in all versions of Microsoft Internet Explorer except version 1.0. Some other **Web browsers** don't support scrolling text. In those browsers, the text will appear but it won't scroll.

· To delete scrolling text, select the text, and then click **Cut** on the **Edit** menu.

Set the language for a Web page

When you are authoring a Web page, you can specify the language of the font, or the encoding, that a **Web browser** will use to display the page. For instance, if you want the page to appear with Greek characters, set the language to Greek. You can also set a default language encoding for new pages that you create.

1 On the **File** menu, click **Properties**.

2 Under **HTML encoding**, select the items you want.

· To specify the language code that Word will use to display the page if the page is not already displayed with the correct language encoding, click the language you want in the **For displaying this page** list. This setting is also used when loading subsequent pages, if the language encoding cannot be determined.

· To specify the language code for saving the page, click the language you want in the **For saving this page** list.

· To specify a default encoding for new Web pages that you create, click the language you want in the **For creating new Web pages (default encoding)** list.

Notes

· To have Word always save your pages using a default language encoding, select the **Always save Web pages with default encoding** check box. This setting affects the current page and future pages that you save. This setting is useful if you reuse pages from other sources and want to store every page in one encoding.

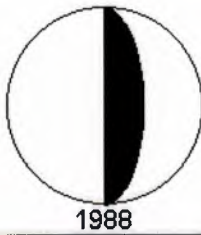
· Some languages have more than one encoding scheme. To view the available encoding, see the lists under **HTML encoding**.

Assign a title to a Web page

The title appears in the title bar of the Web browser, and if someone stores a link to your Web page, the title appears in that person's history list and favourites list.

1 On the **File** menu, click **Properties**.

2 In the **Title** box, type the title you want.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Note If you don't specify a title, Word suggests a title based on the first few characters that appear on your Web page.

Insert HTML mark-up

Word provides features that help you create a Web page without writing HTML source. However, you can also insert your own HTML source code onto a page.

- 1 Enter the HTML sources that you want.
- 2 Select the source.
- 3 In the **Style** box, **NORMAL** click **HTML Mark-up**.

Notes

You can also enter the HTML source directly when you are viewing the source of a Web page. View the source, and then type the HTML codes that you want. For more information about viewing the HTML source, click .

Applying the HTML mark-up style will format text as hidden. If you need to view this text and hidden text is not showing, click **Show/Hide** .

Create a custom HTML template

You can create a custom template that you base Web pages on. When you create the template, start with the Blank Web Page template, and then modify the template as you would any Word template.

- 1 On the **File** menu, click **New**.
- 2 Double-click **Blank Web Page**.
- 3 Add any boilerplate text or graphics that you want.
- 4 On the **File** menu, click **Save As**.
- 5 In the **Save as** type box, click **Document Template (*.dot)**.
- 6 Word proposes the **Templates** folder in the **Save in** box. To save the template so that it will appear on a tab other than **General**, switch to the corresponding subfolder within the **Templates** folder.
- 7 In the **File name** box, type a name for the new template, and then click **Save**.

It is recommended that you give the file a .dot extension.



CHANGING THE APPEARANCE OF WEB PAGES

Learn about formatting Web pages

When creating Web pages in Word, you can use many of the same formatting tools you use for Word documents. For instance, you can click **Bold** to apply bold formatting to text, or you can click **Heading 1** in the **Style** box **NORMAL** to apply a heading style.

The **HTML** source that Word creates for the Web page doesn't contain formatting, but it contains codes that instruct the Web browser to format text. Word takes care of the HTML codes behind the scenes, though, so all you need to do is apply the formatting you want.

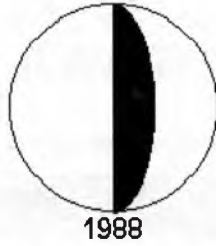
Paragraphs will automatically contain space before and after them. To create paragraphs with no white space between them, press CTRL+ENTER.

Formatting that isn't supported by HTML or some Web browsers aren't available in the Web authoring environment in Word. This includes the Emboss, Shadow, and Engrave character formatting effects, line spacing, margins, character spacing, kerning, text flow settings, and spacing before and after paragraphs. Tabs are not available because they are displayed as spaces by many Web browsers ³/₄ to shift the first line of text to the right, you can use an indent.

You can apply bold, italic, underline, strikethrough, superscript, and subscript formats to selected text. You can change the size of selected text to font sizes supported by HTML. You can click **Increase Font Size** or **Decrease Font Size** to quickly switch to the next available font size. You can also change the type of font, but keep in mind that others viewing your Web pages may not have the same fonts on their systems. Also, some Web browsers display text in a default font only.

You can set the colours for text, hyperlinks, and followed hyperlinks for the entire page with the **Text Colours** dialog box (**Format** menu). You can change the colour of selected text ³/₄ for instance, a word or a sentence ³/₄ by clicking **Font Colour**. Setting the default text colours for the page doesn't change text whose colour you've changed with the **Font Colour** button.

You can indent text in .25-inch increments by clicking **Increase Indent** and **Decrease Indent**, and you can change the alignment of text by clicking **Align Left**, **Centre**, or **Align Right**. However, you can't justify text on Web pages.



NEAREAST UNIVERSITY

FACULTY OF ENGINEERING DEPARTMENT OF COMPUTER ENGINEERING

GRADUATION PROJECT (HTML PROGRAMMING)

WRITTEN BY
METİN TAŞKIN

TO
MISS. BESİME ERİN



CONTENTS

CHAPTER A

Historical Background	1
Technical Definitions	3
Various Protocol	4
CUSEEME	5
Network News	5
Telnet	5
FTP	5
Gopher	6
The World Wide Web	6
Uniform Resource Locators	6
Searching The Internet	7
Archie	7
Veronica and Junghead	8
CUI and LYCOS	8
Image File Extensions on the Internet	8
Introduction to HTML Language	8
What Software to Use for Writing HTML Programs	10
File Extension	10
Tag Reference	10
Document Formatting	10
Paragraph Formatting	11
Character Formatting	11
List Formatting	12
Anchor Formatting	12
Image Formatting	13
Table Formatting	14
GIF	14
JPEG	15
TIFF	15
Video Standards	15
MPEG	15
AVI	15
TCP/IP & INTERNET Structure	16
Introduction	16
The Transmission Control Protocol(TCP)	17
TCP Service Interfaces	18
OPEN	19
SEND	19
RECEIVE	19

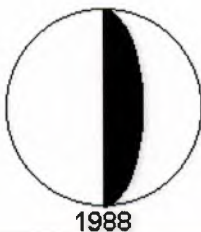


NEAR EAST UNIVERSITY COMPUTER ENGINEERING

CONTENTS

CH CLOSE	19
STATUS	19
Connection Establishment	19
Data Transfer	20
Sequence Numbering	20
Windows Mechanism	20
Transmission Watchdog	21
TCP Internet protocol (IP)	21
Datagram Delivery Over A Single Network	22
Internet Address	22
Universal Identifiers	22
The Primary Classes of IP Addresses	22
Difference Between Frames & Tables	24
Disadvantage of Frames	24

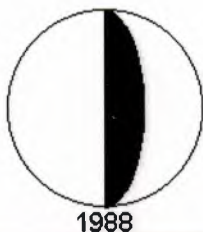
Using Basic Features	31
Adding Text	32
Formatting Characters	32
Working With Paragraphs	32
Creating Lists	32
Using Graphics and Image Maps	32
Creating Links and Anchors	32
Using Frames	32
Creating Tables	32



CONTENTS

CHAPTER B

USING WORD WEB PAGE	25
WORKING WITH ONLINE AND INTERNET DOCUMENTS	
Navigating	25
Working With Documents on INTRANETS and The Internet	27
Working with HYPERLINKS	31
CREATING AND WORKING WITH WEB PAGES	
Creating WEB Pages	34
Changing The Appearance of WEB Pages	40
Working With Graphics On WEB Pages	44
Working With Forms On WEB Pages	45
Viewing WEB Pages and HTML Source	46
Working With WEB Pages and WEB Authoring Tools	47
USING VISUAL PAGE	
Using Basic Features	51
Apping Text	55
Formatting Characters	57
Working With Paragraphs	60
Creating Lists	63
Using Graphics and Image Maps	64
Creating Links and Anchors	71
Using Frames	74
Creating Tables	80



CONTENTS

CHAPTER C

LEARNING JAVA SCRIPT	85
How to take full advantage of JavaScript by Moving beyond its Built in commands	85
Introducing functions	85
Defining and Using a Function	86
Calling a Function with an Event Handler	87
Passing a Value to a Function	88
Passing Multiple Values to a Function	88
Returning a Value from a Function	89
Defining Local Variables within Functions	90
Calling one Function from Another Function	91
Creating Object within User-Defined Functions	92
Defining new Properties to Already-Made Objects	93
Defining properties when you Create the Object	93
Creating User-Defined Methods	94
Conclusion	96
Take Advantage of User -Defined Variables in JavaScript	97
Contents Placed in JavaScript Variables	98
Numbers in Variables	98
String in Variables	98
Boolean Values in Variables	99
Objects in Variables	99
Understanding JavaScript's "loose" Variable Data Types	100
Using the Var Statement to Assign a Variable	100
String Length Limitations	100
Understanding the "scope" of Variable	101
Referencing Variables in Other Loaded Documents	102
Understanding when Variables are Lost	103
Variable Shortcuts, Tips, and Tricks	104
Assigning Multiple Variable at Once	105
Deleting a Variable from Memory	105
Converting Between Number and String Variables	105
Conclusion	106



CONTENTS

CHAPTER D

Programming With HTML
107



CONCLUSION

This project that I produced creates a HTML program and a WEB page. I practised all formulas of HTML. While I was creating this WEB page I used two different Browser. These are; WEB page in OFFICE 97 and Visual Page Browser. Both of them were very useful. Specialities and usage of Browser will be engaged following pages.

Because of Turkey is Tourist paradise I preferred to engage with touristic hotels that they are beneficial for tourism.

I like to write about my pages briefly:

First one is Turkey page. Later again a new Turkey page. Meanwhile brief and essential assistant information. From this page it is very easy to enter to www.turk.org. and www.turk.org/ata5.html pages. And because I wrote about hotels province by province first I gave information about provinces. After that brief information from that pages and from hotel pages it is possible to enter hotels' page.

What did I use while I was producing HTML design and Web pages:

Links that can be found in every Web page, these are Active Links, Hyperlink, I preferred to use them. By using Frame I create page. I used tables and Background pictures. To colour writings and creating Turkish flag I used Animation gif. Also by assistance of Java program via choosing any region of map I used link to another page.

This is not my whole program that now I present you; this is a very small sample and my whole program will take place in Internet with its over 150 pages context. Then it will be possible to see it by June 1998 in Internet.



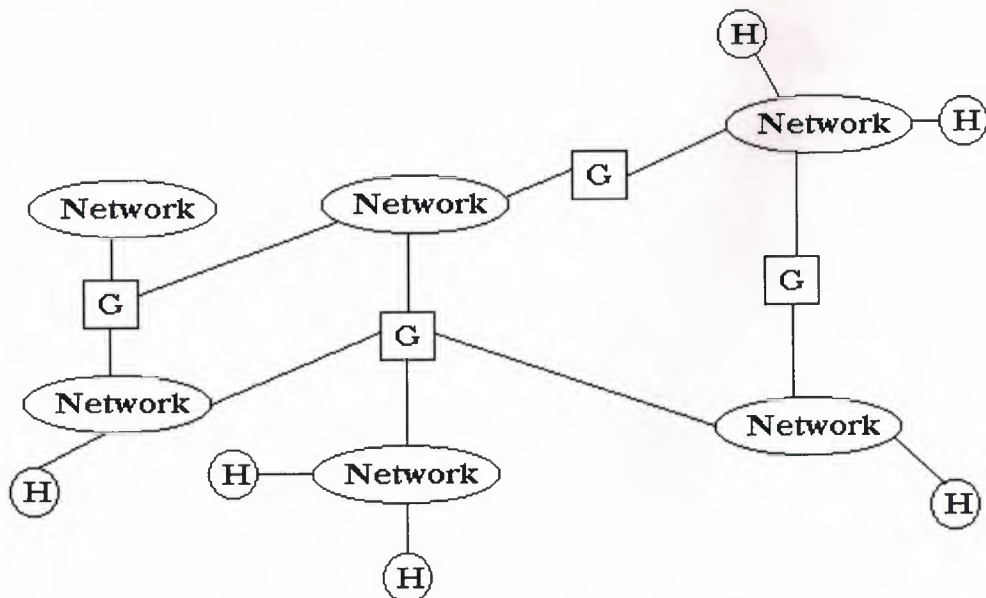
CHAPTER A

INTERNET

Historical Background

The first computer network became operational in the late 1960's, with USA taking a lead with the Department of Defence network ARPANET, which linked research computer from the East to the West Coast, with a link to London to allow UK researchers to grow rapidly, and was later split up into three interconnected networks, with connections to many other network across the world. This vast interconnected network is often referred to as the INTERNET.

The Internet is a world - wide system that is currently used mainly by academics and scientists, but it is rapidly becoming commercialised due to its incredible success. In the early 1980's ways to connect ARPANET to other WAN' s (Wide area Networks) e.g. in Europe, were developed. An Internet system can therefore be viewed as a set of networks interconnected by Gateways. A GATEWAY is a computer that has connections to at least two different networks. The purpose of a gateway is to translate the methods used to transfer data an one network into the methods used by another network so that data can flow smoothly between different types of networks. An Internet system is show is below in Figure1.



H= Host Computer G= Gateways



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

Fig.1. An Internet System

From this early work has grown the system known as the Internet which now interconnects sites world wide (literally millions of computers interconnected) There are about 100 million people currently using the Internet. By the year 2005. "the number of computers attached to the Internet will exceed the world's human population" (Computer Journal) of course, growth will slow down, but nevertheless the growth is an impressive fact. It is radically changing access to information, news distribution, collaboration between people in remote places. The growth of the Internet has equalled that of a child by almost doubling insize every year.

The data available to casual users on the Internet has grown as fast as the Internet itself and terabytes. Products have been developed to manage the information about data and provide a way of finding the document, program or in general the bytes that are wanted.

Early information was shared with email and ftp. Email is moderately easy to use. Information can be passed from one person to another, or groups of people could form a mailing list. Originally email was just a text message; it didn't have the capability to include programs and data files.



Technical Definitions:

The Internet is very difficult to define. Principally because things change on the Internet with great rapidity; definitions that are appropriate at one time have little meaning later. However, here are some definitions.

The Internet is:

- ⇒ A World Wide network of networks as Kevin Hughes defined in "A Guide to Cyberspace"
- ⇒ A co-operative interconnection as emphasised by VUNETS "Internet Q&A"
- ⇒ A way to communicate and share resources as described in the "What is the Internet?" by the Internet Society.
- ⇒ computers connected using the TCP/IP protocol suite, as specified in the NCSA Guide to the Internet.

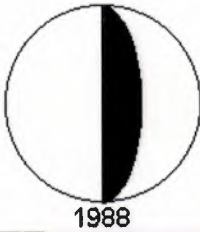
Therefore, we can define it as a co-operative global network of computer networks that communicate and share resources using the TCP/IP protocol.

In simple terms, it is the means by which computers in one part of the world can communicate with other in parts other of the world as easily as with computers in the next room.

The mechanism for doing this is known as the Internet Protocol(IP) and the Transmission Control Protocol(TCP). Together these are commonly known as TCP/IP connections. The Internet protocol was first developed when the US Government wanted to allow researchers to share computing resources by making them available across a network. The military establishment were also involved in this process and developed the network on the assumption that there would be break ages in the network. Thus the protocol does not rely on the existence of any particular computers.

When two computers communicate using TCP/IP the message is broken into a series of small packets which are sent over the network. The Internet Protocol deals with sending the individual packets and the Transmission Control Protocol manages the process of putting the packets together again at the other end.(Usually a packet is 512 bytes)

TCP/IP is a relatively simple networking protocol and was soon made available on most computers, allowing different makes of computers to communicate easily.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

Computers on the Internet are all given a unique Internet Address. This address is used to tell the network where to send its individual packets of data. The Internet address is normally written as four digits (between 0 and 255) separated by dots.

For example: 158.143.103.60

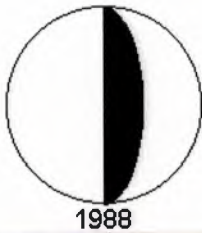
this, however is not particularly easy to understand and therefore most computers provide a human readable name. This name is again made-up of a series of parts.

For example: VAX.RES.AC.UK

The process of naming computers is organised in a distributed manner, as there is no 'central organising committee' for the Internet. Reading from right to left, we see that the computer is in the UK and, in particular, in the academic community. There is a local organiser for the academic community which distributes names for UK academic communities. Similarly, in Türkiye

Various Protocols

TCP/IP is simply a method for sending packets of data from one computer to another. Internet applications are built up by adding extra protocol layers on top of these. These are simply rules that describe the kind of messages that can be sent over Internet using TCP/IP.



CUSEEME

This is a relatively new protocol that supports on-line video conferencing over the Internet. It does this by allowing a computer, if it has the necessary hardware, to use a video camera and sends this picture to other computers on that conference. Other computers receive this data and display it locally. The limited amount of capacity on many parts of the Internet means that often the picture that is received is quite Jerky.

Network News

Another protocol is the NNTP protocol. This allows you to read news on a variety of topics. Essentially, there is a hierarchy of news groups that discuss various subjects. **For example:** *talk.rumors* focuses on true and false rumours. Individuals read this news and can respond by adding their own messages to the group. *Soc.culture.turkish* is a news list where people can discuss things about Türkiye and issues related to the Turkish culture.

Telnet

One of the original and still mostwidely used protocols is TELNET. This essentially allows you to **log on** to a computer across the Internet. Anything that you type in is sent using the TELNET protocol and the response from the remotecomputer is sent back. TELNET normally requires that you have an account on the remote computer, but it is also used to provide access to library catalogues.

FTP

FTP is related to TELNET and allows you to **upload** and **download** files from a remote computer. FTP is often done anonymously which allows you to **download** files from computers where you don't have an account. FTP is the most widely used protocol for downloading files, but is slowly being replaced by more useably front ends.



Gopher

One of the fastest and relatively easy to use protocol is Gopher. When you *log on* to a computer using to Gopher protocol it sends you a list of all the information it has. This information is normally in the form of individual files or directories. These items are displayed on your own computer and you can then choose the one you want. If you choose a directory, the system presents you with all the information in that directory.

The beauty of the Gopher protocol is that the files and directories that are listed do not have to be on the same computer. You can select a particular item and will be automatically a different part of the Internet to obtain sent that information.

The World Wide Web

The Gopher protocol is fast and effective and automatically moves you from one part of the Internet to another. It is limited, however to the concept of files and directories. Whilst this is easily understood by computer specialist, it is not so intuitive to non-computer specialists. The world wide web protocol overcomes this by presenting the information as normal text document. It also possible to include graphics within web documents. Within these documents are hot-links to other parts of the document or other parts of the Internet. As with Gopher, these jumps are handled automatically and invisibly.

World wide web documents are often viewed using packages like the Microsoft Internet Explorer and Netscape Navigator.

UNIFORM RESOURCE LOCATORS (URLs)

URL s are designed to help with all these different protocols Essentially, they provide a standard format for specifying the Internet Information you want to use. The format is normally:



Internet Service: // Internet address /Access information.

For example:

<http://www.wired.com/index.html>

<http://www.isoctr.org/>

<http://www.hurriyet.com.tr>

In this example, http specifies the protocol (hypertext transaction protocol), *www.wired.com* is the name of the computer and *index.html* is the file to be loaded and displayed .

Searching the Internet

The Internet is huge and growing everyday. It also has no central controller so it can be very difficult to find information on the net. In order to solve this problem, a number of search engines have been developed. Some well-known search engines are:

1. Altavista (<http://www.altavista.digital.com>)
2. Yahoo! (<http://www.yahoo.com>)
3. Lycos (<http://www.lycos.com>)
4. Webcrawler (<http://www.webcrawler.com>)
5. Infoseek (<http://www.infoseek.com>)
6. Excite (<http://www.excite.com>)

These normally work by creating a monthly list of everything they know about (*for example*, all the FTP files in all the FTP sites that are known), indexing these lists and allowing people to search these indexes. the results are then displayed in the appropriate format.

ARCHIE

Archie is the search engine for FTP sites. Archie normally only works on the basis of file names and related descriptions and so is best used if you know the name of the file you are looking for.



VERONICA and JUGHEAD

These are two search engines for GOPHER sites. They normally index all the worlds in the Gopher descriptions and you can perform Logical searches on them, *for example*, all the Gopher elements that contain both information and security.

CUI and LYCOS

Indexing world wide web files is much more difficult but these two facilities aim to provide results of web files searches.

www.neu.edu.nc.tr/engf/index.html

Image File Extensions on the Internet

.gif
.jpg

Introduction to HTML Language

A simple Example

```
<HTML>
<HEAD>
  <META HTTP-EQUIV="Content-Type" CONTENT="text/html; charset=iso-
8859-1">
  <META NAME="Author" CONTENT="metin taskin">
  <META NAME="GENERATOR" CONTENT="Mozilla/4.02 [en] (Win95; I
[Netscape])">
  <TITLE>index</TITLE>
</HEAD>
```




NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

```
<BODY>
<CENTER><FONT                                COLOR="#330000"><FONT
SIZE=+2></FONT></FONT></CENTER>
<CENTER><FONT    FACE="Baskerville    Win95BT    Tur"><FONT
COLOR="#330000"><FONT SIZE=+2>AMERICAN
BIRDS</FONT></FONT></FONT></CENTER>
<CENTER><FONT    FACE="Baskerville    Win95BT    Tur"><FONT
COLOR="#330000"><FONT
SIZE=+2></FONT></FONT></FONT></CENTER>
<CENTER><FONT    FACE="Baskerville    Win95BT    Tur"><FONT
COLOR="#000099"><FONT SIZE=+1>BIRD
CLASSIFICATION</FONT></FONT></FONT></CENTER>
<CENTER><FONT    FACE="Baskerville    Win95BT    Tur"><FONT
COLOR="#000000"></FONT></FONT>&nbsp;</CENTER>

<OL>
<LI>
<FONT    FACE="Baskerville    Win95BT    Tur"><FONT
COLOR="#000000">HERONS &
BITTERNS</FONT></FONT></LI>

<LI>
<FONT    FACE="Baskerville    Win95BT    Tur"><FONT
COLOR="#000000">DUCK, GEESE
& SWANS</FONT></FONT></LI>

<LI>
<FONT    FACE="Baskerville    Win95BT    Tur"><FONT
COLOR="#000000"></FONT></FONT></LI>
</OL>
<CENTER><FONT    FACE="Baskerville    Win95BT    Tur"><FONT
COLOR="#000099"><FONT
SIZE=+1></FONT></FONT></FONT>&nbsp;</CENTER>
<CENTER><FONT                                COLOR="#330000"><FONT
SIZE=+2></FONT></FONT>&nbsp;</CENTER>
</BODY>
</HTML>
```



What Software to Use For Writing HTML Programs

1. Notepad (under Accessories Directory in win95, also available in win3.1)
2. Write (available in both win95 & win 3.1)
3. Word (any version) (available in both win95 & win 3.1)
4. Netscape Communication
5. Any other text editor.

File Extension

All HTML programs should have either .htm or html extension. We shall later in the course that some files use .shtml extension.

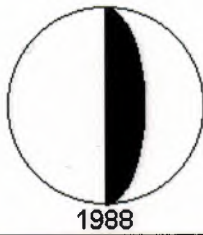
All image files that you use in your programs should either be in GIF format or JPG (also written as JPEG)

TAG REFERENCE

Document Formatting

Tag	Description
------------	--------------------

<html>	HTML document indicator
<head>	Document head
<body>	Document body
<address>	Owner/ Contact
<title>	Title
<! ...>	Comment



Paragraph Formatting

Tag	Description
-----	-------------

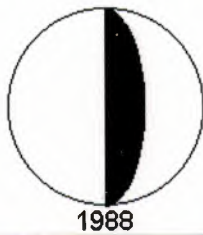
<blockquote>	Blockquote
<p>	Paragraph

	Line break
<hr>	Horizontal rule
<pre>	Preformatted text

Character Formatting

Tag	Description
-----	-------------

	Emphasised
<var>	Variable
<cite>	Litation
<i>	Italic
	Strong
	Bold
<code>	Code
<samp>	Sample
<kbd>	Keyboard
<tt>	Teletype
<key>	Keyword
<dfn>	Dfn
<strike>	Strike through



List Formatting

Tag	Description
-----	-------------

	List item
	Unnumbered list
	ordered list
<menu>	Menu list
<dir>	Directory list
<dl>	Description list
<dt>	Data term
<dd>	Data deser

Anchor Formatting

Tag	Attribute	Description
-----	-----------	-------------

<a>	href name	Anchor hyper link Points to destination of link Defines a named anchor so that a link can point to a place in a document not just to the document itself
-----	--------------	--

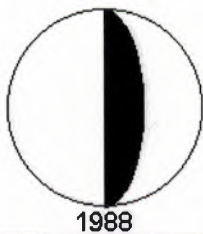


Image Formatting

Tag	Attribute	Description and Notes
		Incorporates images in a document
	src	The href for the image
	align	Aligns text, starting at the top, middle, or bottom the side of an image
	alt	A name that can be displayed on a browser that don't have image capabilities
	ismap	Activates the image so that the browser returns a set of x,y coordinates at which the image was clicked.

GIF - The graphics Interchange Format is a standard for storing digital images. This format supports both static and animated images and is widely used on the web.

This format is used for small images, such as icons and logos. It is also used for simple animations. GIF images are limited to 256 colors and are often used for web graphics.



Table Formatting

Tag	Attribute	Description and Notes
<code><table></code>		Defines the table
	<code>border</code>	Adds borders to separate rows and columns in tables
<code><tr></code>		Marks the end/start a table row
<code><td></code>		Modifies
	<code>colspan</code>	Encloses a cell of table data Modifies the number of columns a cell will span
	<code>rowspan</code>	Modifies the number of rows a cell will span
	<code>align</code>	Defines the horizontal text alignment within a cell
	<code>nowrap</code>	Declares that the cell text cannot be broken up to wrap from one line to the text
<code><th></code>		Encloses a cell of table heading
	<code>colspan</code>	Modifies the number of columns a cell will span
	<code>rowspan</code>	Modifies the number of rows a cell will span
	<code>align</code>	Defines the horizontal text alignment within a cell
	<code>nowrap</code>	Declares that the cell text cannot be broken up to wrap from one line to the text
<code><caption></code>		Creates a title for the table, outside

GIF - The graphics interchanges format developed in 1987 by people from computer serve. This bitmapped format come into being because people wanted to exchanged images between different platforms.

This format is now used on almost every platform that support graphical application. GIF format is not only a standart image type for WWW browser, it is also the only image type that can be used for inline images on all platforms. The one drawback of GIF format is that it is limited to 256 colours.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

An extended standard called GIF89A was developed to add functionality for specific applications. The most notable use of this extended standard in web pages is the use of transparent backgrounds. Images can appear to float by making the background colour the same as the background of the browser. However browsers don't always come with the plain grey background, and the user can override the choice of background colour as transparent compensates for the user's specific configuration.

JPEG - A bitmap format with compression that was designed and named after the Joint Photographic Experts Group: JPEG isn't used as often as the other formats but it is the basis for the most common moving image format, MPEG. In addition, the newest browser on the block, Netscape Communicator now offers support for inline JPEG images.

TIFF - The Tagged Image File Format designed by Microsoft and Aldus for use with scanners and desktop publishing programs. Most external viewers support this format.

VIDEO STANDARDS

MPEG - An animated video standard, format based on the JPEG methods. Like JPEG, the format received its name from the group that defined the standard Motion Picture Experts Group. This is the most common movie format for WWW, primarily because viewers exist for all platforms.

AVI - The movie format for Microsoft Windows. Use of this format isn't recommended until browsers for other platforms become common.

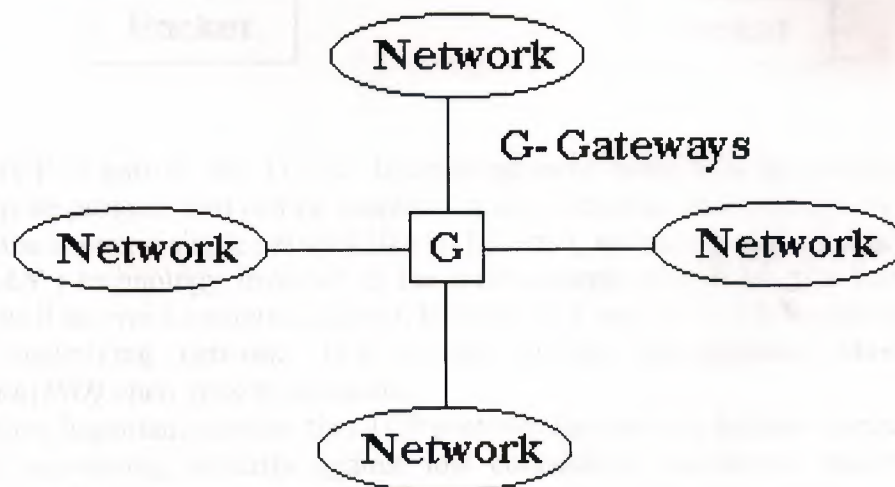


TCP/IP & INTERNET STRUCTURE

Introduction:

Data communication between places is the principle of computing. In the early days, this was quite hard. In the late 1970s, networks have been developed and these evolved into host networks that were attached to a single packet-switched network. In the middle 1980s, various economic and technological factors have energised that made it possible to interconnect many physical networks. This new technology is called internetworking, and it hides the underlying details of actual networks, in order to provide a uniform service across networks.

The Internet is an example of *open systems interconnection(OSI)*. In an Internet structure, several networks are connected together through the use of gateways and Internet working protocol(as discussed earlier). The main advantage of an Internet structure is that it provides universal interconnection while allowing individual groups to use whatever network hardware is best suited to their needs.



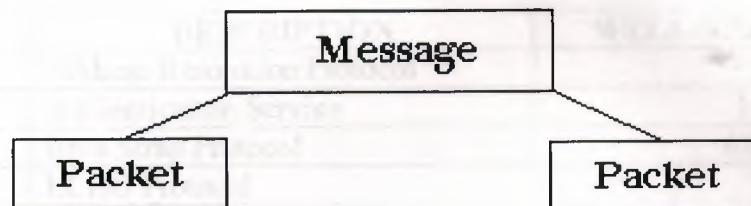


In addition, the term Internet is used when making a generic reference to a network built using internetworking technology and the term Internet is used when specifically referring to this network.

The transmission Control Protocol(TCP)

The transmission Control Protocol, TCP, defines a key service provided by the Internet, namely, reliable, stream delivery and it provides a full duplex connection between two machines, allowing them to exchange large volume of data efficiently.

The Internet Protocol(IP), defines the *IP datagram* as the unit of information passed across the Internet and provides the basis for connectionless, best-effort packet delivery stream.



The TCP is part of the TCP/IP Internet protocol suite, it is an independent, general purpose protocol that can be adapted for use with other delivery systems. It is possible to use it over a single network like an Ethernet, which is popular **Local Area Network(LAN)** technology invented at the Xerox corporation Polo Alto Research Centre, as well as over a complex Internet, because TCP makes very few assumptions about the underlying network. TCP is one of the **International Standards Organisation(ISO)** open system protocols.

The most important services that TCP provides for its users include: connection orientation, sequencing, security against lost connection orientation, sequencing, security against loss connection monitoring, multiplexing, flow control, transparent data transport and secure connection establishment, release, IP has the ability to:



- ⇒ transmit messages over an internetwork.
- ⇒ address each partner uniquely
- ⇒ decompose and recombine packets according to the current network conversions.
- ⇒ transmit certain information about the packet sequence and security features

TCP Service Interfaces

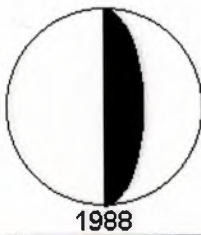
With its host-to-host communication, TCP/IP support the part/socket concept. A host, represented by its various application packages, may be viewed as providing a set of sockets, into which the desired connections, which are linked to I/O ports of relevant applications by the main of many be plugged. Some sockets and ports are reserved for certain standardised application as shown below.

PROTOCOL	DESCRIPTION	WELL-KNOWN PORT
ARP	Address Resolution Protocol	-
AUTH	Authentication Service	113
BOOTP	Boot Strap Protocol	67,68
ECHO	ECHO Protocol	7
FTP	File Transfer Protocol	20-21
GRAPHIC	Graphics Exchange Protocol	-
MPM	Exchange Multimedia Protocol	46
LDP	Load Debugger Protocol	-
LPR	line Printer Protocol	514
NNTP	Network News Transfer Protocol	119
NFS	Network File System	2049
RJE	Remote Job Entry	-
RLP	Resource Location Protocol	39
SMTP	Simple Mail Transfer Protocol	25
TELNET	Remote Terminal Protocol	23
TFTP	Trivial File transfer Protocol	69
UDP	User Datagram Protocol	-
X	X- window System	6000
STATSRV	Sending Gateway Statics	95

The most important TCP services are:

OPEN- Open a virtual connection to a partner or wait until the connection is opened by an arbitrary or a specific partner. A time-out condition may be given.

SEND- Deliver a data buffer to TCP for transmission to the other partner. A push flag may be used to force the full data transfer, otherwise the nature of the



execution is at the discretion of TCP. An URGENT flag may be used for express packets which must receive priority handling.

RECEIVE- Receipt of data from the partner, with entry of size of the available buffer. TCP informs the clients process whether the PUSH or URGENT flags were set by the partner.

CLOSE- Release of a virtual connection.

STATUS- This service is only of a local nature and its fictions depend on the form of the current TCP implementation (in other words, which connection-related status/statistical data is made available).

Connection Establishment

Connection establishment between two TCP partners is based on the so-called "three way handshake" principle. This mechanism reduces the possibility of the establishment of false connections.

The following error situations may arise.

⇒ Simultaneous establishment of a connection by each of the two partners involved.

⇒ Multiple establishment of a connection by the initiator. Because of a time out for the first connection-establishment request.

⇒ Unwanted establishment of a connection before the previous connection is released.



Data Transfer

Once a connection is established between two partners data packets may be exchanged. Since these could be lost or rendered worthless as a result of errors or overloading of the network, TCP initiates a transmission repeat after the time-out condition expires.

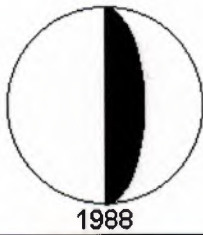
This way leads to duplicated data packets, which TCP detects using a special sequence numbering.

Sequence Numbering

Each data octet (8 bits=byte) transmitted by TCP is assigned a sequence number. This means that, in principle, the receipt of each octet can be confirmed. This is implemented in such a way that the confirmation of octet number n implicitly confirms the receipt of all previous octets. Thus, duplicated segments are detected by the receiver and do not require special treatment. Sequence numbers run from 0 to $2^{32}-1$.

WINDOWS MECHANISM

While in other protocols, such as HDLC(High Level Data Link Control) or X25 level 3, the transmission window relates to the number of packets still to be transported from the sender to the recipient, because of the sequential numbering of octets, TCP uses a different mechanism. Here, a receiver tells the sender the sequence number of the last octet which it has sufficient buffer space to receive. Unlike the above protocols, this provides for very dynamic management of this window. As soon as a recipient has a higher load and, thus possibly less buffer space, it can make this known to its partner.



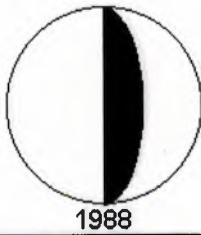
Transmission Watchdog

Each data packet transmitted is monitored so that a transmission repeat takes place if no acknowledgement is forthcoming within a given interval (retransmission time). This interval depends heavily on the network type, the dimensioning of the network and the network load. To frequent transmission repeats load the network unnecessarily too long a waiting period decreases the throughput possibly considerably. Thus, for each data packet, TCP continuously determines the time until the expiring of the acknowledgement period and thus is able to reset the retransmission timer adaptively.

TCP Internet Protocol(IP)

The Internet protocol, IP, defines the unreliable, connectionless delivery mechanism. IP provides three important definitions. First, the IP as a protocol defines the Internet datagram (or IP datagram). Second, IP software performs the routing function. Third, IP includes a set of rules that embody the idea of unreliable packet delivery. These rules characterise how hosts and gateway (router) should process packets how and when error messages should be generated, and the conditions under which packets may be discarded.

A route is the path that network traffic takes from its source to its destination. IP datagram contains a source and destination IP, address, fragmentation controls, precedence and checksum used to catch transmission error along with data. In a TCP/IP datagram Internet each IP datagram, which is basis unit of information passed across a TCP/IP Internet, may include many gateways and many physical network. Both hosts and gateways participate in IP routing. When an application program on a host attempts to communicate, the TCP/IP protocols eventually generate one or more IP datagrams. The host must make a routing decision when it chooses where to send the datagrams.



Datagram Delivery Over A Single Network

Transmission of an IP datagram between two machines on a single network does not involve gateways. The sender encapsulates the datagram in a physical frame, binds the destination IP address to a physical hardware address, and Internetwork sends the resulting frame directly to the destination.

Because the Internet addresses of all machines on a single network include a common network *id*, and because extracting that *id* can be done in a few instructions, testing whether a machine can be reached directly is extremely efficient.

Internet Address

Universal Identifiers:

If a communication system allows any host to communicate with any other host, it is said to supply universal communication service. To make our communication system universal, we need to establish a globally accepted method of identifying computers that are attached to it. A name identifies what an object is an address where it is, and a route tells us how get there. In general pronounceable name to identify machines are preferred by the people.

Three Primary Classes of IP Addresses

For address, the designers of TCP/IP choose a scheme analogous to physical network addressing in which a host on the Internet is assigned an address called an IP address.

The clever part of Internet address is that Integers are carefully chosen to make rating efficient.

An IP address encodes the identification of the network to which a host attaches as well as the identification of a unique host on that network.

Each host on a TCP/IP Internet is assigned a unique 32-bit address that is used in all communication with that host.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Each address is a pair. One of the pair netid, identifies a network, and the other one, hostid, identifies a host on the network.

Each IP address must have one of the first three forms shown below.

	0123	8	16	24	31	
Class A	0 netid		hostid			Class A $> 2^{16}$
	14					
Class B	10 netid		hostid			$256 \leq \text{Class B} \leq 2^{16}$
	28					
Class C	100 netid			hostid		Class C < 256
Class D	1110 Multi Cost Address					
Class E	11110 Reserved For Future Use					

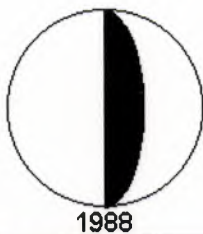
An IP address can be determined from the three high order bits in a given IP address. Class A addresses are used for networks that have more than 2^{16} (i.e. 65,536) hosts. Class A bits devote 7 bits to netid and 24 bits to hostid. Class B addresses are used for intermediate size networks that have between 2^8 (i.e. 256) and 2^{16} hosts, and allocate 14 bits to the netid and 16 bits to the hostid. Class C networks have less than 28 hosts, and allocated 21 bits to the netid and only 8 bits to the hostid.

The 32 bit Internet number or IP address is commonly represented as for numbers joined by period i.e. 145.32.217.130

The fourth part of this address identifies the host machine, the remainder identify the sub-network on which the machine resides. Class C network are typically LANs.

Since users do not usually want to have to remember addresses in the form of numbers, a name-to-number service is available, called the Domain Name Service (DNS). DNS servers exchange information to allow a user to communicate with any other machine on the Internet simply by giving its name. One disadvantage of this addressing scheme is that if a host moves to another network, its Internet address must change.

Example: Arpanet--- Class C



Difference Between Frames & Tables

Use frames if you want to preserve the same layout an all your options. No need to reload the same section every time you choose an option. User can enlarge or arrange individual pages(frames)as required.

Disadvantage of Frames

Some browser can not view frames and generate an error messages. To cater for this when you create frames some HTML editors enable you to prepare text based version of pages using frames.

Still, tables are more popular than frames. With tables you can produce, interesting effect and can use them for obtaining a nice layout. If you cheese border thickness=0 then people cannot easily understand that you are using tables but this allows you to obtain nice layouts.

NAVIGATING

Go to a page: [Home](#), [About](#), [Contact](#), [Privacy](#), [Terms](#), [FAQ](#), [Sitemap](#), [Feedback](#)

1. Click on the link in the list above.

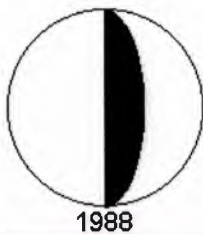
Show me:

2. In the Go to what link, type in the name of the page you want to go to.

3. To go to a specific web page, type in the name of the page in the search box, and then click Go To.

To go to the next or previous page, click on the Next or Previous link in the list above.

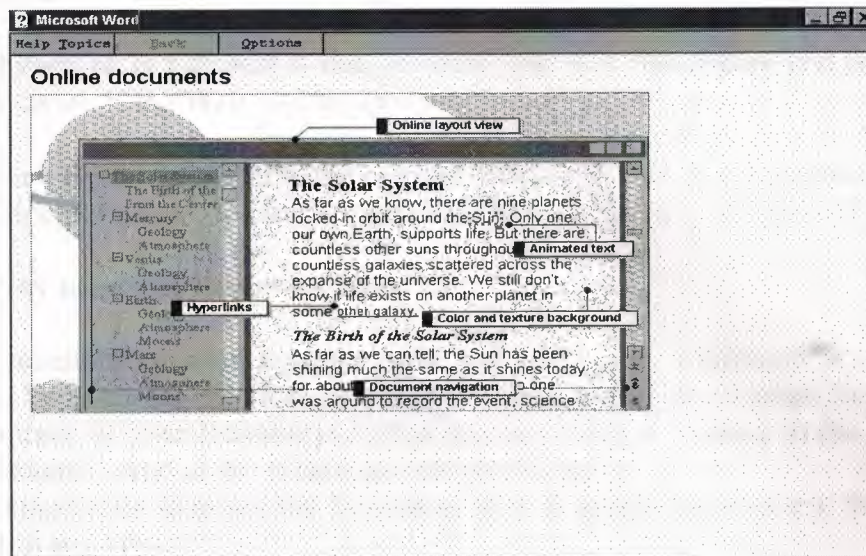
Fig. 1.10 A quick way to go to a page and to go to a specific web page. Click on the vertical scroll bar, and then click the Next or Previous link in the list above. Navigate by using hyperlinks.



CHAPTER B

USING WORD PAGE

WORKING WITH ONLINE AND INTERNET DOCUMENTS



NAVIGATING

Go to a page, bookmark, footnote, table, comment, graphic, or other location

1 On the **Edit** menu, click **Go To**.

Show me

2 In the **Go to what box**, click the type of item.

3 To go to a specific item, type the name or number of the item in the **Enter** box, and then click **Go To**.

To go to the next or previous item of the same type, leave the **Enter** box empty, and then click **Next** or **Previous**.

Tip For a quick way to go to the next or previous item, click **Select Browse Object** on the vertical scroll bar, and then click the item you want. You can click **Next** or **Previous** to go to the next or previous item of the same type.

Navigate by using hyperlinks



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

When a **Word publication** or Web page contains hyperlinks to other locations $\frac{3}{4}$ for example, to locations in the same file, or to files on the network or the Internet $\frac{3}{4}$ you can move to these locations by clicking the hyperlink display text or image. When you point to the display text of a hyperlink, the pointer becomes a hand .

· In a file or Web page that contains hyperlinks, click the display text or image of a hyperlink.

When a hyperlink is followed $\frac{3}{4}$ that is, when you click the display text and jump to another location $\frac{3}{4}$ the **Web** toolbar appears.

- Click **Back** to return to the original location in your Word publication.
- Click **Forward** to return to the file whose hyperlink you followed.

Navigate by using the Document Map

The Document Map is a separate pane that shows an outline of a document's headings. You can use the Document Map to quickly navigate around the document and keep track of your location in it. For example, click a heading in the Document Map to instantly jump to the related part of the document.

Word automatically displays the Document Map in online layout view, but you can display it in any view.

- 1 Click **Document Map** .
- 2 In the Document Map, click the heading you want to go to.

Word displays the heading at the top of the page. In the Document Map, the heading is highlighted to show your location in the document.



WORKING WITH DOCUMENTS ON INTRANETS AND THE INTERNET

Documents on the Internet

If you have access to the Internet (for example, if you have a modem and an Internet account through an Internet service provider, or if you are in a corporation and have access through the network), you can open documents on the World Wide Web or anywhere on the Internet from the **Open** dialog box in your Office programs. You can also add **FTP** sites to the list of available Internet sites. And if your company has an intranet, you can open documents there. In addition, if you have the access rights and the FTP site supports saving files, you can save documents to the Internet from the **Save As** dialog box in your Office programs.

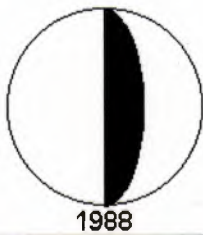
Use Microsoft Excel, Word, PowerPoint, and Microsoft Access to browse Office documents that contain hyperlinks, whether the document is on your computer, on a network drive, or on the Internet. You don't have to be on the Internet to use hyperlinks in Office documents.

The Web toolbar is available in your Office programs to make it easy to browse documents that contain hyperlinks. Use the **Web** toolbar to open a start page or a search page in your Web browser. Also from the **Web** toolbar, add interesting documents you find on the Web to the Favourites folder to gain access to them quickly. The **Web** toolbar keeps a list of the last 10 documents you jumped to by using either the **Web** toolbar or a hyperlink so you can easily return to these documents again.

Add an FTP site to the list of Internet sites

You can add an FTP site to the list of Internet sites to make it easier to open a document at an FTP site. To do this procedure, your company must have an intranet, or you must have access to the Internet (for example, you may have access by using a modem and an Internet account through an Internet service provider, or through the network if you are in a corporation). For information about how to set up Internet access, see the Microsoft Office 97 Resource Kit. For information about how to obtain the Office Resource Kit, click .

- 1 Click **Open** .
- 2 In the **Look in** box, click **Add/Modify FTP Locations**.
- 3 In the **Name of FTP site** box, type the FTP site name; for example, type **ftp://ftp.microsoft.com/**
- 4 If you want to log on to an FTP site that allows anonymous log on, click **Anonymous**.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

If you want to log on to an FTP site that you have user privileges for, click **User**, and then type your password.

- 5 Click **Add**.

Remove an FTP site from the list of Internet sites

- 1 Click **Open**.
- 2 In the **Look in** box, click **Internet Locations (FTP)**.
- 3 Right-click the FTP site you want to remove, and then click **Remove** on the shortcut menu.

Change the logon name or password for an FTP site

You can change the way you log on to an **FTP** site. To do this procedure, your company must have an **intranet**, or you must have access to the **Internet** (for example, you may have access by using a modem and an Internet account through an Internet service provider, or through the network if you are in a corporation). For information about how to set up Internet access, see the Microsoft Office 97 Resource Kit. For information about how to obtain the Office Resource Kit, click .

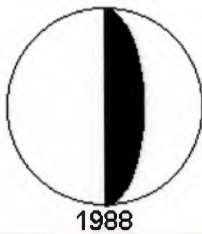
- 1 Click **Open**.
- 2 In the **Look in** box, click **Internet Locations (FTP)**.
- 3 Right-click the FTP site you want to change, and then click **Modify** on the shortcut menu.
- 4 Change the options you want.

Learn about installing and using Web page authoring tools

Microsoft Word and some other Microsoft Office programs provide Web page authoring tools to help you easily create Web pages for **intranets** and the **World Wide Web**. If you haven't already installed these tools, you can rerun Set-up to install them and to install more Help topics about using them.

When authoring Web pages in Word, you can use many familiar Word features, such as spelling and grammar checking, AutoText, and tables. Some features, such as graphical bullets and lines, are customised to make Web authoring easier. Features that aren't supported by HTML are not available when authoring Web pages.

To install the Web page authoring features, select the **Web Page Authoring (HTML)** check box in Set-up. For more information about installing components of Office, click .



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Open the Web start page

When you start a **World Wide Web browser**, the start page is the first page that appears in the browser. You can set this location to any Web site you want or to a document on your computer hard disk. You can open the start page from the **Web** toolbar. A start page may contain **hyperlinks** to other documents on your computer, on the network, or on the Web.

To do this procedure, you must have the **Web** toolbar displayed. On the **View** menu, point to **Toolbars**, and then click **Web**.

- On the **Web** toolbar, click **Start Page** .

Change the Web start page

To do this procedure, the **Web** toolbar must be visible. On the **View** menu, point to **Toolbars**, and then click **Web**.

- 1 Open the document you want to use as the **start page**.
- 2 On the **Web** toolbar, click **Go**, and then click **Set Start Page**.
- 3 Click **Yes**.

Open the Web search page

A search page provides an organised way to find and go to other **Internet** sites or to documents on an **intranet**. Many search pages provide the capability to search by topic or by keyword. Others simply provide an well-organised list of **hyperlinks** to selected Internet sites or to documents on an intranet. You can open the search page from the **Web** toolbar.

To do this procedure, you must have the **Web** toolbar displayed. On the **View** menu, point to **Toolbars**, and then click **Web**.

- On the **Web** toolbar, click **Search the Web** .

Change the Web search page

To do this procedure, the **Web** toolbar must be visible. On the **View** menu, point to **Toolbars**, and then click **Web**.

- 1 Open the document you want to use as the **search page**.
- 2 On the **Web** toolbar, click **Go**, and then click **Set Search Page**.
- 3 Click **Yes**.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Open recently browsed files

To do this procedure, you must have the **Web** toolbar displayed. On the **View** menu, point to **Toolbars**, and then click **Web**. To open the previous document in the history list, click **Back** on the **Web** toolbar.

To open the next document in the history list, click **Forward** on the **Web** toolbar.

Cancel a jump that takes too long

To do this procedure, you must have the **Web** toolbar displayed. On the **View** menu, point to **Toolbars**, and then click **Web**.

On the **Web** toolbar, click **Stop Current Jump**.

Refresh the display of the current file or Web page

When you work in a document on the World Wide Web that contains hyperlinks, the author may modify the document while you have it open. When you update a document, the document is refreshed from the original file that is located on the network server, the Internet, or your computer hard disk.

To do this procedure, you must have the **Web** toolbar displayed. On the **View** menu, point to **Toolbars**, and then click **Web**.

On the **Web** toolbar, click **Refresh Current Page**.

Add the active document to Favourites

When you open a document on the Internet, World Wide Web, intranet, or even on your computer hard disk, add the document to the Favourites folder so you can open it again without having to remember the path you typed to get the document the first time.

To do this procedure, you must have the **Web** toolbar displayed. On the **View** menu, point to **Toolbars**, and then click **Web**.

On the **Web** toolbar, click **Favourites**, and then click **Add to Favourites**.

Hide all toolbars except the Web toolbar

To do this procedure, you must have the **Web** toolbar displayed. On the **View** menu, point to **Toolbars**, and then click **Web**.

On the **Web** toolbar, click **Show Only Web Toolbar**.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Tip To show the toolbars that are hidden, click **Show Only Web Toolbar** on the **Web** toolbar.

I can't open a document on the Internet.

You must have access to the **Internet** (for example, you may have access by using a modem and an Internet account through an Internet service provider, or through the network if you are in a corporation) to open files at an **FTP** site or on the **World Wide Web**. For information about how to set up Internet access, see the Microsoft Office 97 Resource Kit. For information about how to obtain the Office Resource Kit, click .

If you have these things, the site may be too busy. Try to open the document later.

The Web Find Fast search page

Microsoft Office ships with a **search page** you can use to find files on the **intranet**. The Web Find Fast search page makes it quick and easy to find a file you know exists even when you don't know where it's located. The Web Find Fast search page also makes it easy to find all of the information available on any subject. You can also quickly locate information outside of your workgroup, such as the quarterly report for your company, or all files that refer to company policies.

To obtain the Web Find Fast search page, see your administrator.

WORKING WITH HYPERLINKS

Create hyperlinks

You can enrich Web pages and **Word publications** that others read online by inserting **hyperlinks** to other items. The hyperlink can jump to a location in the current document or Web page, to a different Word document or Web page, or to a file that was created in a different program. You can even use hyperlinks to jump to multimedia files, such as sounds and videos.

The destination the hyperlink jumps to can be on your hard disk, on your company's intranet, or on the Internet, such as a page on the **World Wide Web**. For example, you can create a hyperlink that jumps from a Word file to a chart in Microsoft Excel that provides more detail. A hyperlink is represented by a "hot" image or display text ³/₄ that is often blue and underlined ³/₄ that the reader clicks to jump to a different location.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Use the automatic formatting features for Word documents and Web pages when you know the addresses to jump to or when you have a document that contains file names or addresses that you want to format as hyperlinks. Use **Insert Hyperlink** to insert a hyperlink into Word files and Web pages when you aren't using the automatic formatting features or when you want to browse for the destination address. Use a drag-and-drop operation in Word files when you want to use the mouse to quickly create a hyperlink for text located within another Office file.

Change the display text or image of a hyperlink

You can change the display text or image of a hyperlink ³/₄ the "hot" text or image that a user clicks to follow the hyperlink ³/₄ as you would edit any text or image in your document or Web page. To avoid following the hyperlink, or opening the file you're inserting the hyperlink to, it's usually best to use the keyboard to select the image or text you want to change.

- 1 Click outside of the text or image.
- 2 Press the arrow keys until your insertion point is located just to the left or the right the image or text you want to change.
- 3 Hold down SHIFT and press an arrow key until the text or image is selected.

Hold down CONTROL+SHIFT to select whole words.

- 4 Edit the image or text.

Remove a hyperlink

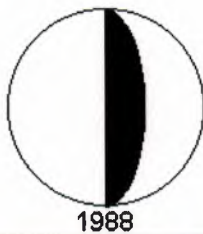
- 1 Right-click the **hyperlink** you want to remove, point to **Hyperlink** on the shortcut menu, and then click **Edit Hyperlink**.
- 2 Click **Remove Link**.

Tip To remove a hyperlink and the display text or image that represents the hyperlink in the document, select the hyperlink, and then press DELETE.

Change the appearance of all hyperlinks in Word documents

This procedure doesn't affect hyperlinks on Web pages. For more information about changing text colours in Web pages, click .

- 1 Open the document that contains the **hyperlinks** you want to change.
- 2 On the **Format** menu, click **Style**.
- 3 To change the appearance of a hyperlink, click **Hyperlink** in the **Styles** box, and then click **Modify**.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

To change the appearance of a followed hyperlink, click **FollowedHyperlink** in the **Styles** box, and then click **Modify**.

- 4 Click **Format**, and then click **Font**.
- 5 Select the options you want.

Tips

To use animated text, click the **Animation** tab in the **Font** box, and then click the option you want in the **Animations** box. For instance, you could use **Las Vegas Lights** or **Sparkle Text** to point out the hyperlinks in your document.

To use the modified Hyperlink or FollowedHyperlink style in new documents based on the same template, select the **Add to template** check box in the **Modify Style** dialog box. Word adds the modified style to the template attached to the active document.

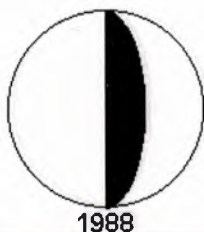
Change the hyperlink destination

- 1 Right-click the hyperlink you want to change, point to **Hyperlink** on the shortcut menu, and then click **Edit Hyperlink**.
- 2 Select the options you want.

Set a hyperlink base for a document

When you create a hyperlink in a document, you can make the path to the destination of the hyperlink a fixed file location (absolute link), which identifies the destination by its full address, such as c:\My Documents\Sales.doc, or you can make the path a relative link. Use a relative link if you want to move or copy the file that contains the hyperlink or the destination file to a new location. To change the path of the relative link, set a hyperlink base for the document.

- 1 Open the document you want to set a hyperlink base for.
- 2 On the **File** menu, click **Properties**, and then click the **Summary** tab.
- 3 In the **Hyperlink base** box, type the path of the relative link you want to use for all the hyperlinks you create in this document.



CREATING AND WORKING WITH WEB PAGES

CREATING WEB PAGES

Create a Web page

Word offers two easy ways for you to create Web pages. You can start a new page by using a wizard or template, or you can convert an existing Word document to **HTML**, the format used for Web pages. When you create a Web page with either of these methods, Word customises some toolbars, menu commands, and options to provide the Web page authoring features.

Using the Web page authoring features to create your Web page will usually produce the best results. You can use the Web Page Wizard to start with sample content ³/₄ such as a personal home page and registration form ³/₄ and graphical themes ³/₄ such as festive and community ³/₄ to help you quickly create a Web page. If you prefer, you can start with a blank Web page. For information about many of the features you can use in Web pages, click .

Use the HTML conversion method when you have existing Word content that you want to quickly convert to a Web page. The formatting and features that are supported by HTML will be converted. For more information, click .

What do you want to do?

- Create a Web page from a wizard or template
- Save a Word document in HTML format

Items you can add to Web pages

You can make Web pages look more interesting by adding bullets and numbering, horizontal lines, background colours and textures, tables, pictures, videos, scrolling text, and forms. You add most of these items in much the same way as you do in a Word document. However, to make Web page authoring easier, Word offers some new and some customised commands for this purpose.

Obtain more Web page graphics and templates from the Microsoft Web site

Additional bullets, textured backgrounds, horizontal lines, and templates are available on the Microsoft Web site. If you have access to the **World Wide Web**, you can obtain these items to use on your Web pages.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Tips for creating Web pages

There are many opinions about the best way to structure and design Web pages. You can find many tips, examples, and style guides on the World Wide Web. Here are some tips that apply to most Web pages:

- Content should be well organised. Well-structured pages help you deliver ideas effectively and help the reader navigate through your site. For more information, click .
- Text on Web pages should be easy to read. If you add a background to your Web page, it should contrast with the text colour. For more information, click .
- Web pages may not look the same in different Web browsers. It's a good idea to plan your Web pages so they are viewable in most browsers. For more information, click .
- Large images increase download time, especially for readers who gain access to Web pages by modem. Although graphics can make Web pages more interesting, you should use graphics strategically. For more information, click .
- Some users turn off the display of images, and some Web browsers don't support all video formats. When images and videos contain information that you don't want readers to overlook, you can use alternative text for graphics and alternative text and images for videos. For more information, click .
- You can use tables as a layout tool. For example, HTML, the format for Web pages, doesn't support newspaper columns, but you can create a two-column effect by using tables. For more information, click .

Add a background sound to a Web page

You can have a background sound play automatically when someone opens your Web page.

- 1 On the **Insert** menu, points to **Background Sound**, and click **Properties**.
- 2 In the **Sound** box, enter the address, or URL, of the sound file you want, or click **Browse** to locate the file.
- 3 In the **Loop** box, click the number of times you want the sound to repeat. If you want it to loop continually while the Web page is open, click **Infinite**.
- 4 To copy the sound to the same folder as your Web page, select the **Copy to document folder** check box. To use a **relative path**, a path that's relative to your current page, select the Use relative path check box.

For more information about managing files for Web pages, click .

Notes



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

To review the sound while you are authoring the Web page, point to **Background Sound** on the **Insert** menu, and then click **Play**. To stop the sound, click **Stop**.

For others to hear background sounds, they must have a sound system installed, and their **Web browser** must support the sound format of the file you inserted. You can insert sound files in WAV, MID, AU, AIF, RMI, SND, and MP2 (MPEG audio) formats.

The background sound plays automatically every time your page is opened or returned to. For frequently opened pages, such as home pages, this repetition could become annoying. You could add the background sound instead to a page that the user is likely to jump to less frequently. Or you could insert a hyperlink that the user can click to download a sound file. For more information about inserting hyperlinks, click . You may want to use caution when selecting **Infinite** for a looping option, because the sound will play continually when the user opens the page.

Add a horizontal line to a Web page

Horizontal lines are used often on Web pages to separate logical sections of text.

- 1 Click where you want to insert the line.
- 2 On the **Insert** menu, click **Horizontal Line**.
- 3 In the **Style** box, click the line that you want, or click **More** to select a different line.

Notes

A Web browser will draw the first line in the Style box when someone opens the page. The other line styles are graphical images. When you save this Web page, the line will be saved as an image, such as image.gif, image1.gif, in the same location as the Web page. If you move the Web page $\frac{3}{4}$ for instance, when publishing the page $\frac{3}{4}$ you should also move the image of the line. For more information, click .

To quickly insert another line with the same style, click **Horizontal Line** .

Add a video to a Web page

You can add an inline video to your Web page, which means the video is downloaded when the user opens the page. You can determine whether the video will play when the page is opened or when the user points to the video with the mouse. Because not all Web browsers support inline video, you may want to provide alternative text and images or avoid presenting essential information in videos.

It's recommended that you save your document before inserting videos. For more information about managing files and links, click .



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

- 1 On the **Insert** menu, clicks **Video**.
- 2 In the **Video** box under **Source**, type the address or URL of the video file you want. Or click **Browse** to search for the file.
- 3 In the **Alternate image** box, type the address or URL of the graphics file that you want to designate as a substitute when the user's browser doesn't support videos or when the user turns off the display of videos.
- 4 In the **Alternate text** box, type the text that you want to appear in place of the video or alternative image when the user's browser doesn't support videos, when the server where the video or image is located is temporarily unavailable, or when the user turns off the display of images and videos.
- 5 In the **Start** list, click an option to specify how the video will play on a Web page. **Open** causes the video to play when the user downloads the Web page; **Mouse-over** causes the video to play when the pointer moves over the video; **Both** causes the video to play in both scenarios.
- 6 In the **Loop** box, enter the number of times you want the video to repeat.
- 7 If you want to display video controls, such as "Start" and "Stop," while you're authoring Web pages, select the **Display video controls** check box.
- 8 To copy the video to the same folder as your Web page, select the **Copy to document folder** check box. To use a relative path, a path that's relative to your current page, select the **Use relative path** check box.

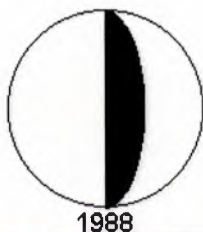
Notes

- The video will play after you insert it. If you've selected the **Mouse-over** option for video playback, the video will also play in your Web page document when your mouse moves over it.
- Video files can be very large and take a long time to download. For tips on reducing the size of images, click .
- You can also insert a hyperlink to a video, which means the user can click the hyperlink to download the video and play it. For more information about inserting hyperlinks, click .

Add scrolling text to a Web page

You can enhance your Web page with scrolling text, which is also known as a marquee.

- 1 On the **Insert** menu, clicks **Scrolling Text**.
- 2 Type the text that you want to scroll in the **Type the scrolling text here** box.
- 3 Select any other options you want.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Notes

· Scrolling text, or the marquee, is supported in all versions of Microsoft Internet Explorer except version 1.0. Some other **Web browsers** don't support scrolling text. In those browsers, the text will appear but it won't scroll.

· To delete scrolling text, select the text, and then click **Cut** on the **Edit** menu.

Set the language for a Web page

When you are authoring a Web page, you can specify the language of the font, or the encoding, that a **Web browser** will use to display the page. For instance, if you want the page to appear with Greek characters, set the language to Greek. You can also set a default language encoding for new pages that you create.

1 On the **File** menu, click **Properties**.

2 Under **HTML encoding**, select the items you want.

· To specify the language code that Word will use to display the page if the page is not already displayed with the correct language encoding, click the language you want in the **For displaying this page** list. This setting is also used when loading subsequent pages, if the language encoding cannot be determined.

· To specify the language code for saving the page, click the language you want in the **For saving this page** list.

· To specify a default encoding for new Web pages that you create, click the language you want in the **For creating new Web pages (default encoding)** list.

Notes

· To have Word always save your pages using a default language encoding, select the **Always save Web pages with default encoding** check box. This setting affects the current page and future pages that you save. This setting is useful if you reuse pages from other sources and want to store every page in one encoding.

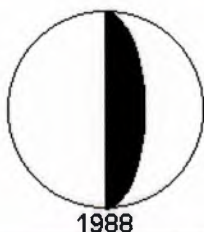
· Some languages have more than one encoding scheme. To view the available encoding, see the lists under **HTML encoding**.

Assign a title to a Web page

The title appears in the title bar of the Web browser, and if someone stores a link to your Web page, the title appears in that person's history list and favourites list.

1 On the **File** menu, click **Properties**.

2 In the **Title** box, type the title you want.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Note If you don't specify a title, Word suggests a title based on the first few characters that appear on your Web page.

Insert HTML mark-up

Word provides features that help you create a Web page without writing HTML source. However, you can also insert your own HTML source code onto a page.

- 1 Enter the HTML sources that you want.
- 2 Select the source.
- 3 In the **Style** box, **NORMAL** click **HTML Mark-up**.

Notes

You can also enter the HTML source directly when you are viewing the source of a Web page. View the source, and then type the HTML codes that you want. For more information about viewing the HTML source, click .

Applying the HTML mark-up style will format text as hidden. If you need to view this text and hidden text is not showing, click **Show/Hide** .

Create a custom HTML template

You can create a custom template that you base Web pages on. When you create the template, start with the Blank Web Page template, and then modify the template as you would any Word template.

- 1 On the **File** menu, click **New**.
- 2 Double-click **Blank Web Page**.
- 3 Add any boilerplate text or graphics that you want.
- 4 On the **File** menu, click **Save As**.
- 5 In the **Save as** type box, click **Document Template (*.dot)**.
- 6 Word proposes the **Templates** folder in the **Save in** box. To save the template so that it will appear on a tab other than **General**, switch to the corresponding subfolder within the **Templates** folder.
- 7 In the **File name** box, type a name for the new template, and then click **Save**.

It is recommended that you give the file a .dot extension.



CHANGING THE APPEARANCE OF WEB PAGES

Learn about formatting Web pages

When creating Web pages in Word, you can use many of the same formatting tools you use for Word documents. For instance, you can click **Bold** to apply bold formatting to text, or you can click **Heading 1** in the **Style** box **NORMAL** to apply a heading style.

The **HTML** source that Word creates for the Web page doesn't contain formatting, but it contains codes that instruct the Web browser to format text. Word takes care of the HTML codes behind the scenes, though, so all you need to do is apply the formatting you want.

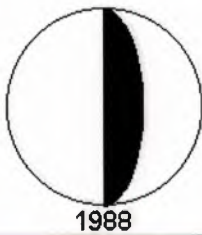
Paragraphs will automatically contain space before and after them. To create paragraphs with no white space between them, press CTRL+ENTER.

Formatting that isn't supported by HTML or some Web browsers aren't available in the Web authoring environment in Word. This includes the Emboss, Shadow, and Engrave character formatting effects, line spacing, margins, character spacing, kerning, text flow settings, and spacing before and after paragraphs. Tabs are not available because they are displayed as spaces by many Web browsers ³/₄ to shift the first line of text to the right, you can use an indent.

You can apply bold, italic, underline, strikethrough, superscript, and subscript formats to selected text. You can change the size of selected text to font sizes supported by HTML. You can click **Increase Font Size** or **Decrease Font Size** to quickly switch to the next available font size. You can also change the type of font, but keep in mind that others viewing your Web pages may not have the same fonts on their systems. Also, some Web browsers display text in a default font only.

You can set the colours for text, hyperlinks, and followed hyperlinks for the entire page with the **Text Colours** dialog box (**Format** menu). You can change the colour of selected text ³/₄ for instance, a word or a sentence ³/₄ by clicking **Font Colour**. Setting the default text colours for the page doesn't change text whose colour you've changed with the **Font Colour** button.

You can indent text in .25-inch increments by clicking **Increase Indent** and **Decrease Indent**, and you can change the alignment of text by clicking **Align Left**, **Centre**, or **Align Right**. However, you can't justify text on Web pages.



Learn about tables on Web pages

Working with tables on Web pages is similar to working with tables in Word documents. You can use **Draw Table** to create and modify the structure for your table. You can insert a table grid by using **Insert Table**. There are some differences in how borders are applied and cells are formatted.

Because tables are often used as a behind-the-scenes layout tool on Web pages ³/₄ for instance, to arrange text and graphics ³/₄ they do not have borders when you insert them. You can add borders to tables on Web pages by using the **Border** command (**Table** menu). Borders that you apply to tables on Web pages have a 3-D appearance in Web browsers.

You can change the background colour, or shading, of tables by using the **Table Properties** command (**Table** menu); change the background colour of selected cells by using the **Cell Properties** command (**Table** menu).

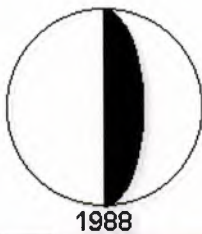
You can change the height of selected rows and the width of selected columns by using the **Cell Properties** command (**Table** menu). You can change the way that text wraps around the table, the distance between the table and surrounding text, and the spacing between columns by using the **Table Properties** command (**Table** menu).

Using tables as a layout tool

You can use tables with or without borders to add graphical effects and manage the layout of your Web page. You can organise columns of graphics and text so that they will be aligned together in Web browsers. Without tables, it's difficult to keep graphics and text aligned in **HTML**, the format for Web pages.

You can use the table drawing tool in Word to help arrange text and graphics. If you don't want the border to appear on the finished Web page, remove the border. Even if the border is removed, **gridlines** may appear in your Word document to show the table boundaries. To control the display of gridlines, click **Hide Gridlines** or **Display Gridlines** on the **Table** menu. These will not appear on the finished Web page.

Most Web browsers now support tables, but some earlier versions do not. If you intend for a broad audience to view the content in the table, you may want to also structure your information in text-only format and then provide a **hyperlink** to the text-only version.



Set text colours on Web pages

When creating a Web page, you can determine the default colour scheme for text and **hyperlinks** for the Web page. This setting doesn't change the colour of text whose colour was set by applying direct font formatting, for example with **Font Colour** .

- 1 On the **Format** menu, click **Text Colours**.
- 2 Select the colours you want in the **Body text colour**, **Hyperlink**, and **Followed hyperlink** lists.

Notes

- Colours you set by using the **Text Colours** command become the default colours for all the text, hyperlinks, and **followed hyperlinks**. You can apply direct colour formatting to selected text by clicking **Font Colour** .
- Those who view your Web page can set their own default colours in **their Web browsers**. To have the colours of text and hyperlinks appear in the browser default colours when viewed in a browser, select **Auto** in each list.

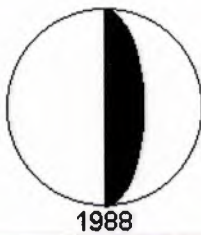
Working with styles on Web pages

You can apply built-in styles that correspond to formatting that's supported by **HTML** on Web pages. You apply styles to text on Web pages the same way you apply styles to Word documents, but there are some differences in how styles work.

When you are creating a Web page, Word adds the HTML styles to the **Style** box **NORMAL** on the **Formatting** toolbar and to the **Styles** list in the Style dialog box (**Format** menu). One character style, HTML Mark-up, should be used for HTML source codes that you want to enter manually.

The HTML-specific styles, such as Address and H2, correspond directly to an HTML tag; any modifications you make to these styles will not be retained. If you modify a Word built-in style, such as Heading 1, the formatting associated with the style will be exported to a corresponding HTML tag, provided the formatting is supported in HTML.

You can define and modify your own styles. When you save the page as HTML, only the HTML-supported formatting is converted ³/₄ any other formatting is lost when you view the page in a Web browser. For more information about formatting on Web pages, click .



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Learn about bullets and numbering on Web pages

You can create bulleted lists when authoring Web pages, similar to the way you create bulleted lists when creating Word documents. One main difference is that you can use graphical images in addition to bullet symbols.

Bullet images are available in the **Bullets and Numbering** dialog box (**Format** menu) when you create Web pages. Text bullets that are supported by **HTML**, the format for Web pages, are also available. In addition to using the graphical bullets in the dialog box, you can click **More** to use other images as bullets. After choosing the image you want, click **OK** to return to the document.

When you use images as bullets, the images are saved as **GIF** (.gif) images (unless you insert a **JPEG** [.jpg] image, in which case the JPEG format is retained) in the same location as or in a location relative to your Web page. For more information about managing files and links, click .

When you use images as bullets, you can change the image by using the **Bullets and Numbering** command. Before changing a bullet image, however, you must delete the existing bullet images. If you inadvertently apply new bullet images without deleting the first images, just delete the first bullet images by selecting them and pressing **DELETE**.

Some settings for bullets and numbering that are supported by HTML aren't available when you author Web pages. For instance, it's not possible to change the distance between bullets or numbers and text in the Web authoring environment.

Numbering on Web pages is similar to numbering in Word documents, except that automatic outline and heading numbering isn't available in the Web authoring environment. By applying different numbering styles and indents, however, you can create a list that appears to have multiple levels. For more information, click .



WORKING WITH GRAPHICS ON WEB PAGES

Learn about working with graphics on Web pages

The first time you save your Web page in HTML format, all graphics are converted to GIF or JPEG format, two image types that are supported on the World Wide Web.

You can insert a graphic on a Web page by pointing to **Picture** on the **Insert** menu and then clicking **From File** or **Clip Art**. If the graphic is in JPG format when you insert it, Word saves it in JPG format. If the graphic is in any other type of format, such as TIF, Word converts it to GIF format. If you have Internet access, you can obtain more graphics from the Microsoft Web Art Page.

When you insert a graphic from a file, Word copies the graphic to the same folder as your Web page when you save the Web page, unless you select the **Link to file** check box. If you select the **Link to file** check box, you can link to a graphic at a fixed location, such as another Web server.

When you insert a graphic on a Web page, it is aligned with the left margin by default. You can control the way text flows around the graphic by selecting it and then using the commands on the **Format** menu and the **Picture toolbar**. To provide additional control over the layout of text and graphics, use a table.

You can use drawing objects ³/₄ such as Autoshapes, text boxes, and WordArt effects ³/₄ as Microsoft Word Picture objects. Once you close your document, you won't be able to update these items again. They will become static GIF images. For more information, click .

The **Picture** toolbar in Word is customised to provide alignment commands that help you arrange your graphics. The customised **Picture** toolbar commands are compatible with HTML, the format for Web pages. When you select a graphic, the **Picture** toolbar appears. To hide the toolbar, right-click the graphic, and then click **Hide Picture Toolbar** on the shortcut menu.

Align images on Web pages

When you insert a graphic, such as a picture, on a Web page, by default the graphic is aligned with the left margin, and text does not wrap around it. This procedure changes the alignment and the way text wraps.

- 1 Select the graphic.
- 2 On the **Format** menu, click **Picture**, and then click the **Position** tab.
- 3 Under **Text wrapping**, click **None**, **Left**, or **Right**.
- 4 Under **Distance from text**, enter the amount of distance you want between the picture and the surrounding text.



Notes

- To quickly change the way that text wraps, you can also use the buttons on the Picture toolbar.
- Left and right alignment isn't available for graphics in table cells.
- Multiple images cannot appear in the same paragraph with the same alignment.

Learn about creating graphics with transparent areas for Web pages

You can use Microsoft Photo Editor, which comes with Microsoft Office, to create **GIF** (.gif) images with transparent areas for Web pages. When an image contains a transparent area, the background colour or texture of the page "shows through" the image.

If Microsoft Photo Editor is not installed on your system, run Set-up again, and select Photo Editor in the **Office Tools** group. For more information about installing components of Microsoft Office, click .

From Word, you can insert a Photo Editor object, and then apply transparency to the background colour. On the **Insert** menu, click **Object**, and then click the **Create New** tab. Under **Object Type**, double-click **Microsoft Photo Editor 3.0 Photo**. Open the graphic or photo you want to apply a transparent area to, and then use the **Set Transparent Colour** tool to apply transparency to the image.

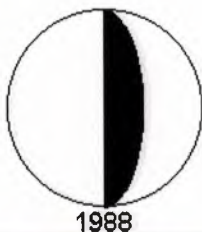
You can also create a graphic with transparent areas in Photo Editor and then insert it into Word. For more information about using Photo Editor, search on the keyword **transparent areas** in the Online Help Index in Photo Editor.

WORKING WITH FORMS ON WEB PAGES

Create a form for a Web page

Forms are frequently used on Web pages to collect and provide dynamic data. Some examples are forms that provide data from a database on request, registration forms for memberships or events, and forms that help users provide feedback about your site.

Word helps you design the form and set the properties for the form elements. Because forms require additional support files and, therefore, additional server support, it is recommended that you consult your network or Web administrator when planning the form.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

Sample forms, such as feedback and survey forms, are available from the Web Page Wizard. You can use the wizard to create a basic form and then modify it to fit your needs. Or if the wizard doesn't contain a form that suits your needs, you can create a form by inserting the controls you want.

- 1 If the Web Page Wizard contains a form you want to use or modify, run the wizard, and choose the form you want.
How?
If you are creating a form without using the wizard, use the Blank Web Page template.
- 2 Click where you want to insert additional controls.
- 3 On the **Insert** menu, point to **Forms**, and then click the form control you want to use.
- 4 Double-click the control to display properties for the form.
- 5 Enter the properties for the form control using either the **Alphabetic** or **Categorised** tabs.
- 6 Repeat steps 2 through 5 until you've added all the form controls you want.
So that users can submit the form after filling it in, each form should contain a **Submit** or an **Image Submit** control.
- 7 Add or modify any content that you want.
- 8 When you are finished inserting form elements, click **Exit Design Mode** in the **Control Toolbox**.

VIEWING WEB PAGES AND HTML SOURCE

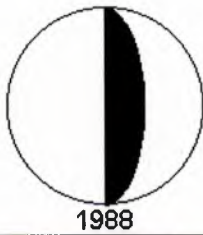
View the HTML source of a Web page

When you save your Web page, Word works behind the scenes to create HTML tags, which **Web browsers** interpret to display your text, graphics, sounds, and videos. For example, when you press ENTER to create a new line, Word converts the paragraph mark to a <P>, or paragraph tag, in the HTML source.

It's usually not necessary to view the HTML source as you author Web pages, but you can view it if you like. To view the HTML source, you should first save unsaved changes to the file.

- 1 Click **Save**.
- 2 On the **View** menu, click **HTML Source**.

Note To return to the Web page, click **Exit HTML Source**



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Preview a Web page while authoring it

In order to preview the Web page you're authoring, you must have a Web browser installed on your computer.

· Click **Web Page Preview** .

Note To switch back to Word, click the Word icon in the task bar, or close the browser.

WORKING WITH WEB PAGES AND WEB AUTHORIZING TOOLS

Get the latest version of Web authoring tools

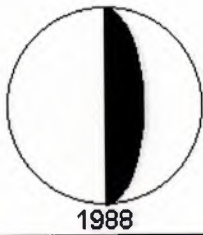
Microsoft will periodically provide updated versions of the Web page authoring tools to keep up with changing technology. If you have access to the World Wide Web, Word will periodically check to see if a newer version of the Web authoring tools is available on the Microsoft Web site. If a newer version is found, a dialog box appears to notify you that a newer version is available. You can choose to download and install the latest version. You can also use the **AutoUpdate** command on the **Tools** menu to manually check for the latest version, if you have a dial-up connection to the World Wide Web.

- 1 Open a Web page document.
- 2 On the **Tools** menu, click AutoUpdate.
- 3 If Word prompts you to download the latest version, click **Yes**.

Learn about managing files and links on Web pages

When authoring Web pages, you should manage the related files and plan the links and hyperlinks so the images will appear and the links will "work" once the pages are placed on the final **HTTP** server. In many cases, the location where you create your Web pages will be different from the location on which they will be published. For more information about publishing Web pages, click .

When all the files ³/₄ such as bullets, navigational buttons, background textures, and Web pages you create hyperlinks to ³/₄ will be published on the same Web server, you should probably use relative links. Using relative links makes it easier to move materials to another location. If you move the files or send them to someone, you should maintain the same file structure, including subfolders.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

For example, your Web page, called Page1.html, includes bullets stored in the Bullets folder, so the relative paths for the bullet files are \Bullets\Bullet1.gif and \Bullets\Bullet2.gif. If you move Page1.html, you need to create a folder called Bullets in your new location where you can move the Bullet1.gif and Bullet2.gif files. When you insert items on your Web page ³/₄ such as pictures, graphical buttons and lines, and hyperlinks to other pages ³/₄ Word prompts you to save your current file. Saving is necessary so that Word can properly create links that are relative to your current file.

Hyperlinks to other Web sites, such as a list of your favourite Web sites, should typically use a **fixed file location** that includes the full path, or **URL**. To indicate an absolute, or fixed, location, clear the **Use relative path for hyperlink** check boxes in the **Insert Hyperlink** dialog box (**Insert** menu).

Images, sounds, and videos can't be embedded in Web pages as they can in Word documents. These items are stored in separate files. Word will export embedded images and OLE objects in Word documents as **GIF** images when you save your Web page.

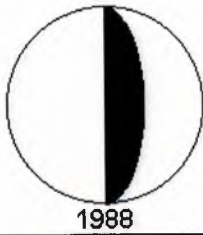
When you apply graphical bullets through the **Bullets and Numbering** command (**Format** menu), insert graphical lines with the **Horizontal Line** command (**Insert** menu), or add a textured background with the **Background** command (**Format** menu), Word saves these items as separate files in the same location as your Web page. You'll need to move these files along with your Web pages so your links will work, which is necessary for your images to appear. For example, bullets are saved as Bullet.gif, Bullet1.gif, Bullet2.gif, and so on; lines are saved as Line.gif and so on; and textured backgrounds are saved as Image.gif and so on.

GIF and JPEG formats are common graphical formats used on the Web. When you insert an image that is not in either of these formats with the **From File** subcommand (**Picture** command, **Insert** menu), and the **Link to file** check box is cleared, the image will be saved in the GIF format. Word saves the images as Image.gif, Image1.gif, and Image2.gif and so on in the same folder as your Word document. If you insert **JPEG** images, the JPEG format and file name extension (.jpg) is retained.

Learn about charts, equations, and other objects on Web pages

You can add charts, equations, and other objects to a Web page, although once you close the Web page, you can't update the objects as you can **OLE** objects. The chart, equation, or other object becomes a **GIF** graphic that you can no longer update.

Insert a chart, equation, or other object by using the **Object** command on the **Insert** menu. Just keep in mind that you can't make changes to the object once you close the document. If you plan to work with a complex equation or chart that you want to continue to update, you can instead store it in a Word document and then paste it onto your Web page when you're finished working on it.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Make your Web page available to other people

The steps that you take to make your pages available to other people depend on how you want to share them.

To make pages available to other people on your network, save your Web pages and related files, such as pictures, to a network location. If your company uses an **intranet** based on Internet protocols, you may need to copy your pages to a Web server. Contact your network or Web administrator for more information.

To make your Web pages available on the World Wide Web, either you need to locate an Internet service provider that allocates space for Web pages, or you need to install Web server software on your computer. Some factors to consider in setting up your computer as a Web server are your computer's speed and availability. If you don't want to leave your computer on most or all hours of the day, then you may not want to set up your computer as a Web server.

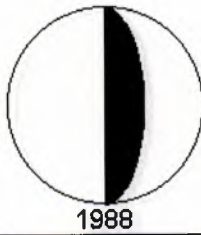
If you are working with an Internet service provider or a Web administrator, you should ask how the Web pages, graphics files, and other files should be structured on the server. For instance, find out whether you need to create separate folders for bullets and pictures, or whether you need to store all the files in one location. If you plan to use forms or **image maps**, you should ask about any limitations on using these items, because they require additional server support.

Setting up a Web server requires special software. You can use Personal Web Server, which is available on the Office 97 ValuPack on CD-ROM, to set up a Web server. You can also use Microsoft Internet Information Server to set up an advanced Web server. If you have access to the Web, you can learn more about **Microsoft Internet Information Server**.

The differences between Word and Microsoft FrontPage for Web authoring

Web page authoring tools are provided with Microsoft Word and with other Microsoft Office programs to enable you to easily create various types of Web pages. Another Microsoft program, called FrontPage, also helps you create various types of Web pages by using an interface that's similar to other Office programs. FrontPage also helps you to manage a Web site.

To create Web pages, you can use the Web page authoring tools in Microsoft Word, Microsoft FrontPage, or both. Both programs provide wizards to automate your work, and both enable you to view your Web page content ³/₄ such as bullets and images ³/₄ as you work. There are some purposes, however, for which one program is better suited.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Use Web page authoring tools in Microsoft Word when:

- You want to use the robust word-processing features in Word, such as automatic spelling checking, AutoText, and AutoCorrect.
- Other Web page authors whom you work with frequently use Word.
- You have customised Word features $\frac{3}{4}$ such as AutoText, custom dictionaries, and AutoCorrect entries $\frac{3}{4}$ that you want to use when creating Web pages.

Use FrontPage when:

- You want to use **WebBot** to insert scripts and form elements, such as server includes and timestamps.
- You are working with a large team or managing a Web server.
- You need user authentication for Web page authors.

Note In the Microsoft FrontPage Explorer, you can specify Word as your default editor for HTML files. See FrontPage documentation for more information.

I can't find Web page authoring tools.

To use the Web authoring features in Word, you must use a Web page template or wizard, or convert an existing document to **HTML**, the format used for Web pages. When the Web authoring features are active, you'll notice that the toolbars and menus have been customised for working on Web pages.

The Web templates are on the **Web Pages** tab in the **New** dialog box (File menu). To convert a document to HTML, click **Save as HTML** on the **File** menu.

If you don't see the **Web Pages** tab, the Web features may not be installed. You may need to run Set-up again and select Web page authoring components. For more information, click .

I can't find Web page files to open them.

Once you have used the Web page authoring tools, your Web page files $\frac{3}{4}$ those with .html, .html, .asp, or .htx extensions $\frac{3}{4}$ appear by default in the **Open** dialog box (**File** menu). Before you use the tools, you can get Web page files to appear in the list by clicking **All Files** in the **Files of type** box.

For more troubleshooting information about opening files, click .



USING VISUAL PAGE

USING BASIC FEATURES

Creating a new Web page

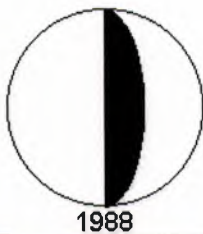
There are essentially two kinds of Web pages you may create: a Web page with frames or a Web page without frames. A Web page with frames can display the contents of a different Web page in each of its frames. Like a picture holder that has multiple frames for displaying multiple pictures simultaneously, a framed Web page can display multiple Web pages simultaneously. A Web page without frames simply displays one Web page file. To continue the previous comparison, a Web page without frames is like a single picture frame that displays one photograph.

To create a new Web page:

- 1 From the File menu, select New (or press Control-N).
A new, untitled Web page opens in Edit mode.
- 2 Add graphics, text, plugging, links, and Java applets directly to your new Web page.
- 3 Save your Web page in a folder dedicated to your collection of Web pages.

To create a Web page that includes frames:

- 1 From the File menu, choose New Frame Set.
Visual Page displays a Web page, which is divided into two frames of equal size.
- 2 You may directly add the text, HTML tags, graphics, and plug-ins to each frame, or you may open an existing Web page file in a frame. For more information, see Setting the frame source .
- 3 Save your Web page in a folder dedicated to your collection of Web pages.



Setting the frame source

A Web page with frames, also known as a frame set, can display multiple Web pages by having a different Web page assigned to each frame. You can set a frame to display a particular Web page by using the Set Frame Source menu item to assign a particular Web page HTML file to the selected frame.

To set the source file for a frame:

- 1 Make sure a frame is selected in an open Web page.
- 2 Select Frame > Set Frame Source.
A standard Open file dialog box displays.
- 3 Navigate to and select the HTML files you want the selected frame to display.
- 4 Click open.
A Visual Page Frame Save dialog box displays.
- 5 Save the changes to the frame.
If you have not given the frame a name, a Save As dialog box displays.
- 6 Enter a name for the frame and save it.
Visual Page displays the Web page in the selected frame.

Starting from an existing Web page

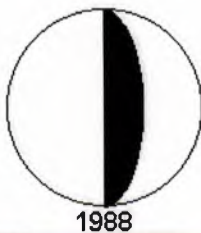
The standard Visual Page installation places several professionally designed templates in your Visual Page directory. You can use these pre-existing Web pages as the basis for your own Web pages. Opening a Visual Page template is the same procedure you will use to open a Web page on which you have previously worked.

To open an existing Web page:

- 1 Select Open from the File menu (or press Control-O).
- 2 Navigate to the directory where the file you want to work on is located.
- 3 Select the file, and click Open.
The Web page opens in Edit mode.

Saving a Web page

When you save a Web page file and name it, make sure that you preserve the HTML filename extension. All Web page files must end with a .html or .htm filename extension. Visual Page's default filename extension is .html. You can change the default filename extension in the Preferences dialog box.



1988

NEAR EAST UNIVERSITY COMPUTER ENGINEERING

To save a Web page without frames:

- 1 From the File menu, chooses Save or if you want to save a copy of a file with a different name, choose Save As.
- 2 Navigate to the destination folder for the saved file.
- 3 Enter the file name.
Visual Page includes the default file extension.
- 4 Click Save.
The file is saved to the destination folder.

