

Building a Web Site FOR **DUMMIES**®

Learn to:

- Plan and design a great-looking Web site
- Work with HTML, CSS, and navigation plans
- Collect and create content that gets attention
- Take your site online and attract visitors who come back



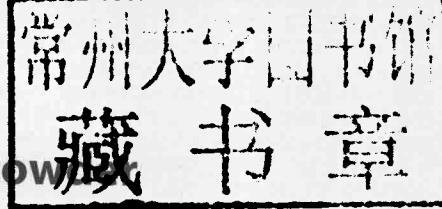
David A. Crowder
Author of Google Earth For Dummies

Building a
Web Site

FOR
DUMMIES®

4TH EDITION

by David A. Crowder



WILEY
Wiley Publishing, Inc.

Building a Web Site For Dummies®, 4th Edition

Published by

Wiley Publishing, Inc.

111 River Street

Hoboken, NJ 07030-5774

www.wiley.com

Copyright © 2010 by Wiley Publishing, Inc., Indianapolis, Indiana

Published by Wiley Publishing, Inc., Indianapolis, Indiana

Published simultaneously in Canada

No part of this publication may be reproduced, stored in a retrieval system or transmitted in any form or by any means, electronic, mechanical, photocopying, recording, scanning or otherwise, except as permitted under Sections 107 or 108 of the 1976 United States Copyright Act, without either the prior written permission of the Publisher, or authorization through payment of the appropriate per-copy fee to the Copyright Clearance Center, 222 Rosewood Drive, Danvers, MA 01923, (978) 750-8400, fax (978) 646-8600. Requests to the Publisher for permission should be addressed to the Permissions Department, John Wiley & Sons, Inc., 111 River Street, Hoboken, NJ 07030, (201) 748-6011, fax (201) 748-6008, or online at <http://www.wiley.com/go/permissions>.

Trademarks: Wiley, the Wiley Publishing logo, For Dummies, the Dummies Man logo, A Reference for the Rest of Us!, The Dummies Way, Dummies Daily, The Fun and Easy Way, Dummies.com, Making Everything Easier, and related trade dress are trademarks or registered trademarks of John Wiley & Sons, Inc. and/or its affiliates in the United States and other countries, and may not be used without written permission. All other trademarks are the property of their respective owners. Wiley Publishing, Inc., is not associated with any product or vendor mentioned in this book.

LIMIT OF LIABILITY/DISCLAIMER OF WARRANTY: THE PUBLISHER AND THE AUTHOR MAKE NO REPRESENTATIONS OR WARRANTIES WITH RESPECT TO THE ACCURACY OR COMPLETENESS OF THE CONTENTS OF THIS WORK AND SPECIFICALLY DISCLAIM ALL WARRANTIES, INCLUDING WITHOUT LIMITATION WARRANTIES OF FITNESS FOR A PARTICULAR PURPOSE. NO WARRANTY MAY BE CREATED OR EXTENDED BY SALES OR PROMOTIONAL MATERIALS. THE ADVICE AND STRATEGIES CONTAINED HEREIN MAY NOT BE SUITABLE FOR EVERY SITUATION. THIS WORK IS SOLD WITH THE UNDERSTANDING THAT THE PUBLISHER IS NOT ENGAGED IN RENDERING LEGAL, ACCOUNTING, OR OTHER PROFESSIONAL SERVICES. IF PROFESSIONAL ASSISTANCE IS REQUIRED, THE SERVICES OF A COMPETENT PROFESSIONAL PERSON SHOULD BE SOUGHT. NEITHER THE PUBLISHER NOR THE AUTHOR SHALL BE LIABLE FOR DAMAGES ARISING HEREFROM. THE FACT THAT AN ORGANIZATION OR WEBSITE IS REFERRED TO IN THIS WORK AS A CITATION AND/OR A POTENTIAL SOURCE OF FURTHER INFORMATION DOES NOT MEAN THAT THE AUTHOR OR THE PUBLISHER ENDORSES THE INFORMATION THE ORGANIZATION OR WEBSITE MAY PROVIDE OR RECOMMENDATIONS IT MAY MAKE. FURTHER, READERS SHOULD BE AWARE THAT INTERNET WEBSITES LISTED IN THIS WORK MAY HAVE CHANGED OR DISAPPEARED BETWEEN WHEN THIS WORK WAS WRITTEN AND WHEN IT IS READ.