Overview of preferences

Visual Page provides a variety of preferences settings that you can use to customise your Web page building environment. If you choose Preferences from the Edit menu the Preferences dialog box displays. It includes tabs for:

- 1 Setting General Preferences
- 2 Setting Output Preferences
- 3 Setting Images Preferences
- 4 Setting Folder Mappings Preferences
- 5 Setting FTP Preferences
- 6 Setting Syntax Colour Preferences

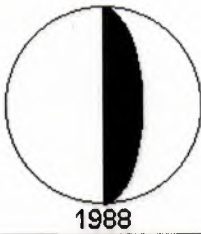
Setting Page Default Preferences

Use the Page Defaults tab of the Preferences dialog box to set defaults preferences for every new page you create with Visual Page. If you want to restore these preferences to the default settings, click Use Defaults. If you want to change back to the settings that were in place before you opened this dialog box, click Revert.

To set Page Default preferences:

1. From the Edit menu, choose Preferences.
The Preferences dialog box appears.
2. Click the Page Defaults tab.
3. Use the dialog box to select the page default preferences you want.
The preferences are listed below.
4. When you're finished setting preferences, click OK.





- * **Background** sets the default background colour.
- * **Normal Text** sets the default colour for normal text/
- * **Normal Links** sets the default colour for normal links/
- * **Active Links** sets the default colour for active links.
- * **Visited Links** sets the default colour for visited links.
- * **Background Image** You can have each new page use a default image as a background.

- 1 Click the checkbox or click the ellipses.
The Open dialog box appears.
- 2 Locate the image you want to set as a default background.
- 3 Click Open.
The selected image appears in the Image Preview window.
- 4 Click OK to make the image the default background image.

Previewing your work

To see how your Web page will look in a browser, use the Preview Mode. You'll know you're in Preview Mode when the Edit Page toolbar button is active and the Preview Page toolbar button is inactive.

To go to Preview Mode:

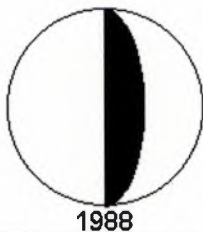
- 1 From the Edit menu, choose Preview Page. If instead you see Edit Page, you are already in Preview Mode.
- 2 You can also click the Preview Page toolbar button.

Printing Web pages

Using Visual Page, you can print your Web pages as they will appear in a browser. If you want to print out the HTML source, make sure that the Source Window is active.

To print a Web page:

- 1 From the File menu, select Print (or press Control-P).
- 2 Select the desired print options.
Visual Page prints your document.



ADDING TEXT

Adding text

Adding text to your Visual Page documents is very similar to inserting text using any standard word-processing application. The following procedures explain how to insert and format text.

You can insert text by:

- Typing text
- Dragging and dropping text
- Copying and pasting text
- Importing a plain text file

You can format text by:

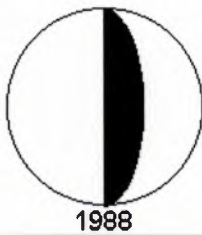
- Generating paragraphs and line breaks
- Aligning and indenting paragraphs
- Formatting paragraphs
- Formatting characters
- Creating bulleted lists
- Creating ordered lists
- Creating term and definition lists

Typing text

If you have ever used a word processor to create a text document, you probably know how to type text into a Web page in the Visual Page environment. Visual Page supports all the standard text operations.

To insert text by typing:

- 1 Make sure that you're in Edit mode.
For information on switching to Edit mode, see Previewing your work.
- 2 Within the main Edit window, moves the text cursor to where you want to insert text.
- 3 Single-click at the insertion point.
- 4 Type in your text.
The text displays on the Web page.



Dragging and dropping text

Visual Page supports drag-and-drop functionality in many ways. It is an extremely handy way to move text from one location to another. Visual Page also allows you to insert other objects, such as images, from the Windows Explorer into Visual Page.

To insert text by drag-and-drop:

- 1 Make sure that you're in Edit mode.
For information on switching to Edit mode, see *Previewing your work*.
- 2 Make sure that the files that you want to drag to and from are open.
- 3 Select the text you wish to move.
- 4 Click on the selection, and, without releasing the mouse button, move the selection to the new location.
- 5 Release the mouse button.
The text is now in the new location.

To insert other objects into Visual Page:

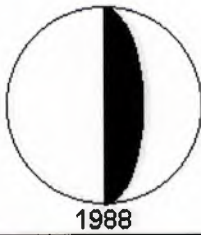
- 1 Make sure that you're in Edit mode.
For information on switching to Edit mode, see *Previewing your work*.
- 2 Locate the object (e.g. image) you want to insert with the Windows Explorer.
- 3 Press and hold the Control key while dragging the object from Explorer into Visual Page.
When you release the mouse and control key, the Save As dialog box appears.
- 4 At this point, you can rename the object, or click OK to use the default name.
The object is added to your page.

Importing a plain text file

This feature allows you to instantly fill your Web page with the text from a text file.

To insert text by importing a plain text file:

- 1 Make sure that you're in Edit mode.
For information on switching to Edit mode, see *Previewing your work*.
- 2 Position the cursor where you want the text to display.
- 3 Using the Local Site window, select the plain text file.
For more information see, *Opening a Local Site window*.
- 4 Drag the plain text file from your Local Site window and drop it on your Web page.



The contents of the text file displays on your Web page.

Using the Spelling Checker

You can check the spelling in your page at any time by clicking the Spelling Checker icon. The Spelling Checker checks the spelling in the entire page, but does not check spelling of words that you highlight. The functions available are:

- 1 Ignore skips the current word and continues spell checking.
- 2 Ignore All skips all instances of this word.
- 3 Add places the current word into the dictionary.
- 4 Change replaces the current word with the word in the Change To window, or to the word that is highlighted in the Suggestions window.
- 5 Change All replaces all instances of this word with the word in the Change To window or to the word that is highlighted in the Suggestions window.
- 6 Suggestions automatically provides a list of alternatives to the current word.
- 7 Edit Dictionary opens the Personal Dictionary. In the personal dictionary, you can add, modify, or delete entries.
- 8 Cancel exits the Spelling Checker, but does not cancel any previous spelling changes made with the Spelling Checker.

FORMATING CHARACTERS

Formatting characters

You can format individual characters to make words display differently, rather than affecting a whole paragraph. You can format individual characters by changing character styles or character size.

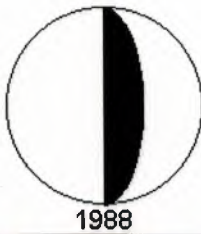
To apply a character style:

- 1 Select the character:
- 2 From the Style menu, choose a style, colour, or size. You can also select a style, colour, or size by clicking one of the toolbar buttons.

Physical character styles include the following standard HTML styles:

The Bold, Italic, and Fixed Width Font styles can be quickly accessed by these toolbar buttons:

Visual Page also supports these Netscape extensions to standard HTML character styles:



How these styles will appear depends on each browser's default settings.

Changing character size

The size of text in a Web page is relative to the default size setting for each browser. This is why the font sizes in the Size menu item (on the Style menu) are relative numbers 1 through 7, instead of the point sizes you see in a word processor, such as 12 or 14.

Visual Page uses the middle font size (number 4) as the "normal" font size. This is the browser's default display font. The other numbers signify either a smaller or larger font than the browser default, with 1 being the smallest font size and 7 the largest font size.

To change the size of a character:

1. Click **Decrease Font Size** or **Increase Font Size** on the toolbar. You can also choose **Size** from the **Style** menu, and then choose a number.
A checkmark displays next to the selected size.

Working with fonts

Visual Page allows you to use the fonts that are installed on your system to enhance the look of your Web pages. However, not all fonts are cross-platform compatible, and may not display correctly on other platforms.

You can work with fonts in three ways in Visual Page by:

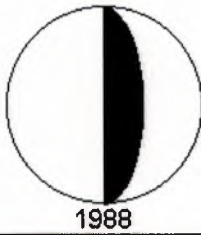
Changing fonts

You can change the font of selected text in your Web page to any other available font.

To change a font:

1. Highlight the text in your page that you want to change.
2. Click on the **Font** pull-down menu.
The list of available fonts appears.
3. Select the new font that you want to apply.

The font of the highlighted text changes.



Creating font groups

Font groups are groups of fonts that usually have some common characteristic to preserve the original design of the Web page. Font groups allow the Web browser to substitute fonts from a group of assigned fonts when one or more fonts are not available on the client machine. When no font in a group is available on the client machine, the Web browser uses default fonts available on the client machine.

With Visual Page you can create and assign font groups that make your pages look their best across different platforms and browsers.

To create a font group:

1. From the Font pull-down menu, select Font Groups.
The Font Groups window opens with the names of default font groups.
2. Click a blank cell in the Group Name column and enter a name for the new font group.
3. Click the Font Names cell and enter font names separated by a comma.
4. Click the OK button when you are finished entering font names.

The font group is added to the Font pull-down menu.
You can also assign a font group on the fly.

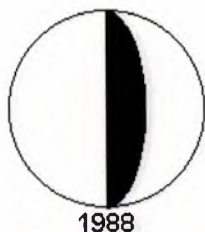
Assigning font groups

You can assign font groups in your Web page to allow the Web browser on the client machine to substitute fonts when the original font is not available.

To assign a font group:

- 1 Highlight the text to which you want to apply a font group.
- 2 From the Font pull-down menu, select a font group.

The selected font group name appears in the pull-down menu and is applied to the highlighted text.



WORKING WITH PARAGRAPHS

Generating paragraphs and line breaks

Paragraphs and line breaks generate different effects in the display of your Web page.

Use a line break instead of a standard new paragraph if you want to create a space between lines without applying the previous paragraph's formatting. You can also use multiple line breaks to display multiple lines without text. However, a paragraph marker cannot generate multiple empty lines in a Web browser because HTML specifications allow only one empty paragraph line.

To generate a new paragraph:

- 1 Place the insertion point where you want the new paragraph to start.
- 2 Press the Return key.
Your cursor goes to a new line and Visual Page generates a paragraph tag in the HTML source.

To create a line break:

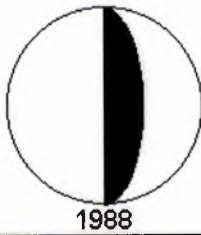
- 1 Click where you want the new paragraph to start.
- 2 Press Shift-Return.
Visual Page generates a line break (
) tag in the HTML source.

Aligning and indenting paragraphs

You can make paragraphs line up against the left margin, the right margin, or the centre of the Web page by setting paragraph alignment. You can also format by indenting paragraphs.

To align a paragraph:

- 1 Click anywhere within the paragraph.
- 2 Click on one of these three alignment toolbar buttons: . The choices are left aligned, centre-aligned, and right aligned, respectively. You can also choose, from the Format menu, Align Left, Align Right or Align Centre.
The paragraph aligns according to the alignment option you choose.



To indent a paragraph:

- 1 Click anywhere within the paragraph.
- 2 Click on one of these two indent paragraph toolbar buttons: . The choices are Decrease Indent and Increase Indent , respectively. You may also choose Format > Increase Indent or Format > Decrease Indent.
The paragraph indent changes.

Formatting paragraphs

Apply paragraph formats to make sections of text display differently, such as headings, quotes, and mono-spaced (preformatted) text. Visual Page supports these paragraph formats:

Normal
Headings
Preformatted
Address

To apply a format to a paragraph:

- 1 Click anywhere in a paragraph.
- 2 Choose a format from the pop-up menu on the toolbar, or from the Format menu.
Visual Page formats the paragraph accordingly.

Normal paragraph style

Normal text is the default style, which is applied when you begin a new paragraph on a blank page. (The paragraph you are reading now is formatted with the Normal tag.) The text appears flush left in the page window and is displayed in the Visual Page default font.

Use the Normal style for most text in a Web page.

Heading paragraph style

Heading tags are used to make headlines or titles distinct from the rest of the text in a page. In general, headings are larger than the Normal style, and are in a bold typeface.



Heading 1

Heading 2

Heading 3

Heading 4

Heading 5

Heading 6

You may also manually specify the font size of a text block instead of using the Heading style.

The heading types supported by Visual Page are:

Preformatted paragraph style

The Preformatted paragraph style is used as a way to maintain text formatting that

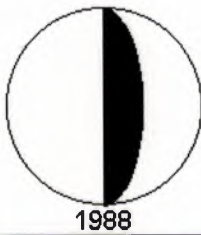
```
<UL>
  <LI><FONT SIZE="4">Normal </FONT>
  <LI><FONT SIZE="4">Heading</FONT>
  <LI><FONT SIZE="4">Preformatted</FONT>
  <LI><FONT SIZE="4">Address</FONT>
  <LI><FONT SIZE="4">Numbered list</FONT>
  <LI><FONT SIZE="4">Bulleted list</FONT>
  <LI><FONT SIZE="4">Term</FONT>
  <LI><FONT SIZE="4">Description</FONT>
</UL>
```

uses multiple spaces and tabs, such as the formatting found in code segments.

Preformatted paragraphs are displayed in moonscape fonts, such as Courier. You can see an example of a preformatted paragraph in the following HTML code sample:

Address paragraph style

Web page authors typically apply the address style to a paragraph containing a signature address. An example of how it is used is shown below:



Send comments to the author:

webmaster@symantec.itools.com

Choosing to include an address is a matter of style. When you include an address, remember to make it an email link.

CREATING LISTS

Creating bulleted lists

Bulleted lists are useful when you want to make some information easy to see. Visual Page supports bulleted lists and indented bulleted lists.

To create a bulleted list:

- 1 Select the text you want to change to bulleted list style.
- 2 From the Format Paragraph drop-down list on the toolbar, select Bullet List. You can also select Format > List > Bullet. Visual Page indents the text and places a bullet character to the left of the text in the paragraph.
- 3 You can apply indentation to the bulleted list by using the Increase Indent toolbar button to a bulleted paragraph. When you apply added indentation to a bulleted paragraph, the look of the bullet changes with the indentation.

Creating ordered lists

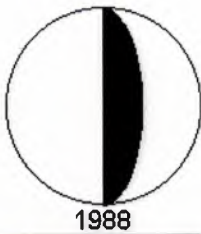
When you apply any of the ordered list formats to a paragraph, Visual Page indents the text and places a number or letter to the left of the paragraph.

To create an ordered list:

- 1 Select the desired text.
- 2 Select Format > List and choose the desired type of ordered list.

To create a numbered list:

- 1 Select the desired text.
- 2 Click the paragraph tag drop-down list on the toolbar, and select the Numbered List tag.



Creating term and description lists

The term and description formats are designed to be used together in lists of definitions. The format is similar to what you would find in a Glossary.

Applying the Term format to a paragraph places the paragraph text flush left at the left margin. When you press the return key after applying a Term format to a paragraph, Visual Page automatically applies the Description format, then indents the text of the paragraph.

To create a term and description list:

- 1 Select the text which you want in the term format.
- 2 From the paragraph tag drop-down toolbar button select Term.
The selected paragraph displays in the Term format.
- 3 Select the text, which is to be in the definition format.
- 4 From the paragraph tag drop-down toolbar button select Definition.
- 5 Repeat steps 1-4 for the remaining terms and definitions.

USING GRAPHICS AND IMAGE MAPS

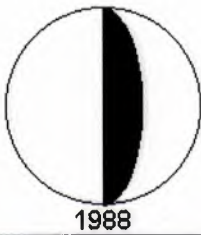
Adding graphics

You can add graphics to your Web pages by either using drag-and-drop, the Insert Image toolbar button, or copy and paste. Graphics must be in BMP, DIB, GIF, or JPEG graphic format before you can insert them into a Web page. Visual Page automatically converts .bmp and .dib files into interlaced GIF files when you place them in your Web page. There is a setting in the Image Preferences for storing the new GIF files from these conversions.

To add a graphic by using drag-and-drop:

- 1 Open the Local Site Window, and navigate to the desired graphic's location.
- 2 Select desired graphic file, and drag it over to your Web page.
The image appears full size in your Web page.

You can also drag and drop graphics from another open Web page, as long as the browser supports drag and drop.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

To add a graphic by using Insert Image:

- 1 Place your cursor at the desired location.
- 2 Click on the Insert Image button ,or choose Image from the Insert menu.
A standard Open file dialog box opens.
- 3 Navigate to the graphic file you want, and click Open.
The image displays in your Web page.

To add a graphic by using copies and paste:

- 1 Copy a selected graphic to your clipboard.
- 2 Paste it into your Web page.
The image displays in your Web page.

Aligning graphics and text

You can align graphics in a variety of ways. Using graphic alignment settings you can also flow text around graphics. You can see a good example of how to format images with text in the Visual Page Getting Started tour.

To align graphics:

- 1 Use the Graphic Alignment button on the Visual Page toolbar. You can also choose Graphic Alignment from the Settings menu.
- 2 Select the graphic alignment you want.
In general, use the first three options, Top, Bottom, Middle, for small graphics that appear in a line of text, like the image in step one. You use the Left and Right alignment options when you want to flow a paragraph of text around a larger graphic.

To flow paragraphs of text around graphics:

- 1 Select the graphic.
- 2 Select Left from either the Graphic Alignment toolbar button, or choose Object Alignment from the Format menu.
- 3 Insert your cursor to the right of the graphic and enter a paragraph or two of text. When the line wraps it returns to the right edge of the graphic, until it reaches the bottom of the graphic.



Creating transparent graphics

This feature is useful if your Web page has a coloured background, which is obscured in part by an opaque graphic image. In this case, you could use Visual Page to make the image transparent so the background colour would show through. Only GIF files can be made transparent.

To make your image transparent:

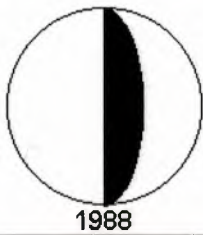
- 1 Open the graphic file. For more information, see Opening a graphic image file. The graphic displays in the Visual Page's graphic editor.
- 2 Click the transparency toolbar button on the Image Tools Toolbar.
- 3 Click any colour in the image and that colour is rendered transparent.
When you put the altered graphic in a Web page, you see the Web page's background through the image.
- 2 To revert a transparent graphic and thus remove the transparent quality, click the Remove Transparency toolbar button on the Image Tools Toolbar.

Setting graphic image properties

Visual Page supports a range of attributes that are contained within any supported graphic. These attributes control the height, width, function, alternate text, and spacing around a graphic.

To set a graphic image's properties:

- 1 Make sure that you're in Edit mode.
For information about how to switch to Edit mode, see Previewing your work.
- 2 Select a graphic in a Web page.
- 3 From the Edit menu, select Properties, then choose Image Properties.
- 4 Use the options in the Image Properties dialog box to set the graphic's attributes. These attributes are described in the table below.
- 5 Click OK. Your graphic's settings are adjusted accordingly.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Attribute	Description
Image	The location and filename of the image file.
Width	The display width of the image, in pixels. Visual Page supports image scaling (changing an image's height and width). The width and height indicated in the Image Setting dialog box are the dimensions of the image as scaled in the HTML file. The actual dimensions of the image are indicated in the Original Width and Original Height fields, as described below.
Height	The display height of the image, in pixels.
Original width	The width of the source images, in pixels.
Original Height	The height of the source image, in pixels.
Horizontal	The blank space to the left and right of the image, in pixels. The default setting is zero.
Vertical	The blank space to the top and bottom of the image, in pixels. The default setting is zero.
Border	The width of the border around an image, in pixels. An image border is black and is similar to a frame around a painting. The default setting is zero, which indicates no border.
Image	Select this option if the graphic file functions only as an image. This is the default function for graphic files.
Has server map	Check this box if the graphic file acts as a server-side image map.
Submit form button	Select this option if the graphic file acts as submit button for a form.
Alternative text	If you type in text here, it displays in a user's browser if the image doesn't load properly, or if it can't be displayed by a user's browser. Note: The alternative text option is not for graphic files that function as a form submit button.
Button name	(For buttons only) The name of the button. This is NOT the same as the name of the button's source file. A CGI script uses this name as an ID.

Creating image maps

Client-side image maps store the co-ordinates that define the linked areas of an image. These image maps are inserted directly into the HTML file. As such, the image map is downloaded to and referenced entirely from the user's machine (hence the name client-side). Visual Page creates these Image maps for you as you use drawing tools to outline and link areas of an image.



To create a client-side image map:

- 1 Make sure that you're in Edit mode. For information about how to switch to Edit mode, see *Previewing your work*.
- 2 Insert a graphic by clicking the Insert Graphics toolbar button. For information on inserting graphics, see *Adding graphics*.
- 3 Right-click on the graphic and select Local Map Tools or select View > Toolbars > Image Tools from the menus.
- 4 The Image Tools toolbar displays.
- 5 Create the clickable areas of the image by doing the following:
 - Click the rectangle, circle, or polygon Hotspot buttons on the toolbar.
 - Click and drag on the graphic file to create a hotspot area.
 - To end creating a polygon hotspot, double-click. To end creating a circle or rectangle hotspot, release the mouse button.
- 6 Create the URL for each of the clickable areas.

You can do this by either dragging a file or anchor icon from the Local Site window onto the selected link area, typing the link address into the Link field at the bottom of the main edit window, or right-clicking on the desired link location to open the Link To dialog box. You may also double-click on the hotspot to open the Link To dialog box.

To move overlapping hotspots:

- 1 Select a hotspot you want to move forwards or backwards.
- 2 Click the Front-to-back Order button on the Image Tools toolbar.
- 3 Choose Move to Front, Move Forward, Move to Back, or Move Backwards.
The hotspot will change position.

To delete hotspot areas:

Select the hotspot area, and press Delete.

To save your client-side image map:

Select File > Save or press Ctrl+ S.

To make the shapes easier to see, specify the colour of these areas by choosing the desired colour from the colour menu button.

You may also use the Zoom buttons to adjust the graphic to the optimal size for outlining links.



Setting Images preferences

Use the Images tab of the Preferences dialog box to set the Visual Page preferences described below: If you want to restore these preferences to the default settings, click Use Defaults. If you want to change back to the settings that were in place before you opened this dialog box, click Revert.

To set images preferences:

- 1 From the Edit menu, chooses Preferences.
The Preferences dialog box appears.
- 2 Click the Images tab.
- 3 Use the dialog box to select the Images preference options you want. The preferences are listed below.
- 4 When you're finished setting preferences, click OK.

Converted Images Visual Page automatically converts .bmp and .dib files into interlaced GIF files. The following options tell Visual Page where to place the new GIF files.
Always store the new GIF file in same folder as the source document
Use this image folder

Default Image Map Server Format Visual Page supports server-side image maps if you need to use them. The two Server-Side image map formats are either CERN or NSCA.

Setting Image properties

By using the Image properties dialog box you can:

- 1 Resize your image -this is handy if you have an image you want to use more than once in your Web site and want to optimize its size for the different locations
- 2 Adjust the space around an image - this adds a fixed number of pixels of space horizontally or vertically around the image. Or, you could opt to create a border of space around the whole image. You might want to add space around an object when it is embedded in some text or has text flowing around it
- 3 Change the function of your image- besides functioning as inert object, images can be set to work with an image map, so links can be embedded in the image, or as a Submit button which you would provide on a Web page form to transmit data in response to a user's click
- 3 Alternative text - it's a god idea to provide a short caption which browsers that don't display graphics will display instead of the graphic



Creating a background

You can create a coloured or tiled background for your Web page.
To create a coloured background:

- 1 In an open Web page document, click on the Page Properties toolbar button.
- 2 Choose a colour from the Background colour well. If you want the background set according to each browser's default settings, select Default.

Using a graphic file to tile your Web page background:

- 1 In an open Web page document, click on the Page Properties toolbar button.
- 2 Click the Background Image checkbox.
An Open File dialog box appears.
- 3 Navigate to the graphic file you're going to use, then click Open.
A representation of the tiled graphic appears.
- 4 Check the appearance of the tile on your Web page by clicking on the Apply button. A graphic may look interesting by itself, but may not be appropriate for use as a tiled background.

To remove a background image:
Uncheck the Background Image checkbox.

Adding horizontal lines

Horizontal lines can be useful layout tools, which can be used to break up a long Web page. However, they should be used sparingly or your Web page will appear to be choppy. Horizontal lines are easy to add in Visual Page and you may even play with their appearance by setting their properties.

To add a horizontal lines:

- 1 Place your cursor where you want the line to be inserted.
- 2 Click the Insert Horizontal Line toolbar button.

To change the properties of a horizontal line:

- 1 Select a horizontal line by clicking directly on it..
- 2 Choose Edit > Properties > Line Properties (or press F4).
The Line Properties dialog box displays.
- 3 Set the shading, size, and alignment using the dialog box.



CREATING LINKS AND ANCHORS

Creating links and anchors

Hypertext links, also known as links, are one of the most important parts of a Web page. Links allow you to connect Web pages together.

The following topics tell you more about creating and using links in your Web pages:

Creating links with the Create Link dialog box

Creating links with the Link Toolbar

Creating links with the Site Window

Copying an existing link

Creating email links

Creating and linking anchors

Testing links

Creating image maps .

Creating links with the Create Link dialog box

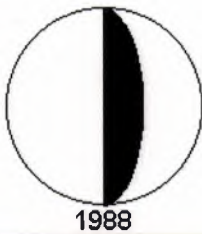
You can create a link to a selected object by using the Create Link dialog box. Using this dialog box, you can either enter the URL yourself or browse to locate the file you're linking to so Visual Page will generate the URL.

To create a link with the Create Link dialog box:

- 1 Select the object to be linked.
- 2 Click the Hyperlink button in the Insert toolbar. The Link dialog box displays.
- 3 Determine the file to be linked by either typing in the filename or URL of the file, or by clicking Browse and navigating to the file you want.
Your link is created.

Creating links with the Link Toolbar

The Link Toolbar displays at the bottom of the Visual Page window. It consists of a label and a text field.



To create a link using the Link Toolbar:

- 1 Select the object to be linked.
- 2 At the bottom of the Edit window, select the Link to field in the Link toolbar.
If you do not see the Link to field at the bottom of the Edit window, select Toolbars > Link to make the link field display.
- 3 Type in the filename or URL in the Link to edit box.
- 4 Pressing Return and your link is created.

Creating links with the Local Site Window

You can use the Local Site window to drag-and-drop files on selected objects in your Web page to create a link.

To create a link using the Local Site window:

- 1 Open a Local Site window for your current project.
For more information see Opening a Local Site window.
- 2 Select the text or graphic image on your Web page that you want to link.
- 3 Drag the file or anchor you want to link to from the Local Site window and drop it on the selected object.

Copying an existing link

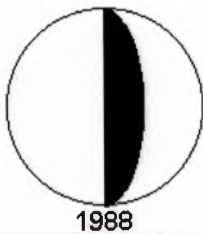
If you want multiple links to the same place, such as to a home page, you can create the link once and copy and paste the rest of the links.

To copy an existing link:

- 1 Select the link you wish to copy.
- 2 From the Edit menu, choose Copy (or press Control-C).
- 3 Click where you want the link to be copied to.
- 4 From the Edit menu, choose Paste (or press Control-V).

Creating email links

When an email link is clicked on, the browser opens up a pre-addressed email message window.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

To create an email link:

- 1 Create the link text that will display on a Web page. For example:
user@company.com
- 2 Highlight the link text.
- 3 Click on the Link to: field and enter the text in the following format:
mailto:user@company.com
- 4 Replace user with the email address of the person being emailed, and company.com with their Internet address.

Creating and linking anchors

Anchors are used to mark specific locations within a document. Once an anchor is placed in a location, you can create a link to that spot.

To add an anchor to a Web page:

- 1 Click in your Web page where you want to put the anchor.
- 2 Select on the Insert Anchor button in the Insert toolbar or select Insert > Anchor.
The Anchor Properties dialog box displays.
- 3 Name the anchor, and click OK.
An anchor icon appears in your text.
- 4 Select the object to be linked to the anchor.
- 5 Click Create Link button in the Insert toolbar or right Click and select Link to.
The Link to dialog box appears.
- 6 Select the anchor from the drop down list box and click OK.
The link to the anchor is displayed next to the object.

Testing links

You should test your links periodically to make sure they work. It's easy to break links when you're constructing Web pages. Since links are really URLs which record the location of a file or anchor, you can break a link by inadvertently changing the name of a file or of the folders in which the file resides.



To test links in your Web pages, use one of the following methods:

- 1 In Edit Mode, hold down the Control key while clicking over the link. This opens the linked file.
- 2 From the Edit menu, choose Preview in Browser. Your Visual Page document opens in the Web page browser which resides on your hard disk. You can then browse your document as you would any Web page.
- 3 From the Edit menu, choose Go To Preview Mode. You can browse and click while still within Visual Page.

USING FRAMES

Creating frames

Frames divide the parts of a Web page into two or more independent parts (frames), each displaying a separate HTML file.

To create a Web page that includes frames:

- 1 Choose File > New Frame Set or press Ctrl + Shift + N. Visual Page displays a frame file with two frames of equal size.
- 2 You may directly add the text, HTML tags, graphics, and plug-ins to each frame, or you may open an existing Web page file in a frame. For more information, see Setting the frame source.
- 3 Save your Web page in a folder dedicated to your collection of Web pages. For more information, see Saving a Web page with frames.

Additional Frame Set functions include:

Opening a frame in a new window

Setting a frame's attributes

Setting the frame target

Resizing a frame

Removing a frame

Splitting frames

Editing the No Frames settings

Editing the No Frames setting

The No Frames window lets you specify what content will display when a user's browser doesn't support frames.



To use the No Frames window:

- 1 Open the main frame file.
- 2 Choose Frame > No Frames Page.
The No Frames page displays.
- 3 Enter or edit the content of the page.
- 4 Close the No Frames page.

Opening a frame in a new window

If you have many Web pages which are accessed through the same Web page with frames you may want to navigate your Web site in Preview mode. When you see a displayed file that needs editing, opening a frame into a separate window makes it easier to edit the Web page.

To open a frame file in a new window:

- 1 Open the main frame file.
- 2 Select the frame to be opened in a new window.
- 3 Choose Frame > Open in New Window.
The frame file opens in a new window.

Removing a frame

If you add too many frames to your Web page you can use the following procedure to remove the selected frame.

To remove a frame:

- 1 Open the main frame file.
- 2 Select the frame file to be removed.
- 3 Choose Frame > Remove Frame.

Resizing a frame

Resizing a frame can be done visually on the Web page by dragging frame borders or via the Frame Properties dialog box.



To resize a frame:

- 1 Use the resize bar to resize the frame manually. You can also choose Edit > Properties > Show Frame Properties, and enter the desired width in the Width field.

Setting the frame source

A Web page with frames, also known as a frame set, can display multiple Web pages by having a different Web page assigned to each frame. You can set a frame to display a particular Web page by using the Set Frame Source menu item to assign a particular Web page HTML file to the selected frame.

To set the source file for a frame:

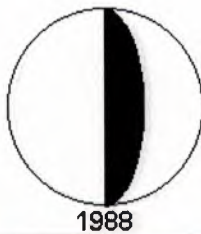
- 1 Make sure a frame is selected in an open Web page.
- 2 Select Frame > Set Frame Source.
A standard Open file dialog box displays.
- 3 Navigate to and select the HTML files you want the selected frame to display.
- 4 Click open.
A Visual Page Frame Save dialog box displays.
- 5 Save the changes to the frame.
If you have not given the frame a name, a Save As dialog box displays.
- 6 Enter a name for the frame and save it.
Visual Page displays the Web page in the selected frame.

Saving a Web page with frames

A frame set, or Web page with frames, has more than one HTML Web page file associated with it. The frame set file contains information about the Web page that contains the frames. And, each frame displays its own separate HTML file. So, when you save a frame set you probably will be prompted to name more than one Web page file. Visual Page's default filename extension is .html. You can change the default filename extension in the Preferences dialog box.

To save a Web page frame set:

- 1 From the File menu, chooses Save Frame Set.
Or, if you want to save a copy of a frame set file with a different name, choose Save Frame Set As.
- 2 In the Save or Save As dialog box, navigate to the destination folder for the frame set and select it.
- 3 Enter a filename with a .html or .html extension.
- 4 Click the Save button.



- 5 If you made changes to any of the frames in your frame set, the Save Frame or Save Frame As dialog box displays.
- 6 If asked, enter a name for the frame file, and click Save.
- If you made changes to other frames, another Save Frame or Save Frame As dialog box displays.
- 6 Enter names and click Save until all the changed frame files are saved.

Setting a frame's attributes

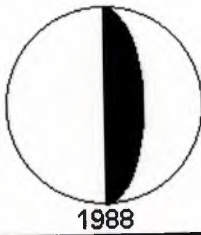
<See Also>

Frames have a set of properties you can set. Most of these can be changed as you visually edit the page. The frame properties are described below.

To edit a frame's properties:

- 1 Choose Edit > Properties > Show Frame Properties.
- 2 The Frame Properties dialog displays.
- 3 Use the options in the Frame Properties dialog box to set the frame's attributes.
- These attributes are described in the table below.
- 4 Close the Frame Properties dialog.

Attribute	Definition
Source	The HTML source file for a frame.
Frame titles	The frame's name. This is NOT the same as the name of the source file. The frameset file (the file that contains the frames within a frame set) uses this name as an ID.
Frame width	The width of the selected frames, either as a percentage of the total frame set, or in pixels.
Frameset height	The height of the frame set, either as a percentage of the total frame set, or in pixels.
Margin width	The width of the selected frame's margin, in pixels.
Margin height	The height of the selected frame's margin, in pixels.
Show scrollbar	The settings for the frames scroll bars. Possible choices are Yes, No, and Auto. The default is Auto, which makes the scroll bars appear only when the frame extends beyond the length of the active window.
Resizable frame	Indicates whether or not the selected frame resizes along with the user's browser. The default is checked, which indicates that the selected frame will resize



Setting Frame properties

Use the Frame properties to set the properties which pertain to a selected frame of a frame set. Use the Frame properties dialog box to check, assign, or change these values.

To set frame properties:

- 1 Select the frame whose properties you are setting by clicking once anywhere in the frame.
A heavy black border outlines the frame.
- 2 Choose Edit > Properties > Show Frame Properties.
The Frame Properties dialog box displays.
- 3 Set the properties as they are described below.

The frame property settings: include the following:

Source	Name of the HTML file which you want to display in this frame, for instance, HomeTOC.html is an appropriate value.
Frame title	Title for the frame, otherwise Visual Page uses the random number shown as the default in this field.
Margin width	Width of the margin.
Margin height	Height of the margin.
Frameset height	This only applies if there are frames below other frames in the frameset.
Frameset Border	Specifies the thickness of the frameset border. Set to 0 for borderless frames. Leave it empty to use the default border thickness.
Show scrollbars	Defaults to automatically showing scrollbars when they're needed.
Resizable frame	Checked by default, if you don't want people to change the size of a frame, uncheck it.

Setting the base target for a frame

Visual Page allows you to select a base target for all the links in a frame. An example of using a base target is to direct all the hypertext links in a left-hand frame to appear in the neighbouring right-hand frame.



To set a base target for the links in a frame:

- 1 Open a frame set, and make sure the frames are already named and saved.
- 2 Make sure that you're in Edit mode.
For information about how to switch to Edit mode, see *Previewing your work*.
- 3 Click on the frame you are setting as a base target.
- 4 Choose Edit > Properties > Page.
- 5 Click the Select Base Target button. The Base Target dialog displays.
- 6 Click a frame in the reproduction of your frame set. Set a base target for that frame by selecting one of the Base Target options.
The Base Target options are described below.
- 7 Click OK to set the base target for the selected frame.

Tip: To set the base target for additional frames in your frame set, repeat steps 6 and 7 for each frame.

Base Target option Description

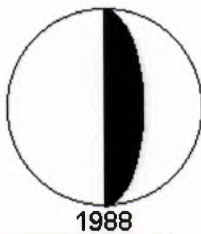
Default	Makes the linked file display in the same frame as the current frame file. This is the default setting. How the default setting performs depends on each browser's configuration.
New window	Makes the linked file display in a new, untitled window.
Same frame	Makes the linked file display in the same frame as the current frame file.
Same window	Makes the linked file display in the same window as the current frame file.
Parent window	Makes the linked file display in the parent window of the current frame file. The parent window is the window that was active, then a link opened which caused the current frame file to display.

Splitting frames

Visual Page lets you add frames by splitting existing frames into two equal parts, either horizontally or vertically.

To split a frame:

- 1 Open the main frame file.
- 2 Select the frame to be split.
- 3 Choose Frame > Split Frame Vertically or Frame > Split Frame Horizontally.
The frame is split.



CREATING TABLES

Creating tables

Tables can hold all kinds of Web page elements and are useful in formatting and page layout tasks. You can easily create tables in Visual Page.

To create a table in a Web page:

- 1 Place the cursor where you want the table to display.
- 2 Click the Insert Table toolbar button on the Insert Toolbar or choose Insert > Table > Table.
The Table Settings dialog box displays.
- 3 Set the number of rows and columns for your table.
- 4 Click OK.
The new table displays.

You can also perform the following tasks:

Inserting rows

Inserting columns

Deleting rows

Deleting columns

Changing multiple cells

Resizing rows, columns and tables

Spanning rows and columns

Adding colour to tables

For information on setting the attributes of a table, see Table settings.

Inserting rows

You can have Visual Page insert a new row either before or after the one in which you placed the insertion point.

To insert a row after the current row:

- 1 Place the cursor where you want the row to be inserted.
- 2 Choose Insert > Table > Row.
The row is inserted.



To insert a row before the current row:

- * Choose Insert > Table > Row Before. The row is inserted below the current row.

Inserting columns

Visual Page allows you to insert a column to the right or left of the column in which you placed the insertion point.

To insert a column to the right of the current column:

- 1 Place the cursor where you want the column to be inserted.
- 2 Choose Insert > Table > Column.
The column is inserted.

To insert a column to the left of the current column:

- * Click Insert > Table > Column Before. A column is inserted to the left of the current column.

Deleting rows

In Visual Page you can designate a row to be deleted.

To delete a row or rows:

- 1 Select a row or set of rows to be deleted.
- 2 Choose Insert > Table > Delete Row
The row(s) are deleted.

Deleting columns

Visual Page allows you to delete multiple columns.

To delete more than one column:

- 1 Select a column or set of columns to be deleted.
- 2 Choose Insert > Table > Delete Column
The column(s) are deleted.



Changing multiple cells

Visual Page allows selection of multiple adjacent cells. Any selected set of cells may be formatted by applying the following:

Paragraph formatting
Paragraph alignment
Character formatting

Resizing rows, columns, and tables

You can customise tables by changing the size of rows, columns, or the table.

To resize a row or column:

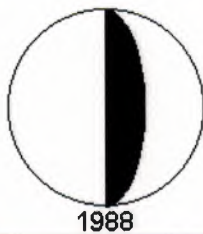
- 1 Place the pointer over the border of the row or column you want to resize.
The pointer changes to a resizing cursor.
- 2 Click on the row or column's border and drag the mouse until the row or column is the size you want.
- 3 Release the mouse button.
The row or column displays at the new size.

To resize a table:

- 1 Select the table to be resized.
- 2 Click on the resizing handle (a square box) at the bottom right corner of the table and drag the mouse until the table is the size you want.
- 3 Release the mouse button.
The table displays at the new size.

Spanning rows and columns

Sometimes you want a cell in a table to span across multiple rows or columns.



To set a cell to span across multiple rows and/or columns:

- 1 Click on the cell that you want to enlarge.
- 2 Choose Properties > Table Properties or press F4.
The Table Properties dialog displays.
- 3 Click on the Cells tab.
- 4 Enter the number of columns that you want the cell to span in the Span across columns field.
- 5 Enter the number of rows that you want the cell to span in the Span down rows field.
- 6 The cell now spans across the specified number of rows and columns. An example of a table with a spanned cell is shown below:

Adding colour to tables

You can use Visual Page to set the background colour of a cell or an entire table.

To change a cell's background colour:

- 1 Select one or more cells.
- 2 Choose Properties > Table Properties or press F4.
The Table Properties dialog displays.
- 3 Click the Cells tab.
- 4 Select the colour you want from the Cell background colour palette.
If you want to create a custom colour, click Custom.

To change a table's background colour:

- 1 Select a table.
- 2 Choose Properties > Table Properties or press F4.
The Table Properties dialog displays.
- 3 Click the Table tab.
- 4 Select the colour you want from the Background colour palette.
If you want to create a custom colour, click Custom.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Table Settings dialog box

This dialog box displays when you insert a table.

Entire table

number of rows

number of columns

space around text

space between cells

table width

table height

border width

caption placement

background colour

For more information about table properties, see Setting Table properties and Setting Cell properties.

Please visit our sponsors.

Harvester of Sorrow

(Hetfield/Ulrich)

My Life Suffocates
Planting Seeds of Hate
I've Loved, Turned to Hate
Trapped Far Beyond My Fate
I Give
You Take
This Life That I Forsake
Been Cheated of My Youth
You Turned this Lie to Truth

Anger
Misery
You'll Suffer unto Me

Harvester of Sorrow
Language of the Mad
Harvester of Sorrow

Pure Black Looking Clear
My Work Is Done Soon Here
Try Getting Back to Me
Get Back Which Used to Be
Drink up
Shoot in
Let the Beatings Begin
Distributor of Pain
Your Loss Becomes My Gain

Anger
Misery
You'll Suffer unto Me

Harvester of Sorrow
Language of the Mad
Harvester of Sorrow

All Have Said Their Prayers
Invade Their Nightmares
See into My Eyes
You'll Find Where Murder Lies

Infanticide

Harvester of Sorrow
Language of the Mad
Harvester of Sorrow
Language of the Mad
Harvester of Sorrow

(Hesitant, crying)

Where do I take this pain of mine?
I run, but

[LinkExchange](#)

So fear me, just please don't
There's things inside that scream and throb
And the pain still haunts me
So hold me, until it sleeps

Just like the curse, just like the pain
You find it once, and now it stays

So tear me open, but beware
There's things inside without a care
And the dirt still stains me
So wash me, until I'm clean

*It grips you, so hold me
It stabs you, so hold me
It hates you, so hold me
It holds you, so hold me

Until it sleeps**

So tell me why you've chosen me
Don't want your grip, don't want your greed

I'll tear me open, make you gone
No more can you hurt anyone
And the fear still shakes me
So hold me, until it sleeps

*--** Repeat

I don't want it

So tear me open, but beware
The things inside without a care
And the dirt still stains me
So wash me, until I'm clean...

I'll tear me open, make you gone
No longer will you hurt anyone

Please visit our sponsors.

UNTIL IT SLEEP

(Hetfield , Ulrich)

Where do I take this pain of mine
I run, but it stays right my side

So tear me open, pour me out
There's things inside that scream and shout
And the pain still hates me
So hold me, until it sleeps

Just like the curse, just like the stray
You feed it once, and now it stays

So tear me open, but beware
There's things inside without a care
And the dirt still stains me
So wash me, until I'm clean

*It grips you, so hold me
It stains you, so hold me
It hates you, so hold me
It holds you, so hold me

Until it sleeps**

So tell me why you've choosen me
Don't want your grip, don't want your greed

I'll tear me open, make you gone
No more can you hurt anyone
And the fear still shakes me
So hold me, until it sleeps

*--** Repeat

I don't want it

So tear me open, but beware
The things inside without a care
And the dirt still stains me
So wash me, 'till I'm clean...

I'll tear me open, make you gone
No longer will you hurt anyone

**And the fear still shapes me
So hold me, until it sleeps...**

Until it sleeps...

loading

MAMA SAID

LinkExchange

Mama she was tangled in a web
Told me when I was young
Saw your life's an open book
Don't close it 'cause it's done
The brightest flame burns quickest
Is what I heard they say
A man's heart's wired to rebel
But I must find my way

*Let my heart go
Let your son grow
Mama let your heart go
Or let this heart be still

Rebel my raw heart came
While blood on my veins
Agony rings around my neck
The mark that still remains
Left home at an early age
Of what I heard was wrong
I never asked for forgiveness
But what I said is done

* Repeat

**Never I ask you
But never I gave
But you gave me your compassion
I now take to my grave
Never I ask of you
But never I gave
But you gave me your compassion
I now take to my grave
So let this heart be still

Mama now I'm carrying home
I'm not all you wished of me
But a mother's love for her son
Unspoken, help out be
I wish your love for granted

[Please visit our sponsors.](#)

r>

MAMA SAID

(Hetfield, Ulrich)

**Mama she has taught me well
Told me when I was young
Son, your life's an open book
Don't close it fore it's done
The brightest flame burns quickest
Is what I heard they say
A son's heart's owned to mother
But I must find my way**

***Let my heart go
Let your son grow
Mama let your heart go
Or let this heart be still**

**Rebel my new last name
Wild blood in my veins
Apron strings around my neck
The mark that still remains
Left home at an early age
Of what I heard was wrong
I never asked forgiveness
But what I said is done**

*** Repeat**

****Never I ask you
But never I gave
But you gave me your emptiness
I now take to my grave
Never I ask of you
But never I gave
But you gave me your emptiness
I now take to my grave
So let this heart be still**

**Mama now I'm coming home
I'm not all you wished of me
But a mother's love for her son
Unspoken, Help me be
I took your love for granted**

And all the things you said to me
I need your arms to welcome me
But a cold stone's all I see

* Repeat

Let my heart go
Mama let me heart go
You never let me heart go
So let this heart be still

** Repeat

loading

LinkExchange

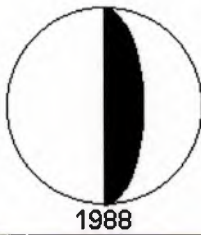
Introducing functions

Use the function notation (shown in the JavaScript Section) to create a function like:

```
function name (params)
{
    function code
}
```

name is the unique name of the function. All function names in a script must be unique.

params is one or more parameter values you pass to the function.



CHAPTER C

LEARNING JAVASCRIPT

How to take full advantage of JavaScript by moving beyond its built-in commands

Summary

The power of any programming language depends on the extent to which you can modify it for your own needs. The more you are limited to using just the built-in commands and processes, the more you are limited in what you can do with that language. And the harder it is to write sophisticated programs. Thankfully, JavaScript supports user-defined functions, properties, and methods, and uses a simplified object model to create them. *(3,400 words)*

JavaScript endorses full extensibility by letting you define your own functions. This allows you to create routines you can use over and over again. You save time in re-using common "components," and by designing your own functions you can extend JavaScript's base language to suit your needs. Think of it as "personalized JavaScript."

Since JavaScript is based on objects, a JavaScript function can easily be turned into an object, and a method for that object. So, not only can you create user-defined objects to do your bidding, you can create your own objects that behave in exactly the way you want. And you can create methods that act upon those objects. While this sounds powerful -- and it is -- the process of creating functions, objects, and methods is very easy in JavaScript.

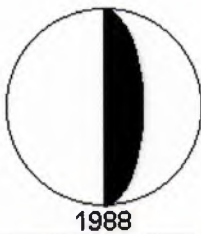
Introducing functions

Use the function statement to create your own JavaScript function. The bare-bones syntax is:

```
function name (params) {  
    ... function stuff...  
}
```

name is the unique name of the function. All function names in a script must be unique.

params is one or more parameter variables you pass to the function.



function stuff is the instructions carried out by the function. You can put most anything here.

Notice the { and } brace characters; these define the *function block*, and are absolutely necessary. The braces tell JavaScript where a function begins and ends. The parentheses around the parameters also are required. Include the parentheses even if the function doesn't use parameters (and many don't).

Names for your user-defined functions are up to you, just as long as you use only alphanumeric characters (the underscore character _ also is permitted). Function names must start with a letter character, but can include numbers elsewhere in the name.

I've stuck with the JavaScript style of function name capitalization -- that is, initial lower case, then upper-case characters if the function name is composed of composite words. For example, myFuncName, yourFuncName, or theirFuncName. Function names are case-sensitive; be sure to use the same capitalization when you refer to the function elsewhere in the script. JavaScript considers myFunc different from Myfunc.

To differentiate between functions and variables, I prefer to give my variables initial upper case characters, such as MyStuff. This immediately differentiates it from a function, which would use the capitalization myStuff. Of course, you are free to adopt any capitalization scheme you wish.

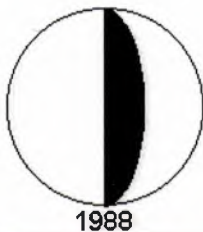
Defining and using a function

The best way to describe the how and why of a function is to show a simple one in action. Here's a basic function that displays "Hello, JavaScripters!" and is an obvious takeoff on the "Hello World!" example you see for new programming languages.

```
function basicFunction () {  
    alert ("Hello JavaScripters!");  
}
```

This merely *defines* the function. JavaScript will do nothing with it unless the function is referenced someplace else in the script. You have to *call* the function in order to use it. Calling a user-defined function is the same as calling a built-in JavaScript function -- you merely provide the name of the function in your script. This serves as the function call. When JavaScript encounters the function call, it dashes off to complete whatever instructions are in that function. When the function is over, JavaScript returns to the point immediately after the function call, and processes the remainder of the script.

To call the function above, just include the text basicFunction() -- note the empty parentheses, as they are required. Here's a working example of the [Hello JavaScripters program](#).



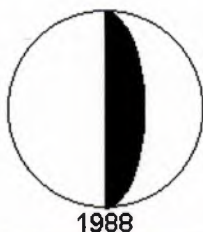
```
<HTML>
<HEAD>
<TITLE>Basic Function Example</TITLE>
<SCRIPT LANGUAGE="JavaScript">
function basicFunction () {
    alert ("Hello JavaScripters!");
}
basicFunction();
</SCRIPT>
</HEAD>
<BODY>
Page has loaded.
</BODY>
</HTML>
```

The browser processes the contents of the <SCRIPT> tag as the document loads. When it encounters the basicFunction() function call, it pauses momentarily to process the function, and an alert box appears. Click OK and the remainder of the page finishes loading.

Calling a function with an event handler

A common way of calling a function is to include a reference to it in a form button or hypertext link. Processing a user-defined function when the user clicks a form button is perhaps the easiest of all. You use the onClick event handler to tell JavaScript that when the user clicks on the button, the function specified should be processed. Here's a revised version of the previous example, showing how basicFunction is called when the form button is clicked.

```
<HTML>
<HEAD>
<TITLE>Basic Function Example</TITLE>
<SCRIPT LANGUAGE="JavaScript">
function basicFunction () {
    alert ("Hello JavaScripters!");
}
</SCRIPT>
</HEAD>
<BODY>
Click to call function.
<FORM>
```



```
<INPUT TYPE="button" VALUE="Click" onClick="basicFunction()">  
</FORM>  
</BODY>  
</HTML>
```

Notice the `onClick` syntax in the `<INPUT>` tag. The event you want to process on a click is a call to `basicFunction`. This event is surrounded by double quotes.

Passing a value to a function

JavaScript functions support passing values -- or *parameters* -- to them. These values can be used for processing within the function. For instance, rather than having the alert box say "Hello JavaScripters!" whenever you call it, you can have it say anything you like. The text to display can be passed as a parameter to the function.

To pass a parameter to a function, provide a variable name as the parameter in the function definition. You then use that variable name elsewhere in the function. For example:

```
function basicExample (Text) {  
    alert (Text);  
}
```

The variable name is `Text`, and is defined as the parameter for the function. That variable is then used as the text to display in the alert box. When calling the function, provide the text you want to show as a parameter of the function call:

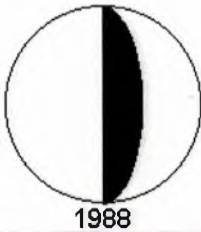
```
basicExample ("This says anything I want");
```

Passing multiple values to a function

You can pass multiple parameters to a function. As with built-in JavaScript functions and methods, separate the parameters with commas:

```
multipleParams ("one", "two");  
...  
function multipleParams (Param1, Param2) {  
...  
}
```

When you define a function with multiple parameters, be sure the parameters are listed in the same order in the function call. Otherwise, your JavaScript code may apply the parameters to the wrong variables, and your function won't work right.



Here's a working example of a function with multiple parameters. It takes two parameters: an input string and a number value. The number value indicates how many characters on the left of the string you want to display in the alert box. When you run the following script, the alert box displays "This is" -- the first seven characters of the input string.

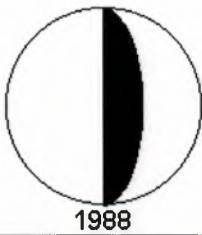
```
<HTML>
<HEAD>
<TITLE>Global Variable Example</TITLE>
<SCRIPT LANGUAGE="JavaScript">
  lefty ("This is a test", 7);
  function lefty (InString, Num) {
    var OutString=InString.substring (InString, Num);
    alert (OutString);
  }
</SCRIPT>
</HEAD>
<BODY>
</BODY>
</HTML>
```

Returning a value from a function

The functions described so far don't return a value; that is, they do whatever magic you want them to do, then end. No "output" value is provided by the function. In some other languages, such return-less functions are called subroutines. However, in JavaScript (like in C and C++), "functions are functions" whether or not they return a value.

It's easy to return a value from a function: use the *return* statement, along with the value you wish to return. This is handy when you want your function to churn through some data and return the processed result. Take the "lefty" function from above. Instead of displaying the chopped-off string, you can return it to the calling function, and use the return value any way you want.

```
<HTML>
<HEAD>
<TITLE>Global Variable Example</TITLE>
<SCRIPT LANGUAGE="JavaScript">
  var Ret = lefty ("This is a test", 7);
  alert (Ret);
  function lefty (InString, Num) {
```

1988

NEAR EAST UNIVERSITY COMPUTER ENGINEERING

```
var OutString=InString.substring (InString, Num);  
return (OutString);  
}  
</SCRIPT>  
</HEAD>  
<BODY>  
</BODY>  
</HTML>
```

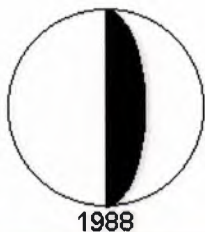
This script does essentially the same one as the previous example, but instead of always displaying the chopped-off text, the function merely returns the processed value. The return value is captured in a variable, and you are free to use that variable in any way you wish. The above shows the *Ret* variable used with an alert box, but you can use it in other ways, too. For example, you can write the contents of the *Ret* variable using the `document.write` method:

```
document.write (Ret);
```

Defining local variables within functions

By default all JavaScript variables are declared global for the document that created them. That means when you define a variable in a function, it is also "visible" to any other portion of the script on that document. For example, in the following global variable test, the variable `test` is visible to the `showVar` function, even though the variable is defined in the `loadVar` function.

```
<HTML>  
<HEAD>  
<TITLE>Global Variable Example</TITLE>  
<SCRIPT LANGUAGE="JavaScript">  
function showVar () {  
    alert (test)  
}  
function loadVar () {  
    test = "6"  
}  
loadVar();  
</SCRIPT>  
</HEAD>  
<BODY>  
Click to call function.  
<FORM>
```



```
<INPUT TYPE="button" Value="Click" onClick="showVar()">
</FORM>
</BODY>
</HTML>
```

Global variables aren't always what you want. Instead, you want variables that are local to the function. These variables exist only as long as JavaScript is processing the function. When it exits the function, the variables are lost. In addition, a local variable of a given name is treated as a separate entity from a global variable of the same name. In this way, you don't have to worry about reuse of variable names. The local variable in the function won't have any effect on the global variable used elsewhere in the script.

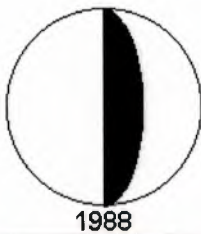
To declare a local variable, add the `var` keyword to the beginning of the variable name in the function. This tells JavaScript you want to make the variable local to that function. As a test, change the `loadVar` function above to the following, and re-load the script. When you click the button, JavaScript tells you the variable doesn't exist. This is because `test` is only local to the `loadVar` function, and does not exist outside the function.

```
function loadVar () {
    var test = "6"
}
```

Calling one function from another function

Code inside a function behaves just like code anywhere else. This means you can call one function from inside another function. This allows you to "nest" functions so that you can create separate functions, which each perform a specific task, and then run them together as a complete process, one right after the other. For example, here's a function that calls three other mythical functions, each one returning a string of text that has been altered in some way.

```
function run () {
    var Ret = changeText ("Change me");
    alert (Ret);
    document.write (Ret);
}
function changeText (Text) {
    Text = makeBold (Text);
    Text = makeItalics (Text);
    Text = makeBig (Text);
    return (Text);
}
```

```
function makeBold (InString) {  
    return (InString.bold());  
}  
function makeItalics (InString) {  
    return (InString.italics());  
}  
function makeBig (InString) {  
    return (InString.big());  
}
```

Creating objects with user-defined functions

JavaScript is based on objects: the window is an object, links are objects, forms are objects, even Netscape itself (or other browser) is an object. Using objects can help make programming easier and more streamlined. You can extend the use of objects in JavaScript by making your own. The process uses functions in a slightly modified way. In fact, you'll be surprised how easy it is to make your own JavaScript objects.

Making a new object entails two steps:

Define the object in a user-defined function.

Use the new keyword to create (or instantiate) the object with a call to the object function.

Here's an example of the world's simplest user-defined JavaScript object:

```
// this part creates a new object  
ret = new makeSimpleObject();  
// this part defines the object  
function makeSimpleObject() {}
```

I've called the new object `ret`; use any valid variable name for the new object (I use lower-case letters for variables that contain objects, so it's easier to tell that the variable contains an object).

You can use the same object function to create any number of new objects. For instance, these lines create four new and separate objects: `eenie`, `meenie`, `minie`, and `moe`:

```
eenie = new makeSimpleObject();  
meenie = new makeSimpleObject();  
minie = new makeSimpleObject();  
moe = new makeSimpleObject();
```

Actually, there is even a shortcut to the above "world's simplest JavaScript object." You don't need to define an object function to make a bare-bones object. JavaScript supports a generic `Object()` object, which you can use to make new objects. The following does the same as the above, without an explicit object function:



```
eenie = new Object();
```

Defining new properties to already-made objects

After an object has been created you can assign a value to it. But instead of just assigning a value to the object itself, you should define a new property for the object, and assign a value to the property. To create a new property and assign a value to it, simply write a variable expression like this:

```
myobject.property = value;
```

myobject is the name of the user-defined object.

property is the name of the property you want to create.

value is the value you want to assign.

Suppose you create an object called "customer" and you want to define three properties to it: name, address, and phone. Here's one way to do it:

```
customer = new makeSimpleObject();
```

```
customer.name = "Fred";
```

```
customer.address = "123 Main Street";
```

```
customer.phone = "555-1212";
```

```
function makeSimpleObject() {
```

```
    return (this);
```

```
}
```

You can verify that you've indeed created a new object and assigned properties to the object by adding an alert method to display one of the properties. For example, you could put this after the customer.phone line. When you run the script the alert box will say "Fred."

```
alert (customer.name);
```

Defining properties when you create the object

Another method of defining properties for objects is to include the property names in the object function. You can use this technique to simultaneously create a new object and define the property values. All it takes is a few more lines of code in the object function.

```
customer = new makeCustomer("Fred", "123 Main Street", "555-1212");
```

```
alert (customer.name);
```

```
function makeCustomer(Name, Address, Phone) {
```

```
    this.name = Name;
```

```
    this.address = Address;
```

```
    this.phone = Phone;
```

```
}
```



Note the series of *this* statements. Each *this* statement assigns a property to the current object, which is the one being created in the `makeCustomer` object function. Three parameters are passed to the object statement: the customer's name, address, and phone number. These parameters are used to define the contents of the three properties, which are name, address, and phone.

JavaScript imposes no limitations on the number of properties you can assign to an object. To include as customer object, just do this:

```
customer = new makeCustomer("Fred", "123 Main Street", "555-1212");  
customer.salutation = "Mr.";
```

Note that other objects you create with the `makeCustomer` object function will have just the three base properties, but this object for Fred will have an additional property for the salutation. Properties added later do not affect other objects created with the same object function.

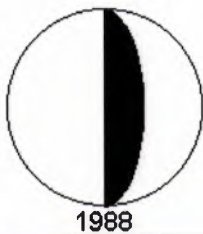
Creating user-defined methods

A user-defined method is yet another way of using functions in JavaScript. Methods act upon objects -- either objects built into JavaScript, or objects that you've created. A method changes or manipulates an object in some way. For instance, suppose you want to insert the various contents of the customer object: name, address, and phone number. Write the code to insert the object contents, then stuff the code in a function. Call the function, using the customer object as a parameter, like so:

```
customer = new makeCustomer("Fred", "123 Main Street", "555-1212");  
displayCustomer (customer);  
function displayCustomer (cust_obj) {  
    Temp = "Name: " + cust_obj.name + "<BR>";  
    Temp += "Address: " + cust_obj.address + "<BR>";  
    Temp += "Phone: " + cust_obj.phone + "<BR>";  
    document.write (Temp + "<BR>");  
}
```

Here's a fully functioning user-defined property example if you'd like to try this out. Load the script; JavaScript will display three lines of customer data. (Reload the document if you want to run it again.)

```
<HTML>  
<HEAD>  
<TITLE>Object Method Example</TITLE>  
<SCRIPT LANGUAGE="JavaScript">
```

```
function run () {  
    customer = new makeCustomer("Fred", "123 Main Street", "555-1212");  
    displayCustomer (customer);  
}  
function displayCustomer (cust_obj) {  
    Temp = "Name: " + cust_obj.name + "<BR>";  
    Temp += "Address: " + cust_obj.address + "<BR>";  
    Temp += "Phone: " + cust_obj.phone + "<BR>";  
    document.write (Temp + "<P>");  
}  
function makeCustomer(Name, Address, Phone) {  
    this.name = Name;  
    this.address = Address;  
    this.phone = Phone;  
}  
run()  
</SCRIPT>  
</HEAD>  
<BODY>  
</BODY>  
</HTML>
```

The other method is to create a method for the customer object. With this approach, you call the method as part of the object. This helps in defining special method functions that are designed for -- and only for -- certain kinds of objects. This process forms one of the foundations of object-oriented programming, where objects contain their own unique methods of operation. Here's the same script as above, modified so that the *customer* object contains the *displayCustomer* method.

```
<HTML>  
<HEAD>  
<TITLE>Object Method Example</TITLE>  
<SCRIPT LANGUAGE="JavaScript">  
function run () {  
    customer = new makeCustomer("Fred", "123 Main Street", "555-  
1212");  
    customer.displayCustomer();  
}  
function displayCustomer () {  
    Temp = "Name: " + this.name + "<BR>";  
    Temp += "Address: " + this.address + "<BR>";  
    Temp += "Phone: " + this.phone + "<BR>";  
    document.write (Temp + "<P>");  
}
```




```
function makeCustomer(Name, Address, Phone) {  
    this.name = Name;  
    this.address = Address;  
    this.phone = Phone;  
    this.displayCustomer = displayCustomer;  
}
```

```
run()
```

```
</SCRIPT>  
</HEAD>  
<BODY>  
</BODY>  
</HTML>
```

As you can see, to display the customer data, you call the `displayCustomer` method, like so:

```
customer.displayCustomer();
```

Notice a few other changes in this version:

The call to the `displayCustomer` function no longer uses a parameter.

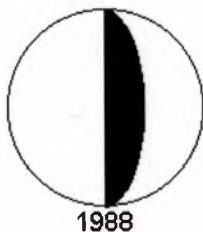
The `displayCustomer()` function no longer uses a parameter.

The `displayCustomer()` function uses the "this" keyword to refer to the current object.

When you write your own methods for objects, you'll follow the pattern used in the `displayCustomer()` function. There's no need to pass parameters to the function unless you need to. Refer to properties using the "this" keyword." And, add the name of the method function in the function that creates the object -- in this case, it's the `makeCustomer` object function.

Conclusion

Much of JavaScript's power comes from user-defined functions -- functions you make yourself. With your own functions, you create what is in essence your own JavaScript commands. And, you use functions to build JavaScript objects and methods. Master functions, and you'll go far in mastering JavaScript.



Take Advantage of User-Defined Variables in JavaScript

Learn how to master variables, the special information-holding areas that are crucial to a programming language

Summary

As with all programming languages, JavaScript relies heavily on user-defined variables. But unlike many languages -- including Java -- JavaScript's system of variables is simplified, so that even users with minimal programming experience can immediately use them. JavaScript doesn't impose strict data formats or types for its variables, which can greatly simplify programming. However, just because JavaScript's variables are easy to use doesn't mean they lack power.

These special information-holding areas can store numbers, text strings, objects, and other data types. Once stored, this information can be used later in your program. With a variable, a person's name could be stored and used at some point in the script.

Variables are temporary holders of information. They can hold:

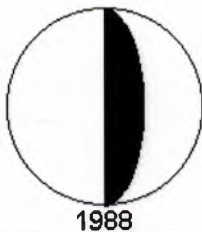
- Numeric values ("numbers") -- numbers that can be added together. Example: 2+2 results in 4
- Character strings -- a collection of text, such as "JavaScript" or "My name is Mudd"
- True/false values -- the Boolean true and false
- Objects -- JavaScript or user-defined objects (JavaScript variables can hold a few other kinds of data, but these are by far the most common types)

(Note: As with most modern programming languages, JavaScript supports array variables in addition to the basic scalar variables used to hold the above data types. We'll concentrate on single-value variables for this column and devote a separate column to arrays.)

JavaScript variables "belong" to the script document that created them; the variables are lost when the document is unloaded. In addition, the contents of a variable are erased when you assign a new value to them. Though a variable created in one document script is not usually seen by another document script, JavaScript does provide ways to share variables between scripts. You do this by referencing the name of the document along with the name of the variable.

Several JavaScript instructions create and store variables, but the basic way to accomplish this manually is with the equals (=) assignment operator. The basic syntax is:

VariableName = value



The first argument is the name of the variable. Variable names can be very long, but you are restricted in the characters you may use. For more information on valid variable names, see the section on Variable name limits.

The second argument is the contents of the variable. You can put all sorts of stuff into a variable, including a number, a string, a math expression (such as 2+2), and various other things that we'll get to in a bit.

Pascal users may be tempted to construct the variable assignment using `:=`. Be aware that this syntax is not supported in JavaScript.

Following is a more specific rundown of the four most common contents you can place in JavaScript variables, including examples.

Contents placed in JavaScript variables

Numbers in variables

A number is one or more digits stored in the computer in such a way that JavaScript can perform math calculations with them. JavaScript supports both integers and floating-point values. To place a number in a variable, just provide the variable name, the equals sign (the variable assignment operator), and the value you want to use. For example, the following is what you do to place the number 10 in a variable named MyVar:

```
MyVar = 10;
```

Strings in variables

A string is one or more text characters arranged in memory in single file. Strings can contain numbers (digits), letters, punctuation, or a combination of these elements. Math calculations cannot be performed on strings. Strings are assigned to JavaScript variables by being enclosed in a set of single or double quotes:

```
"I am a string"  
or  
'I am a string'
```

Note that double or single quotes are acceptable; unlike some languages, such as Perl, JavaScript makes no distinction between the two forms of quote marks. This working example shows how to place a string into a variable:

```
MyVar = "This is JavaScript";
```




Boolean values in variables

There are two Boolean values: true and false. Some programming languages don't have a separate set of Boolean values, and instead use 0 for false, and 1 or -1 (or any other non-zero value) for true. JavaScript can use these numbers to represent true and false but, in addition, reserves the words "true" and "false" to mean Boolean true and false. You can think of the Boolean true and false values as being equivalent to on/off or yes/no. To assign a Boolean value to a variable, provide just the word true or false, without quotes. Here's an example:

```
MyVar = true;
```

Objects in variables

Variables can contain objects, including JavaScript objects. There are basically two kinds of object variables:

- Variables that contain built-in browser-related objects -- window, document, navigator, and so on -- actually are references to the original object. They are like copies, but the copies change if the original changes. In some cases, making a change to the object in the variable affects the original JavaScript object.
- Variables that contain user-defined objects represent the actual object. Make a change to the object in the variable, and you change only that object.

To assign a JavaScript object to a variable, provide the name of the object, as in:

```
MyVar = navigator;
```

To assign a new copy of a user-defined object to a variable, use the new statement, and provide the name of the object function:

```
MyVar = new myObject();
```

SUBHEAD Variable name limits

When it comes to the names you can give variables, JavaScript offers a great deal of latitude. JavaScript variables can be almost unlimited in length, although for practical reasons you'll probably keep your variable names under 10 or 15 characters. Shorter variable names help JavaScript execute the program faster. Keep the following in mind when naming your variables:

- Variable names should consist of letters only -- without spaces. You can use numbers as long as the name doesn't start with a digit. For example, MyVar1 is acceptable, but 1MyVar is not.



- Don't use punctuation characters in variable names. Exception: the underscore character (`_`). That is, the variable `My_Var` is acceptable, but `My*Var` is not. Variables can begin with the underscore character.
- Variable names are case-sensitive. The variable `MyVar` is a distinctly different variable from `myVar`, `myvar`, and other variations.

Understanding JavaScript's "loose" variable data types

Unlike some other programming languages, in JavaScript there is no need to explicitly define the type of variable you want to create. This JavaScript behavior is called "loose data typing," and it differs from C and Java, both of which use strict data typing.

In JavaScript there is no need to differentiate variable types by appending special characters to the end of the variable name, such as `MyVar$` for a string variable (or, for that matter, `$MyVar` for a scalar variable, a la Perl). JavaScript internally decodes the variable type based on its content.

Using the var statement to assign a variable

JavaScript supports a `var` statement that can be used to explicitly define a variable. The syntax is merely the statement `var`, a space, and the same variable assignment expression detailed above. For instance:

```
var MyVar = "This is a variable";
```

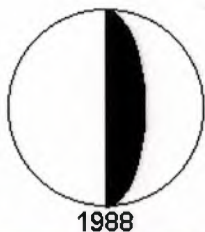
You can also use the `var` statement with the variable name to declare the variable but not define a value for it:

```
var MyVar;
```

In this case, you've defined `MyVar` in memory but have yet to assign a value to it. This technique is often used when setting up global variables -- variables that can be freely shared anywhere in your script. For more information about global variables, see the section "Understanding the scope of variables", below.

String length limitations

JavaScript imposes a limit of 254 characters for each string variable assignment in your program. If you go over the 254-character limit, JavaScript responds with a "Unterminated string literal" error message. (Note: This is fundamentally a limit of JavaScript in Netscape 2.0x; it's a good idea to observe it since not all users have adopted Netscape 3.0.)



You can create longer strings by "piecing" them together -- as long as each piece is 254 characters or less. After assigning a string to each variable, you combine them using the + character. This is called "concatenation." The following example shows how concatenation works:

```
MyVar = "This is the start " + "of how you " + "can build strings";
```

Each individual string segment -- defined by text within the quotes -- can be up to 254 characters. To make a string longer than 254 characters, merely add more segments. Another approach is to build strings using the += assignment operator, like this:

```
MyVar = "This is the start "  
MyVar += "of how you "  
MyVar += "can build strings "
```

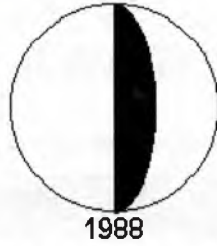
You can continue to concatenate strings this way as long as your computer has the memory for it. But, while JavaScript can hold strings larger than that possible in many other programming languages (like Basic's typical 64K), doing so can severely degrade the performance of the system. Obviously, you won't create a lot of huge string variables. It's just nice to know that, if needed, a JavaScript variable can accommodate so much text.

Understanding the "scope" of variables

The "scope of a variable" has nothing to do with optics or mouthwash, but rather the extent to which a variable is visible to other parts of a JavaScript program. Unless you provide explicit instructions to tell JavaScript otherwise, the scope of its variables is managed as follows:

- Variables defined outside a function are available to any function within the script, as long as all the variables are defined in the script of the same HTML document. These are referred to as global variables.
- Variables defined inside a function are also global, assuming the var statement is not used when first declaring that variable. That is, `MyVar = "hello."`
- Variables defined inside a function with the var statement are "local" to that function only. These are referred to as local variables.
- Global variables remain in memory even after a script has stopped execution. The variable remains in memory until the document is unloaded.

Local variables are treated as if they don't exist outside the function where they are defined. That way, you can use the same variable name inside a function, and that variable won't interfere with the same-named variable elsewhere in the script.



NEAREAST UNIVERSITY

FACULTY OF ENGINEERING DEPARTMENT OF COMPUTER ENGINEERING

GRADUATION PROJECT (HTML PROGRAMMING)

WRITTEN BY
METİN TAŞKIN

TO
MISS. BESİME ERİN



CONTENTS

CHAPTER A

Historical Background	1
Technical Definitions	3
Various Protocol	4
CUSEEME	5
Network News	5
Telnet	5
FTP	5
Gopher	6
The World Wide Web	6
Uniform Resource Locators	6
Searching The Internet	7
Archie	7
Veronica and Junghead	8
CUI and LYCOS	8
Image File Extensions on the Internet	8
Introduction to HTML Language	8
What Software to Use for Writing HTML Programs	10
File Extension	10
Tag Reference	10
Document Formatting	10
Paragraph Formatting	11
Character Formatting	11
List Formatting	12
Anchor Formatting	12
Image Formatting	13
Table Formatting	14
GIF	14
JPEG	15
TIFF	15
Video Standards	15
MPEG	15
AVI	15
TCP/IP & INTERNET Structure	16
Introduction	16
The Transmission Control Protocol(TCP)	17
TCP Service Interfaces	18
OPEN	19
SEND	19
RECEIVE	19



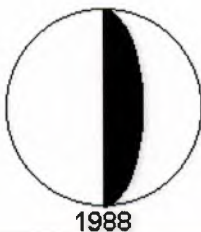
NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

CONTENTS

CH CLOSE	19
STATUS	19
Connection Establishment	19
Data Transfer	20
Sequence Numbering	20
Windows Mechanism	20
Transmission Watchdog	21
TCP Internet protocol (IP)	21
Datagram Delivery Over A Single Network	22
Internet Address	22
Universal Identifiers	22
The Primary Classes of IP Addresses	22
Difference Between Frames & Tables	24
Disadvantage of Frames	24

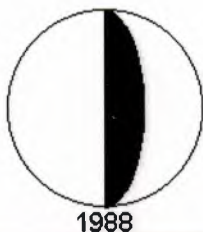
Using Basic Features	31
Adding Text	32
Formatting Characters	32
Working With Paragraphs	32
Creating Lists	32
Using Graphics and Image Maps	32
Creating Links and Anchors	32
Using Frames	32
Creating Tables	32



CONTENTS

CHAPTER B

USING WORD WEB PAGE	25
WORKING WITH ONLINE AND INTERNET DOCUMENTS	
Navigating	25
Working With Documents on INTRANETS and The Internet	27
Working with HYPERLINKS	31
CREATING AND WORKING WITH WEB PAGES	
Creating WEB Pages	34
Changing The Appearance of WEB Pages	40
Working With Graphics On WEB Pages	44
Working With Forms On WEB Pages	45
Viewing WEB Pages and HTML Source	46
Working With WEB Pages and WEB Authoring Tools	47
USING VISUAL PAGE	
Using Basic Features	51
Apping Text	55
Formatting Characters	57
Working With Paragraphs	60
Creating Lists	63
Using Graphics and Image Maps	64
Creating Links and Anchors	71
Using Frames	74
Creating Tables	80



CONTENTS

CHAPTER C

LEARNING JAVA SCRIPT	85
How to take full advantage of JavaScript by Moving beyond its Built in commands	85
Introducing functions	85
Defining and Using a Function	86
Calling a Function with an Event Handler	87
Passing a Value to a Function	88
Passing Multiple Values to a Function	88
Returning a Value from a Function	89
Defining Local Variables within Functions	90
Calling one Function from Another Function	91
Creating Object within User-Defined Functions	92
Defining new Properties to Already-Made Objects	93
Defining properties when you Create the Object	93
Creating User-Defined Methods	94
Conclusion	96
 Take Advantage of User -Defined Variables in JavaScript	97
Contents Placed in JavaScript Variables	98
Numbers in Variables	98
String in Variables	98
Boolean Values in Variables	99
Objects in Variables	99
Understanding JavaScript's "loose" Variable Data Types	100
Using the Var Statement to Assign a Variable	100
String Length Limitations	100
Understanding the "scope" of Variable	101
Referencing Variables in Other Loaded Documents	102
Understanding when Variables are Lost	103
Variable Shortcuts, Tips, and Tricks	104
Assigning Multiple Variable at Once	105
Deleting a Variable from Memory	105
Converting Between Number and String Variables	105
Conclusion	106



CONTENTS

CHAPTER D

Programming With HTML
107



CONCLUSION

This project that I produced creates a HTML program and a WEB page. I practised all formulas of HTML. While I was creating this WEB page I used two different Browser. These are; WEB page in OFFICE 97 and Visual Page Browser. Both of them were very useful. Specialities and usage of Browser will be engaged following pages.

Because of Turkey is Tourist paradise I preferred to engage with touristic hotels that they are beneficial for tourism.

I like to write about my pages briefly:

First one is Turkey page. Later again a new Turkey page. Meanwhile brief and essential assistant information. From this page it is very easy to enter to www.turk.org. and www.turk.org/ata5.html pages. And because I wrote about hotels province by province first I gave information about provinces. After that brief information from that pages and from hotel pages it is possible to enter hotels' page.

What did I use while I was producing HTML design and Web pages:

Links that can be found in every Web page, these are Active Links, Hyperlink, I preferred to use them. By using Frame I create page. I used tables and Background pictures. To colour writings and creating Turkish flag I used Animation gif. Also by assistance of Java program via choosing any region of map I used link to another page.

This is not my whole program that now I present you; this is a very small sample and my whole program will take place in Internet with its over 150 pages context. Then it will be possible to see it by June 1998 in Internet.



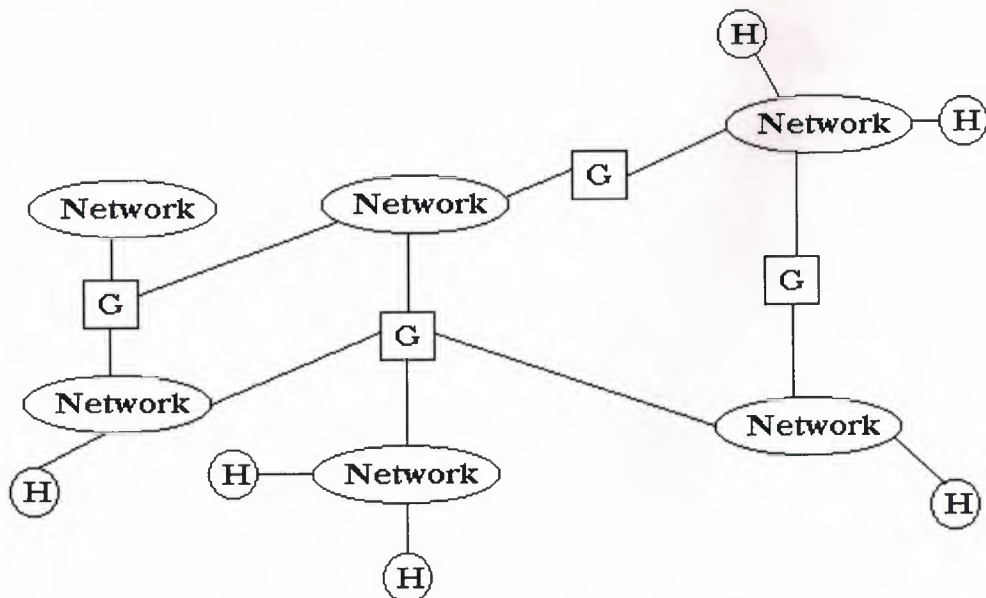
CHAPTER A

INTERNET

Historical Background

The first computer network became operational in the late 1960's, with USA taking a lead with the Department of Defence network ARPANET, which linked research computer from the East to the West Coast, with a link to London to allow UK researchers to grow rapidly, and was later split up into three interconnected networks, with connections to many other network across the world. This vast interconnected network is often referred to as the INTERNET.

The Internet is a world - wide system that is currently used mainly by academics and scientists, but it is rapidly becoming commercialised due to its incredible success. In the early 1980's ways to connect ARPANET to other WAN' s (Wide area Networks) e.g. in Europe, were developed. An Internet system can therefore be viewed as a set of networks interconnected by Gateways. A GATEWAY is a computer that has connections to at least two different networks. The purpose of a gateway is to translate the methods used to transfer data an one network into the methods used by another network so that data can flow smoothly between different types of networks. An Internet system is show is below in Figure1.



H= Host Computer G= Gateways



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

Fig.1. An Internet System

From this early work has grown the system known as the Internet which now interconnects sites world wide (literally millions of computers interconnected) There are about 100 million people currently using the Internet. By the year 2005. "the number of computers attached to the Internet will exceed the world's human population" (Computer Journal) of course, growth will slow down, but nevertheless the growth is an impressive fact. It is radically changing access to information, news distribution, collaboration between people in remote places. The growth of the Internet has equalled that of a child by almost doubling insize every year.

The data available to casual users on the Internet has grown as fast as the Internet itself and terabytes. Products have been developed to manage the information about data and provide a way of finding the document, program or in general the bytes that are wanted.

Early information was shared with email and ftp. Email is moderately easy to use. Information can be passed from one person to another, or groups of people could form a mailing list. Originally email was just a text message; it didn't have the capability to include programs and data files.



Technical Definitions:

The Internet is very difficult to define. Principally because things change on the Internet with great rapidity; definitions that are appropriate at one time have little meaning later. However, here are some definitions.

The Internet is:

- ⇒ A World Wide network of networks as Kevin Hughes defined in "A Guide to Cyberspace"
- ⇒ A co-operative interconnection as emphasised by VUNETS "Internet Q&A"
- ⇒ A way to communicate and share resources as described in the "What is the Internet?" by the Internet Society.
- ⇒ computers connected using the TCP/IP protocol suite, as specified in the NCSA Guide to the Internet.

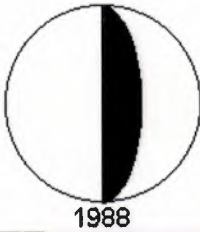
Therefore, we can define it as a co-operative global network of computer networks that communicate and share resources using the TCP/IP protocol.

In simple terms, it is the means by which computers in one part of the world can communicate with other in parts other of the world as easily as with computers in the next room.

The mechanism for doing this is known as the Internet Protocol(IP) and the Transmission Control Protocol(TCP). Together these are commonly known as TCP/IP connections. The Internet protocol was first developed when the US Government wanted to allow researchers to share computing resources by making them available across a network. The military establishment were also involved in this process and developed the network on the assumption that there would be break ages in the network. Thus the protocol does not rely on the existence of any particular computers.

When two computers communicate using TCP/IP the message is broken into a series of small packets which are sent over the network. The Internet Protocol deals with sending the individual packets and the Transmission Control Protocol manages the process of putting the packets together again at the other end.(Usually a packet is 512 bytes)

TCP/IP is a relatively simple networking protocol and was soon made available on most computers, allowing different makes of computers to communicate easily.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

Computers on the Internet are all given a unique Internet Address. This address is used to tell the network where to send its individual packets of data. The Internet address is normally written as four digits (between 0 and 255) separated by dots.

For example: 158.143.103.60

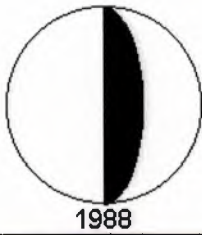
this, however is not particularly easy to understand and therefore most computers provide a human readable name. This name is again made-up of a series of parts.

For example: VAX.RES.AC.UK

The process of naming computers is organised in a distributed manner, as there is no 'central organising committee' for the Internet. Reading from right to left, we see that the computer is in the UK and, in particular, in the academic community. There is a local organiser for the academic community which distributes names for UK academic communities. Similarly, in Türkiye

Various Protocols

TCP/IP is simply a method for sending packets of data from one computer to another. Internet applications are built up by adding extra protocol layers on top of these. These are simply rules that describe the kind of messages that can be sent over Internet using TCP/IP.



CUSEEME

This is a relatively new protocol that supports on-line video conferencing over the Internet. It does this by allowing a computer, if it has the necessary hardware, to use a video camera and sends this picture to other computers on that conference. Other computers receive this data and display it locally. The limited amount of capacity on many parts of the Internet means that often the picture that is received is quite Jerky.

Network News

Another protocol is the NNTP protocol. This allows you to read news on a variety of topics. Essentially, there is a hierarchy of news groups that discuss various subjects. **For example:** *talk.rumors* focuses on true and false rumours. Individuals read this news and can respond by adding their own messages to the group. *Soc.culture.turkish* is a news list where people can discuss things about Türkiye and issues related to the Turkish culture.

Telnet

One of the original and still most widely used protocols is TELNET. This essentially allows you to **log on** to a computer across the Internet. Anything that you type in is sent using the TELNET protocol and the response from the remotecomputer is sent back. TELNET normally requires that you have an account on the remote computer, but it is also used to provide access to library catalogues.

FTP

FTP is related to TELNET and allows you to **upload** and **download** files from a remote computer. FTP is often done anonymously which allows you to **download** files from computers where you don't have an account. FTP is the most widely used protocol for downloading files, but is slowly being replaced by more useably front ends.



Gopher

One of the fastest and relatively easy to use protocol is Gopher. When you *log on* to a computer using to Gopher protocol it sends you a list of all the information it has. This information is normally in the form of individual files or directories. These items are displayed on your own computer and you can then choose the one you want. If you choose a directory, the system presents you with all the information in that directory.

The beauty of the Gopher protocol is that the files and directories that are listed do not have to be on the same computer. You can select a particular item and will be automatically a different part of the Internet to obtain sent that information.

The World Wide Web

The Gopher protocol is fast and effective and automatically moves you from one part of the Internet to another. It is limited, however to the concept of files and directories. Whilst this is easily understood by computer specialist, it is not so intuitive to non-computer specialists. The world wide web protocol overcomes this by presenting the information as normal text document. It also possible to include graphics within web documents. Within these documents are hot-links to other parts of the document or other parts of the Internet. As with Gopher, these jumps are handled automatically and invisibly.

World wide web documents are often viewed using packages like the Microsoft Internet Explorer and Netscape Navigator.

UNIFORM RESOURCE LOCATORS (URLs)

URL s are designed to help with all these different protocols Essentially, they provide a standard format for specifying the Internet Information you want to use. The format is normally:



Internet Service: // Internet address /Access information.

For example:

<http://www.wired.com/index.html>

<http://www.isoctr.org/>

<http://www.hurriyet.com.tr>

In this example, `http` specifies the protocol (hypertext transaction protocol), `www.wired.com` is the name of the computer and `index.html` is the file to be loaded and displayed .

Searching the Internet

The Internet is huge and growing everyday. It also has no central controller so it can be very difficult to find information on the net. In order to solve this problem, a number of search engines have been developed. Some well-known search engines are:

1. **Altavista** (<http://www.altavista.digital.com>)
2. **Yahoo!** (<http://www.yahoo.com>)
3. **Lycos** (<http://www.lycos.com>)
4. **Webcrawler** (<http://www.webcrawler.com>)
5. **Infoseek** (<http://www.infoseek.com>)
6. **Excite** (<http://www.excite.com>)

These normally work by creating a monthly list of everything they know about (*for example*, all the FTP files in all the FTP sites that are known), indexing these lists and allowing people to search these indexes. the results are then displayed in the appropriate format.

ARCHIE

Archie is the search engine for FTP sites. Archie normally only works on the basis of file names and related descriptions and so is best used if you know the name of the file you are looking for.



VERONICA and JUGHEAD

These are two search engines for GOPHER sites. They normally index all the worlds in the Gopher descriptions and you can perform Logical searches on them, *for example*, all the Gopher elements that contain both information and security.

CUI and LYCOS

Indexing world wide web files is much more difficult but these two facilities aim to provide results of web files searches.

www.neu.edu.nc.tr/engf/index.html

Image File Extensions on the Internet

.gif
.jpg

Introduction to HTML Language

A simple Example

```
<HTML>
<HEAD>
  <META HTTP-EQUIV="Content-Type" CONTENT="text/html; charset=iso-
8859-1">
  <META NAME="Author" CONTENT="metin taskin">
  <META NAME="GENERATOR" CONTENT="Mozilla/4.02 [en] (Win95; I
[Netscape])">
  <TITLE>index</TITLE>
</HEAD>
```




NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

```
<BODY>
<CENTER><FONT                                COLOR="#330000"><FONT
SIZE=+2></FONT></FONT></CENTER>
<CENTER><FONT    FACE="Baskerville    Win95BT    Tur"><FONT
COLOR="#330000"><FONT SIZE=+2>AMERICAN
BIRDS</FONT></FONT></FONT></CENTER>
<CENTER><FONT    FACE="Baskerville    Win95BT    Tur"><FONT
COLOR="#330000"><FONT
SIZE=+2></FONT></FONT></FONT></CENTER>
<CENTER><FONT    FACE="Baskerville    Win95BT    Tur"><FONT
COLOR="#000099"><FONT SIZE=+1>BIRD
CLASSIFICATION</FONT></FONT></FONT></CENTER>
<CENTER><FONT    FACE="Baskerville    Win95BT    Tur"><FONT
COLOR="#000000"></FONT></FONT>&nbsp;</CENTER>

<OL>
<LI>
<FONT    FACE="Baskerville    Win95BT    Tur"><FONT
COLOR="#000000">HERONS &
BITTERNS</FONT></FONT></LI>

<LI>
<FONT    FACE="Baskerville    Win95BT    Tur"><FONT
COLOR="#000000">DUCK, GEESE
& SWANS</FONT></FONT></LI>

<LI>
<FONT    FACE="Baskerville    Win95BT    Tur"><FONT
COLOR="#000000"></FONT></FONT></LI>
</OL>
<CENTER><FONT    FACE="Baskerville    Win95BT    Tur"><FONT
COLOR="#000099"><FONT
SIZE=+1></FONT></FONT></FONT>&nbsp;</CENTER>
<CENTER><FONT                                COLOR="#330000"><FONT
SIZE=+2></FONT></FONT>&nbsp;</CENTER>
</BODY>
</HTML>
```



What Software to Use For Writing HTML Programs

1. Notepad (under Accessories Directory in win95, also available in win3.1)
2. Write (available in both win95 & win 3.1)
3. Word (any version) (available in both win95 & win 3.1)
4. Netscape Communication
5. Any other text editor.

File Extension

All HTML programs should have either .htm or html extension. We shall later in the course that some files use .shtml extension.

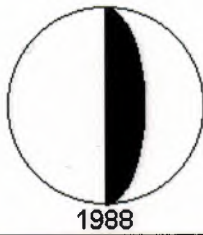
All image files that you use in your programs should either be in GIF format or JPG (also written as JPEG)

TAG REFERENCE

Document Formatting

Tag	Description
------------	--------------------

<html>	HTML document indicator
<head>	Document head
<body>	Document body
<address>	Owner/ Contact
<title>	Title
<! ...>	Comment



Paragraph Formatting

Tag	Description
-----	-------------

<blockquote>	Blockquote
<p>	Paragraph

	Line break
<hr>	Horizontal rule
<pre>	Preformatted text

Character Formatting

Tag	Description
-----	-------------

	Emphasised
<var>	Variable
<cite>	Litation
<i>	Italic
	Strong
	Bold
<code>	Code
<samp>	Sample
<kbd>	Keyboard
<tt>	Teletype
<key>	Keyword
<dfn>	Dfn
<strike>	Strike through



List Formatting

Tag	Description
-----	-------------

	List item
	Unnumbered list
	ordered list
<menu>	Menu list
<dir>	Directory list
<dl>	Description list
<dt>	Data term
<dd>	Data deser

Anchor Formatting

Tag	Attribute	Description
-----	-----------	-------------

<a>	href name	Anchor hyper link Points to destination of link Defines a named anchor so that a link can point to a place in a document not just to the document itself
-----	--------------	--

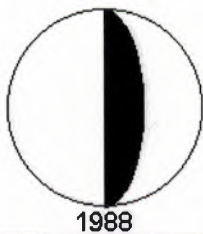


Image Formatting

Tag	Attribute	Description and Notes
		Incorporates images in a document
	src	The href for the image
	align	Aligns text, starting at the top, middle, or bottom the side of an image
	alt	A name that can be displayed on a browser that don't have image capabilities
	ismap	Activates the image so that the browser returns a set of x,y coordinates at which the image was clicked.



Table Formatting

Tag	Attribute	Description and Notes
<code><table></code>		Defines the table
	<code>border</code>	Adds borders to separate rows and columns in tables
<code><tr></code>		Marks the end/start a table row
<code><td></code>		Modifies
	<code>colspan</code>	Encloses a cell of table data Modifies the number of columns a cell will span
	<code>rowspan</code>	Modifies the number of rows a cell will span
	<code>align</code>	Defines the horizontal text alignment within a cell
	<code>nowrap</code>	Declares that the cell text cannot be broken up to wrap from one line to the text
<code><th></code>		Encloses a cell of table heading
	<code>colspan</code>	Modifies the number of columns a cell will span
	<code>rowspan</code>	Modifies the number of rows a cell will span
	<code>align</code>	Defines the horizontal text alignment within a cell
	<code>nowrap</code>	Declares that the cell text cannot be broken up to wrap from one line to the text
<code><caption></code>		Creates a title for the table, outside

GIF - The graphics interchanges format developed in 1987 by people from computer serve. This bitmapped format come into being because people wanted to exchanged images between different platforms.

This format is now used on almost every platform that support graphical application. GIF format is not only a standart image type for WWW browser, it is also the only image type that can be used for inline images on all platforms. The one drawback of GIF format is that it is limited to 256 colours.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

An extended standard called GIF89A was developed to add functionality for specific applications. The most notable use of this extended standard in web pages is the use of transparent backgrounds. Images can appear to float by making the background colour the same as the background of the browser. However browsers don't always come with the plain grey background, and the user can override the choice of background colour as transparent compensates for the user's specific configuration.

JPEG - A bitmap format with compression that was designed and named after the Joint Photographic Experts Group: JPEG isn't used as often as the other formats but it is the basis for the most common moving image format, MPEG. In addition, the newest browser on the block, Netscape Communicator now offers support for inline JPEG images.

TIFF - The Tagged Image File Format designed by Microsoft and Aldus for use with scanners and desktop publishing programs. Most external viewers support this format.

VIDEO STANDARDS

MPEG - An animated video standard, format based on the JPEG methods. Like JPEG, the format received its name from the group that defined the standard Motion Picture Experts Group. This is the most common movie format for WWW, primarily because viewers exist for all platforms.

AVI - The movie format for Microsoft Windows. Use of this format isn't recommended until browsers for other platforms become common.

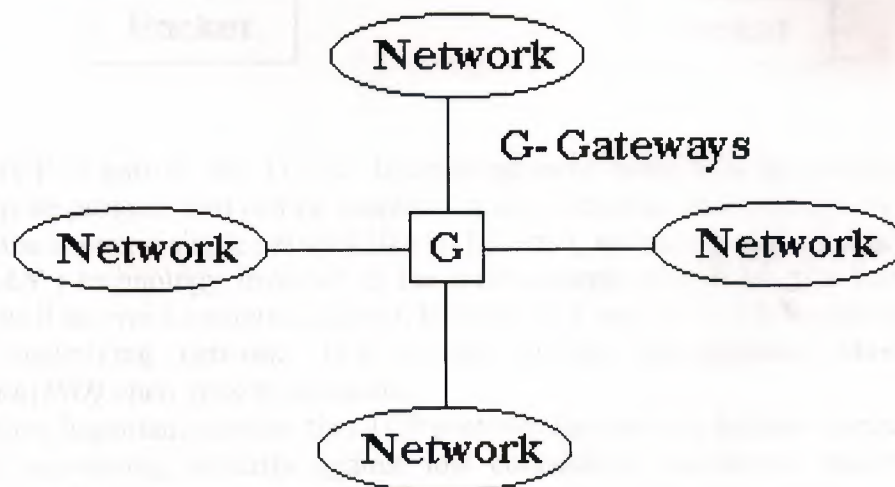


TCP/IP & INTERNET STRUCTURE

Introduction:

Data communication between places is the principle of computing. In the early days, this was quite hard. In the late 1970s, networks have been developed and these evolved into host networks that were attached to a single packet-switched network. In the middle 1980s, various economic and technological factors have energised that made it possible to interconnect many physical networks. This new technology is called internetworking, and it hides the underlying details of actual networks, in order to provide a uniform service across networks.

The Internet is an example of *open systems interconnection(OSI)*. In an Internet structure, several networks are connected together through the use of gateways and Internet working protocol(as discussed earlier). The main advantage of an Internet structure is that it provides universal interconnection while allowing individual groups to use whatever network hardware is best suited to their needs.



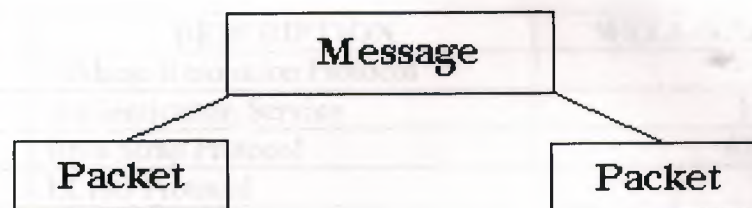


In addition, the term Internet is used when making a generic reference to a network built using internetworking technology and the term Internet is used when specifically referring to this network.

The transmission Control Protocol(TCP)

The transmission Control Protocol, TCP, defines a key service provided by the Internet, namely, reliable, stream delivery and it provides a full duplex connection between two machines, allowing them to exchange large volume of data efficiently.

The Internet Protocol(IP), defines the *IP datagram* as the unit of information passed across the Internet and provides the basis for connectionless, best-effort packet delivery stream.



The TCP is part of the TCP/IP Internet protocol suite, it is an independent, general purpose protocol that can be adapted for use with other delivery systems. It is possible to use it over a single network like an Ethernet, which is popular **Local Area Network(LAN)** technology invented at the Xerox corporation Polo Alto Research Centre, as well as over a complex Internet, because TCP makes very few assumptions about the underlying network. TCP is one of the **International Standards Organisation(ISO)** open system protocols.

The most important services that TCP provides for its users include: connection orientation, sequencing, security against lost connection orientation, sequencing, security against loss connection monitoring, multiplexing, flow control, transparent data transport and secure connection establishment, release, IP has the ability to:



- ⇒ transmit messages over an internetwork.
- ⇒ address each partner uniquely
- ⇒ decompose and recombine packets according to the current network conversions.
- ⇒ transmit certain information about the packet sequence and security features

TCP Service Interfaces

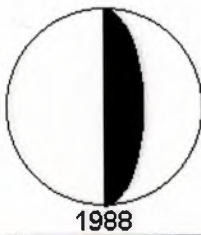
With its host-to-host communication, TCP/IP support the part/socket concept. A host, represented by its various application packages, may be viewed as providing a set of sockets, into which the desired connections, which are linked to I/O ports of relevant applications by the main of many be plugged. Some sockets and ports are reserved for certain standardised application as shown below.

PROTOCOL	DESCRIPTION	WELL-KNOWN PORT
ARP	Address Resolution Protocol	-
AUTH	Authentication Service	113
BOOTP	Boot Strap Protocol	67,68
ECHO	ECHO Protocol	7
FTP	File Transfer Protocol	20-21
GRAPHIC	Graphics Exchange Protocol	-
MPM	Exchange Multimedia Protocol	46
LDP	Load Debugger Protocol	-
LPR	line Printer Protocol	514
NNTP	Network News Transfer Protocol	119
NFS	Network File System	2049
RJE	Remote Job Entry	-
RLP	Resource Location Protocol	39
SMTP	Simple Mail Transfer Protocol	25
TELNET	Remote Terminal Protocol	23
TFTP	Trivial File transfer Protocol	69
UDP	User Datagram Protocol	-
X	X- window System	6000
STATSRV	Sending Gateway Statics	95

The most important TCP services are:

OPEN- Open a virtual connection to a partner or wait until the connection is opened by an arbitrary or a specific partner. A time-out condition may be given.

SEND- Deliver a data buffer to TCP for transmission to the other partner. A push flag may be used to force the full data transfer, otherwise the nature of the



execution is at the discretion of TCP. An URGENT flag may be used for express packets which must receive priority handling.

RECEIVE- Receipt of data from the partner, with entry of size of the available buffer. TCP informs the clients process whether the PUSH or URGENT flags were set by the partner.

CLOSE- Release of a virtual connection.

STATUS- This service is only of a local nature and its fictions depend on the form of the current TCP implementation (in other words, which connection-related status/statistical data is made available).

Connection Establishment

Connection establishment between two TCP partners is based on the so-called "three way handshake" principle. This mechanism reduces the possibility of the establishment of false connections.

The following error situations may arise.

⇒ Simultaneous establishment of a connection by each of the two partners involved.

⇒ Multiple establishment of a connection by the initiator. Because of a time out for the first connection-establishment request.

⇒ Unwanted establishment of a connection before the previous connection is released.



Data Transfer

Once a connection is established between two partners data packets may be exchanged. Since these could be lost or rendered worthless as a result of errors or overloading of the network, TCP initiates a transmission repeat after the time-out condition expires.

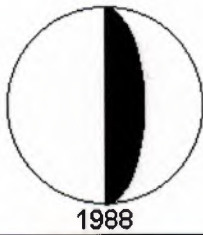
This way leads to duplicated data packets, which TCP detects using a special sequence numbering.

Sequence Numbering

Each data octet (8 bits=byte) transmitted by TCP is assigned a sequence number. This means that, in principle, the receipt of each octet can be confirmed. This is implemented in such a way that the confirmation of octet number n implicitly confirms the receipt of all previous octets. Thus, duplicated segments are detected by the receiver and do not require special treatment. Sequence numbers run from 0 to $2^{32}-1$.

WINDOWS MECHANISM

While in other protocols, such as HDLC(High Level Data Link Control) or X25 level 3, the transmission window relates to the number of packets still to be transported from the sender to the recipient, because of the sequential numbering of octets, TCP uses a different mechanism. Here, a receiver tells the sender the sequence number of the last octet which it has sufficient buffer space to receive. Unlike the above protocols, this provides for very dynamic management of this window. As soon as a recipient has a higher load and, thus possibly less buffer space, it can make this known to its partner.



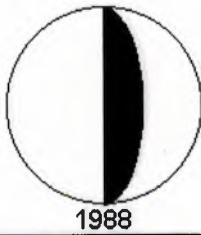
Transmission Watchdog

Each data packet transmitted is monitored so that a transmission repeat takes place if no acknowledgement is forthcoming within a given interval (retransmission time). This interval depends heavily on the network type, the dimensioning of the network and the network load. To frequent transmission repeats load the network unnecessarily too long a waiting period decreases the throughput possibly considerably. Thus, for each data packet, TCP continuously determines the time until the expiring of the acknowledgement period and thus is able to reset the retransmission timer adaptively.

TCP Internet Protocol(IP)

The Internet protocol, IP, defines the unreliable, connectionless delivery mechanism. IP provides three important definitions. First, the IP as a protocol defines the Internet datagram (or IP datagram). Second, IP software performs the routing function. Third, IP includes a set of rules that embody the idea of unreliable packet delivery. These rules characterise how hosts and gateway (router) should process packets how and when error messages should be generated, and the conditions under which packets may be discarded.

A route is the path that network traffic takes from its source to its destination. IP datagram contains a source and destination IP, address, fragmentation controls, precedence and checksum used to catch transmission error along with data. In a TCP/IP datagram Internet each IP datagram, which is basis unit of information passed across a TCP/IP Internet, may include many gateways and many physical network. Both hosts and gateways participate in IP routing. When an application program on a host attempts to communicate, the TCP/IP protocols eventually generate one or more IP datagrams. The host must make a routing decision when it chooses where to send the datagrams.



Datagram Delivery Over A Single Network

Transmission of an IP datagram between two machines on a single network does not involve gateways. The sender encapsulates the datagram in a physical frame, binds the destination IP address to a physical hardware address, and Internetwork sends the resulting frame directly to the destination.

Because the Internet addresses of all machines on a single network include a common network *id*, and because extracting that *id* can be done in a few instructions, testing whether a machine can be reached directly is extremely efficient.

Internet Address

Universal Identifiers:

If a communication system allows any host to communicate with any other host, it is said to supply universal communication service. To make our communication system universal, we need to establish a globally accepted method of identifying computers that are attached to it. A name identifies what an object is an address where it is, and a route tells us how get there. In general pronounceable name to identify machines are preferred by the people.

Three Primary Classes of IP Addresses

For address, the designers of TCP/IP choose a scheme analogous to physical network addressing in which a host on the Internet is assigned an address called an IP address.

The clever part of Internet address is that Integers are carefully chosen to make rating efficient.

An IP address encodes the identification of the network to which a host attaches as well as the identification of a unique host on that network.

Each host on a TCP/IP Internet is assigned a unique 32-bit address that is used in all communication with that host.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Each address is a pair. One of the pair netid, identifies a network, and the other one, hostid, identifies a host on the network.

Each IP address must have one of the first three forms shown below.

	0123	8	16	24	31	
Class A	0 netid		hostid			Class A > 2 ¹⁶
	14					
Class B	10 netid		hostid			256 ≤ Class B ≤ 2 ¹⁶
	28					
Class C	100 netid			hostid		Class C < 256
Class D	1110 Multi Cost Address					
Class E	11110 Reserved For Future Use					

An IP address can be determined from the three high order bits in a given IP address. Class A addresses are used for networks that have more than 2^{16} (i.e. 65,536) hosts. Class A bits devote 7 bits to netid and 24 bits to hostid. Class B addresses are used for intermediate size networks that have between 2^8 (i.e. 256) and 2^{16} hosts, and allocate 14 bits to the netid and 16 bits to the hostid. Class C networks have less than 28 hosts, and allocated 21 bits to the netid and only 8 bits to the hostid.

The 32 bit Internet number or IP address is commonly represented as for numbers joined by period i.e. 145.32.217.130

The fourth part of this address identifies the host machine, the remainder identify the sub-network on which the machine resides. Class C network are typically LANs.

Since users do not usually want to have to remember addresses in the form of numbers, a name-to-number service is available, called the Domain Name Service (DNS). DNS servers exchange information to allow a user to communicate with any other machine on the Internet simply by giving its name. One disadvantage of this addressing scheme is that if a host moves to another network, its Internet address must change.

Example: Arpanet--- Class C



Difference Between Frames & Tables

Use frames if you want to preserve the same layout an all your options. No need to reload the same section every time you choose an option. User can enlarge or arrange individual pages(frames)as required.

Disadvantage of Frames

Some browser can not view frames and generate an error messages. To cater for this when you create frames some HTML editors enable you to prepare text based version of pages using frames.

Still, tables are more popular than frames. With tables you can produce, interesting effect and can use them for obtaining a nice layout. If you cheese border thickness=0 then people cannot easily understand that you are using tables but this allows you to obtain nice layouts.

NAVIGATING

Go to a page: [Home](#), [About](#), [Contact](#), [Privacy](#), [Terms](#), [FAQ](#), [Sitemap](#), [Feedback](#)

1. Click on the link in the list above.

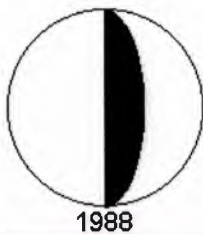
Show me:

2. In the Go to what link, type in the name of the page you want to go to.

3. To go to a specific web page, type in the name of the page you want to go to, and then click Go To.

To go to the next or previous page, click on the Next or Previous link in the list above.

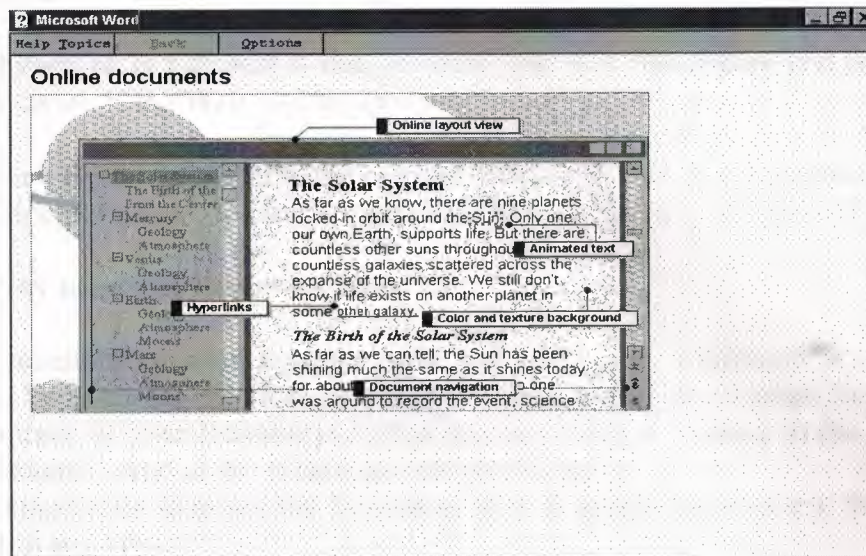
Fig. 1.10 A quick way to go to a page and to go to a page, click on the Next or Previous link in the list above, and then click Go To. To go to a specific web page, type in the name of the page you want to go to, and then click Go To. To go to the next or previous page, click on the Next or Previous link in the list above.



CHAPTER B

USING WORD PAGE

WORKING WITH ONLINE AND INTERNET DOCUMENTS



NAVIGATING

Go to a page, bookmark, footnote, table, comment, graphic, or other location

1 On the **Edit** menu, click **Go To**.

Show me

2 In the **Go to what box**, click the type of item.

3 To go to a specific item, type the name or number of the item in the **Enter** box, and then click **Go To**.

To go to the next or previous item of the same type, leave the **Enter** box empty, and then click **Next** or **Previous**.

Tip For a quick way to go to the next or previous item, click **Select Browse Object** on the vertical scroll bar, and then click the item you want. You can click **Next** or **Previous** to go to the next or previous item of the same type.

Navigate by using hyperlinks



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

When a **Word publication** or Web page contains hyperlinks to other locations $\frac{3}{4}$ for example, to locations in the same file, or to files on the network or the Internet $\frac{3}{4}$ you can move to these locations by clicking the hyperlink display text or image. When you point to the display text of a hyperlink, the pointer becomes a hand .

· In a file or Web page that contains hyperlinks, click the display text or image of a hyperlink.

When a hyperlink is followed $\frac{3}{4}$ that is, when you click the display text and jump to another location $\frac{3}{4}$ the **Web** toolbar appears.

- Click **Back** to return to the original location in your Word publication.
- Click **Forward** to return to the file whose hyperlink you followed.

Navigate by using the Document Map

The Document Map is a separate pane that shows an outline of a document's headings. You can use the Document Map to quickly navigate around the document and keep track of your location in it. For example, click a heading in the Document Map to instantly jump to the related part of the document.

Word automatically displays the Document Map in online layout view, but you can display it in any view.

- 1 Click **Document Map** .
- 2 In the Document Map, click the heading you want to go to.

Word displays the heading at the top of the page. In the Document Map, the heading is highlighted to show your location in the document.



WORKING WITH DOCUMENTS ON INTRANETS AND THE INTERNET

Documents on the Internet

If you have access to the Internet (for example, if you have a modem and an Internet account through an Internet service provider, or if you are in a corporation and have access through the network), you can open documents on the World Wide Web or anywhere on the Internet from the **Open** dialog box in your Office programs. You can also add **FTP** sites to the list of available Internet sites. And if your company has an intranet, you can open documents there. In addition, if you have the access rights and the FTP site supports saving files, you can save documents to the Internet from the **Save As** dialog box in your Office programs.

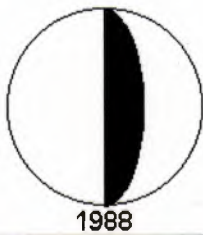
Use Microsoft Excel, Word, PowerPoint, and Microsoft Access to browse Office documents that contain hyperlinks, whether the document is on your computer, on a network drive, or on the Internet. You don't have to be on the Internet to use hyperlinks in Office documents.

The Web toolbar is available in your Office programs to make it easy to browse documents that contain hyperlinks. Use the **Web** toolbar to open a start page or a search page in your Web browser. Also from the **Web** toolbar, add interesting documents you find on the Web to the Favourites folder to gain access to them quickly. The **Web** toolbar keeps a list of the last 10 documents you jumped to by using either the **Web** toolbar or a hyperlink so you can easily return to these documents again.

Add an FTP site to the list of Internet sites

You can add an FTP site to the list of Internet sites to make it easier to open a document at an FTP site. To do this procedure, your company must have an intranet, or you must have access to the Internet (for example, you may have access by using a modem and an Internet account through an Internet service provider, or through the network if you are in a corporation). For information about how to set up Internet access, see the Microsoft Office 97 Resource Kit. For information about how to obtain the Office Resource Kit, click .

- 1 Click **Open** .
- 2 In the **Look in** box, click **Add/Modify FTP Locations**.
- 3 In the **Name of FTP site** box, type the FTP site name; for example, type **ftp://ftp.microsoft.com/**
- 4 If you want to log on to an FTP site that allows anonymous log on, click **Anonymous**.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

If you want to log on to an FTP site that you have user privileges for, click **User**, and then type your password.

- 5 Click **Add**.

Remove an FTP site from the list of Internet sites

- 1 Click **Open**.
- 2 In the **Look in** box, click **Internet Locations (FTP)**.
- 3 Right-click the FTP site you want to remove, and then click **Remove** on the shortcut menu.

Change the logon name or password for an FTP site

You can change the way you log on to an **FTP** site. To do this procedure, your company must have an **intranet**, or you must have access to the **Internet** (for example, you may have access by using a modem and an Internet account through an Internet service provider, or through the network if you are in a corporation). For information about how to set up Internet access, see the Microsoft Office 97 Resource Kit. For information about how to obtain the Office Resource Kit, click .

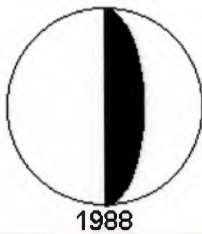
- 1 Click **Open**.
- 2 In the **Look in** box, click **Internet Locations (FTP)**.
- 3 Right-click the FTP site you want to change, and then click **Modify** on the shortcut menu.
- 4 Change the options you want.

Learn about installing and using Web page authoring tools

Microsoft Word and some other Microsoft Office programs provide Web page authoring tools to help you easily create Web pages for **intranets** and the **World Wide Web**. If you haven't already installed these tools, you can rerun Set-up to install them and to install more Help topics about using them.

When authoring Web pages in Word, you can use many familiar Word features, such as spelling and grammar checking, AutoText, and tables. Some features, such as graphical bullets and lines, are customised to make Web authoring easier. Features that aren't supported by HTML are not available when authoring Web pages.

To install the Web page authoring features, select the **Web Page Authoring (HTML)** check box in Set-up. For more information about installing components of Office, click .



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Open the Web start page

When you start a **World Wide Web browser**, the start page is the first page that appears in the browser. You can set this location to any Web site you want or to a document on your computer hard disk. You can open the start page from the **Web** toolbar. A start page may contain **hyperlinks** to other documents on your computer, on the network, or on the Web.

To do this procedure, you must have the **Web** toolbar displayed. On the **View** menu, point to **Toolbars**, and then click **Web**.

- On the **Web** toolbar, click **Start Page** .

Change the Web start page

To do this procedure, the **Web** toolbar must be visible. On the **View** menu, point to **Toolbars**, and then click **Web**.

- 1 Open the document you want to use as the **start page**.
- 2 On the **Web** toolbar, click **Go**, and then click **Set Start Page**.
- 3 Click **Yes**.

Open the Web search page

A search page provides an organised way to find and go to other **Internet** sites or to documents on an **intranet**. Many search pages provide the capability to search by topic or by keyword. Others simply provide an well-organised list of **hyperlinks** to selected Internet sites or to documents on an intranet. You can open the search page from the **Web** toolbar.

To do this procedure, you must have the **Web** toolbar displayed. On the **View** menu, point to **Toolbars**, and then click **Web**.

- On the **Web** toolbar, click **Search the Web** .

Change the Web search page

To do this procedure, the **Web** toolbar must be visible. On the **View** menu, point to **Toolbars**, and then click **Web**.

- 1 Open the document you want to use as the **search page**.
- 2 On the **Web** toolbar, click **Go**, and then click **Set Search Page**.
- 3 Click **Yes**.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Open recently browsed files

To do this procedure, you must have the **Web** toolbar displayed. On the **View** menu, point to **Toolbars**, and then click **Web**. To open the previous document in the history list, click **Back** on the **Web** toolbar.

To open the next document in the history list, click **Forward** on the **Web** toolbar.

Cancel a jump that takes too long

To do this procedure, you must have the **Web** toolbar displayed. On the **View** menu, point to **Toolbars**, and then click **Web**.

On the **Web** toolbar, click **Stop Current Jump**.

Refresh the display of the current file or Web page

When you work in a document on the World Wide Web that contains hyperlinks, the author may modify the document while you have it open. When you update a document, the document is refreshed from the original file that is located on the network server, the Internet, or your computer hard disk.

To do this procedure, you must have the **Web** toolbar displayed. On the **View** menu, point to **Toolbars**, and then click **Web**.

On the **Web** toolbar, click **Refresh Current Page**.

Add the active document to Favourites

When you open a document on the Internet, World Wide Web, intranet, or even on your computer hard disk, add the document to the Favourites folder so you can open it again without having to remember the path you typed to get the document the first time.

To do this procedure, you must have the **Web** toolbar displayed. On the **View** menu, point to **Toolbars**, and then click **Web**.

On the **Web** toolbar, click **Favourites**, and then click **Add to Favourites**.

Hide all toolbars except the Web toolbar

To do this procedure, you must have the **Web** toolbar displayed. On the **View** menu, point to **Toolbars**, and then click **Web**.

On the **Web** toolbar, click **Show Only Web Toolbar**.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Tip To show the toolbars that are hidden, click **Show Only Web Toolbar** on the Web toolbar.

I can't open a document on the Internet.

You must have access to the **Internet** (for example, you may have access by using a modem and an Internet account through an Internet service provider, or through the network if you are in a corporation) to open files at an **FTP** site or on the **World Wide Web**. For information about how to set up Internet access, see the Microsoft Office 97 Resource Kit. For information about how to obtain the Office Resource Kit, click .

If you have these things, the site may be too busy. Try to open the document later.

The Web Find Fast search page

Microsoft Office ships with a **search page** you can use to find files on the **intranet**. The Web Find Fast search page makes it quick and easy to find a file you know exists even when you don't know where it's located. The Web Find Fast search page also makes it easy to find all of the information available on any subject. You can also quickly locate information outside of your workgroup, such as the quarterly report for your company, or all files that refer to company policies.

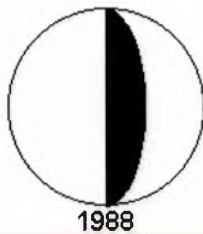
To obtain the Web Find Fast search page, see your administrator.

WORKING WITH HYPERLINKS

Create hyperlinks

You can enrich Web pages and **Word publications** that others read online by inserting **hyperlinks** to other items. The hyperlink can jump to a location in the current document or Web page, to a different Word document or Web page, or to a file that was created in a different program. You can even use hyperlinks to jump to multimedia files, such as sounds and videos.

The destination the hyperlink jumps to can be on your hard disk, on your company's intranet, or on the Internet, such as a page on the **World Wide Web**. For example, you can create a hyperlink that jumps from a Word file to a chart in Microsoft Excel that provides more detail. A hyperlink is represented by a "hot" image or display text ³/₄ that is often blue and underlined ³/₄ that the reader clicks to jump to a different location.



Use the automatic formatting features for Word documents and Web pages when you know the addresses to jump to or when you have a document that contains file names or addresses that you want to format as hyperlinks. Use **Insert Hyperlink** to insert a hyperlink into Word files and Web pages when you aren't using the automatic formatting features or when you want to browse for the destination address. Use a drag-and-drop operation in Word files when you want to use the mouse to quickly create a hyperlink for text located within another Office file.

Change the display text or image of a hyperlink

You can change the display text or image of a hyperlink ³/₄ the "hot" text or image that a user clicks to follow the hyperlink ³/₄ as you would edit any text or image in your document or Web page. To avoid following the hyperlink, or opening the file you're inserting the hyperlink to, it's usually best to use the keyboard to select the image or text you want to change.

- 1 Click outside of the text or image.
- 2 Press the arrow keys until your insertion point is located just to the left or the right the image or text you want to change.
- 3 Hold down SHIFT and press an arrow key until the text or image is selected.

Hold down CONTROL+SHIFT to select whole words.

- 4 Edit the image or text.

Remove a hyperlink

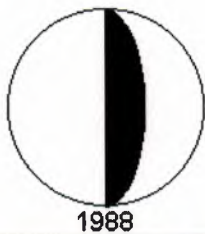
- 1 Right-click the **hyperlink** you want to remove, point to **Hyperlink** on the shortcut menu, and then click **Edit Hyperlink**.
- 2 Click **Remove Link**.

Tip To remove a hyperlink and the display text or image that represents the hyperlink in the document, select the hyperlink, and then press DELETE.

Change the appearance of all hyperlinks in Word documents

This procedure doesn't affect hyperlinks on Web pages. For more information about changing text colours in Web pages, click .

- 1 Open the document that contains the **hyperlinks** you want to change.
- 2 On the **Format** menu, click **Style**.
- 3 To change the appearance of a hyperlink, click **Hyperlink** in the **Styles** box, and then click **Modify**.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

To change the appearance of a **followed hyperlink**, click **FollowedHyperlink** in the **Styles** box, and then click **Modify**.

- 4 Click **Format**, and then click **Font**.
- 5 Select the options you want.

Tips

To use animated text, click the **Animation** tab in the **Font** box, and then click the option you want in the **Animations** box. For instance, you could use **Las Vegas Lights** or **Sparkle Text** to point out the hyperlinks in your document.

To use the modified Hyperlink or FollowedHyperlink style in new documents based on the same template, select the **Add to template** check box in the **Modify Style** dialog box. Word adds the modified style to the template attached to the active document.

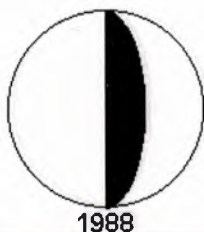
Change the hyperlink destination

- 1 Right-click the **hyperlink** you want to change, point to **Hyperlink** on the shortcut menu, and then click **Edit Hyperlink**.
- 2 Select the options you want.

Set a hyperlink base for a document

When you create a **hyperlink** in a document, you can make the path to the **destination** of the hyperlink a fixed file location (absolute link), which identifies the destination by its full address, such as c:\My Documents\Sales.doc, or you can make the path a **relative link**. Use a relative link if you want to move or copy the file that contains the hyperlink or the destination file to a new location. To change the path of the relative link, set a **hyperlink base** for the document.

- 1 Open the document you want to set a hyperlink base for.
- 2 On the **File** menu, click **Properties**, and then click the **Summary** tab.
- 3 In the **Hyperlink base** box, type the path of the relative link you want to use for all the hyperlinks you create in this document.



CREATING AND WORKING WITH WEB PAGES

CREATING WEB PAGES

Create a Web page

Word offers two easy ways for you to create Web pages. You can start a new page by using a wizard or template, or you can convert an existing Word document to **HTML**, the format used for Web pages. When you create a Web page with either of these methods, Word customises some toolbars, menu commands, and options to provide the Web page authoring features.

Using the Web page authoring features to create your Web page will usually produce the best results. You can use the Web Page Wizard to start with sample content ³/₄ such as a personal home page and registration form ³/₄ and graphical themes ³/₄ such as festive and community ³/₄ to help you quickly create a Web page. If you prefer, you can start with a blank Web page. For information about many of the features you can use in Web pages, click .

Use the HTML conversion method when you have existing Word content that you want to quickly convert to a Web page. The formatting and features that are supported by HTML will be converted. For more information, click .

What do you want to do?

- Create a Web page from a wizard or template
- Save a Word document in HTML format

Items you can add to Web pages

You can make Web pages look more interesting by adding bullets and numbering, horizontal lines, background colours and textures, tables, pictures, videos, scrolling text, and forms. You add most of these items in much the same way as you do in a Word document. However, to make Web page authoring easier, Word offers some new and some customised commands for this purpose.

Obtain more Web page graphics and templates from the Microsoft Web site

Additional bullets, textured backgrounds, horizontal lines, and templates are available on the Microsoft Web site. If you have access to the **World Wide Web**, you can obtain these items to use on your Web pages.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Tips for creating Web pages

There are many opinions about the best way to structure and design Web pages. You can find many tips, examples, and style guides on the World Wide Web. Here are some tips that apply to most Web pages:

- Content should be well organised. Well-structured pages help you deliver ideas effectively and help the reader navigate through your site. For more information, click .
- Text on Web pages should be easy to read. If you add a background to your Web page, it should contrast with the text colour. For more information, click .
- Web pages may not look the same in different Web browsers. It's a good idea to plan your Web pages so they are viewable in most browsers. For more information, click .
- Large images increase download time, especially for readers who gain access to Web pages by modem. Although graphics can make Web pages more interesting, you should use graphics strategically. For more information, click .
- Some users turn off the display of images, and some Web browsers don't support all video formats. When images and videos contain information that you don't want readers to overlook, you can use alternative text for graphics and alternative text and images for videos. For more information, click .
- You can use tables as a layout tool. For example, HTML, the format for Web pages, doesn't support newspaper columns, but you can create a two-column effect by using tables. For more information, click .

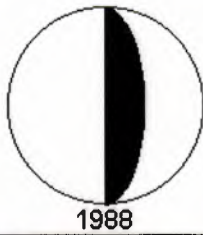
Add a background sound to a Web page

You can have a background sound play automatically when someone opens your Web page.

- 1 On the **Insert** menu, points to **Background Sound**, and click **Properties**.
- 2 In the **Sound** box, enter the address, or URL, of the sound file you want, or click **Browse** to locate the file.
- 3 In the **Loop** box, click the number of times you want the sound to repeat. If you want it to loop continually while the Web page is open, click **Infinite**.
- 4 To copy the sound to the same folder as your Web page, select the **Copy to document folder** check box. To use a **relative path**, a path that's relative to your current page, select the Use relative path check box.

For more information about managing files for Web pages, click .

Notes



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

To review the sound while you are authoring the Web page, point to **Background Sound** on the **Insert** menu, and then click **Play**. To stop the sound, click **Stop**.

For others to hear background sounds, they must have a sound system installed, and their **Web browser** must support the sound format of the file you inserted. You can insert sound files in WAV, MID, AU, AIF, RMI, SND, and MP2 (MPEG audio) formats.

The background sound plays automatically every time your page is opened or returned to. For frequently opened pages, such as home pages, this repetition could become annoying. You could add the background sound instead to a page that the user is likely to jump to less frequently. Or you could insert a hyperlink that the user can click to download a sound file. For more information about inserting hyperlinks, click . You may want to use caution when selecting **Infinite** for a looping option, because the sound will play continually when the user opens the page.

Add a horizontal line to a Web page

Horizontal lines are used often on Web pages to separate logical sections of text.

- 1 Click where you want to insert the line.
- 2 On the **Insert** menu, click **Horizontal Line**.
- 3 In the **Style** box, click the line that you want, or click **More** to select a different line.

Notes

A Web browser will draw the first line in the Style box when someone opens the page. The other line styles are graphical images. When you save this Web page, the line will be saved as an image, such as image.gif, image1.gif, in the same location as the Web page. If you move the Web page $\frac{3}{4}$ for instance, when publishing the page $\frac{3}{4}$ you should also move the image of the line. For more information, click .

To quickly insert another line with the same style, click **Horizontal Line** .

Add a video to a Web page

You can add an inline video to your Web page, which means the video is downloaded when the user opens the page. You can determine whether the video will play when the page is opened or when the user points to the video with the mouse. Because not all Web browsers support inline video, you may want to provide alternative text and images or avoid presenting essential information in videos.

It's recommended that you save your document before inserting videos. For more information about managing files and links, click .



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

- 1 On the **Insert** menu, clicks **Video**.
- 2 In the **Video** box under **Source**, type the address or URL of the video file you want. Or click **Browse** to search for the file.
- 3 In the **Alternate image** box, type the address or URL of the graphics file that you want to designate as a substitute when the user's browser doesn't support videos or when the user turns off the display of videos.
- 4 In the **Alternate text** box, type the text that you want to appear in place of the video or alternative image when the user's browser doesn't support videos, when the server where the video or image is located is temporarily unavailable, or when the user turns off the display of images and videos.
- 5 In the **Start** list, click an option to specify how the video will play on a Web page. **Open** causes the video to play when the user downloads the Web page; **Mouse-over** causes the video to play when the pointer moves over the video; **Both** causes the video to play in both scenarios.
- 6 In the **Loop** box, enter the number of times you want the video to repeat.
- 7 If you want to display video controls, such as "Start" and "Stop," while you're authoring Web pages, select the **Display video controls** check box.
- 8 To copy the video to the same folder as your Web page, select the **Copy to document folder** check box. To use a relative path, a path that's relative to your current page, select the **Use relative path** check box.

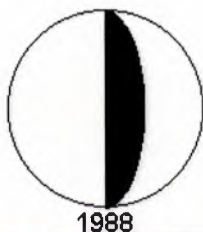
Notes

- The video will play after you insert it. If you've selected the **Mouse-over** option for video playback, the video will also play in your Web page document when your mouse moves over it.
- Video files can be very large and take a long time to download. For tips on reducing the size of images, click .
- You can also insert a hyperlink to a video, which means the user can click the hyperlink to download the video and play it. For more information about inserting hyperlinks, click .

Add scrolling text to a Web page

You can enhance your Web page with scrolling text, which is also known as a marquee.

- 1 On the **Insert** menu, clicks **Scrolling Text**.
- 2 Type the text that you want to scroll in the **Type the scrolling text here** box.
- 3 Select any other options you want.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Notes

· Scrolling text, or the marquee, is supported in all versions of Microsoft Internet Explorer except version 1.0. Some other **Web browsers** don't support scrolling text. In those browsers, the text will appear but it won't scroll.

· To delete scrolling text, select the text, and then click **Cut** on the **Edit** menu.

Set the language for a Web page

When you are authoring a Web page, you can specify the language of the font, or the encoding, that a **Web browser** will use to display the page. For instance, if you want the page to appear with Greek characters, set the language to Greek. You can also set a default language encoding for new pages that you create.

- 1 On the **File** menu, click **Properties**.
- 2 Under **HTML encoding**, select the items you want.

· To specify the language code that Word will use to display the page if the page is not already displayed with the correct language encoding, click the language you want in the **For displaying this page** list. This setting is also used when loading subsequent pages, if the language encoding cannot be determined.

· To specify the language code for saving the page, click the language you want in the **For saving this page** list.

· To specify a default encoding for new Web pages that you create, click the language you want in the **For creating new Web pages (default encoding)** list.

Notes

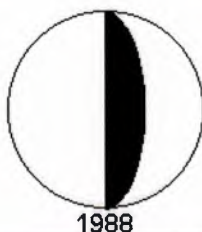
· To have Word always save your pages using a default language encoding, select the **Always save Web pages with default encoding** check box. This setting affects the current page and future pages that you save. This setting is useful if you reuse pages from other sources and want to store every page in one encoding.

· Some languages have more than one encoding scheme. To view the available encoding, see the lists under **HTML encoding**.

Assign a title to a Web page

The title appears in the title bar of the Web browser, and if someone stores a link to your Web page, the title appears in that person's history list and favourites list.

- 1 On the **File** menu, click **Properties**.
- 2 In the **Title** box, type the title you want.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Note If you don't specify a title, Word suggests a title based on the first few characters that appear on your Web page.

Insert HTML mark-up

Word provides features that help you create a Web page without writing HTML source. However, you can also insert your own HTML source code onto a page.

- 1 Enter the HTML sources that you want.
- 2 Select the source.
- 3 In the **Style** box, **NORMAL** click **HTML Mark-up**.

Notes

You can also enter the HTML source directly when you are viewing the source of a Web page. View the source, and then type the HTML codes that you want. For more information about viewing the HTML source, click .

Applying the HTML mark-up style will format text as hidden. If you need to view this text and hidden text is not showing, click **Show/Hide** .

Create a custom HTML template

You can create a custom template that you base Web pages on. When you create the template, start with the Blank Web Page template, and then modify the template as you would any Word template.

- 1 On the **File** menu, click **New**.
- 2 Double-click **Blank Web Page**.
- 3 Add any boilerplate text or graphics that you want.
- 4 On the **File** menu, click **Save As**.
- 5 In the **Save as** type box, click **Document Template (*.dot)**.
- 6 Word proposes the **Templates** folder in the **Save in** box. To save the template so that it will appear on a tab other than **General**, switch to the corresponding subfolder within the **Templates** folder.
- 7 In the **File name** box, type a name for the new template, and then click **Save**.

It is recommended that you give the file a .dot extension.



CHANGING THE APPEARANCE OF WEB PAGES

Learn about formatting Web pages

When creating Web pages in Word, you can use many of the same formatting tools you use for Word documents. For instance, you can click **Bold** to apply bold formatting to text, or you can click **Heading 1** in the **Style** box **NORMAL** to apply a heading style.

The **HTML** source that Word creates for the Web page doesn't contain formatting, but it contains codes that instruct the Web browser to format text. Word takes care of the HTML codes behind the scenes, though, so all you need to do is apply the formatting you want.

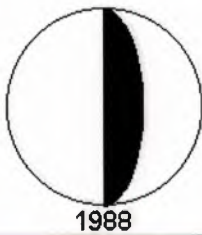
Paragraphs will automatically contain space before and after them. To create paragraphs with no white space between them, press CTRL+ENTER.

Formatting that isn't supported by HTML or some Web browsers aren't available in the Web authoring environment in Word. This includes the Emboss, Shadow, and Engrave character formatting effects, line spacing, margins, character spacing, kerning, text flow settings, and spacing before and after paragraphs. Tabs are not available because they are displayed as spaces by many Web browsers ³/₄ to shift the first line of text to the right, you can use an indent.

You can apply bold, italic, underline, strikethrough, superscript, and subscript formats to selected text. You can change the size of selected text to font sizes supported by HTML. You can click **Increase Font Size** or **Decrease Font Size** to quickly switch to the next available font size. You can also change the type of font, but keep in mind that others viewing your Web pages may not have the same fonts on their systems. Also, some Web browsers display text in a default font only.

You can set the colours for text, hyperlinks, and followed hyperlinks for the entire page with the **Text Colours** dialog box (**Format** menu). You can change the colour of selected text ³/₄ for instance, a word or a sentence ³/₄ by clicking **Font Colour**. Setting the default text colours for the page doesn't change text whose colour you've changed with the **Font Colour** button.

You can indent text in .25-inch increments by clicking **Increase Indent** and **Decrease Indent**, and you can change the alignment of text by clicking **Align Left**, **Centre**, or **Align Right**. However, you can't justify text on Web pages.



Learn about tables on Web pages

Working with tables on Web pages is similar to working with tables in Word documents. You can use **Draw Table** to create and modify the structure for your table. You can insert a table grid by using **Insert Table**. There are some differences in how borders are applied and cells are formatted.

Because tables are often used as a behind-the-scenes layout tool on Web pages ³/₄ for instance, to arrange text and graphics ³/₄ they do not have borders when you insert them. You can add borders to tables on Web pages by using the **Border** command (**Table** menu). Borders that you apply to tables on Web pages have a 3-D appearance in Web browsers.

You can change the background colour, or shading, of tables by using the **Table Properties** command (**Table** menu); change the background colour of selected cells by using the **Cell Properties** command (**Table** menu).

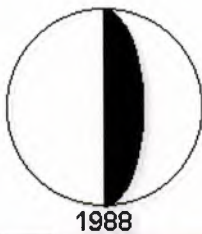
You can change the height of selected rows and the width of selected columns by using the **Cell Properties** command (**Table** menu). You can change the way that text wraps around the table, the distance between the table and surrounding text, and the spacing between columns by using the **Table Properties** command (**Table** menu).

Using tables as a layout tool

You can use tables with or without borders to add graphical effects and manage the layout of your Web page. You can organise columns of graphics and text so that they will be aligned together in Web browsers. Without tables, it's difficult to keep graphics and text aligned in **HTML**, the format for Web pages.

You can use the table drawing tool in Word to help arrange text and graphics. If you don't want the border to appear on the finished Web page, remove the border. Even if the border is removed, **gridlines** may appear in your Word document to show the table boundaries. To control the display of gridlines, click **Hide Gridlines** or **Display Gridlines** on the **Table** menu. These will not appear on the finished Web page.

Most Web browsers now support tables, but some earlier versions do not. If you intend for a broad audience to view the content in the table, you may want to also structure your information in text-only format and then provide a **hyperlink** to the text-only version.



Set text colours on Web pages

When creating a Web page, you can determine the default colour scheme for text and **hyperlinks** for the Web page. This setting doesn't change the colour of text whose colour was set by applying direct font formatting, for example with **Font Colour** .

- 1 On the **Format** menu, click **Text Colours**.
- 2 Select the colours you want in the **Body text colour**, **Hyperlink**, and **Followed hyperlink** lists.

Notes

- Colours you set by using the **Text Colours** command become the default colours for all the text, hyperlinks, and **followed hyperlinks**. You can apply direct colour formatting to selected text by clicking **Font Colour** .
- Those who view your Web page can set their own default colours in **their Web browsers**. To have the colours of text and hyperlinks appear in the browser default colours when viewed in a browser, select **Auto** in each list.

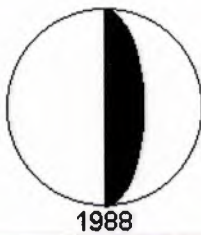
Working with styles on Web pages

You can apply built-in styles that correspond to formatting that's supported by **HTML** on Web pages. You apply styles to text on Web pages the same way you apply styles to Word documents, but there are some differences in how styles work.

When you are creating a Web page, Word adds the HTML styles to the **Style** box **NORMAL** on the **Formatting** toolbar and to the **Styles** list in the Style dialog box (**Format** menu). One character style, HTML Mark-up, should be used for HTML source codes that you want to enter manually.

The HTML-specific styles, such as Address and H2, correspond directly to an HTML tag; any modifications you make to these styles will not be retained. If you modify a Word built-in style, such as Heading 1, the formatting associated with the style will be exported to a corresponding HTML tag, provided the formatting is supported in HTML.

You can define and modify your own styles. When you save the page as HTML, only the HTML-supported formatting is converted ³/₄ any other formatting is lost when you view the page in a Web browser. For more information about formatting on Web pages, click .



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Learn about bullets and numbering on Web pages

You can create bulleted lists when authoring Web pages, similar to the way you create bulleted lists when creating Word documents. One main difference is that you can use graphical images in addition to bullet symbols.

Bullet images are available in the **Bullets and Numbering** dialog box (**Format** menu) when you create Web pages. Text bullets that are supported by **HTML**, the format for Web pages, are also available. In addition to using the graphical bullets in the dialog box, you can click **More** to use other images as bullets. After choosing the image you want, click **OK** to return to the document.

When you use images as bullets, the images are saved as **GIF** (.gif) images (unless you insert a **JPEG** [.jpg] image, in which case the JPEG format is retained) in the same location as or in a location relative to your Web page. For more information about managing files and links, click .

When you use images as bullets, you can change the image by using the **Bullets and Numbering** command. Before changing a bullet image, however, you must delete the existing bullet images. If you inadvertently apply new bullet images without deleting the first images, just delete the first bullet images by selecting them and pressing **DELETE**.

Some settings for bullets and numbering that are supported by HTML aren't available when you author Web pages. For instance, it's not possible to change the distance between bullets or numbers and text in the Web authoring environment.

Numbering on Web pages is similar to numbering in Word documents, except that automatic outline and heading numbering isn't available in the Web authoring environment. By applying different numbering styles and indents, however, you can create a list that appears to have multiple levels. For more information, click .



WORKING WITH GRAPHICS ON WEB PAGES

Learn about working with graphics on Web pages

The first time you save your Web page in HTML format, all graphics are converted to GIF or JPEG format, two image types that are supported on the World Wide Web.

You can insert a graphic on a Web page by pointing to **Picture** on the **Insert** menu and then clicking **From File** or **Clip Art**. If the graphic is in JPG format when you insert it, Word saves it in JPG format. If the graphic is in any other type of format, such as TIF, Word converts it to GIF format. If you have Internet access, you can obtain more graphics from the Microsoft Web Art Page.

When you insert a graphic from a file, Word copies the graphic to the same folder as your Web page when you save the Web page, unless you select the **Link to file** check box. If you select the **Link to file** check box, you can link to a graphic at a fixed location, such as another Web server.

When you insert a graphic on a Web page, it is aligned with the left margin by default. You can control the way text flows around the graphic by selecting it and then using the commands on the **Format** menu and the **Picture toolbar**. To provide additional control over the layout of text and graphics, use a table.

You can use drawing objects ³/₄ such as Autoshapes, text boxes, and WordArt effects ³/₄ as Microsoft Word Picture objects. Once you close your document, you won't be able to update these items again. They will become static GIF images. For more information, click .

The **Picture** toolbar in Word is customised to provide alignment commands that help you arrange your graphics. The customised **Picture** toolbar commands are compatible with HTML, the format for Web pages. When you select a graphic, the **Picture** toolbar appears. To hide the toolbar, right-click the graphic, and then click **Hide Picture Toolbar** on the shortcut menu.

Align images on Web pages

When you insert a graphic, such as a picture, on a Web page, by default the graphic is aligned with the left margin, and text does not wrap around it. This procedure changes the alignment and the way text wraps.

- 1 Select the graphic.
- 2 On the **Format** menu, click **Picture**, and then click the **Position** tab.
- 3 Under **Text wrapping**, click **None**, **Left**, or **Right**.
- 4 Under **Distance from text**, enter the amount of distance you want between the picture and the surrounding text.



Notes

- To quickly change the way that text wraps, you can also use the buttons on the Picture toolbar.
- Left and right alignment isn't available for graphics in table cells.
- Multiple images cannot appear in the same paragraph with the same alignment.

Learn about creating graphics with transparent areas for Web pages

You can use Microsoft Photo Editor, which comes with Microsoft Office, to create **GIF** (.gif) images with transparent areas for Web pages. When an image contains a transparent area, the background colour or texture of the page "shows through" the image.

If Microsoft Photo Editor is not installed on your system, run Set-up again, and select Photo Editor in the **Office Tools** group. For more information about installing components of Microsoft Office, click .

From Word, you can insert a Photo Editor object, and then apply transparency to the background colour. On the **Insert** menu, click **Object**, and then click the **Create New** tab. Under **Object Type**, double-click **Microsoft Photo Editor 3.0 Photo**. Open the graphic or photo you want to apply a transparent area to, and then use the **Set Transparent Colour** tool to apply transparency to the image.

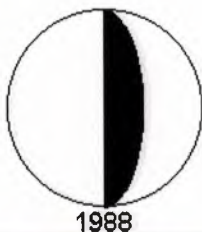
You can also create a graphic with transparent areas in Photo Editor and then insert it into Word. For more information about using Photo Editor, search on the keyword **transparent areas** in the Online Help Index in Photo Editor.

WORKING WITH FORMS ON WEB PAGES

Create a form for a Web page

Forms are frequently used on Web pages to collect and provide dynamic data. Some examples are forms that provide data from a database on request, registration forms for memberships or events, and forms that help users provide feedback about your site.

Word helps you design the form and set the properties for the form elements. Because forms require additional support files and, therefore, additional server support, it is recommended that you consult your network or Web administrator when planning the form.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

Sample forms, such as feedback and survey forms, are available from the Web Page Wizard. You can use the wizard to create a basic form and then modify it to fit your needs. Or if the wizard doesn't contain a form that suits your needs, you can create a form by inserting the controls you want.

- 1 If the Web Page Wizard contains a form you want to use or modify, run the wizard, and choose the form you want.
How?
If you are creating a form without using the wizard, use the Blank Web Page template.
- 2 Click where you want to insert additional controls.
- 3 On the **Insert** menu, point to **Forms**, and then click the form control you want to use.
- 4 Double-click the control to display properties for the form.
- 5 Enter the properties for the form control using either the **Alphabetic** or **Categorised** tabs.
- 6 Repeat steps 2 through 5 until you've added all the form controls you want.
So that users can submit the form after filling it in, each form should contain a **Submit** or an **Image Submit** control.
- 7 Add or modify any content that you want.
- 8 When you are finished inserting form elements, click **Exit Design Mode** in the **Control Toolbox**.

VIEWING WEB PAGES AND HTML SOURCE

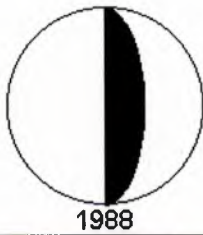
View the HTML source of a Web page

When you save your Web page, Word works behind the scenes to create HTML tags, which **Web browsers** interpret to display your text, graphics, sounds, and videos. For example, when you press ENTER to create a new line, Word converts the paragraph mark to a <P>, or paragraph tag, in the HTML source.

It's usually not necessary to view the HTML source as you author Web pages, but you can view it if you like. To view the HTML source, you should first save unsaved changes to the file.

- 1 Click **Save**.
- 2 On the **View** menu, click **HTML Source**.

Note To return to the Web page, click **Exit HTML Source**



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Preview a Web page while authoring it

In order to preview the Web page you're authoring, you must have a Web browser installed on your computer.

Click **Web Page Preview** .

Note To switch back to Word, click the Word icon in the task bar, or close the browser.

WORKING WITH WEB PAGES AND WEB AUTHORIZING TOOLS

Get the latest version of Web authoring tools

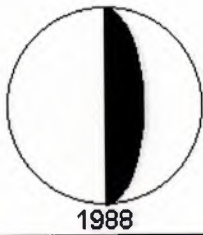
Microsoft will periodically provide updated versions of the Web page authoring tools to keep up with changing technology. If you have access to the World Wide Web, Word will periodically check to see if a newer version of the Web authoring tools is available on the Microsoft Web site. If a newer version is found, a dialog box appears to notify you that a newer version is available. You can choose to download and install the latest version. You can also use the **AutoUpdate** command on the **Tools** menu to manually check for the latest version, if you have a dial-up connection to the World Wide Web.

- 1 Open a Web page document.
- 2 On the **Tools** menu, click AutoUpdate.
- 3 If Word prompts you to download the latest version, click **Yes**.

Learn about managing files and links on Web pages

When authoring Web pages, you should manage the related files and plan the links and hyperlinks so the images will appear and the links will "work" once the pages are placed on the final **HTTP** server. In many cases, the location where you create your Web pages will be different from the location on which they will be published. For more information about publishing Web pages, click .

When all the files $\frac{3}{4}$ such as bullets, navigational buttons, background textures, and Web pages you create hyperlinks to $\frac{3}{4}$ will be published on the same Web server, you should probably use relative links. Using relative links makes it easier to move materials to another location. If you move the files or send them to someone, you should maintain the same file structure, including subfolders.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

For example, your Web page, called Page1.html, includes bullets stored in the Bullets folder, so the relative paths for the bullet files are \Bullets\Bullet1.gif and \Bullets\Bullet2.gif. If you move Page1.html, you need to create a folder called Bullets in your new location where you can move the Bullet1.gif and Bullet2.gif files. When you insert items on your Web page ³/₄ such as pictures, graphical buttons and lines, and hyperlinks to other pages ³/₄ Word prompts you to save your current file. Saving is necessary so that Word can properly create links that are relative to your current file.

Hyperlinks to other Web sites, such as a list of your favourite Web sites, should typically use a **fixed file location** that includes the full path, or **URL**. To indicate an absolute, or fixed, location, clear the **Use relative path for hyperlink** check boxes in the **Insert Hyperlink** dialog box (**Insert** menu).

Images, sounds, and videos can't be embedded in Web pages as they can in Word documents. These items are stored in separate files. Word will export embedded images and OLE objects in Word documents as **GIF** images when you save your Web page.

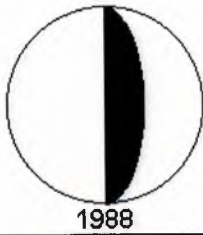
When you apply graphical bullets through the **Bullets and Numbering** command (**Format** menu), insert graphical lines with the **Horizontal Line** command (**Insert** menu), or add a textured background with the **Background** command (**Format** menu), Word saves these items as separate files in the same location as your Web page. You'll need to move these files along with your Web pages so your links will work, which is necessary for your images to appear. For example, bullets are saved as Bullet.gif, Bullet1.gif, Bullet2.gif, and so on; lines are saved as Line.gif and so on; and textured backgrounds are saved as Image.gif and so on.

GIF and JPEG formats are common graphical formats used on the Web. When you insert an image that is not in either of these formats with the **From File** subcommand (**Picture** command, **Insert** menu), and the **Link to file** check box is cleared, the image will be saved in the GIF format. Word saves the images as Image.gif, Image1.gif, and Image2.gif and so on in the same folder as your Word document. If you insert **JPEG** images, the JPEG format and file name extension (.jpg) is retained.

Learn about charts, equations, and other objects on Web pages

You can add charts, equations, and other objects to a Web page, although once you close the Web page, you can't update the objects as you can **OLE** objects. The chart, equation, or other object becomes a **GIF** graphic that you can no longer update.

Insert a chart, equation, or other object by using the **Object** command on the **Insert** menu. Just keep in mind that you can't make changes to the object once you close the document. If you plan to work with a complex equation or chart that you want to continue to update, you can instead store it in a Word document and then paste it onto your Web page when you're finished working on it.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Make your Web page available to other people

The steps that you take to make your pages available to other people depend on how you want to share them.

To make pages available to other people on your network, save your Web pages and related files, such as pictures, to a network location. If your company uses an **intranet** based on Internet protocols, you may need to copy your pages to a Web server. Contact your network or Web administrator for more information.

To make your Web pages available on the World Wide Web, either you need to locate an Internet service provider that allocates space for Web pages, or you need to install Web server software on your computer. Some factors to consider in setting up your computer as a Web server are your computer's speed and availability. If you don't want to leave your computer on most or all hours of the day, then you may not want to set up your computer as a Web server.

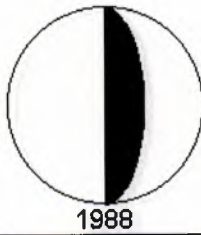
If you are working with an Internet service provider or a Web administrator, you should ask how the Web pages, graphics files, and other files should be structured on the server. For instance, find out whether you need to create separate folders for bullets and pictures, or whether you need to store all the files in one location. If you plan to use forms or **image maps**, you should ask about any limitations on using these items, because they require additional server support.

Setting up a Web server requires special software. You can use Personal Web Server, which is available on the Office 97 ValuPack on CD-ROM, to set up a Web server. You can also use Microsoft Internet Information Server to set up an advanced Web server. If you have access to the Web, you can learn more about **Microsoft Internet Information Server**.

The differences between Word and Microsoft FrontPage for Web authoring

Web page authoring tools are provided with Microsoft Word and with other Microsoft Office programs to enable you to easily create various types of Web pages. Another Microsoft program, called FrontPage, also helps you create various types of Web pages by using an interface that's similar to other Office programs. FrontPage also helps you to manage a Web site.

To create Web pages, you can use the Web page authoring tools in Microsoft Word, Microsoft FrontPage, or both. Both programs provide wizards to automate your work, and both enable you to view your Web page content $\frac{3}{4}$ such as bullets and images $\frac{3}{4}$ as you work. There are some purposes, however, for which one program is better suited.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Use Web page authoring tools in Microsoft Word when:

- You want to use the robust word-processing features in Word, such as automatic spelling checking, AutoText, and AutoCorrect.
- Other Web page authors whom you work with frequently use Word.
- You have customised Word features $\frac{3}{4}$ such as AutoText, custom dictionaries, and AutoCorrect entries $\frac{3}{4}$ that you want to use when creating Web pages.

Use FrontPage when:

- You want to use **WebBot** to insert scripts and form elements, such as server includes and timestamps.
- You are working with a large team or managing a Web server.
- You need user authentication for Web page authors.

Note In the Microsoft FrontPage Explorer, you can specify Word as your default editor for HTML files. See FrontPage documentation for more information.

I can't find Web page authoring tools.

To use the Web authoring features in Word, you must use a Web page template or wizard, or convert an existing document to **HTML**, the format used for Web pages. When the Web authoring features are active, you'll notice that the toolbars and menus have been customised for working on Web pages.

The Web templates are on the **Web Pages** tab in the **New** dialog box (File menu). To convert a document to HTML, click **Save as HTML** on the **File** menu.

If you don't see the **Web Pages** tab, the Web features may not be installed. You may need to run Set-up again and select Web page authoring components. For more information, click .

I can't find Web page files to open them.

Once you have used the Web page authoring tools, your Web page files $\frac{3}{4}$ those with .html, .html, .asp, or .htx extensions $\frac{3}{4}$ appear by default in the **Open** dialog box (**File** menu). Before you use the tools, you can get Web page files to appear in the list by clicking **All Files** in the **Files of type** box.

For more troubleshooting information about opening files, click .



USING VISUAL PAGE

USING BASIC FEATURES

Creating a new Web page

There are essentially two kinds of Web pages you may create: a Web page with frames or a Web page without frames. A Web page with frames can display the contents of a different Web page in each of its frames. Like a picture holder that has multiple frames for displaying multiple pictures simultaneously, a framed Web page can display multiple Web pages simultaneously. A Web page without frames simply displays one Web page file. To continue the previous comparison, a Web page without frames is like a single picture frame that displays one photograph.

To create a new Web page:

- 1 From the File menu, select New (or press Control-N).
A new, untitled Web page opens in Edit mode.
- 2 Add graphics, text, plugging, links, and Java applets directly to your new Web page.
- 3 Save your Web page in a folder dedicated to your collection of Web pages.

To create a Web page that includes frames:

- 1 From the File menu, choose New Frame Set.
Visual Page displays a Web page, which is divided into two frames of equal size.
- 2 You may directly add the text, HTML tags, graphics, and plug-ins to each frame, or you may open an existing Web page file in a frame. For more information, see Setting the frame source .
- 3 Save your Web page in a folder dedicated to your collection of Web pages.



Setting the frame source

A Web page with frames, also known as a frame set, can display multiple Web pages by having a different Web page assigned to each frame. You can set a frame to display a particular Web page by using the Set Frame Source menu item to assign a particular Web page HTML file to the selected frame.

To set the source file for a frame:

- 1 Make sure a frame is selected in an open Web page.
- 2 Select Frame > Set Frame Source.
A standard Open file dialog box displays.
- 3 Navigate to and select the HTML files you want the selected frame to display.
- 4 Click open.
A Visual Page Frame Save dialog box displays.
- 5 Save the changes to the frame.
If you have not given the frame a name, a Save As dialog box displays.
- 6 Enter a name for the frame and save it.
Visual Page displays the Web page in the selected frame.

Starting from an existing Web page

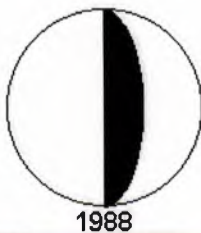
The standard Visual Page installation places several professionally designed templates in your Visual Page directory. You can use these pre-existing Web pages as the basis for your own Web pages. Opening a Visual Page template is the same procedure you will use to open a Web page on which you have previously worked.

To open an existing Web page:

- 1 Select Open from the File menu (or press Control-O).
- 2 Navigate to the directory where the file you want to work on is located.
- 3 Select the file, and click Open.
The Web page opens in Edit mode.

Saving a Web page

When you save a Web page file and name it, make sure that you preserve the HTML filename extension. All Web page files must end with a .html or .htm filename extension. Visual Page's default filename extension is .html. You can change the default filename extension in the Preferences dialog box.



1988

NEAR EAST UNIVERSITY COMPUTER ENGINEERING

To save a Web page without frames:

- 1 From the File menu, chooses Save or if you want to save a copy of a file with a different name, choose Save As.
- 2 Navigate to the destination folder for the saved file.
- 3 Enter the file name.
Visual Page includes the default file extension.
- 4 Click Save.
The file is saved to the destination folder.

Overview of preferences

Visual Page provides a variety of preferences settings that you can use to customise your Web page building environment. If you choose Preferences from the Edit menu the Preferences dialog box displays. It includes tabs for:

- 1 Setting General Preferences
- 2 Setting Output Preferences
- 3 Setting Images Preferences
- 4 Setting Folder Mappings Preferences
- 5 Setting FTP Preferences
- 6 Setting Syntax Colour Preferences

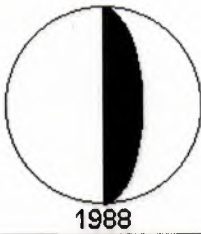
Setting Page Default Preferences

Use the Page Defaults tab of the Preferences dialog box to set defaults preferences for every new page you create with Visual Page. If you want to restore these preferences to the default settings, click Use Defaults. If you want to change back to the settings that were in place before you opened this dialog box, click Revert.

To set Page Default preferences:

1. From the Edit menu, choose Preferences.
The Preferences dialog box appears.
2. Click the Page Defaults tab.
3. Use the dialog box to select the page default preferences you want.
The preferences are listed below.
4. When you're finished setting preferences, click OK.





- * **Background** sets the default background colour.
- * **Normal Text** sets the default colour for normal text/
- * **Normal Links** sets the default colour for normal links/
- * **Active Links** sets the default colour for active links.
- * **Visited Links** sets the default colour for visited links.
- * **Background Image** You can have each new page use a default image as a background.

- 1 Click the checkbox or click the ellipses.
The Open dialog box appears.
- 2 Locate the image you want to set as a default background.
- 3 Click Open.
The selected image appears in the Image Preview window.
- 4 Click OK to make the image the default background image.

Previewing your work

To see how your Web page will look in a browser, use the Preview Mode. You'll know you're in Preview Mode when the Edit Page toolbar button is active and the Preview Page toolbar button is inactive.

To go to Preview Mode:

- 1 From the Edit menu, choose Preview Page. If instead you see Edit Page, you are already in Preview Mode.
- 2 You can also click the Preview Page toolbar button.

Printing Web pages

Using Visual Page, you can print your Web pages as they will appear in a browser. If you want to print out the HTML source, make sure that the Source Window is active.

To print a Web page:

- 1 From the File menu, select Print (or press Control-P).
- 2 Select the desired print options.
Visual Page prints your document.



ADDING TEXT

Adding text

Adding text to your Visual Page documents is very similar to inserting text using any standard word-processing application. The following procedures explain how to insert and format text.

You can insert text by:

- Typing text
- Dragging and dropping text
- Copying and pasting text
- Importing a plain text file

You can format text by:

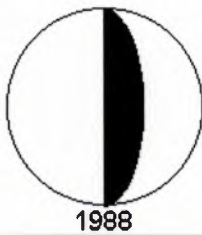
- Generating paragraphs and line breaks
- Aligning and indenting paragraphs
- Formatting paragraphs
- Formatting characters
- Creating bulleted lists
- Creating ordered lists
- Creating term and definition lists

Typing text

If you have ever used a word processor to create a text document, you probably know how to type text into a Web page in the Visual Page environment. Visual Page supports all the standard text operations.

To insert text by typing:

- 1 Make sure that you're in Edit mode.
For information on switching to Edit mode, see Previewing your work.
- 2 Within the main Edit window, moves the text cursor to where you want to insert text.
- 3 Single-click at the insertion point.
- 4 Type in your text.
The text displays on the Web page.



Dragging and dropping text

Visual Page supports drag-and-drop functionality in many ways. It is an extremely handy way to move text from one location to another. Visual Page also allows you to insert other objects, such as images, from the Windows Explorer into Visual Page.

To insert text by drag-and-drop:

- 1 Make sure that you're in Edit mode.
For information on switching to Edit mode, see *Previewing your work*.
- 2 Make sure that the files that you want to drag to and from are open.
- 3 Select the text you wish to move.
- 4 Click on the selection, and, without releasing the mouse button, move the selection to the new location.
- 5 Release the mouse button.
The text is now in the new location.

To insert other objects into Visual Page:

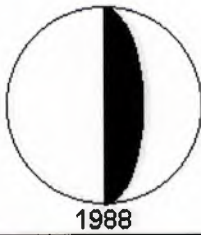
- 1 Make sure that you're in Edit mode.
For information on switching to Edit mode, see *Previewing your work*.
- 2 Locate the object (e.g. image) you want to insert with the Windows Explorer.
- 3 Press and hold the Control key while dragging the object from Explorer into Visual Page.
When you release the mouse and control key, the Save As dialog box appears.
- 4 At this point, you can rename the object, or click OK to use the default name.
The object is added to your page.

Importing a plain text file

This feature allows you to instantly fill your Web page with the text from a text file.

To insert text by importing a plain text file:

- 1 Make sure that you're in Edit mode.
For information on switching to Edit mode, see *Previewing your work*.
- 2 Position the cursor where you want the text to display.
- 3 Using the Local Site window, select the plain text file.
For more information see, *Opening a Local Site window*.
- 4 Drag the plain text file from your Local Site window and drop it on your Web page.



The contents of the text file displays on your Web page.

Using the Spelling Checker

You can check the spelling in your page at any time by clicking the Spelling Checker icon. The Spelling Checker checks the spelling in the entire page, but does not check spelling of words that you highlight. The functions available are:

- 1 Ignore skips the current word and continues spell checking.
- 2 Ignore All skips all instances of this word.
- 3 Add places the current word into the dictionary.
- 4 Change replaces the current word with the word in the Change To window, or to the word that is highlighted in the Suggestions window.
- 5 Change All replaces all instances of this word with the word in the Change To window or to the word that is highlighted in the Suggestions window.
- 6 Suggestions automatically provides a list of alternatives to the current word.
- 7 Edit Dictionary opens the Personal Dictionary. In the personal dictionary, you can add, modify, or delete entries.
- 8 Cancel exits the Spelling Checker, but does not cancel any previous spelling changes made with the Spelling Checker.

FORMATING CHARACTERS

Formatting characters

You can format individual characters to make words display differently, rather than affecting a whole paragraph. You can format individual characters by changing character styles or character size.

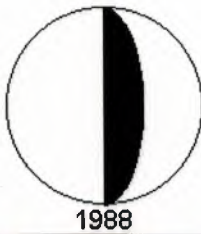
To apply a character style:

- 1 Select the character:
- 2 From the Style menu, choose a style, colour, or size. You can also select a style, colour, or size by clicking one of the toolbar buttons.

Physical character styles include the following standard HTML styles:

The Bold, Italic, and Fixed Width Font styles can be quickly accessed by these toolbar buttons:

Visual Page also supports these Netscape extensions to standard HTML character styles:



How these styles will appear depends on each browser's default settings.

Changing character size

The size of text in a Web page is relative to the default size setting for each browser. This is why the font sizes in the Size menu item (on the Style menu) are relative numbers 1 through 7, instead of the point sizes you see in a word processor, such as 12 or 14.

Visual Page uses the middle font size (number 4) as the "normal" font size. This is the browser's default display font. The other numbers signify either a smaller or larger font than the browser default, with 1 being the smallest font size and 7 the largest font size.

To change the size of a character:

1. Click **Decrease Font Size** or **Increase Font Size** on the toolbar. You can also choose **Size** from the **Style** menu, and then choose a number.
A checkmark displays next to the selected size.

Working with fonts

Visual Page allows you to use the fonts that are installed on your system to enhance the look of your Web pages. However, not all fonts are cross-platform compatible, and may not display correctly on other platforms.

You can work with fonts in three ways in Visual Page by:

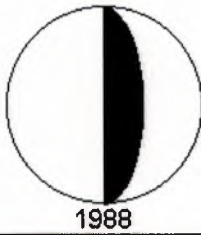
Changing fonts

You can change the font of selected text in your Web page to any other available font.

To change a font:

1. Highlight the text in your page that you want to change.
2. Click on the **Font** pull-down menu.
The list of available fonts appears.
3. Select the new font that you want to apply.

The font of the highlighted text changes.



Creating font groups

Font groups are groups of fonts that usually have some common characteristic to preserve the original design of the Web page. Font groups allow the Web browser to substitute fonts from a group of assigned fonts when one or more fonts are not available on the client machine. When no font in a group is available on the client machine, the Web browser uses default fonts available on the client machine.

With Visual Page you can create and assign font groups that make your pages look their best across different platforms and browsers.

To create a font group:

1. From the Font pull-down menu, select Font Groups.
The Font Groups window opens with the names of default font groups.
2. Click a blank cell in the Group Name column and enter a name for the new font group.
3. Click the Font Names cell and enter font names separated by a comma.
4. Click the OK button when you are finished entering font names.

The font group is added to the Font pull-down menu.
You can also assign a font group on the fly.

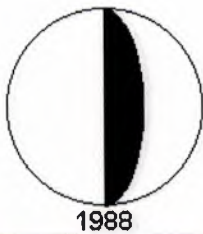
Assigning font groups

You can assign font groups in your Web page to allow the Web browser on the client machine to substitute fonts when the original font is not available.

To assign a font group:

- 1 Highlight the text to which you want to apply a font group.
- 2 From the Font pull-down menu, select a font group.

The selected font group name appears in the pull-down menu and is applied to the highlighted text.



WORKING WITH PARAGRAPHS

Generating paragraphs and line breaks

Paragraphs and line breaks generate different effects in the display of your Web page.

Use a line break instead of a standard new paragraph if you want to create a space between lines without applying the previous paragraph's formatting. You can also use multiple line breaks to display multiple lines without text. However, a paragraph marker cannot generate multiple empty lines in a Web browser because HTML specifications allow only one empty paragraph line.

To generate a new paragraph:

- 1 Place the insertion point where you want the new paragraph to start.
- 2 Press the Return key.
Your cursor goes to a new line and Visual Page generates a paragraph tag in the HTML source.

To create a line break:

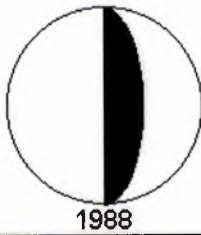
- 1 Click where you want the new paragraph to start.
- 2 Press Shift-Return.
Visual Page generates a line break (
) tag in the HTML source.

Aligning and indenting paragraphs

You can make paragraphs line up against the left margin, the right margin, or the centre of the Web page by setting paragraph alignment. You can also format by indenting paragraphs.

To align a paragraph:

- 1 Click anywhere within the paragraph.
- 2 Click on one of these three alignment toolbar buttons: . The choices are left aligned, centre-aligned, and right aligned, respectively. You can also choose, from the Format menu, Align Left, Align Right or Align Centre.
The paragraph aligns according to the alignment option you choose.



To indent a paragraph:

- 1 Click anywhere within the paragraph.
- 2 Click on one of these two indent paragraph toolbar buttons: . The choices are Decrease Indent and Increase Indent , respectively. You may also choose Format > Increase Indent or Format > Decrease Indent.
The paragraph indent changes.

Formatting paragraphs

Apply paragraph formats to make sections of text display differently, such as headings, quotes, and mono-spaced (preformatted) text. Visual Page supports these paragraph formats:

Normal
Headings
Preformatted
Address

To apply a format to a paragraph:

- 1 Click anywhere in a paragraph.
- 2 Choose a format from the pop-up menu on the toolbar, or from the Format menu.
Visual Page formats the paragraph accordingly.

Normal paragraph style

Normal text is the default style, which is applied when you begin a new paragraph on a blank page. (The paragraph you are reading now is formatted with the Normal tag.) The text appears flush left in the page window and is displayed in the Visual Page default font.

Use the Normal style for most text in a Web page.

Heading paragraph style

Heading tags are used to make headlines or titles distinct from the rest of the text in a page. In general, headings are larger than the Normal style, and are in a bold typeface.



Heading 1

Heading 2

Heading 3

Heading 4

Heading 5

Heading 6

You may also manually specify the font size of a text block instead of using the Heading style.

The heading types supported by Visual Page are:

Preformatted paragraph style

The Preformatted paragraph style is used as a way to maintain text formatting that

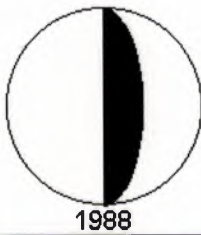
```
<UL>
  <LI><FONT SIZE="4">Normal </FONT>
  <LI><FONT SIZE="4">Heading</FONT>
  <LI><FONT SIZE="4">Preformatted</FONT>
  <LI><FONT SIZE="4">Address</FONT>
  <LI><FONT SIZE="4">Numbered list</FONT>
  <LI><FONT SIZE="4">Bulleted list</FONT>
  <LI><FONT SIZE="4">Term</FONT>
  <LI><FONT SIZE="4">Description</FONT>
</UL>
```

uses multiple spaces and tabs, such as the formatting found in code segments.

Preformatted paragraphs are displayed in moonscape fonts, such as Courier. You can see an example of a preformatted paragraph in the following HTML code sample:

Address paragraph style

Web page authors typically apply the address style to a paragraph containing a signature address. An example of how it is used is shown below:



Send comments to the author:

webmaster@symantec.itools.com

Choosing to include an address is a matter of style. When you include an address, remember to make it an email link.

CREATING LISTS

Creating bulleted lists

Bulleted lists are useful when you want to make some information easy to see. Visual Page supports bulleted lists and indented bulleted lists.

To create a bulleted list:

- 1 Select the text you want to change to bulleted list style.
- 2 From the Format Paragraph drop-down list on the toolbar, select Bullet List. You can also select Format > List > Bullet. Visual Page indents the text and places a bullet character to the left of the text in the paragraph.
- 3 You can apply indentation to the bulleted list by using the Increase Indent toolbar button to a bulleted paragraph. When you apply added indentation to a bulleted paragraph, the look of the bullet changes with the indentation.

Creating ordered lists

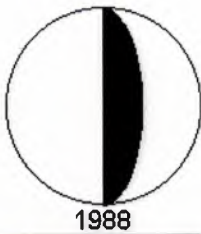
When you apply any of the ordered list formats to a paragraph, Visual Page indents the text and places a number or letter to the left of the paragraph.

To create an ordered list:

- 1 Select the desired text.
- 2 Select Format > List and choose the desired type of ordered list.

To create a numbered list:

- 1 Select the desired text.
- 2 Click the paragraph tag drop-down list on the toolbar, and select the Numbered List tag.



Creating term and description lists

The term and description formats are designed to be used together in lists of definitions. The format is similar to what you would find in a Glossary.

Applying the Term format to a paragraph places the paragraph text flush left at the left margin. When you press the return key after applying a Term format to a paragraph, Visual Page automatically applies the Description format, then indents the text of the paragraph.

To create a term and description list:

- 1 Select the text which you want in the term format.
- 2 From the paragraph tag drop-down toolbar button select Term.
The selected paragraph displays in the Term format.
- 3 Select the text, which is to be in the definition format.
- 4 From the paragraph tag drop-down toolbar button select Definition.
- 5 Repeat steps 1-4 for the remaining terms and definitions.

USING GRAPHICS AND IMAGE MAPS

Adding graphics

You can add graphics to your Web pages by either using drag-and-drop, the Insert Image toolbar button, or copy and paste. Graphics must be in BMP, DIB, GIF, or JPEG graphic format before you can insert them into a Web page. Visual Page automatically converts .bmp and .dib files into interlaced GIF files when you place them in your Web page. There is a setting in the Image Preferences for storing the new GIF files from these conversions.

To add a graphic by using drag-and-drop:

- 1 Open the Local Site Window, and navigate to the desired graphic's location.
- 2 Select desired graphic file, and drag it over to your Web page.
The image appears full size in your Web page.

You can also drag and drop graphics from another open Web page, as long as the browser supports drag and drop.



To add a graphic by using Insert Image:

- 1 Place your cursor at the desired location.
- 2 Click on the Insert Image button ,or choose Image from the Insert menu.
A standard Open file dialog box opens.
- 3 Navigate to the graphic file you want, and click Open.
The image displays in your Web page.

To add a graphic by using copies and paste:

- 1 Copy a selected graphic to your clipboard.
- 2 Paste it into your Web page.
The image displays in your Web page.

Aligning graphics and text

You can align graphics in a variety of ways. Using graphic alignment settings you can also flow text around graphics. You can see a good example of how to format images with text in the Visual Page Getting Started tour.

To align graphics:

- 1 Use the Graphic Alignment button on the Visual Page toolbar. You can also choose Graphic Alignment from the Settings menu.
- 2 Select the graphic alignment you want.
In general, use the first three options, Top, Bottom, Middle, for small graphics that appear in a line of text, like the image in step one. You use the Left and Right alignment options when you want to flow a paragraph of text around a larger graphic.

To flow paragraphs of text around graphics:

- 1 Select the graphic.
- 2 Select Left from either the Graphic Alignment toolbar button, or choose Object Alignment from the Format menu.
- 3 Insert your cursor to the right of the graphic and enter a paragraph or two of text. When the line wraps it returns to the right edge of the graphic, until it reaches the bottom of the graphic.



Creating transparent graphics

This feature is useful if your Web page has a coloured background, which is obscured in part by an opaque graphic image. In this case, you could use Visual Page to make the image transparent so the background colour would show through. Only GIF files can be made transparent.

To make your image transparent:

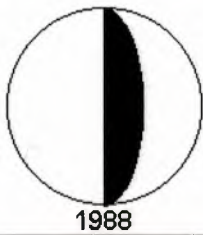
- 1 Open the graphic file. For more information, see Opening a graphic image file. The graphic displays in the Visual Page's graphic editor.
- 2 Click the transparency toolbar button on the Image Tools Toolbar.
- 3 Click any colour in the image and that colour is rendered transparent.
When you put the altered graphic in a Web page, you see the Web page's background through the image.
- 2 To revert a transparent graphic and thus remove the transparent quality, click the Remove Transparency toolbar button on the Image Tools Toolbar.

Setting graphic image properties

Visual Page supports a range of attributes that are contained within any supported graphic. These attributes control the height, width, function, alternate text, and spacing around a graphic.

To set a graphic image's properties:

- 1 Make sure that you're in Edit mode.
For information about how to switch to Edit mode, see Previewing your work.
- 2 Select a graphic in a Web page.
- 3 From the Edit menu, select Properties, then choose Image Properties.
- 4 Use the options in the Image Properties dialog box to set the graphic's attributes. These attributes are described in the table below.
- 5 Click OK. Your graphic's settings are adjusted accordingly.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Attribute	Description
Image	The location and filename of the image file.
Width	The display width of the image, in pixels. Visual Page supports image scaling (changing an image's height and width). The width and height indicated in the Image Setting dialog box are the dimensions of the image as scaled in the HTML file. The actual dimensions of the image are indicated in the Original Width and Original Height fields, as described below.
Height	The display height of the image, in pixels.
Original width	The width of the source images, in pixels.
Original Height	The height of the source image, in pixels.
Horizontal	The blank space to the left and right of the image, in pixels. The default setting is zero.
Vertical	The blank space to the top and bottom of the image, in pixels. The default setting is zero.
Border	The width of the border around an image, in pixels. An image border is black and is similar to a frame around a painting. The default setting is zero, which indicates no border.
Image	Select this option if the graphic file functions only as an image. This is the default function for graphic files.
Has server map	Check this box if the graphic file acts as a server-side image map.
Submit form button	Select this option if the graphic file acts as submit button for a form.
Alternative text	If you type in text here, it displays in a user's browser if the image doesn't load properly, or if it can't be displayed by a user's browser. Note: The alternative text option is not for graphic files that function as a form submit button.
Button name	(For buttons only) The name of the button. This is NOT the same as the name of the button's source file. A CGI script uses this name as an ID.

Creating image maps

Client-side image maps store the co-ordinates that define the linked areas of an image. These image maps are inserted directly into the HTML file. As such, the image map is downloaded to and referenced entirely from the user's machine (hence the name client-side). Visual Page creates these Image maps for you as you use drawing tools to outline and link areas of an image.



To create a client-side image map:

- 1 Make sure that you're in Edit mode. For information about how to switch to Edit mode, see *Previewing your work*.
- 2 Insert a graphic by clicking the Insert Graphics toolbar button. For information on inserting graphics, see *Adding graphics*.
- 3 Right-click on the graphic and select Local Map Tools or select View > Toolbars > Image Tools from the menus.
- 4 The Image Tools toolbar displays.
- 5 Create the clickable areas of the image by doing the following:
 - Click the rectangle, circle, or polygon Hotspot buttons on the toolbar.
 - Click and drag on the graphic file to create a hotspot area.
 - To end creating a polygon hotspot, double-click. To end creating a circle or rectangle hotspot, release the mouse button.
- 6 Create the URL for each of the clickable areas.

You can do this by either dragging a file or anchor icon from the Local Site window onto the selected link area, typing the link address into the Link field at the bottom of the main edit window, or right-clicking on the desired link location to open the Link To dialog box. You may also double-click on the hotspot to open the Link To dialog box.

To move overlapping hotspots:

- 1 Select a hotspot you want to move forwards or backwards.
- 2 Click the Front-to-back Order button on the Image Tools toolbar.
- 3 Choose Move to Front, Move Forward, Move to Back, or Move Backwards.
The hotspot will change position.

To delete hotspot areas:

Select the hotspot area, and press Delete.

To save your client-side image map:

Select File > Save or press Ctrl+ S.

To make the shapes easier to see, specify the colour of these areas by choosing the desired colour from the colour menu button.

You may also use the Zoom buttons to adjust the graphic to the optimal size for outlining links.



Setting Images preferences

Use the Images tab of the Preferences dialog box to set the Visual Page preferences described below: If you want to restore these preferences to the default settings, click Use Defaults. If you want to change back to the settings that were in place before you opened this dialog box, click Revert.

To set images preferences:

- 1 From the Edit menu, chooses Preferences.
The Preferences dialog box appears.
- 2 Click the Images tab.
- 3 Use the dialog box to select the Images preference options you want. The preferences are listed below.
- 4 When you're finished setting preferences, click OK.

Converted Images Visual Page automatically converts .bmp and .dib files into interlaced GIF files. The following options tell Visual Page where to place the new GIF files.
Always store the new GIF file in same folder as the source document
Use this image folder

Default Image Map Server Format Visual Page supports server-side image maps if you need to use them. The two Server-Side image map formats are either CERN or NSCA.