For general information on our other products and services, please contact our Customer Care Department within the U.S. at 877-762-2974, outside the U.S. at 317-572-3993, or fax 317-572-4002.

For technical support, please visit www.wiley.com/techsupport.

Wiley also publishes its books in a variety of electronic formats. Some content that appears in print may not be available in electronic books.

Library of Congress Control Number: 2010926852

ISBN: 978-0-470-56093-8

Manufactured in the United States of America

10 9 8 7 6 5 4 3 2



Building a
Web Site

FOR

DUMMIES®

4TH EDITION

About the Author

David A. Crowder has authored or coauthored nearly 30 books on subjects ranging from computers to historical mysteries, including popular bestsellers such as *Sherlock Holmes For Dummies*, *Building a Web Site For Dummies* and *CliffsNotes Getting on the Internet*. He was selling hypertext systems back in the days when you had to explain to people what the word meant. He's been involved in the online community since its inception and is the recipient of several awards for his work, including *NetGuide Magazine*'s Gold Site Award.

He is the son of a teacher and a college president, and his dedication to spreading knowledge, especially about the computer revolution, goes beyond his writing. He also founded three Internet mailing lists (discussion groups), JavaScript Talk, Java Talk, and Delphi Talk, all of which were sold to Ziff-Davis. One of his most treasured memories is the message he received from an old-timer on one of those lists who said that he had never seen such a free and open exchange of information since the days when computers were built by hobbyists in home workshops.

When he isn't writing, he spends his time with his wife Angela, wandering through villages in the Andes or frolicking in the Caribbean surf.

Dedication

For Angela. *Eres mi sol, nena, eres mi luna.*

Author's Acknowledgments

Thanks are due to Steven Hayes, Christopher Morris, Barry Childs-Helton, and James Russell, my fine editors, who were there for me every step of the way. Sometimes the relationship between writers and editors is smooth as silk, and sometimes it's tempestuous, but it always results in a better book through the give-and-take of the writing/editing process — and I'm grateful for the critiques and contributions of all the members of the Wiley team. All helped to make this the best book we could put together for you. And they're just the tip of the iceberg: About a zillion people work their tails off anonymously and behind the scenes at Wiley to bring you the finest books they can possibly produce. My hat is off to all of them, from the top editors to the humblest laborer on the loading dock. Last, but by no means least, I'd like to say how much I appreciate all the hard work done by my literary agent, Robert G. Diforio, without whose help I would be lost in the intricacies of the publishing world.

Publisher's Acknowledgments

We're proud of this book; please send us your comments through our online registration form located at <http://dummies.custhelp.com>. For other comments, please contact our Customer Care Department within the U.S. at 877-762-2974, outside the U.S. at 317-572-3993, or fax 317-572-4002.

Some of the people who helped bring this book to market include the following:

Acquisitions, Editorial, and Media Development

Senior Project Editor: Christopher Morris
(Previous Edition: Jean Rogers)

Executive Editor: Steven Hayes

Senior Copy Editor: Barry Childs-Helton

Technical Editor: James Russell

Editorial Manager: Kevin Kirschner

Media Development Project Manager:
Laura Moss-Hollister

Media Development Assistant Project Manager:
Jenny Swisher

Media Development Associate Producers:
Angela Denny, Josh Frank, Marilyn Hummel,
Shawn Patrick

Editorial Assistant: Amanda Graham

Sr. Editorial Assistant: Cherie Case

Cartoons: Rich Tennant
(www.the5thwave.com)