Setting Image properties

By using the Image properties dialog box you can:

- 1 Resize your image -this is handy if you have an image you want to use more than once in your Web site and want to optimize its size for the different locations
- 2 Adjust the space around an image - this adds a fixed number of pixels of space horizontally or vertically around the image. Or, you could opt to create a border of space around the whole image. You might want to add space around an object when it is embedded in some text or has text flowing around it
- 3 Change the function of your image- besides functioning as inert object, images can be set to work with an image map, so links can be embedded in the image, or as a Submit button which you would provide on a Web page form to transmit data in response to a user's click
- 3 Alternative text - it's a god idea to provide a short caption which browsers that don't display graphics will display instead of the graphic



Creating a background

You can create a coloured or tiled background for your Web page.
To create a coloured background:

- 1 In an open Web page document, click on the Page Properties toolbar button.
- 2 Choose a colour from the Background colour well. If you want the background set according to each browser's default settings, select Default.

Using a graphic file to tile your Web page background:

- 1 In an open Web page document, click on the Page Properties toolbar button.
- 2 Click the Background Image checkbox.
An Open File dialog box appears.
- 3 Navigate to the graphic file you're going to use, then click Open.
A representation of the tiled graphic appears.
- 4 Check the appearance of the tile on your Web page by clicking on the Apply button. A graphic may look interesting by itself, but may not be appropriate for use as a tiled background.

To remove a background image:
Uncheck the Background Image checkbox.

Adding horizontal lines

Horizontal lines can be useful layout tools, which can be used to break up a long Web page. However, they should be used sparingly or your Web page will appear to be choppy. Horizontal lines are easy to add in Visual Page and you may even play with their appearance by setting their properties.

To add a horizontal lines:

- 1 Place your cursor where you want the line to be inserted.
- 2 Click the Insert Horizontal Line toolbar button.

To change the properties of a horizontal line:

- 1 Select a horizontal line by clicking directly on it..
- 2 Choose Edit > Properties > Line Properties (or press F4).
The Line Properties dialog box displays.
- 3 Set the shading, size, and alignment using the dialog box.



CREATING LINKS AND ANCHORS

Creating links and anchors

Hypertext links, also known as links, are one of the most important parts of a Web page. Links allow you to connect Web pages together.

The following topics tell you more about creating and using links in your Web pages:

Creating links with the Create Link dialog box

Creating links with the Link Toolbar

Creating links with the Site Window

Copying an existing link

Creating email links

Creating and linking anchors

Testing links

Creating image maps .

Creating links with the Create Link dialog box

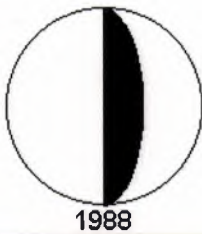
You can create a link to a selected object by using the Create Link dialog box. Using this dialog box, you can either enter the URL yourself or browse to locate the file you're linking to so Visual Page will generate the URL.

To create a link with the Create Link dialog box:

- 1 Select the object to be linked.
- 2 Click the Hyperlink button in the Insert toolbar. The Link dialog box displays.
- 3 Determine the file to be linked by either typing in the filename or URL of the file, or by clicking Browse and navigating to the file you want.
Your link is created.

Creating links with the Link Toolbar

The Link Toolbar displays at the bottom of the Visual Page window. It consists of a label and a text field.



To create a link using the Link Toolbar:

- 1 Select the object to be linked.
- 2 At the bottom of the Edit window, select the Link to field in the Link toolbar.
If you do not see the Link to field at the bottom of the Edit window, select Toolbars > Link to make the link field display.
- 3 Type in the filename or URL in the Link to edit box.
- 4 Pressing Return and your link is created.

Creating links with the Local Site Window

You can use the Local Site window to drag-and-drop files on selected objects in your Web page to create a link.

To create a link using the Local Site window:

- 1 Open a Local Site window for your current project.
For more information see Opening a Local Site window.
- 2 Select the text or graphic image on your Web page that you want to link.
- 3 Drag the file or anchor you want to link to from the Local Site window and drop it on the selected object.

Copying an existing link

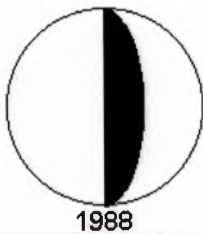
If you want multiple links to the same place, such as to a home page, you can create the link once and copy and paste the rest of the links.

To copy an existing link:

- 1 Select the link you wish to copy.
- 2 From the Edit menu, choose Copy (or press Control-C).
- 3 Click where you want the link to be copied to.
- 4 From the Edit menu, choose Paste (or press Control-V).

Creating email links

When an email link is clicked on, the browser opens up a pre-addressed email message window.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

To create an email link:

- 1 Create the link text that will display on a Web page. For example:
user@company.com
- 2 Highlight the link text.
- 3 Click on the Link to: field and enter the text in the following format:
mailto:user@company.com
- 4 Replace user with the email address of the person being emailed, and company.com with their Internet address.

Creating and linking anchors

Anchors are used to mark specific locations within a document. Once an anchor is placed in a location, you can create a link to that spot.

To add an anchor to a Web page:

- 1 Click in your Web page where you want to put the anchor.
- 2 Select on the Insert Anchor button in the Insert toolbar or select Insert > Anchor.
The Anchor Properties dialog box displays.
- 3 Name the anchor, and click OK.
An anchor icon appears in your text.
- 4 Select the object to be linked to the anchor.
- 5 Click Create Link button in the Insert toolbar or right Click and select Link to.
The Link to dialog box appears.
- 6 Select the anchor from the drop down list box and click OK.
The link to the anchor is displayed next to the object.

Testing links

You should test your links periodically to make sure they work. It's easy to break links when you're constructing Web pages. Since links are really URLs which record the location of a file or anchor, you can break a link by inadvertently changing the name of a file or of the folders in which the file resides.



To test links in your Web pages, use one of the following methods:

- 1 In Edit Mode, hold down the Control key while clicking over the link. This opens the linked file.
- 2 From the Edit menu, choose Preview in Browser. Your Visual Page document opens in the Web page browser which resides on your hard disk. You can then browse your document as you would any Web page.
- 3 From the Edit menu, choose Go To Preview Mode. You can browse and click while still within Visual Page.

USING FRAMES

Creating frames

Frames divide the parts of a Web page into two or more independent parts (frames), each displaying a separate HTML file.

To create a Web page that includes frames:

- 1 Choose File > New Frame Set or press Ctrl + Shift + N. Visual Page displays a frame file with two frames of equal size.
- 2 You may directly add the text, HTML tags, graphics, and plug-ins to each frame, or you may open an existing Web page file in a frame. For more information, see Setting the frame source.
- 3 Save your Web page in a folder dedicated to your collection of Web pages. For more information, see Saving a Web page with frames.

Additional Frame Set functions include:

Opening a frame in a new window

Setting a frame's attributes

Setting the frame target

Resizing a frame

Removing a frame

Splitting frames

Editing the No Frames settings

Editing the No Frames setting

The No Frames window lets you specify what content will display when a user's browser doesn't support frames.



To use the No Frames window:

- 1 Open the main frame file.
- 2 Choose Frame > No Frames Page.
The No Frames page displays.
- 3 Enter or edit the content of the page.
- 4 Close the No Frames page.

Opening a frame in a new window

If you have many Web pages which are accessed through the same Web page with frames you may want to navigate your Web site in Preview mode. When you see a displayed file that needs editing, opening a frame into a separate window makes it easier to edit the Web page.

To open a frame file in a new window:

- 1 Open the main frame file.
- 2 Select the frame to be opened in a new window.
- 3 Choose Frame > Open in New Window.
The frame file opens in a new window.

Removing a frame

If you add too many frames to your Web page you can use the following procedure to remove the selected frame.

To remove a frame:

- 1 Open the main frame file.
- 2 Select the frame file to be removed.
- 3 Choose Frame > Remove Frame.

Resizing a frame

Resizing a frame can be done visually on the Web page by dragging frame borders or via the Frame Properties dialog box.



To resize a frame:

- 1 Use the resize bar to resize the frame manually. You can also choose Edit > Properties > Show Frame Properties, and enter the desired width in the Width field.

Setting the frame source

A Web page with frames, also known as a frame set, can display multiple Web pages by having a different Web page assigned to each frame. You can set a frame to display a particular Web page by using the Set Frame Source menu item to assign a particular Web page HTML file to the selected frame.

To set the source file for a frame:

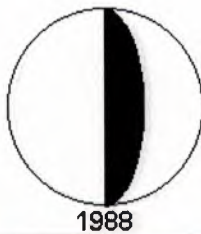
- 1 Make sure a frame is selected in an open Web page.
- 2 Select Frame > Set Frame Source.
A standard Open file dialog box displays.
- 3 Navigate to and select the HTML files you want the selected frame to display.
- 4 Click open.
A Visual Page Frame Save dialog box displays.
- 5 Save the changes to the frame.
If you have not given the frame a name, a Save As dialog box displays.
- 6 Enter a name for the frame and save it.
Visual Page displays the Web page in the selected frame.

Saving a Web page with frames

A frame set, or Web page with frames, has more than one HTML Web page file associated with it. The frame set file contains information about the Web page that contains the frames. And, each frame displays its own separate HTML file. So, when you save a frame set you probably will be prompted to name more than one Web page file. Visual Page's default filename extension is .html. You can change the default filename extension in the Preferences dialog box.

To save a Web page frame set:

- 1 From the File menu, chooses Save Frame Set.
Or, if you want to save a copy of a frame set file with a different name, choose Save Frame Set As.
- 2 In the Save or Save As dialog box, navigate to the destination folder for the frame set and select it.
- 3 Enter a filename with a .html or .html extension.
- 4 Click the Save button.



- If you made changes to any of the frames in your frame set, the Save Frame or Save Frame As dialog box displays.
- 5 If asked, enter a name for the frame file, and click Save.
If you made changes to other frames, another Save Frame or Save Frame As dialog box displays.
 - 6 Enter names and click Save until all the changed frame files are saved.

Setting a frame's attributes

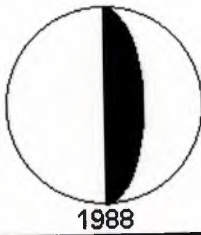
<See Also>

Frames have a set of properties you can set. Most of these can be changed as you visually edit the page. The frame properties are described below.

To edit a frame's properties:

- 1 Choose Edit > Properties > Show Frame Properties.
- 2 The Frame Properties dialog displays.
- 3 Use the options in the Frame Properties dialog box to set the frame's attributes.
These attributes are described in the table below.
- 4 Close the Frame Properties dialog.

Attribute	Definition
Source	The HTML source file for a frame.
Frame titles	The frame's name. This is NOT the same as the name of the source file. The frameset file (the file that contains the frames within a frame set) uses this name as an ID.
Frame width	The width of the selected frames, either as a percentage of the total frame set, or in pixels.
Frameset height	The height of the frame set, either as a percentage of the total frame set, or in pixels.
Margin width	The width of the selected frame's margin, in pixels.
Margin height	The height of the selected frame's margin, in pixels.
Show scrollbar	The settings for the frames scroll bars. Possible choices are Yes, No, and Auto. The default is Auto, which makes the scroll bars appear only when the frame extends beyond the length of the active window.
Resizable frame	Indicates whether or not the selected frame resizes along with the user's browser. The default is checked, which indicates that the selected frame will resize



Setting Frame properties

Use the Frame properties to set the properties which pertain to a selected frame of a frame set. Use the Frame properties dialog box to check, assign, or change these values.

To set frame properties:

- 1 Select the frame whose properties you are setting by clicking once anywhere in the frame.
A heavy black border outlines the frame.
- 2 Choose Edit > Properties > Show Frame Properties.
The Frame Properties dialog box displays.
- 3 Set the properties as they are described below.

The frame property settings: include the following:

Source	Name of the HTML file which you want to display in this frame, for instance, HomeTOC.html is an appropriate value.
Frame title	Title for the frame, otherwise Visual Page uses the random number shown as the default in this field.
Margin width	Width of the margin.
Margin height	Height of the margin.
Frameset height	This only applies if there are frames below other frames in the frameset.
Frameset Border	Specifies the thickness of the frameset border. Set to 0 for borderless frames. Leave it empty to use the default border thickness.
Show scrollbars	Defaults to automatically showing scrollbars when they're needed.
Resizable frame	Checked by default, if you don't want people to change the size of a frame, uncheck it.

Setting the base target for a frame

Visual Page allows you to select a base target for all the links in a frame. An example of using a base target is to direct all the hypertext links in a left-hand frame to appear in the neighbouring right-hand frame.



To set a base target for the links in a frame:

- 1 Open a frame set, and make sure the frames are already named and saved.
- 2 Make sure that you're in Edit mode.
For information about how to switch to Edit mode, see *Previewing your work*.
- 3 Click on the frame you are setting as a base target.
- 4 Choose Edit > Properties > Page.
- 5 Click the Select Base Target button. The Base Target dialog displays.
- 6 Click a frame in the reproduction of your frame set. Set a base target for that frame by selecting one of the Base Target options.
The Base Target options are described below.
- 7 Click OK to set the base target for the selected frame.

Tip: To set the base target for additional frames in your frame set, repeat steps 6 and 7 for each frame.

Base Target option Description

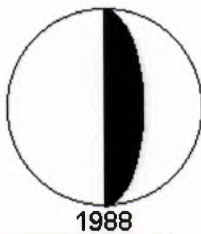
Default	Makes the linked file display in the same frame as the current frame file. This is the default setting. How the default setting performs depends on each browser's configuration.
New window	Makes the linked file display in a new, untitled window.
Same frame	Makes the linked file display in the same frame as the current frame file.
Same window	Makes the linked file display in the same window as the current frame file.
Parent window	Makes the linked file display in the parent window of the current frame file. The parent window is the window that was active, then a link opened which caused the current frame file to display.

Splitting frames

Visual Page lets you add frames by splitting existing frames into two equal parts, either horizontally or vertically.

To split a frame:

- 1 Open the main frame file.
- 2 Select the frame to be split.
- 3 Choose Frame > Split Frame Vertically or Frame > Split Frame Horizontally.
The frame is split.



CREATING TABLES

Creating tables

Tables can hold all kinds of Web page elements and are useful in formatting and page layout tasks. You can easily create tables in Visual Page.

To create a table in a Web page:

- 1 Place the cursor where you want the table to display.
- 2 Click the Insert Table toolbar button on the Insert Toolbar or choose Insert > Table > Table.
The Table Settings dialog box displays.
- 3 Set the number of rows and columns for your table.
- 4 Click OK.
The new table displays.

You can also perform the following tasks:

Inserting rows

Inserting columns

Deleting rows

Deleting columns

Changing multiple cells

Resizing rows, columns and tables

Spanning rows and columns

Adding colour to tables

For information on setting the attributes of a table, see Table settings.

Inserting rows

You can have Visual Page insert a new row either before or after the one in which you placed the insertion point.

To insert a row after the current row:

- 1 Place the cursor where you want the row to be inserted.
- 2 Choose Insert > Table > Row.
The row is inserted.



To insert a row before the current row:

- * Choose Insert > Table > Row Before. The row is inserted below the current row.

Inserting columns

Visual Page allows you to insert a column to the right or left of the column in which you placed the insertion point.

To insert a column to the right of the current column:

- 1 Place the cursor where you want the column to be inserted.
- 2 Choose Insert > Table > Column.
The column is inserted.

To insert a column to the left of the current column:

- * Click Insert > Table > Column Before. A column is inserted to the left of the current column.

Deleting rows

In Visual Page you can designate a row to be deleted.

To delete a row or rows:

- 1 Select a row or set of rows to be deleted.
- 2 Choose Insert > Table > Delete Row
The row(s) are deleted.

Deleting columns

Visual Page allows you to delete multiple columns.

To delete more than one column:

- 1 Select a column or set of columns to be deleted.
- 2 Choose Insert > Table > Delete Column
The column(s) are deleted.



Changing multiple cells

Visual Page allows selection of multiple adjacent cells. Any selected set of cells may be formatted by applying the following:

Paragraph formatting
Paragraph alignment
Character formatting

Resizing rows, columns, and tables

You can customise tables by changing the size of rows, columns, or the table.

To resize a row or column:

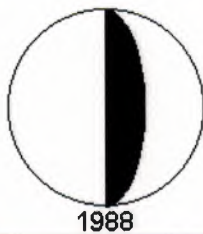
- 1 Place the pointer over the border of the row or column you want to resize.
The pointer changes to a resizing cursor.
- 2 Click on the row or column's border and drag the mouse until the row or column is the size you want.
- 3 Release the mouse button.
The row or column displays at the new size.

To resize a table:

- 1 Select the table to be resized.
- 2 Click on the resizing handle (a square box) at the bottom right corner of the table and drag the mouse until the table is the size you want.
- 3 Release the mouse button.
The table displays at the new size.

Spanning rows and columns

Sometimes you want a cell in a table to span across multiple rows or columns.



To set a cell to span across multiple rows and/or columns:

- 1 Click on the cell that you want to enlarge.
- 2 Choose Properties > Table Properties or press F4.
The Table Properties dialog displays.
- 3 Click on the Cells tab.
- 4 Enter the number of columns that you want the cell to span in the Span across columns field.
- 5 Enter the number of rows that you want the cell to span in the Span down rows field.
- 6 The cell now spans across the specified number of rows and columns. An example of a table with a spanned cell is shown below:

Adding colour to tables

You can use Visual Page to set the background colour of a cell or an entire table.

To change a cell's background colour:

- 1 Select one or more cells.
- 2 Choose Properties > Table Properties or press F4.
The Table Properties dialog displays.
- 3 Click the Cells tab.
- 4 Select the colour you want from the Cell background colour palette.
If you want to create a custom colour, click Custom.

To change a table's background colour:

- 1 Select a table.
- 2 Choose Properties > Table Properties or press F4.
The Table Properties dialog displays.
- 3 Click the Table tab.
- 4 Select the colour you want from the Background colour palette.
If you want to create a custom colour, click Custom.



Table Settings dialog box

This dialog box displays when you insert a table.

Entire table

number of rows

number of columns

space around text

space between cells

table width

table height

border width

caption placement

background colour

For more information about table properties, see Setting Table properties and Setting Cell properties.

[Please visit our sponsors.](#)

Harvester of Sorrow

(Hetfield/Ulrich)

**My Life Suffocates
Planting Seeds of Hate
I've Loved, Turned to Hate
Trapped Far Beyond My Fate
I Give
You Take
This Life That I Forsake
Been Cheated of My Youth
You Turned this Lie to Truth**

**Anger
Misery
You'll Suffer unto Me**

**Harvester of Sorrow
Language of the Mad
Harvester of Sorrow**

**Pure Black Looking Clear
My Work Is Done Soon Here
Try Getting Back to Me
Get Back Which Used to Be
Drink up
Shoot in
Let the Beatings Begin
Distributor of Pain
Your Loss Becomes My Gain**

**Anger
Misery
You'll Suffer unto Me**

**Harvester of Sorrow
Language of the Mad
Harvester of Sorrow**

**All Have Said Their Prayers
Invade Their Nightmares
See into My Eyes
You'll Find Where Murder Lies**

Infanticide

Harvester of Sorrow

Language of the Mad

Harvester of Sorrow

Language of the Mad

Harvester of Sorrow

(Hesitant, cold)
loading

Where do I take this pain of mine?

I run, but [LinkExchange](#) my wife

So tear me open, just beware

There's things inside that scream and shriek

And the pain still haunts me

So hold me, until it sleeps

Just like the curse, just like the pain

You find it once, and now it stays

So tear me open, just beware

There's things inside without a care

And the dirt still stains me

So wash me, until I'm clean

*It grips you, so hold me

It stalks you, so hold me

It hates you, so hold me

It holds you, so hold me

Until it sleeps**

So tell me why you've chosen me

Don't want your grip, don't want your greed

I'll tear me open, make you gone

No more can you hurt anyone

And the fear still shakes me

So hold me, until it sleeps

*--** Repeat

I don't want it

So tear me open, just beware

The things inside without a care

And the dirt still stains me

So wash me, 'till I'm clean...

I'll tear me open, make you gone

No longer will you hurt anyone

Please visit our sponsors.

UNTIL IT SLEEP

(Hetfield , Ulrich)

Where do I take this pain of mine
I run, but it stays right my side

So tear me open, pour me out
There's things inside that scream and shout
And the pain still hates me
So hold me, until it sleeps

Just like the curse, just like the stray
You feed it once, and now it stays

So tear me open, but beware
There's things inside without a care
And the dirt still stains me
So wash me, until I'm clean

*It grips you, so hold me
It stains you, so hold me
It hates you, so hold me
It holds you, so hold me

Until it sleeps**

So tell me why you've choosen me
Don't want your grip, don't want your greed

I'll tear me open, make you gone
No more can you hurt anyone
And the fear still shakes me
So hold me, until it sleeps

*--** Repeat

I don't want it

So tear me open, but beware
The things inside without a care
And the dirt still stains me
So wash me, 'till I'm clean...

I'll tear me open, make you gone
No longer will you hurt anyone

**And the fear still shapes me
So hold me, until it sleeps...**

Until it sleeps...

loading

[LinkExchange](#)

Mama she was tangled in a web
Told me when I was young
Saw your life's an open book
Don't close it 'cause it's done
The brightest flame burns quickest
Is what I heard they say
A man's heart's wired to rebel
But I must find my way

* Let my heart go
Let your son grow
Mama let your heart go
Or let this heart be still

Rebel my raw heart came
While blood on my veins
Agony rings around my neck
The mark that still remains
Left home at an early age
Of what I heard was wrong
I never asked for forgiveness
But what I said is done

* Repeat

** Never I ask you
But never I gave
But you gave me your compassion
I now take to my grave
Never I ask of you
But never I gave
But you gave me your compassion
I now take to my grave
So let this heart be still

Mama now I'm carrying home
I'm not all you wished of me
But a mother's love for her son
Unspoken, help out be
I wish your love for granted

[Please visit our sponsors.](#)

r>

MAMA SAID

(Hetfield, Ulrich)

**Mama she has taught me well
Told me when I was young
Son, your life's an open book
Don't close it fore it's done
The brightest flame burns quickest
Is what I heard they say
A son's heart's owned to mother
But I must find my way**

***Let my heart go
Let your son grow
Mama let your heart go
Or let this heart be still**

**Rebel my new last name
Wild blood in my veins
Apron strings around my neck
The mark that still remains
Left home at an early age
Of what I heard was wrong
I never asked forgiveness
But what I said is done**

*** Repeat**

****Never I ask you
But never I gave
But you gave me your emptiness
I now take to my grave
Never I ask of you
But never I gave
But you gave me your emptiness
I now take to my grave
So let this heart be still**

**Mama now I'm coming home
I'm not all you wished of me
But a mother's love for her son
Unspoken, Help me be
I took your love for granted**

And all the things you said to me
I need your arms to welcome me
But a cold stone's all I see

* Repeat

Let my heart go
Mama let me heart go
You never let me heart go
So let this heart be still

** Repeat

loading

LinkExchange

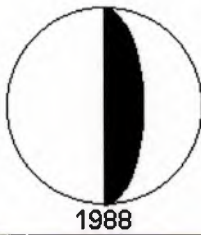
Introducing functions

Use the function notation (shown in the JavaScript Section) to create a function like:

```
function name (params)
{
    function code
}
```

name is the unique name of the function. All function names in a script must be unique.

params is one or more parameter values you pass to the function.



CHAPTER C

LEARNING JAVASCRIPT

How to take full advantage of JavaScript by moving beyond its built-in commands

Summary

The power of any programming language depends on the extent to which you can modify it for your own needs. The more you are limited to using just the built-in commands and processes, the more you are limited in what you can do with that language. And the harder it is to write sophisticated programs. Thankfully, JavaScript supports user-defined functions, properties, and methods, and uses a simplified object model to create them. (3,400 words)

JavaScript endorses full extensibility by letting you define your own functions. This allows you to create routines you can use over and over again. You save time in re-using common "components," and by designing your own functions you can extend JavaScript's base language to suit your needs. Think of it as "personalized JavaScript."

Since JavaScript is based on objects, a JavaScript function can easily be turned into an object, and a method for that object. So, not only can you create user-defined objects to do your bidding, you can create your own objects that behave in exactly the way you want. And you can create methods that act upon those objects. While this sounds powerful -- and it is -- the process of creating functions, objects, and methods is very easy in JavaScript.

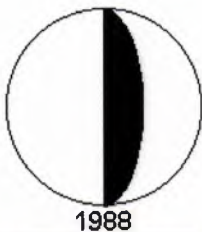
Introducing functions

Use the function statement to create your own JavaScript function. The bare-bones syntax is:

```
function name (params) {  
    ... function stuff...  
}
```

name is the unique name of the function. All function names in a script must be unique.

params is one or more parameter variables you pass to the function.



function stuff is the instructions carried out by the function. You can put most anything here.

Notice the { and } brace characters; these define the *function block*, and are absolutely necessary. The braces tell JavaScript where a function begins and ends. The parentheses around the parameters also are required. Include the parentheses even if the function doesn't use parameters (and many don't).

Names for your user-defined functions are up to you, just as long as you use only alphanumeric characters (the underscore character _ also is permitted). Function names must start with a letter character, but can include numbers elsewhere in the name.

I've stuck with the JavaScript style of function name capitalization -- that is, initial lower case, then upper-case characters if the function name is composed of composite words. For example, myFuncName, yourFuncName, or theirFuncName. Function names are case-sensitive; be sure to use the same capitalization when you refer to the function elsewhere in the script. JavaScript considers myFunc different from Myfunc.

To differentiate between functions and variables, I prefer to give my variables initial upper case characters, such as MyStuff. This immediately differentiates it from a function, which would use the capitalization myStuff. Of course, you are free to adopt any capitalization scheme you wish.

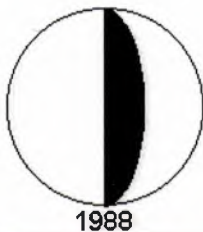
Defining and using a function

The best way to describe the how and why of a function is to show a simple one in action. Here's a basic function that displays "Hello, JavaScripters!" and is an obvious takeoff on the "Hello World!" example you see for new programming languages.

```
function basicFunction () {  
    alert ("Hello JavaScripters!");  
}
```

This merely *defines* the function. JavaScript will do nothing with it unless the function is referenced someplace else in the script. You have to *call* the function in order to use it. Calling a user-defined function is the same as calling a built-in JavaScript function -- you merely provide the name of the function in your script. This serves as the function call. When JavaScript encounters the function call, it dashes off to complete whatever instructions are in that function. When the function is over, JavaScript returns to the point immediately after the function call, and processes the remainder of the script.

To call the function above, just include the text basicFunction() -- note the empty parentheses, as they are required. Here's a working example of the [Hello JavaScripters program](#).



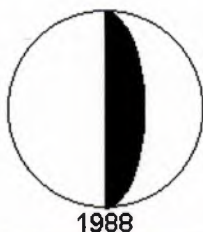
```
<HTML>
<HEAD>
<TITLE>Basic Function Example</TITLE>
<SCRIPT LANGUAGE="JavaScript">
function basicFunction () {
    alert ("Hello JavaScripters!");
}
basicFunction();
</SCRIPT>
</HEAD>
<BODY>
Page has loaded.
</BODY>
</HTML>
```

The browser processes the contents of the <SCRIPT> tag as the document loads. When it encounters the basicFunction() function call, it pauses momentarily to process the function, and an alert box appears. Click OK and the remainder of the page finishes loading.

Calling a function with an event handler

A common way of calling a function is to include a reference to it in a form button or hypertext link. Processing a user-defined function when the user clicks a form button is perhaps the easiest of all. You use the onClick event handler to tell JavaScript that when the user clicks on the button, the function specified should be processed. Here's a revised version of the previous example, showing how basicFunction is called when the form button is clicked.

```
<HTML>
<HEAD>
<TITLE>Basic Function Example</TITLE>
<SCRIPT LANGUAGE="JavaScript">
function basicFunction () {
    alert ("Hello JavaScripters!");
}
</SCRIPT>
</HEAD>
<BODY>
Click to call function.
<FORM>
```



```
<INPUT TYPE="button" VALUE="Click" onClick="basicFunction()">  
</FORM>  
</BODY>  
</HTML>
```

Notice the `onClick` syntax in the `<INPUT>` tag. The event you want to process on a click is a call to `basicFunction`. This event is surrounded by double quotes.

Passing a value to a function

JavaScript functions support passing values -- or *parameters* -- to them. These values can be used for processing within the function. For instance, rather than having the alert box say "Hello JavaScripters!" whenever you call it, you can have it say anything you like. The text to display can be passed as a parameter to the function.

To pass a parameter to a function, provide a variable name as the parameter in the function definition. You then use that variable name elsewhere in the function. For example:

```
function basicExample (Text) {  
    alert (Text);  
}
```

The variable name is `Text`, and is defined as the parameter for the function. That variable is then used as the text to display in the alert box. When calling the function, provide the text you want to show as a parameter of the function call:

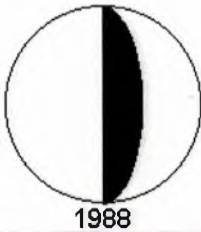
```
basicExample ("This says anything I want");
```

Passing multiple values to a function

You can pass multiple parameters to a function. As with built-in JavaScript functions and methods, separate the parameters with commas:

```
multipleParams ("one", "two");  
...  
function multipleParams (Param1, Param2) {  
...  
}
```

When you define a function with multiple parameters, be sure the parameters are listed in the same order in the function call. Otherwise, your JavaScript code may apply the parameters to the wrong variables, and your function won't work right.



Here's a working example of a function with multiple parameters. It takes two parameters: an input string and a number value. The number value indicates how many characters on the left of the string you want to display in the alert box. When you run the following script, the alert box displays "This is" -- the first seven characters of the input string.

```
<HTML>
<HEAD>
<TITLE>Global Variable Example</TITLE>
<SCRIPT LANGUAGE="JavaScript">
  lefty ("This is a test", 7);
  function lefty (InString, Num) {
    var OutString=InString.substring (InString, Num);
    alert (OutString);
  }
</SCRIPT>
</HEAD>
<BODY>
</BODY>
</HTML>
```

Returning a value from a function

The functions described so far don't return a value; that is, they do whatever magic you want them to do, then end. No "output" value is provided by the function. In some other languages, such return-less functions are called subroutines. However, in JavaScript (like in C and C++), "functions are functions" whether or not they return a value.

It's easy to return a value from a function: use the *return* statement, along with the value you wish to return. This is handy when you want your function to churn through some data and return the processed result. Take the "lefty" function from above. Instead of displaying the chopped-off string, you can return it to the calling function, and use the return value any way you want.

```
<HTML>
<HEAD>
<TITLE>Global Variable Example</TITLE>
<SCRIPT LANGUAGE="JavaScript">
  var Ret = lefty ("This is a test", 7);
  alert (Ret);
  function lefty (InString, Num) {
```




1988

NEAR EAST UNIVERSITY COMPUTER ENGINEERING

```
    var OutString=InString.substring (InString, Num);  
    return (OutString);  
}  
</SCRIPT>  
</HEAD>  
<BODY>  
</BODY>  
</HTML>
```

This script does essentially the same one as the previous example, but instead of always displaying the chopped-off text, the function merely returns the processed value. The return value is captured in a variable, and you are free to use that variable in any way you wish. The above shows the *Ret* variable used with an alert box, but you can use it in other ways, too. For example, you can write the contents of the *Ret* variable using the `document.write` method:

```
document.write (Ret);
```

Defining local variables within functions

By default all JavaScript variables are declared global for the document that created them. That means when you define a variable in a function, it is also "visible" to any other portion of the script on that document. For example, in the following global variable test, the variable `test` is visible to the `showVar` function, even though the variable is defined in the `loadVar` function.

```
<HTML>  
<HEAD>  
<TITLE>Global Variable Example</TITLE>  
<SCRIPT LANGUAGE="JavaScript">  
function showVar () {  
    alert (test)  
}  
function loadVar () {  
    test = "6"  
}  
loadVar();  
</SCRIPT>  
</HEAD>  
<BODY>  
Click to call function.  
<FORM>
```



```
<INPUT TYPE="button" Value="Click" onClick="showVar()">
</FORM>
</BODY>
</HTML>
```

Global variables aren't always what you want. Instead, you want variables that are local to the function. These variables exist only as long as JavaScript is processing the function. When it exits the function, the variables are lost. In addition, a local variable of a given name is treated as a separate entity from a global variable of the same name. In this way, you don't have to worry about reuse of variable names. The local variable in the function won't have any effect on the global variable used elsewhere in the script.

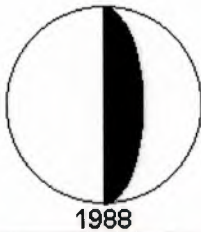
To declare a local variable, add the `var` keyword to the beginning of the variable name in the function. This tells JavaScript you want to make the variable local to that function. As a test, change the `loadVar` function above to the following, and re-load the script. When you click the button, JavaScript tells you the variable doesn't exist. This is because `test` is only local to the `loadVar` function, and does not exist outside the function.

```
function loadVar () {
    var test = "6"
}
```

Calling one function from another function

Code inside a function behaves just like code anywhere else. This means you can call one function from inside another function. This allows you to "nest" functions so that you can create separate functions, which each perform a specific task, and then run them together as a complete process, one right after the other. For example, here's a function that calls three other mythical functions, each one returning a string of text that has been altered in some way.

```
function run () {
    var Ret = changeText ("Change me");
    alert (Ret);
    document.write (Ret);
}
function changeText (Text) {
    Text = makeBold (Text);
    Text = makeItalics (Text);
    Text = makeBig (Text);
    return (Text);
}
```

```
function makeBold (InString) {  
    return (InString.bold());  
}  
function makeItalics (InString) {  
    return (InString.italics());  
}  
function makeBig (InString) {  
    return (InString.big());  
}
```

Creating objects with user-defined functions

JavaScript is based on objects: the window is an object, links are objects, forms are objects, even Netscape itself (or other browser) is an object. Using objects can help make programming easier and more streamlined. You can extend the use of objects in JavaScript by making your own. The process uses functions in a slightly modified way. In fact, you'll be surprised how easy it is to make your own JavaScript objects.

Making a new object entails two steps:

Define the object in a user-defined function.

Use the new keyword to create (or instantiate) the object with a call to the object function.

Here's an example of the world's simplest user-defined JavaScript object:

```
// this part creates a new object  
ret = new makeSimpleObject();  
// this part defines the object  
function makeSimpleObject() {}
```

I've called the new object `ret`; use any valid variable name for the new object (I use lower-case letters for variables that contain objects, so it's easier to tell that the variable contains an object).

You can use the same object function to create any number of new objects. For instance, these lines create four new and separate objects: `eenie`, `meenie`, `minie`, and `moe`:

```
eenie = new makeSimpleObject();  
meenie = new makeSimpleObject();  
minie = new makeSimpleObject();  
moe = new makeSimpleObject();
```

Actually, there is even a shortcut to the above "world's simplest JavaScript object." You don't need to define an object function to make a bare-bones object. JavaScript supports a generic `Object()` object, which you can use to make new objects. The following does the same as the above, without an explicit object function:



```
eenie = new Object();
```

Defining new properties to already-made objects

After an object has been created you can assign a value to it. But instead of just assigning a value to the object itself, you should define a new property for the object, and assign a value to the property. To create a new property and assign a value to it, simply write a variable expression like this:

```
myobject.property = value;
```

myobject is the name of the user-defined object.

property is the name of the property you want to create.

value is the value you want to assign.

Suppose you create an object called "customer" and you want to define three properties to it: name, address, and phone. Here's one way to do it:

```
customer = new makeSimpleObject();
```

```
customer.name = "Fred";
```

```
customer.address = "123 Main Street";
```

```
customer.phone = "555-1212";
```

```
function makeSimpleObject() {
```

```
    return (this);
```

```
}
```

You can verify that you've indeed created a new object and assigned properties to the object by adding an alert method to display one of the properties. For example, you could put this after the customer.phone line. When you run the script the alert box will say "Fred."

```
alert (customer.name);
```

Defining properties when you create the object

Another method of defining properties for objects is to include the property names in the object function. You can use this technique to simultaneously create a new object and define the property values. All it takes is a few more lines of code in the object function.

```
customer = new makeCustomer("Fred", "123 Main Street", "555-1212");
```

```
alert (customer.name);
```

```
function makeCustomer(Name, Address, Phone) {
```

```
    this.name = Name;
```

```
    this.address = Address;
```

```
    this.phone = Phone;
```

```
}
```



Note the series of *this* statements. Each *this* statement assigns a property to the current object, which is the one being created in the `makeCustomer` object function. Three parameters are passed to the object statement: the customer's name, address, and phone number. These parameters are used to define the contents of the three properties, which are name, address, and phone.

JavaScript imposes no limitations on the number of properties you can assign to an object. To include as customer object, just do this:

```
customer = new makeCustomer("Fred", "123 Main Street", "555-1212");  
customer.salutation = "Mr.";
```

Note that other objects you create with the `makeCustomer` object function will have just the three base properties, but this object for Fred will have an additional property for the salutation. Properties added later do not affect other objects created with the same object function.

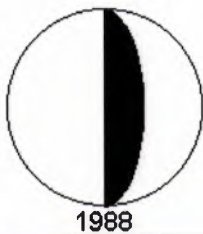
Creating user-defined methods

A user-defined method is yet another way of using functions in JavaScript. Methods act upon objects -- either objects built into JavaScript, or objects that you've created. A method changes or manipulates an object in some way. For instance, suppose you want to insert the various contents of the customer object: name, address, and phone number. Write the code to insert the object contents, then stuff the code in a function. Call the function, using the customer object as a parameter, like so:

```
customer = new makeCustomer("Fred", "123 Main Street", "555-1212");  
displayCustomer (customer);  
function displayCustomer (cust_obj) {  
    Temp = "Name: " + cust_obj.name + "<BR>";  
    Temp += "Address: " + cust_obj.address + "<BR>";  
    Temp += "Phone: " + cust_obj.phone + "<BR>";  
    document.write (Temp + "<BR>");  
}
```

Here's a fully functioning user-defined property example if you'd like to try this out. Load the script; JavaScript will display three lines of customer data. (Reload the document if you want to run it again.)

```
<HTML>  
<HEAD>  
<TITLE>Object Method Example</TITLE>  
<SCRIPT LANGUAGE="JavaScript">
```

```
function run () {  
    customer = new makeCustomer("Fred", "123 Main Street", "555-1212");  
    displayCustomer (customer);  
}  
function displayCustomer (cust_obj) {  
    Temp = "Name: " + cust_obj.name + "<BR>";  
    Temp += "Address: " + cust_obj.address + "<BR>";  
    Temp += "Phone: " + cust_obj.phone + "<BR>";  
    document.write (Temp + "<P>");  
}  
function makeCustomer(Name, Address, Phone) {  
    this.name = Name;  
    this.address = Address;  
    this.phone = Phone;  
}  
run()  
</SCRIPT>  
</HEAD>  
<BODY>  
</BODY>  
</HTML>
```

The other method is to create a method for the customer object. With this approach, you call the method as part of the object. This helps in defining special method functions that are designed for -- and only for -- certain kinds of objects. This process forms one of the foundations of object-oriented programming, where objects contain their own unique methods of operation. Here's the same script as above, modified so that the *customer* object contains the *displayCustomer* method.

```
<HTML>  
<HEAD>  
<TITLE>Object Method Example</TITLE>  
<SCRIPT LANGUAGE="JavaScript">  
function run () {  
    customer = new makeCustomer("Fred", "123 Main Street", "555-  
1212");  
    customer.displayCustomer();  
}  
function displayCustomer () {  
    Temp = "Name: " + this.name + "<BR>";  
    Temp += "Address: " + this.address + "<BR>";  
    Temp += "Phone: " + this.phone + "<BR>";  
    document.write (Temp + "<P>");  
}
```




```
function makeCustomer(Name, Address, Phone) {  
    this.name = Name;  
    this.address = Address;  
    this.phone = Phone;  
    this.displayCustomer = displayCustomer;  
}
```

```
run()
```

```
</SCRIPT>  
</HEAD>  
<BODY>  
</BODY>  
</HTML>
```

As you can see, to display the customer data, you call the `displayCustomer` method, like so:

```
customer.displayCustomer();
```

Notice a few other changes in this version:

The call to the `displayCustomer` function no longer uses a parameter.

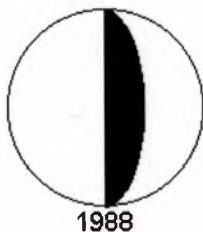
The `displayCustomer()` function no longer uses a parameter.

The `displayCustomer()` function uses the "this" keyword to refer to the current object.

When you write your own methods for objects, you'll follow the pattern used in the `displayCustomer()` function. There's no need to pass parameters to the function unless you need to. Refer to properties using the "this" keyword." And, add the name of the method function in the function that creates the object -- in this case, it's the `makeCustomer` object function.

Conclusion

Much of JavaScript's power comes from user-defined functions -- functions you make yourself. With your own functions, you create what is in essence your own JavaScript commands. And, you use functions to build JavaScript objects and methods. Master functions, and you'll go far in mastering JavaScript.



Take Advantage of User-Defined Variables in JavaScript

Learn how to master variables, the special information-holding areas that are crucial to a programming language

Summary

As with all programming languages, JavaScript relies heavily on user-defined variables. But unlike many languages -- including Java -- JavaScript's system of variables is simplified, so that even users with minimal programming experience can immediately use them. JavaScript doesn't impose strict data formats or types for its variables, which can greatly simplify programming. However, just because JavaScript's variables are easy to use doesn't mean they lack power.

These special information-holding areas can store numbers, text strings, objects, and other data types. Once stored, this information can be used later in your program. With a variable, a person's name could be stored and used at some point in the script.

Variables are temporary holders of information. They can hold:

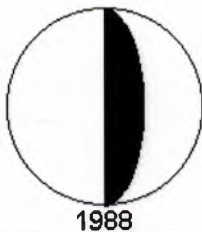
- Numeric values ("numbers") -- numbers that can be added together. Example: 2+2 results in 4
- Character strings -- a collection of text, such as "JavaScript" or "My name is Mudd"
- True/false values -- the Boolean true and false
- Objects -- JavaScript or user-defined objects (JavaScript variables can hold a few other kinds of data, but these are by far the most common types)

(Note: As with most modern programming languages, JavaScript supports array variables in addition to the basic scalar variables used to hold the above data types. We'll concentrate on single-value variables for this column and devote a separate column to arrays.)

JavaScript variables "belong" to the script document that created them; the variables are lost when the document is unloaded. In addition, the contents of a variable are erased when you assign a new value to them. Though a variable created in one document script is not usually seen by another document script, JavaScript does provide ways to share variables between scripts. You do this by referencing the name of the document along with the name of the variable.

Several JavaScript instructions create and store variables, but the basic way to accomplish this manually is with the equals (=) assignment operator. The basic syntax is:

VariableName = value



The first argument is the name of the variable. Variable names can be very long, but you are restricted in the characters you may use. For more information on valid variable names, see the section on Variable name limits.

The second argument is the contents of the variable. You can put all sorts of stuff into a variable, including a number, a string, a math expression (such as 2+2), and various other things that we'll get to in a bit.

Pascal users may be tempted to construct the variable assignment using `:=`. Be aware that this syntax is not supported in JavaScript.

Following is a more specific rundown of the four most common contents you can place in JavaScript variables, including examples.

Contents placed in JavaScript variables

Numbers in variables

A number is one or more digits stored in the computer in such a way that JavaScript can perform math calculations with them. JavaScript supports both integers and floating-point values. To place a number in a variable, just provide the variable name, the equals sign (the variable assignment operator), and the value you want to use. For example, the following is what you do to place the number 10 in a variable named MyVar:

```
MyVar = 10;
```

Strings in variables

A string is one or more text characters arranged in memory in single file. Strings can contain numbers (digits), letters, punctuation, or a combination of these elements. Math calculations cannot be performed on strings. Strings are assigned to JavaScript variables by being enclosed in a set of single or double quotes:

```
"I am a string"  
or  
'I am a string'
```

Note that double or single quotes are acceptable; unlike some languages, such as Perl, JavaScript makes no distinction between the two forms of quote marks. This working example shows how to place a string into a variable:

```
MyVar = "This is JavaScript";
```




Boolean values in variables

There are two Boolean values: true and false. Some programming languages don't have a separate set of Boolean values, and instead use 0 for false, and 1 or -1 (or any other non-zero value) for true. JavaScript can use these numbers to represent true and false but, in addition, reserves the words "true" and "false" to mean Boolean true and false. You can think of the Boolean true and false values as being equivalent to on/off or yes/no. To assign a Boolean value to a variable, provide just the word true or false, without quotes. Here's an example:

```
MyVar = true;
```

Objects in variables

Variables can contain objects, including JavaScript objects. There are basically two kinds of object variables:

- Variables that contain built-in browser-related objects -- window, document, navigator, and so on -- actually are references to the original object. They are like copies, but the copies change if the original changes. In some cases, making a change to the object in the variable affects the original JavaScript object.
- Variables that contain user-defined objects represent the actual object. Make a change to the object in the variable, and you change only that object.

To assign a JavaScript object to a variable, provide the name of the object, as in:

```
MyVar = navigator;
```

To assign a new copy of a user-defined object to a variable, use the new statement, and provide the name of the object function:

```
MyVar = new myObject();
```

SUBHEAD Variable name limits

When it comes to the names you can give variables, JavaScript offers a great deal of latitude. JavaScript variables can be almost unlimited in length, although for practical reasons you'll probably keep your variable names under 10 or 15 characters. Shorter variable names help JavaScript execute the program faster. Keep the following in mind when naming your variables:

- Variable names should consist of letters only -- without spaces. You can use numbers as long as the name doesn't start with a digit. For example, MyVar1 is acceptable, but 1MyVar is not.



- Don't use punctuation characters in variable names. Exception: the underscore character (`_`). That is, the variable `My_Var` is acceptable, but `My*Var` is not. Variables can begin with the underscore character.
- Variable names are case-sensitive. The variable `MyVar` is a distinctly different variable from `myVar`, `myvar`, and other variations.

Understanding JavaScript's "loose" variable data types

Unlike some other programming languages, in JavaScript there is no need to explicitly define the type of variable you want to create. This JavaScript behavior is called "loose data typing," and it differs from C and Java, both of which use strict data typing.

In JavaScript there is no need to differentiate variable types by appending special characters to the end of the variable name, such as `MyVar$` for a string variable (or, for that matter, `$MyVar` for a scalar variable, a la Perl). JavaScript internally decodes the variable type based on its content.

Using the var statement to assign a variable

JavaScript supports a `var` statement that can be used to explicitly define a variable. The syntax is merely the statement `var`, a space, and the same variable assignment expression detailed above. For instance:

```
var MyVar = "This is a variable";
```

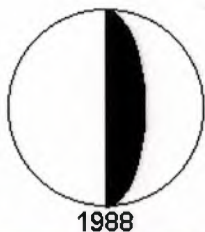
You can also use the `var` statement with the variable name to declare the variable but not define a value for it:

```
var MyVar;
```

In this case, you've defined `MyVar` in memory but have yet to assign a value to it. This technique is often used when setting up global variables -- variables that can be freely shared anywhere in your script. For more information about global variables, see the section "Understanding the scope of variables", below.

String length limitations

JavaScript imposes a limit of 254 characters for each string variable assignment in your program. If you go over the 254-character limit, JavaScript responds with a "Unterminated string literal" error message. (Note: This is fundamentally a limit of JavaScript in Netscape 2.0x; it's a good idea to observe it since not all users have adopted Netscape 3.0.)



You can create longer strings by "piecing" them together -- as long as each piece is 254 characters or less. After assigning a string to each variable, you combine them using the + character. This is called "concatenation." The following example shows how concatenation works:

```
MyVar = "This is the start " + "of how you " + "can build strings";
```

Each individual string segment -- defined by text within the quotes -- can be up to 254 characters. To make a string longer than 254 characters, merely add more segments. Another approach is to build strings using the += assignment operator, like this:

```
MyVar = "This is the start "  
MyVar += "of how you "  
MyVar += "can build strings "
```

You can continue to concatenate strings this way as long as your computer has the memory for it. But, while JavaScript can hold strings larger than that possible in many other programming languages (like Basic's typical 64K), doing so can severely degrade the performance of the system. Obviously, you won't create a lot of huge string variables. It's just nice to know that, if needed, a JavaScript variable can accommodate so much text.

Understanding the "scope" of variables

The "scope of a variable" has nothing to do with optics or mouthwash, but rather the extent to which a variable is visible to other parts of a JavaScript program. Unless you provide explicit instructions to tell JavaScript otherwise, the scope of its variables is managed as follows:

- Variables defined outside a function are available to any function within the script, as long as all the variables are defined in the script of the same HTML document. These are referred to as global variables.
- Variables defined inside a function are also global, assuming the var statement is not used when first declaring that variable. That is, `MyVar = "hello."`
- Variables defined inside a function with the var statement are "local" to that function only. These are referred to as local variables.
- Global variables remain in memory even after a script has stopped execution. The variable remains in memory until the document is unloaded.

Local variables are treated as if they don't exist outside the function where they are defined. That way, you can use the same variable name inside a function, and that variable won't interfere with the same-named variable elsewhere in the script.



Following is an example that demonstrates this. When you click the button, the script displays three alert boxes. The following details what happens when you click the button:

- JavaScript calls firstFunction, which assigns a value of 1 to a local variable named MyVar. The contents of MyVar is displayed.
- JavaScript calls secondFunction, which assigns a value of 2 to a local variable, also called MyVar. The contents of MyVar are displayed.
- JavaScript returns to firstFunction, where the contents of MyVar are again displayed. The result is 1, which is the value of MyVar local to firstFunction.

```
function firstFunction () { var MyVar = 1; alert ("firstFunction: " + MyVar);  
secondFunction(); alert ("firstFunction: " + MyVar); }  
function secondFunction () { var MyVar = 2; alert ("secondFunction: " + MyVar);  
}
```

Referencing variables in other loaded documents

When using frames, it is often necessary to share variables across documents. One or more frames may need a variable contained in another frame. By their nature, variables (even global ones) are not visible outside the document that created them. So, when you want to reference a variable in another document -- and assuming that document is loaded into the browser -- you need to explicitly reference that variable by adding the window name in front of the variable name. Here is syntax:

`winname.varname`

where `winname` is the name of the document, and `varname` is the name of the variable. More about document names in a bit.

You can assign and reference variables using the following technique. For example, this sets the MyVar variable in the mydoc window to 1:

```
mydoc.MyVar = 1;
```

The code below assigns the value of a local MyVar variable in the mydoc window.

```
VarInThisDoc = mydoc.MyVar;
```

Where do the names for the windows come from? It all depends on how the windows are used.

To use a variable in the main browser window from a window that you created, first provide a "link" to the parent window object, using this method:



```
newwindow = window.open ("","NewWindow"); //repeat this for Mac/X  
Netscape 2.0
```

```
newwindow.creator = self;
```

Then, in this new window you can refer to any variable in the main window using the syntax:

```
creator.MyVar;
```

To use a variable in a window you've created, refer to it using the object name you've provided when you created the window. For instance, you'd use newwindow for a window created with the following:

```
newwindow = window.open ("","NewWindow");
```

Now refer to that variable using the syntax:

```
newwindow.MyVar;
```

To use a variable defined in the frameset -- that is, the document containing tag -- refer to it as parent. Here's an example:

```
parent.MyVar;
```

To use a variable in another frame document, refer to it using the frame name you've provided in the tag. For instance, you'd use

```
parent.frame1.MyVar;
```

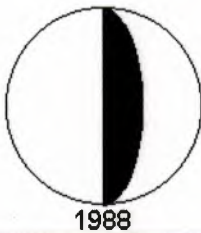
for a frame created with the following:

Understanding when variables are lost

JavaScript variables don't hang around forever. A variable is lost when one of the following happens:

- The document where the variable was assigned is unloaded (you load another document to take its place, for example).
- You reload the document or frameset.
- You resize the browser window (this causes the document to be reloaded).
- You use the `document.write` method to write to a window or frame where the variable was assigned.

Losing variables when a document is reloaded or resized is one of the most aggravating JavaScript behaviors. Each time a document is reloaded or resized you effectively start over. The same is true of frames. If the user resizes a frame (by



dragging the frame border), it causes the browser to reload the page, and thus loses all the previous variable contents.

Most of the time, however, it won't matter if the page is reloaded or resized, as your JavaScript code will behave as if the page was just accessed. But it can be a problem if you need to set and keep variables as users work themselves through some process you've provided on your page. You will need to consider workarounds if losing the variable will corrupt your script. There are several methods to accomplish this.

One method, if your page uses frames, is to include a text-box field in one of the frames. You can make that frame invisible by enlarging the others to take up all available space, or you can push the text box out of the way and make the frame unscrollable and non-resizable. That way the user never sees the text box. You then use JavaScript to write a value to the text box. The value remains even if the document is reloaded or resized.

Another method is to use a Netscape cookie, which is a semipermanent data storage file provided by Netscape. Cookies allow a safe and secure method to store data that you want to use later. With a cookie you can store items for the current session of Netscape -- or even between sessions. The current session is sufficient for the task of remembering a variable so it will last after a resize or a reload.

Variable shortcuts, tips, and tricks

When defining and using variables JavaScript supports a number of useful shortcuts. Several of the more useful shortcuts are itemized below.

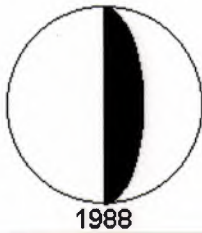
Declaring multiple variables at once

You can declare several variables at the same time, all on one line, using commas to separate them. Instead of doing this:

```
var MyVar,  
var YourVar;  
var TheirVar;
```

you can do this:

```
var MyVar, YourVar, TheirVar;
```

Assigning multiple variables at once

If you want to assign the same value to more than one variable at a time, a shortcut method is to use the multiple assignment trick. The following assigns 1 to all of the variables.

```
var MyVar = YourVar = TheirVar = 1;
```

Deleting a variable from memory

JavaScript normally will delete any variables when the page that created them is unloaded. However, you can force "early retirement" of variables with this simple technique:

```
varname = null;
```

This is intended to clear the memory the variable was using, though the variable will still exist. You might use this technique, for example, if you've created a large variable and now want to clear it from memory to avoid any possible out-of-memory problems.

Converting between number and string variables

To convert a number to a string, add a set of empty quotes in front of it, like this:

```
myVar = "" + MyVar;
```

To convert a string to a number, use the `parseInt` or `parseFloat` functions, depending on the number type (`parseInt` is used for integers; `parseFloat` is used for numbers with decimal values):

```
MyVar = parseInt(MyInt);
```

or

```
MyVar = parseFloat(MyInt);
```



Conclusion

JavaScript variables are both easy to use and powerful. As with the entire language, JavaScript's variables were designed to be exploited by Web designers of all levels, including those with little or no programming experience. This design makes JavaScript variables easy to approach but does not undermine their power and flexibility. As you work with JavaScript and its variables, keep this power and flexibility in mind; you can use it to build JavaScript applications as complex and sophisticated as you wish.



CHAPTER D

PROGRAMMING WITH HTML

INDEX.HTM

<HTML>

<HEAD>

<META HTTP-EQUIV="Content-Type" CONTENT="text/html;
charset=windows-1252">

<META NAME="Generator" CONTENT="Microsoft Word 97">

<META NAME="AUTHOR" Content="METIN TASKIN">

<META NAME="DESCRIPTION" Content="This about TURKIYE">

<META NAME="KEYWORDS"

Content="turkiye,hotel,akdeniz,antalya,izmir,
mersin,giresun,ataturk,trabzon, ofo hotel,hilton,prencess,
kit tur,ormancilar,sheraton">

<TITLE>Turkiye</TITLE>

</HEAD>

<FRAMESET COLS = "156,638 " >

<FRAME SRC="finl.htm" NAME="Frame274284" RESIZE>

<FRAME SRC="finr.htm" NAME="Frame274311" RESIZE>

</FRAMESET>

<NOFRAMES>

<BODY>

<P>

</BODY>

</NOFRAMES>

</HTML>

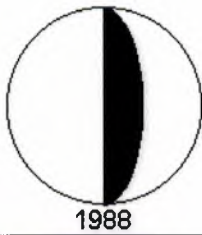


FINL.HTM

```
<HTML>
  <HEAD>
    <META HTTP-EQUIV="Content-Type" CONTENT="text/html;
    charset=iso-8859-1">
    <META NAME="GENERATOR" CONTENT="Mozilla/4.02 [en]
    (Win95; I) [Netscape]">
    <META NAME="AUTHOR" Content="METIN TASKIN">
    <META NAME="DESCRIPTION" Content="This about
    TURKIYE">
    <META NAME="KEYWORDS" Content=" turkiye, hotel, akdeniz,
    antalya, izmir, mersin, giresun, ataturk, trabzon, ofo hotel, hilton,
    prencess, kit tur, ormancilar, sheraton">
    <TITLE>Turkiye</TITLE>
  </HEAD>

  <BODY TEXT="#CC0000" BGCOLOR="#CC0000" LINK="#CC0000"
  VLINK="#CC0000" ALINK="#CC0000"
  BACKGROUND="CDTSBK.jpg">
    <CENTER><IMG SRC="globe7.gif" ALT="dunya" BORDER=0
    HEIGHT=88 WIDTH=88 ALIGN=BOTTOM></CENTER>
    <CENTER><IMG SRC="Flagtk.gif" ALT="Turk Bayragi" BORDER=0
    HEIGHT=71 WIDTH=121></CENTER>
    <CENTER><B><FONT FACE="Arial, Helvetica"><A HREF="turk0.htm"
    target="_top">WELCOME</A></FONT></B></CENTER>
    <CENTER><B><FONT FACE="Arial, Helvetica"><A HREF="turk0.htm"
    target="_top">TO</A></FONT></B></CENTER>
    <CENTER><B><FONT FACE="Arial, Helvetica"><A HREF="turk0.htm"
    target="_top">TURKEY</A></FONT></B></CENTER>
    <CENTER>&nbsp;</CENTER>
    <CENTER>&nbsp;</CENTER>
    <CENTER>&nbsp;</CENTER>
    <CENTER>&nbsp;</CENTER>
    <CENTER>&nbsp;</CENTER>
    <H2>
    <A HREF="turk0.htm" target="_top"><IMG SRC="docsrigh.gif"
    ALT="ileri" BORDER=0 HEIGHT=30 WIDTH=30></A></H2></CENTER>

  </BODY>
</HTML>
```



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

FINR.HTM

```
<HTML>
  <HEAD>
    <META HTTP-EQUIV="Content-Type" CONTENT="text/html;
    charset=windows-1252">
    <META NAME="Generator" CONTENT="Microsoft Word
    97"><META NAME="AUTHOR" Content="METIN TASKIN">
    <META NAME="DESCRIPTION" Content="This about
    TURKIYE">
    <META NAME="KEYWORDS" Content=" turkiye, hotel, akdeniz,
    antalya, izmir, mersin,giresun,ataturk,trabzon, ofo Hotel, hilton,
    prencess, kit tur, ormancilar, sheraton">
    <TITLE>Turkiye</TITLE>
  </HEAD>

  <BODY TEXT="#FF0000" BGCOLOR="#FF0000"
  LINK="#FF0000" VLINK="#FF0000" ALINK="#FF0000"
  BACKGROUND="CDTSBK.jpg">
    <CENTER><B><FONT FACE="Arial, Helvetica"><FONT
    SIZE=+4><A HREF="http://www.turkey.org/"
    target="_top">TURKEY</A></FONT></FONT></B></CENTER>
    <CENTER><A HREF="turk0.htm" target="_top"><IMG
    SRC="MAPi.jpg" ALT="turkiye haritasý" BORDER=0 HEIGHT=235
    WIDTH=436></A></CENTER>
    <CENTER><B><BLINK><FONT FACE="Arial,Helvetica"><FONT
    SIZE=+3>WELCOME TO
    TURKEY</FONT></FONT></BLINK></B></CENTER>
  </BODY>
</HTML>
```



TURK0.HTM

```
<HTML>
  <HEAD>
    <META HTTP-EQUIV="Content-Type" CONTENT="text/html;
    charset=windows-1252">
    <META NAME="Generator" CONTENT="Microsoft Word 97">
    <META NAME="AUTHOR" Content="METIN TASKIN">
    <META NAME="DESCRIPTION" Content="This about
    TURKIYE">
    <META NAME="KEYWORDS" Content=" turkiye, hotel, akdeniz,
    antalya, izmir, mersin, giresun, ataturk, trabzon, ofo hotel, hilton,
    prencess,kit tur, ormancilar, sheraton">
  <TITLE>Turkiye</TITLE>
</HEAD>

<FRAMESET COLS = "151,643 " >
<FRAME SRC="ftl.htm" NAME="Frame5915145" RESIZE>
<FRAME SRC="ftr.htm" NAME="Frame5915159" RESIZE>
</FRAMESET>
<NOFRAMES>
  <BODY>
    <P>
  </BODY>
</NOFRAMES>

</HTML>
```

FTL.HTM

```
<HTML>
  <HEAD>
    <META HTTP-EQUIV="Content-Type" CONTENT="text/html;
    charset=windows-1252">
    <META NAME="Generator" CONTENT="Microsoft Word 97">
    <META NAME="AUTHOR" Content="METIN TASKIN">
    <META NAME="DESCRIPTION" Content="This about TURKIYE">
    <META NAME="KEYWORDS" Content=" turkiye, hotel, akdeniz, antalya,
    izmir, mersin, giresun, ataturk, trabzon, ofo hotel, hilton, prencess, kit tur,
    ormancilar, sheraton">
```




NEAR EAST UNIVERSITY COMPUTER ENGINEERING

```
<TITLE>Turkiye</TITLE>
```

```
</HEAD>
```

```
<BODY BACKGROUND="CDTSBK.jpg" TEXT="#CC0000" BGCOLOR=
"#CC0000" LINK="#CC0000" VLINK="#660000" ALINK="#CC0000">
```

```
<P ALIGN="CENTER"><IMG SRC="globe7.gif" WIDTH="88" HEIGHT=
"88" ALIGN="BOTTOM" BORDER="0">
```

```
<CENTER>
```

```
<IMG SRC="Flagtk.gif" WIDTH="121" HEIGHT="71"
```

```
ALIGN="BOTTOM" BORDER="0"></CENTER>
```

```
<B><BLINK></B><A HREF="index.htm" target="_top"><FONT
FACE="Arial,
```

```
Helvetica"><B>WELCOME</A></B></FONT><B></BLINK></B><A
HREF="index.htm" target="_top"><BR>
```

```
</A><B><BLINK></B><A HREF="index.htm" target="_top"><FONT
FACE="Arial,
```

```
Helvetica"><B>TURKEY</A></B></FONT><B></BLINK></B></P>
```

```
<P ALIGN="CENTER"><BR>
```

```
<BR>
```

```
<BR>
```

```
<BR>
```

```
<BR>
```

```
<BR>
```

```
<A HREF="index.htm" target="_top"><IMG SRC="docsleft.gif"
WIDTH="30" HEIGHT="30" ALIGN="BOTTOM" BORDER="0"><IMG
SRC=" docsupar.gif" WIDTH="30" HEIGHT="30" ALIGN="BOTTOM"
BORDER="0"></A><A HREF="turk1.htm" target="_top"><IMG
SRC="docsrigh.gif" WIDTH="30" HEIGHT="30" ALIGN="BOTTOM"
BORDER="0"></A>
```

```
</BODY>
```

```
</HTML>
```

FTR.HTM

```
<HTML>
```

```
<HEAD>
```

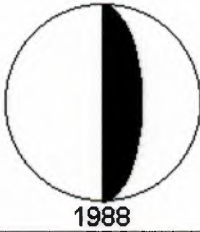
```
<META HTTP-EQUIV="Content-Type" CONTENT="text/html;
charset=windows-1252">
```

```
<META NAME="Generator" CONTENT="Microsoft Word 97">
```

```
<META NAME="AUTHOR" Content="METIN TASKIN">
```

```
<META NAME="DESCRIPTION" Content="This about TURKIYE">
```

```
<META NAME="KEYWORDS" Content=" turkiye, hotel, akdeniz,
```



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

antalya, izmir, mersin, giresun, ataturk, trabzon, ofo hotel, hilton, prencess,
kit tur, ormancilar, sheraton">

<TITLE>Turkiye</TITLE>

</HEAD>

<BODY BACKGROUND="CDTSBK.jpg" TEXT="#CC0000"
BGCOLOR="#CC0000" LINK="#CC0000" VLINK="#660000"
ALINK="#CC0000">

<P ALIGN="CENTER"><IMG SRC="globe7.gif" WIDTH="88"
HEIGHT="88" ALIGN="BOTTOM" BORDER="0">
<CENTER>

<IMG SRC="Flagtk.gif" WIDTH="121" HEIGHT="71"
ALIGN="BOTTOM" BORDER="0"></CENTER>

<BLINK><FONT
FACE="Arial,
Helvetica">WELCOME</BLINK>

<BLINK>

<FONT FACE="Arial,

Helvetica">TURKEY</BLINK></P>

><P ALIGN="CENTER">

<IMG SRC="docsleft.gif"
WIDTH="30" HEIGHT="30" ALIGN="BOTTOM" BORDER="0">

<IMG SRC="docsupar.gif" WIDTH="30" HEIGHT="30" ALIGN="

"BOTTOM" BORDER="0"><A HREF="turk1.htm" target="

_top"><IMG SRC="docsrigh.gif" WIDTH="30" HEIGHT="30"

ALIGN="BOTTOM" BORDER="0">

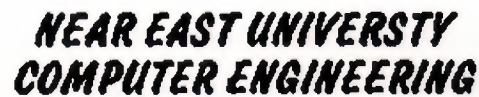
</BODY>

</HTML>

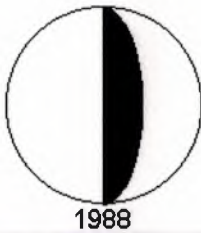


NEAR EAST UNIVERSITY COMPUTER ENGINEERING

```
<BODY BACKGROUND="CDTSBK.jpg" TEXT="#CC0000" LINK="#CC0000"
VLINK="#660000" ALINK="#CC0000">
<P ALIGN="CENTER"><FONT SIZE="5" COLOR="#CC0000" FACE="Arial,
Helvetica"><B>WELCOME TO TURKEY</B></FONT><FONT
SIZE="5">&nbsp;</FONT>
  <CENTER>
    <TABLE BORDER="0" CELLPADDING="0" CELLSPACING="0"
    WIDTH="524" HEIGHT="461">
      <TR><TD WIDTH="216" HEIGHT="23" VALIGN="BOTTOM" >
&nbsp;</TD>
      <TD WIDTH="153" VALIGN="BOTTOM" ROWSPAN="2"><A HREF=
"http://www.turkey.org" target="_top"><IMG SRC="Atal.gif" WIDTH=
"153" HEIGHT="206" ALIGN="BOTTOM" BORDER="0"></A></TD>
      <TD HEIGHT="23" VALIGN="TOP">&nbsp;</TD>
    </TR>
    <TR>
      <TD WIDTH="216" HEIGHT="179" VALIGN="BOTTOM"><IMG SRC=
"Flagtk.gif" WIDTH="216" HEIGHT="116" ALIGN="BOTTOM"
BORDER="0"></TD><TD HEIGHT="179" VALIGN="BOTTOM">
      <P ALIGN="CENTER"><IMG SRC="globe7.gif" WIDTH="126" HEIGHT=
"111" ALIGN="BOTTOM" BORDER="0">
    </TD>
    </TR>
    <TR>
      <TD HEIGHT="251" VALIGN="TOP" COLSPAN="3">
      <P> <IMG SRC="MAPI.jpg" WIDTH="524" HEIGHT="185" ALIGN=
"BOTTOM" BORDER="0"></P>
      <P ALIGN="CENTER"><A HREF="turk1.htm" target="_top"><FONT
FACE="Arial, Helvetica"><B>WHEN TO TRAVEL
TURKEY</B></FONT></A></P><P ALIGN="CENTER"><A
HREF="turk2.htm" target="_top"><FONT FACE="Arial,
Helvetica"><B>HOW TO TRAVEL TO TURKEY</B></FONT></A></P>
      <P ALIGN="CENTER"><A HREF="turk3.htm" target="_top"><FONT
FACE="Arial, Helvetica"><B>USEFUL PHRASES IN TURKEY </B>
</FONT></A></P>
      <P ALIGN="CENTER"><A HREF="tou.htm" target="_top"><FONT
FACE="Arial, Helvetica"><B>TOURISTIC PLACES IN TURKEY </B>
</FONT></A>
    </TD>
    </TR>
    </TABLE>
  </CENTER>
  &nbsp;</pre>
```

- 114 -

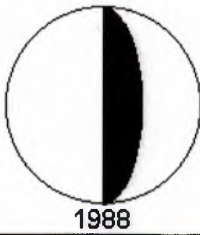


TURK1.HTM

```
<HTML>
  <HEAD>
    <META HTTP-EQUIV="Content-Type" CONTENT="text/html;
      charset=windows-1252">
    <META NAME="Generator" CONTENT="Microsoft Word 97">
    <META NAME="AUTHOR" Content="METIN TASKIN">
    <META NAME="DESCRIPTION" Content="This about TURKIYE">
    <META NAME="KEYWORDS" Content= "turkiye, hotel, akdeniz,
      antalya, izmir, mersin,giresun,ataturk,trabzon, ofo hotel,hilton,prencess, kit
      tur, ormancilar, sheraton">
    <TITLE>Turkiye</TITLE>
  </HEAD>
  <FRAMESET COLS = "151,643 " >
    <FRAME SRC="fthl1.htm" NAME="Frame890491" RESIZE>
    <FRAME SRC="fthr1.htm" NAME="Frame890504" RESIZE>
  </FRAMESET>
  <NOFRAMES>
    <BODY>
      <P>
    </BODY>
  </NOFRAMES>
</HTML>
```

FTHL1.HTM

```
<HTML>
  <HEAD>
    <META HTTP-EQUIV="Content-Type" CONTENT="text/html;
      charset=windows-1252">
    <META NAME="Generator" CONTENT="Microsoft Word 97">
    <META NAME="AUTHOR" Content="METIN TASKIN">
    <META NAME="DESCRIPTION" Content="This about TURKIYE">
    <META NAME="KEYWORDS" Content= "turkiye, hotel, akdeniz, antalya,
      izmir, mersin, giresun, ataturk, trabzon, ofo hotel, hilton, prencess, kit tur,
      ormancilar, sheraton">
  </HEAD>
```



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

```
<TITLE>Turkiye</TITLE>
</HEAD>
<BODY BACKGROUND="CDTSBK.jpg" TEXT="#CC0000" LINK
= "#CC0000" VLINK="#660000" ALINK="#CC0000">
<P ALIGN="CENTER"><IMG SRC="globe7.gif" WIDTH="88"
HEIGHT="88" ALIGN="BOTTOM" ALT="dunya" BORDER="0">
<CENTER>
<B><BLINK></B><A HREF="index.htm" target="_top"><FONT
FACE="Arial, Helvetica"><B>WELCOME</A></B></FONT> <B>
</BLINK></B><A HREF="index.htm" target="_top"><BR> </A>
<B><BLINK></B><A HREF="index.htm" target="_top"><FONT
FACE="Arial, Helvetica"><B>TURKEY</A></B></FONT><B>
</BLINK></B><BR><IMG SRC="Flagtk.gif" WIDTH="121"
HEIGHT="71" ALIGN="BOTTOM" BORDER="0"></CENTER>
<BR>
<BR>
<BR>
<BR>
<BR>
<BR>

<P ALIGN="CENTER"><A HREF="turk0.htm" target="_top"><IMG
SRC="docsleft.gif" WIDTH="30"HEIGHT="30"ALIGN="BOTTOM"
BORDER="0"></A><A HREF="index.htm" target="_top"><IMG
SRC="docsupar.gif"WIDTH="30"HEIGHT="30"ALIGN="BOTTOM"
BORDER="0"></A><A HREF="turk2.htm" target="_top"><IMG
SRC="docsrigh.gif"WIDTH="30"HEIGHT="30"ALIGN="BOTTOM"
BORDER="0"></A>
</BODY>
</HTML>
```

FTHR1.HTM

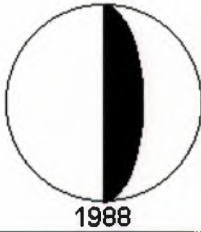
```
<HTML>
<HEAD>
<META HTTP-EQUIV="Content-Type" CONTENT="text/html;
charset=windows-1252">
<META NAME="Generator" CONTENT="Microsoft Word 97"><META
NAME="AUTHOR" Content="METIN TASKIN">
<META NAME="DESCRIPTION" Content="This about TURKIYE">
```




1988

NEAR EAST UNIVERSITY COMPUTER ENGINEERING

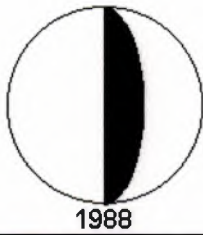
```
<META NAME="KEYWORDS" Content=
"turkiye,hotel,akdeniz,antalya, izmir, mersin, giresun,ataturk,trabzon,
ofo hotel ,hilton, prencess, kit tur,ormancilar,sheraton">
<TITLE>Turkiye</TITLE>
</HEAD>
<BODY BACKGROUND="CDTSBK.jpg" TEXT="#660099" LINK=
"#CC0000" VLINK="#660000" ALINK="#CC0000"><H2 ALIGN=
"CENTER"><FONT COLOR="#330066">When to Travel to Turkey
</FONT></H2>
<P><FONT COLOR="#330066"><B>Marmara, Aegean and
Mediterranean Coasts:</B></FONT><BR>
These coasts have a typical Mediterranean climate with hot summers and mild
winters. The swimming season becomes shorter as one travels north:<BR>
<STRONG>Marmara and North Aegean:</STRONG> June to September
<BR>
<STRONG>South Aegean and Mediterranean:</STRONG> April to October
<BR>
<B>Black Sea Coast:</B><BR>
Temperate climate with warm summers, mild winters and relatively high
rainfall.</P>
<P><FONT COLOR="#330066"><B>Central Anatolia:</B></FONT><BR>
These areas have a steppe climate with hot, dry summers and cold winters.
</P>
<P><FONT COLOR="#330066"><B>Eastern Anatolia:</B></FONT><BR>
Long snowy, cold winters with mild summers.</P>
<P><FONT COLOR="#330066"><B>Southeast Anatolia:</B></FONT>
<BR>These areas have a hot summer with mild, rainy winters.</P>
<P>
<H3><FONT COLOR="#330066">Average Air temperatures for Major
Regions</FONT></H3>
<P>(IN CELSIUS)
<TABLE BORDER="1">
<td>
<TR>
<TD>&nbsp;</TD>
<TD><FONT COLOR="#330066">Jan</FONT></TD>
<TD><FONT COLOR="#330066">Feb</FONT></TD>
<TD><FONT COLOR="#330066">Mar</FONT></TD>
<TD><FONT COLOR="#330066">Apr</FONT></TD>
<TD><FONT COLOR="#330066">May</FONT></TD>
<TD><FONT COLOR="#330066">Jun</FONT></TD>
<TD><FONT COLOR="#330066">Jul</FONT></TD>
<TD><FONT COLOR="#330066">Aug</FONT></TD>
<TD><FONT COLOR="#330066">Sep</FONT></TD>
```



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

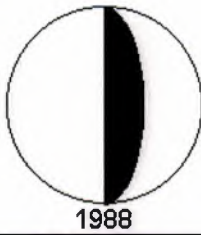
1988

```
<TD><FONT COLOR="#330066">Oct</FONT></TD>
<TD><FONT COLOR="#330066">Nov</FONT></TD>
<TD><FONT COLOR="#330066">Dec</FONT></TD>
</TR>
<TR>
<TD><FONT COLOR="#330066">ANTALYA</FONT></TD>
<TD>10</TD>
<TD>11</TD>
<TD>13</TD>
<TD>16</TD>
<TD>20</TD>
<TD>25</TD>
<TD>28</TD>
<TD>28</TD>
<TD>25</TD>
<TD>20</TD>
<TD>15</TD>
<TD>12</TD>
</TR>
<TR>
<TD><FONT COLOR="#330066">IZMIR</FONT></TD>
<TD>9</TD>
<TD>10</TD>
<TD>11</TD>
<TD>16</TD>
<TD>20</TD>
<TD>25</TD>
<TD>28</TD>
<TD>27</TD>
<TD>23</TD>
<TD>18</TD>
<TD>15</TD>
<TD>10</TD>
</TR>
<TR>
<TD><FONT COLOR="#330066">ISTANBUL</FONT></TD>
<TD>5</TD>
<TD>6</TD>
<TD>7</TD>
<TD>12</TD>
<TD>16</TD>
<TD>21</TD>
<TD>23</TD>
<TD>23</TD>
```

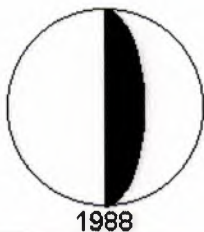


NEAR EAST UNIVERSITY COMPUTER ENGINEERING

```
<TD>20</TD>
<TD>16</TD>
<TD>12</TD>
<TD>8</TD>
</TR>
<TR>
<TD><FONT COLOR="#330066">TRABZON</FONT></TD>
<TD>6</TD>
<TD>6</TD>
<TD>7</TD>
<TD>11</TD>
<TD>15</TD>
<TD>20</TD>
<TD>22</TD>
<TD>22</TD>
<TD>19</TD>
<TD>15</TD>
<TD>12</TD>
<TD>9</TD>
</TR>
<TR>
<TD><FONT COLOR="#330066">ANKARA</FONT></TD>
<TD>0</TD>
<TD>1</TD>
<TD>5</TD>
<TD>11</TD>
<TD>16</TD>
<TD>20</TD>
<TD>23</TD>
<TD>23</TD>
<TD>18</TD>
<TD>13</TD>
<TD>8</TD>
<TD>2</TD>
</TR>
<TR>
<TD><FONT COLOR="#330066">ERZURUM</FONT></TD>
<TD>-9</TD>
<TD>-7</TD>
<TD>-3</TD>
<TD>5</TD>
<TD>11</TD>
<TD>15</TD>
<TD>19</TD>
```

1988



TURK2.HTM

```
<HTML>
  <HEAD>
    <META HTTP-EQUIV="Content-Type" CONTENT="text/html;
    charset=windows-1252">
    <META NAME="Generator" CONTENT="Microsoft Word 97">
    <META NAME="AUTHOR" Content="METIN TASKIN">
    <META NAME="DESCRIPTION" Content="This about
    TURKIYE">
    <META NAME="KEYWORDS" Content="turkiye,hotel, akdeniz,
    antalya,izmir,mersin,giresun,ataturk, Trabzon, ofo hotel,hilton,prencess,
    kit tur,ormancilar,sheraton">
    <TITLE>Turkiye</TITLE>
  </HEAD>
    <FRAMESET COLS = "151,643 " >
    <FRAME SRC="fthl2.htm" NAME="Frame1677928" RESIZE>
    <FRAME SRC="fthr2.htm" NAME="Frame1677938" RESIZE>
    </FRAMESET>
    <NOFRAMES>
  <BODY>
    <P>
  </BODY>
</HTML>
```

FTHL2.HTM

```
<HTML>
  <HEAD>
    <META HTTP-EQUIV="Content-Type" CONTENT="text/html;
    charset=windows-1252">
    <META NAME="Generator" CONTENT="Microsoft Word 97">
    <META NAME="AUTHOR" Content="METIN TASKIN">
    <META NAME="DESCRIPTION" Content="This about
    TURKIYE">
    <META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
    antalya,izmir,mersin,giresun,ataturk, Trabzon, ofo hotel, hilton,prencess,
    kit tur,ormancilar,sheraton">
```

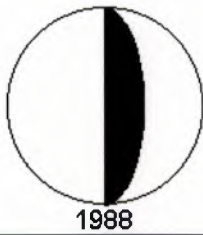


NEAR EAST UNIVERSITY COMPUTER ENGINEERING

```
<TITLE>Turkiye</TITLE>
</HEAD>
<BODY BACKGROUND="CDTSBK.jpg" TEXT="#CC0000"
LINK="#CC0000" VLINK="#660000" ALINK="#CC0000">
<P ALIGN="CENTER"><IMG SRC="globe7.gif" WIDTH="88"
HEIGHT="88" ALIGN="BOTTOM" ALT="dunya" BORDER="0">
<CENTER>
<A HREF="index.htm" target="_top"><FONT FACE="Arial,
Helvetica"><B>WELCOME</B></FONT></A></CENTER>
<CENTER>
<A HREF="index.htm" target="_top"><FONT FACE="Arial,
Helvetica"><B>TURKEY</B></FONT></A></CENTER>
<CENTER>
<IMG SRC="Flagtk.gif" WIDTH="121" HEIGHT="71"
ALIGN="BOTTOM" BORDER="0"></CENTER>
&nbsp; <BR>
&nbsp; <BR>
&nbsp; <BR>
&nbsp; <BR>
&nbsp; <BR>
&nbsp; <BR>
<CENTER>
<A HREF="turk1.htm" target="_top"><IMG SRC="docsleft.gif"
WIDTH="30" HEIGHT="30" ALIGN="BOTTOM" BORDER=
"0"></A><A HREF="turk0.htm" target="_top"> <IMG SRC=
"docsupar.gif" WIDTH="30" HEIGHT="30" ALIGN="BOTTOM"
BORDER="0"></A><A HREF="turk3.htm" target= "_top"> <IMG
SRC="docsrigh.gif" WIDTH="30" HEIGHT="30" ALIGN=
"BOTTOM" BORDER="0"></A></CENTER>
</BODY>
</HTML>
```

FTHR2.HTM

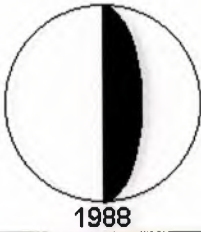
```
<HTML>
<HEAD>
<META HTTP-EQUIV="Content-Type" CONTENT="text/html;
charset=windows-1252">
<META NAME="Generator" CONTENT="Microsoft Word 97">
<META NAME="AUTHOR" Content="METIN TASKIN">
<META NAME="DESCRIPTION" Content="This about
TURKIYE">
```

NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

```
<META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
antalya,izmir, mersin,giresun,ataturk,trabzon, ofo hotel,hilton,prencess,
kit tur,ormancilar,sheraton">
<TITLE>Turkiye</TITLE>
</HEAD>
<BODY BACKGROUND="CDTSBK.jpg" TEXT="#660099">
<P ALIGN="CENTER"><FONT SIZE="5" COLOR= "#330066">
<B>How to Travel to Turkey</B></FONT><FONT SIZE="6"><B>
</B></FONT></P>
<UL>
<LI><FONT COLOR="#330066"><B>Airlines</B></FONT><BR>
Turkish Airlines has regular flights to Ankara, Istanbul, Izmir, Antalya,
Adana, Trabzon and Dalaman, from the principal capitals and major cities of
the world.
<UL>
<LI>Turkish Airlines
<LI>International Airlines
<LI>Charter Airlines
</UL>
<P>
<LI><FONT COLOR="#330066"><B>Travel Agencies</B> </FONT>
<BR>
A listing of travel agents in major Turkish cities.
<P>
<LI><FONT COLOR="#330066"><B>Other Means of Transportation</B>
</FONT><BR> A listing of other means of transportation, including state
railways, maritime lines, sea buses and major city bus companies.
</UL>
<H2><FONT COLOR="#330066">Airlines</FONT></H2>
<UL>
<LI>Turkish Airlines
<LI>Other Domestic Airlines
<LI>International Airlines
<LI>Charter Aircraft
</UL>
<H3>Office of Turkish Airlines</H3>
<P>R: Reservations phone number<BR>
S: Sales office phone number</P>
<P><FONT SIZE="4"><B>Istanbul</B></FONT></P>
<P>Turkish Airlines Head Office<BR>Ataturk Airport Yesilkoy,
Istanbul<BR>
Tel: (212) 663 63 00<BR>Fax: (212) 663 47 44 -63 49 04<BR>
R: (212) 663 63 63<BR>(25 lines)</P>
```



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

<P>Cargo Reservation Department
Ataturk Airport Yesilkoy,
Istanbul
Tel: R: (212) 663 46 00
(4 lines)
Fax: (212)
573 35 26
Istanbul Sales
Cumhuriyet Caddesi 199-201 Kat
3
Harbiye, Istanbul
Tel: S (212) 248 26 31 -

246 40 17 - 247 13 38
R (212) 663 63 63
(25 lines)

Fax: (212) 240 29 84
Sales Offices:
Taksim: (212) 252 11
06 (6 lines)
Harbiye: (212) 225 05 56
(6 lines)

Aksaray: (212) 514 00 22 - 23

Sirkeci: (212) 522 88 88 -528 42 61</P>
<P>Ankara

Turkish Airlines
Ataturk Bulvan 25 Bakanliklar, Ankara

Tel: S (312) 419 28 25/
418 68 45/ 518 92 60

R (312) 418 26 24/
419 28 00
Fax: (312) 418 94 53</P>
<P>Izmir
Turkish
Airlines
Gaziosmanpasa Bulvan
I/F Buyuk Efes Oteli Altı
Izmir
Tel: S (232) 484 12 20
(5 lines)
R (232) 425 82
80
Fax: (232) 483 62 81</P><P>Adana

Turkish Airlines
Stadyum Caddesi 32
01120 Adana
Tel: S (322) 453 08 67
R (322) 454 23
93/
454 35 38/ 453 72 47
Fax: (322) 454 30 88</P>
<P>Antalya
Turkish
Airlines
Ozel Idare Ishani Altı Cumhuriyet Caddesi Antalya

Tel: S (242) 243 43 81-82
R (242) 243 43 84

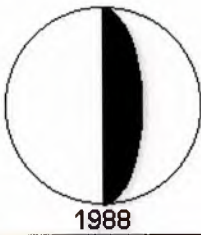
(4 lines0
Fax: (242) 248 47 61</P><P><H3>Other Domestic
Airlines</H3><P>Green Air
Konakli Sokak 10

Florya, Istanbul
Tel: (212) 663 50 08-09
Fax: (212) 663 56
90</P>
<P>Istanbul Airlines
Cumhuriyet Caddesi 289

Harbiye, Istanbul
Tel: (212) 231 75 26
Fax: (212) 246 49
67</P>
<P>Mas Air (Flights to Bodrum)
City Office

Cumhuriyet Caddesi
167 Elmadag, Ist.
Tel: (212) 231 10
72-73
Fax: (212) 234 43 31
Airport Office
Ataturk
Hava Limani Kat 3
Yesilkoy
Istanbul
Tel: (212) 663
40 94 PBX
Fax: (212) 574 05 53</P>
<P><H3>International Airlines</H3><P>
Istanbul</P><P>Adria (Slavonian) Airways

Ordu Caddesi 206/1 Lalei
Tel: (212) 512 42 31
Fax:
(212) 512 42 34-512 54 36</P>
<P>Aeroflot
Mete Caddesi 30 Taksim
Tel: (212)
243 47 25
Fax: (212) 252 39 98</P>
<P>Air China
Cumhuriyet Caddesi 235/1
Harbiye
Tel: (212) 232 71 11
Fax: (212) 232 44 87</P>
<P>Air France
Cumhuriyet Caddesi I Taksim



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Tel: (212) 256 43 56
Fax: (212) 254 43 34</P><P>Alia
(Jordanian Airlines)
Cumhuriyet Caddesi 163 Kat 2
Imadag
Tel: (212) 230 40 74
Fax: 234 54 10</P><P>
Alitalia
Cumhuriyet Caddesi Seyhan Apt. 12/4

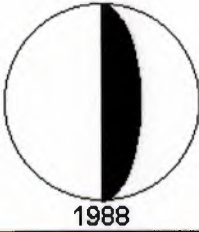
Elmadag,
Tel: (212) 231 33 91-92
Fax: (212) 230 63 4</P>
<P>American Airlines
Cumhuriyet Caddesi 47/2
Taksim
Tel: (212) 237 20 03
Fax: (212) 237 20 05</P>
<P>Austrian Airlines
Sheraton Hotel Taksim
Tel:
(212) 232 22 00
Fax: (212) 234 37 28</P>
<P>Azerbaijan Airlines
Cumhuriyet Caddesi 39/I
Taksim
Tel: (212) 237 42 01-02
Fax: (212) 237 42 00</P>
<P>Balkan Bulgarian Airlines
Cumhuriyet
Caddesi
Gezi Dukkanlan Taksim
Tel: (212) 245 24 56</P>
<P>British Airways
Cumhuriyet Caddesi 10
Imadag
Tel: (212) 234 13 00
Fax: (212) 234 13 08</P>
<P>Cathay Pacific Airlines
Cumhuriyet Caddesi 309
Kat I Harbiye
Tel: (212) 241 71 17 - 241 68 33
Fax: (212)
234 49 99</P>
<P>Continental Airlines
Cumhuriyet Caddesi 163 Kat I
Elmadag,
Tel: (212) 230 48 32
Fax: (212) 230 83 26</P>
<P>Delta Airlines
Istanbul Hilton Girisi Harbiye

Tel: (212) 231 23 39
Fax: (212) 231 23 46</P>
<P>Egypt Air
Cumhuriyet Caddesi 337-339 Kat 1
Harbiye
Tel: (212) 231 11 26
Fax: (212) 234 07 54</P>
<P>El-Al (Israeli Airlines)
Rumeli Caddesi Nisantasi Is
Mrk.
Kat 4 No. 1 Nisantasi
Tel: (212) 246 53 03
Fax:
(212) 230 37 05</P>
<P>Emirates Airlines
Halaskargazi Caddesi 69/71
Harbiye
Tel: (212) 232 32 16
Fax: (212) 240 20 85</P>
<P>Finnair
Cumhuriyet Caddesi 26, Elmadag, 1st

Tel: (1) 234 51 30
Fax: (212) 234 47 44</P>
<P>Georgia Airlines
Yolcuzaade Iskender Cad.
66-
68 Kat 2
Sishane
Tel: (212) 253 11 11-253 01 16
Fax:
(212) 253 21 58</P>
<P>Gulf Air
Cumhuriyet Cad. Hilton Oteli Girisi

Elmadag
Tel: (212) 231 34 50
Fax: (212) 234 47 44</P>
<P>Iberia
Topcu Caddesi Uygun Apt. 2/2 Taksim

Tel: (212) 255 19 68
Fax: (212) 250 54 78 -
256 12 13</P>
<P>Iranair
Cumhuriyet Caddesi 71 Elmadag
Tel:
(212) 225 02 55
Fax: (212) 225 22 00</P>
<P>JAL (Japanese Airlines)
Cumhuriyet Caddesi 141/6
K.2 Elmadag,
Tel: (212) 241 73 66
Fax: (212) 234 22
9</P>



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

<P>KLM (Royal Dutch Airlines)
Abdi Ipekci Caddesi

Unsal Apt 8 Nisantasi
Tel: (212) 230 03 11
Fax:
(212) 232 87 49</P>
<P>KTHY (Turkish Airlines of Northern Cyprus)

Buyukdere Cad 56/B Mecidiyekoy
Tel: (212) 272 32 79-

267 09 73 (3 lines)
Fax: (212) 274 69 34</P>
<P>Kuwait Airlines
Cumhuriyet Caddesi 30

Elmadag, Istanbul
Tel: (212) 240 40 81
Fax: (212) 231 45
37</P>
<P>Lot (Polish Airlines)
Cumhuriyet Caddesi 91 Kat 2
Elmadag,
Tel: (212) 241 57 49
Fax: (212) 246 76 26</P>
<P>Lufthansa
Maya Akar Center Buyukdere
Caddesi
100-102 Esentepe
Tel: (212) 288 10 50
Fax:
275 69 61</P>
<P>Malev (Hungarian Airlines)
Cumhuriyet Caddesi
71 K.2. Elmadag,
Tel: (212) 230 71 30
Fax: (212) 230 20
34</P>
<P>MAS (Malaysian Airlines)
Cumhuriyet Caddesi 71
K.2 Elmadag,
Tel: (212) 230 71 30
Fax: (212) 230 03
7</P>
<P>Middle East Airlines (MEA)
Cumhuriyet Caddesi
30 Harbiye
Tel: (212) 248 22 41-42
Fax: (212) 248 37
3</P>
<P>Olympic Airways
Cumhuriyet Caddesi 171/A
Elmadag
Tel: (212) 246 50 81
Fax: (212) 232 21 73</P>
<P>Pakistan Airlines (PIA)
Cumhuriyet Caddesi Tarhan
203
Elmadag
Tel: (212) 233 05 71
Fax: (212) 234 10
60</P>
<P>Royal Air Maroc
Valikonagi Caddesi Kose Atp.
01/4
Nisantasi
Tel: (212) 231 80 21-231 71-21
Fax:
(212) 230 65 23</P>
<P>Sabena
Topcu Caddesi Uygun Apt. 2/1
Taksim
Tel: (212) 254 72 54
Fax: (212) 255 13 74</P>
<P>SAS Scandinavian Airlines
Cumhuriyet Caddesi
26/A
Elmadag
Tel: (212) 246 60 75
Fax: 233 88
03</P>
<P>Saudi Arabian Airlines
Cumhuriyet Caddesi Inkilap
Apt. 33, Elmadag
Tel: (212) 256 48 00
Fax: (212) 256 46
47</P>
<P>Singapore Airlines
Halaskargazi Caddesi 113
Harbiye
Tel: (212) 232 37 06
Fax: (212) 248 86 20</P>
<P>Syrian Arab Airlines
Istanbul Sheraton Hotel

Taksim, Istanbul
Tel: (212) 246 17 81
Fax: (212) 231 21
80</P>



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

<P>Swissair
Cumhuriyet Caddesi Pak Apt. 6,
Elmadag
Tel: (212) 231 28 44
Fax: (212) 240 15 13</P>
<P>Qantas Australian Airlines
Cumhuriyet Caddesi
155/1, Elmadag
Tel: (212) 240 50 32 -
246 34 66

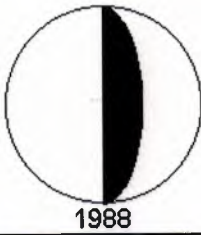
Fax: (212) 241 55 52</P>
<P>TAROM Romanian Airlines
Cumhuriyet Caddesi
125 Kat 4, Elmadag
Tel: (212) 230 73 09
Fax: (212) 241 01
30</P>
<P>Tunisair
Valikonagi Caddesi Bizim Apt. 8
isantasi
Tel: (212) 233 93 06-
248 29 04
Fax: (212)
246 22 08</P>
<P>TWA
Cumhuriyet Caddesi 193, Elmadag,

Tel: (212) 234 53 27
Fax: (212) 230 63 44</P>
<P>United Airlines
Cumhuriyet Caddesi 209/2,
Elmadag
Tel: (212) 224 91 80
(6 lines)
Fax: (212) 232
40 74</P>
<P>Varig (Brazilian Airlines)
19 Mayıs Caddesi
4/505
Nova Baran Carsis Sisli
Tel: (212) 240 45 56

Fax: (212) 240 51 06</P>
<P>Ankara</P>
<P>Aeroflot
Cinnah Caddesi 114/2 Cankaya
Tel:
(312) 440 98 74-75
Fax: (312) 440 92 20</P>
<P>Air France
Ataturk Bulvan, 231/7
Kavaklidere
Tel: (312) 467 44 00
Fax: (312) 468 25 95</P>
<P>Alitalia
Iran Caddesi 21 Kat 3 No. 369

Kavaklidere
Tel: (312) 418 88 13-425 38 13
Fax: (312) 417
97 96</P>
<P>Austrian Airlines
Cinnah Caddesi 43/8
Cankaya
Tel: (312) 417 56 16-17
Fax: (312) 440 61 08</P>
<P>British Airways
Ataturk Bulvan, 237/29
Kavaklidere
Tel: (312) 467 55 57
Fax: (312) 427 33 13</P>
<P>KTHY (Turkish Airlines of Northern Cyprus)

Selanik Caddesi 17/1 Kizilay
Tel: (312) 418 04 25
Fax:
(312) 418 78 17</P>
<P>Delta Airlines
Tunus Caddesi 85/8
Kavaklidere
Tel: (312) 468 28 08
Fax: (312) 467 19 75</P>
<P>KLM Royal Dutch Airlines
Cinnah Caddesi 43/8
Cankaya
Tel: (312) 417 56 16-17
Fax: (312) 440 61 08</P>
<P>Lufthansa
Iran Caddesi 2 Kavaklidere
Tel:
(312) 467 55 10
Fax: (312) 427 84 71</P>
<P>SAS Scandinavian Airlines
Ataturk Bulvan, 127
Sercan Han Kat 4
Bakanliklar
Tel: (312) 425 51 90-425 76
13
Fax: (312) 417 24 28</P>



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

<P>Sabena
Tunali Hilmi Caddesi, 112/1
Kavaklidere
Tel: (312) 467 25 35-36
Fax: (312) 467 25
43</P>

<P>Izmir</P><P>Air
France
1353. Sokak Taner Ishani 1
Kat 2 205-
206
Tel: (232) 425 90 04(3)
Fax: (232) 484 66 31</P>

<P>Alitalia
Ataturk Caddesi 328/A I.I Kordon
Tel: (232) 42 71 97
Fax: (232) 463 31 62</P>

<P>Austrian Airlines
Sair Esref Bulvan 5/105
1371. Sokak Alkan Han Cankaya
Tel: (232) 425 97 22- 425 80
20
Fax: (232) 425 03 09</P>

<P>British Airways
Sair Esref Bulvan 18
Altay Is Mrk. Kat 3 No.1 304 Cankaya,
Tel: (232) 441 38
29
Fax: (232) 441 62 94</P>

<P>Delta Airlines
Cumhuriyet Bulvan 143/H
Alsancak
Tel: (232) 421 42 62-63
KLM (Royal Dutch
Airlines)
Adnan Menderes Airport
Tel: (232) 274 20
82</P>

<P>Lufthansa
1379 Sokak 23 Alsancak
Tel: (232) 422 36 22
Fax: (232) 422 64 12</P>

<P>SAS (Scandinavian Airlines)
Cumhuriyet Meydani
Neyzan Apt. 11/2, Alsancak
Tel: (232) 421 47 57-463 49
60
Fax: (232) 463 64 58</P>

<P>Swissair
Cumhuriyet Meydani Meydan Apt. 11/2,
Pasaport
Tel: (232) 463 49 60 - 463 49 90
Fax: (232) 463
64 58</P>

<P>Antalya</P> <P>
SunExpress
Fener Mahallesi, Sinangoglu Caddesi
Oktay Apt. P.O. Bo 28 07100
Tel: (242) 323 40 47-48
Fax: (242) 323 40 57</P>

<P>

<H3>Charter Aircraft</H3>

<P>Istanbul</P>

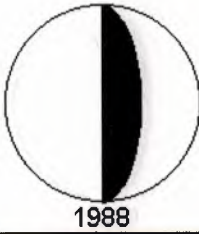
<P>Birgen Air
Cumhuriyet Caddesi 301/9 Harbiye,

Istanbul
Tel: (212) 240 11 50-246 17 61
Fax: (212)
246d 57 11</P>

<P>Bon Air
Orman Sokak 10 Florya, Istanbul
Tel: (212) 663 18 29
Fax: (212) 574 01 47</P>

<P>Genel Havacilik
Polis Egitim Merkezi Arkasi
Ozel Havacilik Hangarlar Bolgesi
Sefakoy, Istanbul
Tel: (212) 541 29 17
Fax: (212) 541 29 23</P>

<P>Mach Air
Polis Egitim Merkezi Arkasi
Ozel Havacilik Hangarlar Bolgesi
Sefaoy, Istanbul
Tel: (212) 541 14 23 -24
Fax: (212) 541 95 94</P>



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

<P>Sancak Air
Polis Egitim Merkezi Arkasi

Ozel Havacilik Hangarlar Bolgesi
Sefakoy, Istanbul

Tel: (212) 541 41 41
Fax: (212) 541 02 85</P>
<P>TGI Turistik Islet. ve Havacilik
Cumhuriyet Cad.
Hava Palas 155/1
Elmadag, Istanbul
Tel: (212) 232 52
00
Fax: (212) 241 55 52</P>
<P>Top Air
Polis Egt. Merkezi Arkasi
Sefakoy,
Istanbul
Tel: (212) 599 02 27 - 599 07 59
Fax: (212) 599 79
10 - 598 50 60</P>
<P>Ankara</P><P>Belko
Air
Mesnevi Sokak 27/A
Asagi Ayranci, Ankara

Tel: (312) 440 94 20</P>
<P>
<H2>Travel Agencies</H2>
<H3>Association of Travel Agencies of Turkey (TURSAB)</H3>
<P>Gazeteciler Sitesi Haberier Sokak 15
Esentepe, Istanbul

Tel: (212) 274 13 97 -275 13 61-62
Fax:; (212) 275 00 66

Arar Tur Turizm/Istanbul
Tel: (212) 230 10 27 -230 09
90
Fax: (212) 230 91 71
Camel Tur/Istanbul
Tel:
(212) 257 78 28
Fax: (212) 278 31 43
Duru
Turizm/Istanbul
Tel: (212) 231 90 08
Fax: (212) 233 03 91

Duru Turizm/Ankara
Tel: (312) 440 75 76
Fax: (312)
440 36 23
Duru Turizm/Izmir
Tel: (232) 463 29 11 -463 50
93
Fax: (232) 421 35 66
Ekin Turizm/Istanbul
Tel:
(212) 234 43 00
(5 lines)
Fax: (212) 232 92 60
Irem
Tur/Istanbul
Tel: (212) 296 25 03
Fax: (212) 230 30 27
BR>Irem Tur/Ankara
Tel: (312) 425 28 70 -418 69 94
Fax:
(312) 417 59 23
Oger Tours/Istanbul
Tel: (242) 247 46
0
Fax: (242) 248 74 51
Oger Tours/Izmir
Tel: (232)
464 07 67
Fax: (232) a464 07 74
Oger Tours/Antalya

Tel: (242) 247 46 60
Fax: (242) 248 74 51
Oger
Tours/Istanbul
Tel: (212) 632 02 46
(4 lines)
Fax:
(212) 632 02 07
Pacha Tour/Istanbul
Tel: (212) 235 01
45
(7 lines)
Fax: (212) 235 01 52
Prog Turizm/
Istanbul
Tel: (212) 230 46 73
(3 lines)
Fax: (212) 234
05 65
Setur/Istanbul
Tel: (212) 230 03 36
(8lines)

Fax: (312) 230 32 19
Setur/Ankara
Tel: (312) 467 11
65
Fax: (312) 467 87 75
Setur/Izmir
Tel: (232) 463
61 00
Fax: (232) 422 22 18
Tantur/Istanbul
Tel: (212)
272 49 64
Fax: (212) 272 58 02
Ten Tur/Istanbul
Tel:
(212) 293 06 50
(6 lines)
Fax: (212) 293 06 57-58
Tui
Tourism Travel Agency/Istanbul
Tel: (212) 517 68 31 -518 57
2
Fax: (212) 518 58 26
Tura Turizm/Istanbul
Tel:



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

(212) 241 60 82 -
246 53 32
Fax: (212) 233 99 94

Turk Express/Istanbul
Tel: (212) 230 15 15
Fax: (212) 232
93 73
Turk Express/Ankara
Tel: (312) 467 73 34-35

Fax: (312) 467 29 20
Vip Turizm/Istanbul
Tel: (212) 241
65 14
Fax: (212) 230 64 25<H2>Other Means of Transportation
in Turkey</H2>

Airports

Maritime Lines

Sea Buses (Istanbul only)

Inner-city Bus Terminals

Car Rental Offices

<H3>Airports</H3>

<P>Istanbul Ataturk International Airport
(212) 663 64 60

Ankara Esenboga International Airport
(312) 398 00 00

Izmir Adnan Menderes Airport
(232) 274 24 05</P>
<P><H3>State Railways</H3><P>Ankara Operator
(312) 309
05 15
Istanbul Operator (Sirkeci)
(212) 520 65 75

Sirkeci Station Information
(212) 527 00 50
Operator
(Haydarpasa)
(216) 348 80 20
Haydarpasa Station
Information
(212) 336 04 75
Haydarpasa Reservation

(212) 337 87 24-336 44 70
Izmir Operator (Alsancak)

(232) 433 58 97 -421 01 14
Operator (Basmene)
(232) 484
86 38</P>

<P>

<H3>Maritime Lines</H3>

<P>Istanbul City Ferry Lines
(212) 244 42 33
Maritime
Lines (Information)
(212) 244 02 07
Maritime Lines
Mngmnt
(212) 245 53 66
Maritime Lines Reservations

(212) 293 74 54 -
249 92 22
Izmir Alsancak
Mngmnt
(232) 421 00 94-
421 00 77
Available trips
(in Turkey)
Istanbul-Izmir
Istanbul-Marmara
Istanbul-
Black Sea
Available trips (abroad)
Turkey-North Cyprus

Turkey-Italy</P>

<P>

<H3>Sea Buses (Istanbul)</H3>

<P>Bakirkoy (212) 560 72 91
Bostanci (216) 362 04 44 (3 Lines)

Kabatas (212) 249 15 58
Kadikoy (216) 336 88 19

Karakoy (212) 251 61 44
Kartal (212) 306 20 00
Yenikapi
(212) 517 71 37
Yalova (216) 812 04 99</P>

<P>

<H3>Inner-city Bus Terminals</H3>



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

<P>Ankara
(312) 310 47 47
Istanbul Esenier
(212) 658 00 36 (10 lines)
Istanbul Harem
(216) 333 37 63
Izmir
(232) 486 22 66</P>
<P>
<H3>Major Bus Companies</H3>
<P>Bostor Turizm
Istanbul (Taksim)
(212) 251 70 00
Ankara (Kizilay)
(312) 425 72 03
Pamukkale Turizm
Ankara (Terminal)
(312) 433 04 70-433 30 07
Istanbul (Taksim)
(212) 245 29 46-249 27 91
Istanbul Kadikoy)
(216) 336 54 13
Istanbul (Esenler)
(212) 658 22 22 (10 lines)
Izmir (Terminal)
(232) 484 08 00
Ulusoy Turizm
Ankara (Sogutozu)
(312) 286 53 30
Ankara (Kizilay)
(312) 419 40 80
Istanbul (Kadikoy)
(216) 336 93 66 -345 93 04
Istanbul (Merter)
(212) 547 70 22-28
Izmir (Efes)
(232) 441 71 50
Izmir (Karsiyaka)
(232) 369 19 66
Varan Turizm
Ankara Kizilay)
(312) 417 25 25
Ankara (Sogutozu)
(312) 287 12 11 (2 lines)
Istanbul (Taksim)
(212) 251 74 74 (8 lines)
Istanbul (Kadikoy)
(216) 337 29 65 -345 40 81
Istanbul (Bayrampasa)
(212) 658 02 70
Izmir (Efes)
(232) 489 19 17 (3 lines)
Izmir (Karsiyaka)
(232) 381 69 19</P><P>
<H3>Car Rental Offices</H3><P>AVIS
Istanbul
Kurucesme
Tel: (212) 257 76 70
(10 lines)
Fax: (212) 257 56 32
Ataturk Airport Domestic Terminal
Tel: (212) 573 14 52-573 38 70
ATaturk Airport International Terminal
Tel: (212) 663 06 46- 47
Beyazit
Tel: (212) 516 61 09 -10
Hilton Hotel
Tel: (212) 241 78 96-241 29 17
Kadikoy
Tel: (216) 355 36 65
Ankara
 Kavaklidere
Tel: (312) 467 23 13
Fax: (312) 467 57 03
Esenboga Airport Domestic Terminal
Tel: (312) 398 03 15-398 00 00 (Ext: 1570)
Izmir
Adnan Menderes Airport
Tel: (232) 274 21 74
Fax: (232) 274 21 72
Alsancak
Tel: (232) 441 44 17 -18
Fax: (232) 441 44 20
Hilton Hotel
Tel: (232) 441 60 16
Karsiyaka
Tel: (232) 381 63 73
Antalya
Antalya Airport
Tel: (242) 330 30 73 - 330 30 08
Downtown Office
Tel: (242) 241 66 930
242 56 42
Fax: (242) 241 94 83</P>
<P>Budget
Istanbul
Ataturk Airport
Tel: (212) 663 08 58
Downtown Office
Tel: (212) 253 92 00 - 53 96 53
Fax: (212) 256 26 11
Ankara
Downtown Office
Tel: (312) 417 59 52
Fax: (312) 425 96 08
Esenboga Airport
Tel: (312) 398 03 72-
398 0 00 (Ext: 1730)
Izmir
Adnan Menderes Airport
Tel: (232) 251



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

30 86
Downtown Office
Tel: (242) 243 30 06
(3
lines)
Fax: (242) 242 50 46</P>
<P>Ekin-Hertz
Istanbul
Downtown Office

Tel: (212) 234 43 00
(5 lines)
Fax: (212) 232 92 60

Ankara
Esenboga Airport
Tel: (312) 398 05 85

Izmir
Adnan Menderes Airport
Tel: (232) 274 21 93

Adana
Airport
Tel: (322) 436 75 68
 Antalya

Airport
Tel: (242) 330 30 23
EUROPCAR

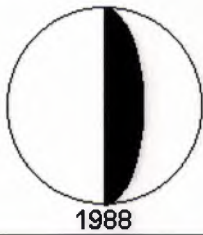
Istanbul
Taksim
Tel: (212) 254 77 99 - 253 58
73
Fax: (212) 255 59 28
Airport
Tel: (212) 663 07 46
-47
Ankara
Downtown Office
Tel: (312) 416 36
77
Airport
Tel: (312) 398 05 03- 398 00 00 (Ext: 740)

Fax: (312) 417 84 45
Izmir
Downtown Office
Tel:
(232) 441 51 41- 441 55 21
Fax: (232) 483 00 31
Airport

Tel: (232) 30 74
Antalya
Downtown Office

Tel: (242) 241 88 79
Fax: (31) 248 35 20
</BODY>

</HTML>



TURK3.HTM

<HTML>

<HEAD>

```
<META HTTP-EQUIV="Content-Type" CONTENT="text/html;
charset=windows-1252">
<META NAME="Generator" CONTENT="Microsoft Word 97">
<META NAME="AUTHOR" Content="METIN TASKIN">
<META NAME="DESCRIPTION" Content="This about
TURKIYE">
<META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz
antalya,izmir, mersin,giresun,atatürk,trabzon, ofo hotel,hilton,prencess,
kit tur,ormancilar,sheraton">
```

<TITLE>Turkiye</TITLE>

</HEAD>

```
<FRAMESET COLS = "150,644 " >
```

```
<FRAME SRC="fthl3.htm" NAME="Frame2002514"
RESIZE>
```

```
<FRAME SRC="fthr3.htm" NAME="Frame2002533"
RESIZE>
```

```
</FRAMESET>
```

```
<NOFRAMES>
```

<BODY>

<P>

</BODY>

```
</NOFRAMES>
```

</HTML>

FTHI3.HTM

<HTML>

<HEAD>

```
<META HTTP-EQUIV="Content-Type" CONTENT="text/html;
charset=windows-1252">
<META NAME="Generator" CONTENT="Microsoft Word 97">
<META NAME="AUTHOR" Content="METIN TASKIN">
<META NAME="DESCRIPTION" Content="This about
TURKIYE">
```

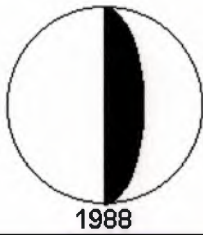


NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

```
<META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
antalya,izmir, mersin,giresun,atatürk,trabzon, ofo hotel,hilton,prencess,
kit tur,ormancilar,sheraton">
<TITLE>Turkiye</TITLE>
</HEAD>
</HEAD>

<BODY BACKGROUND="CDTSBK.jpg" TEXT="#CC0000"
LINK="#CC0000" VLINK="#660000" ALINK="#CC0000">
<P ALIGN="CENTER"><IMG SRC="globe7.gif" WIDTH="88"
HEIGHT="88" ALIGN="BOTTOM" ALT="dunya" BORDER="0">
<CENTER>
<B><BLINK></B><A HREF="index.htm" target="_top"><FONT
FACE="Arial, Helvetica"><B>WELCOME</A> </B></FONT><B>
</BLINK></B><A HREF="index.htm" target="_top"><BR></A>
<B><BLINK></B><A HREF="index.htm" target="_top"><FONT
FACE="Arial, Helvetica"><B>TURKEY</A></B></FONT><B>
</BLINK></B><BR>
</P>
<P ALIGN="CENTER"><IMG SRC="Flagtk.gif" WIDTH="121"
HEIGHT="71" ALIGN="BOTTOM" BORDER="0"></CENTER>
<BR>
<BR>
</P>
<P></P>
<P><BR>
</P>
<P ALIGN="CENTER"><A HREF="turk2.htm" target="_top"><IMG
SRC="docsleft.gif" WIDTH="30" HEIGHT="30" ALIGN=
"BOTTOM" BORDER="0"></A><A HREF="turk0.htm" target=
"_top"><IMG SRC="docsupar.gif" WIDTH="30" HEIGHT="30"
ALIGN="BOTTOM" BORDER="0"></A><A HREF="tou.htm"
target="_top"><IMG SRC="docsrigh.gif" WIDTH="30" HEIGHT=
"30" ALIGN="BOTTOM" BORDER="0"></A>
</BODY>
</HTML>
```

NEAR EAST UNIVERSITY COMPUTER ENGINEERING

FTHR2.HTM

<HTML>

<HEAD>

```
<META HTTP-EQUIV="Content-Type" CONTENT="text/html;
charset=windows-1252">
<META NAME="Generator" CONTENT="Microsoft Word 97">
<META NAME="AUTHOR" Content="METIN TASKIN">
<META NAME="DESCRIPTION" Content="This about
TURKIYE">
<META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
antalya,izmir,mersin,giresun,ataturk, Trabzon, ofo hotel,hilton,prencess,
kit tur,ormancilar,sheraton">
```

<TITLE>Turkiye</TITLE>

</HEAD>

```
<BODY BACKGROUND="CDTSBK.jpg" TEXT="#660099">
<P ALIGN="CENTER"><FONT SIZE="4" COLOR="#330066" >
<B>Common Expressions and helpful phrases in Turkish:</B>
</FONT></P>
```

```
<P><FONT COLOR="#330066"><B>Pronunciation</B></FONT>
</P>
```

```
<P><B>a:</B> <I>a</I>rt <B>e:</B> b<I>ea</I>r <B>u:</B>
y<I>ou</I> <B>c:</B> <I>ch</I>art <B>s:</B> <I>sh</I>arp
<B>k:</B> <I>k</I>ick</P>
```

```
<P><B>o:</B> <I>ea</I>rly</P>
```

```
<P><FONT COLOR="#330066"><B>Basics</B></FONT></P>
```

```
<P>Hello: Merhaba Goodbye: Allahaismarladik (said by the person
leaving)// Gule Gule (Said by the person seeing This/her friend off)
</P>
```

```
<P>Good morning: Gunaydin Good evening: Iyi Aksamlar Good
night: Iyi Geceler</P>
```

```
<P>How are you?: Nasilsiniz? I am well: Iyiyim</P>
```

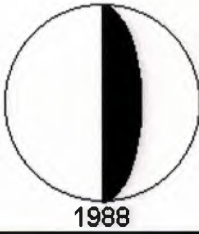
```
<P>Yes: Evet No: Hayir Please: Lutfen Thank You: Tesekkur ederim
or Mersi</P>
```

```
<P>There is: Var There is not: Yok both expressions used to express
availability or lack thereof respectively</P>
```

```
<P>I want...: (object) + istiyorum</P>
```

```
<P><B>Numbers</B></P>
```

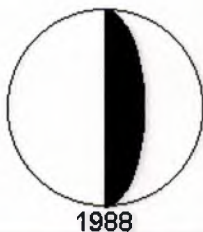
```
<PRE WIDTH="132"><B>1</B>      Bir   <B>11</B>      Onbir
<B>30</B>      Otuz   <B>100,000</B> Yuzbin <B>2</B>
iki <B>12</B> Oniki  <B>40</B>   Kirk   <B>1million</B>
Bir milyon <B>3</B>   Uc    <B>13</B>   Onuc   <B>50</B>
Elli   <B>1billion</B> Bir milyar <B>4</B>   Dort
<B>14</B>      Ondort  <B>60</B>      Altmis  <B>5</B>
```



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Bes 15 Onbes 70 Yetmis
6 Alti 16 Onalti 80
Seksen 7 Yedi 17 Onyedi
90 Doksan 8 Sekiz 18
Onsekiz 100 Yuz 19 Dokuz 19
Ondokuz 200 Ikiyuz 10 On
20 Yirmi 1000 Bin </PRE>
<P>Expressions of Time</P>
<P>When?: Ne zaman? Yesterday: Dun Today: Bugun Tomorrow:
Yarin</P>
<P>Morning: Sabah Afternoon: Ogladen sonra Evening: Aksam Night:
Gece</P>
<P>One hour: Bir saat What is the time?: Saat kac? At what time? Saat
kacta?</P>
<P>The Days of the Week</P>
<PRE WIDTH="132">Sunday Monday
Tuesday Wednesday Thursday
Friday Saturday Pazar Pazartesi Sali
Carsamba Persembe Cuma Cumartesi </PRE>
<P>Travel Terms</P>
<P>Airport: Havaalani Port: Liman Town Center: Sehir merkezi</P>
<P>Where is it?: Nerede? Is it far?: Uzak mi? Be careful!: Dikkatli
ol!</P>
<P>Tourism Bureau: Turizm burosu A good hotel: Iyi bir otel A
restaurant: Bir lokanta</P>
<P>Hospital: Hastahane</P>
<P>Helpful vocabulary// Hotel & Restaurant</P>
<P>A room: Bir oda A room with a view: Manzarali bir oda Bed:
Yatak</P>
<P>Restroom: Banyo Two people: Iki kisi The bill: Hesap Water:
Su</P>
<P>Mineral Water: Maden suyu Milk: Sut Tea: Cay Coffee:
Kahve</P>
<P>Sugar: Seker Breakfast: Kahvalti Fruit juice: Meyva suyu</P>
<P>Wine: Sarap Beer: Bira Ice: Buz Bread: Ekmek</P>
<P>Rice: Pilav Chicken: Pilic/ Tavuk Fish: Balik Meat: Et</P>
<P>Mutton: Koyun eti Lamb: Kuzu eti Beef: Sigir eti Veal: Dana
eti</P>
<P>Shopping</P>
<P>Shopping center: Carsi Grocery store: supermarket Pharmacy:
eczane</P>
<P>How much is this?: Bu ne kadar? It is expensive: Bu pahli It is
cheap: Bu ucuz</P>





NEAR EAST UNIVERSITY COMPUTER ENGINEERING

```
<P>I like it: Begendim I don't like it: Begenmedim Bank: Banka</P>
<P>Cash machine: Banka matik
</BODY>
```

```
</HTML>
```

TOU.HTM

```
<HEAD>
```

```
<META HTTP-EQUIV="Content-Type" CONTENT="text/html;
charset=windows-1252">
<META NAME="Generator" CONTENT="Microsoft Word 97">
<META NAME="AUTHOR" Content="METIN TASKIN">
<META NAME="DESCRIPTION" Content="This about
TURKIYE">
<META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
antalya,izmir,mersin,giresun,aturturk, trabzon, ofo hotel,hilton,prencess,
kit tur,ormancilar,sheraton">
```

```
<TITLE>Tourism</TITLE>
```

```
</HEAD>
```

```
<FRAMESET COLS = "150,644 " >
<FRAME SRC="ftl1.htm" NAME="Frame7971125" RESIZE>
<FRAME SRC="ftr1.htm" NAME="Frame7971152" RESIZE>
</FRAMESET>
<NOFRAMES>
```

```
<BODY>
```

```
<P>
```

```
</BODY>
```

```
</NOFRAMES>
```

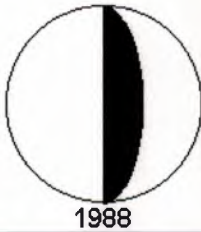
```
</HTML>
```

FTL1.HTM

```
<HTML>
```

```
<HEAD>
```

```
<META HTTP-EQUIV="Content-Type" CONTENT="text/html;
charset=windows-1252">
<META NAME="Generator" CONTENT="Microsoft Word 97">
<META NAME="AUTHOR" Content="METIN TASKIN">
<META NAME="DESCRIPTION" Content="This about
TURKIYE">
```

1988

NEAR EAST UNIVERSITY COMPUTER ENGINEERING

```
<META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
antalya,izmir,mersin,giresun,aturk,trabzon, ofo hotel,hilton,prencess,
kit tur,ormancilar,sheraton">
<TITLE>Tourism</TITLE>
</HEAD>

<BODY BACKGROUND="CDTSBK.jpg" TEXT="#CC0000"
LINK="#CC0000" VLINK="#660000" ALINK="#CC0000">
<P ALIGN="CENTER"><IMG SRC="Flagtk.gif" WIDTH="121"
HEIGHT="71" ALIGN="BOTTOM" BORDER="0"><BR>
<A HREF="ant.htm" target="_top"><FONT FACE="Arial,
Helvetica"><B>ANTALYA</B></FONT></A></P>
<P ALIGN="CENTER"><A HREF="izm.htm" target="_top"><FONT
FACE="Arial, Helvetica"><B>IZMIR</B></FONT></A></P>
<P ALIGN="CENTER"><A HREF="gir.htm" target="_top"><FONT
FACE="Arial, Helvetica"><B>GIRESUN</B></FONT></A></P>
<P ALIGN="CENTER"><A HREF="trab.htm" target="_top"><FONT
FACE="Arial, Helvetica"><B>TRABZON</B></FONT></A></P>
<P ALIGN="CENTER"><A HREF="trab.htm" target="_top"><FONT
FACE="Arial, Helvetica"><B><BR>
<BR>
<BR>
<BR>
<BR>
</A><A HREF="turk3.htm" target="_top"><IMG SRC="docsleft.gif"
WIDTH="30" HEIGHT="30" ALIGN="BOTTOM" BORDER=
"0"></A><A HREF="turk0.htm" target="_top"><IMG SRC=
"docsupar.gif" WIDTH="30" HEIGHT="30" ALIGN="BOTTOM"
BORDER="0"></A><A HREF="ant.htm" target="_top"><IMG SRC=
"docsrigh.gif" WIDTH="30" HEIGHT="30" ALIGN="BOTTOM"
BORDER="0"></B></FONT></A>
</BODY>

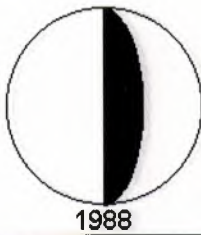
</HTML>
```



FTR1.HTM

```
<HTML>
  <HEAD>
    <META HTTP-EQUIV="Content-Type" CONTENT="text/html;
    charset=windows-1252">
    <META NAME="Generator" CONTENT="Microsoft Word 97">
    <META NAME="AUTHOR" Content="METIN TASKIN">
    <META NAME="DESCRIPTION" Content="This about
    TURKIYE">
    <META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
    antalya,izmir,mersin,giresun,ataturk,trabzon, ofo hotel,hilton,prencess,
    kit tur,ormancilar,sheraton">
    <TITLE>Tourism</TITLE>
  </HEAD>

  <BODY BACKGROUND="CDTSBK.jpg" TEXT="#CC0000"
  LINK="#CC0000" VLINK="#660000" ALINK="#CC0000">
    <P ALIGN="CENTER"><FONT COLOR="#CC0000" FACE="Arial,
    Helvetica"><B>TOURISTIC PLACES of TURKEY</B></FONT>
    </P>
    <P ALIGN="CENTER"><IMG SRC="MAP.jpg" WIDTH="405"
    HEIGHT="189" ALIGN="BOTTOM" BORDER="0" USEMAP=
    "#MAP"></P>
    <CENTER>
    <P>
    <TABLE BORDER="1" WIDTH="100">
      <TR>
        <TD><A HREF="izm.htm" target="_top"><IMG SRC="hilton.jpg" WIDTH=
        "125" HEIGHT="125" ALIGN="BOTTOM" BORDER="0"></A></TD>
        <TD><A HREF="ant.htm" target="_top"><IMG SRC="falez.jpg" WIDTH=
        "125" HEIGHT="125" ALIGN="BOTTOM" BORDER="0"></A></TD>
      </TR>
      <TR>
        <TD><A HREF="gir.htm" target="_top"><IMG SRC="kittur.jpg" WIDTH=
        "125" HEIGHT="125" ALIGN="BOTTOM" BORDER="0"></A></TD>
        <TD><A HREF="trab.htm" target="_top"><IMG SRC="aksular.jpg"
        WIDTH="125" HEIGHT="125" ALIGN="BOTTOM" BORDER="0" ></A>
      </TD>
      </TR>
    </TABLE>
    </P>
  </CENTER>
```

ANT.HTM

<HTML>

<HEAD>

```
<META HTTP-EQUIV="Content-Type" CONTENT="text/html;
charset=windows-1252">
<META NAME="Generator" CONTENT="Microsoft Word 97">
<META NAME="AUTHOR" Content="METIN TASKIN">
<META NAME="DESCRIPTION" Content="This about
TURKIYE">
<META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
antalya,izmir,mersin,giresun,ataturk,trabzon, ofo hotel,hilton,prencess,
kit tur,ormancilar,sheraton">
```

<TITLE>Tourism</TITLE>

</HEAD>

```
<FRAMESET COLS = "151,643 " >
```

```
<FRAME SRC="ftil1.htm" NAME="Frame1327217" RESIZE>
```

```
<FRAME SRC="ftir1.htm" NAME="Frame1327227" RESIZE>
```

```
</FRAMESET>
```

<NOFRAMES>

<BODY>

<P>

</BODY>

</NOFRAMES>

</HTML>

FTIL1.HTM

<HTML>

<HEAD>

```
<META HTTP-EQUIV="Content-Type" CONTENT="text/html;
charset=windows-1252">
```

```
<META NAME="Generator" CONTENT="Microsoft Word 97">
```

```
<META NAME="AUTHOR" Content="METIN TASKIN">
```

```
<META NAME="DESCRIPTION" Content="This about
TURKIYE">
```



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

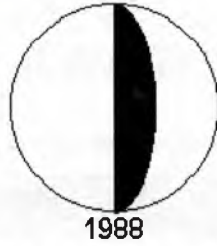
1988

```
<META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
antalya,izmir,mersin,giresun,aturk,trabzon, ofo hotel,hilton,prencess,
kit tur,ormancilar,sheraton">
<TITLE>Tourism</TITLE>
</HEAD>

<BODY BACKGROUND="CDTSBK.jpg" TEXT="#CC0000"
LINK="#CC0000" VLINK="#660000" ALINK="#CC0000">
<P ALIGN="CENTER"><IMG SRC="Flagtk.gif" WIDTH="121"
HEIGHT="71" ALIGN="BOTTOM" BORDER="0"><BR>
<FONT FACE="Arial, Helvetica"><B>ANTALYA</B></FONT>
</P>
<P ALIGN="CENTER"><A HREF="izm.htm" target="_top"><FONT
FACE="Arial, Helvetica"><B>IZMIR</B></FONT></A></P>
<P ALIGN="CENTER"><A HREF="gir.htm" target="_top"><FONT
FACE="Arial, Helvetica"><B>GIRESUN</B></FONT></A></P>
<P ALIGN="CENTER"><A HREF="trab.htm" target="_top"><FONT
FACE="Arial, Helvetica"><B>TRABZON</B></FONT></A></P>
<P ALIGN="CENTER"><A HREF="trab.htm" target="_top"><FONT
FACE="Arial, Helvetica"><B><BR>
<BR>
<BR>
<BR>
<BR>
</A><A HREF="tou.htm" target="_top"><IMG SRC="docsleft.gif"
WIDTH="30" HEIGHT="30" ALIGN="BOTTOM" BORDER="0" >
</A><A HREF="turk0.htm" target="_top"><IMG SRC="docsupar.
gif" WIDTH="30" HEIGHT="30" ALIGN="BOTTOM" BORDER=
"0"></A><A HREF="izm.htm" target="_top"><IMG SRC="docsrigh.
gif" WIDTH="30" HEIGHT="30" ALIGN="BOTTOM" BORDER=
"0"> </B> </FONT></A>
</BODY>
</HTML>
```

FTIR1.HTM

```
<HTML>
<HEAD>
<META HTTP-EQUIV="Content-Type" CONTENT="text/html;
charset=windows-1252">
<META NAME="Generator" CONTENT="Microsoft Word 97">
```



NEAREAST UNIVERSITY

FACULTY OF ENGINEERING DEPARTMENT OF COMPUTER ENGINEERING

GRADUATION PROJECT (HTML PROGRAMMING)

WRITTEN BY
METİN TAŞKIN

TO
MISS. BESİME ERİN



CONTENTS

CHAPTER A

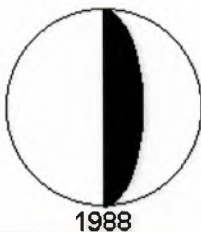
Historical Background	1
Technical Definitions	3
Various Protocol	4
CUSEEME	5
Network News	5
Telnet	5
FTP	5
Gopher	6
The World Wide Web	6
Uniform Resource Locators	6
Searching The Internet	7
Archie	7
Veronica and Junghead	8
CUI and LYCOS	8
Image File Extensions on the Internet	8
Introduction to HTML Language	8
What Software to Use for Writing HTML Programs	10
File Extension	10
Tag Reference	10
Document Formatting	10
Paragraph Formatting	11
Character Formatting	11
List Formatting	12
Anchor Formatting	12
Image Formatting	13
Table Formatting	14
GIF	14
JPEG	15
TIFF	15
Video Standards	15
MPEG	15
AVI	15
TCP/IP & INTERNET Structure	16
Introduction	16
The Transmission Control Protocol(TCP)	17
TCP Service Interfaces	18
OPEN	19
SEND	19
RECEIVE	19



CONTENTS

CLOSE	19
STATUS	19
Connection Establishment	19
Data Transfer	20
Sequence Numbering	20
Windows Mechanism	20
Transmission Watchdog	21
TCP Internet protocol (IP)	21
Datagram Delivery Over A Single Network	22
Internet Address	22
Universal Identifiers	22
The Primary Classes of IP Addresses	22
Difference Between Frames & Tables	24
Disadvantage of Frames	24

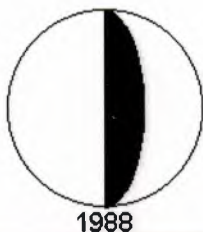
Using Basic Features	31
Adding Text	32
Formatting Characters	32
Working With Paragraphs	33
Creating Lists	33
Using Graphics and Image Maps	34
Creating Links and Anchors	35
Using Frames	36
Creating Tables	36



CONTENTS

CHAPTER B

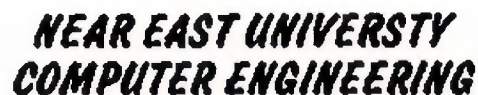
USING WORD WEB PAGE	25
WORKING WITH ONLINE AND INTERNET DOCUMENTS	
Navigating	25
Working With Documents on INTRANETS and The Internet	27
Working with HYPERLINKS	31
CREATING AND WORKING WITH WEB PAGES	
Creating WEB Pages	34
Changing The Appearance of WEB Pages	40
Working With Graphics On WEB Pages	44
Working With Forms On WEB Pages	45
Viewing WEB Pages and HTML Source	46
Working With WEB Pages and WEB Authoring Tools	47
USING VISUAL PAGE	
Using Basic Features	51
Apping Text	55
Formatting Characters	57
Working With Paragraphs	60
Creating Lists	63
Using Graphics and Image Maps	64
Creating Links and Anchors	71
Using Frames	74
Creating Tables	80



CONTENTS

CHAPTER C

LEARNING JAVA SCRIPT	85
How to take full advantage of JavaScript by Moving beyond its Built in commands	85
Introducing functions	85
Defining and Using a Function	86
Calling a Function with an Event Handler	87
Passing a Value to a Function	88
Passing Multiple Values to a Function	88
Returning a Value from a Function	89
Defining Local Variables within Functions	90
Calling one Function from Another Function	91
Creating Object within User-Defined Functions	92
Defining new Properties to Already-Made Objects	93
Defining properties when you Create the Object	93
Creating User-Defined Methods	94
Conclusion	96
 Take Advantage of User -Defined Variables in JavaScript	97
Contents Placed in JavaScript Variables	98
Numbers in Variables	98
String in Variables	98
Boolean Values in Variables	99
Objects in Variables	99
Understanding JavaScript's "loose" Variable Data Types	100
Using the Var Statement to Assign a Variable	100
String Length Limitations	100
Understanding the "scope" of Variable	101
Referencing Variables in Other Loaded Documents	102
Understanding when Variables are Lost	103
Variable Shortcuts, Tips, and Tricks	104
Assigning Multiple Variable at Once	105
Deleting a Variable from Memory	105
Converting Between Number and String Variables	105
Conclusion	106



1988

CHAPTER D

Programming With HTML

107



CONCLUSION

This project that I produced creates a HTML program and a WEB page. I practised all formulas of HTML. While I was creating this WEB page I used two different Browser. These are; WEB page in OFFICE 97 and Visual Page Browser. Both of them were very useful. Specialities and usage of Browser will be engaged following pages.

Because of Turkey is Tourist paradise I preferred to engage with touristic hotels that they are beneficial for tourism.

I like to write about my pages briefly:

First one is Turkey page. Later again a new Turkey page. Meanwhile brief and essential assistant information. From this page it is very easy to enter to www.turk.org. and www.turk.org/ata5.html pages. And because I wrote about hotels province by province first I gave information about provinces. After that brief information from that pages and from hotel pages it is possible to enter hotels' page.

What did I use while I was producing HTML design and Web pages:

Links that can be found in every Web page, these are Active Links, Hyperlink, I preferred to use them. By using Frame I create page. I used tables and Background pictures. To colour writings and creating Turkish flag I used Animation gif. Also by assistance of Java program via choosing any region of map I used link to another page.

This is not my whole program that now I present you; this is a very small sample and my whole program will take place in Internet with its over 150 pages context. Then it will be possible to see it by June 1998 in Internet.



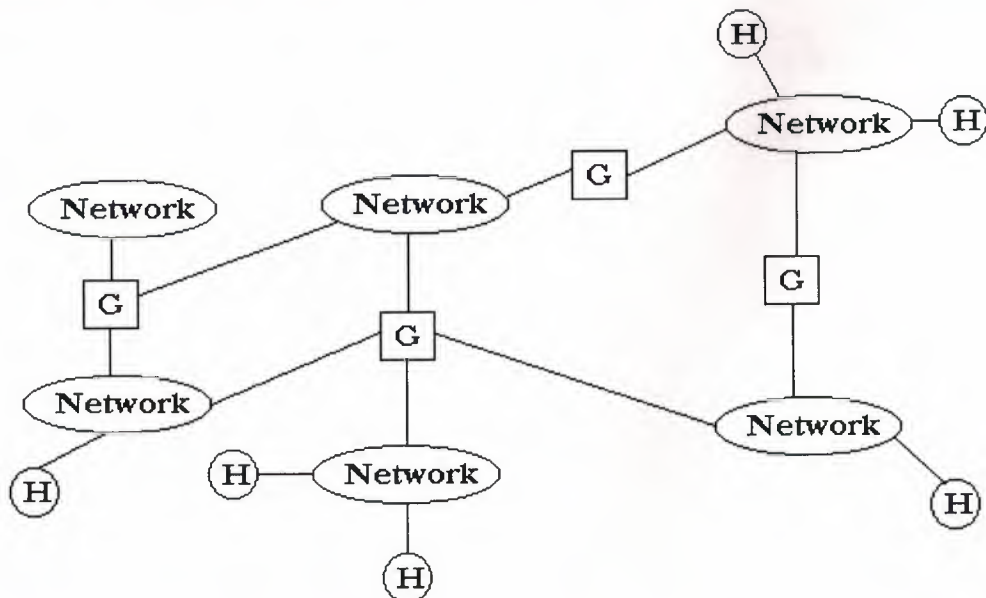
CHAPTER A

INTERNET

Historical Background

The first computer network became operational in the late 1960's, with USA taking a lead with the Department of Defence network ARPANET, which linked research computer from the East to the West Coast, with a link to London to allow UK researchers to grow rapidly, and was later split up into three interconnected networks, with connections to many other network across the world. This vast interconnected network is often referred to as the INTERNET.

The Internet is a world - wide system that is currently used mainly by academics and scientists, but it is rapidly becoming commercialised due to its incredible success. In the early 1980's ways to connect ARPANET to other WAN' s (Wide area Networks) e.g. in Europe, were developed. An Internet system can therefore be viewed as a set of networks interconnected by Gateways. A GATEWAY is a computer that has connections to at least two different networks. The purpose of a gateway is to translate the methods used to transfer data an one network into the methods used by another network so that data can flow smoothly between different types of networks. An Internet system is show is below in Figure1.



H= Host Computer G= Gateways



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

Fig.1. An Internet System

From this early work has grown the system known as the Internet which now interconnects sites world wide (literally millions of computers interconnected) There are about 100 million people currently using the Internet. By the year 2005. "the number of computers attached to the Internet will exceed the world's human population" (Computer Journal) of course, growth will slow down, but nevertheless the growth is an impressive fact. It is radically changing access to information, news distribution, collaboration between people in remote places. The growth of the Internet has equalled that of a child by almost doubling insize every year.

The data available to casual users on the Internet has grown as fast as the Internet itself and terabytes. Products have been developed to manage the information about data and provide a way of finding the document, program or in general the bytes that are wanted.

Early information was shared with email and ftp. Email is moderately easy to use. Information can be passed from one person to another, or groups of people could form a mailing list. Originally email was just a text message; it didn't have the capability to include programs and data files.



Technical Definitions:

The Internet is very difficult to define. Principally because things change on the Internet with great rapidity; definitions that are appropriate at one time have little meaning later. However, here are some definitions.

The Internet is:

- ⇒ A World Wide network of networks as Kevin Hughes defined in "A Guide to Cyberspace"
- ⇒ A co-operative interconnection as emphasised by VUNETS "Internet Q&A"
- ⇒ A way to communicate and share resources as described in the "What is the Internet?" by the Internet Society.
- ⇒ computers connected using the TCP/IP protocol suite, as specified in the NCSA Guide to the Internet.

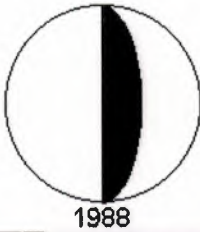
Therefore, we can define it as a co-operative global network of computer networks that communicate and share resources using the TCP/IP protocol.

In simple terms, it is the means by which computers in one part of the world can communicate with other in parts other of the world as easily as with computers in the next room.

The mechanism for doing this is known as the Internet Protocol(IP) and the Transmission Control Protocol(TCP). Together these are commonly known as TCP/IP connections. The Internet protocol was first developed when the US Government wanted to allow researchers to share computing resources by making them available across a network. The military establishment were also involved in this process and developed the network on the assumption that there would be break ages in the network. Thus the protocol does not rely on the existence of any particular computers.

When two computers communicate using TCP/IP the message is broken into a series of small packets which are sent over the network. The Internet Protocol deals with sending the individual packets and the Transmission Control Protocol manages the process of putting the packets together again at the other end.(Usually a packet is 512 bytes)

TCP/IP is a relatively simple networking protocol and was soon made available on most computers, allowing different makes of computers to communicate easily.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

Computers on the Internet are all given a unique Internet Address. This address is used to tell the network where to send its individual packets of data. The Internet address is normally written as four digits (between 0 and 255) separated by dots.

For example: 158.143.103.60

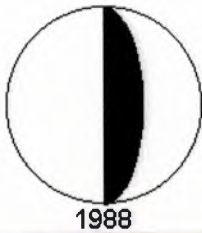
this, however is not particularly easy to understand and therefore most computers provide a human readable name. This name is again made-up of a series of parts.

For example: VAX.RES.AC.UK

The process of naming computers is organised in a distributed manner, as there is no 'central organising committee' for the Internet. Reading from right to left, we see that the computer is in the UK and, in particular, in the academic community. There is a local organiser for the academic community which distributes names for UK academic communities. Similarly, in Türkiye

Various Protocols

TCP/IP is simply a method for sending packets of data from one computer to another. Internet applications are built up by adding extra protocol layers on top of these. These are simply rules that describe the kind of messages that can be sent over Internet using TCP/IP.



CUSEEME

This is a relatively new protocol that supports on-line video conferencing over the Internet. It does this by allowing a computer, if it has the necessary hardware, to use a video camera and sends this picture to other computers on that conference. Other computers receive this data and display it locally. The limited amount of capacity on many parts of the Internet means that often the picture that is received is quite Jerky.

Network News

Another protocol is the NNTP protocol. This allows you to read news on a variety of topics. Essentially, there is a hierarchy of news groups that discuss various subjects. **For example:** *talk.rumors* focuses on true and false rumours. Individuals read this news and can respond by adding their own messages to the group. *Soc.culture.turkish* is a news list where people can discuss things about Türkiye and issues related to the Turkish culture.

Telnet

One of the original and still most widely used protocols is TELNET. This essentially allows you to **log on** to a computer across the Internet. Anything that you type in is sent using the TELNET protocol and the response from the remotecomputer is sent back. TELNET normally requires that you have an account on the remote computer, but it is also used to provide access to library catalogues.

FTP

FTP is related to TELNET and allows you to **upload** and **download** files from a remote computer. FTP is often done anonymously which allows you to **download** files from computers where you don't have an account. FTP is the most widely used protocol for downloading files, but is slowly being replaced by more useably front ends.



Gopher

One of the fastest and relatively easy to use protocol is Gopher. When you *log on* to a computer using to Gopher protocol it sends you a list of all the information it has. This information is normally in the form of individual files or directories. These items are displayed on your own computer and you can then choose the one you want. If you choose a directory, the system presents you with all the information in that directory.

The beauty of the Gopher protocol is that the files and directories that are listed do not have to be on the same computer. You can select a particular item and will be automatically a different part of the Internet to obtain sent that information.

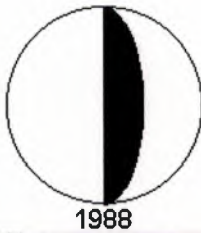
The World Wide Web

The Gopher protocol is fast and effective and automatically moves you from one part of the Internet to another. It is limited, however to the concept of files and directories. Whilst this is easily understood by computer specialist, it is not so intuitive to non-computer specialists. The world wide web protocol overcomes this by presenting the information as normal text document. It also possible to include graphics within web documents. Within these documents are hot-links to other parts of the document or other parts of the Internet. As with Gopher, these jumps are handled automatically and invisibly.

World wide web documents are often viewed using packages like the Microsoft Internet Explorer and Netscape Navigator.

UNIFORM RESOURCE LOCATORS (URLs)

URL s are designed to help with all these different protocols Essentially, they provide a standard format for specifying the Internet Information you want to use. The format is normally:



Internet Service: // Internet address /Access information.

For example:

<http://www.wired.com/index.html>

<http://www.isoctr.org/>

<http://www.hurriyet.com.tr>

In this example, `http` specifies the protocol (hypertext transaction protocol), `www.wired.com` is the name of the computer and `index.html` is the file to be loaded and displayed .

Searching the Internet

The Internet is huge and growing everyday. It also has no central controller so it can be very difficult to find information on the net. In order to solve this problem, a number of search engines have been developed. Some well-known search engines are:

1. **Altavista** (<http://www.altavista.digital.com>)
2. **Yahoo!** (<http://www.yahoo.com>)
3. **Lycos** (<http://www.lycos.com>)
4. **Webcrawler** (<http://www.webcrawler.com>)
5. **Infoseek** (<http://www.infoseek.com>)
6. **Excite** (<http://www.excite.com>)

These normally work by creating a monthly list of everything they know about (*for example*, all the FTP files in all the FTP sites that are known), indexing these lists and allowing people to search these indexes. the results are then displayed in the appropriate format.

ARCHIE

Archie is the search engine for FTP sites. Archie normally only works on the basis of file names and related descriptions and so is best used if you know the name of the file you are looking for.



VERONICA and JUGHEAD

These are two search engines for GOPHER sites. They normally index all the worlds in the Gopher descriptions and you can perform Logical searches on them, *for example*, all the Gopher elements that contain both information and security.

CUI and LYCOS

Indexing world wide web files is much more difficult but these two facilities aim to provide results of web files searches.

www.neu.edu.nc.tr/engf/index.html

Image File Extensions on the Internet

.gif
.jpg

Introduction to HTML Language

A simple Example

```
<HTML>
<HEAD>
  <META HTTP-EQUIV="Content-Type" CONTENT="text/html; charset=iso-
8859-1">
  <META NAME="Author" CONTENT="metin taskin">
  <META NAME="GENERATOR" CONTENT="Mozilla/4.02 [en] (Win95; I
[Netscape])">
  <TITLE>index</TITLE>
</HEAD>
```



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

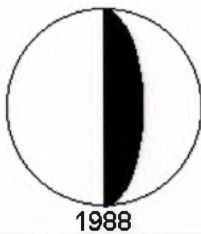
1988

```
<BODY>
<CENTER><FONT                                COLOR="#330000"><FONT
SIZE=+2></FONT></FONT></CENTER>
<CENTER><FONT    FACE="Baskerville    Win95BT    Tur"><FONT
COLOR="#330000"><FONT SIZE=+2>AMERICAN
BIRDS</FONT></FONT></FONT></CENTER>
<CENTER><FONT    FACE="Baskerville    Win95BT    Tur"><FONT
COLOR="#330000"><FONT
SIZE=+2></FONT></FONT></FONT></CENTER>
<CENTER><FONT    FACE="Baskerville    Win95BT    Tur"><FONT
COLOR="#000099"><FONT SIZE=+1>BIRD
CLASSIFICATION</FONT></FONT></FONT></CENTER>
<CENTER><FONT    FACE="Baskerville    Win95BT    Tur"><FONT
COLOR="#000000"></FONT></FONT>&nbsp;</CENTER>

<OL>
<LI>
<FONT    FACE="Baskerville    Win95BT    Tur"><FONT
COLOR="#000000">HERONS &
BITTERNS</FONT></FONT></LI>

<LI>
<FONT    FACE="Baskerville    Win95BT    Tur"><FONT
COLOR="#000000">DUCK, GEESE
& SWANS</FONT></FONT></LI>

<LI>
<FONT    FACE="Baskerville    Win95BT    Tur"><FONT
COLOR="#000000"></FONT></FONT></LI>
</OL>
<CENTER><FONT    FACE="Baskerville    Win95BT    Tur"><FONT
COLOR="#000099"><FONT
SIZE=+1></FONT></FONT></FONT>&nbsp;</CENTER>
<CENTER><FONT                                COLOR="#330000"><FONT
SIZE=+2></FONT></FONT>&nbsp;</CENTER>
</BODY>
</HTML>
```

What Software to Use For Writing HTML Programs

1. Notepad (under Accessories Directory in win95, also available in win3.1)
2. Write (available in both win95 & win 3.1)
3. Word (any version) (available in both win95 & win 3.1)
4. Netscape Communication
5. Any other text editor.

File Extension

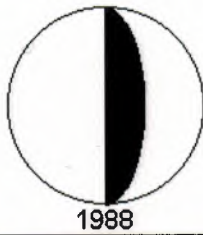
All HTML programs should have either .htm or html extension. We shall later in the course that some files use .shtml extension.

All image files that you use in your programs should either be in GIF format or JPG (also written as JPEG)

TAG REFERENCE

Document Formatting

Tag	Description
<html>	HTML document indicator
<head>	Document head
<body>	Document body
<address>	Owner/ Contact
<title>	Title
<! ...>	Comment



Paragraph Formatting

Tag	Description
-----	-------------

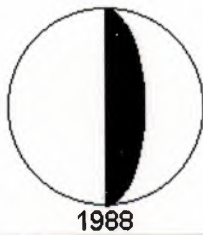
<blockquote>	Blockquote
<p>	Paragraph

	Line break
<hr>	Horizontal rule
<pre>	Preformatted text

Character Formatting

Tag	Description
-----	-------------

	Emphasised
<var>	Variable
<cite>	Litation
<i>	Italic
	Strong
	Bold
<code>	Code
<samp>	Sample
<kbd>	Keyboard
<tt>	Teletype
<key>	Keyword
<dfn>	Dfn
<strike>	Strike through



List Formatting

Tag **Description**

	List item
	Unnumbered list
	ordered list
<menu>	Menu list
<dir>	Directory list
<dl>	Description list
<dt>	Data term
<dd>	Data deser

Anchor Formatting

Tag **Attribute** **Description**

<a>	href name	Anchor hyper link Points to destination of link Defines a named anchor so that a link can point to a place in a document not just to the document itself
------------------	--------------	--

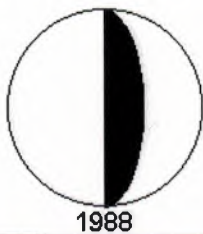


Image Formatting

Tag	Attribute	Description and Notes
		Incorporates images in a document
	src	The href for the image
	align	Aligns text, starting at the top, middle, or bottom the side of an image
	alt	A name that can be displayed on a browser that don't have image capabilities
	ismap	Activates the image so that the browser returns a set of x,y coordinates at which the image was clicked.



Table Formatting

Tag	Attribute	Description and Notes
<code><table></code>		Defines the table
	<code>border</code>	Adds borders to separate rows and columns in tables
<code><tr></code>		Marks the end/start a table row
<code><td></code>		Modifies
	<code>colspan</code>	Encloses a cell of table data Modifies the number of columns a cell will span
	<code>rowspan</code>	Modifies the number of rows a cell will span
	<code>align</code>	Defines the horizontal text alignment within a cell
	<code>nowrap</code>	Declares that the cell text cannot be broken up to wrap from one line to the text
<code><th></code>		Encloses a cell of table heading
	<code>colspan</code>	Modifies the number of columns a cell will span
	<code>rowspan</code>	Modifies the number of rows a cell will span
	<code>align</code>	Defines the horizontal text alignment within a cell
	<code>nowrap</code>	Declares that the cell text cannot be broken up to wrap from one line to the text
<code><caption></code>		Creates a title for the table, outside

GIF - The graphics interchanges format developed in 1987 by people from computer serve. This bitmapped format come into being because people wanted to exchanged images between different platforms.

This format is now used on almost every platform that support graphical application. GIF format is not only a standart image type for WWW browser, it is also the only image type that can be used for inline images on all platforms. The one drawback of GIF format is that it is limited to 256 colours.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

An extended standard called GIF89A was developed to add functionality for specific applications. The most notable use of this extended standard in web pages is the use of transparent backgrounds. Images can appear to float by making the background colour the same as the background of the browser. However browsers don't always come with the plain grey background, and the user can override the choice of background colour as transparent compensates for the user's specific configuration.

JPEG - A bitmap format with compression that was designed and named after the Joint Photographic Experts Group: JPEG isn't used as often as the other formats but it is the basis for the most common moving image format, MPEG. In addition, the newest browser on the block, Netscape Communicator now offers support for inline JPEG images.

TIFF - The Tagged Image File Format designed by Microsoft and Aldus for use with scanners and desktop publishing programs. Most external viewers support this format.

VIDEO STANDARDS

MPEG - An animated video standard, format based on the JPEG methods. Like JPEG, the format received its name from the group that defined the standard Motion Picture Experts Group. This is the most common movie format for WWW, primarily because viewers exist for all platforms.

AVI - The movie format for Microsoft Windows. Use of this format isn't recommended until browsers for other platforms become common.

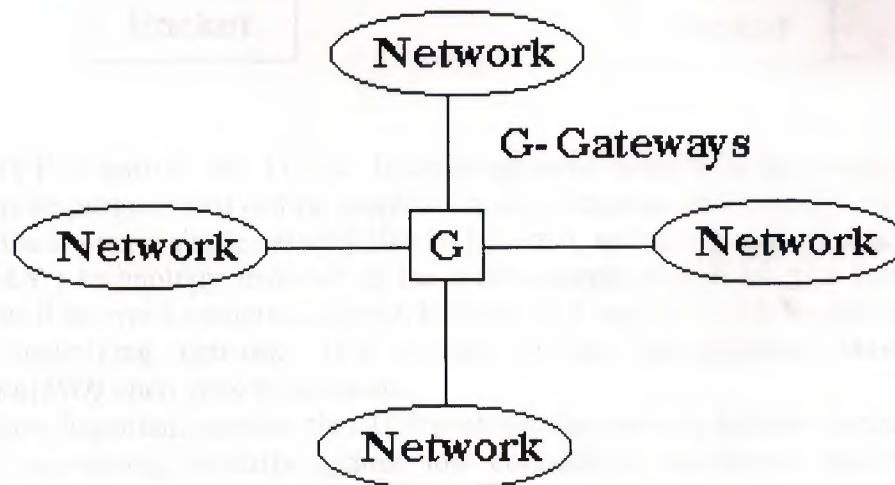


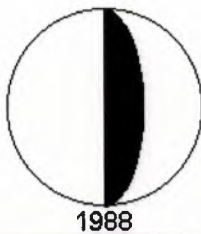
TCP/IP & INTERNET STRUCTURE

Introduction:

Data communication between places is the principle of computing. In the early days, this was quite hard. In the late 1970s, networks have been developed and these evolved into host networks that were attached to a single packet-switched network. In the middle 1980s, various economic and technological factors have energised that made it possible to interconnect many physical networks. This new technology is called internetworking, and it hides the underlying details of actual networks, in order to provide a uniform service across networks.

The Internet is an example of *open systems interconnection(OSI)*. In an Internet structure, several networks are connected together through the use of gateways and Internet working protocol(as discussed earlier). The main advantage of an Internet structure is that it provides universal interconnection while allowing individual groups to use whatever network hardware is best suited to their needs.



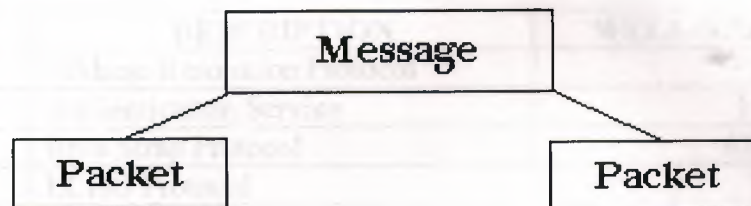


In addition, the term Internet is used when making a generic reference to a network built using internetworking technology and the term Internet is used when specifically referring to this network.

The transmission Control Protocol(TCP)

The transmission Control Protocol, TCP, defines a key service provided by the Internet, namely, reliable, stream delivery and it provides a full duplex connection between two machines, allowing them to exchange large volume of data efficiently.

The Internet Protocol(IP), defines the *IP datagram* as the unit of information passed across the Internet and provides the basis for connectionless, best-effort packet delivery stream.



The TCP is part of the TCP/IP Internet protocol suite, it is an independent, general purpose protocol that can be adapted for use with other delivery systems. It is possible to use it over a single network like an Ethernet, which is popular **Local Area Network(LAN)** technology invented at the Xerox corporation Polo Alto Research Centre, as well as over a complex Internet, because TCP makes very few assumptions about the underlying network. TCP is one of the **International Standards Organisation(ISO)** open system protocols.

The most important services that TCP provides for its users include: connection orientation, sequencing, security against lost connection orientation, sequencing, security against loss connection monitoring, multiplexing, flow control, transparent data transport and secure connection establishment, release, IP has the ability to:



- ⇒ transmit messages over an internetwork.
- ⇒ address each partner uniquely
- ⇒ decompose and recombine packets according to the current network conversions.
- ⇒ transmit certain information about the packet sequence and security features

TCP Service Interfaces

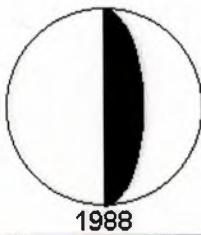
With its host-to-host communication, TCP/IP support the part/socket concept. A host, represented by its various application packages, may be viewed as providing a set of sockets, into which the desired connections, which are linked to I/O ports of relevant applications by the main of many be plugged. Some sockets and ports are reserved for certain standardised application as shown below.

PROTOCOL	DESCRIPTION	WELL-KNOWN PORT
ARP	Address Resolution Protocol	-
AUTH	Authentication Service	113
BOOTP	Boot Strap Protocol	67,68
ECHO	ECHO Protocol	7
FTP	File Transfer Protocol	20-21
GRAPHIC	Graphics Exchange Protocol	-
MPM	Exchange Multimedia Protocol	46
LDP	Load Debugger Protocol	-
LPR	line Printer Protocol	514
NNTP	Network News Transfer Protocol	119
NFS	Network File System	2049
RJE	Remote Job Entry	-
RLP	Resource Location Protocol	39
SMTP	Simple Mail Transfer Protocol	25
TELNET	Remote Terminal Protocol	23
TFTP	Trivial File transfer Protocol	69
UDP	User Datagram Protocol	-
X	X- window System	6000
STATSRV	Sending Gateway Statics	95

The most important TCP services are:

OPEN- Open a virtual connection to a partner or wait until the connection is opened by an arbitrary or a specific partner. A time-out condition may be given.

SEND- Deliver a data buffer to TCP for transmission to the other partner. A push flag may be used to force the full data transfer, otherwise the nature of the



execution is at the discretion of TCP. An URGENT flag may be used for express packets which must receive priority handling.

RECEIVE- Receipt of data from the partner, with entry of size of the available buffer. TCP informs the clients process whether the PUSH or URGENT flags were set by the partner.

CLOSE- Release of a virtual connection.

STATUS- This service is only of a local nature and its fictions depend on the form of the current TCP implementation (in other words, which connection-related status/statistical data is made available).

Connection Establishment

Connection establishment between two TCP partners is based on the so-called "three way handshake" principle. This mechanism reduces the possibility of the establishment of false connections.

The following error situations may arise.

⇒ Simultaneous establishment of a connection by each of the two partners involved.

⇒ Multiple establishment of a connection by the initiator. Because of a time out for the first connection-establishment request.

⇒ Unwanted establishment of a connection before the previous connection is released.



Data Transfer

Once a connection is established between two partners data packets may be exchanged. Since these could be lost or rendered worthless as a result of errors or overloading of the network, TCP initiates a transmission repeat after the time-out condition expires.

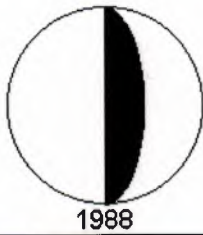
This way leads to duplicated data packets, which TCP detects using a special sequence numbering.

Sequence Numbering

Each data octet (8 bits=byte) transmitted by TCP is assigned a sequence number. This means that, in principle, the receipt of each octet can be confirmed. This is implemented in such a way that the confirmation of octet number n implicitly confirms the receipt of all previous octets. Thus, duplicated segments are detected by the receiver and do not require special treatment. Sequence numbers run from 0 to $2^{32}-1$.

WINDOWS MECHANISM

While in other protocols, such as HDLC(High Level Data Link Control) or X25 level 3, the transmission window relates to the number of packets still to be transported from the sender to the recipient, because of the sequential numbering of octets, TCP uses a different mechanism. Here, a receiver tells the sender the sequence number of the last octet which it has sufficient buffer space to receive. Unlike the above protocols, this provides for very dynamic management of this window. As soon as a recipient has a higher load and, thus possibly less buffer space, it can make this known to its partner.



Transmission Watchdog

Each data packet transmitted is monitored so that a transmission repeat takes place if no acknowledgement is forthcoming within a given interval (retransmission time). This interval depends heavily on the network type, the dimensioning of the network and the network load. To frequent transmission repeats load the network unnecessarily too long a waiting period decreases the throughput possibly considerably. Thus, for each data packet, TCP continuously determines the time until the expiring of the acknowledgement period and thus is able to reset the retransmission timer adaptively.

TCP Internet Protocol(IP)

The Internet protocol, IP, defines the unreliable, connectionless delivery mechanism. IP provides three important definitions. First, the IP as a protocol defines the Internet datagram (or IP datagram). Second, IP software performs the routing function. Third, IP includes a set of rules that embody the idea of unreliable packet delivery. These rules characterise how hosts and gateway (router) should process packets how and when error messages should be generated, and the conditions under which packets may be discarded.

A route is the path that network traffic takes from its source to its destination. IP datagram contains a source and destination IP, address, fragmentation controls, precedence and checksum used to catch transmission error along with data. In a TCP/IP datagram Internet each IP datagram, which is basis unit of information passed across a TCP/IP Internet, may include many gateways and many physical network. Both hosts and gateways participate in IP routing. When an application program on a host attempts to communicate, the TCP/IP protocols eventually generate one or more IP datagrams. The host must make a routing decision when it chooses where to send the datagrams.



Datagram Delivery Over A Single Network

Transmission of an IP datagram between two machines on a single network does not involve gateways. The sender encapsulates the datagram in a physical frame, binds the destination IP address to a physical hardware address, and Internetwork sends the resulting frame directly to the destination.

Because the Internet addresses of all machines on a single network include a common network *id*, and because extracting that *id* can be done in a few instructions, testing whether a machine can be reached directly is extremely efficient.

Internet Address

Universal Identifiers:

If a communication system allows any host to communicate with any other host, it is said to supply universal communication service. To make our communication system universal, we need to establish a globally accepted method of identifying computers that are attached to it. A name identifies what an object is an address where it is, and a route tells us how get there. In general pronounceable name to identify machines are preferred by the people.

Three Primary Classes of IP Addresses

For address, the designers of TCP/IP choose a scheme analogous to physical network addressing in which a host on the Internet is assigned an address called an IP address.

The clever part of Internet address is that Integers are carefully chosen to make rating efficient.

An IP address encodes the identification of the network to which a host attaches as well as the identification of a unique host on that network.

Each host on a TCP/IP Internet is assigned a unique 32-bit address that is used in all communication with that host.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Each address is a pair. One of the pair netid, identifies a network, and the other one, hostid, identifies a host on the network.

Each IP address must have one of the first three forms shown below.

	0123	8	16	24	31					
Class A	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 14%;">0 netid</td> <td style="width: 17%;">14</td> <td style="width: 17%;">hostid</td> <td style="width: 12%;">24</td> </tr> </table>					0 netid	14	hostid	24	Class A > 2 ¹⁶
0 netid	14	hostid	24							
Class B	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 14%;">10 netid</td> <td style="width: 17%;">14</td> <td style="width: 17%;">hostid</td> <td style="width: 12%;">28</td> </tr> </table>					10 netid	14	hostid	28	256 ≤ Class B ≤ 2 ¹⁶
10 netid	14	hostid	28							
Class C	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 14%;">100 netid</td> <td style="width: 17%;">21</td> <td style="width: 17%;">hostid</td> <td style="width: 12%;">8</td> </tr> </table>					100 netid	21	hostid	8	Class C < 256
100 netid	21	hostid	8							
Class D	1110 Multi Cost Address									
Class E	11110 Reserved For Future Use									

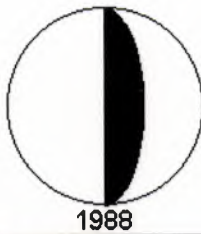
An IP address can be determined from the three high order bits in a given IP address. Class A addresses are used for networks that have more than 2¹⁶ (i.e. 65,536) hosts. Class A bits devote 7 bits to netid and 24 bits to hostid. Class B addresses are used for intermediate size networks that have between 2⁸ (i.e. 256) and 2¹⁶ hosts, and allocate 14 bits to the netid and 16 bits to the hostid. Class C networks have less than 28 hosts, and allocated 21 bits to the netid and only 8 bits to the hostid.

The 32 bit Internet number or IP address is commonly represented as for numbers joined by period i.e. 145.32.217.130

The fourth part of this address identifies the host machine, the remainder identify the sub-network on which the machine resides. Class C network are typically LANs.

Since users do not usually want to have to remember addresses in the form of numbers, a name-to-number service is available, called the Domain Name Service (DNS). DNS servers exchange information to allow a user to communicate with any other machine on the Internet simply by giving its name. One disadvantage of this addressing scheme is that if a host moves to another network, its Internet address must change.

Example: Arpanet--- Class C



Difference Between Frames & Tables

Use frames if you want to preserve the same layout an all your options. No need to reload the same section every time you choose an option. User can enlarge or arrange individual pages(frames)as required.

Disadvantage of Frames

Some browser can not view frames and generate an error messages. To cater for this when you create frames some HTML editors enable you to prepare text based version of pages using frames.

Still, tables are more popular than frames. With tables you can produce, interesting effect and can use them for obtaining a nice layout. If you cheese border thickness=0 then people cannot easily understand that you are using tables but this allows you to obtain nice layouts.

NAVIGATING

Go to a page: [Home](#), [About](#), [Contact](#), [Privacy](#), [Terms](#), [FAQ](#), [Sitemap](#), [Feedback](#)

1. Click on the link in the list above.

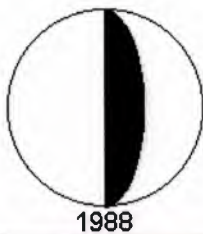
Show me:

2. In the Go to what text, type the name of the page you want to go to.

3. To go to a specific page, type the name of the page in the text box, and then click Go To.

To go to the next or previous page, click on the Next or Previous link in the list above.

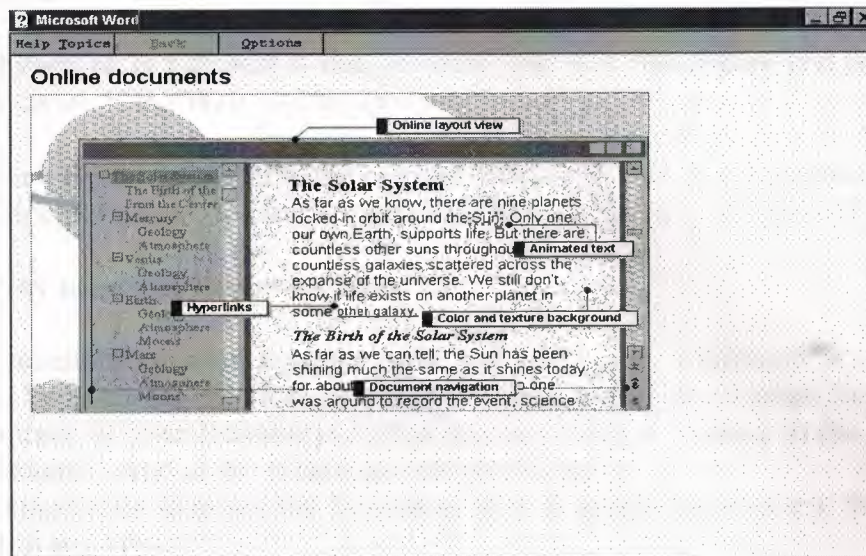
Fig. 1.10 A quick way to go to a page and to go to the next or previous page. Click on the vertical scroll bar, and then click the Next or Previous link in the list above. Navigate by using hyperlinks.



CHAPTER B

USING WORD PAGE

WORKING WITH ONLINE AND INTERNET DOCUMENTS



NAVIGATING

Go to a page, bookmark, footnote, table, comment, graphic, or other location

1 On the **Edit** menu, click **Go To**.

Show me

2 In the **Go to what box**, click the type of item.

3 To go to a specific item, type the name or number of the item in the **Enter** box, and then click **Go To**.

To go to the next or previous item of the same type, leave the **Enter** box empty, and then click **Next** or **Previous**.

Tip For a quick way to go to the next or previous item, click **Select Browse Object** on the vertical scroll bar, and then click the item you want. You can click **Next** or **Previous** to go to the next or previous item of the same type.

Navigate by using hyperlinks



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

When a **Word publication** or Web page contains hyperlinks to other locations $\frac{3}{4}$ for example, to locations in the same file, or to files on the network or the Internet $\frac{3}{4}$ you can move to these locations by clicking the hyperlink display text or image. When you point to the display text of a hyperlink, the pointer becomes a hand .

· In a file or Web page that contains hyperlinks, click the display text or image of a hyperlink.

When a hyperlink is followed $\frac{3}{4}$ that is, when you click the display text and jump to another location $\frac{3}{4}$ the **Web** toolbar appears.

- Click **Back** to return to the original location in your Word publication.
- Click **Forward** to return to the file whose hyperlink you followed.

Navigate by using the Document Map

The Document Map is a separate pane that shows an outline of a document's headings. You can use the Document Map to quickly navigate around the document and keep track of your location in it. For example, click a heading in the Document Map to instantly jump to the related part of the document.

Word automatically displays the Document Map in online layout view, but you can display it in any view.

- 1 Click **Document Map** .
- 2 In the Document Map, click the heading you want to go to.

Word displays the heading at the top of the page. In the Document Map, the heading is highlighted to show your location in the document.



WORKING WITH DOCUMENTS ON INTRANETS AND THE INTERNET

Documents on the Internet

If you have access to the Internet (for example, if you have a modem and an Internet account through an Internet service provider, or if you are in a corporation and have access through the network), you can open documents on the World Wide Web or anywhere on the Internet from the **Open** dialog box in your Office programs. You can also add **FTP** sites to the list of available Internet sites. And if your company has an intranet, you can open documents there. In addition, if you have the access rights and the FTP site supports saving files, you can save documents to the Internet from the **Save As** dialog box in your Office programs.

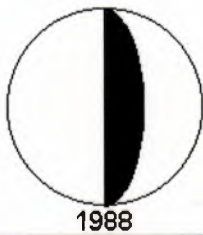
Use Microsoft Excel, Word, PowerPoint, and Microsoft Access to browse Office documents that contain hyperlinks, whether the document is on your computer, on a network drive, or on the Internet. You don't have to be on the Internet to use hyperlinks in Office documents.

The Web toolbar is available in your Office programs to make it easy to browse documents that contain hyperlinks. Use the **Web** toolbar to open a start page or a search page in your Web browser. Also from the **Web** toolbar, add interesting documents you find on the Web to the Favourites folder to gain access to them quickly. The **Web** toolbar keeps a list of the last 10 documents you jumped to by using either the **Web** toolbar or a hyperlink so you can easily return to these documents again.

Add an FTP site to the list of Internet sites

You can add an FTP site to the list of Internet sites to make it easier to open a document at an FTP site. To do this procedure, your company must have an intranet, or you must have access to the Internet (for example, you may have access by using a modem and an Internet account through an Internet service provider, or through the network if you are in a corporation). For information about how to set up Internet access, see the Microsoft Office 97 Resource Kit. For information about how to obtain the Office Resource Kit, click .

- 1 Click **Open** .
- 2 In the **Look in** box, click **Add/Modify FTP Locations**.
- 3 In the **Name of FTP site** box, type the FTP site name; for example, type **ftp://ftp.microsoft.com/**
- 4 If you want to log on to an FTP site that allows anonymous log on, click **Anonymous**.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

If you want to log on to an FTP site that you have user privileges for, click **User**, and then type your password.

- 5 Click **Add**.

Remove an FTP site from the list of Internet sites

- 1 Click **Open**.
- 2 In the **Look in** box, click **Internet Locations (FTP)**.
- 3 Right-click the FTP site you want to remove, and then click **Remove** on the shortcut menu.

Change the logon name or password for an FTP site

You can change the way you log on to an **FTP** site. To do this procedure, your company must have an **intranet**, or you must have access to the **Internet** (for example, you may have access by using a modem and an Internet account through an Internet service provider, or through the network if you are in a corporation). For information about how to set up Internet access, see the Microsoft Office 97 Resource Kit. For information about how to obtain the Office Resource Kit, click .

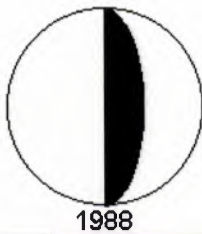
- 1 Click **Open**.
- 2 In the **Look in** box, click **Internet Locations (FTP)**.
- 3 Right-click the FTP site you want to change, and then click **Modify** on the shortcut menu.
- 4 Change the options you want.

Learn about installing and using Web page authoring tools

Microsoft Word and some other Microsoft Office programs provide Web page authoring tools to help you easily create Web pages for **intranets** and the **World Wide Web**. If you haven't already installed these tools, you can rerun Set-up to install them and to install more Help topics about using them.

When authoring Web pages in Word, you can use many familiar Word features, such as spelling and grammar checking, AutoText, and tables. Some features, such as graphical bullets and lines, are customised to make Web authoring easier. Features that aren't supported by HTML are not available when authoring Web pages.

To install the Web page authoring features, select the **Web Page Authoring (HTML)** check box in Set-up. For more information about installing components of Office, click .



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Open the Web start page

When you start a **World Wide Web browser**, the start page is the first page that appears in the browser. You can set this location to any Web site you want or to a document on your computer hard disk. You can open the start page from the **Web** toolbar. A start page may contain **hyperlinks** to other documents on your computer, on the network, or on the Web.

To do this procedure, you must have the **Web** toolbar displayed. On the **View** menu, point to **Toolbars**, and then click **Web**.

- On the **Web** toolbar, click **Start Page** .

Change the Web start page

To do this procedure, the **Web** toolbar must be visible. On the **View** menu, point to **Toolbars**, and then click **Web**.

- 1 Open the document you want to use as the **start page**.
- 2 On the **Web** toolbar, click **Go**, and then click **Set Start Page**.
- 3 Click **Yes**.

Open the Web search page

A search page provides an organised way to find and go to other **Internet** sites or to documents on an **intranet**. Many search pages provide the capability to search by topic or by keyword. Others simply provide an well-organised list of **hyperlinks** to selected Internet sites or to documents on an intranet. You can open the search page from the **Web** toolbar.

To do this procedure, you must have the **Web** toolbar displayed. On the **View** menu, point to **Toolbars**, and then click **Web**.

- On the **Web** toolbar, click **Search the Web** .

Change the Web search page

To do this procedure, the **Web** toolbar must be visible. On the **View** menu, point to **Toolbars**, and then click **Web**.

- 1 Open the document you want to use as the **search page**.
- 2 On the **Web** toolbar, click **Go**, and then click **Set Search Page**.
- 3 Click **Yes**.



Open recently browsed files

· To do this procedure, you must have the **Web** toolbar displayed. On the **View** menu, point to **Toolbars**, and then click **Web**. To open the previous document in the history list, click **Back** on the **Web** toolbar.

To open the next document in the history list, click **Forward** on the **Web** toolbar.

Cancel a jump that takes too long

To do this procedure, you must have the **Web** toolbar displayed. On the **View** menu, point to **Toolbars**, and then click **Web**.

· On the **Web** toolbar, click **Stop Current Jump** .

Refresh the display of the current file or Web page

When you work in a document on the World Wide Web that contains hyperlinks, the author may modify the document while you have it open. When you update a document, the document is refreshed from the original file that is located on the network server, the Internet, or your computer hard disk.

To do this procedure, you must have the **Web** toolbar displayed. On the **View** menu, point to **Toolbars**, and then click **Web**.

· On the **Web** toolbar, click **Refresh Current Page** .

Add the active document to Favourites

When you open a document on the Internet, World Wide Web, intranet, or even on your computer hard disk, add the document to the Favourites folder so you can open it again without having to remember the path you typed to get the document the first time.

To do this procedure, you must have the **Web** toolbar displayed. On the **View** menu, point to **Toolbars**, and then click **Web**.

· On the **Web** toolbar, click **Favourites**, and then click **Add to Favourites**.

Hide all toolbars except the Web toolbar

To do this procedure, you must have the **Web** toolbar displayed. On the **View** menu, point to **Toolbars**, and then click **Web**.

· On the **Web** toolbar, click **Show Only Web Toolbar** .



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Tip To show the toolbars that are hidden, click **Show Only Web Toolbar** on the Web toolbar.

I can't open a document on the Internet.

You must have access to the **Internet** (for example, you may have access by using a modem and an Internet account through an Internet service provider, or through the network if you are in a corporation) to open files at an **FTP** site or on the **World Wide Web**. For information about how to set up Internet access, see the Microsoft Office 97 Resource Kit. For information about how to obtain the Office Resource Kit, click .

If you have these things, the site may be too busy. Try to open the document later.

The Web Find Fast search page

Microsoft Office ships with a **search page** you can use to find files on the **intranet**. The Web Find Fast search page makes it quick and easy to find a file you know exists even when you don't know where it's located. The Web Find Fast search page also makes it easy to find all of the information available on any subject. You can also quickly locate information outside of your workgroup, such as the quarterly report for your company, or all files that refer to company policies.

To obtain the Web Find Fast search page, see your administrator.

WORKING WITH HYPERLINKS

Create hyperlinks

You can enrich Web pages and **Word publications** that others read online by inserting **hyperlinks** to other items. The hyperlink can jump to a location in the current document or Web page, to a different Word document or Web page, or to a file that was created in a different program. You can even use hyperlinks to jump to multimedia files, such as sounds and videos.

The destination the hyperlink jumps to can be on your hard disk, on your company's intranet, or on the Internet, such as a page on the **World Wide Web**. For example, you can create a hyperlink that jumps from a Word file to a chart in Microsoft Excel that provides more detail. A hyperlink is represented by a "hot" image or display text ³/₄ that is often blue and underlined ³/₄ that the reader clicks to jump to a different location.



Use the automatic formatting features for Word documents and Web pages when you know the addresses to jump to or when you have a document that contains file names or addresses that you want to format as hyperlinks. Use **Insert Hyperlink** to insert a hyperlink into Word files and Web pages when you aren't using the automatic formatting features or when you want to browse for the destination address. Use a drag-and-drop operation in Word files when you want to use the mouse to quickly create a hyperlink for text located within another Office file.

Change the display text or image of a hyperlink

You can change the display text or image of a hyperlink ³/₄ the "hot" text or image that a user clicks to follow the hyperlink ³/₄ as you would edit any text or image in your document or Web page. To avoid following the hyperlink, or opening the file you're inserting the hyperlink to, it's usually best to use the keyboard to select the image or text you want to change.

- 1 Click outside of the text or image.
- 2 Press the arrow keys until your insertion point is located just to the left or the right the image or text you want to change.
- 3 Hold down SHIFT and press an arrow key until the text or image is selected.

Hold down CONTROL+SHIFT to select whole words.

- 4 Edit the image or text.

Remove a hyperlink

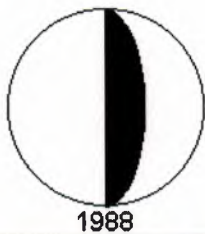
- 1 Right-click the **hyperlink** you want to remove, point to **Hyperlink** on the shortcut menu, and then click **Edit Hyperlink**.
- 2 Click **Remove Link**.

Tip To remove a hyperlink and the display text or image that represents the hyperlink in the document, select the hyperlink, and then press DELETE.

Change the appearance of all hyperlinks in Word documents

This procedure doesn't affect hyperlinks on Web pages. For more information about changing text colours in Web pages, click .

- 1 Open the document that contains the **hyperlinks** you want to change.
- 2 On the **Format** menu, click **Style**.
- 3 To change the appearance of a hyperlink, click **Hyperlink** in the **Styles** box, and then click **Modify**.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

To change the appearance of a **followed hyperlink**, click **FollowedHyperlink** in the **Styles** box, and then click **Modify**.

- 4 Click **Format**, and then click **Font**.
- 5 Select the options you want.

Tips

To use animated text, click the **Animation** tab in the **Font** box, and then click the option you want in the **Animations** box. For instance, you could use **Las Vegas Lights** or **Sparkle Text** to point out the hyperlinks in your document.

To use the modified Hyperlink or FollowedHyperlink style in new documents based on the same template, select the **Add to template** check box in the **Modify Style** dialog box. Word adds the modified style to the template attached to the active document.

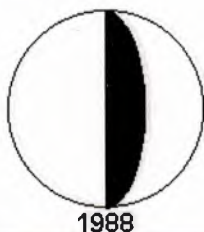
Change the hyperlink destination

- 1 Right-click the **hyperlink** you want to change, point to **Hyperlink** on the shortcut menu, and then click **Edit Hyperlink**.
- 2 Select the options you want.

Set a hyperlink base for a document

When you create a **hyperlink** in a document, you can make the path to the **destination** of the hyperlink a fixed file location (absolute link), which identifies the destination by its full address, such as c:\My Documents\Sales.doc, or you can make the path a **relative link**. Use a relative link if you want to move or copy the file that contains the hyperlink or the destination file to a new location. To change the path of the relative link, set a **hyperlink base** for the document.

- 1 Open the document you want to set a hyperlink base for.
- 2 On the **File** menu, click **Properties**, and then click the **Summary** tab.
- 3 In the **Hyperlink base** box, type the path of the relative link you want to use for all the hyperlinks you create in this document.



CREATING AND WORKING WITH WEB PAGES

CREATING WEB PAGES

Create a Web page

Word offers two easy ways for you to create Web pages. You can start a new page by using a wizard or template, or you can convert an existing Word document to **HTML**, the format used for Web pages. When you create a Web page with either of these methods, Word customises some toolbars, menu commands, and options to provide the Web page authoring features.

Using the Web page authoring features to create your Web page will usually produce the best results. You can use the Web Page Wizard to start with sample content ³/₄ such as a personal home page and registration form ³/₄ and graphical themes ³/₄ such as festive and community ³/₄ to help you quickly create a Web page. If you prefer, you can start with a blank Web page. For information about many of the features you can use in Web pages, click .

Use the HTML conversion method when you have existing Word content that you want to quickly convert to a Web page. The formatting and features that are supported by HTML will be converted. For more information, click .

What do you want to do?

- Create a Web page from a wizard or template
- Save a Word document in HTML format

Items you can add to Web pages

You can make Web pages look more interesting by adding bullets and numbering, horizontal lines, background colours and textures, tables, pictures, videos, scrolling text, and forms. You add most of these items in much the same way as you do in a Word document. However, to make Web page authoring easier, Word offers some new and some customised commands for this purpose.

Obtain more Web page graphics and templates from the Microsoft Web site

Additional bullets, textured backgrounds, horizontal lines, and templates are available on the Microsoft Web site. If you have access to the **World Wide Web**, you can obtain these items to use on your Web pages.



Tips for creating Web pages

There are many opinions about the best way to structure and design Web pages. You can find many tips, examples, and style guides on the **World Wide Web**. Here are some tips that apply to most Web pages:

- Content should be well organised. Well-structured pages help you deliver ideas effectively and help the reader navigate through your site. For more information, click .
- Text on Web pages should be easy to read. If you add a background to your Web page, it should contrast with the text colour. For more information, click .
- Web pages may not look the same in different **Web browsers**. It's a good idea to plan your Web pages so they are viewable in most browsers. For more information, click .
- Large images increase download time, especially for readers who gain access to Web pages by modem. Although graphics can make Web pages more interesting, you should use graphics strategically. For more information, click .
- Some users turn off the display of images, and some Web browsers don't support all video formats. When images and videos contain information that you don't want readers to overlook, you can use alternative text for graphics and alternative text and images for videos. For more information, click .
- You can use tables as a layout tool. For example, **HTML**, the format for Web pages, doesn't support newspaper columns, but you can create a two-column effect by using tables. For more information, click .

Add a background sound to a Web page

You can have a background sound play automatically when someone opens your Web page.

- 1 On the **Insert** menu, points to **Background Sound**, and click **Properties**.
- 2 In the **Sound** box, enter the address, or **URL**, of the sound file you want, or click **Browse** to locate the file.
- 3 In the **Loop** box, click the number of times you want the sound to repeat. If you want it to loop continually while the Web page is open, click **Infinite**.
- 4 To copy the sound to the same folder as your Web page, select the **Copy to document folder** check box. To **use a relative path**, a path that's relative to your current page, select the Use relative path check box.

For more information about managing files for Web pages, click .

Notes



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

To review the sound while you are authoring the Web page, point to **Background Sound** on the **Insert** menu, and then click **Play**. To stop the sound, click **Stop**.

For others to hear background sounds, they must have a sound system installed, and their **Web browser** must support the sound format of the file you inserted. You can insert sound files in WAV, MID, AU, AIF, RMI, SND, and MP2 (MPEG audio) formats.

The background sound plays automatically every time your page is opened or returned to. For frequently opened pages, such as home pages, this repetition could become annoying. You could add the background sound instead to a page that the user is likely to jump to less frequently. Or you could insert a hyperlink that the user can click to download a sound file. For more information about inserting hyperlinks, click . You may want to use caution when selecting **Infinite** for a looping option, because the sound will play continually when the user opens the page.

Add a horizontal line to a Web page

Horizontal lines are used often on Web pages to separate logical sections of text.

- 1 Click where you want to insert the line.
- 2 On the **Insert** menu, click **Horizontal Line**.
- 3 In the **Style** box, click the line that you want, or click **More** to select a different line.

Notes

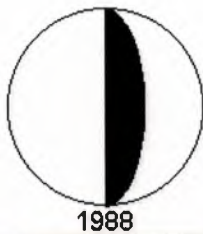
A Web browser will draw the first line in the Style box when someone opens the page. The other line styles are graphical images. When you save this Web page, the line will be saved as an image, such as image.gif, image1.gif, in the same location as the Web page. If you move the Web page $\frac{3}{4}$ for instance, when publishing the page $\frac{3}{4}$ you should also move the image of the line. For more information, click .

To quickly insert another line with the same style, click **Horizontal Line** .

Add a video to a Web page

You can add an inline video to your Web page, which means the video is downloaded when the user opens the page. You can determine whether the video will play when the page is opened or when the user points to the video with the mouse. Because not all Web browsers support inline video, you may want to provide alternative text and images or avoid presenting essential information in videos.

It's recommended that you save your document before inserting videos. For more information about managing files and links, click .



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

- 1 On the **Insert** menu, clicks **Video**.
- 2 In the **Video** box under **Source**, type the address or URL of the video file you want. Or click **Browse** to search for the file.
- 3 In the **Alternate image** box, type the address or URL of the graphics file that you want to designate as a substitute when the user's browser doesn't support videos or when the user turns off the display of videos.
- 4 In the **Alternate text** box, type the text that you want to appear in place of the video or alternative image when the user's browser doesn't support videos, when the server where the video or image is located is temporarily unavailable, or when the user turns off the display of images and videos.
- 5 In the **Start** list, click an option to specify how the video will play on a Web page. **Open** causes the video to play when the user downloads the Web page; **Mouse-over** causes the video to play when the pointer moves over the video; **Both** causes the video to play in both scenarios.
- 6 In the **Loop** box, enter the number of times you want the video to repeat.
- 7 If you want to display video controls, such as "Start" and "Stop," while you're authoring Web pages, select the **Display video controls** check box.
- 8 To copy the video to the same folder as your Web page, select the **Copy to document folder** check box. To use a relative path, a path that's relative to your current page, select the **Use relative path** check box.

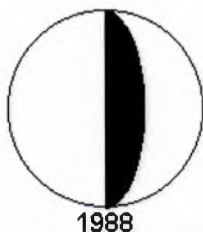
Notes

- The video will play after you insert it. If you've selected the **Mouse-over** option for video playback, the video will also play in your Web page document when your mouse moves over it.
- Video files can be very large and take a long time to download. For tips on reducing the size of images, click .
- You can also insert a hyperlink to a video, which means the user can click the hyperlink to download the video and play it. For more information about inserting hyperlinks, click .

Add scrolling text to a Web page

You can enhance your Web page with scrolling text, which is also known as a marquee.

- 1 On the **Insert** menu, clicks **Scrolling Text**.
- 2 Type the text that you want to scroll in the **Type the scrolling text here** box.
- 3 Select any other options you want.



Notes

· Scrolling text, or the marquee, is supported in all versions of Microsoft Internet Explorer except version 1.0. Some other **Web browsers** don't support scrolling text. In those browsers, the text will appear but it won't scroll.

· To delete scrolling text, select the text, and then click **Cut** on the **Edit** menu.

Set the language for a Web page

When you are authoring a Web page, you can specify the language of the font, or the encoding, that a **Web browser** will use to display the page. For instance, if you want the page to appear with Greek characters, set the language to Greek. You can also set a default language encoding for new pages that you create.

1 On the **File** menu, click **Properties**.

2 Under **HTML encoding**, select the items you want.

· To specify the language code that Word will use to display the page if the page is not already displayed with the correct language encoding, click the language you want in the **For displaying this page** list. This setting is also used when loading subsequent pages, if the language encoding cannot be determined.

· To specify the language code for saving the page, click the language you want in the **For saving this page** list.

· To specify a default encoding for new Web pages that you create, click the language you want in the **For creating new Web pages (default encoding)** list.

Notes

· To have Word always save your pages using a default language encoding, select the **Always save Web pages with default encoding** check box. This setting affects the current page and future pages that you save. This setting is useful if you reuse pages from other sources and want to store every page in one encoding.

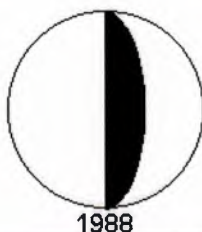
· Some languages have more than one encoding scheme. To view the available encoding, see the lists under **HTML encoding**.

Assign a title to a Web page

The title appears in the title bar of the Web browser, and if someone stores a link to your Web page, the title appears in that person's history list and favourites list.

1 On the **File** menu, click **Properties**.

2 In the **Title** box, type the title you want.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Note If you don't specify a title, Word suggests a title based on the first few characters that appear on your Web page.

Insert HTML mark-up

Word provides features that help you create a Web page without writing HTML source. However, you can also insert your own HTML source code onto a page.

- 1 Enter the HTML sources that you want.
- 2 Select the source.
- 3 In the **Style** box , **NORMAL** click **HTML Mark-up**.

Notes

You can also enter the HTML source directly when you are viewing the source of a Web page. View the source, and then type the HTML codes that you want. For more information about viewing the HTML source, click .

Applying the HTML mark-up style will format text as hidden. If you need to view this text and hidden text is not showing, click **Show/Hide** .

Create a custom HTML template

You can create a custom template that you base Web pages on. When you create the template, start with the Blank Web Page template, and then modify the template as you would any Word template.

- 1 On the **File** menu, clicks **New**.
- 2 Double-click **Blank Web Page**.
- 3 Add any boilerplate text or graphics that you want.
- 4 On the **File** menu, click **Save As**.
- 5 In the **Save as** type box, click **Document Template (*.dot)**.
- 6 Word proposes the **Templates** folder in the **Save in** box. To save the template so that it will appear on a tab other than **General**, switch to the corresponding subfolder within the **Templates** folder.
- 7 In the **File name** box, type a name for the new template, and then click **Save**.

It is recommended that you give the file a .dot extension.



CHANGING THE APPEARANCE OF WEB PAGES

Learn about formatting Web pages

When creating Web pages in Word, you can use many of the same formatting tools you use for Word documents. For instance, you can click **Bold** to apply bold formatting to text, or you can click **Heading 1** in the **Style** box **NORMAL** to apply a heading style.

The **HTML** source that Word creates for the Web page doesn't contain formatting, but it contains codes that instruct the Web browser to format text. Word takes care of the HTML codes behind the scenes, though, so all you need to do is apply the formatting you want.

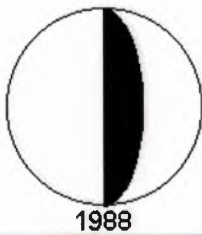
Paragraphs will automatically contain space before and after them. To create paragraphs with no white space between them, press CTRL+ENTER.

Formatting that isn't supported by HTML or some Web browsers aren't available in the Web authoring environment in Word. This includes the Emboss, Shadow, and Engrave character formatting effects, line spacing, margins, character spacing, kerning, text flow settings, and spacing before and after paragraphs. Tabs are not available because they are displayed as spaces by many Web browsers ³/₄ to shift the first line of text to the right, you can use an indent.

You can apply bold, italic, underline, strikethrough, superscript, and subscript formats to selected text. You can change the size of selected text to font sizes supported by HTML. You can click **Increase Font Size** or **Decrease Font Size** to quickly switch to the next available font size. You can also change the type of font, but keep in mind that others viewing your Web pages may not have the same fonts on their systems. Also, some Web browsers display text in a default font only.

You can set the colours for text, hyperlinks, and followed hyperlinks for the entire page with the **Text Colours** dialog box (**Format** menu). You can change the colour of selected text ³/₄ for instance, a word or a sentence ³/₄ by clicking **Font Colour**. Setting the default text colours for the page doesn't change text whose colour you've changed with the **Font Colour** button.

You can indent text in .25-inch increments by clicking **Increase Indent** and **Decrease Indent**, and you can change the alignment of text by clicking **Align Left**, **Centre**, or **Align Right**. However, you can't justify text on Web pages.



Learn about tables on Web pages

Working with tables on Web pages is similar to working with tables in Word documents. You can use **Draw Table** to create and modify the structure for your table. You can insert a table grid by using **Insert Table**. There are some differences in how borders are applied and cells are formatted.

Because tables are often used as a behind-the-scenes layout tool on Web pages ³/₄ for instance, to arrange text and graphics ³/₄ they do not have borders when you insert them. You can add borders to tables on Web pages by using the **Border** command (**Table** menu). Borders that you apply to tables on Web pages have a 3-D appearance in Web browsers.

You can change the background colour, or shading, of tables by using the **Table Properties** command (**Table** menu); change the background colour of selected cells by using the **Cell Properties** command (**Table** menu).

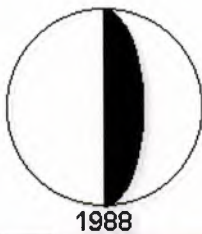
You can change the height of selected rows and the width of selected columns by using the **Cell Properties** command (**Table** menu). You can change the way that text wraps around the table, the distance between the table and surrounding text, and the spacing between columns by using the **Table Properties** command (**Table** menu).

Using tables as a layout tool

You can use tables with or without borders to add graphical effects and manage the layout of your Web page. You can organise columns of graphics and text so that they will be aligned together in Web browsers. Without tables, it's difficult to keep graphics and text aligned in **HTML**, the format for Web pages.

You can use the table drawing tool in Word to help arrange text and graphics. If you don't want the border to appear on the finished Web page, remove the border. Even if the border is removed, **gridlines** may appear in your Word document to show the table boundaries. To control the display of gridlines, click **Hide Gridlines** or **Display Gridlines** on the **Table** menu. These will not appear on the finished Web page.

Most Web browsers now support tables, but some earlier versions do not. If you intend for a broad audience to view the content in the table, you may want to also structure your information in text-only format and then provide a **hyperlink** to the text-only version.



Set text colours on Web pages

When creating a Web page, you can determine the default colour scheme for text and **hyperlinks** for the Web page. This setting doesn't change the colour of text whose colour was set by applying direct font formatting, for example with **Font Colour** .

- 1 On the **Format** menu, click **Text Colours**.
- 2 Select the colours you want in the **Body text colour**, **Hyperlink**, and **Followed hyperlink** lists.

Notes

- Colours you set by using the **Text Colours** command become the default colours for all the text, hyperlinks, and **followed hyperlinks**. You can apply direct colour formatting to selected text by clicking **Font Colour** .
- Those who view your Web page can set their own default colours in **their Web browsers**. To have the colours of text and hyperlinks appear in the browser default colours when viewed in a browser, select **Auto** in each list.

Working with styles on Web pages

You can apply built-in styles that correspond to formatting that's supported by **HTML** on Web pages. You apply styles to text on Web pages the same way you apply styles to Word documents, but there are some differences in how styles work.

When you are creating a Web page, Word adds the HTML styles to the **Style** box **NORMAL** on the **Formatting** toolbar and to the **Styles** list in the Style dialog box (**Format** menu). One character style, HTML Mark-up, should be used for HTML source codes that you want to enter manually.

The HTML-specific styles, such as Address and H2, correspond directly to an HTML tag; any modifications you make to these styles will not be retained. If you modify a Word built-in style, such as Heading 1, the formatting associated with the style will be exported to a corresponding HTML tag, provided the formatting is supported in HTML.

You can define and modify your own styles. When you save the page as HTML, only the HTML-supported formatting is converted ³/₄ any other formatting is lost when you view the page in a Web browser. For more information about formatting on Web pages, click .



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Learn about bullets and numbering on Web pages

You can create bulleted lists when authoring Web pages, similar to the way you create bulleted lists when creating Word documents. One main difference is that you can use graphical images in addition to bullet symbols.

Bullet images are available in the **Bullets and Numbering** dialog box (**Format** menu) when you create Web pages. Text bullets that are supported by **HTML**, the format for Web pages, are also available. In addition to using the graphical bullets in the dialog box, you can click **More** to use other images as bullets. After choosing the image you want, click **OK** to return to the document.

When you use images as bullets, the images are saved as **GIF** (.gif) images (unless you insert a **JPEG** [.jpg] image, in which case the JPEG format is retained) in the same location as or in a location relative to your Web page. For more information about managing files and links, click .

When you use images as bullets, you can change the image by using the **Bullets and Numbering** command. Before changing a bullet image, however, you must delete the existing bullet images. If you inadvertently apply new bullet images without deleting the first images, just delete the first bullet images by selecting them and pressing **DELETE**.

Some settings for bullets and numbering that are supported by HTML aren't available when you author Web pages. For instance, it's not possible to change the distance between bullets or numbers and text in the Web authoring environment.

Numbering on Web pages is similar to numbering in Word documents, except that automatic outline and heading numbering isn't available in the Web authoring environment. By applying different numbering styles and indents, however, you can create a list that appears to have multiple levels. For more information, click .



WORKING WITH GRAPHICS ON WEB PAGES

Learn about working with graphics on Web pages

The first time you save your Web page in HTML format, all graphics are converted to GIF or JPEG format, two image types that are supported on the World Wide Web.

You can insert a graphic on a Web page by pointing to **Picture** on the **Insert** menu and then clicking **From File** or **Clip Art**. If the graphic is in JPG format when you insert it, Word saves it in JPG format. If the graphic is in any other type of format, such as TIF, Word converts it to GIF format. If you have Internet access, you can obtain more graphics from the Microsoft Web Art Page.

When you insert a graphic from a file, Word copies the graphic to the same folder as your Web page when you save the Web page, unless you select the **Link to file** check box. If you select the **Link to file** check box, you can link to a graphic at a fixed location, such as another Web server.

When you insert a graphic on a Web page, it is aligned with the left margin by default. You can control the way text flows around the graphic by selecting it and then using the commands on the **Format** menu and the **Picture toolbar**. To provide additional control over the layout of text and graphics, use a table.

You can use drawing objects ³/₄ such as Autoshapes, text boxes, and WordArt effects ³/₄ as Microsoft Word Picture objects. Once you close your document, you won't be able to update these items again. They will become static GIF images. For more information, click .

The **Picture** toolbar in Word is customised to provide alignment commands that help you arrange your graphics. The customised **Picture** toolbar commands are compatible with HTML, the format for Web pages. When you select a graphic, the **Picture** toolbar appears. To hide the toolbar, right-click the graphic, and then click **Hide Picture Toolbar** on the shortcut menu.

Align images on Web pages

When you insert a graphic, such as a picture, on a Web page, by default the graphic is aligned with the left margin, and text does not wrap around it. This procedure changes the alignment and the way text wraps.

- 1 Select the graphic.
- 2 On the **Format** menu, click **Picture**, and then click the **Position** tab.
- 3 Under **Text wrapping**, click **None**, **Left**, or **Right**.
- 4 Under **Distance from text**, enter the amount of distance you want between the picture and the surrounding text.



Notes

- To quickly change the way that text wraps, you can also use the buttons on the Picture toolbar.
- Left and right alignment isn't available for graphics in table cells.
- Multiple images cannot appear in the same paragraph with the same alignment.

Learn about creating graphics with transparent areas for Web pages

You can use Microsoft Photo Editor, which comes with Microsoft Office, to create **GIF** (.gif) images with transparent areas for Web pages. When an image contains a transparent area, the background colour or texture of the page "shows through" the image.

If Microsoft Photo Editor is not installed on your system, run Set-up again, and select Photo Editor in the **Office Tools** group. For more information about installing components of Microsoft Office, click .

From Word, you can insert a Photo Editor object, and then apply transparency to the background colour. On the **Insert** menu, click **Object**, and then click the **Create New** tab. Under **Object Type**, double-click **Microsoft Photo Editor 3.0 Photo**. Open the graphic or photo you want to apply a transparent area to, and then use the **Set Transparent Colour** tool to apply transparency to the image.

You can also create a graphic with transparent areas in Photo Editor and then insert it into Word. For more information about using Photo Editor, search on the keyword **transparent areas** in the Online Help Index in Photo Editor.

WORKING WITH FORMS ON WEB PAGES

Create a form for a Web page

Forms are frequently used on Web pages to collect and provide dynamic data. Some examples are forms that provide data from a database on request, registration forms for memberships or events, and forms that help users provide feedback about your site.

Word helps you design the form and set the properties for the form elements. Because forms require additional support files and, therefore, additional server support, it is recommended that you consult your network or Web administrator when planning the form.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

Sample forms, such as feedback and survey forms, are available from the Web Page Wizard. You can use the wizard to create a basic form and then modify it to fit your needs. Or if the wizard doesn't contain a form that suits your needs, you can create a form by inserting the controls you want.

- 1 If the Web Page Wizard contains a form you want to use or modify, run the wizard, and choose the form you want.
How?
If you are creating a form without using the wizard, use the Blank Web Page template.
- 2 Click where you want to insert additional controls.
- 3 On the **Insert** menu, point to **Forms**, and then click the form control you want to use.
- 4 Double-click the control to display properties for the form.
- 5 Enter the properties for the form control using either the **Alphabetic** or **Categorised** tabs.
- 6 Repeat steps 2 through 5 until you've added all the form controls you want.
So that users can submit the form after filling it in, each form should contain a **Submit** or an **Image Submit** control.
- 7 Add or modify any content that you want.
- 8 When you are finished inserting form elements, click **Exit Design Mode** in the **Control Toolbox**.

VIEWING WEB PAGES AND HTML SOURCE

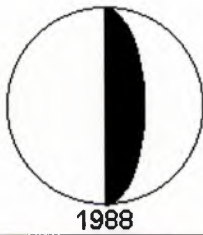
View the HTML source of a Web page

When you save your Web page, Word works behind the scenes to create HTML tags, which **Web browsers** interpret to display your text, graphics, sounds, and videos. For example, when you press ENTER to create a new line, Word converts the paragraph mark to a <P>, or paragraph tag, in the HTML source.

It's usually not necessary to view the HTML source as you author Web pages, but you can view it if you like. To view the HTML source, you should first save unsaved changes to the file.

- 1 Click **Save**.
- 2 On the **View** menu, click **HTML Source**.

Note To return to the Web page, click **Exit HTML Source**



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Preview a Web page while authoring it

In order to preview the Web page you're authoring, you must have a **Web browser** installed on your computer.

· Click **Web Page Preview** .

Note To switch back to Word, click the Word icon in the task bar, or close the browser.

WORKING WITH WEB PAGES AND WEB AUTHORIZING TOOLS

Get the latest version of Web authoring tools

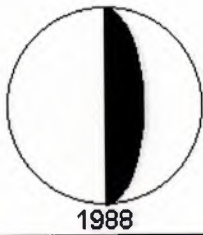
Microsoft will periodically provide updated versions of the Web page authoring tools to keep up with changing technology. If you have access to **the World Wide Web**, Word will periodically check to see if a newer version of the Web authoring tools is available on the Microsoft Web site. If a newer version is found, a dialog box appears to notify you that a newer version is available. You can choose to download and install the latest version. You can also use the **AutoUpdate** command on the **Tools** menu to manually check for the latest version, if you have a dial-up connection to the World Wide Web.

- 1 Open a Web page document.
- 2 On the **Tools** menu, click AutoUpdate.
- 3 If Word prompts you to download the latest version, click **Yes**.

Learn about managing files and links on Web pages

When authoring Web pages, you should manage the related files and plan the links and **hyperlinks** so the images will appear and the links will "work" once the pages are placed on the final **HTTP** server. In many cases, the location where you create your Web pages will be different from the location on which they will be published. For more information about publishing Web pages, click .

When all the files ³/₄ such as bullets, navigational buttons, background textures, and Web pages you create hyperlinks to ³/₄ will be published on the same Web server, you should probably use **relative links**. Using relative links makes it easier to move materials to another location. If you move the files or send them to someone, you should maintain the same file structure, including subfolders.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

For example, your Web page, called Page1.html, includes bullets stored in the Bullets folder, so the relative paths for the bullet files are \Bullets\Bullet1.gif and \Bullets\Bullet2.gif. If you move Page1.html, you need to create a folder called Bullets in your new location where you can move the Bullet1.gif and Bullet2.gif files. When you insert items on your Web page ³/₄ such as pictures, graphical buttons and lines, and hyperlinks to other pages ³/₄ Word prompts you to save your current file. Saving is necessary so that Word can properly create links that are relative to your current file.

Hyperlinks to other Web sites, such as a list of your favourite Web sites, should typically use a **fixed file location** that includes the full path, or **URL**. To indicate an absolute, or fixed, location, clear the **Use relative path for hyperlink** check boxes in the **Insert Hyperlink** dialog box (**Insert** menu).

Images, sounds, and videos can't be embedded in Web pages as they can in Word documents. These items are stored in separate files. Word will export embedded images and OLE objects in Word documents as **GIF** images when you save your Web page.

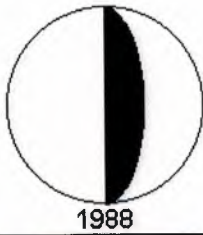
When you apply graphical bullets through the **Bullets and Numbering** command (**Format** menu), insert graphical lines with the **Horizontal Line** command (**Insert** menu), or add a textured background with the **Background** command (**Format** menu), Word saves these items as separate files in the same location as your Web page. You'll need to move these files along with your Web pages so your links will work, which is necessary for your images to appear. For example, bullets are saved as Bullet.gif, Bullet1.gif, Bullet2.gif, and so on; lines are saved as Line.gif and so on; and textured backgrounds are saved as Image.gif and so on.

GIF and JPEG formats are common graphical formats used on the Web. When you insert an image that is not in either of these formats with the **From File** subcommand (**Picture** command, **Insert** menu), and the **Link to file** check box is cleared, the image will be saved in the GIF format. Word saves the images as Image.gif, Image1.gif, and Image2.gif and so on in the same folder as your Word document. If you insert **JPEG** images, the JPEG format and file name extension (.jpg) is retained.

Learn about charts, equations, and other objects on Web pages

You can add charts, equations, and other objects to a Web page, although once you close the Web page, you can't update the objects as you can **OLE** objects. The chart, equation, or other object becomes a **GIF** graphic that you can no longer update.

Insert a chart, equation, or other object by using the **Object** command on the **Insert** menu. Just keep in mind that you can't make changes to the object once you close the document. If you plan to work with a complex equation or chart that you want to continue to update, you can instead store it in a Word document and then paste it onto your Web page when you're finished working on it.



Make your Web page available to other people

The steps that you take to make your pages available to other people depend on how you want to share them.

To make pages available to other people on your network, save your Web pages and related files, such as pictures, to a network location. If your company uses an **intranet** based on Internet protocols, you may need to copy your pages to a Web server. Contact your network or Web administrator for more information.

To make your Web pages available on the World Wide Web, either you need to locate an Internet service provider that allocates space for Web pages, or you need to install Web server software on your computer. Some factors to consider in setting up your computer as a Web server are your computer's speed and availability. If you don't want to leave your computer on most or all hours of the day, then you may not want to set up your computer as a Web server.

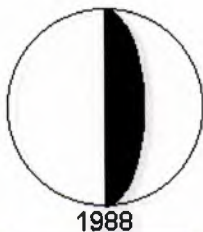
If you are working with an Internet service provider or a Web administrator, you should ask how the Web pages, graphics files, and other files should be structured on the server. For instance, find out whether you need to create separate folders for bullets and pictures, or whether you need to store all the files in one location. If you plan to use forms or **image maps**, you should ask about any limitations on using these items, because they require additional server support.

Setting up a Web server requires special software. You can use Personal Web Server, which is available on the Office 97 ValuPack on CD-ROM, to set up a Web server. You can also use Microsoft Internet Information Server to set up an advanced Web server. If you have access to the Web, you can learn more about **Microsoft Internet Information Server**.

The differences between Word and Microsoft FrontPage for Web authoring

Web page authoring tools are provided with Microsoft Word and with other Microsoft Office programs to enable you to easily create various types of Web pages. Another Microsoft program, called FrontPage, also helps you create various types of Web pages by using an interface that's similar to other Office programs. FrontPage also helps you to manage a Web site.

To create Web pages, you can use the Web page authoring tools in Microsoft Word, Microsoft FrontPage, or both. Both programs provide wizards to automate your work, and both enable you to view your Web page content $\frac{3}{4}$ such as bullets and images $\frac{3}{4}$ as you work. There are some purposes, however, for which one program is better suited.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Use Web page authoring tools in Microsoft Word when:

- You want to use the robust word-processing features in Word, such as automatic spelling checking, AutoText, and AutoCorrect.
- Other Web page authors whom you work with frequently use Word.
- You have customised Word features $\frac{3}{4}$ such as AutoText, custom dictionaries, and AutoCorrect entries $\frac{3}{4}$ that you want to use when creating Web pages.

Use FrontPage when:

- You want to use **WebBot** to insert scripts and form elements, such as server includes and timestamps.
- You are working with a large team or managing a Web server.
- You need user authentication for Web page authors.

Note In the Microsoft FrontPage Explorer, you can specify Word as your default editor for HTML files. See FrontPage documentation for more information.

I can't find Web page authoring tools.

To use the Web authoring features in Word, you must use a Web page template or wizard, or convert an existing document to **HTML**, the format used for Web pages. When the Web authoring features are active, you'll notice that the toolbars and menus have been customised for working on Web pages.

The Web templates are on the **Web Pages** tab in the **New** dialog box (File menu). To convert a document to HTML, click **Save as HTML** on the **File** menu.

If you don't see the **Web Pages** tab, the Web features may not be installed. You may need to run Set-up again and select Web page authoring components. For more information, click .

I can't find Web page files to open them.

Once you have used the Web page authoring tools, your Web page files $\frac{3}{4}$ those with .html, .html, .asp, or .htx extensions $\frac{3}{4}$ appear by default in the **Open** dialog box (**File** menu). Before you use the tools, you can get Web page files to appear in the list by clicking **All Files** in the **Files of type** box.

For more troubleshooting information about opening files, click .



USING VISUAL PAGE

USING BASIC FEATURES

Creating a new Web page

There are essentially two kinds of Web pages you may create: a Web page with frames or a Web page without frames. A Web page with frames can display the contents of a different Web page in each of its frames. Like a picture holder that has multiple frames for displaying multiple pictures simultaneously, a framed Web page can display multiple Web pages simultaneously. A Web page without frames simply displays one Web page file. To continue the previous comparison, a Web page without frames is like a single picture frame that displays one photograph.

To create a new Web page:

- 1 From the File menu, select New (or press Control-N).
A new, untitled Web page opens in Edit mode.
- 2 Add graphics, text, plugging, links, and Java applets directly to your new Web page.
- 3 Save your Web page in a folder dedicated to your collection of Web pages.

To create a Web page that includes frames:

- 1 From the File menu, choose New Frame Set.
Visual Page displays a Web page, which is divided into two frames of equal size.
- 2 You may directly add the text, HTML tags, graphics, and plug-ins to each frame, or you may open an existing Web page file in a frame. For more information, see Setting the frame source .
- 3 Save your Web page in a folder dedicated to your collection of Web pages.



Setting the frame source

A Web page with frames, also known as a frame set, can display multiple Web pages by having a different Web page assigned to each frame. You can set a frame to display a particular Web page by using the Set Frame Source menu item to assign a particular Web page HTML file to the selected frame.

To set the source file for a frame:

- 1 Make sure a frame is selected in an open Web page.
- 2 Select Frame > Set Frame Source.
A standard Open file dialog box displays.
- 3 Navigate to and select the HTML files you want the selected frame to display.
- 4 Click open.
A Visual Page Frame Save dialog box displays.
- 5 Save the changes to the frame.
If you have not given the frame a name, a Save As dialog box displays.
- 6 Enter a name for the frame and save it.
Visual Page displays the Web page in the selected frame.

Starting from an existing Web page

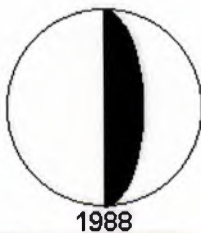
The standard Visual Page installation places several professionally designed templates in your Visual Page directory. You can use these pre-existing Web pages as the basis for your own Web pages. Opening a Visual Page template is the same procedure you will use to open a Web page on which you have previously worked.

To open an existing Web page:

- 1 Select Open from the File menu (or press Control-O).
- 2 Navigate to the directory where the file you want to work on is located.
- 3 Select the file, and click Open.
The Web page opens in Edit mode.

Saving a Web page

When you save a Web page file and name it, make sure that you preserve the HTML filename extension. All Web page files must end with a .html or .htm filename extension. Visual Page's default filename extension is .html. You can change the default filename extension in the Preferences dialog box.



1988

NEAR EAST UNIVERSITY COMPUTER ENGINEERING

To save a Web page without frames:

- 1 From the File menu, chooses Save or if you want to save a copy of a file with a different name, choose Save As.
- 2 Navigate to the destination folder for the saved file.
- 3 Enter the file name.
Visual Page includes the default file extension.
- 4 Click Save.
The file is saved to the destination folder.

Overview of preferences

Visual Page provides a variety of preferences settings that you can use to customise your Web page building environment. If you choose Preferences from the Edit menu the Preferences dialog box displays. It includes tabs for:

- 1 Setting General Preferences
- 2 Setting Output Preferences
- 3 Setting Images Preferences
- 4 Setting Folder Mappings Preferences
- 5 Setting FTP Preferences
- 6 Setting Syntax Colour Preferences

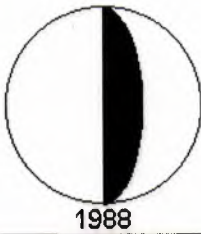
Setting Page Default Preferences

Use the Page Defaults tab of the Preferences dialog box to set defaults preferences for every new page you create with Visual Page. If you want to restore these preferences to the default settings, click Use Defaults. If you want to change back to the settings that were in place before you opened this dialog box, click Revert.

To set Page Default preferences:

1. From the Edit menu, choose Preferences.
The Preferences dialog box appears.
2. Click the Page Defaults tab.
3. Use the dialog box to select the page default preferences you want.
The preferences are listed below.
4. When you're finished setting preferences, click OK.





- * **Background** sets the default background colour.
- * **Normal Text** sets the default colour for normal text/
- * **Normal Links** sets the default colour for normal links/
- * **Active Links** sets the default colour for active links.
- * **Visited Links** sets the default colour for visited links.
- * **Background Image** You can have each new page use a default image as a background.

- 1 Click the checkbox or click the ellipses.
The Open dialog box appears.
- 2 Locate the image you want to set as a default background.
- 3 Click Open.
The selected image appears in the Image Preview window.
- 4 Click OK to make the image the default background image.

Previewing your work

To see how your Web page will look in a browser, use the Preview Mode. You'll know you're in Preview Mode when the Edit Page toolbar button is active and the Preview Page toolbar button is inactive.

To go to Preview Mode:

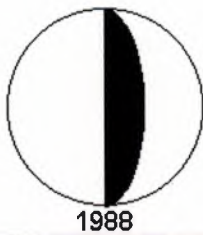
- 1 From the Edit menu, choose Preview Page. If instead you see Edit Page, you are already in Preview Mode.
- 2 You can also click the Preview Page toolbar button.

Printing Web pages

Using Visual Page, you can print your Web pages as they will appear in a browser. If you want to print out the HTML source, make sure that the Source Window is active.

To print a Web page:

- 1 From the File menu, select Print (or press Control-P).
- 2 Select the desired print options.
Visual Page prints your document.



ADDING TEXT

Adding text

Adding text to your Visual Page documents is very similar to inserting text using any standard word-processing application. The following procedures explain how to insert and format text.

You can insert text by:

- Typing text
- Dragging and dropping text
- Copying and pasting text
- Importing a plain text file

You can format text by:

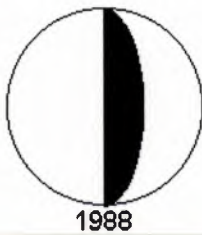
- Generating paragraphs and line breaks
- Aligning and indenting paragraphs
- Formatting paragraphs
- Formatting characters
- Creating bulleted lists
- Creating ordered lists
- Creating term and definition lists

Typing text

If you have ever used a word processor to create a text document, you probably know how to type text into a Web page in the Visual Page environment. Visual Page supports all the standard text operations.

To insert text by typing:

- 1 Make sure that you're in Edit mode.
For information on switching to Edit mode, see Previewing your work.
- 2 Within the main Edit window, moves the text cursor to where you want to insert text.
- 3 Single-click at the insertion point.
- 4 Type in your text.
The text displays on the Web page.



Dragging and dropping text

Visual Page supports drag-and-drop functionality in many ways. It is an extremely handy way to move text from one location to another. Visual Page also allows you to insert other objects, such as images, from the Windows Explorer into Visual Page.

To insert text by drag-and-drop:

- 1 Make sure that you're in Edit mode.
For information on switching to Edit mode, see *Previewing your work*.
- 2 Make sure that the files that you want to drag to and from are open.
- 3 Select the text you wish to move.
- 4 Click on the selection, and, without releasing the mouse button, move the selection to the new location.
- 5 Release the mouse button.
The text is now in the new location.

To insert other objects into Visual Page:

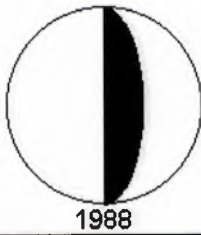
- 1 Make sure that you're in Edit mode.
For information on switching to Edit mode, see *Previewing your work*.
- 2 Locate the object (e.g. image) you want to insert with the Windows Explorer.
- 3 Press and hold the Control key while dragging the object from Explorer into Visual Page.
When you release the mouse and control key, the Save As dialog box appears.
- 4 At this point, you can rename the object, or click OK to use the default name.
The object is added to your page.

Importing a plain text file

This feature allows you to instantly fill your Web page with the text from a text file.

To insert text by importing a plain text file:

- 1 Make sure that you're in Edit mode.
For information on switching to Edit mode, see *Previewing your work*.
- 2 Position the cursor where you want the text to display.
- 3 Using the Local Site window, select the plain text file.
For more information see, *Opening a Local Site window*.
- 4 Drag the plain text file from your Local Site window and drop it on your Web page.



The contents of the text file displays on your Web page.

Using the Spelling Checker

You can check the spelling in your page at any time by clicking the Spelling Checker icon. The Spelling Checker checks the spelling in the entire page, but does not check spelling of words that you highlight. The functions available are:

- 1 Ignore skips the current word and continues spell checking.
- 2 Ignore All skips all instances of this word.
- 3 Add places the current word into the dictionary.
- 4 Change replaces the current word with the word in the Change To window, or to the word that is highlighted in the Suggestions window.
- 5 Change All replaces all instances of this word with the word in the Change To window or to the word that is highlighted in the Suggestions window.
- 6 Suggestions automatically provides a list of alternatives to the current word.
- 7 Edit Dictionary opens the Personal Dictionary. In the personal dictionary, you can add, modify, or delete entries.
- 8 Cancel exits the Spelling Checker, but does not cancel any previous spelling changes made with the Spelling Checker.

FORMATING CHARACTERS

Formatting characters

You can format individual characters to make words display differently, rather than affecting a whole paragraph. You can format individual characters by changing character styles or character size.

To apply a character style:

- 1 Select the character:
- 2 From the Style menu, choose a style, colour, or size. You can also select a style, colour, or size by clicking one of the toolbar buttons.

Physical character styles include the following standard HTML styles:

The Bold, Italic, and Fixed Width Font styles can be quickly accessed by these toolbar buttons:

Visual Page also supports these Netscape extensions to standard HTML character styles:



How these styles will appear depends on each browser's default settings.

Changing character size

The size of text in a Web page is relative to the default size setting for each browser. This is why the font sizes in the Size menu item (on the Style menu) are relative numbers 1 through 7, instead of the point sizes you see in a word processor, such as 12 or 14.

Visual Page uses the middle font size (number 4) as the "normal" font size. This is the browser's default display font. The other numbers signify either a smaller or larger font than the browser default, with 1 being the smallest font size and 7 the largest font size.

To change the size of a character:

1. Click **Decrease Font Size** or **Increase Font Size** on the toolbar. You can also choose **Size** from the **Style** menu, and then choose a number.
A checkmark displays next to the selected size.

Working with fonts

Visual Page allows you to use the fonts that are installed on your system to enhance the look of your Web pages. However, not all fonts are cross-platform compatible, and may not display correctly on other platforms.

You can work with fonts in three ways in Visual Page by:

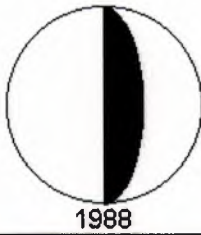
Changing fonts

You can change the font of selected text in your Web page to any other available font.

To change a font:

1. Highlight the text in your page that you want to change.
2. Click on the **Font** pull-down menu.
The list of available fonts appears.
3. Select the new font that you want to apply.

The font of the highlighted text changes.



Creating font groups

Font groups are groups of fonts that usually have some common characteristic to preserve the original design of the Web page. Font groups allow the Web browser to substitute fonts from a group of assigned fonts when one or more fonts are not available on the client machine. When no font in a group is available on the client machine, the Web browser uses default fonts available on the client machine.

With Visual Page you can create and assign font groups that make your pages look their best across different platforms and browsers.

To create a font group:

1. From the Font pull-down menu, select Font Groups.
The Font Groups window opens with the names of default font groups.
2. Click a blank cell in the Group Name column and enter a name for the new font group.
3. Click the Font Names cell and enter font names separated by a comma.
4. Click the OK button when you are finished entering font names.

The font group is added to the Font pull-down menu.
You can also assign a font group on the fly.

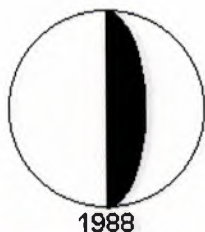
Assigning font groups

You can assign font groups in your Web page to allow the Web browser on the client machine to substitute fonts when the original font is not available.

To assign a font group:

- 1 Highlight the text to which you want to apply a font group.
- 2 From the Font pull-down menu, select a font group.

The selected font group name appears in the pull-down menu and is applied to the highlighted text.



WORKING WITH PARAGRAPHS

Generating paragraphs and line breaks

Paragraphs and line breaks generate different effects in the display of your Web page.

Use a line break instead of a standard new paragraph if you want to create a space between lines without applying the previous paragraph's formatting. You can also use multiple line breaks to display multiple lines without text. However, a paragraph marker cannot generate multiple empty lines in a Web browser because HTML specifications allow only one empty paragraph line.

To generate a new paragraph:

- 1 Place the insertion point where you want the new paragraph to start.
- 2 Press the Return key.
Your cursor goes to a new line and Visual Page generates a paragraph tag in the HTML source.

To create a line break:

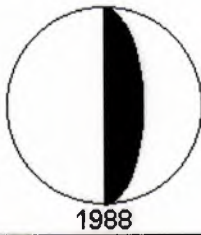
- 1 Click where you want the new paragraph to start.
- 2 Press Shift-Return.
Visual Page generates a line break (
) tag in the HTML source.

Aligning and indenting paragraphs

You can make paragraphs line up against the left margin, the right margin, or the centre of the Web page by setting paragraph alignment. You can also format by indenting paragraphs.

To align a paragraph:

- 1 Click anywhere within the paragraph.
- 2 Click on one of these three alignment toolbar buttons: . The choices are left aligned, centre-aligned, and right aligned, respectively. You can also choose, from the Format menu, Align Left, Align Right or Align Centre.
The paragraph aligns according to the alignment option you choose.



To indent a paragraph:

- 1 Click anywhere within the paragraph.
- 2 Click on one of these two indent paragraph toolbar buttons: . The choices are Decrease Indent and Increase Indent , respectively. You may also choose Format > Increase Indent or Format > Decrease Indent.
The paragraph indent changes.

Formatting paragraphs

Apply paragraph formats to make sections of text display differently, such as headings, quotes, and mono-spaced (preformatted) text. Visual Page supports these paragraph formats:

Normal
Headings
Preformatted
Address

To apply a format to a paragraph:

- 1 Click anywhere in a paragraph.
- 2 Choose a format from the pop-up menu on the toolbar, or from the Format menu.
Visual Page formats the paragraph accordingly.

Normal paragraph style

Normal text is the default style, which is applied when you begin a new paragraph on a blank page. (The paragraph you are reading now is formatted with the Normal tag.) The text appears flush left in the page window and is displayed in the Visual Page default font.

Use the Normal style for most text in a Web page.

Heading paragraph style

Heading tags are used to make headlines or titles distinct from the rest of the text in a page. In general, headings are larger than the Normal style, and are in a bold typeface.



Heading 1

Heading 2

Heading 3

Heading 4

Heading 5

Heading 6

You may also manually specify the font size of a text block instead of using the Heading style.

The heading types supported by Visual Page are:

Preformatted paragraph style

The Preformatted paragraph style is used as a way to maintain text formatting that

```
<UL>
  <LI><FONT SIZE="4">Normal </FONT>
  <LI><FONT SIZE="4">Heading</FONT>
  <LI><FONT SIZE="4">Preformatted</FONT>
  <LI><FONT SIZE="4">Address</FONT>
  <LI><FONT SIZE="4">Numbered list</FONT>
  <LI><FONT SIZE="4">Bulleted list</FONT>
  <LI><FONT SIZE="4">Term</FONT>
  <LI><FONT SIZE="4">Description</FONT>
</UL>
```

uses multiple spaces and tabs, such as the formatting found in code segments.

Preformatted paragraphs are displayed in moonscape fonts, such as Courier. You can see an example of a preformatted paragraph in the following HTML code sample:

Address paragraph style

Web page authors typically apply the address style to a paragraph containing a signature address. An example of how it is used is shown below:



Send comments to the author:

webmaster@symantec.itools.com

Choosing to include an address is a matter of style. When you include an address, remember to make it an email link.

CREATING LISTS

Creating bulleted lists

Bulleted lists are useful when you want to make some information easy to see. Visual Page supports bulleted lists and indented bulleted lists.

To create a bulleted list:

- 1 Select the text you want to change to bulleted list style.
- 2 From the Format Paragraph drop-down list on the toolbar, select Bullet List. You can also select Format > List > Bullet. Visual Page indents the text and places a bullet character to the left of the text in the paragraph.
- 3 You can apply indentation to the bulleted list by using the Increase Indent toolbar button to a bulleted paragraph. When you apply added indentation to a bulleted paragraph, the look of the bullet changes with the indentation.

Creating ordered lists

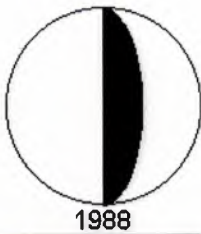
When you apply any of the ordered list formats to a paragraph, Visual Page indents the text and places a number or letter to the left of the paragraph.

To create an ordered list:

- 1 Select the desired text.
- 2 Select Format > List and choose the desired type of ordered list.

To create a numbered list:

- 1 Select the desired text.
- 2 Click the paragraph tag drop-down list on the toolbar, and select the Numbered List tag.



Creating term and description lists

The term and description formats are designed to be used together in lists of definitions. The format is similar to what you would find in a Glossary.

Applying the Term format to a paragraph places the paragraph text flush left at the left margin. When you press the return key after applying a Term format to a paragraph, Visual Page automatically applies the Description format, then indents the text of the paragraph.

To create a term and description list:

- 1 Select the text which you want in the term format.
- 2 From the paragraph tag drop-down toolbar button select Term.
The selected paragraph displays in the Term format.
- 3 Select the text, which is to be in the definition format.
- 4 From the paragraph tag drop-down toolbar button select Definition.
- 5 Repeat steps 1-4 for the remaining terms and definitions.

USING GRAPHICS AND IMAGE MAPS

Adding graphics

You can add graphics to your Web pages by either using drag-and-drop, the Insert Image toolbar button, or copy and paste. Graphics must be in BMP, DIB, GIF, or JPEG graphic format before you can insert them into a Web page. Visual Page automatically converts .bmp and .dib files into interlaced GIF files when you place them in your Web page. There is a setting in the Image Preferences for storing the new GIF files from these conversions.

To add a graphic by using drag-and-drop:

- 1 Open the Local Site Window, and navigate to the desired graphic's location.
- 2 Select desired graphic file, and drag it over to your Web page.
The image appears full size in your Web page.

You can also drag and drop graphics from another open Web page, as long as the browser supports drag and drop.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

To add a graphic by using Insert Image:

- 1 Place your cursor at the desired location.
- 2 Click on the Insert Image button ,or choose Image from the Insert menu.
A standard Open file dialog box opens.
- 3 Navigate to the graphic file you want, and click Open.
The image displays in your Web page.

To add a graphic by using copies and paste:

- 1 Copy a selected graphic to your clipboard.
- 2 Paste it into your Web page.
The image displays in your Web page.

Aligning graphics and text

You can align graphics in a variety of ways. Using graphic alignment settings you can also flow text around graphics. You can see a good example of how to format images with text in the Visual Page Getting Started tour.

To align graphics:

- 1 Use the Graphic Alignment button on the Visual Page toolbar. You can also choose Graphic Alignment from the Settings menu.
- 2 Select the graphic alignment you want.
In general, use the first three options, Top, Bottom, Middle, for small graphics that appear in a line of text, like the image in step one. You use the Left and Right alignment options when you want to flow a paragraph of text around a larger graphic.

To flow paragraphs of text around graphics:

- 1 Select the graphic.
- 2 Select Left from either the Graphic Alignment toolbar button, or choose Object Alignment from the Format menu.
- 3 Insert your cursor to the right of the graphic and enter a paragraph or two of text. When the line wraps it returns to the right edge of the graphic, until it reaches the bottom of the graphic.



Creating transparent graphics

This feature is useful if your Web page has a coloured background, which is obscured in part by an opaque graphic image. In this case, you could use Visual Page to make the image transparent so the background colour would show through. Only GIF files can be made transparent.

To make your image transparent:

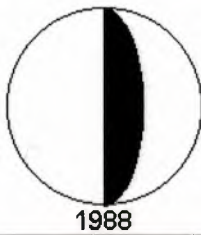
- 1 Open the graphic file. For more information, see Opening a graphic image file. The graphic displays in the Visual Page's graphic editor.
- 2 Click the transparency toolbar button on the Image Tools Toolbar.
- 3 Click any colour in the image and that colour is rendered transparent.
When you put the altered graphic in a Web page, you see the Web page's background through the image.
- 2 To revert a transparent graphic and thus remove the transparent quality, click the Remove Transparency toolbar button on the Image Tools Toolbar.

Setting graphic image properties

Visual Page supports a range of attributes that are contained within any supported graphic. These attributes control the height, width, function, alternate text, and spacing around a graphic.

To set a graphic image's properties:

- 1 Make sure that you're in Edit mode.
For information about how to switch to Edit mode, see Previewing your work.
- 2 Select a graphic in a Web page.
- 3 From the Edit menu, select Properties, then choose Image Properties.
- 4 Use the options in the Image Properties dialog box to set the graphic's attributes. These attributes are described in the table below.
- 5 Click OK. Your graphic's settings are adjusted accordingly.

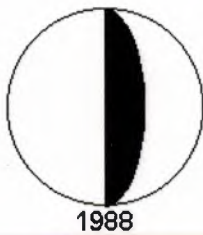


NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Attribute	Description
Image	The location and filename of the image file.
Width	The display width of the image, in pixels. Visual Page supports image scaling (changing an image's height and width). The width and height indicated in the Image Setting dialog box are the dimensions of the image as scaled in the HTML file. The actual dimensions of the image are indicated in the Original Width and Original Height fields, as described below.
Height	The display height of the image, in pixels.
Original width	The width of the source images, in pixels.
Original Height	The height of the source image, in pixels.
Horizontal	The blank space to the left and right of the image, in pixels. The default setting is zero.
Vertical	The blank space to the top and bottom of the image, in pixels. The default setting is zero.
Border	The width of the border around an image, in pixels. An image border is black and is similar to a frame around a painting. The default setting is zero, which indicates no border.
Image	Select this option if the graphic file functions only as an image. This is the default function for graphic files.
Has server map	Check this box if the graphic file acts as a server-side image map.
Submit form button	Select this option if the graphic file acts as submit button for a form.
Alternative text	If you type in text here, it displays in a user's browser if the image doesn't load properly, or if it can't be displayed by a user's browser. Note: The alternative text option is not for graphic files that function as a form submit button.
Button name	(For buttons only) The name of the button. This is NOT the same as the name of the button's source file. A CGI script uses this name as an ID.

Creating image maps

Client-side image maps store the co-ordinates that define the linked areas of an image. These image maps are inserted directly into the HTML file. As such, the image map is downloaded to and referenced entirely from the user's machine (hence the name client-side). Visual Page creates these Image maps for you as you use drawing tools to outline and link areas of an image.



To create a client-side image map:

- 1 Make sure that you're in Edit mode. For information about how to switch to Edit mode, see *Previewing your work*.
- 2 Insert a graphic by clicking the Insert Graphics toolbar button. For information on inserting graphics, see *Adding graphics*.
- 3 Right-click on the graphic and select Local Map Tools or select View > Toolbars > Image Tools from the menus.
- 4 The Image Tools toolbar displays.
- 5 Create the clickable areas of the image by doing the following:
 - Click the rectangle, circle, or polygon Hotspot buttons on the toolbar.
 - Click and drag on the graphic file to create a hotspot area.
 - To end creating a polygon hotspot, double-click. To end creating a circle or rectangle hotspot, release the mouse button.
- 6 Create the URL for each of the clickable areas.

You can do this by either dragging a file or anchor icon from the Local Site window onto the selected link area, typing the link address into the Link field at the bottom of the main edit window, or right-clicking on the desired link location to open the Link To dialog box. You may also double-click on the hotspot to open the Link To dialog box.

To move overlapping hotspots:

- 1 Select a hotspot you want to move forwards or backwards.
- 2 Click the Front-to-back Order button on the Image Tools toolbar.
- 3 Choose Move to Front, Move Forward, Move to Back, or Move Backwards.
The hotspot will change position.

To delete hotspot areas:

Select the hotspot area, and press Delete.

To save your client-side image map:

Select File > Save or press Ctrl+ S.

To make the shapes easier to see, specify the colour of these areas by choosing the desired colour from the colour menu button.

You may also use the Zoom buttons to adjust the graphic to the optimal size for outlining links.



Setting Images preferences

Use the Images tab of the Preferences dialog box to set the Visual Page preferences described below: If you want to restore these preferences to the default settings, click Use Defaults. If you want to change back to the settings that were in place before you opened this dialog box, click Revert.

To set images preferences:

- 1 From the Edit menu, chooses Preferences.
The Preferences dialog box appears.
- 2 Click the Images tab.
- 3 Use the dialog box to select the Images preference options you want. The preferences are listed below.
- 4 When you're finished setting preferences, click OK.

Converted Images Visual Page automatically converts .bmp and .dib files into interlaced GIF files. The following options tell Visual Page where to place the new GIF files.
Always store the new GIF file in same folder as the source document
Use this image folder

Default Image Map Server Format Visual Page supports server-side image maps if you need to use them. The two Server-Side image map formats are either CERN or NSCA.

Setting Image properties

By using the Image properties dialog box you can:

- 1 Resize your image -this is handy if you have an image you want to use more than once in your Web site and want to optimize its size for the different locations
- 2 Adjust the space around an image - this adds a fixed number of pixels of space horizontally or vertically around the image. Or, you could opt to create a border of space around the whole image. You might want to add space around an object when it is embedded in some text or has text flowing around it
- 3 Change the function of your image- besides functioning as inert object, images can be set to work with an image map, so links can be embedded in the image, or as a Submit button which you would provide on a Web page form to transmit data in response to a user's click
- 3 Alternative text - it's a god idea to provide a short caption which browsers that don't display graphics will display instead of the graphic



Creating a background

You can create a coloured or tiled background for your Web page.
To create a coloured background:

- 1 In an open Web page document, click on the Page Properties toolbar button.
- 2 Choose a colour from the Background colour well. If you want the background set according to each browser's default settings, select Default.

Using a graphic file to tile your Web page background:

- 1 In an open Web page document, click on the Page Properties toolbar button.
- 2 Click the Background Image checkbox.
An Open File dialog box appears.
- 3 Navigate to the graphic file you're going to use, then click Open.
A representation of the tiled graphic appears.
- 4 Check the appearance of the tile on your Web page by clicking on the Apply button. A graphic may look interesting by itself, but may not be appropriate for use as a tiled background.

To remove a background image:
Uncheck the Background Image checkbox.

Adding horizontal lines

Horizontal lines can be useful layout tools, which can be used to break up a long Web page. However, they should be used sparingly or your Web page will appear to be choppy. Horizontal lines are easy to add in Visual Page and you may even play with their appearance by setting their properties.

To add a horizontal lines:

- 1 Place your cursor where you want the line to be inserted.
- 2 Click the Insert Horizontal Line toolbar button.

To change the properties of a horizontal line:

- 1 Select a horizontal line by clicking directly on it..
- 2 Choose Edit > Properties > Line Properties (or press F4).
The Line Properties dialog box displays.
- 3 Set the shading, size, and alignment using the dialog box.



CREATING LINKS AND ANCHORS

Creating links and anchors

Hypertext links, also known as links, are one of the most important parts of a Web page. Links allow you to connect Web pages together.

The following topics tell you more about creating and using links in your Web pages:

Creating links with the Create Link dialog box

Creating links with the Link Toolbar

Creating links with the Site Window

Copying an existing link

Creating email links

Creating and linking anchors

Testing links

Creating image maps .

Creating links with the Create Link dialog box

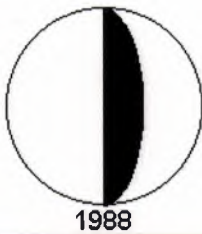
You can create a link to a selected object by using the Create Link dialog box. Using this dialog box, you can either enter the URL yourself or browse to locate the file you're linking to so Visual Page will generate the URL.

To create a link with the Create Link dialog box:

- 1 Select the object to be linked.
- 2 Click the Hyperlink button in the Insert toolbar. The Link dialog box displays.
- 3 Determine the file to be linked by either typing in the filename or URL of the file, or by clicking Browse and navigating to the file you want.
Your link is created.

Creating links with the Link Toolbar

The Link Toolbar displays at the bottom of the Visual Page window. It consists of a label and a text field.



To create a link using the Link Toolbar:

- 1 Select the object to be linked.
- 2 At the bottom of the Edit window, select the Link to field in the Link toolbar.
If you do not see the Link to field at the bottom of the Edit window, select Toolbars > Link to make the link field display.
- 3 Type in the filename or URL in the Link to edit box.
- 4 Pressing Return and your link is created.

Creating links with the Local Site Window

You can use the Local Site window to drag-and-drop files on selected objects in your Web page to create a link.

To create a link using the Local Site window:

- 1 Open a Local Site window for your current project.
For more information see Opening a Local Site window.
- 2 Select the text or graphic image on your Web page that you want to link.
- 3 Drag the file or anchor you want to link to from the Local Site window and drop it on the selected object.

Copying an existing link

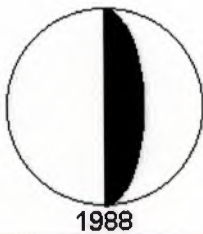
If you want multiple links to the same place, such as to a home page, you can create the link once and copy and paste the rest of the links.

To copy an existing link:

- 1 Select the link you wish to copy.
- 2 From the Edit menu, choose Copy (or press Control-C).
- 3 Click where you want the link to be copied to.
- 4 From the Edit menu, choose Paste (or press Control-V).

Creating email links

When an email link is clicked on, the browser opens up a pre-addressed email message window.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

To create an email link:

- 1 Create the link text that will display on a Web page. For example:
user@company.com
- 2 Highlight the link text.
- 3 Click on the Link to: field and enter the text in the following format:
mailto:user@company.com
- 4 Replace user with the email address of the person being emailed, and company.com with their Internet address.

Creating and linking anchors

Anchors are used to mark specific locations within a document. Once an anchor is placed in a location, you can create a link to that spot.

To add an anchor to a Web page:

- 1 Click in your Web page where you want to put the anchor.
- 2 Select on the Insert Anchor button in the Insert toolbar or select Insert > Anchor.
The Anchor Properties dialog box displays.
- 3 Name the anchor, and click OK.
An anchor icon appears in your text.
- 4 Select the object to be linked to the anchor.
- 5 Click Create Link button in the Insert toolbar or right Click and select Link to.
The Link to dialog box appears.
- 6 Select the anchor from the drop down list box and click OK.
The link to the anchor is displayed next to the object.

Testing links

You should test your links periodically to make sure they work. It's easy to break links when you're constructing Web pages. Since links are really URLs which record the location of a file or anchor, you can break a link by inadvertently changing the name of a file or of the folders in which the file resides.



To test links in your Web pages, use one of the following methods:

- 1 In Edit Mode, hold down the Control key while clicking over the link. This opens the linked file.
- 2 From the Edit menu, choose Preview in Browser. Your Visual Page document opens in the Web page browser which resides on your hard disk. You can then browse your document as you would any Web page.
- 3 From the Edit menu, choose Go To Preview Mode. You can browse and click while still within Visual Page.

USING FRAMES

Creating frames

Frames divide the parts of a Web page into two or more independent parts (frames), each displaying a separate HTML file.

To create a Web page that includes frames:

- 1 Choose File > New Frame Set or press Ctrl + Shift + N.
Visual Page displays a frame file with two frames of equal size.
- 2 You may directly add the text, HTML tags, graphics, and plug-ins to each frame, or you may open an existing Web page file in a frame. For more information, see Setting the frame source.
- 3 Save your Web page in a folder dedicated to your collection of Web pages.
For more information, see Saving a Web page with frames.

Additional Frame Set functions include:

Opening a frame in a new window

Setting a frame's attributes

Setting the frame target

Resizing a frame

Removing a frame

Splitting frames

Editing the No Frames settings

Editing the No Frames setting

The No Frames window lets you specify what content will display when a user's browser doesn't support frames.



To use the No Frames window:

- 1 Open the main frame file.
- 2 Choose Frame > No Frames Page.
The No Frames page displays.
- 3 Enter or edit the content of the page.
- 4 Close the No Frames page.

Opening a frame in a new window

If you have many Web pages which are accessed through the same Web page with frames you may want to navigate your Web site in Preview mode. When you see a displayed file that needs editing, opening a frame into a separate window makes it easier to edit the Web page.

To open a frame file in a new window:

- 1 Open the main frame file.
- 2 Select the frame to be opened in a new window.
- 3 Choose Frame > Open in New Window.
The frame file opens in a new window.

Removing a frame

If you add too many frames to your Web page you can use the following procedure to remove the selected frame.

To remove a frame:

- 1 Open the main frame file.
- 2 Select the frame file to be removed.
- 3 Choose Frame > Remove Frame.

Resizing a frame

Resizing a frame can be done visually on the Web page by dragging frame borders or via the Frame Properties dialog box.



To resize a frame:

- 1 Use the resize bar to resize the frame manually. You can also choose Edit > Properties > Show Frame Properties, and enter the desired width in the Width field.

Setting the frame source

A Web page with frames, also known as a frame set, can display multiple Web pages by having a different Web page assigned to each frame. You can set a frame to display a particular Web page by using the Set Frame Source menu item to assign a particular Web page HTML file to the selected frame.

To set the source file for a frame:

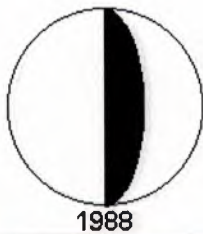
- 1 Make sure a frame is selected in an open Web page.
- 2 Select Frame > Set Frame Source.
A standard Open file dialog box displays.
- 3 Navigate to and select the HTML files you want the selected frame to display.
- 4 Click open.
A Visual Page Frame Save dialog box displays.
- 5 Save the changes to the frame.
If you have not given the frame a name, a Save As dialog box displays.
- 6 Enter a name for the frame and save it.
Visual Page displays the Web page in the selected frame.

Saving a Web page with frames

A frame set, or Web page with frames, has more than one HTML Web page file associated with it. The frame set file contains information about the Web page that contains the frames. And, each frame displays its own separate HTML file. So, when you save a frame set you probably will be prompted to name more than one Web page file. Visual Page's default filename extension is .html. You can change the default filename extension in the Preferences dialog box.

To save a Web page frame set:

- 1 From the File menu, chooses Save Frame Set.
Or, if you want to save a copy of a frame set file with a different name, choose Save Frame Set As.
- 2 In the Save or Save As dialog box, navigate to the destination folder for the frame set and select it.
- 3 Enter a filename with a .html or .html extension.
- 4 Click the Save button.



- 5 If you made changes to any of the frames in your frame set, the Save Frame or Save Frame As dialog box displays.
- 6 If asked, enter a name for the frame file, and click Save.
- If you made changes to other frames, another Save Frame or Save Frame As dialog box displays.
- 6 Enter names and click Save until all the changed frame files are saved.

Setting a frame's attributes

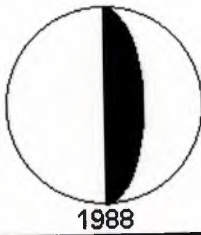
<See Also>

Frames have a set of properties you can set. Most of these can be changed as you visually edit the page. The frame properties are described below.

To edit a frame's properties:

- 1 Choose Edit > Properties > Show Frame Properties.
- 2 The Frame Properties dialog displays.
- 3 Use the options in the Frame Properties dialog box to set the frame's attributes.
- These attributes are described in the table below.
- 4 Close the Frame Properties dialog.

Attribute	Definition
Source	The HTML source file for a frame.
Frame titles	The frame's name. This is NOT the same as the name of the source file. The frameset file (the file that contains the frames within a frame set) uses this name as an ID.
Frame width	The width of the selected frames, either as a percentage of the total frame set, or in pixels.
Frameset height	The height of the frame set, either as a percentage of the total frame set, or in pixels.
Margin width	The width of the selected frame's margin, in pixels.
Margin height	The height of the selected frame's margin, in pixels.
Show scrollbar	The settings for the frames scroll bars. Possible choices are Yes, No, and Auto. The default is Auto, which makes the scroll bars appear only when the frame extends beyond the length of the active window.
Resizable frame	Indicates whether or not the selected frame resizes along with the user's browser. The default is checked, which indicates that the selected frame will resize



Setting Frame properties

Use the Frame properties to set the properties which pertain to a selected frame of a frame set. Use the Frame properties dialog box to check, assign, or change these values.

To set frame properties:

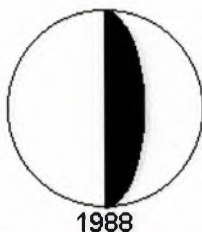
- 1 Select the frame whose properties you are setting by clicking once anywhere in the frame.
A heavy black border outlines the frame.
- 2 Choose Edit > Properties > Show Frame Properties.
The Frame Properties dialog box displays.
- 3 Set the properties as they are described below.

The frame property settings: include the following:

Source	Name of the HTML file which you want to display in this frame, for instance, HomeTOC.html is an appropriate value.
Frame title	Title for the frame, otherwise Visual Page uses the random number shown as the default in this field.
Margin width	Width of the margin.
Margin height	Height of the margin.
Frameset height	This only applies if there are frames below other frames in the frameset.
Frameset Border	Specifies the thickness of the frameset border. Set to 0 for borderless frames. Leave it empty to use the default border thickness.
Show scrollbars	Defaults to automatically showing scrollbars when they're needed.
Resizable frame	Checked by default, if you don't want people to change the size of a frame, uncheck it.

Setting the base target for a frame

Visual Page allows you to select a base target for all the links in a frame. An example of using a base target is to direct all the hypertext links in a left-hand frame to appear in the neighbouring right-hand frame.



To set a base target for the links in a frame:

- 1 Open a frame set, and make sure the frames are already named and saved.
- 2 Make sure that you're in Edit mode.
For information about how to switch to Edit mode, see *Previewing your work*.
- 3 Click on the frame you are setting as a base target.
- 4 Choose Edit > Properties > Page.
- 5 Click the Select Base Target button. The Base Target dialog displays.
- 6 Click a frame in the reproduction of your frame set. Set a base target for that frame by selecting one of the Base Target options.
The Base Target options are described below.
- 7 Click OK to set the base target for the selected frame.

Tip: To set the base target for additional frames in your frame set, repeat steps 6 and 7 for each frame.

Base Target option Description

Default	Makes the linked file display in the same frame as the current frame file. This is the default setting. How the default setting performs depends on each browser's configuration.
New window	Makes the linked file display in a new, untitled window.
Same frame	Makes the linked file display in the same frame as the current frame file.
Same window	Makes the linked file display in the same window as the current frame file.
Parent window	Makes the linked file display in the parent window of the current frame file. The parent window is the window that was active, then a link opened which caused the current frame file to display.

Splitting frames

Visual Page lets you add frames by splitting existing frames into two equal parts, either horizontally or vertically.

To split a frame:

- 1 Open the main frame file.
- 2 Select the frame to be split.
- 3 Choose Frame > Split Frame Vertically or Frame > Split Frame Horizontally.
The frame is split.



CREATING TABLES

Creating tables

Tables can hold all kinds of Web page elements and are useful in formatting and page layout tasks. You can easily create tables in Visual Page.

To create a table in a Web page:

- 1 Place the cursor where you want the table to display.
- 2 Click the Insert Table toolbar button on the Insert Toolbar or choose Insert > Table > Table.
The Table Settings dialog box displays.
- 3 Set the number of rows and columns for your table.
- 4 Click OK.
The new table displays.

You can also perform the following tasks:

Inserting rows

Inserting columns

Deleting rows

Deleting columns

Changing multiple cells

Resizing rows, columns and tables

Spanning rows and columns

Adding colour to tables

For information on setting the attributes of a table, see Table settings.

Inserting rows

You can have Visual Page insert a new row either before or after the one in which you placed the insertion point.

To insert a row after the current row:

- 1 Place the cursor where you want the row to be inserted.
- 2 Choose Insert > Table > Row.
The row is inserted.



To insert a row before the current row:

- * Choose Insert > Table > Row Before. The row is inserted below the current row.

Inserting columns

Visual Page allows you to insert a column to the right or left of the column in which you placed the insertion point.

To insert a column to the right of the current column:

- 1 Place the cursor where you want the column to be inserted.
- 2 Choose Insert > Table > Column.
The column is inserted.

To insert a column to the left of the current column:

- * Click Insert > Table > Column Before. A column is inserted to the left of the current column.

Deleting rows

In Visual Page you can designate a row to be deleted.

To delete a row or rows:

- 1 Select a row or set of rows to be deleted.
- 2 Choose Insert > Table > Delete Row
The row(s) are deleted.

Deleting columns

Visual Page allows you to delete multiple columns.

To delete more than one column:

- 1 Select a column or set of columns to be deleted.
- 2 Choose Insert > Table > Delete Column
The column(s) are deleted.



Changing multiple cells

Visual Page allows selection of multiple adjacent cells. Any selected set of cells may be formatted by applying the following:

Paragraph formatting
Paragraph alignment
Character formatting

Resizing rows, columns, and tables

You can customise tables by changing the size of rows, columns, or the table.

To resize a row or column:

- 1 Place the pointer over the border of the row or column you want to resize.
The pointer changes to a resizing cursor.
- 2 Click on the row or column's border and drag the mouse until the row or column is the size you want.
- 3 Release the mouse button.
The row or column displays at the new size.

To resize a table:

- 1 Select the table to be resized.
- 2 Click on the resizing handle (a square box) at the bottom right corner of the table and drag the mouse until the table is the size you want.
- 3 Release the mouse button.
The table displays at the new size.

Spanning rows and columns

Sometimes you want a cell in a table to span across multiple rows or columns.



To set a cell to span across multiple rows and/or columns:

- 1 Click on the cell that you want to enlarge.
- 2 Choose Properties > Table Properties or press F4.
The Table Properties dialog displays.
- 3 Click on the Cells tab.
- 4 Enter the number of columns that you want the cell to span in the Span across columns field.
- 5 Enter the number of rows that you want the cell to span in the Span down rows field.
- 6 The cell now spans across the specified number of rows and columns. An example of a table with a spanned cell is shown below:

Adding colour to tables

You can use Visual Page to set the background colour of a cell or an entire table.

To change a cell's background colour:

- 1 Select one or more cells.
- 2 Choose Properties > Table Properties or press F4.
The Table Properties dialog displays.
- 3 Click the Cells tab.
- 4 Select the colour you want from the Cell background colour palette.
If you want to create a custom colour, click Custom.

To change a table's background colour:

- 1 Select a table.
- 2 Choose Properties > Table Properties or press F4.
The Table Properties dialog displays.
- 3 Click the Table tab.
- 4 Select the colour you want from the Background colour palette.
If you want to create a custom colour, click Custom.



Table Settings dialog box

This dialog box displays when you insert a table.

Entire table

number of rows

number of columns

space around text

space between cells

table width

table height

border width

caption placement

background colour

For more information about table properties, see Setting Table properties and Setting Cell properties.

[Please visit our sponsors.](#)

Harvester of Sorrow

(Hetfield/Ulrich)

**My Life Suffocates
Planting Seeds of Hate
I've Loved, Turned to Hate
Trapped Far Beyond My Fate
I Give
You Take
This Life That I Forsake
Been Cheated of My Youth
You Turned this Lie to Truth**

**Anger
Misery
You'll Suffer unto Me**

**Harvester of Sorrow
Language of the Mad
Harvester of Sorrow**

**Pure Black Looking Clear
My Work Is Done Soon Here
Try Getting Back to Me
Get Back Which Used to Be
Drink up
Shoot in
Let the Beatings Begin
Distributor of Pain
Your Loss Becomes My Gain**

**Anger
Misery
You'll Suffer unto Me**

**Harvester of Sorrow
Language of the Mad
Harvester of Sorrow**

**All Have Said Their Prayers
Invade Their Nightmares
See into My Eyes
You'll Find Where Murder Lies**

Infanticide

Harvester of Sorrow

Language of the Mad

Harvester of Sorrow

Language of the Mad

Harvester of Sorrow

(Hesitant, cold)
*loading

Where do I take this pain of mine?

I run, but [LinkExchange](#) my wife

So tear me open, just beware

There's things inside that scream and shriek

And the pain still haunts me

So hold me, until it sleeps

Just like the curse, just like the pain

You find it once, and now it stays

So tear me open, just beware

There's things inside without a care

And the dirt still stains me

So wash me, until I'm clean

*It grips you, so hold me

It stalks you, so hold me

It hates you, so hold me

It holds you, so hold me

Until it sleeps**

So tell me why you've chosen me

Don't want your grip, don't want your greed

I'll tear me open, make you gone

No more can you hurt anyone

And the fear still shakes me

So hold me, until it sleeps

*... ** Repeat

I don't want it

So tear me open, just beware

The things inside without a care

And the dirt still stains me

So wash me, 'till I'm clean...

I'll tear me open, make you gone

No longer will you hurt anyone

Please visit our sponsors.

UNTIL IT SLEEP

(Hetfield , Ulrich)

Where do I take this pain of mine
I run, but it stays right my side

So tear me open, pour me out
There's things inside that scream and shout
And the pain still hates me
So hold me, until it sleeps

Just like the curse, just like the stray
You feed it once, and now it stays

So tear me open, but beware
There's things inside without a care
And the dirt still stains me
So wash me, until I'm clean

*It grips you, so hold me
It stains you, so hold me
It hates you, so hold me
It holds you, so hold me

Until it sleeps**

So tell me why you've choosen me
Don't want your grip, don't want your greed

I'll tear me open, make you gone
No more can you hurt anyone
And the fear still shakes me
So hold me, until it sleeps

*--** Repeat

I don't want it

So tear me open, but beware
The things inside without a care
And the dirt still stains me
So wash me, 'till I'm clean...

I'll tear me open, make you gone
No longer will you hurt anyone

**And the fear still shapes me
So hold me, until it sleeps...**

Until it sleeps...

loading

MAMA SAID

LinkExchange

Mama she was tangled in a web
Told me when I was young
Saw your life's an open book
Don't close it 'cause it's done
The brightest flame burns quickest
Is what I heard they say
A man's heart's wired to rebel
But I must find my way

*Let my heart go
Let your son grow
Mama let your heart go
Or let this heart be still

Rebel my raw heart came
While blood on my veins
Agony rings around my neck
The mark that still remains
Left home at an early age
Of what I heard was wrong
I never asked forgiveness
But what I said is done

* Repeat

**Never I ask you
But never I gave
But you gave me your compassion
I now take to my grave
Never I ask of you
But never I gave
But you gave me your compassion
I now take to my grave
So let this heart be still

Mama now I'm carrying home
I'm not all you wished of me
But a mother's love for her son
Unspoken, help out be
I wish your love for granted

[Please visit our sponsors.](#)

r>

MAMA SAID

(Hetfield, Ulrich)

**Mama she has taught me well
Told me when I was young
Son, your life's an open book
Don't close it fore it's done
The brightest flame burns quickest
Is what I heard they say
A son's heart's owned to mother
But I must find my way**

***Let my heart go
Let your son grow
Mama let your heart go
Or let this heart be still**

**Rebel my new last name
Wild blood in my veins
Apron strings around my neck
The mark that still remains
Left home at an early age
Of what I heard was wrong
I never asked forgiveness
But what I said is done**

*** Repeat**

****Never I ask you
But never I gave
But you gave me your emptiness
I now take to my grave
Never I ask of you
But never I gave
But you gave me your emptiness
I now take to my grave
So let this heart be still**

**Mama now I'm coming home
I'm not all you wished of me
But a mother's love for her son
Unspoken, Help me be
I took your love for granted**

And all the things you said to me
I need your arms to welcome me
But a cold stone's all I see

* Repeat

Let my heart go
Mama let me heart go
You never let me heart go
So let this heart be still

** Repeat

loading

LinkExchange

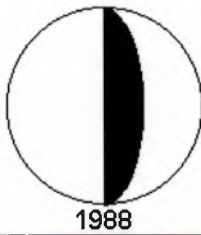
Introducing functions

Use the function notation (shown in the JavaScript Section) to create a function like:

```
function name (params)
{
    function code
}
```

name is the unique name of the function. All function names in a script must be unique.

params is one or more parameter values you pass to the function.



CHAPTER C

LEARNING JAVASCRIPT

How to take full advantage of JavaScript by moving beyond its built-in commands

Summary

The power of any programming language depends on the extent to which you can modify it for your own needs. The more you are limited to using just the built-in commands and processes, the more you are limited in what you can do with that language. And the harder it is to write sophisticated programs. Thankfully, JavaScript supports user-defined functions, properties, and methods, and uses a simplified object model to create them. *(3,400 words)*

JavaScript endorses full extensibility by letting you define your own functions. This allows you to create routines you can use over and over again. You save time in re-using common "components," and by designing your own functions you can extend JavaScript's base language to suit your needs. Think of it as "personalized JavaScript."

Since JavaScript is based on objects, a JavaScript function can easily be turned into an object, and a method for that object. So, not only can you create user-defined objects to do your bidding, you can create your own objects that behave in exactly the way you want. And you can create methods that act upon those objects. While this sounds powerful -- and it is -- the process of creating functions, objects, and methods is very easy in JavaScript.

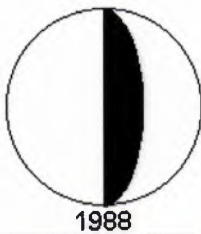
Introducing functions

Use the function statement to create your own JavaScript function. The bare-bones syntax is:

```
function name (params) {  
    ... function stuff...  
}
```

name is the unique name of the function. All function names in a script must be unique.

params is one or more parameter variables you pass to the function.



function stuff is the instructions carried out by the function. You can put most anything here.

Notice the { and } brace characters; these define the *function block*, and are absolutely necessary. The braces tell JavaScript where a function begins and ends. The parentheses around the parameters also are required. Include the parentheses even if the function doesn't use parameters (and many don't).

Names for your user-defined functions are up to you, just as long as you use only alphanumeric characters (the underscore character _ also is permitted). Function names must start with a letter character, but can include numbers elsewhere in the name.

I've stuck with the JavaScript style of function name capitalization -- that is, initial lower case, then upper-case characters if the function name is composed of composite words. For example, myFuncName, yourFuncName, or theirFuncName. Function names are case-sensitive; be sure to use the same capitalization when you refer to the function elsewhere in the script. JavaScript considers myFunc different from Myfunc.

To differentiate between functions and variables, I prefer to give my variables initial upper case characters, such as MyStuff. This immediately differentiates it from a function, which would use the capitalization myStuff. Of course, you are free to adopt any capitalization scheme you wish.

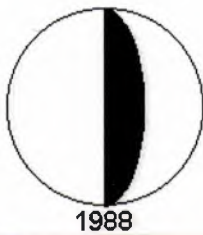
Defining and using a function

The best way to describe the how and why of a function is to show a simple one in action. Here's a basic function that displays "Hello, JavaScripters!" and is an obvious takeoff on the "Hello World!" example you see for new programming languages.

```
function basicFunction () {  
    alert ("Hello JavaScripters!");  
}
```

This merely *defines* the function. JavaScript will do nothing with it unless the function is referenced someplace else in the script. You have to *call* the function in order to use it. Calling a user-defined function is the same as calling a built-in JavaScript function -- you merely provide the name of the function in your script. This serves as the function call. When JavaScript encounters the function call, it dashes off to complete whatever instructions are in that function. When the function is over, JavaScript returns to the point immediately after the function call, and processes the remainder of the script.

To call the function above, just include the text basicFunction() -- note the empty parentheses, as they are required. Here's a working example of the [Hello JavaScripters program](#).



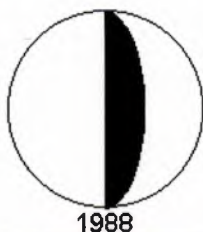
```
<HTML>
<HEAD>
<TITLE>Basic Function Example</TITLE>
<SCRIPT LANGUAGE="JavaScript">
function basicFunction () {
    alert ("Hello JavaScripters!");
}
basicFunction();
</SCRIPT>
</HEAD>
<BODY>
Page has loaded.
</BODY>
</HTML>
```

The browser processes the contents of the <SCRIPT> tag as the document loads. When it encounters the basicFunction() function call, it pauses momentarily to process the function, and an alert box appears. Click OK and the remainder of the page finishes loading.

Calling a function with an event handler

A common way of calling a function is to include a reference to it in a form button or hypertext link. Processing a user-defined function when the user clicks a form button is perhaps the easiest of all. You use the onClick event handler to tell JavaScript that when the user clicks on the button, the function specified should be processed. Here's a revised version of the previous example, showing how basicFunction is called when the form button is clicked.

```
<HTML>
<HEAD>
<TITLE>Basic Function Example</TITLE>
<SCRIPT LANGUAGE="JavaScript">
function basicFunction () {
    alert ("Hello JavaScripters!");
}
</SCRIPT>
</HEAD>
<BODY>
Click to call function.
<FORM>
```

```
<INPUT TYPE="button" VALUE="Click" onClick="basicFunction()">  
</FORM>  
</BODY>  
</HTML>
```

Notice the `onClick` syntax in the `<INPUT>` tag. The event you want to process on a click is a call to `basicFunction`. This event is surrounded by double quotes.

Passing a value to a function

JavaScript functions support passing values -- or *parameters* -- to them. These values can be used for processing within the function. For instance, rather than having the alert box say "Hello JavaScripters!" whenever you call it, you can have it say anything you like. The text to display can be passed as a parameter to the function.

To pass a parameter to a function, provide a variable name as the parameter in the function definition. You then use that variable name elsewhere in the function. For example:

```
function basicExample (Text) {  
    alert (Text);  
}
```

The variable name is `Text`, and is defined as the parameter for the function. That variable is then used as the text to display in the alert box. When calling the function, provide the text you want to show as a parameter of the function call:

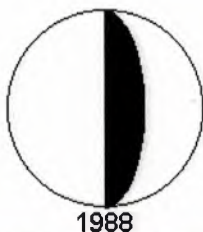
```
basicExample ("This says anything I want");
```

Passing multiple values to a function

You can pass multiple parameters to a function. As with built-in JavaScript functions and methods, separate the parameters with commas:

```
multipleParams ("one", "two");  
...  
function multipleParams (Param1, Param2) {  
...  
}
```

When you define a function with multiple parameters, be sure the parameters are listed in the same order in the function call. Otherwise, your JavaScript code may apply the parameters to the wrong variables, and your function won't work right.



Here's a working example of a function with multiple parameters. It takes two parameters: an input string and a number value. The number value indicates how many characters on the left of the string you want to display in the alert box. When you run the following script, the alert box displays "This is" -- the first seven characters of the input string.

```
<HTML>
<HEAD>
<TITLE>Global Variable Example</TITLE>
<SCRIPT LANGUAGE="JavaScript">
  lefty ("This is a test", 7);
  function lefty (InString, Num) {
    var OutString=InString.substring (InString, Num);
    alert (OutString);
  }
</SCRIPT>
</HEAD>
<BODY>
</BODY>
</HTML>
```

Returning a value from a function

The functions described so far don't return a value; that is, they do whatever magic you want them to do, then end. No "output" value is provided by the function. In some other languages, such return-less functions are called subroutines. However, in JavaScript (like in C and C++), "functions are functions" whether or not they return a value.

It's easy to return a value from a function: use the *return* statement, along with the value you wish to return. This is handy when you want your function to churn through some data and return the processed result. Take the "lefty" function from above. Instead of displaying the chopped-off string, you can return it to the calling function, and use the return value any way you want.

```
<HTML>
<HEAD>
<TITLE>Global Variable Example</TITLE>
<SCRIPT LANGUAGE="JavaScript">
  var Ret = lefty ("This is a test", 7);
  alert (Ret);
  function lefty (InString, Num) {
```



1988

NEAR EAST UNIVERSITY COMPUTER ENGINEERING

```
var OutString=InString.substring (InString, Num);  
return (OutString);  
}  
</SCRIPT>  
</HEAD>  
<BODY>  
</BODY>  
</HTML>
```

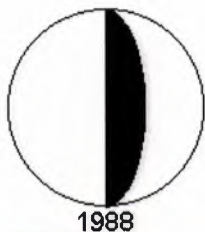
This script does essentially the same one as the previous example, but instead of always displaying the chopped-off text, the function merely returns the processed value. The return value is captured in a variable, and you are free to use that variable in any way you wish. The above shows the *Ret* variable used with an alert box, but you can use it in other ways, too. For example, you can write the contents of the *Ret* variable using the `document.write` method:

```
document.write (Ret);
```

Defining local variables within functions

By default all JavaScript variables are declared global for the document that created them. That means when you define a variable in a function, it is also "visible" to any other portion of the script on that document. For example, in the following global variable test, the variable `test` is visible to the `showVar` function, even though the variable is defined in the `loadVar` function.

```
<HTML>  
<HEAD>  
<TITLE>Global Variable Example</TITLE>  
<SCRIPT LANGUAGE="JavaScript">  
function showVar () {  
    alert (test)  
}  
function loadVar () {  
    test = "6"  
}  
loadVar();  
</SCRIPT>  
</HEAD>  
<BODY>  
Click to call function.  
<FORM>
```

```
<INPUT TYPE="button" Value="Click" onClick="showVar()">
</FORM>
</BODY>
</HTML>
```

Global variables aren't always what you want. Instead, you want variables that are local to the function. These variables exist only as long as JavaScript is processing the function. When it exits the function, the variables are lost. In addition, a local variable of a given name is treated as a separate entity from a global variable of the same name. In this way, you don't have to worry about reuse of variable names. The local variable in the function won't have any effect on the global variable used elsewhere in the script.

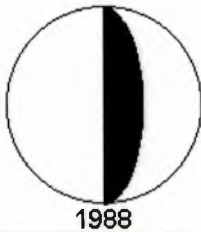
To declare a local variable, add the `var` keyword to the beginning of the variable name in the function. This tells JavaScript you want to make the variable local to that function. As a test, change the `loadVar` function above to the following, and re-load the script. When you click the button, JavaScript tells you the variable doesn't exist. This is because `test` is only local to the `loadVar` function, and does not exist outside the function.

```
function loadVar () {
    var test = "6"
}
```

Calling one function from another function

Code inside a function behaves just like code anywhere else. This means you can call one function from inside another function. This allows you to "nest" functions so that you can create separate functions, which each perform a specific task, and then run them together as a complete process, one right after the other. For example, here's a function that calls three other mythical functions, each one returning a string of text that has been altered in some way.

```
function run () {
    var Ret = changeText ("Change me");
    alert (Ret);
    document.write (Ret);
}
function changeText (Text) {
    Text = makeBold (Text);
    Text = makeItalics (Text);
    Text = makeBig (Text);
    return (Text);
}
```



```
function makeBold (InString) {  
    return (InString.bold());  
}  
function makeItalics (InString) {  
    return (InString.italics());  
}  
function makeBig (InString) {  
    return (InString.big());  
}
```

Creating objects with user-defined functions

JavaScript is based on objects: the window is an object, links are objects, forms are objects, even Netscape itself (or other browser) is an object. Using objects can help make programming easier and more streamlined. You can extend the use of objects in JavaScript by making your own. The process uses functions in a slightly modified way. In fact, you'll be surprised how easy it is to make your own JavaScript objects.

Making a new object entails two steps:

Define the object in a user-defined function.

Use the new keyword to create (or instantiate) the object with a call to the object function.

Here's an example of the world's simplest user-defined JavaScript object:

```
// this part creates a new object  
ret = new makeSimpleObject();  
// this part defines the object  
function makeSimpleObject() {}
```

I've called the new object `ret`; use any valid variable name for the new object (I use lower-case letters for variables that contain objects, so it's easier to tell that the variable contains an object).

You can use the same object function to create any number of new objects. For instance, these lines create four new and separate objects: `eenie`, `meenie`, `minie`, and `moe`:

```
eenie = new makeSimpleObject();  
meenie = new makeSimpleObject();  
minie = new makeSimpleObject();  
moe = new makeSimpleObject();
```

Actually, there is even a shortcut to the above "world's simplest JavaScript object." You don't need to define an object function to make a bare-bones object. JavaScript supports a generic `Object()` object, which you can use to make new objects. The following does the same as the above, without an explicit object function:



```
eenie = new Object();
```

Defining new properties to already-made objects

After an object has been created you can assign a value to it. But instead of just assigning a value to the object itself, you should define a new property for the object, and assign a value to the property. To create a new property and assign a value to it, simply write a variable expression like this:

```
myobject.property = value;
```

myobject is the name of the user-defined object.

property is the name of the property you want to create.

value is the value you want to assign.

Suppose you create an object called "customer" and you want to define three properties to it: name, address, and phone. Here's one way to do it:

```
customer = new makeSimpleObject();
```

```
customer.name = "Fred";
```

```
customer.address = "123 Main Street";
```

```
customer.phone = "555-1212";
```

```
function makeSimpleObject() {
```

```
    return (this);
```

```
}
```

You can verify that you've indeed created a new object and assigned properties to the object by adding an alert method to display one of the properties. For example, you could put this after the customer.phone line. When you run the script the alert box will say "Fred."

```
alert (customer.name);
```

Defining properties when you create the object

Another method of defining properties for objects is to include the property names in the object function. You can use this technique to simultaneously create a new object and define the property values. All it takes is a few more lines of code in the object function.

```
customer = new makeCustomer("Fred", "123 Main Street", "555-1212");
```

```
alert (customer.name);
```

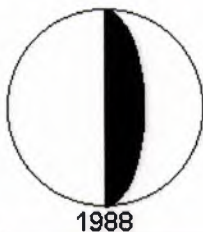
```
function makeCustomer(Name, Address, Phone) {
```

```
    this.name = Name;
```

```
    this.address = Address;
```

```
    this.phone = Phone;
```

```
}
```

Note the series of *this* statements. Each *this* statement assigns a property to the current object, which is the one being created in the `makeCustomer` object function. Three parameters are passed to the object statement: the customer's name, address, and phone number. These parameters are used to define the contents of the three properties, which are name, address, and phone.

JavaScript imposes no limitations on the number of properties you can assign to an object. To include as customer object, just do this:

```
customer = new makeCustomer("Fred", "123 Main Street", "555-1212");  
customer.salutation = "Mr.";
```

Note that other objects you create with the `makeCustomer` object function will have just the three base properties, but this object for Fred will have an additional property for the salutation. Properties added later do not affect other objects created with the same object function.

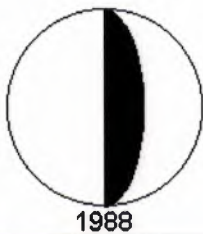
Creating user-defined methods

A user-defined method is yet another way of using functions in JavaScript. Methods act upon objects -- either objects built into JavaScript, or objects that you've created. A method changes or manipulates an object in some way. For instance, suppose you want to insert the various contents of the customer object: name, address, and phone number. Write the code to insert the object contents, then stuff the code in a function. Call the function, using the customer object as a parameter, like so:

```
customer = new makeCustomer("Fred", "123 Main Street", "555-1212");  
displayCustomer (customer);  
function displayCustomer (cust_obj) {  
    Temp = "Name: " + cust_obj.name + "<BR>";  
    Temp += "Address: " + cust_obj.address + "<BR>";  
    Temp += "Phone: " + cust_obj.phone + "<BR>";  
    document.write (Temp + "<BR>");  
}
```

Here's a fully functioning user-defined property example if you'd like to try this out. Load the script; JavaScript will display three lines of customer data. (Reload the document if you want to run it again.)

```
<HTML>  
<HEAD>  
<TITLE>Object Method Example</TITLE>  
<SCRIPT LANGUAGE="JavaScript">
```



```
function run () {  
    customer = new makeCustomer("Fred", "123 Main Street", "555-1212");  
    displayCustomer (customer);  
}  
function displayCustomer (cust_obj) {  
    Temp = "Name: " + cust_obj.name + "<BR>";  
    Temp += "Address: " + cust_obj.address + "<BR>";  
    Temp += "Phone: " + cust_obj.phone + "<BR>";  
    document.write (Temp + "<P>");  
}  
function makeCustomer(Name, Address, Phone) {  
    this.name = Name;  
    this.address = Address;  
    this.phone = Phone;  
}  
run()  
</SCRIPT>  
</HEAD>  
<BODY>  
</BODY>  
</HTML>
```

The other method is to create a method for the customer object. With this approach, you call the method as part of the object. This helps in defining special method functions that are designed for -- and only for -- certain kinds of objects. This process forms one of the foundations of object-oriented programming, where objects contain their own unique methods of operation. Here's the same script as above, modified so that the *customer* object contains the *displayCustomer* method.

```
<HTML>  
<HEAD>  
<TITLE>Object Method Example</TITLE>  
<SCRIPT LANGUAGE="JavaScript">  
function run () {  
    customer = new makeCustomer("Fred", "123 Main Street", "555-  
1212");  
    customer.displayCustomer();  
}  
function displayCustomer () {  
    Temp = "Name: " + this.name + "<BR>";  
    Temp += "Address: " + this.address + "<BR>";  
    Temp += "Phone: " + this.phone + "<BR>";  
    document.write (Temp + "<P>");  
}
```




```
function makeCustomer(Name, Address, Phone) {  
    this.name = Name;  
    this.address = Address;  
    this.phone = Phone;  
    this.displayCustomer = displayCustomer;  
}
```

```
run()
```

```
</SCRIPT>  
</HEAD>  
<BODY>  
</BODY>  
</HTML>
```

As you can see, to display the customer data, you call the `displayCustomer` method, like so:

```
customer.displayCustomer();
```

Notice a few other changes in this version:

The call to the `displayCustomer` function no longer uses a parameter.

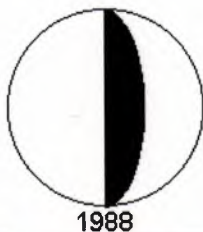
The `displayCustomer()` function no longer uses a parameter.

The `displayCustomer()` function uses the "this" keyword to refer to the current object.

When you write your own methods for objects, you'll follow the pattern used in the `displayCustomer()` function. There's no need to pass parameters to the function unless you need to. Refer to properties using the "this" keyword." And, add the name of the method function in the function that creates the object -- in this case, it's the `makeCustomer` object function.

Conclusion

Much of JavaScript's power comes from user-defined functions -- functions you make yourself. With your own functions, you create what is in essence your own JavaScript commands. And, you use functions to build JavaScript objects and methods. Master functions, and you'll go far in mastering JavaScript.



Take Advantage of User-Defined Variables in JavaScript

Learn how to master variables, the special information-holding areas that are crucial to a programming language

Summary

As with all programming languages, JavaScript relies heavily on user-defined variables. But unlike many languages -- including Java -- JavaScript's system of variables is simplified, so that even users with minimal programming experience can immediately use them. JavaScript doesn't impose strict data formats or types for its variables, which can greatly simplify programming. However, just because JavaScript's variables are easy to use doesn't mean they lack power.

These special information-holding areas can store numbers, text strings, objects, and other data types. Once stored, this information can be used later in your program. With a variable, a person's name could be stored and used at some point in the script.

Variables are temporary holders of information. They can hold:

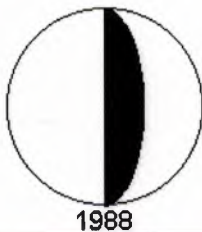
- Numeric values ("numbers") -- numbers that can be added together. Example: 2+2 results in 4
- Character strings -- a collection of text, such as "JavaScript" or "My name is Mudd"
- True/false values -- the Boolean true and false
- Objects -- JavaScript or user-defined objects (JavaScript variables can hold a few other kinds of data, but these are by far the most common types)

(Note: As with most modern programming languages, JavaScript supports array variables in addition to the basic scalar variables used to hold the above data types. We'll concentrate on single-value variables for this column and devote a separate column to arrays.)

JavaScript variables "belong" to the script document that created them; the variables are lost when the document is unloaded. In addition, the contents of a variable are erased when you assign a new value to them. Though a variable created in one document script is not usually seen by another document script, JavaScript does provide ways to share variables between scripts. You do this by referencing the name of the document along with the name of the variable.

Several JavaScript instructions create and store variables, but the basic way to accomplish this manually is with the equals (=) assignment operator. The basic syntax is:

VariableName = value



The first argument is the name of the variable. Variable names can be very long, but you are restricted in the characters you may use. For more information on valid variable names, see the section on Variable name limits.

The second argument is the contents of the variable. You can put all sorts of stuff into a variable, including a number, a string, a math expression (such as 2+2), and various other things that we'll get to in a bit.

Pascal users may be tempted to construct the variable assignment using `:=`. Be aware that this syntax is not supported in JavaScript.

Following is a more specific rundown of the four most common contents you can place in JavaScript variables, including examples.

Contents placed in JavaScript variables

Numbers in variables

A number is one or more digits stored in the computer in such a way that JavaScript can perform math calculations with them. JavaScript supports both integers and floating-point values. To place a number in a variable, just provide the variable name, the equals sign (the variable assignment operator), and the value you want to use. For example, the following is what you do to place the number 10 in a variable named MyVar:

```
MyVar = 10;
```

Strings in variables

A string is one or more text characters arranged in memory in single file. Strings can contain numbers (digits), letters, punctuation, or a combination of these elements. Math calculations cannot be performed on strings. Strings are assigned to JavaScript variables by being enclosed in a set of single or double quotes:

```
"I am a string"  
or  
'I am a string'
```

Note that double or single quotes are acceptable; unlike some languages, such as Perl, JavaScript makes no distinction between the two forms of quote marks. This working example shows how to place a string into a variable:

```
MyVar = "This is JavaScript";
```




Boolean values in variables

There are two Boolean values: true and false. Some programming languages don't have a separate set of Boolean values, and instead use 0 for false, and 1 or -1 (or any other non-zero value) for true. JavaScript can use these numbers to represent true and false but, in addition, reserves the words "true" and "false" to mean Boolean true and false. You can think of the Boolean true and false values as being equivalent to on/off or yes/no. To assign a Boolean value to a variable, provide just the word true or false, without quotes. Here's an example:

```
MyVar = true;
```

Objects in variables

Variables can contain objects, including JavaScript objects. There are basically two kinds of object variables:

- Variables that contain built-in browser-related objects -- window, document, navigator, and so on -- actually are references to the original object. They are like copies, but the copies change if the original changes. In some cases, making a change to the object in the variable affects the original JavaScript object.
- Variables that contain user-defined objects represent the actual object. Make a change to the object in the variable, and you change only that object.

To assign a JavaScript object to a variable, provide the name of the object, as in:

```
MyVar = navigator;
```

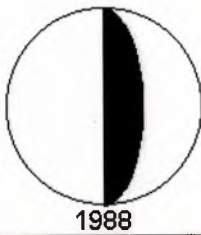
To assign a new copy of a user-defined object to a variable, use the new statement, and provide the name of the object function:

```
MyVar = new myObject();
```

SUBHEAD Variable name limits

When it comes to the names you can give variables, JavaScript offers a great deal of latitude. JavaScript variables can be almost unlimited in length, although for practical reasons you'll probably keep your variable names under 10 or 15 characters. Shorter variable names help JavaScript execute the program faster. Keep the following in mind when naming your variables:

- Variable names should consist of letters only -- without spaces. You can use numbers as long as the name doesn't start with a digit. For example, MyVar1 is acceptable, but 1MyVar is not.



- Don't use punctuation characters in variable names. Exception: the underscore character (`_`). That is, the variable `My_Var` is acceptable, but `My*Var` is not. Variables can begin with the underscore character.
- Variable names are case-sensitive. The variable `MyVar` is a distinctly different variable from `myVar`, `myvar`, and other variations.

Understanding JavaScript's "loose" variable data types

Unlike some other programming languages, in JavaScript there is no need to explicitly define the type of variable you want to create. This JavaScript behavior is called "loose data typing," and it differs from C and Java, both of which use strict data typing.

In JavaScript there is no need to differentiate variable types by appending special characters to the end of the variable name, such as `MyVar$` for a string variable (or, for that matter, `$MyVar` for a scalar variable, a la Perl). JavaScript internally decodes the variable type based on its content.

Using the var statement to assign a variable

JavaScript supports a `var` statement that can be used to explicitly define a variable. The syntax is merely the statement `var`, a space, and the same variable assignment expression detailed above. For instance:

```
var MyVar = "This is a variable";
```

You can also use the `var` statement with the variable name to declare the variable but not define a value for it:

```
var MyVar;
```

In this case, you've defined `MyVar` in memory but have yet to assign a value to it. This technique is often used when setting up global variables -- variables that can be freely shared anywhere in your script. For more information about global variables, see the section "Understanding the scope of variables", below.

String length limitations

JavaScript imposes a limit of 254 characters for each string variable assignment in your program. If you go over the 254-character limit, JavaScript responds with a "Unterminated string literal" error message. (Note: This is fundamentally a limit of JavaScript in Netscape 2.0x; it's a good idea to observe it since not all users have adopted Netscape 3.0.)



You can create longer strings by "piecing" them together -- as long as each piece is 254 characters or less. After assigning a string to each variable, you combine them using the + character. This is called "concatenation." The following example shows how concatenation works:

```
MyVar = "This is the start " + "of how you " + "can build strings";
```

Each individual string segment -- defined by text within the quotes -- can be up to 254 characters. To make a string longer than 254 characters, merely add more segments. Another approach is to build strings using the += assignment operator, like this:

```
MyVar = "This is the start "  
MyVar += "of how you "  
MyVar += "can build strings "
```

You can continue to concatenate strings this way as long as your computer has the memory for it. But, while JavaScript can hold strings larger than that possible in many other programming languages (like Basic's typical 64K), doing so can severely degrade the performance of the system. Obviously, you won't create a lot of huge string variables. It's just nice to know that, if needed, a JavaScript variable can accommodate so much text.

Understanding the "scope" of variables

The "scope of a variable" has nothing to do with optics or mouthwash, but rather the extent to which a variable is visible to other parts of a JavaScript program. Unless you provide explicit instructions to tell JavaScript otherwise, the scope of its variables is managed as follows:

- Variables defined outside a function are available to any function within the script, as long as all the variables are defined in the script of the same HTML document. These are referred to as global variables.
- Variables defined inside a function are also global, assuming the var statement is not used when first declaring that variable. That is, `MyVar = "hello."`
- Variables defined inside a function with the var statement are "local" to that function only. These are referred to as local variables.
- Global variables remain in memory even after a script has stopped execution. The variable remains in memory until the document is unloaded.

Local variables are treated as if they don't exist outside the function where they are defined. That way, you can use the same variable name inside a function, and that variable won't interfere with the same-named variable elsewhere in the script.



Following is an example that demonstrates this. When you click the button, the script displays three alert boxes. The following details what happens when you click the button:

- JavaScript calls firstFunction, which assigns a value of 1 to a local variable named MyVar. The contents of MyVar is displayed.
- JavaScript calls secondFunction, which assigns a value of 2 to a local variable, also called MyVar. The contents of MyVar are displayed.
- JavaScript returns to firstFunction, where the contents of MyVar are again displayed. The result is 1, which is the value of MyVar local to firstFunction.

```
function firstFunction () { var MyVar = 1; alert ("firstFunction: " + MyVar);  
secondFunction(); alert ("firstFunction: " + MyVar); }  
function secondFunction () { var MyVar = 2; alert ("secondFunction: " + MyVar);  
}
```

Referencing variables in other loaded documents

When using frames, it is often necessary to share variables across documents. One or more frames may need a variable contained in another frame. By their nature, variables (even global ones) are not visible outside the document that created them. So, when you want to reference a variable in another document -- and assuming that document is loaded into the browser -- you need to explicitly reference that variable by adding the window name in front of the variable name. Here is syntax:

`winname.varname`

where winname is the name of the document, and varname is the name of the variable. More about document names in a bit.

You can assign and reference variables using the following technique. For example, this sets the MyVar variable in the mydoc window to 1:

```
mydoc.MyVar = 1;
```

The code below assigns the value of a local MyVar variable in the mydoc window.

```
VarInThisDoc = mydoc.MyVar;
```

Where do the names for the windows come from? It all depends on how the windows are used.

To use a variable in the main browser window from a window that you created, first provide a "link" to the parent window object, using this method:



```
newwindow = window.open ("","NewWindow"); //repeat this for Mac/X  
Netscape 2.0
```

```
newwindow.creator = self;
```

Then, in this new window you can refer to any variable in the main window using the syntax:

```
creator.MyVar;
```

To use a variable in a window you've created, refer to it using the object name you've provided when you created the window. For instance, you'd use newwindow for a window created with the following:

```
newwindow = window.open ("","NewWindow");
```

Now refer to that variable using the syntax:

```
newwindow.MyVar;
```

To use a variable defined in the frameset -- that is, the document containing tag -- refer to it as parent. Here's an example:

```
parent.MyVar;
```

To use a variable in another frame document, refer to it using the frame name you've provided in the tag. For instance, you'd use

```
parent.frame1.MyVar;
```

for a frame created with the following:

Understanding when variables are lost

JavaScript variables don't hang around forever. A variable is lost when one of the following happens:

- The document where the variable was assigned is unloaded (you load another document to take its place, for example).
- You reload the document or frameset.
- You resize the browser window (this causes the document to be reloaded).
- You use the `document.write` method to write to a window or frame where the variable was assigned.

Losing variables when a document is reloaded or resized is one of the most aggravating JavaScript behaviors. Each time a document is reloaded or resized you effectively start over. The same is true of frames. If the user resizes a frame (by



dragging the frame border), it causes the browser to reload the page, and thus loses all the previous variable contents.

Most of the time, however, it won't matter if the page is reloaded or resized, as your JavaScript code will behave as if the page was just accessed. But it can be a problem if you need to set and keep variables as users work themselves through some process you've provided on your page. You will need to consider workarounds if losing the variable will corrupt your script. There are several methods to accomplish this.

One method, if your page uses frames, is to include a text-box field in one of the frames. You can make that frame invisible by enlarging the others to take up all available space, or you can push the text box out of the way and make the frame unscrollable and non-resizable. That way the user never sees the text box. You then use JavaScript to write a value to the text box. The value remains even if the document is reloaded or resized.

Another method is to use a Netscape cookie, which is a semipermanent data storage file provided by Netscape. Cookies allow a safe and secure method to store data that you want to use later. With a cookie you can store items for the current session of Netscape -- or even between sessions. The current session is sufficient for the task of remembering a variable so it will last after a resize or a reload.

Variable shortcuts, tips, and tricks

When defining and using variables JavaScript supports a number of useful shortcuts. Several of the more useful shortcuts are itemized below.

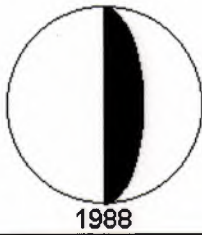
Declaring multiple variables at once

You can declare several variables at the same time, all on one line, using commas to separate them. Instead of doing this:

```
var MyVar,  
var YourVar;  
var TheirVar;
```

you can do this:

```
var MyVar, YourVar, TheirVar;
```



Assigning multiple variables at once

If you want to assign the same value to more than one variable at a time, a shortcut method is to use the multiple assignment trick. The following assigns 1 to all of the variables.

```
var MyVar = YourVar = TheirVar = 1;
```

Deleting a variable from memory

JavaScript normally will delete any variables when the page that created them is unloaded. However, you can force "early retirement" of variables with this simple technique:

```
varname = null;
```

This is intended to clear the memory the variable was using, though the variable will still exist. You might use this technique, for example, if you've created a large variable and now want to clear it from memory to avoid any possible out-of-memory problems.

Converting between number and string variables

To convert a number to a string, add a set of empty quotes in front of it, like this:

```
myVar = ""+ MyVar;
```

To convert a string to a number, use the `parseInt` or `parseFloat` functions, depending on the number type (`parseInt` is used for integers; `parseFloat` is used for numbers with decimal values):

```
MyVar = parseInt(MyInt);
```

or

```
MyVar = parseFloat(MyInt);
```




Conclusion

JavaScript variables are both easy to use and powerful. As with the entire language, JavaScript's variables were designed to be exploited by Web designers of all levels, including those with little or no programming experience. This design makes JavaScript variables easy to approach but does not undermine their power and flexibility. As you work with JavaScript and its variables, keep this power and flexibility in mind; you can use it to build JavaScript applications as complex and sophisticated as you wish.



CHAPTER D

PROGRAMMING WITH HTML

INDEX.HTM

<HTML>

<HEAD>

<META HTTP-EQUIV="Content-Type" CONTENT="text/html;
charset=windows-1252">

<META NAME="Generator" CONTENT="Microsoft Word 97">

<META NAME="AUTHOR" Content="METIN TASKIN">

<META NAME="DESCRIPTION" Content="This about TURKIYE">

<META NAME="KEYWORDS"

Content="turkiye,hotel,akdeniz,antalya,izmir,
mersin,giresun,ataturk,trabzon, ofo hotel,hilton,prencess,
kit tur,ormancilar,sheraton">

<TITLE>Turkiye</TITLE>

</HEAD>

<FRAMESET COLS = "156,638 " >

<FRAME SRC="finl.htm" NAME="Frame274284" RESIZE>

<FRAME SRC="finr.htm" NAME="Frame274311" RESIZE>

</FRAMESET>

<NOFRAMES>

<BODY>

<P>

</BODY>

</NOFRAMES>

</HTML>

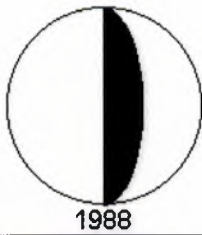


FINL.HTM

```
<HTML>
  <HEAD>
    <META HTTP-EQUIV="Content-Type" CONTENT="text/html;
    charset=iso-8859-1">
    <META NAME="GENERATOR" CONTENT="Mozilla/4.02 [en]
    (Win95; I) [Netscape]">
    <META NAME="AUTHOR" Content="METIN TASKIN">
    <META NAME="DESCRIPTION" Content="This about
    TURKIYE">
    <META NAME="KEYWORDS" Content=" turkiye, hotel, akdeniz,
    antalya, izmir, mersin, giresun, ataturk, trabzon, ofo hotel, hilton,
    prencess, kit tur, ormancilar, sheraton">
    <TITLE>Turkiye</TITLE>
  </HEAD>

  <BODY TEXT="#CC0000" BGCOLOR="#CC0000" LINK="#CC0000"
  VLINK="#CC0000" ALINK="#CC0000"
  BACKGROUND="CDTSBK.jpg">
    <CENTER><IMG SRC="globe7.gif" ALT="dunya" BORDER=0
    HEIGHT=88 WIDTH=88 ALIGN=BOTTOM></CENTER>
    <CENTER><IMG SRC="Flagtk.gif" ALT="Turk Bayragi" BORDER=0
    HEIGHT=71 WIDTH=121></CENTER>
    <CENTER><B><FONT FACE="Arial, Helvetica"><A HREF="turk0.htm"
    target="_top">WELCOME</A></FONT></B></CENTER>
    <CENTER><B><FONT FACE="Arial, Helvetica"><A HREF="turk0.htm"
    target="_top">TO</A></FONT></B></CENTER>
    <CENTER><B><FONT FACE="Arial, Helvetica"><A HREF="turk0.htm"
    target="_top">TURKEY</A></FONT></B></CENTER>
    <CENTER>&nbsp;</CENTER>
    <CENTER>&nbsp;</CENTER>
    <CENTER>&nbsp;</CENTER>
    <CENTER>&nbsp;</CENTER>
    <CENTER>&nbsp;</CENTER>
    <H2>
    <A HREF="turk0.htm" target="_top"><IMG SRC="docsrigh.gif"
    ALT="ileri" BORDER=0 HEIGHT=30 WIDTH=30></A></H2></CENTER>

  </BODY>
</HTML>
```

NEAR EAST UNIVERSITY COMPUTER ENGINEERING

FINR.HTM

```
<HTML>
  <HEAD>
    <META HTTP-EQUIV="Content-Type" CONTENT="text/html;
    charset=windows-1252">
    <META NAME="Generator" CONTENT="Microsoft Word
    97"><META NAME="AUTHOR" Content="METIN TASKIN">
    <META NAME="DESCRIPTION" Content="This about
    TURKIYE">
    <META NAME="KEYWORDS" Content=" turkiye, hotel, akdeniz,
    antalya, izmir, mersin,giresun,ataturk,trabzon, ofo Hotel, hilton,
    prencess, kit tur, ormancilar, sheraton">
    <TITLE>Turkiye</TITLE>
  </HEAD>

  <BODY TEXT="#FF0000" BGCOLOR="#FF0000"
  LINK="#FF0000" VLINK="#FF0000" ALINK="#FF0000"
  BACKGROUND="CDTSBK.jpg">
    <CENTER><B><FONT FACE="Arial, Helvetica"><FONT
    SIZE=+4><A HREF="http://www.turkey.org/"
    target="_top">TURKEY</A></FONT></FONT></B></CENTER>
    <CENTER><A HREF="turk0.htm" target="_top"><IMG
    SRC="MAPi.jpg" ALT="turkiye haritasý" BORDER=0 HEIGHT=235
    WIDTH=436></A></CENTER>
    <CENTER><B><BLINK><FONT FACE="Arial,Helvetica"><FONT
    SIZE=+3>WELCOME TO
    TURKEY</FONT></FONT></BLINK></B></CENTER>
  </BODY>
</HTML>
```



TURK0.HTM

```
<HTML>
  <HEAD>
    <META HTTP-EQUIV="Content-Type" CONTENT="text/html;
    charset=windows-1252">
    <META NAME="Generator" CONTENT="Microsoft Word 97">
    <META NAME="AUTHOR" Content="METIN TASKIN">
    <META NAME="DESCRIPTION" Content="This about
    TURKIYE">
    <META NAME="KEYWORDS" Content=" turkiye, hotel, akdeniz,
    antalya, izmir, mersin, giresun, ataturk, trabzon, ofo hotel, hilton,
    prencess,kit tur, ormancilar, sheraton">
  <TITLE>Turkiye</TITLE>
</HEAD>

<FRAMESET COLS = "151,643 " >
<FRAME SRC="ftl.htm" NAME="Frame5915145" RESIZE>
<FRAME SRC="ftr.htm" NAME="Frame5915159" RESIZE>
</FRAMESET>
<NOFRAMES>
  <BODY>
    <P>
  </BODY>
</NOFRAMES>

</HTML>
```

FTL.HTM

```
<HTML>
  <HEAD>
    <META HTTP-EQUIV="Content-Type" CONTENT="text/html;
    charset=windows-1252">
    <META NAME="Generator" CONTENT="Microsoft Word 97">
    <META NAME="AUTHOR" Content="METIN TASKIN">
    <META NAME="DESCRIPTION" Content="This about TURKIYE">
    <META NAME="KEYWORDS" Content=" turkiye, hotel, akdeniz, antalya,
    izmir, mersin, giresun, ataturk, trabzon, ofo hotel, hilton, prencess, kit tur,
    ormancilar, sheraton">
```



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

<TITLE>Turkiye</TITLE>

</HEAD>

<BODY BACKGROUND="CDTSBK.jpg" TEXT="#CC0000" BGCOLOR="#CC0000" LINK="#CC0000" VLINK="#660000" ALINK="#CC0000">

<P ALIGN="CENTER">

<CENTER>

<IMG SRC="Flagtk.gif" WIDTH="121" HEIGHT="71"

ALIGN="BOTTOM" BORDER="0"></CENTER>

<BLINK><FONT
FACE="Arial,

Helvetica">WELCOME<BLINK>

<BLINK><FONT
FACE="Arial,

Helvetica">TURKEY<BLINK></P>

<P ALIGN="CENTER">

<IMG SRC="docsleft.gif"
WIDTH="30" HEIGHT="30" ALIGN="BOTTOM" BORDER="0"><IMG
SRC=" docsupar.gif" WIDTH="30" HEIGHT="30" ALIGN="BOTTOM"
BORDER="0"><IMG
SRC="docsrigh.gif" WIDTH="30" HEIGHT="30" ALIGN="BOTTOM"
BORDER="0">

</BODY>

</HTML>

FTR.HTM

<HTML>

<HEAD>

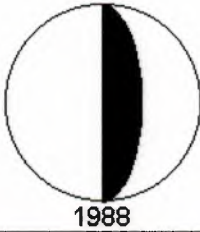
<META HTTP-EQUIV="Content-Type" CONTENT="text/html;
charset=windows-1252">

<META NAME="Generator" CONTENT="Microsoft Word 97">

<META NAME="AUTHOR" Content="METIN TASKIN">

<META NAME="DESCRIPTION" Content="This about TURKIYE">

<META NAME="KEYWORDS" Content=" turkiye, hotel, akdeniz,



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

antalya, izmir, mersin, giresun, ataturk, trabzon, ofo hotel, hilton, prencess,
kit tur, ormancilar, sheraton">

<TITLE>Turkiye</TITLE>

</HEAD>

<BODY BACKGROUND="CDTSBK.jpg" TEXT="#CC0000"
BGCOLOR="#CC0000" LINK="#CC0000" VLINK="#660000"
ALINK="#CC0000">

<P ALIGN="CENTER"><IMG SRC="globe7.gif" WIDTH="88"
HEIGHT="88" ALIGN="BOTTOM" BORDER="0">
<CENTER>

<IMG SRC="Flagtk.gif" WIDTH="121" HEIGHT="71"
ALIGN="BOTTOM" BORDER="0"></CENTER>

<BLINK><FONT
FACE="Arial,
Helvetica">WELCOME</BLINK>

<BLINK>

<FONT FACE="Arial,
Helvetica">TURKEY</BLINK></P>

><P ALIGN="CENTER">

<IMG SRC="docsleft.gif"
WIDTH="30" HEIGHT="30" ALIGN="BOTTOM" BORDER="0">

<IMG SRC="docsupar.gif" WIDTH="30" HEIGHT="30" ALIGN="

"BOTTOM" BORDER="0"><A HREF="turk1.htm" target="

_top"><IMG SRC="docsrigh.gif" WIDTH="30" HEIGHT="30"

ALIGN="BOTTOM" BORDER="0">

</BODY>

</HTML>



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

```
<BODY BACKGROUND="CDTSBK.jpg" TEXT="#CC0000" LINK="#CC0000"
VLINK="#660000" ALINK="#CC0000">
<P ALIGN="CENTER"><FONT SIZE="5" COLOR="#CC0000" FACE="Arial,
Helvetica"><B>WELCOME TO TURKEY</B></FONT><FONT
SIZE="5">&nbsp;</FONT>
  <CENTER>
    <TABLE BORDER="0" CELLPADDING="0" CELLSPACING="0"
    WIDTH="524" HEIGHT="461">
      <TR><TD WIDTH="216" HEIGHT="23" VALIGN="BOTTOM" >
&nbsp;</TD>
      <TD WIDTH="153" VALIGN="BOTTOM" ROWSPAN="2"><A HREF=
"http://www.turkey.org" target="_top"><IMG SRC="Atal.gif" WIDTH=
"153" HEIGHT="206" ALIGN="BOTTOM" BORDER="0"></A></TD>
      <TD HEIGHT="23" VALIGN="TOP">&nbsp;</TD>
    </TR>
    <TR>
      <TD WIDTH="216" HEIGHT="179" VALIGN="BOTTOM"><IMG SRC=
"Flagtk.gif" WIDTH="216" HEIGHT="116" ALIGN="BOTTOM"
BORDER="0"></TD><TD HEIGHT="179" VALIGN="BOTTOM">
      <P ALIGN="CENTER"><IMG SRC="globe7.gif" WIDTH="126" HEIGHT=
"111" ALIGN="BOTTOM" BORDER="0">
    </TD>
    </TR>
    <TR>
      <TD HEIGHT="251" VALIGN="TOP" COLSPAN="3">
      <P> <IMG SRC="MAPI.jpg" WIDTH="524" HEIGHT="185" ALIGN=
"BOTTOM" BORDER="0"></P>
      <P ALIGN="CENTER"><A HREF="turk1.htm" target="_top"><FONT
FACE="Arial, Helvetica"><B>WHEN TO TRAVEL
TURKEY</B></FONT></A></P><P ALIGN="CENTER"><A
HREF="turk2.htm" target="_top"><FONT FACE="Arial,
Helvetica"><B>HOW TO TRAVEL TO TURKEY</B></FONT></A></P>
      <P ALIGN="CENTER"><A HREF="turk3.htm" target="_top"><FONT
FACE="Arial, Helvetica"><B>USEFUL PHRASES IN TURKEY </B>
</FONT></A></P>
      <P ALIGN="CENTER"><A HREF="tou.htm" target="_top"><FONT
FACE="Arial, Helvetica"><B>TOURISTIC PLACES IN TURKEY </B>
</FONT></A>
    </TD>
    </TR>
    </TABLE>
  </CENTER>
&nbsp;
```



- 114 -

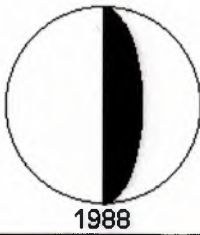


TURK1.HTM

```
<HTML>
  <HEAD>
    <META HTTP-EQUIV="Content-Type" CONTENT="text/html;
      charset=windows-1252">
    <META NAME="Generator" CONTENT="Microsoft Word 97">
    <META NAME="AUTHOR" Content="METIN TASKIN">
    <META NAME="DESCRIPTION" Content="This about TURKIYE">
    <META NAME="KEYWORDS" Content= "turkiye, hotel, akdeniz,
      antalya, izmir, mersin,giresun,ataturk,trabzon, ofo hotel,hilton,prencess, kit
      tur, ormancilar, sheraton">
    <TITLE>Turkiye</TITLE>
  </HEAD>
  <FRAMESET COLS = "151,643 " >
    <FRAME SRC="fthl1.htm" NAME="Frame890491" RESIZE>
    <FRAME SRC="fthr1.htm" NAME="Frame890504" RESIZE>
  </FRAMESET>
  <NOFRAMES>
    <BODY>
      <P>
    </BODY>
  </NOFRAMES>
</HTML>
```

FTHL1.HTM

```
<HTML>
  <HEAD>
    <META HTTP-EQUIV="Content-Type" CONTENT="text/html;
      charset=windows-1252">
    <META NAME="Generator" CONTENT="Microsoft Word 97">
    <META NAME="AUTHOR" Content="METIN TASKIN">
    <META NAME="DESCRIPTION" Content="This about TURKIYE">
    <META NAME="KEYWORDS" Content= "turkiye, hotel, akdeniz, antalya,
      izmir, mersin, giresun, ataturk, trabzon, ofo hotel, hilton, prencess, kit tur,
      ormancilar, sheraton">
  </HEAD>
  <BODY>
  </BODY>
</HTML>
```



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

```
<TITLE>Turkiye</TITLE>
</HEAD>
<BODY BACKGROUND="CDTSBK.jpg" TEXT="#CC0000" LINK
= "#CC0000" VLINK="#660000" ALINK="#CC0000">
<P ALIGN="CENTER"><IMG SRC="globe7.gif" WIDTH="88"
HEIGHT="88" ALIGN="BOTTOM" ALT="dunya" BORDER="0">
<CENTER>
<B><BLINK></B><A HREF="index.htm" target="_top"><FONT
FACE="Arial, Helvetica"><B>WELCOME</A></B></FONT> <B>
</BLINK></B><A HREF="index.htm" target="_top"><BR> </A>
<B><BLINK></B><A HREF="index.htm" target="_top"><FONT
FACE="Arial, Helvetica"><B>TURKEY</A></B></FONT><B>
</BLINK></B><BR><IMG SRC="Flagtk.gif" WIDTH="121"
HEIGHT="71" ALIGN="BOTTOM" BORDER="0"></CENTER>
<BR>
<BR>
<BR>
<BR>
<BR>
<BR>

<P ALIGN="CENTER"><A HREF="turk0.htm" target="_top"><IMG
SRC="docsleft.gif" WIDTH="30"HEIGHT="30"ALIGN="BOTTOM"
BORDER="0"></A><A HREF="index.htm" target="_top"><IMG
SRC="docsupar.gif"WIDTH="30"HEIGHT="30"ALIGN="BOTTOM"
BORDER="0"></A><A HREF="turk2.htm" target="_top"><IMG
SRC="docsrigh.gif"WIDTH="30"HEIGHT="30"ALIGN="BOTTOM"
BORDER="0"></A>
</BODY>
</HTML>
```

FTHR1.HTM

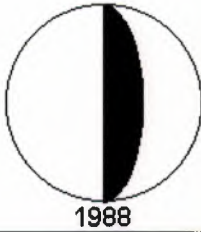
```
<HTML>
<HEAD>
<META HTTP-EQUIV="Content-Type" CONTENT="text/html;
charset=windows-1252">
<META NAME="Generator" CONTENT="Microsoft Word 97"><META
NAME="AUTHOR" Content="METIN TASKIN">
<META NAME="DESCRIPTION" Content="This about TURKIYE">
```




1988

NEAR EAST UNIVERSITY COMPUTER ENGINEERING

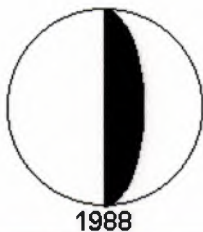
```
<META NAME="KEYWORDS" Content=
"turkiye,hotel,akdeniz,antalya, izmir, mersin, giresun,ataturk,trabzon,
ofo hotel ,hilton, prencess, kit tur,ormancilar,sheraton">
<TITLE>Turkiye</TITLE>
</HEAD>
<BODY BACKGROUND="CDTSBK.jpg" TEXT="#660099" LINK=
"#CC0000" VLINK="#660000" ALINK="#CC0000"><H2 ALIGN=
"CENTER"><FONT COLOR="#330066">When to Travel to Turkey
</FONT></H2>
<P><FONT COLOR="#330066"><B>Marmara, Aegean and
Mediterranean Coasts:</B></FONT><BR>
These coasts have a typical Mediterranean climate with hot summers and mild
winters. The swimming season becomes shorter as one travels north:<BR>
<STRONG>Marmara and North Aegean:</STRONG> June to September
<BR>
<STRONG>South Aegean and Mediterranean:</STRONG> April to October
<BR>
<B>Black Sea Coast:</B><BR>
Temperate climate with warm summers, mild winters and relatively high
rainfall.</P>
<P><FONT COLOR="#330066"><B>Central Anatolia:</B></FONT><BR>
These areas have a steppe climate with hot, dry summers and cold winters.
</P>
<P><FONT COLOR="#330066"><B>Eastern Anatolia:</B></FONT><BR>
Long snowy, cold winters with mild summers.</P>
<P><FONT COLOR="#330066"><B>Southeast Anatolia:</B></FONT>
<BR>These areas have a hot summer with mild, rainy winters.</P>
<P>
<H3><FONT COLOR="#330066">Average Air temperatures for Major
Regions</FONT></H3>
<P>(IN CELSIUS)
<TABLE BORDER="1">
<td>
<tr>
<td>&nbsp;</td>
<td><FONT COLOR="#330066">Jan</FONT></td>
<td><FONT COLOR="#330066">Feb</FONT></td>
<td><FONT COLOR="#330066">Mar</FONT></td>
<td><FONT COLOR="#330066">Apr</FONT></td>
<td><FONT COLOR="#330066">May</FONT></td>
<td><FONT COLOR="#330066">Jun</FONT></td>
<td><FONT COLOR="#330066">Jul</FONT></td>
<td><FONT COLOR="#330066">Aug</FONT></td>
<td><FONT COLOR="#330066">Sep</FONT></td>
```

NEAR EAST UNIVERSITY COMPUTER ENGINEERING

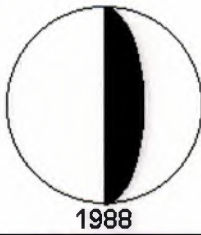
1988

```
<TD><FONT COLOR="#330066">Oct</FONT></TD>
<TD><FONT COLOR="#330066">Nov</FONT></TD>
<TD><FONT COLOR="#330066">Dec</FONT></TD>
</TR>
<TR>
<TD><FONT COLOR="#330066">ANTALYA</FONT></TD>
<TD>10</TD>
<TD>11</TD>
<TD>13</TD>
<TD>16</TD>
<TD>20</TD>
<TD>25</TD>
<TD>28</TD>
<TD>28</TD>
<TD>25</TD>
<TD>20</TD>
<TD>15</TD>
<TD>12</TD>
</TR>
<TR>
<TD><FONT COLOR="#330066">IZMIR</FONT></TD>
<TD>9</TD>
<TD>10</TD>
<TD>11</TD>
<TD>16</TD>
<TD>20</TD>
<TD>25</TD>
<TD>28</TD>
<TD>27</TD>
<TD>23</TD>
<TD>18</TD>
<TD>15</TD>
<TD>10</TD>
</TR>
<TR>
<TD><FONT COLOR="#330066">ISTANBUL</FONT></TD>
<TD>5</TD>
<TD>6</TD>
<TD>7</TD>
<TD>12</TD>
<TD>16</TD>
<TD>21</TD>
<TD>23</TD>
<TD>23</TD>
```

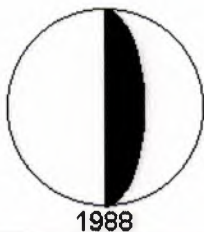


NEAR EAST UNIVERSITY COMPUTER ENGINEERING

```
<TD>20</TD>
<TD>16</TD>
<TD>12</TD>
<TD>8</TD>
</TR>
<TR>
<TD><FONT COLOR="#330066">TRABZON</FONT></TD>
<TD>6</TD>
<TD>6</TD>
<TD>7</TD>
<TD>11</TD>
<TD>15</TD>
<TD>20</TD>
<TD>22</TD>
<TD>22</TD>
<TD>19</TD>
<TD>15</TD>
<TD>12</TD>
<TD>9</TD>
</TR>
<TR>
<TD><FONT COLOR="#330066">ANKARA</FONT></TD>
<TD>0</TD>
<TD>1</TD>
<TD>5</TD>
<TD>11</TD>
<TD>16</TD>
<TD>20</TD>
<TD>23</TD>
<TD>23</TD>
<TD>18</TD>
<TD>13</TD>
<TD>8</TD>
<TD>2</TD>
</TR>
<TR>
<TD><FONT COLOR="#330066">ERZURUM</FONT></TD>
<TD>-9</TD>
<TD>-7</TD>
<TD>-3</TD>
<TD>5</TD>
<TD>11</TD>
<TD>15</TD>
<TD>19</TD>
```



1988



TURK2.HTM

```
<HTML>
  <HEAD>
    <META HTTP-EQUIV="Content-Type" CONTENT="text/html;
    charset=windows-1252">
    <META NAME="Generator" CONTENT="Microsoft Word 97">
    <META NAME="AUTHOR" Content="METIN TASKIN">
    <META NAME="DESCRIPTION" Content="This about
    TURKIYE">
    <META NAME="KEYWORDS" Content="turkiye,hotel, akdeniz,
    antalya,izmir,mersin,giresun,ataturk, Trabzon, ofo hotel,hilton,prencess,
    kit tur,ormancilar,sheraton">
    <TITLE>Turkiye</TITLE>
  </HEAD>
    <FRAMESET COLS = "151,643 " >
    <FRAME SRC="fthl2.htm" NAME="Frame1677928" RESIZE>
    <FRAME SRC="fthr2.htm" NAME="Frame1677938" RESIZE>
    </FRAMESET>
    <NOFRAMES>
  <BODY>
    <P>
  </BODY>
</HTML>
```

FTHL2.HTM

```
<HTML>
  <HEAD>
    <META HTTP-EQUIV="Content-Type" CONTENT="text/html;
    charset=windows-1252">
    <META NAME="Generator" CONTENT="Microsoft Word 97">
    <META NAME="AUTHOR" Content="METIN TASKIN">
    <META NAME="DESCRIPTION" Content="This about
    TURKIYE">
    <META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
    antalya,izmir,mersin,giresun,ataturk, Trabzon, ofo hotel, hilton,prencess,
    kit tur,ormancilar,sheraton">
```

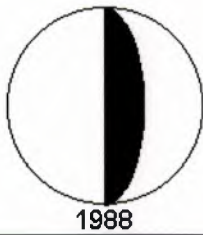


NEAR EAST UNIVERSITY COMPUTER ENGINEERING

```
<TITLE>Turkiye</TITLE>
</HEAD>
<BODY BACKGROUND="CDTSBK.jpg" TEXT="#CC0000"
LINK="#CC0000" VLINK="#660000" ALINK="#CC0000">
<P ALIGN="CENTER"><IMG SRC="globe7.gif" WIDTH="88"
HEIGHT="88" ALIGN="BOTTOM" ALT="dunya" BORDER="0">
<CENTER>
<A HREF="index.htm" target="_top"><FONT FACE="Arial,
Helvetica"><B>WELCOME</B></FONT></A></CENTER>
<CENTER>
<A HREF="index.htm" target="_top"><FONT FACE="Arial,
Helvetica"><B>TURKEY</B></FONT></A></CENTER>
<CENTER>
<IMG SRC="Flagtk.gif" WIDTH="121" HEIGHT="71"
ALIGN="BOTTOM" BORDER="0"></CENTER>
&nbsp; <BR>
&nbsp; <BR>
&nbsp; <BR>
&nbsp; <BR>
&nbsp; <BR>
&nbsp; <BR>
<CENTER>
<A HREF="turk1.htm" target="_top"><IMG SRC="docsleft.gif"
WIDTH="30" HEIGHT="30" ALIGN="BOTTOM" BORDER=
"0"></A><A HREF="turk0.htm" target="_top"> <IMG SRC=
"docsupar.gif" WIDTH="30" HEIGHT="30" ALIGN="BOTTOM"
BORDER="0"></A><A HREF="turk3.htm" target= "_top"> <IMG
SRC="docsrigh.gif" WIDTH="30" HEIGHT="30" ALIGN=
"BOTTOM" BORDER="0"></A></CENTER>
</BODY>
</HTML>
```

FTHR2.HTM

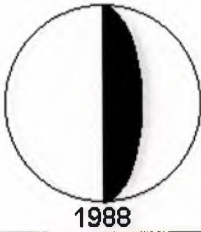
```
<HTML>
<HEAD>
<META HTTP-EQUIV="Content-Type" CONTENT="text/html;
charset=windows-1252">
<META NAME="Generator" CONTENT="Microsoft Word 97">
<META NAME="AUTHOR" Content="METIN TASKIN">
<META NAME="DESCRIPTION" Content="This about
TURKIYE">
```



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

```
<META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
antalya,izmir, mersin,giresun,ataturk,trabzon, ofo hotel,hilton,prencess,
kit tur,ormancilar,sheraton">
<TITLE>Turkiye</TITLE>
</HEAD>
<BODY BACKGROUND="CDTSBK.jpg" TEXT="#660099">
<P ALIGN="CENTER"><FONT SIZE="5" COLOR= "#330066">
<B>How to Travel to Turkey</B></FONT><FONT SIZE="6"><B>
</B></FONT></P>
<UL>
<LI><FONT COLOR="#330066"><B>Airlines</B></FONT><BR>
Turkish Airlines has regular flights to Ankara, Istanbul, Izmir, Antalya,
Adana, Trabzon and Dalaman, from the principal capitals and major cities of
the world.
<UL>
<LI>Turkish Airlines
<LI>International Airlines
<LI>Charter Airlines
</UL>
<P>
<LI><FONT COLOR="#330066"><B>Travel Agencies</B> </FONT>
<BR>
A listing of travel agents in major Turkish cities.
<P>
<LI><FONT COLOR="#330066"><B>Other Means of Transportation</B>
</FONT><BR> A listing of other means of transportation, including state
railways, maritime lines, sea buses and major city bus companies.
</UL>
<H2><FONT COLOR="#330066">Airlines</FONT></H2>
<UL>
<LI>Turkish Airlines
<LI>Other Domestic Airlines
<LI>International Airlines
<LI>Charter Aircraft
</UL>
<H3>Office of Turkish Airlines</H3>
<P>R: Reservations phone number<BR>
S: Sales office phone number</P>
<P><FONT SIZE="4"><B>Istanbul</B></FONT></P>
<P>Turkish Airlines Head Office<BR>Ataturk Airport Yesilkoy,
Istanbul<BR>
Tel: (212) 663 63 00<BR>Fax: (212) 663 47 44 -63 49 04<BR>
R: (212) 663 63 63<BR>(25 lines)</P>
```

NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

<P>Cargo Reservation Department
Ataturk Airport Yesilkoy,
Istanbul
Tel: R: (212) 663 46 00
(4 lines)
Fax: (212)
573 35 26
Istanbul Sales
Cumhuriyet Caddesi 199-201 Kat
3
Harbiye, Istanbul
Tel: S (212) 248 26 31 -

246 40 17 - 247 13 38
R (212) 663 63 63
(25 lines)

Fax: (212) 240 29 84
Sales Offices:
Taksim: (212) 252 11
06 (6 lines)
Harbiye: (212) 225 05 56
(6 lines)

Aksaray: (212) 514 00 22 - 23

Sirkeci: (212) 522 88 88 - 528 42 61</P>
<P>Ankara

Turkish Airlines
Ataturk Bulvan 25 Bakanliklar, Ankara

Tel: S (312) 419 28 25/
418 68 45/ 518 92 60

R (312) 418 26 24/
419 28 00
Fax: (312) 418 94 53</P>
<P>Izmir
Turkish
Airlines
Gaziosmanpasa Bulvan
I/F Buyuk Efes Oteli Altı
Izmir
Tel: S (232) 484 12 20
(5 lines)
R (232) 425 82
80
Fax: (232) 483 62 81</P><P>Adana

Turkish Airlines
Stadyum Caddesi 32
01120 Adana
Tel: S (322) 453 08 67
R (322) 454 23
93/
454 35 38/ 453 72 47
Fax: (322) 454 30 88</P>
<P>Antalya
Turkish
Airlines
Ozel Idare Ishani Altı Cumhuriyet Caddesi Antalya

Tel: S (242) 243 43 81-82
R (242) 243 43 84

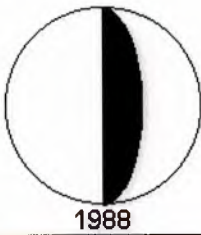
(4 lines0
Fax: (242) 248 47 61</P><P><H3>Other Domestic
Airlines</H3><P>Green Air
Konakli Sokak 10

Florya, Istanbul
Tel: (212) 663 50 08-09
Fax: (212) 663 56
90</P>
<P>Istanbul Airlines
Cumhuriyet Caddesi 289

Harbiye, Istanbul
Tel: (212) 231 75 26
Fax: (212) 246 49
67</P>
<P>Mas Air (Flights to Bodrum)
City Office

Cumhuriyet Caddesi
167 Elmadag, Ist.
Tel: (212) 231 10
72-73
Fax: (212) 234 43 31
Airport Office
Ataturk
Hava Limani Kat 3
Yesilkoy
Istanbul
Tel: (212) 663
40 94 PBX
Fax: (212) 574 05 53</P>
<P><H3>International Airlines</H3><P>
Istanbul</P><P>Adria (Slavonian) Airways

Ordu Caddesi 206/1 Lalei
Tel: (212) 512 42 31
Fax:
(212) 512 42 34-512 54 36</P>
<P>Aeroflot
Mete Caddesi 30 Taksim
Tel: (212)
243 47 25
Fax: (212) 252 39 98</P>
<P>Air China
Cumhuriyet Caddesi 235/1
Harbiye
Tel: (212) 232 71 11
Fax: (212) 232 44 87</P>
<P>Air France
Cumhuriyet Caddesi I Taksim



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Tel: (212) 256 43 56
Fax: (212) 254 43 34</P><P>Alia
(Jordanian Airlines)
Cumhuriyet Caddesi 163 Kat 2
Imadag
Tel: (212) 230 40 74
Fax: 234 54 10</P><P>
Alitalia
Cumhuriyet Caddesi Seyhan Apt. 12/4

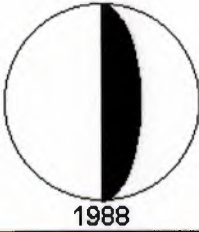
Elmadag,
Tel: (212) 231 33 91-92
Fax: (212) 230 63 4</P>
<P>American Airlines
Cumhuriyet Caddesi 47/2
Taksim
Tel: (212) 237 20 03
Fax: (212) 237 20 05</P>
<P>Austrian Airlines
Sheraton Hotel Taksim
Tel:
(212) 232 22 00
Fax: (212) 234 37 28</P>
<P>Azerbaijan Airlines
Cumhuriyet Caddesi 39/I
Taksim
Tel: (212) 237 42 01-02
Fax: (212) 237 42 00</P>
<P>Balkan Bulgarian Airlines
Cumhuriyet
Caddesi
Gezi Dukkanlan Taksim
Tel: (212) 245 24 56</P>
<P>British Airways
Cumhuriyet Caddesi 10
Imadag
Tel: (212) 234 13 00
Fax: (212) 234 13 08</P>
<P>Cathay Pacific Airlines
Cumhuriyet Caddesi 309
Kat I Harbiye
Tel: (212) 241 71 17 - 241 68 33
Fax: (212)
234 49 99</P>
<P>Continental Airlines
Cumhuriyet Caddesi 163 Kat I
Elmadag,
Tel: (212) 230 48 32
Fax: (212) 230 83 26</P>
<P>Delta Airlines
Istanbul Hilton Girisi Harbiye

Tel: (212) 231 23 39
Fax: (212) 231 23 46</P>
<P>Egypt Air
Cumhuriyet Caddesi 337-339 Kat 1
Harbiye
Tel: (212) 231 11 26
Fax: (212) 234 07 54</P>
<P>El-Al (Israeli Airlines)
Rumeli Caddesi Nisantasi Is
Mrk.
Kat 4 No. 1 Nisantasi
Tel: (212) 246 53 03
Fax:
(212) 230 37 05</P>
<P>Emirates Airlines
Halaskargazi Caddesi 69/71
Harbiye
Tel: (212) 232 32 16
Fax: (212) 240 20 85</P>
<P>Finnair
Cumhuriyet Caddesi 26, Elmadag, 1st

Tel: (1) 234 51 30
Fax: (212) 234 47 44</P>
<P>Georgia Airlines
Yolcuzaade Iskender Cad.
66-
68 Kat 2
Sishane
Tel: (212) 253 11 11-253 01 16
Fax:
(212) 253 21 58</P>
<P>Gulf Air
Cumhuriyet Cad. Hilton Oteli Girisi

Elmadag
Tel: (212) 231 34 50
Fax: (212) 234 47 44</P>
<P>Iberia
Topcu Caddesi Uygun Apt. 2/2 Taksim

Tel: (212) 255 19 68
Fax: (212) 250 54 78 -
256 12 13</P>
<P>Iranair
Cumhuriyet Caddesi 71 Elmadag
Tel:
(212) 225 02 55
Fax: (212) 225 22 00</P>
<P>JAL (Japanese Airlines)
Cumhuriyet Caddesi 141/6
K.2 Elmadag,
Tel: (212) 241 73 66
Fax: (212) 234 22
9</P>



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

<P>KLM (Royal Dutch Airlines)
Abdi Ipekci Caddesi

Unsal Apt 8 Nisantasi
Tel: (212) 230 03 11
Fax:
(212) 232 87 49</P>

<P>KTHY (Turkish Airlines of Northern Cyprus)

Buyukdere Cad 56/B Mecidiyekoy
Tel: (212) 272 32 79-

267 09 73 (3 lines)
Fax: (212) 274 69 34</P>

<P>Kuwait Airlines
Cumhuriyet Caddesi 30

Elmadag, Istanbul
Tel: (212) 240 40 81
Fax: (212) 231 45
37</P>

<P>Lot (Polish Airlines)
Cumhuriyet Caddesi 91 Kat 2
Elmadag,
Tel: (212) 241 57 49
Fax: (212) 246 76 26</P>

<P>Lufthansa
Maya Akar Center Buyukdere
Caddesi
100-102 Esentepe
Tel: (212) 288 10 50
Fax:
275 69 61</P>

<P>Malev (Hungarian Airlines)
Cumhuriyet Caddesi
71 K.2. Elmadag,
Tel: (212) 230 71 30
Fax: (212) 230 20
34</P>

<P>MAS (Malaysian Airlines)
Cumhuriyet Caddesi 71
K.2 Elmadag,
Tel: (212) 230 71 30
Fax: (212) 230 03
7</P>

<P>Middle East Airlines (MEA)
Cumhuriyet Caddesi
30 Harbiye
Tel: (212) 248 22 41-42
Fax: (212) 248 37
3</P>

<P>Olympic Airways
Cumhuriyet Caddesi 171/A
Elmadag
Tel: (212) 246 50 81
Fax: (212) 232 21 73</P>

<P>Pakistan Airlines (PIA)
Cumhuriyet Caddesi Tarhan
203
Elmadag
Tel: (212) 233 05 71
Fax: (212) 234 10
60</P>

<P>Royal Air Maroc
Valikonagi Caddesi Kose Atp.
01/4
Nisantasi
Tel: (212) 231 80 21-231 71-21
Fax:
(212) 230 65 23</P>

<P>Sabena
Topcu Caddesi Uygun Apt. 2/1
Taksim
Tel: (212) 254 72 54
Fax: (212) 255 13 74</P>

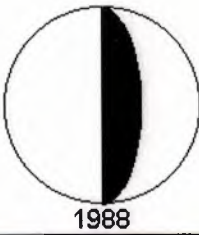
<P>SAS Scandinavian Airlines
Cumhuriyet Caddesi
26/A
Elmadag
Tel: (212) 246 60 75
Fax: 233 88
03</P>

<P>Saudi Arabian Airlines
Cumhuriyet Caddesi Inkilap
Apt. 33, Elmadag
Tel: (212) 256 48 00
Fax: (212) 256 46
47</P>

<P>Singapore Airlines
Halaskargazi Caddesi 113
Harbiye
Tel: (212) 232 37 06
Fax: (212) 248 86 20</P>

<P>Syrian Arab Airlines
Istanbul Sheraton Hotel

Taksim, Istanbul
Tel: (212) 246 17 81
Fax: (212) 231 21
80</P>



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

<P>Swissair
Cumhuriyet Caddesi Pak Apt. 6,
Elmadag
Tel: (212) 231 28 44
Fax: (212) 240 15 13</P>
<P>Qantas Australian Airlines
Cumhuriyet Caddesi
155/1, Elmadag
Tel: (212) 240 50 32 -
246 34 66

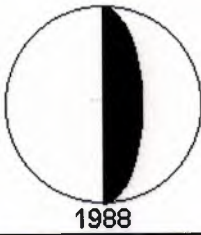
Fax: (212) 241 55 52</P>
<P>TAROM Romanian Airlines
Cumhuriyet Caddesi
125 Kat 4, Elmadag
Tel: (212) 230 73 09
Fax: (212) 241 01
30</P>
<P>Tunisair
Valikonagi Caddesi Bizim Apt. 8
isantasi
Tel: (212) 233 93 06-
248 29 04
Fax: (212)
246 22 08</P>
<P>TWA
Cumhuriyet Caddesi 193, Elmadag,

Tel: (212) 234 53 27
Fax: (212) 230 63 44</P>
<P>United Airlines
Cumhuriyet Caddesi 209/2,
Elmadag
Tel: (212) 224 91 80
(6 lines)
Fax: (212) 232
40 74</P>
<P>Varig (Brazilian Airlines)
19 Mayıs Caddesi
4/505
Nova Baran Carsis Sisli
Tel: (212) 240 45 56

Fax: (212) 240 51 06</P>
<P>Ankara</P>
<P>Aeroflot
Cinnah Caddesi 114/2 Cankaya
Tel:
(312) 440 98 74-75
Fax: (312) 440 92 20</P>
<P>Air France
Ataturk Bulvan, 231/7
Kavaklidere
Tel: (312) 467 44 00
Fax: (312) 468 25 95</P>
<P>Alitalia
Iran Caddesi 21 Kat 3 No. 369

Kavaklidere
Tel: (312) 418 88 13-425 38 13
Fax: (312) 417
97 96</P>
<P>Austrian Airlines
Cinnah Caddesi 43/8
Cankaya
Tel: (312) 417 56 16-17
Fax: (312) 440 61 08</P>
<P>British Airways
Ataturk Bulvan, 237/29
Kavaklidere
Tel: (312) 467 55 57
Fax: (312) 427 33 13</P>
<P>KTHY (Turkish Airlines of Northern Cyprus)

Selanik Caddesi 17/1 Kizilay
Tel: (312) 418 04 25
Fax:
(312) 418 78 17</P>
<P>Delta Airlines
Tunus Caddesi 85/8
Kavaklidere
Tel: (312) 468 28 08
Fax: (312) 467 19 75</P>
<P>KLM Royal Dutch Airlines
Cinnah Caddesi 43/8
Cankaya
Tel: (312) 417 56 16-17
Fax: (312) 440 61 08</P>
<P>Lufthansa
Iran Caddesi 2 Kavaklidere
Tel:
(312) 467 55 10
Fax: (312) 427 84 71</P>
<P>SAS Scandinavian Airlines
Ataturk Bulvan, 127
Sercan Han Kat 4
Bakanliklar
Tel: (312) 425 51 90-425 76
13
Fax: (312) 417 24 28</P>



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

<P>Sabena
Tunali Hilmi Caddesi, 112/1
Kavaklidere
Tel: (312) 467 25 35-36
Fax: (312) 467 25
43</P>

<P>Izmir</P><P>Air
France
1353. Sokak Taner Ishani 1
Kat 2 205-
206
Tel: (232) 425 90 04(3)
Fax: (232) 484 66 31</P>

<P>Alitalia
Ataturk Caddesi 328/A I.I Kordon
Tel: (232) 42 71 97
Fax: (232) 463 31 62</P>

<P>Austrian Airlines
Sair Esref Bulvan 5/105
1371. Sokak Alkan Han Cankaya
Tel: (232) 425 97 22- 425 80
20
Fax: (232) 425 03 09</P>

<P>British Airways
Sair Esref Bulvan 18
Altay Is Mrk. Kat 3 No.1 304 Cankaya,
Tel: (232) 441 38
29
Fax: (232) 441 62 94</P>

<P>Delta Airlines
Cumhuriyet Bulvan 143/H
Alsancak
Tel: (232) 421 42 62-63
KLM (Royal Dutch
Airlines)
Adnan Menderes Airport
Tel: (232) 274 20
82</P>

<P>Lufthansa
1379 Sokak 23 Alsancak
Tel: (232) 422 36 22
Fax: (232) 422 64 12</P>

<P>SAS (Scandinavian Airlines)
Cumhuriyet Meydani
Neyzan Apt. 11/2, Alsancak
Tel: (232) 421 47 57-463 49
60
Fax: (232) 463 64 58</P>

<P>Swissair
Cumhuriyet Meydani Meydan Apt. 11/2,
Pasaport
Tel: (232) 463 49 60 - 463 49 90
Fax: (232) 463
64 58</P>

<P>Antalya</P> <P>
SunExpress
Fener Mahallesi, Sinangoglu Caddesi
Oktay Apt. P.O. Bo 28 07100
Tel: (242) 323 40 47-48
Fax: (242) 323 40 57</P>

<P>

<H3>Charter Aircraft</H3>

<P>Istanbul</P>

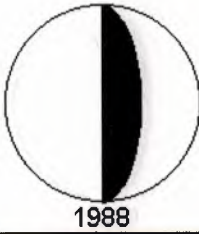
<P>Birgen Air
Cumhuriyet Caddesi 301/9 Harbiye,

Istanbul
Tel: (212) 240 11 50-246 17 61
Fax: (212)
246d 57 11</P>

<P>Bon Air
Orman Sokak 10 Florya, Istanbul
Tel: (212) 663 18 29
Fax: (212) 574 01 47</P>

<P>Genel Havacilik
Polis Egitim Merkezi Arkasi
Ozel Havacilik Hangarlar Bolgesi
Sefakoy, Istanbul
Tel: (212) 541 29 17
Fax: (212) 541 29 23</P>

<P>Mach Air
Polis Egitim Merkezi Arkasi
Ozel Havacilik Hangarlar Bolgesi
Sefaoy, Istanbul
Tel: (212) 541 14 23 -24
Fax: (212) 541 95 94</P>



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

<P>Sancak Air
Polis Egitim Merkezi Arkasi

Ozel Havacilik Hangarlar Bolgesi
Sefakoy, Istanbul

Tel: (212) 541 41 41
Fax: (212) 541 02 85</P>
<P>TGI Turistik Islet. ve Havacilik
Cumhuriyet Cad.
Hava Palas 155/1
Elmadag, Istanbul
Tel: (212) 232 52
00
Fax: (212) 241 55 52</P>
<P>Top Air
Polis Egt. Merkezi Arkasi
Sefakoy,
Istanbul
Tel: (212) 599 02 27 - 599 07 59
Fax: (212) 599 79
10 - 598 50 60</P>
<P>Ankara</P><P>Belko
Air
Mesnevi Sokak 27/A
Asagi Ayranci, Ankara

Tel: (312) 440 94 20</P>
<P>
<H2>Travel Agencies</H2>
<H3>Association of Travel Agencies of Turkey (TURSAB)</H3>
<P>Gazeteciler Sitesi Haberiier Sokak 15
Esentepe, Istanbul

Tel: (212) 274 13 97 -275 13 61-62
Fax:; (212) 275 00 66

Arar Tur Turizm/Istanbul
Tel: (212) 230 10 27 -230 09
90
Fax: (212) 230 91 71
Camel Tur/Istanbul
Tel:
(212) 257 78 28
Fax: (212) 278 31 43
Duru
Turizm/Istanbul
Tel: (212) 231 90 08
Fax: (212) 233 03 91

Duru Turizm/Ankara
Tel: (312) 440 75 76
Fax: (312)
440 36 23
Duru Turizm/Izmir
Tel: (232) 463 29 11 -463 50
93
Fax: (232) 421 35 66
Ekin Turizm/Istanbul
Tel:
(212) 234 43 00
(5 lines)
Fax: (212) 232 92 60
Irem
Tur/Istanbul
Tel: (212) 296 25 03
Fax: (212) 230 30 27
BR>Irem Tur/Ankara
Tel: (312) 425 28 70 -418 69 94
Fax:
(312) 417 59 23
Oger Tours/Istanbul
Tel: (242) 247 46
0
Fax: (242) 248 74 51
Oger Tours/Izmir
Tel: (232)
464 07 67
Fax: (232) a464 07 74
Oger Tours/Antalya

Tel: (242) 247 46 60
Fax: (242) 248 74 51
Oger
Tours/Istanbul
Tel: (212) 632 02 46
(4 lines)
Fax:
(212) 632 02 07
Pacha Tour/Istanbul
Tel: (212) 235 01
45
(7 lines)
Fax: (212) 235 01 52
Prog Turizm/
Istanbul
Tel: (212) 230 46 73
(3 lines)
Fax: (212) 234
05 65
Setur/Istanbul
Tel: (212) 230 03 36
(8lines)

Fax: (312) 230 32 19
Setur/Ankara
Tel: (312) 467 11
65
Fax: (312) 467 87 75
Setur/Izmir
Tel: (232) 463
61 00
Fax: (232) 422 22 18
Tantur/Istanbul
Tel: (212)
272 49 64
Fax: (212) 272 58 02
Ten Tur/Istanbul
Tel:
(212) 293 06 50
(6 lines)
Fax: (212) 293 06 57-58
Tui
Tourism Travel Agency/Istanbul
Tel: (212) 517 68 31 -518 57
2
Fax: (212) 518 58 26
Tura Turizm/Istanbul
Tel:



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

(212) 241 60 82 -
246 53 32
Fax: (212) 233 99 94

Turk Express/Istanbul
Tel: (212) 230 15 15
Fax: (212) 232
93 73
Turk Express/Ankara
Tel: (312) 467 73 34-35

Fax: (312) 467 29 20
Vip Turizm/Istanbul
Tel: (212) 241
65 14
Fax: (212) 230 64 25<H2>Other Means of Transportation
in Turkey</H2>

Airports

Maritime Lines

Sea Buses (Istanbul only)

Inner-city Bus Terminals

Car Rental Offices

<H3>Airports</H3>

<P>Istanbul Ataturk International Airport
(212) 663 64 60

Ankara Esenboga International Airport
(312) 398 00 00

Izmir Adnan Menderes Airport
(232) 274 24 05</P>
<P><H3>State Railways</H3><P>Ankara Operator
(312) 309
05 15
Istanbul Operator (Sirkeci)
(212) 520 65 75

Sirkeci Station Information
(212) 527 00 50
Operator
(Haydarpasa)
(216) 348 80 20
Haydarpasa Station
Information
(212) 336 04 75
Haydarpasa Reservation

(212) 337 87 24-336 44 70
Izmir Operator (Alsancak)

(232) 433 58 97 -421 01 14
Operator (Basmene)
(232) 484
86 38</P>

<P>

<H3>Maritime Lines</H3>

<P>Istanbul City Ferry Lines
(212) 244 42 33
Maritime
Lines (Information)
(212) 244 02 07
Maritime Lines
Mngmnt
(212) 245 53 66
Maritime Lines Reservations

(212) 293 74 54 -
249 92 22
Izmir Alsancak
Mngmnt
(232) 421 00 94-
421 00 77
Available trips
(in Turkey)
Istanbul-Izmir
Istanbul-Marmara
Istanbul-
Black Sea
Available trips (abroad)
Turkey-North Cyprus

Turkey-Italy</P>

<P>

<H3>Sea Buses (Istanbul)</H3>

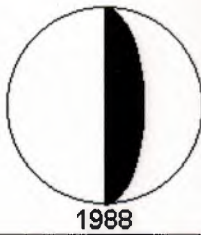
<P>Bakirkoy (212) 560 72 91
Bostanci (216) 362 04 44 (3 Lines)

Kabatas (212) 249 15 58
Kadikoy (216) 336 88 19

Karakoy (212) 251 61 44
Kartal (212) 306 20 00
Yenikapi
(212) 517 71 37
Yalova (216) 812 04 99</P>

<P>

<H3>Inner-city Bus Terminals</H3>



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

<P>Ankara
(312) 310 47 47
Istanbul Esenier
(212) 658 00 36 (10 lines)
Istanbul Harem
(216) 333 37 63
Izmir
(232) 486 22 66</P>
<P>
<H3>Major Bus Companies</H3>
<P>Bostor Turizm
Istanbul (Taksim)
(212) 251 70 00
Ankara (Kizilay)
(312) 425 72 03
Pamukkale Turizm
Ankara (Terminal)
(312) 433 04 70-433 30 07
Istanbul (Taksim)
(212) 245 29 46-249 27 91
Istanbul Kadikoy)
(216) 336 54 13
Istanbul (Esenler)
(212) 658 22 22 (10 lines)
Izmir (Terminal)
(232) 484 08 00
Ulusoy Turizm
Ankara (Sogutozu)
(312) 286 53 30
Ankara (Kizilay)
(312) 419 40 80
Istanbul (Kadikoy)
(216) 336 93 66 -345 93 04
Istanbul (Merter)
(212) 547 70 22-28
Izmir (Efes)
(232) 441 71 50
Izmir (Karsiyaka)
(232) 369 19 66
Varan Turizm
Ankara Kizilay)
(312) 417 25 25
Ankara (Sogutozu)
(312) 287 12 11 (2 lines)
Istanbul (Taksim)
(212) 251 74 74 (8 lines)
Istanbul (Kadikoy)
(216) 337 29 65 -345 40 81
Istanbul (Bayrampasa)
(212) 658 02 70
Izmir (Efes)
(232) 489 19 17 (3 lines)
Izmir (Karsiyaka)
(232) 381 69 19</P><P>
<H3>Car Rental Offices</H3><P>AVIS
Istanbul
Kurucesme
Tel: (212) 257 76 70
(10 lines)
Fax: (212) 257 56 32
Ataturk Airport Domestic Terminal
Tel: (212) 573 14 52-573 38 70
ATaturk Airport International Terminal
Tel: (212) 663 06 46- 47
Beyazit
Tel: (212) 516 61 09 -10
Hilton Hotel
Tel: (212) 241 78 96-241 29 17
Kadikoy
Tel: (216) 355 36 65
Ankara
 Kavaklidere
Tel: (312) 467 23 13
Fax: (312) 467 57 03
Esenboga Airport Domestic Terminal
Tel: (312) 398 03 15-398 00 00 (Ext: 1570)
Izmir
Adnan Menderes Airport
Tel: (232) 274 21 74
Fax: (232) 274 21 72
Alsancak
Tel: (232) 441 44 17 -18
Fax: (232) 441 44 20
Hilton Hotel
Tel: (232) 441 60 16
Karsiyaka
Tel: (232) 381 63 73
Antalya
Antalya Airport
Tel: (242) 330 30 73 - 330 30 08
Downtown Office
Tel: (242) 241 66 930
242 56 42
Fax: (242) 241 94 83</P>
<P>Budget
Istanbul
Ataturk Airport
Tel: (212) 663 08 58
Downtown Office
Tel: (212) 253 92 00 - 53 96 53
Fax: (212) 256 26 11
Ankara
Downtown Office
Tel: (312) 417 59 52
Fax: (312) 425 96 08
Esenboga Airport
Tel: (312) 398 03 72-
398 0 00 (Ext: 1730)
Izmir
Adnan Menderes Airport
Tel: (232) 251



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

30 86
Downtown Office
Tel: (242) 243 30 06
(3
lines)
Fax: (242) 242 50 46</P>
<P>Ekin-Hertz
Istanbul
Downtown Office

Tel: (212) 234 43 00
(5 lines)
Fax: (212) 232 92 60

Ankara
Esenboga Airport
Tel: (312) 398 05 85

Izmir
Adnan Menderes Airport
Tel: (232) 274 21 93

Adana
Airport
Tel: (322) 436 75 68
 Antalya

Airport
Tel: (242) 330 30 23
EUROPCAR

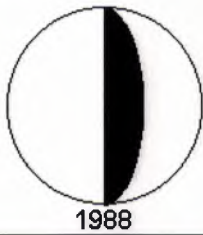
Istanbul
Taksim
Tel: (212) 254 77 99 - 253 58
73
Fax: (212) 255 59 28
Airport
Tel: (212) 663 07 46
-47
Ankara
Downtown Office
Tel: (312) 416 36
77
Airport
Tel: (312) 398 05 03- 398 00 00 (Ext: 740)

Fax: (312) 417 84 45
Izmir
Downtown Office
Tel:
(232) 441 51 41- 441 55 21
Fax: (232) 483 00 31
Airport

Tel: (232) 30 74
Antalya
Downtown Office

Tel: (242) 241 88 79
Fax: (31) 248 35 20
</BODY>

</HTML>



TURK3.HTM

<HTML>

<HEAD>

```
<META HTTP-EQUIV="Content-Type" CONTENT="text/html;
charset=windows-1252">
<META NAME="Generator" CONTENT="Microsoft Word 97">
<META NAME="AUTHOR" Content="METIN TASKIN">
<META NAME="DESCRIPTION" Content="This about
TURKIYE">
<META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz
antalya,izmir, mersin,giresun,atatürk, Trabzon, ofo hotel,hilton,prencess,
kit tur,ormancilar,sheraton">
```

<TITLE>Türkiye</TITLE>

</HEAD>

```
<FRAMESET COLS = "150,644 " >
```

```
<FRAME SRC="fthl3.htm" NAME="Frame2002514"
RESIZE>
```

```
<FRAME SRC="fthr3.htm" NAME="Frame2002533"
RESIZE>
```

```
</FRAMESET>
```

```
<NOFRAMES>
```

<BODY>

<P>

</BODY>

```
</NOFRAMES>
```

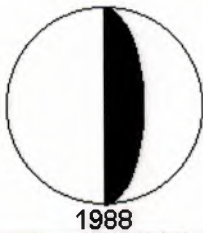
</HTML>

FTHI3.HTM

<HTML>

<HEAD>

```
<META HTTP-EQUIV="Content-Type" CONTENT="text/html;
charset=windows-1252">
<META NAME="Generator" CONTENT="Microsoft Word 97">
<META NAME="AUTHOR" Content="METIN TASKIN">
<META NAME="DESCRIPTION" Content="This about
TURKIYE">
```

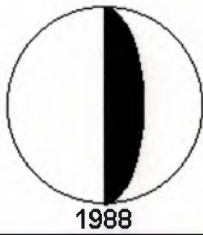


NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

```
<META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
antalya,izmir, mersin,giresun,ataturk,trabzon, ofo hotel,hilton,prencess,
kit tur,ormancilar,sheraton">
<TITLE>Turkiye</TITLE>
</HEAD>
</HEAD>

<BODY BACKGROUND="CDTSBK.jpg" TEXT="#CC0000"
LINK="#CC0000" VLINK="#660000" ALINK="#CC0000">
<P ALIGN="CENTER"><IMG SRC="globe7.gif" WIDTH="88"
HEIGHT="88" ALIGN="BOTTOM" ALT="dunya" BORDER="0">
<CENTER>
<B><BLINK></B><A HREF="index.htm" target="_top"><FONT
FACE="Arial, Helvetica"><B>WELCOME</A> </B></FONT><B>
</BLINK></B><A HREF="index.htm" target="_top"><BR></A>
<B><BLINK></B><A HREF="index.htm" target="_top"><FONT
FACE="Arial, Helvetica"><B>TURKEY</A></B></FONT><B>
</BLINK></B><BR>
</P>
<P ALIGN="CENTER"><IMG SRC="Flagtk.gif" WIDTH="121"
HEIGHT="71" ALIGN="BOTTOM" BORDER="0"></CENTER>
<BR>
<BR>
</P>
<P></P>
<P><BR>
</P>
<P ALIGN="CENTER"><A HREF="turk2.htm" target="_top"><IMG
SRC="docsleft.gif" WIDTH="30" HEIGHT="30" ALIGN=
"BOTTOM" BORDER="0"></A><A HREF="turk0.htm" target=
"_top"><IMG SRC="docsupar.gif" WIDTH="30" HEIGHT="30"
ALIGN="BOTTOM" BORDER="0"></A><A HREF="tou.htm"
target="_top"><IMG SRC="docsrigh.gif" WIDTH="30" HEIGHT=
"30" ALIGN="BOTTOM" BORDER="0"></A>
</BODY>
</HTML>
```



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

FTHR2.HTM

<HTML>

<HEAD>

```
<META HTTP-EQUIV="Content-Type" CONTENT="text/html;
charset=windows-1252">
<META NAME="Generator" CONTENT="Microsoft Word 97">
<META NAME="AUTHOR" Content="METIN TASKIN">
<META NAME="DESCRIPTION" Content="This about
TURKIYE">
<META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
antalya,izmir,mersin,giresun,ataturk, Trabzon, ofo hotel,hilton,prencess,
kit tur,ormancilar,sheraton">
```

<TITLE>Turkiye</TITLE>

</HEAD>

```
<BODY BACKGROUND="CDTSBK.jpg" TEXT="#660099">
<P ALIGN="CENTER"><FONT SIZE="4" COLOR="#330066" >
<B>Common Expressions and helpful phrases in Turkish:</B>
</FONT></P>
```

```
<P><FONT COLOR="#330066"><B>Pronunciation</B></FONT>
</P>
```

```
<P><B>a:</B> <I>a</I>rt <B>e:</B> b<I>ea</I>r <B>u:</B>
y<I>ou</I> <B>c:</B> <I>ch</I>art <B>s:</B> <I>sh</I>arp
<B>k:</B> <I>k</I>ick</P>
```

```
<P><B>o:</B> <I>ea</I>rly</P>
```

```
<P><FONT COLOR="#330066"><B>Basics</B></FONT></P>
```

```
<P>Hello: Merhaba Goodbye: Allahaismarladik (said by the person
leaving)// Gule Gule (Said by the person seeing This/her friend off)
</P>
```

```
<P>Good morning: Gunaydin Good evening: Iyi Aksamlar Good
night: Iyi Geceler</P>
```

```
<P>How are you?: Nasilsiniz? I am well: Iyiyim</P>
```

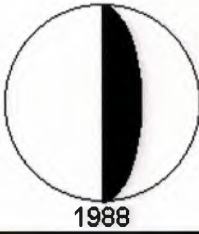
```
<P>Yes: Evet No: Hayir Please: Lutfen Thank You: Tesekkur ederim
or Mersi</P>
```

```
<P>There is: Var There is not: Yok both expressions used to express
availability or lack thereof respectively</P>
```

```
<P>I want...: (object) + istiyorum</P>
```

```
<P><B>Numbers</B></P>
```

```
<PRE WIDTH="132"><B>1</B>      Bir   <B>11</B>      Onbir
<B>30</B>      Otuz   <B>100,000</B> Yuzbin <B>2</B>
iki <B>12</B> Oniki  <B>40</B>   Kirk   <B>1million</B>
Bir milyon <B>3</B>   Uc    <B>13</B>   Onuc   <B>50</B>
Elli   <B>1billion</B> Bir milyar <B>4</B>   Dort
<B>14</B>      Ondort  <B>60</B>      Altmis  <B>5</B>
```

NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Bes 15 Onbes 70 Yetmis
6 Alti 16 Onalti 80
Seksen 7 Yedi 17 Onyedi
90 Doksan 8 Sekiz 18
Onsekiz 100 Yuz 19 Dokuz 19
Ondokuz 200 Ikiyuz 10 On
20 Yirmi 1000 Bin </PRE>
<P>Expressions of Time</P>
<P>When?: Ne zaman? Yesterday: Dun Today: Bugun Tomorrow:
Yarin</P>
<P>Morning: Sabah Afternoon: Ogladen sonra Evening: Aksam Night:
Gece</P>
<P>One hour: Bir saat What is the time?: Saat kac? At what time? Saat
kacta?</P>
<P>The Days of the Week</P>
<PRE WIDTH="132">Sunday Monday
Tuesday Wednesday Thursday
Friday Saturday Pazar Pazartesi Sali
Carsamba Persembe Cuma Cumartesi </PRE>
<P>Travel Terms</P>
<P>Airport: Havaalani Port: Liman Town Center: Sehir merkezi</P>
<P>Where is it?: Nerede? Is it far?: Uzak mi? Be careful!: Dikkatli
ol!</P>
<P>Tourism Bureau: Turizm burosu A good hotel: Iyi bir otel A
restaurant: Bir lokanta</P>
<P>Hospital: Hastahane</P>
<P>Helpful vocabulary// Hotel & Restaurant</P>
<P>A room: Bir oda A room with a view: Manzarali bir oda Bed:
Yatak</P>
<P>Restroom: Banyo Two people: Iki kisi The bill: Hesap Water:
Su</P>
<P>Mineral Water: Maden suyu Milk: Sut Tea: Cay Coffee:
Kahve</P>
<P>Sugar: Seker Breakfast: Kahvalti Fruit juice: Meyva suyu</P>
<P>Wine: Sarap Beer: Bira Ice: Buz Bread: Ekmek</P>
<P>Rice: Pilav Chicken: Pilic/ Tavuk Fish: Balik Meat: Et</P>
<P>Mutton: Koyun eti Lamb: Kuzu eti Beef: Sigir eti Veal: Dana
eti</P>
<P>Shopping</P>
<P>Shopping center: Carsi Grocery store: supermarket Pharmacy:
eczane</P>
<P>How much is this?: Bu ne kadar? It is expensive: Bu pahli It is
cheap: Bu ucuz</P>





NEAR EAST UNIVERSITY COMPUTER ENGINEERING

<P>I like it: Begendim I don't like it: Begenmedim Bank: Banka</P>

<P>Cash machine: Banka matik

</BODY>

</HTML>

TOU.HTM

<HEAD>

<META HTTP-EQUIV="Content-Type" CONTENT="text/html;
charset=windows-1252">

<META NAME="Generator" CONTENT="Microsoft Word 97">

<META NAME="AUTHOR" Content="METIN TASKIN">

<META NAME="DESCRIPTION" Content="This about
TURKIYE">

<META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
antalya,izmir,mersin,giresun,aturturk,ataturk,ataturk,ataturk,ataturk,
kit tur,ormancilar,sheraton">

<TITLE>Tourism</TITLE>

</HEAD>

<FRAMESET COLS = "150,644 " >

<FRAME SRC="ftl1.htm" NAME="Frame7971125" RESIZE>

<FRAME SRC="ftr1.htm" NAME="Frame7971152" RESIZE>

</FRAMESET>

<NOFRAMES>

<BODY>

<P>

</BODY>

</NOFRAMES>

</HTML>

FTL1.HTM

<HTML>

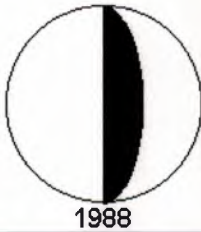
<HEAD>

<META HTTP-EQUIV="Content-Type" CONTENT="text/html;
charset=windows-1252">

<META NAME="Generator" CONTENT="Microsoft Word 97">

<META NAME="AUTHOR" Content="METIN TASKIN">

<META NAME="DESCRIPTION" Content="This about
TURKIYE">



1988

NEAR EAST UNIVERSITY COMPUTER ENGINEERING

```
<META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
antalya,izmir,mersin,giresun,aturk, Trabzon, ofo hotel,hilton,prencess,
kit tur,ormancilar,sheraton">
<TITLE>Tourism</TITLE>
</HEAD>

<BODY BACKGROUND="CDTSBK.jpg" TEXT="#CC0000"
LINK="#CC0000" VLINK="#660000" ALINK="#CC0000">
<P ALIGN="CENTER"><IMG SRC="Flagtk.gif" WIDTH="121"
HEIGHT="71" ALIGN="BOTTOM" BORDER="0"><BR>
<A HREF="ant.htm" target="_top"><FONT FACE="Arial,
Helvetica"><B>ANTALYA</B></FONT></A></P>
<P ALIGN="CENTER"><A HREF="izm.htm" target="_top"><FONT
FACE="Arial, Helvetica"><B>IZMIR</B></FONT></A></P>
<P ALIGN="CENTER"><A HREF="gir.htm" target="_top"><FONT
FACE="Arial, Helvetica"><B>GIRESUN</B></FONT></A></P>
<P ALIGN="CENTER"><A HREF="trab.htm" target="_top"><FONT
FACE="Arial, Helvetica"><B>TRABZON</B></FONT></A></P>
<P ALIGN="CENTER"><A HREF="trab.htm" target="_top"><FONT
FACE="Arial, Helvetica"><B><BR>
<BR>
<BR>
<BR>
<BR>
</A><A HREF="turk3.htm" target="_top"><IMG SRC="docsleft.gif"
WIDTH="30" HEIGHT="30" ALIGN="BOTTOM" BORDER=
"0"></A><A HREF="turk0.htm" target="_top"><IMG SRC=
"docsupar.gif" WIDTH="30" HEIGHT="30" ALIGN="BOTTOM"
BORDER="0"></A><A HREF="ant.htm" target="_top"><IMG SRC=
"docsrigh.gif" WIDTH="30" HEIGHT="30" ALIGN="BOTTOM"
BORDER="0"></B></FONT></A>
</BODY>

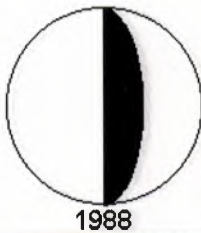
</HTML>
```




FTR1.HTM

```
<HTML>
<HEAD>
  <META HTTP-EQUIV="Content-Type" CONTENT="text/html;
  charset=windows-1252">
  <META NAME="Generator" CONTENT="Microsoft Word 97">
  <META NAME="AUTHOR" Content="METIN TASKIN">
  <META NAME="DESCRIPTION" Content="This about
  TURKIYE">
  <META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
  antalya,izmir,mersin,giresun,ataturk,trabzon, ofo hotel,hilton,prencess,
  kit tur,ormancilar,sheraton">
  <TITLE>Tourism</TITLE>
</HEAD>

  <BODY BACKGROUND="CDTSBK.jpg" TEXT="#CC0000"
  LINK="#CC0000" VLINK="#660000" ALINK="#CC0000">
  <P ALIGN="CENTER"><FONT COLOR="#CC0000" FACE="Arial,
  Helvetica"><B>TOURISTIC PLACES of TURKEY</B></FONT>
  </P>
  <P ALIGN="CENTER"><IMG SRC="MAP.jpg" WIDTH="405"
  HEIGHT="189" ALIGN="BOTTOM" BORDER="0" USEMAP=
  "#MAP"></P>
  <CENTER>
  <P>
  <TABLE BORDER="1" WIDTH="100">
  <TR>
  <TD><A HREF="izm.htm" target="_top"><IMG SRC="hilton.jpg" WIDTH=
  "125" HEIGHT="125" ALIGN="BOTTOM" BORDER="0"></A></TD>
  <TD> <A HREF="ant.htm" target="_top"><IMG SRC="falez.jpg" WIDTH=
  "125" HEIGHT="125" ALIGN="BOTTOM" BORDER="0"></A></TD>
  </TR>
  <TR>
  <TD><A HREF="gir.htm" target="_top"><IMG SRC="kittur.jpg" WIDTH=
  "125" HEIGHT="125" ALIGN="BOTTOM" BORDER="0"></A></TD>
  <TD><A HREF="trab.htm" target="_top"><IMG SRC="aksular.jpg"
  WIDTH="125" HEIGHT="125" ALIGN="BOTTOM" BORDER="0" > </A>
  </TD>
  </TR>
  </TABLE>
  </P>
  </CENTER>
```

ANT.HTM

<HTML>

<HEAD>

```
<META HTTP-EQUIV="Content-Type" CONTENT="text/html;
charset=windows-1252">
<META NAME="Generator" CONTENT="Microsoft Word 97">
<META NAME="AUTHOR" Content="METIN TASKIN">
<META NAME="DESCRIPTION" Content="This about
TURKIYE">
<META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
antalya,izmir,mersin,giresun,ataturk, Trabzon, ofo hotel,hilton,prencess,
kit tur,ormancilar,sheraton">
```

<TITLE>Tourism</TITLE>

</HEAD>

```
<FRAMESET COLS = "151,643 " >
```

```
<FRAME SRC="ftil1.htm" NAME="Frame1327217" RESIZE>
```

```
<FRAME SRC="ftir1.htm" NAME="Frame1327227" RESIZE>
```

```
</FRAMESET>
```

<NOFRAMES>

<BODY>

<P>

</BODY>

</NOFRAMES>

</HTML>

FTIL1.HTM

<HTML>

<HEAD>

```
<META HTTP-EQUIV="Content-Type" CONTENT="text/html;
charset=windows-1252">
```

```
<META NAME="Generator" CONTENT="Microsoft Word 97">
```

```
<META NAME="AUTHOR" Content="METIN TASKIN">
```

```
<META NAME="DESCRIPTION" Content="This about
TURKIYE">
```




NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

```
<META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
antalya,izmir,mersin,giresun,aturk,trabzon, ofo hotel,hilton,prencess,
kit tur,ormancilar,sheraton">
<TITLE>Tourism</TITLE>
</HEAD>

<BODY BACKGROUND="CDTSBK.jpg" TEXT="#CC0000"
LINK="#CC0000" VLINK="#660000" ALINK="#CC0000">
<P ALIGN="CENTER"><IMG SRC="Flagtk.gif" WIDTH="121"
HEIGHT="71" ALIGN="BOTTOM" BORDER="0"><BR>
<FONT FACE="Arial, Helvetica"><B>ANTALYA</B></FONT>
</P>
<P ALIGN="CENTER"><A HREF="izm.htm" target="_top"><FONT
FACE="Arial, Helvetica"><B>IZMIR</B></FONT></A></P>
<P ALIGN="CENTER"><A HREF="gir.htm" target="_top"><FONT
FACE="Arial, Helvetica"><B>GIRESUN</B></FONT></A></P>
<P ALIGN="CENTER"><A HREF="trab.htm" target="_top"><FONT
FACE="Arial, Helvetica"><B>TRABZON</B></FONT></A></P>
<P ALIGN="CENTER"><A HREF="trab.htm" target="_top"><FONT
FACE="Arial, Helvetica"><B><BR>
<BR>
<BR>
<BR>
<BR>
</A><A HREF="tou.htm" target="_top"><IMG SRC="docsleft.gif"
WIDTH="30" HEIGHT="30" ALIGN="BOTTOM" BORDER="0" >
</A><A HREF="turk0.htm" target="_top"><IMG SRC="docsupar.
gif" WIDTH="30" HEIGHT="30" ALIGN="BOTTOM" BORDER=
"0"></A><A HREF="izm.htm" target="_top"><IMG SRC="docsrigh.
gif" WIDTH="30" HEIGHT="30" ALIGN="BOTTOM" BORDER=
"0"> </B> </FONT></A>
</BODY>
</HTML>
```

FTIR1.HTM

```
<HTML>
<HEAD>
<META HTTP-EQUIV="Content-Type" CONTENT="text/html;
charset=windows-1252">
<META NAME="Generator" CONTENT="Microsoft Word 97">
```

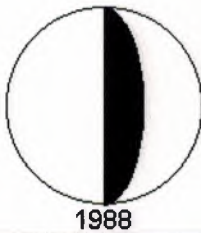


NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

```
<META NAME="AUTHOR" Content="METIN TASKIN">
<META NAME="DESCRIPTION" Content="This about
TURKIYE">
<META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
antalya,izmir,mersin,giresun,ataturk,trabzon, ofo hotel,hilton,prencess,
kit tur,ormancilar,sheraton">
<TITLE>Tourism</TITLE>
</HEAD>

<BODY BACKGROUND="CDTSBK.jpg">
<H2 ALIGN="CENTER"><IMG SRC="At_map.gif" WIDTH="480"
HEIGHT="150" ALIGN="BOTTOM" ALT="antalya" BORDER="0"
></H2>
<H2><FONT COLOR="#330066">Antalya</FONT></H2>
<P> <FONT COLOR="#330066"><B>"</B></FONT>The Turquoise Riviera
</P>
<P><FONT COLOR="#660099">Set amid amazing scenery of sharp
contrasts, Antalya, Turkey's principal holiday resort,is an attractive city
with shady palm-lined boulevards and a prize-winning marina. In the
picturesque old quarter,Kaleici, narrow, winding streets and old
wooden houses abut the ancient city walls. Since its founding in the
second century B.C. by Attalos II, a king of Pergamon, Antalya has
been continuously inhabited. The Romans, Byzantinesand Seljuks
successively occupied the city before it came under Ottoman rule.
</FONT></P>
<P><FONT COLOR="#660099">At Antalya, the pine-clad Toros
Mountains sweep down to the sparkling clear sea forming an irregular
coastline of rocky headlands and secluded coves. The region, bathed in
sunshine for 300 days of the year, is a paradise of sunbathing and
swimming and of sporting activities such as windsurfing, water skiing,
sailing,rafting, mountain climbing and hunting. If you come toAntalya
in March and April, you may ski the mountains in the mornings and
swim in the warm waters of the Mediterranean in the afternoons.
Important historic sites and beautiful mosques await your discovery
amid a landscape of pine forests, olive and citrus groves and palm,
avocado and banana plantations. Perge, 18 km from Antalya along the
east coast, is an important city of ancient Pamphylian. It was originally
settled by the Hittites around 1500 B.C. The city features the remains
of a theater and a handsome city gate.</FONT></P>
<P><FONT COLOR="#660099">Also east of Antalya, the town of
Aspendos features the best-preserved theater of antiquity.The
Aspendos Theater, with seating for 15,000, is still in use today. Nearby
stand the remains of a basilica, agora and one of the largest aqueducts
in Anatolia.</FONT></P>
```

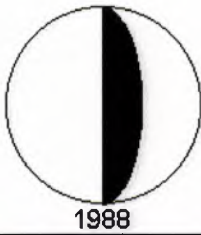



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

```
<P><FONT COLOR="#660099">The Turquoise Coast is Turkey's
tourism capital. Its full range of accommodations, sunnycclimate, warm
hospitality and variety of excursions and activities make it a perfect
holiday spot and popular venuefor meetings and conferences.</FONT>
</P>

<BLOCKQUOTE>
  <P><A HREF="antalya.htm" target="_top">Hotel</A>
</BLOCKQUOTE>
</BODY>
</HTML>
```

```
<HTML>
  <HEAD>
    <META HTTP-EQUIV="Content-Type" CONTENT="text/html;
    charset=windows-1252">
    <META NAME="Generator" CONTENT="Microsoft Word 97">
    <META NAME="AUTHOR" Content="METIN TASKIN">
    <META NAME="DESCRIPTION" Content="This about
    TURKIYE">
    <META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
    Antalya,izmir,mersin,giresun,ataturk,trabzon, ofo hotel,hilton,prencess,
    kit tur,ormancilar,sheraton">
    <TITLE>Tourism</TITLE>
  </HEAD>

    <FRAMESET COLS = "151,643 " >
    <FRAME SRC="ftil2.htm" NAME="Frame2447083" RESIZE>
    <FRAME SRC="ftir2.htm" NAME="Frame2447093" RESIZE>
    </FRAMESET>

  <NOFRAMES>
  <BODY>
    <P>
  </BODY>
  </NOFRAMES>
</HTML>
```

FTIL2.HTM

```
<HTML>
  <HEAD>
    <META HTTP-EQUIV="Content-Type" CONTENT="text/html;
    charset=windows-1252">
    <META NAME="Generator" CONTENT="Microsoft Word 97">
    <META NAME="AUTHOR" Content="METIN TASKIN">
    <META NAME="DESCRIPTION" Content="This about
    TURKIYE">
    <META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
    antalya,izmir,mersin,giresun,ataturk,trabzon, ofo hotel,hilton,prencess,
    kit tur,ormancilar,sheraton">
    <TITLE>Tourism</TITLE>
```

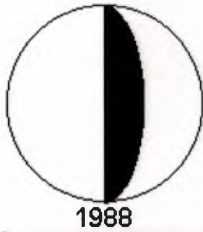


NEAR EAST UNIVERSITY COMPUTER ENGINEERING

```
</HEAD>
<BODY BACKGROUND="CDTSBK.jpg" TEXT="#CC0000"
LINK="#CC0000" VLINK="#660000" ALINK="#CC0000">
<P ALIGN="CENTER"><IMG SRC="Flagtk.gif" WIDTH="121"
HEIGHT="71" ALIGN="BOTTOM" BORDER="0"><BR>
<A HREF="ant.htm" target="_top"><FONT FACE="Arial,
Helvetica"><B>ANTALYA</B></FONT></A></P>
<P ALIGN="CENTER"><FONT FACE="Arial, Helvetica"><B>
IZMIR</B></FONT></P>
<P ALIGN="CENTER"><A HREF="gir.htm" target="_top"><FONT
FACE="Arial, Helvetica"><B>GİRESUN</B></FONT></A></P>
<P ALIGN="CENTER"><A HREF="trab.htm" target="_top"><FONT
FACE="Arial, Helvetica"><B>TRABZON</B></FONT></A></P>
<P ALIGN="CENTER"><A HREF="trab.htm" target="_top"><FONT
FACE="Arial, Helvetica"><B><BR>
<BR>
<BR>
<BR>
<BR>
</A><A HREF="ant.htm" target="_top"><IMG SRC="docsleft.gif"
WIDTH="30" HEIGHT="30" ALIGN="BOTTOM"
BORDER="0"></A><A HREF="tou.htm" target="_top"><IMG
SRC="docsupar.gif" WIDTH="30" HEIGHT="30" ALIGN=
"BOTTOM" BORDER="0"></A><A HREF="gir.htm" target="_top">
<IMG SRC="docsrigh.gif" WIDTH="30" HEIGHT="30"
ALIGN="BOTTOM" BORDER="0"></B></FONT></A>
</BODY>
</HTML>
```

FTIR2.HTM

```
<HTML>
<HEAD>
<META HTTP-EQUIV="Content-Type" CONTENT="text/html;
charset=windows-1252">
<META NAME="Generator" CONTENT="Microsoft Word 97">
<META NAME="AUTHOR" Content="METIN TASKIN">
<META NAME="DESCRIPTION" Content="This about TURKIYE">
<META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
antalya,izmir,mersin,giresun,aturk,trabzon, ofo hotel,hilton,prencess,
kit tur,ormancilar,sheraton">
<TITLE>Tourism</TITLE>
```

NEAR EAST UNIVERSITY COMPUTER ENGINEERING

</HEAD>

```
<BODY BACKGROUND="CDTSBK.jpg">
<H2 ALIGN="CENTER"><IMG SRC="Izmirmap.gif" WIDTH=
"480" HEIGHT="150" ALIGN="BOTTOM" BORDER="0"></H2>
<H2 ALIGN="CENTER"><FONT COLOR="#330066" FACE=
"Arial, Helvetica">Izmir and the Aegean Sea</FONT></H2>
<P><FONT COLOR="#660099" FACE="Arial, Helvetica">&quot;
Beautiful Izmir&quot;; -- the &quot;Pearl of the Aegean&quot;;-- is
Turkey's third largest city and second most important port. A city of
palm-lined promenades, avenues and green parks set in sweeping
curves along a circular bay, Izmir has an exceptionally mild climate
and many fine hotels. The city is a busy commercial and industrial
center as well as the gateway to the Aegean Region. Turkey's Aegean
shores are among the loveliest landscapes in the country. The
Magnificent coastline, lapped by the clear water of the Aegean Sea,
abounds in vast and pristine beaches surrounded by olive groves, rocky
crags and pinewoods. Dotted with idyllic fishing harbors, popular
holiday villages, and the remains of ancient civilizations, this region
offers an exceptionally attractive venue for meetings, incentives and
conferences.</FONT></P>
<P><FONT COLOR="#660099" FACE="Arial, Helvetica">The
original city was established in the third millennium B.C., and at that
time shared with Troy the most advanced culture in Western Anatolia.
By 1500 B.C. it had fallen under the influence of Central Anatolia's
Hittite Empire. In the first millennium B.C., Izmir, then known as
Smyrna, ranked as one of the important cities of the Ionian Federation;
during this period -- one of the city's most brilliant -- it is believed that
Homer lived here. The Lydian conquest of the city, around 600 B.C.,
brought this period to an end, and Izmir remained little more than a
village throughout the Lydian and the subsequent 6th century B.C.
Persian rule. In the fourth century B.C. a new city was built at the
instigation of Alexander the Great on the slopes of Mount Pagos
(Kadifekale). Izmir's Roman period, from the first century B.C., gave
birth to its second great era. Byzantine rule followed in the fourth
century and lasted until the Seljuk conquest of the 11th century.
In 1415, under Sultan Mehmet Celebi, Izmir became part of the
Ottoman Empire.</FONT></P>
<BLOCKQUOTE>
<P><A HREF="izmir.htm" target="_top"><FONT FACE="Arial,
Helvetica">Hotels</FONT></A>
</BLOCKQUOTE>
</BODY>
```

</HTML>



GIR.HTM

```
<HTML>
  <HEAD>
    <META HTTP-EQUIV="Content-Type" CONTENT="text/html;
    charset=windows-1252">
    <META NAME="Generator" CONTENT="Microsoft Word 97">
    <META NAME="AUTHOR" Content="METIN TASKIN">
    <META NAME="DESCRIPTION" Content="This about
    TURKIYE">
    <META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
    antalya,izmir,mersin,giresun,aturk,trabzon, ofo hotel,hilton,prencess,
    kit tur,ormancilar,sheraton">
    <TITLE>Tourism</TITLE>
  </HEAD>
    <FRAMESET COLS = "150,643 " >
    <FRAME SRC="ftil3.htm" NAME="Frame3060292" RESIZE>
    <FRAME SRC="ftir3.htm" NAME="Frame3060305" RESIZE>
    </FRAMESET>
  <NOFRAMES>
  <BODY>
  <P>
  </BODY>
  </NOFRAMES>
</HTML>
```

FTIL3.HTM

```
<HTML>
  <HEAD>
    <META HTTP-EQUIV="Content-Type" CONTENT="text/html;
    charset=windows-1252">
    <META NAME="Generator" CONTENT="Microsoft Word 97">
    <META NAME="AUTHOR" Content="METIN TASKIN">
    <META NAME="DESCRIPTION" Content="This about
    TURKIYE">
    <META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
    antalya,izmir,mersin,giresun,aturk,trabzon, ofo hotel,hilton,prencess,
    kit tur,ormancilar,sheraton">
```



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

<TITLE>Tourism</TITLE>

</HEAD>

```
<BODY BACKGROUND="CDTSBK.jpg" TEXT="#CC0000"
LINK="#CC0000" VLINK="#660000" ALINK="#CC0000">
<P ALIGN="CENTER"><IMG SRC="Flagtk.gif" WIDTH="121"
HEIGHT="71" ALIGN="BOTTOM" BORDER="0"><BR>
<A HREF="ant.htm" target="_top"><FONT FACE="Arial,
Helvetica"><B>ANTALYA</B></FONT></A></P>
<P ALIGN="CENTER"><A HREF="izm.htm" target="_top"><FONT
FACE="Arial, Helvetica"><B>IZMIR</B></FONT></A></P>
<P ALIGN="CENTER"><FONT FACE="Arial,
Helvetica"><B>GIRESUN</B></FONT></P>
<P ALIGN="CENTER"><A HREF="trab.htm" target="_top"><FONT
FACE="Arial, Helvetica"><B>TRABZON</B></FONT></A></P>
<P ALIGN="CENTER"><A HREF="trab.htm" target="_top"><FONT
FACE="Arial, Helvetica"><B><BR>
<BR>
<BR>
<BR>
<BR>
</A><A HREF="izm.htm" target="_top"><IMG SRC="docsleft.gif"
WIDTH="30" HEIGHT="30" ALIGN="BOTTOM" BORDER="0">
</A><A HREF="tou.htm" target="_top"><IMG SRC="docsupar.gif"
WIDTH="30" HEIGHT="30" ALIGN="BOTTOM" BORDER="0"
></A><A HREF="trab.htm" target="_top"><IMG SRC="docsrigh.gif"
WIDTH="30" HEIGHT="30" ALIGN="BOTTOM" BORDER="0">
</B></FONT></A>
</BODY>
```

</HTML>

FTIR3.HTM

<HTML>

<HEAD>

<META HTTP-EQUIV="Content-Type" CONTENT="text/html;
charset=windows-1252">

<META NAME="Generator" CONTENT="Microsoft Word 97">

<META NAME="AUTHOR" Content="METIN TASKIN">

<META NAME="DESCRIPTION" Content="This about TURKIYE">

<META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
antalya,izmir,mersin,giresun,aturk,trabzon, ofo hotel,hilton,prencess,
kit tur,ormancilar,sheraton">



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

```
<TITLE>Tourism</TITLE>
</HEAD>
<BODY BACKGROUND="CDTSBK.jpg" TEXT="#CC0000"
LINK="#000080" VLINK="#660000" ALINK="#CC0000">
<H2 ALIGN="CENTER"><IMG SRC="grrmap.jpg" WIDTH="480"
HEIGHT="150" ALIGN="BOTTOM" BORDER="0"></H2>
<H2 ALIGN="CENTER"><FONT COLOR="#330066"
FACE="Arial, Helvetica">Black Sea Region</FONT></H2>
<P><FONT COLOR="#660099" FACE="Arial, Helvetica">Turkey's
lush, humid and ubiquitously green Black Sea Coast surprisesthose
who imagine the country to be nothing but barren steppes. From
Turkey's European border with Bulgaria tothe Georgian border, dense
pine forests cover the mountain tops; lush vegetation and bountiful
crops grow in thelower elevations and valleys. Along the coastline,
mile after mile of beautiful uncrowded beaches offer sun, swimming
and relaxation. In the springtime, delicate wild-flower blossoms carpet
especially the rolling meadows in the hillsof the Eastern Black Sea
Coast. Throughout the region, fishing villages and mountain hamlets
alike preserve theirindigenous and traditional wooden architectural
styles. The humid climate and fertile soil encourage the cultivation
of a variety of produce, including tea, tobacco, corn and hazelnuts.
</FONT></P>
<P><FONT COLOR="#660099" FACE="Arial, Helvetica">Once
called Trapezus, and later Trebizond, the modern town ofTrabzon is
the major city of the region. It was founded in the 7th century B.C. by
Miletian colonists and was thcenter of the CommeneEmpireestablished
after the fall of Byzantine Istanbul. The exiled Byzantine ruled until
1461, when the Ottomans conquered the area. The restored 13th
Century Byzantine church, used for centuries as amosque and now the
Ayasofya Museum, is the jewel of Trabzon's monuments. Splendid
frescoes, some of the finestexamples of Byzantine painting, cover
every surface of the interior church walls. Several other churches were
convertedto mosques, such as the Faith Mosque and the Yeni Cuma
Mosque. The Ottoman Gulbahar Mosque, a typical provincial-style
building, is set in a lovely tea garden. Wooden houses fill the old
quarter in the ancient fortifications, andit still retains the spirit of a
medieval town. The house in which Ataturk stayed has been made into
a museum.</FONT></P>
<P><FONT COLOR="#660099" FACE="Arial, Helvetica">Boztepe
Pork on the hills above Trabzon, offers a beautiful viewof the city and
the coastline. On the western slopes of Boztepe Hill stands the Irene
Tower, built by Empress Ireneof Trabzon in 1340. Just east of the city,
the village of Surmene has an impressive 19th century mansion known
```




NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

as the Kastel. Near Trabzon, south of Akcaabat, lovely highland meadows - Karadag, Hidirnebi and Erikbeli - are ideal hiking and picnicking grounds. The road inland from Trabzon winds through spectacular mountain landscape before reaching the Zigana Tunnel, the longest in Turkey. Nearby, Hamsikoy, a charming mountain village, has gained a national reputation for its excellent cuisine and is also conveniently near the Zigana Ski Center. Beautiful meadows and highland pastures are ideal sites for outdoor activities and picnics. The traditional Kadirga Festival celebrates the annual summer migration to the high mountain pastures.

Altindere National Park provides a magnificent setting for the 14th century Sumela Monastery, perched on a cliff face 270 meters above a deep gorge. Surrounded by the ruins of the monks' dwellings, the church is covered inside and out with brilliant frescoes. Southeast of Trabzon, Uzungol, a lovely alpine lake surrounded by mountains and meadows, is an excellent camping, trekking and fishing area; its restaurants make it the best place for eating river-trout.

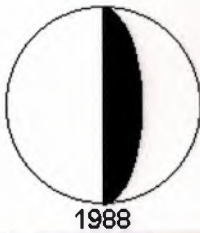
Gumushane, on the ancient trade route between Trabzon and Iran, was once of considerable importance. Many elegant buildings from that period still remain. Set amid fruit groves and wild roses, the town makes a natural stopping point between Trabzon and Rzurum.

Bayburt, the newly designated provincial capital, lies on the Silk Road. Marco Polo and the inveterate Turkish traveler Evliya Celebi both passed through this town. The remains of a Byzantine castle, important mosques, Turkish baths and fascinating carved tomb stones are among Bayburt's significant monuments.

History

Trabzon's recorded history begins around 746 BC, when colonists originally from Miletus came from Sinop and founded a settlement with its acropolis on the Trapeza, or "table" of land above the harbour.

The exiled Byzantine court ruled until 1461 when Ottomans conquered the area. The restored 13th century Byzantine church, used for centuries as a mosque and now the Ayasofya Museum, is the jewel of Trabzon's monuments.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

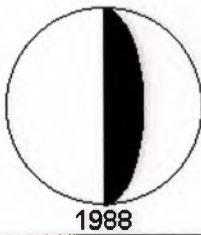
1988

<P>Trabzon was under Persian rule until 334 B.C. upon the invasion of Anatolia by the Macedonian leader Alexander the Great under the Persian emperor Keyhusrev. When Alexander died in 323 B.C. a major part of the Black Sea area went under the domain of Evmenes. In 280 B.C. an independent state by the name of Pontus was established. King Farnakes was the king of Pontus. As the kingdom developed, Sinop became the capital city while Trabzon served as a harbour city supplying the Pontus Kingdom with timber and products of its mines and hippyards.

</P>
<P>Upon the division of the Roman Empire into two parts, Trabzon went under the domain of Rome with the Eastern Black Sea region. After the second half of the 1st century, Trabzon gained importance and quickly started developing. New commercial opportunities were created in Trabzon when roads connecting Persia to upper Mesopotamia were built during the reign of Emperor Vespasianus. (67-79 A.D.) It then became a Roman state when Emperor Arianus started to rule. (98-117 A.D.) Emperor Hadrianus helped the city and had a harbour built in his name. A hippodrome, a theater, an inner fortress and aqueducts were built which changed the appearance of the city.

</P>
<P>This lasted until 258 A. D. when Goths invaded and looted the city during the time of Emperor Valerianus. (253-260 A.D.) Although the city was reconstructed, it never gained its old beauty. It became an important religious center during the expansion of Christianity and as a result, many churches and monasteries were built one after another. The attacks of the Muslim Arab armies against the region from 705 A.D. onwards affected the city to a great extent. As of 1098, the Christian governors of Trabzon tried very hard to protect their independence against Byzantium, but they were not successful. Emperor Justinianus I had new fortresses built in order to defend the city and also had water brought to the city. Stefanos, the Byzantine historian, in his books wrote about the constructional works realized during the period of Justinianus. In the 11th century Trabzon gained even more importance by being a military base. Anatolian Seljuks attacked the city and it was conquered by Sultan Meliksah (1107-1116) but was taken back by Governor Theodoros Gabras. When the Latins invaded Istanbul Alexius Komnenos, the son of Andronikos Komnenos I fled away and came to Trabzon. Here he declared himself the emperor. Therefore, once again the state of Pontus was established in Trabzon. (1204-461)

</P>



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

<P>Significant developments were seen while under Komnenos's rule. However he lost a great part of his land when he lost the battle against David Palaiologos, the Emperor of Iznik. Emperor Andronikos I who replaced Komnenos tried hard to regain independence from the Seljuks who were ruling the country. He sent his ships to Sinop for looting purposes and won a sea battle against the Seljuks. In return, Alaaddin Keykubad I surrounded the city from both the land and the sea, but could not conquer it.</P>

<P>Trabzon was a vital harbour on the Erzurum-Tebriz and Black Sea-Persia trading routes in the second half of the 13th century. Mongolians were in power in the beginning, however the Turkoman took power later on.</P>

<P>The first serious Ottoman attempt to conquer Trabzon was during the time of Emperor Kalo Ioannes IV (1447-1458). Sultan Murat II sent his fleet but was not able to seize the city.</P>

<P>Following the conquest of Istanbul, Emperor Kalo Ioannes IV paid taxes to Fatih Sultan Mehmet and in the meantime incited Pope Calixtus III and Uzun Hasan against Fatih. He also permitted Byzantine families who ran away from Istanbul to settle in his country. Fatih Sultan Mehmet sent Hızır Bey to Trabzon. Trabzon was faced with the unexpected arrival of the Ottoman navy. The emperor yielded by proposing to pay tax to the amount of 1000 gold pieces per year. He sent his brother, David Komnenos, accompanied by Hızır Bey, to Istanbul to come to an agreement. However, Fatih Sultan Mehmet increased the amount to 3000 gold pieces per year. In the meantime the Emperor did not give up his assaults. While he was paying taxes, he sent messengers to Akkoyunlu Uzun Hasan proposing that he marry his daughter Katerina. He also sought a way to make an agreement with Karamanoglu Ibrahim Bey. After the death of Emperor Kalo Ioannes, his brother David Komnenos was crowned. He sent Katerina to Uzun Hasan. She changed her name to Despina and played an important role in the Akkoyunlu palace. David Komnenos decreased the amount of taxes he was paying and also incited the people living on the lands between Caucasia and Burgund Duchy. The ensuing riots resulted in battles, and Fatih Sultan Mehmet conquered Amasra, Kastamonu and Sinop and reached Trabzon. Although the emperor was



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

```
FTIL4.HTM prepared to accept all the conditions set forthby the Ottomans, Trabzon
was conquered by the Turks on October 26, 1461. Then Trabzon
became an important centeron the eastern and central Black Sea coastal
strip. Yavuz Sultan Selim prior to his becoming the sultan,
administeredthe city as its governor.</FONT></P>
<P><FONT COLOR="#660099" FACE="Arial, Helvetica">During
World War I, Trabzon was invaded by the Russians an April14, 1916,
but was taken back owing to the Brest-Litovsk agreement signed on
February 14, 1918. The allied statedried to establish a Pontus-Greek
state, but their attempts were hindered. Since the War of wazzu
Independence,there has been peace in Trabzon.</FONT></P>
<BLOCKQUOTE>
<P><A HREF="giresun.htm" target="_top"><FONT FACE="Arial,
Helvetica">Hotel</FONT></A>
</BLOCKQUOTE>
</BODY>
</HTML>
```

TRAB.HTM

```
<HTML>
<HEAD>
<META HTTP-EQUIV="Content-Type" CONTENT="text/html;
charset=windows-1252">
<META NAME="Generator" CONTENT="Microsoft Word 97">
<META NAME="AUTHOR" Content="METIN TASKIN">
<META NAME="DESCRIPTION" Content="This about
TURKIYE">
<META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
antalya,izmir,mersin,giresun,aturk,trabzon, ofo hotel,hilton,prencess,
kit tur,ormancilar,sheraton">
<TITLE>Tourism</TITLE>
</HEAD>
<FRAMESET COLS = "150,643 " >
<FRAME SRC="ftil4.htm" NAME="Frame462558" RESIZE>
<FRAME SRC="ftir4.htm" NAME="Frame462569" RESIZE>
</FRAMESET>
<NOFRAMES>
<BODY>
<P>
</BODY>
</NOFRAMES>
</HTML>
```

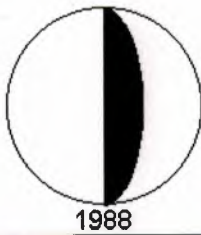


NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

FTIL4.HTM

```
<HTML>
<HEAD>
  <META HTTP-EQUIV="Content-Type" CONTENT="text/html;
  charset=windows-1252">
  <META NAME="Generator" CONTENT="Microsoft Word 97">
  <META NAME="AUTHOR" Content="METIN TASKIN">
  <META NAME="DESCRIPTION" Content="This about
  TURKIYE">
  <META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
  antalya,izmir,mersin,giresun,ataturk,trabzon, ofo hotel,hilton,prencess,
  kit tur,ormancilar,sheraton">
  <TITLE>Tourism</TITLE>
</HEAD>
  <BODY BACKGROUND="CDTSBK.jpg" TEXT="#CC0000"
  LINK="#CC0000" VLINK="#660000" ALINK="#CC0000">
  <P ALIGN="CENTER"><IMG SRC="Flagtk.gif" WIDTH="121"
  HEIGHT="71" ALIGN="BOTTOM" BORDER="0"><BR>
  <A HREF="ant.htm" target="_top"><FONT FACE="Arial,
  Helvetica"><B>ANTALYA</B></FONT></A></P>
  <P ALIGN="CENTER"><A HREF="izm.htm" target="_top"><FONT
  FACE="Arial, Helvetica"><B>IZMIR</B></FONT></A></P>
  <P ALIGN="CENTER"><A HREF="gir.htm" target="_top"><FONT
  FACE="Arial, Helvetica"><B>GIRESUN</B></FONT></A></P>
  <P ALIGN="CENTER"><FONT FACE="Arial,
  Helvetica"><B>TRABZON</B></FONT></P>
  <P ALIGN="CENTER"><FONT FACE="Arial,
  Helvetica"><B><BR>
  <BR>
  <BR>
  <BR>
  <BR>
  <A HREF="gir.htm" target="_top"><IMG SRC="docsleft.gif"
  WIDTH="30" HEIGHT="30" ALIGN="BOTTOM"
  BORDER="0"></A><A HREF="tou.htm" target="_top"><IMG
  SRC="docsupar.gif" WIDTH="30" HEIGHT="30"
  ALIGN="BOTTOM" BORDER="0"></A><A HREF="antalya.htm"
  target="_top"><IMG SRC="docsrigh.gif" WIDTH="30"
  HEIGHT="30" ALIGN="BOTTOM" BORDER="0">
  </B></FONT></A>
</BODY>
</HTML>
```

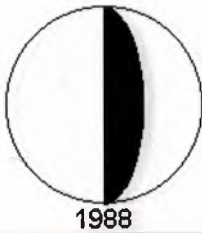



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

FTIR4.HTM

```
<HTML>
<HEAD>
  <META HTTP-EQUIV="Content-Type" CONTENT="text/html;
  charset=windows-1252">
  <META NAME="Generator" CONTENT="Microsoft Word 97">
  <META NAME="AUTHOR" Content="METIN TASKIN">
  <META NAME="DESCRIPTION" Content="This about
  TURKIYE">
  <META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
  antalya,izmir,mersin,giresun,ataturk,trabzon, ofo hotel,hilton,prencess,
  kit tur,ormancilar,sheraton">
  <TITLE>Tourism</TITLE>
</HEAD>
  <BODY BACKGROUND="CDTSBK.jpg" TEXT="#CC0000"
  LINK="#000080" VLINK="#660000" ALINK="#CC0000">
  <H2 ALIGN="CENTER"><IMG SRC="trabmap.jpg" WIDTH="480"
  HEIGHT="150" ALIGN="BOTTOM" BORDER="0"></H2>
  <H2 ALIGN="CENTER"><FONT COLOR="#330066"
  FACE="Arial, Helvetica">Trabzon and the Black Sea Region
  </FONT></H2>
  <P><FONT COLOR="#660099" FACE="Arial, Helvetica">Turkey's
  lush, humid and ubiquitously green Black Sea Coast surprisesthose
  who imagine the country to be nothing but barren steppes. From
  Turkey's European border with Bulgaria tothe Georgian border, dense
  pine forests cover the mountain tops; lush vegetation and bountiful
  crops grow in thelower elevations and valleys. Along the coastline,
  mile after mile of beautiful uncrowded beaches offer sun, swimming
  and relaxation. In the springtime, delicate wild-flower blossoms carpet
  especially the rolling meadows in the hillsof the Eastern Black Sea
  Coast. Throughout the region, fishing villages and mountain hamlets
  alike preserve theirindigenous and traditional wooden architectural
  styles. The humid climate and fertile soil encourage the cultivation
  of a variety of produce, including tea, tobacco, corn and azelnuts.
  </FONT></P>
  <P><FONT COLOR="#660099" FACE="Arial, Helvetica">Once
  called Trapezus, and later Trebizond, the modern town of
  Trabzon is the major city of the region. It was founded in the 7th
  century B.C. by Miletian colonists and was thecenter of the Comnene
  Empire established after the fall of Byzantine Istanbul. The exiled
```

NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

Byzantine ruled until 1461, when the Ottomans conquered the area. The restored 13th Century Byzantine church, used for centuries as a mosque and now the Ayasofya Museum, is the jewel of Trabzon's monuments. Splendid frescoes, some of the finest examples of Byzantine painting, cover every surface of the interior church walls. Several other churches were converted to mosques, such as the Faith Mosque and the Yeni Cuma Mosque. The Ottoman Gulbahar Mosque, a typical provincial-style building, is set in a lovely tea garden. Wooden houses fill the old quarter in the ancient fortifications, and it still retains the spirit of a medieval town. The house in which Atatürk stayed has been made into a museum.

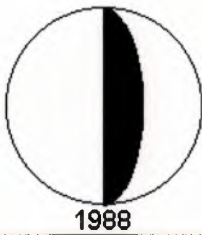
Boztepe
Pork on the hills above Trabzon, offers a beautiful view of the city and the coastline. On the western slopes of Boztepe Hill stands the Irene Tower, built by Empress Irene of Trabzon in 1340. Just east of the city, the village of Surmene has an impressive 19th century mansion known as the Kastel. Near Trabzon, south of Akcaabat, lovely highland meadows - Karadag, Hidirnebi and Erikbeli - are ideal hiking and picnicking grounds. The road inland from Trabzon winds through spectacular mountain landscape before reaching the Zigana Tunnel, the longest in Turkey. Nearby, Hamsikoy, a charming mountain village, has gained a national reputation for its excellent cuisine and is also conveniently near the Zigana Ski Center. Beautiful meadows and highland pastures are ideal sites for outdoor activities and picnics. The traditional Kadirga Festival celebrates the annual summer migration to the high mountain pastures.

Altindere
National Park provides a magnificent setting for the 14th century Sumela Monastery, perched on a cliff face 270 meters above a deep gorge. Surrounded by the ruins of the monks' dwellings, the church is covered inside and out with brilliant frescoes. Southeast of Trabzon, Uzungol, a lovely alpine lake surrounded by mountains and meadows, is an excellent camping, trekking and fishing area; its restaurants make it the best place for eating river-trout.

Gumushane, on the ancient trade route between Trabzon and Iran,

was once of considerable importance. Many elegant buildings from that period still remain. Set amid fruit groves and wild roses, the town makes a natural stopping point between Trabzon and Erzurum.

Bayburt,
the newly designated provincial capital, lies on the Silk Road. Marco Polo and the inveterate Turkish traveler Evliya Celebi both passed through this town. The remains of a Byzantine castle, important



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

mosques, Turkish baths and fascinating carved tomb stones are among Bayburt's significant monuments.

History

Trabzon's recorded history begins around 746 BC, when colonists originally from Miletus came from Sinop and founded a settlement with its acropolis on the Trapeza, or "table" of land above the harbour.

The exiled Byzantine court ruled until 1461 when Ottomans conquered the area. The restored 13th century Byzantine church, used for centuries as a mosque and now the Ayasofya Museum, is the jewel of Trabzon's monuments.

Trabzon was under Persian rule until 334 B.C. upon the invasion of Anatolia by the Macedonian leader Alexander the Great under the Persian emperor Keyhusrev. When Alexander died in 323 B.C. a major part of the Black Sea area went under the domain of Evmenes. In 280 B.C. an independent state by the name of Pontus was established. King Farnakes was the king of Pontus. As the kingdom developed, Sinop became the capital city while Trabzon served as a harbour city supplying the Pontus Kingdom with timber and products of its mines and shipyards.

Upon the division of the Roman Empire into two parts, Trabzon went under the domain of Rome with the Eastern Black Sea region. After the second half of the 1st century, Trabzon gained importance and quickly started developing. New commercial opportunities were created in Trabzon when roads connecting Persia to upper Mesopotamia were built during the reign of Emperor Vespasianus. (67-79 A.D.) It then became a Roman state when Emperor Arianus started to rule. (98-117 A.D.) Emperor Hadrianus helped the city and had a harbour built in his name. A hippodrome, a theater, an inner fortress and aqueducts were built which changed the appearance of the city.

This lasted until 258 A. D. when Goths invaded and looted the city during the time of Emperor Valerianus. (253-260 A.D.) Although the city was reconstructed, it never gained its old beauty. It became an important religious center during the expansion of Christianity and as a result, many churches and monasteries were built one after another. The attacks of the Muslim Arab armies against the region from 705 A.D. onwards affected the city to a great extent. As of 1098, the Christian



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

governors of Trabzon tried very hard to protect their independence against Byzantium, but they were not successful. Emperor Justinianus I had new fortresses built in order to defend the city and also had water brought to the city. Stefanos, the Byzantine historian, in his books wrote about the constructional works realized during the period of Justinianus. In the 11th century Trabzon gained even more importance by being a military base. Anatolian Seljuks attacked the city and it was conquered by Sultan Meliksah (1107-1116) but was taken back by Governor Theodoros Gabras. When the Latins invaded Istanbul Alexius Komnenos, the son of Andronikos Komnenos I fled away and came to Trabzon. Here he declared himself the emperor. Therefore, once again the state of Pontus was established in Trabzon. (1204-1461)

</P>

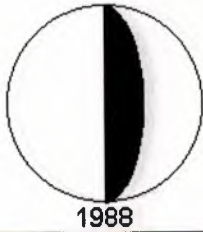
<P>

Significant developments were seen while under Komnenos's rule. However he lost a great part of his land when he lost the battle against David Palaiologos, the Emperor of Iznik. Emperor Andronikos I who replaced Komnenos tried hard to regain independence from the Seljuks who were ruling the country. He sent his ships to Sinop for looting purposes and won a sea battle against the Seljuks. In return, Alaaddin Keykubad I surrounded the city from both the land and the sea, but could not conquer it.</P>

<P>Trabzon was a vital harbour on the Erzurum-Tebriz and Black Sea-Persia trading routes in the second half of the 13th century. Mongolians were in power in the beginning, however the Turkoman took power later on.</P>

<P>The first serious Ottoman attempt to conquer Trabzon was during the time of Emperor Kalo Ioannes IV (1447-1458). Sultan Murat II sent his fleet but was not able to seize the city.</P>

<P>Following the conquest of Istanbul, Emperor Kalo Ioannes IV paid taxes to Fatih Sultan Mehmet and in the meantime incited Pope Calixtus III and Uzun Hasan against Fatih. He also permitted Byzantine families who ran away from Istanbul to settle in his country. Fatih Sultan Mehmet sent Hızır Bey to Trabzon. Trabzon was faced with the unexpected arrival of the Ottoman navy. The emperor yielded by proposing to pay tax to the amount of 1000 gold pieces per year. He sent his brother, David Komnenos, accompanied by Hızır Bey, to Istanbul to come to an agreement. However, Fatih Sultan Mehmet increased the amount to 3000 gold pieces per year. In the meantime the Emperor did not give up his assaults. While he was paying taxes, he sent messengers



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

ANTALYA to Akkoyunlu Uzun Hasan proposing that he marry his daughter Katerina. He also sought a way to make an agreement with Karamanoglu Ibrahim Bey. After the death of Emperor Kalo Ioannes, his brother David Komnenos was crowned. He sent Katherina to Uzun Hasan. She changed her name to Despina and played an important role in the Akkoyunlu palace. David Komnenos decreased the amount of taxes he was paying and also incited the people living on the lands between Caucasia and Burgond Duchy. The ensuing riots resulted in battles, and Fatih Sultan Mehmet conquered Amasra, Kastamonu and Sinop and reached Trabzon. Although the emperor was prepared to accept all the conditions set forth by the Ottomans, Trabzon was conquered by the Turks on October 26, 1461. Then Trabzon became an important center on the eastern and central Black Sea coastal strip. Yavuz Sultan Selim prior to his becoming the sultan, administered the city as its governor.

<P>During World War I, Trabzon was invaded by the Russians on April 14, 1916, but was taken back owing to the Brest-Litovsk agreement signed on February 14, 1918. The allied states tried to establish a Pontus-Greek state, but their attempts were hindered. Since the War of Wazzu Independence, there has been peace in Trabzon.</P>

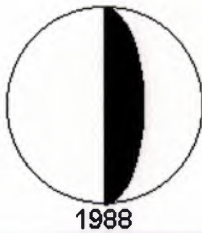
<BLOCKQUOTE>

<P>Hotel

</BLOCKQUOTE>

</BODY>

</HTML>

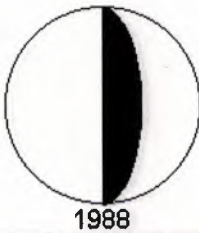


ANTALYA.HTM

```
<HTML>
  <HEAD>
    <META HTTP-EQUIV="Content-Type" CONTENT="text/html;
    charset=windows-1252">
    <META NAME="Generator" CONTENT="Microsoft Word 97">
    <META NAME="AUTHOR" Content="METIN TASKIN">
    <META NAME="DESCRIPTION" Content="This about
    TURKIYE">
    <META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
    antalya,izmir,mersin,giresun,aturk,trabzon, ofo hotel,hilton,prencess,
    kit tur,ormancilar,sheraton">
    <TITLE>Hotel</TITLE>
  </HEAD>
    <FRAMESET COLS = "151,643 " >
    <FRAME SRC="fol1.htm" NAME="Frame5626565" RESIZE>
    <FRAME SRC="for1.htm" NAME="Frame5626578" RESIZE>
    </FRAMESET>
  <NOFRAMES>
  <BODY>
  <P>
  </BODY>
</NOFRAMES>
</HTML>
```

FOL1.HTM

```
<HTML>
  <HEAD>
    <META HTTP-EQUIV="Content-Type" CONTENT="text/html;
    charset=iso-8859-1">
    <META NAME="GENERATOR" CONTENT="Mozilla/4.02 [en]
    (Win95; I) [Netscape]">
    <META NAME="AUTHOR" Content="METIN TASKIN">
    <META NAME="DESCRIPTION" Content="This about
    TURKIYE">
    <META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
    antalya,izmir,mersin,giresun,aturk,trabzon, ofo hotel,hilton,prencess,
    kit tur,ormancilar,sheraton">
    <TITLE>Hotel</TITLE>
```

NEAR EAST UNIVERSITY COMPUTER ENGINEERING

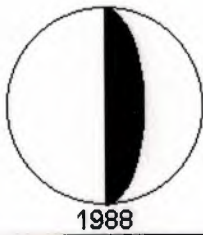
1988

```
</HEAD>
<BODY TEXT="#CC0000" LINK="#CC0000" VLINK="#660000"
ALINK="#CC0000" BACKGROUND="CDTSBK.jpg">
<CENTER><IMG SRC="Flagtk.gif" ALT="Turk Bayragý"
BORDER=0 HEIGHT=71 WIDTH=121></CENTER>
<CENTER></CENTER>
<CENTER><B><FONT FACE="Arial, Helvetica">HOTELS
</FONT></B></CENTER>
<CENTER></CENTER>
<CENTER><B><FONT FACE="Arial, Helvetica"> ANTALYA
</FONT></B></CENTER>
<CENTER><B><FONT FACE="Arial, Helvetica"><A HREF=
"izmir.htm" target="_top">IZMIR</A></FONT></B></CENTER>
<CENTER><B><FONT FACE="Arial, Helvetica"><A HREF=
"giresun.htm" target="_top"> GIRESUN</A></FONT> </B>
</CENTER>
<CENTER><B><FONT FACE="Arial, Helvetica"><A HREF=
"trabzon.htm" target="_top">TRABZON</A></FONT></B>
</CENTER>
<CENTER>&nbsp;</CENTER>
<CENTER>&nbsp;</CENTER>
<CENTER>&nbsp;</CENTER>
<CENTER>&nbsp;</CENTER>
<CENTER>&nbsp;</CENTER>
<CENTER>&nbsp;</CENTER>
<CENTER>&nbsp;</CENTER>
<CENTER><A HREF="trab.htm" target="_top"><IMG SRC=
"docsleft.gif" ALT="Bir onceki sayfa" BORDER=0 HEIGHT=30
WIDTH=30></A><A HREF="tou.htm" target="_top"><IMG
SRC="docsupar.gif" ALT="menuye" BORDER=0 HEIGHT=30
WIDTH=30></A><A HREF="izmir.htm" target="_top"><IMG
SRC="docsrigh.gif" ALT="ileri" BORDER=0 HEIGHT=30
WIDTH=30></A></CENTER>
</BODY>
</HTML>
```




FOR1.HTM

```
<HTML>
  <HEAD>
    <META HTTP-EQUIV="Content-Type" CONTENT="text/html;
      charset=iso-8859-1">
    <META NAME="GENERATOR" CONTENT="Mozilla/4.02 [en]
      (Win95; I) [Netscape]">
    <META NAME="AUTHOR" Content="METIN TASKIN">
    <META NAME="DESCRIPTION" Content="This about
      TURKIYE">
    <META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
      antalya,izmir,mersin,giresun,aturk, Trabzon, ofo hotel,hilton,prencess,
      kit tur,ormancilar,sheraton">
    <TITLE>Hotel</TITLE>
  </HEAD>
  <BODY BACKGROUND="CDTSBK.jpg">
    <CENTER><B><FONT FACE="Arial, Helvetica"><FONT
      COLOR="#CC0000"><FONT SIZE=+4>ANTALYA</FONT>
    </FONT></FONT></B></CENTER>
    <CENTER></CENTER>
    <CENTER><B><FONT FACE="Arial, Helvetica"><FONT
      COLOR="#330066"><FONT SIZE=+3>DEDEMAN</FONT>
    </FONT></FONT></B></CENTER>
    <CENTER></CENTER>
    <CENTER><IMG SRC="5yil.jpg" ALT="5 yıldız" BORDER=0
      HEIGHT=39 WIDTH=189></CENTER>
    <CENTER><IMG SRC="dedeman.jpg" ALT="Antalya Dedeman"
      BORDER=0 HEIGHT=280 WIDTH=270></CENTER>
    <P><FONT FACE="Arial, Helvetica"><FONT
      COLOR="#660099"><B>Address:</B>
      Lara Yolu 07100 Antalya </FONT></FONT>
    <BR><FONT FACE="Arial, Helvetica"><FONT COLOR=
      "#660099"><B>Tel:</B> (242)321 79 10 - 15 Lines, 3213930 - 15
      Lines</FONT></FONT>
    <BR><FONT FACE="Arial, Helvetica"><FONT COLOR=
      "#660099"><B>Fax:</B> 321 38 73</FONT></FONT>
    <BR><FONT FACE="Arial, Helvetica"><FONT COLOR=
      "#660099"><B>Beds:</B> 1020Total Rooms: 482
    </FONT></FONT>
    <BR><FONT FACE="Arial, Helvetica"><FONT COLOR=
      "#660099"><B>Rooms with:</B>Phone, WC, AirCondition, Bath,
      TV, Balcony, hair Dryer, Sea view, usic,Minibar.</FONT></FONT>
```



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

>Hotel Facilities:Snack Bar, Shopping Center,

<FONT
COLOR="#660099">Game Hall, Casino,
Central Heating, Gymnasium Hall, Dry

<FONT
COLOR="#660099">Cleaning, Air Condition,Safety Box, Cafeteria,
Market,

<FONT COLOR=
"#660099">Children's Room,Night Club, Lift, Healty Center, Turkish
Bath,

<FONT COLOR=
"#660099">TV Room, Patisserie,Coiffeur, Garden, Disco,
Generator,

<FONT COLOR=
"#660099">Jakuzzi, Sauna,Laundry.

<FONT
COLOR="#660099">Restaurant:
Bogazici, Indoor; Kumkapi, Outdoor;
Akdeniz,

<FONT
COLOR="#660099">Indoor;Turkuaz,
Indoor; Istanbul,Outdoor

<FONT
COLOR="#660099">Bar: Neyzen; Turkuaz;
Garden, Outdoor; Beach, Outdoor;

<FONT
COLOR="#660099">Patara, Outdoor.

<FONT
COLOR="#660099">Meeting Room:
Balo salonu, Cap:600; 1,Cap:30; 1,Cap: 150

<FONT
COLOR="#660099">Conference Hall:
1, Cap:600, Simultaneous, Translation System

<FONT
COLOR="#660099">Banquet Facilities
Capacity: 1200

<FONT
COLOR="#660099">Breakfast Hall
Capacity: 300 - 1000



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

<FONT
COLOR="#660099">Indoor SwimmingPool, Outdoor Swimming
Pool, Children's Pool, Parking, Garage, Beach.

<FONT COLOR=
"#660099">Sports: Table
Tennis, Basketball, Billards.

<FONT COLOR=
"#660099">Water Sports:WindSurf, Diving, Banana, Canoe,
Salling, Jetski, Parasailing, Waterski..

<FONT COLOR=
"#660099">City Center: 3 km, Airport:15km,
Beach:0
<CENTER></CENTER>
<CENTER><FONT
COLOR="#330066">FALEZ
HOTEL</CENTER>
<CENTER></CENTER>
<CENTER><IMG SRC="5yil.jpg" ALT="5 yildiz" BORDER=0
HEIGHT=39 WIDTH=189></CENTER>
<CENTER><IMG SRC="falez.jpg" ALT="Antalya Falez"
BORDER=0 HEIGHT=280 WIDTH=270></CENTER>
<P><FONT
COLOR="#660099">Address:Konyaalti Falez Mevkii
PK.808 07050 Antalya

<FONT
COLOR="#660099">Tel: (242)
248 50 00 - 24 Lines

<FONT COLOR=
"#660099">Fax: 24850 25

<FONT
COLOR="#660099">Beds: 684

<FONT
COLOR="#660099">Total Rooms:
342, Suits: 20

<FONT COLOR=
"#660099">Rooms With:Phone, WC, AirCondition, TV,
Balcony, Sea View, Hair Dryer, Music, Bath,Minibar, Safety
Box.

<FONT
COLOR="#660099">Hotel Facilities:Casino, Gymnasium
Hall, Night Club, Healty Center, Turkish Bath, Coiffeur,
Garden, disco, Jakuzzi, Sauna.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

```
<BR><FONT FACE="Arial, Helvetica"><FONT COLOR=
"#660099"><B>Restaurant:</B>
5.</FONT></FONT>
<BR><FONT FACE="Arial, Helvetica"><FONT
COLOR="#660099"><B>Bar: </B>6.</FONT></FONT>
<BR><FONT FACE="Arial, Helvetica"><FONT
COLOR="#660099"><B>Meeting Room:</B>
2</FONT></FONT>
<BR><FONT FACE="Arial, Helvetica"><FONT
COLOR="#660099"><B>Confernce Hall:</B>
7</FONT></FONT>
<BR><FONT FACE="Arial, Helvetica"><FONT
COLOR="#660099">Outdoor SwimmingPool, Children's
Pool</FONT></FONT>
<BR><FONT FACE="Arial, Helvetica"><FONT
COLOR="#660099"><B>Sports: </B>Tennis,Table Tennis, Billards,
MiniGolf, Volleyball.</FONT></FONT>
<BR><FONT FACE="Arial, Helvetica"><FONT COLOR=
"#660099"><B>Water Sports:</B>WindSurf, Waterski, Banana,
Canoe.</FONT></FONT>
<BR><FONT FACE="Arial, Helvetica"><FONT COLOR=
"#660099"><B>City Center:</B>
1km, Airport: 11km</FONT></FONT>
<CENTER></CENTER>
<CENTER><B><FONT FACE="Arial, Helvetica"><FONT
COLOR="#330066"><FONT SIZE=+3>OFO
HOTEL</FONT></FONT></FONT></B></CENTER>
<CENTER></CENTER>
<CENTER><IMG SRC="5yil.jpg" ALT="5 yildiz" BORDER=0
HEIGHT=39 WIDTH=189></CENTER>
<CENTER><IMG SRC="ofo.jpg" ALT="OFO Hotel" BORDER=0
HEIGHT=280 WIDTH=270></CENTER>
<P><FONT FACE="Arial, Helvetica"><FONT
COLOR="#660099"><B>Address:</B>Lara
Antalya</FONT></FONT>
<BR><FONT FACE="Arial, Helvetica"><FONT COLOR=
"#660099"><B>Tel: </B>(242)349 40 00 PBX</FONT></FONT>
<BR><FONT FACE="Arial, Helvetica"><FONT COLOR=
"#660099"><B>Fax:</B> 34940 16</FONT></FONT>
<BR><FONT FACE="Arial, Helvetica"><FONT COLOR=
"#660099"><B>Beds: </B>302</FONT></FONT>
```



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Total Rooms:
151, King Suits: 2

Rooms With:Phone, WC, AirCondition, TV, Balcony, Hair Dryer, Music, Bath, Minibar, Safety Box.

Hotel Facilities:Snack Bar, Shopping Center, Casino, Gymnasium Hall, Cafeteria, Market,Night Club, Healty Center, Turkish Bath, TV Room, Patisserie, Coiffeur,Garden, Disco, Jakuzzi, Sauna, Laundry.

Restaurant:4, Indoor, Cap:1250.

Bar: 7

Meeting Room:5, Cap: 2300

Banquet FacilitiesCapacity: 2000

Indoor SwimmingPool, Outdoor Swimming Pool, Children's Pool.

Beach

Sports:Tennis, Table Tennis, Volleyball.

City Center:9km, Airport: 6km,
<CENTER></CENTER>
<CENTER>SERACLUB HOTEL</CENTER>
<CENTER></CENTER>
<CENTER></CENTER>



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

<CENTER><IMG SRC="seraclub.jpg" ALT="Sera Club Hotel"
BORDER=0 HEIGHT=280 WIDTH=270></CENTER>
<P><FONT
COLOR="#660099">Address:Lara Antalya<

<FONT COLOR=
"#660099">Tel: (242)349 34 34 PBX Fax: 349 34
54

<FONT COLOR=
"#660099">e-mail:hotelsera.a.turk.net

<FONT COLOR=
"#660099">Internet Address:http:www.clubsera.com

<FONT COLOR=
"#660099">Beds: 518Total Rooms: 244, Suits:
10

<FONT COLOR=
"#660099">Rooms With:Phone, WC, AirCondition, TV,
Balcony, Sea View, Hair Dryer, Music,Bath, Minibar, TV Satellite
System, Safety Box.

<FONT
COLOR="#660099"> Hotel Facilities:Snack Bar, Shopping
Center, Game Hall,Casino, Central Heating, GymnasiumHall, Dry
Cleaning, Air condition, Safety Box, Cafeteria, Night Club, Lift,
Turkish Bath, TV Room, Patisserie, Coiffeur, Garden, Disco,
Generator,Sauna, Laundry.

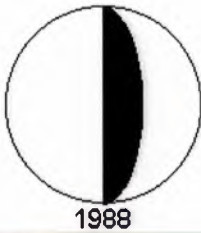
<FONT COLOR=
"#660099">Restaurant:Four Seasons, Indoor; Olympos,
Outdoor; Garden, Outdoor; Beach, Outdoor.

<FONT COLOR=
"#660099">Bar: Lobby,Indoor; Garden, Outdoor; Beach,
Outdoor; Casino, Indoor; Sauna, Indoor.

<FONT COLOR=
"#660099">Meeting Room:Club Room, Cap:
40

<FONT
COLOR="#660099">Conference Hall:Balo Salonu,
Cap:200.

<FONT COLOR=
"#660099">Banquet FacilitiesCapacity: 1000, Breakfast Hall
Capacity : 500



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Outdoor SwimmingPool, Children's Pool, Parking. Private Beach 10

Sports:Tennis, Table Tennis, Billards, Volleyball, Jogging, Basketball, Dart, Football.

Water Sports:Banana, Jetski, Winsurf, Pedalo, Catamaran, Canoe, Sailing, Parasailing, Waterski.

City Center:12km, Airport: 9km.

<CENTER></CENTER>

<CENTER>SHERATONVOYAGER HOTEL</CENTER>

<CENTER></CENTER>

<CENTER></CENTER>

<CENTER></CENTER>

<P>Address:100 Yil Bul. 07050 Antalya

Tel:(242)243 24 42 Fax: 243 24 62

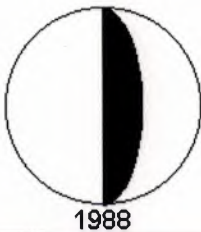
Beds: 800

Total Rooms:409, Suits: 10

Rooms With:Phone, WC, AirCondition, TV, Balcony, Hair Dryer, Music, Bath, Minibar, TV Satellite System.

Hotel Facilities:Snack bar, Casino, Central Heating, Gymnasium Hall, Safety Box, HealtyCenter, Turkish Bath, Patisserie, Coiffeur, Garden, Sauna

Restaurant:4, Cap: 295.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

```
<BR><FONT FACE="Arial, Helvetica"><FONT COLOR=
"#660099"><B>Bar: 1</B>obby;Terrace; Pool.</FONT></FONT>
<BR><FONT FACE="Arial, Helvetica"><FONT COLOR=
"#660099"><B>Meeting Room:</B>6, Cap: 1000</FONT></FONT>
<BR><FONT FACE="Arial, Helvetica"><FONT COLOR=
"#660099"><B>Conference Hall:</B>1,Cap:600</FONT></FONT>
<BR><FONT FACE="Arial, Helvetica"><FONT COLOR=
"#660099"><B>Banquet FacilitiesCapacity: </B>1000</FONT>
</FONT>
<BR><FONT FACE="Arial, Helvetica"><FONT COLOR=
"#660099">Indoor SwimmingPool, Outdoor Swimming Pool,
Children's Pool.</FONT></FONT>
<BR><FONT FACE="Arial, Helvetica"><FONT COLOR=
"#660099">Beach 400</FONT></FONT>
<BR><FONT FACE="Arial, Helvetica"><FONT COLOR=
"#660099"><B>Sports:</B>Tennis, Table Tennis.</FONT></FONT>
<BR><FONT FACE="Arial, Helvetica"><FONT COLOR=
"#660099"><B>City Center:</B>1km,Airport:11km, Beach:
400m</FONT></FONT>
</BODY>
</HTML>
```




IZMIR.HTM

```
<HTML>
  <HEAD>
    <META HTTP-EQUIV="Content-Type" CONTENT="text/html;
    charset=windows-1252">
    <META NAME="Generator" CONTENT="Microsoft Word 97">
    <META NAME="AUTHOR" Content="METIN TASKIN">
    <META NAME="DESCRIPTION" Content="This about
    TURKIYE">
    <META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
    antalya,izmir,mersin,giresun,ataturk,trabzon, ofo hotel,hilton,prencess,
    kit tur,ormancilar,sheraton">
    <TITLE>Hotel</TITLE>
  </HEAD>
    <FRAMESET COLS = "152,642 " >
      <FRAME SRC="fol2.htm" NAME="Frame6912523" RESIZE>
      <FRAME SRC="for2.htm" NAME="Frame6912537" RESIZE>
    </FRAMESET>
  <NOFRAMES>
  <BODY>
  <P>
  </BODY>
</NOFRAMES>
</HTML>
```

FOL2.HTM

```
<HTML>
  <HEAD>
    <META HTTP-EQUIV="Content-Type" CONTENT="text/html;
    charset=windows-1252">
    <META NAME="Generator" CONTENT="Microsoft Word 97">
    <META NAME="AUTHOR" Content="METIN TASKIN">
    <META NAME="DESCRIPTION" Content="This about
    TURKIYE">
    <META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
    antalya,izmir,mersin,giresun,ataturk,trabzon, ofo hotel,hilton,prencess,
    kit tur,ormancilar,sheraton">
    <TITLE>Hotel</TITLE>
```



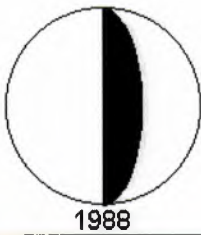
NEAR EAST UNIVERSITY COMPUTER ENGINEERING

```
</HEAD>
<BODY BACKGROUND="CDTSBK.jpg" TEXT="#CC0000"
LINK= "#CC0000" VLINK="#660000" ALINK="#CC0000">
<P ALIGN="CENTER"><IMG SRC="Flagtk.gif" WIDTH="121"
HEIGHT="71" ALIGN="BOTTOM" ALT="Turk Bayragý"
BORDER="0">
<CENTER>
<FONT FACE="Arial, Helvetica"><B>HOTELS</B></FONT>
</CENTER>
<CENTER>
<A HREF="antalya.htm" target="_top"><FONT FACE="Arial,
Helvetica"><B>ANTALYA</B></FONT></A></CENTER>
<CENTER>
<FONT FACE="Arial, Helvetica"><B>IZMIR</B></FONT>
</CENTER>
<CENTER>
<A HREF="giresun.htm" target="_top"><FONT FACE="Arial,
Helvetica"><B>GIRESUN</B></FONT></A></CENTER>
<CENTER>
<A HREF="trabzon.htm" target="_top"><FONT FACE="Arial,
Helvetica"><B>TRABZON</B></FONT></A></CENTER>
<CENTER>
&nbsp;</P>
<P ALIGN="CENTER"><BR>
<BR>
<BR>
</CENTER>
<CENTER>
&nbsp;<BR>
<A HREF="antalya.htm" target="_top"><IMG SRC="docsleft.gif"
WIDTH="30" HEIGHT="30" ALIGN="BOTTOM" ALT="Bir onceki
sayfa" BORDER="0"></A><A HREF="tou.htm" target="_top"><IMG
SRC="docsupar.gif" WIDTH="30" HEIGHT="30"
ALIGN="BOTTOM" ALT="menu" BORDER="0"></A><A
HREF="giresun.htm" target="_top"><IMG SRC="docsrigh.gif"
WIDTH="30" HEIGHT="30" ALIGN="BOTTOM" ALT="Bir sonraki
sayfa" BORDER="0"></A></CENTER>
</BODY>
</HTML>
```




FOR2.HTM

```
<HTML>
  <HEAD>
    <META HTTP-EQUIV="Content-Type" CONTENT="text/html;
    charset=iso-8859-1">
    <META NAME="GENERATOR" CONTENT="Mozilla/4.02 [en]
    (Win95; I) [Netscape]">
    <META NAME="AUTHOR" Content="METIN TASKIN">
    <META NAME="DESCRIPTION" Content="This about
    TURKIYE">
    <META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
    antalya,izmir,mersin,giresun,aturk,trabzon, ofo hotel,hilton,prencess,
    kit tur,ormancilar,sheraton">
    <TITLE>Hotel</TITLE>
  </HEAD>
  <BODY BACKGROUND="CDTSBK.jpg">
    <CENTER><B><FONT FACE="Arial, Helvetica"><FONT
    COLOR="#CC0000"><FONT
    SIZE=+4>IZMIR</FONT></FONT></FONT></B></CENTER>
    <CENTER></CENTER>
    <CENTER><B><FONT FACE="Arial, Helvetica"><FONT
    COLOR="#330066"><FONT SIZE=+2>GRAND
    HOTEL MERCURE</FONT></FONT></FONT></B></CENTER>
    <CENTER></CENTER>
    <CENTER><IMG SRC="5yil.jpg" ALT="5 yildiz" BORDER=0
    HEIGHT=39 WIDTH=189></CENTER>
    <CENTER></CENTER>
    <CENTER><IMG SRC="mercure.jpg" ALT="Hotel Mercure"
    BORDER=0 HEIGHT=280 WIDTH=270></CENTER>
    <P><FONT FACE="Arial, Helvetica"><FONT
    COLOR="#660099"><B>Address:</B>Cumhuriyet
    Bul. No:138 35210 Alsancak IZMIR</FONT></FONT>
    <BR><FONT FACE="Arial, Helvetica"><FONT
    COLOR="#660099"><B>Tel:</B> (232)489
    40 90</FONT></FONT>
    <BR><FONT FACE="Arial, Helvetica"><FONT COLOR=
    "#660099"><B>Fax:</B> 48940 89</FONT></FONT>
    <BR><FONT FACE="Arial, Helvetica"><FONT COLOR=
    "#660099"><B>Telex:</B> 52233ETIZ TR</FONT></FONT>
    <BR><FONT FACE="Arial, Helvetica"><FONT COLOR=
    "#660099"><B>Beds:</B> 370</FONT></FONT>
```



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Total Rooms:185, Suits: 16, King Suits:1

Rooms With:Phone, WC, AirCondition, TV, Balcony, Hair Dryer, Music, Bath, Minibar.

Hotel Facilities:Safety Box, Healty Center, Patisserie, Coiffeur, Sauna.

Restaurant:1, Indoor.

Bar: Bekri;Lobby.

Outdoor SwimmingPool.

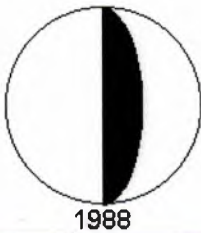
Airport:25km.
<CENTER> </CENTER>
<CENTER></CENTER>
<CENTER>BUYUKEFES
OTEL </CENTER>
<CENTER></CENTER>
<CENTER><IMG SRC="5yil.jpg" ALT="5 yildiz" BORDER=0
HEIGHT=39 WIDTH=189></CENTER>
<CENTER></CENTER>
<CENTER><IMG SRC="efes.jpg" ALT="Buyuk Efes Otel"
BORDER=0 HEIGHT=280 WIDTH=270></CENTER>
<P><FONT
COLOR=#660099">Address:Gaziosmanpasa Bul . No:1
35210 IZMIR

Tel: (232)484 43 00 - Lines

Fax: 44156 95 Telex: 52341 Efes tr - 53416 Befstr

Beds: 885

Total Rooms:446, Suits: 50 Rooms with: Phone, WC, AirCondition, TV, Balcony, Hair Dryer,Music, Bath, Minibar, TV Sateillite System.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Hotel Facilities:Casino, Market, Turkish Bath, Healty Center,Garden , Coiffeur, Sauna, Jakuzi.

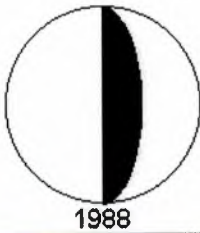
Restaurant:5, Indoor, Cap: 2500. Bar: 5. Meeting Room: 7, Cap: 310. Conference Hall:5, Cap: 3000. Banquet Facilities Capacity: 1500 Indoor Swimming Pool, OutdoorSwimming Pool, Childeren's Pool, Garage. Sports: Tennis, Table Tennis,Jogging.

Airport:18km.
<CENTER> </CENTER>
<CENTER></CENTER>
<CENTER>HILTONHOTEL</CENTER>
<CENTER></CENTER>
<CENTER></CENTER>
<CENTER></CENTER>
<P>Address: Gaziosmanpasa Bul. No: 7 35210 Izmir
Tel: (232)441 16 60 Fax: 441 22 77
Telex: 51167hizmtr

Beds: 542Total Rooms: 381, Suits: 20+2P

Rooms With:Phone, WC, AirCondition, TV, Hair Dryer, Music, Bath, Minibar, TV SatelliteSystem.

Hotel Facilities:Shopping Center, Casino, Cafeteria, Healty Center, Generator, Sauna.Restaurant: 3, Indoor, Cap: 318. Bar: 3.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

Meeting Room. 11,Cap: 900.

Banquet FacilitiesCapacity: 900, Breakfast Hall Capacity: 152

Indoor SwimmingPool, Garage.

Sports:Tennis, Table Tennis.

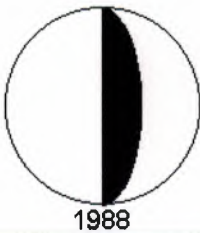
City Center:85km Cesme, Airport: 18km, Beach: 30km
<CENTER></CENTER>
<CENTER>THERMALPRINCESS HOTEL </CENTER>
<CENTER></CENTER>
<CENTER></CENTER>
<CENTER></CENTER>
<P>Adresses: 35330Balcova Izmir

Tel: (232)238 51 51 PBX Fax: 239 09 39

Beds : 600
Total Rooms:300,
Suits :10, King Suits: 2

Rooms With:Phone, WC, AirCondition, TV, Balcony, Hair Dryer, Music, Bath, Minibar,TV Satellite System.

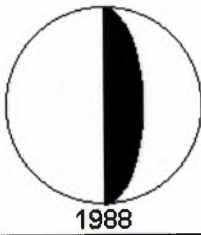
Hotel Facilities:Snack Bar, Casino, Gymnasium Hall, Cafeteria, Market, Night Club, TurkishBath, TV Room, atisserie, Coiffeur, Garden, Disco, Jakuzzi, sauna.



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

```
<BR><FONT FACE="Arial, Helvetica"><FONT COLOR=
"#660099"><B>Restaurant:</B>1, Indoor, Cap: 2000; 1, Outdoor, Cap:
2000</FONT></FONT>
<BR><FONT FACE="Arial, Helvetica"><FONT
COLOR="#660099"><B>Bar:</B> Smyrna; Lobby;
Roof.</FONT></FONT>
<BR><FONT FACE="Arial, Helvetica"><FONT COLOR=
"#660099"><B>Meeting Room:</B>5, Cap: 2000. Conference Hall: 2,
Cap: 480.</FONT></FONT>
<BR><FONT FACE="Arial, Helvetica"><FONT COLOR=
"#660099"><B>Banquet FacilitiesCapacity:</B> 1200 Indoor
Swimming Pool, Outdoor Swimming Pool, Children'sPool,
Garage.</FONT></FONT>
<BR><FONT FACE="Arial, Helvetica"><FONT COLOR=
"#660099"><B>Sports:</B>Tennis, Table Tennis, Football,
Volleyball, Basketball, Jogging.</FONT></FONT>
<BR><FONT FACE="Arial, Helvetica"><FONT
COLOR="#660099"><B>City Center:</B>20km Cesmealti, Airport:
24km, Beach: 750m</FONT></FONT>
</BODY>
</HTML>
```



GIRESUN.HTM

```
<HTML>
  <HEAD>
    <META HTTP-EQUIV="Content-Type" CONTENT="text/html;
    charset=windows-1252">
    <META NAME="Generator" CONTENT="Microsoft Word 97">
    <META NAME="AUTHOR" Content="METIN TASKIN">
    <META NAME="DESCRIPTION" Content="This about
    TURKIYE">
    <META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
    antalya,izmir,mersin,giresun,ataturk,trabzon, ofo hotel,hilton,prencess,
    kit tur,ormancilar,sheraton">
    <TITLE>Hotel</TITLE>
  </HEAD>
    <FRAMESET COLS = "151,643 " >
      <FRAME SRC="fol3.htm" NAME="Frame7693942" RESIZE>
      <FRAME SRC="for3.htm" NAME="Frame7693957" RESIZE>
    </FRAMESET>
  <NOFRAMES>
  <BODY>
  <P>
  </BODY>
</NOFRAMES>
</HTML>
```

FOL3.HTM

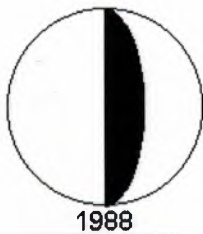
```
<HTML>
  <HEAD>
    <META HTTP-EQUIV="Content-Type" CONTENT="text/html;
    charset=windows-1252">
    <META NAME="Generator" CONTENT="Microsoft Word 97">
    <META NAME="AUTHOR" Content="METIN TASKIN">
    <META NAME="DESCRIPTION" Content="This about
    TURKIYE">
    <META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
    antalya,izmir,mersin,giresun,ataturk,trabzon, ofo hotel,hilton,prencess,
    kit tur,ormancilar,sheraton">
```




NEAR EAST UNIVERSITY COMPUTER ENGINEERING

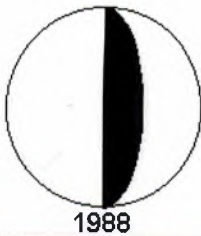
```
<TITLE>Hotel</TITLE>
</HEAD>

<BODY BACKGROUND="CDTSBK.jpg" TEXT="#CC0000"
LINK="#CC0000" VLINK="#660000" ALINK="#CC0000">
<P ALIGN="CENTER"><IMG SRC="Flagtk.gif" WIDTH="121"
HEIGHT="71" ALIGN="BOTTOM" ALT="Turk Bayragi" BORDER
="0">
<CENTER>
<FONT FACE="Arial, Helvetica"><B>HOTELS</B> </FONT>
</CENTER>
<CENTER>
<A HREF="antalya.htm" target="_top"><FONT FACE="Arial,
Helvetica"><B>ANTALYA</B></FONT></A></CENTER>
<CENTER>
<A HREF="izmir.htm" target="_top"><FONT FACE="Arial,
Helvetica"><B>IZMIR</B></FONT></A></CENTER>
<CENTER>
<FONT FACE="Arial, Helvetica"><B>GIRESUN</B></FONT>
</CENTER>
<CENTER>
<A HREF="trabzon.htm" target="_top"><FONT FACE="Arial,
Helvetica"><B>TRABZON</B></FONT></A></CENTER>
<CENTER>
&nbsp;</CENTER>
<CENTER>
&nbsp;</CENTER>
<CENTER>
&nbsp;</P>
<P ALIGN="CENTER">&nbsp;<BR>
&nbsp;</CENTER>
<CENTER>
&nbsp;<BR>
<A HREF="izmir.htm" target="_top"><IMG SRC="docsleft.gif"
WIDTH="30" HEIGHT="30" ALIGN="BOTTOM" ALT="Bir onceki
sayfa" BORDER="0"></A><A HREF="tou.htm" target="_top"><IMG
SRC="docsupar.gif" WIDTH="30" HEIGHT="30"
ALIGN="BOTTOM" ALT="menu" BORDER="0"></A><A
HREF="trabzon.htm" target="_top"><IMG SRC="docsrigh.gif"
WIDTH="30" HEIGHT="30" ALIGN="BOTTOM" ALT="Bir sonraki
sayfa" BORDER="0"></A></CENTER>
</BODY>
</HTML>
```



FOR3.HTM

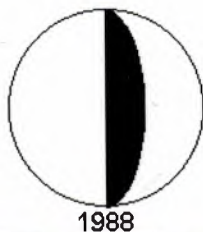
```
<HTML>
  <HEAD>
    <META HTTP-EQUIV="Content-Type" CONTENT="text/html;
    charset=windows-1252">
    <META NAME="Generator" CONTENT="Microsoft Word 97">
    <META NAME="AUTHOR" Content="METIN TASKIN">
    <META NAME="DESCRIPTION" Content="This about
    TURKIYE">
    <META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
    antalya,izmir,mersin,giresun,ataturk,trabzon, ofo hotel,hilton,prencess,
    kit tur,ormancilar,sheraton">
    <TITLE>Hotel</TITLE>
  </HEAD>
  </HEAD>
    <BODY BACKGROUND="CDTSBK.jpg" TEXT="#660099"
    LINK="#CC0000" VLINK="#660000" ALINK="#CC0000">
    <P ALIGN="CENTER"><FONT SIZE="7" COLOR="#CC0000"
    FACE="Arial, Helvetica"><B>GIRESUN</B></FONT></P>
    <P ALIGN="CENTER"><FONT SIZE="5" COLOR="#330066"
    FACE="Arial, Helvetica"><B>KIT- TUR HOTEL</B></FONT></P>
    <P ALIGN="CENTER"><IMG SRC="3yil.jpg" WIDTH="113"
    HEIGHT="39" ALIGN="BOTTOM" BORDER="0"></P>
    <P ALIGN="CENTER"><IMG SRC="kittur.jpg" WIDTH="270"
    HEIGHT="280" ALIGN="BOTTOM" BORDER="0"></P>
    <P><BR>
    <B>Address:</B> Arifbey Cad. No:27 28100 Giresin<BR>
    <B>Tel:</B> (454) 212 20 45, 212 02 55<BR><B>Fax: </B>212 30
    34<BR><B>Beds:</B> 100<BR><B>Total Rooms:</B> 50<BR>
    <B>Rooms With:</B> Phone,WC, TV, Music, Bath, TV Stallitite
    System.<BR><B>Hotel Facilities:</B> Snack Bar, Gymnasium Hall,
    TV Room, Sauna, Laundry.<BR><B>Restaurant:</B>1,Cap:100.
    <BR><B>Meeting Room:</B> 1,Cap: 100.<BR><B>Breakfast Hall
    Capacity: </B>100<BR><B>Parking.</B><BR><B>Airport: </B>130km
    Trabzon.</P>
    <P ALIGN="CENTER"><FONT SIZE="5" COLOR="#330066"
    FACE="Arial, Helvetica"><B>ORMANCILAR
    HOTEL</B></FONT></P><P ALIGN="CENTER"> <IMG
    SRC="1yil.jpg" WIDTH="40" HEIGHT="39" ALIGN="BOTTOM"
    BORDER="0"></P>
```

NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

```
<P ALIGN="CENTER"><IMG SRC="orman.gif" WIDTH="270"
HEIGHT="280" ALIGN="BOTTOM" BORDER="0"></P>
<P><B>Address:</B> Gazi Cd. No:37 28100 Giresun<BR>
<B>Tel:</B> (454) 216 67 95, 212 43 91<BR><B>Fax:</B> 212 71
05 46<BR><B>Total Rooms:</B> 23, King Suites: 1.<BR><B>Rooms
With: </B>Phone, WC, TV, Bath, TV satellite System.<BR><B>Hotel
Facilities: </B>Central Heating, Safety Box, TV Room,Generator.
<BR>
<B>Restaurant:</B> 1.<BR><B>Breakfast Hall Capacity: </B> 40
<BR><B>Airport: </B>130km Trabzon, Beach: 250m
</BODY>
</HTML>
```

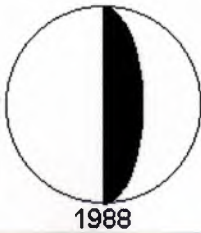


TRABZON.HTM

```
<HTML>
  <HEAD>
    <META HTTP-EQUIV="Content-Type" CONTENT="text/html;
      charset=windows-1252">
    <META NAME="Generator" CONTENT="Microsoft Word 97">
    <META NAME="AUTHOR" Content="METIN TASKIN">
    <META NAME="DESCRIPTION" Content="This about
      TURKIYE">
    <META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
      antalya,izmir,mersin,giresun,ataturk,trabzon, ofo hotel,hilton,prencess,
      kit tur,ormancilar,sheraton">
    <TITLE>Hotel</TITLE>
  </HEAD>
    <FRAMESET COLS = "153,641 " >
      <FRAME SRC="fol4.htm" NAME="Frame9437861" RESIZE>
      <FRAME SRC="for4.htm" NAME="Frame9437870" RESIZE>
    </FRAMESET>
  <NOFRAMES>
  <BODY>
  <P>
  </BODY>
</NOFRAMES>
</HTML>
```

FOL4.HTM

```
<HTML>
  <HEAD>
    <META HTTP-EQUIV="Content-Type" CONTENT="text/html;
      charset=iso-8859-1">
    <META NAME="GENERATOR" CONTENT="Mozilla/4.02 [en]
      (Win95; I) [Netscape]">
    <META NAME="AUTHOR" Content="METIN TASKIN">
    <META NAME="DESCRIPTION" Content="This
      aboutTURKIYE">
    <META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,
      antalya,izmir,mersin,giresun,ataturk,trabzon, ofo hotel,hilton,prencess,
      kit tur,ormancilar,sheraton">
    <TITLE>Hotel</TITLE>
```

NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

```
</HEAD>
<BODY TEXT="#CC0000" LINK="#CC0000" VLINK="#660000"
ALINK="#CC0000" BACKGROUND="CDTSBK.jpg">
<CENTER><IMG SRC="Flagtk.gif" ALT="Turk Bayragi"
BORDER=0 HEIGHT=71 WIDTH=121></CENTER>
<CENTER></CENTER>
<CENTER><B><FONT FACE="Arial, Helvetica">HOTELS
</FONT> </B></CENTER>
<CENTER></CENTER>
<CENTER><B><FONT FACE="Arial, Helvetica"><A HREF=
"antalya.htm" target="_top">ANTALYA</A></FONT>
</B></CENTER>
<CENTER><B><FONT FACE="Arial, Helvetica"><A HREF=
"izmir.htm" target="_top">IZMIR</A></FONT></B></CENTER>
<CENTER><B><FONT FACE="Arial, Helvetica"><A HREF=
"giresun.htm" target="_top">GIRESUN</A></FONT>
</B></CENTER>
<CENTER><B><FONT FACE="Arial, Helvetica"> TRABZON
</FONT></B></CENTER>
<CENTER>&nbsp;</CENTER>
<CENTER>&nbsp;</CENTER>
<CENTER>&nbsp;</CENTER>
<CENTER>&nbsp;</CENTER>
<CENTER>&nbsp;</CENTER>
<CENTER>&nbsp;</CENTER>
<CENTER></CENTER>
<CENTER><A HREF="giresun.htm" target="_top"><IMG SRC=
"docsleft.gif" ALT="Bir onceki sayfa" BORDER=0 HEIGHT=30
WIDTH=30></A><A HREF="tou.htm" target="_top"><IMG
SRC="docsupar.gif" ALT="menu" BORDER=0 HEIGHT=30
WIDTH=30></A><A HREF="index.htm" target="_top"><IMG
SRC="docsrigh.gif" ALT="Bir sonraki sayfa" BORDER=0
HEIGHT=30 WIDTH=30></A></CENTER>
</BODY>
</HTML>
```



NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

FOR4.HTM

<HTML>

<HEAD>

```
<META HTTP-EQUIV="Content-Type" CONTENT="text/html; charset=windows-1252">
<META NAME="Generator" CONTENT="Microsoft Word 97">
<META NAME="AUTHOR" Content="METIN TASKIN">
<META NAME="DESCRIPTION" Content="This about TURKIYE">
<META NAME="KEYWORDS" Content="turkiye,hotel,akdeniz,antalya,izmir,mersin,giresun,aturk,trabzon, ofo hotel,hilton,prencess,kit tur,ormancilar,sheraton">
```

<TITLE>Hotel</TITLE>

</HEAD>

```
<BODY BACKGROUND="CDTSBK.jpg" TEXT="#660099">
<P ALIGN="CENTER"><FONT SIZE="5" COLOR="#330066" FACE="Arial, Helvetica"><B>AKSULAR OTEL</B></FONT></P>
<P ALIGN="CENTER"><IMG SRC="2yil.jpg" WIDTH="76" HEIGHT="39" ALIGN="BOTTOM" BORDER="0"></P>
<P ALIGN="CENTER"><IMG SRC="aksular.jpg" WIDTH="270" HEIGHT="280" ALIGN="BOTTOM" BORDER="0"></P>
<P><B>Address: </B>Uzunkum Mevkii No:33 Trabzon<BR>
<B>Tel: </B>(462) 230 11 30 - 8 Lines<BR><B>Fax: </B>229 47 59
<BR><B>Beds: </B>150<BR><B>Total Rooms: </B>70, Suits: 7
<BR><B>Rooms With: </B>Phone, WC, TV, Hair Dryer, Music, Bath, Minibar, TV Satellite System, Safety Box.<BR><B>Hotel Facilities: </B>Central Heating, AirCondition, TV Room, Garden, Generator.<BR><B>Restaurant: </B>1, Indoor, Cap:480; 1,Outdoor, Cap: 80.<BR><B>Bar: </B>Roof.<BR><B>Breakfast Hall Capacity: </B>80<BR><B>Parking.<BR><B>City Center: </B>0, Airport: 7km, Beach: 50m</P>
<P ALIGN="CENTER"><FONT SIZE="5" COLOR="#330066" FACE="Arial, Helvetica"><B>HORON HOTEL</B></FONT></P>
<P ALIGN="CENTER"><IMG SRC="horon.jpg" WIDTH="270" HEIGHT="280" ALIGN="BOTTOM" BORDER="0"></P>
<P><B>Address: </B>Siramagazalar Cd. No:125 61100 Trabzon
<BR><B>Tel: </B>(462) 326 64 55 - 6 Lines<BR><B>Fax: </B>321 66 28<BR><B>Beds: </B>107<BR><B>Total Rooms: </B>44, Suits: 5<BR><B>Rooms With: </B>Phone, WC, AirCondition, TV, Balcony, Refrigerator, Bath, TV Stailite System.<BR><B>Hotel acilities:</B> Snack Bar, Central Heating, TV Room, Generator.<BR>
```




NEAR EAST UNIVERSITY COMPUTER ENGINEERING

1988

Restaurant: 1, Indoor, Cap: 120.
 Bar: 2.

Meeting Room: 4, Cap: 80.
 Parking.
 City
Center: 0, Airport: 3km, Beach: 400m </P>
<P ALIGN="CENTER"><FONT SIZE="5" COLOR="#330066"
FACE="Arial, Helvetica">USTA HOTEL</P>
<P ALIGN="CENTER"><IMG SRC="usta.jpg" WIDTH="270"
HEIGHT="280" ALIGN="BOTTOM" BORDER="0"></P>
<P>Address: Telgrafhane Sk. No: 3 61100 Trabzon

Tel: (462) 326 57 00 PBX
Fax: 322 37 93

Telex: 83214 Atmetr
Beds: 166

Total Rooms: 87, Suits: 6, King Suits: 6
Rooms
With: Phone, WC, AirCondition, TV, Hair Dryer, Bath, Minibar, TV
Satellite System.
Hotel Facilities: Snack Bar, Central Heating,
Air Condition, Patisserie, Coiffeur, Sauna.
Restaurant: 2, Cap:
280.
Meeting Room: 1, Cap: 150.
Banquet Facilities
Capacity: 250, Breakfast Hall
Capacity: 100

Parking, Garage.
City Center: 0,
</BODY>

</HTML>