Composition Services

Project Coordinator: Katherine Crocker

Layout and Graphics: Claudia Bell,
Ashley Chamberlain, Christin Swinford

Proofreaders: Laura Bowman, Lindsay Littrell

Indexer: Steve Rath

Special Help: Anne Sullivan

Publishing and Editorial for Technology Dummies

Richard Swadley, Vice President and Executive Group Publisher

Andy Cummings, Vice President and Publisher

Mary Bednarek, Executive Acquisitions Director

Mary C. Corder, Editorial Director

Publishing for Consumer Dummies

Diane Graves Steele, Vice President and Publisher

Composition Services

Debbie Stailey, Director of Composition Services

Contents at a Glance

<i>Introduction</i>	1
Part I: Building Your First Web Site	7
Chapter 1: Planning for Good Site Design.....	9
Chapter 2: Creating a Web Page with Basic HTML Tags.....	17
Chapter 3: Arranging Your Text with Tables and Other Advanced Tags	31
Chapter 4: Working with WYSIWYG	47
Chapter 5: Letting the World In: Choosing a Host and Domain Name.....	59
Part II: Building Better Web Pages.....	71
Chapter 6: Using Cascading Style Sheets.....	73
Chapter 7: Adding Images.....	95
Chapter 8: Adding Forms	117
Part III: Adding Frills and Fancy Stuff.....	145
Chapter 9: Exploring JavaScript and DHTML.....	147
Chapter 10: Adding Image-Based Buttons and Image Maps.....	169
Chapter 11: Web Sights and Sounds.....	183
Chapter 12: Adding a Blog	199
Part IV: Making Money	211
Chapter 13: Attracting an Audience: Publicizing Your Site.....	213
Chapter 14: Designing for Internet Commerce.....	231
Chapter 15: Checking Out Online Payment Methods.....	253
Part V: The Part of Tens	273
Chapter 16: Ten Great Web Sites to Get Advice	275
Chapter 17: Ten Fabulous Tools for E-Commerce.....	285
Chapter 18: Ten More Great Add-Ins.....	297
Glossary.....	307
Index	325

Table of Contents

Introduction 1

About This Book.....	1
How to Use This Book.....	1
Foolish Assumptions.....	2
Conventions Used in This Book.....	2
How This Book Is Organized	3
Part I: Building Your First Web Site.....	3
Part II: Building Better Web Pages.....	3
Part III: Adding Frills and Fancy Stuff	3
Part IV: Making Money	4
Part V: The Part of Tens.....	4
Icons Used in This Book	4
Where to Go from Here.....	5

Part 1: Building Your First Web Site..... 7

Chapter 1: Planning for Good Site Design 9

Drafting a Plan.....	9
What do you want to accomplish?	10
Who do you want to reach?.....	10
Keeping your site fresh	11
User-generated content.....	12
Designing the Look of Your Site.....	12
Appealing to your audience.....	12
Avoiding clutter	13
Achieving Usability.....	14
The Big Rules for Planning Your Site	15
Online Sources for Web Design	16

Chapter 2: Creating a Web Page with Basic HTML Tags 17

Tagging Along with HTML	17
Getting Wordy	19
Paragraphs.....	19
Headings.....	20
Fonts	22
Lines	23
Using Color	25
Creating Links	26

Picturing It: Using Images	26
Images	27
Background images	28
Putting It All Together.....	29
Online Sources for Web Page Building	30
Chapter 3: Arranging Your Text with Tables and Other Advanced Tags	31
Creating Tables	31
Defining rows and columns	32
Setting table dimensions.....	32
Defining cell sizes.....	33
Padding and spacing cells	35
Spanning rows and columns.....	38
Playing with alignments	40
Using Frames and Framesets	42
Building pages with frames and framesets.....	42
Adding borders and margins to frames	44
Online Sources for Tables and Frames	46
Chapter 4: Working with WYSIWYG	47
Creating the Basic Page in CoffeeCup	48
Setting the page properties	48
Working with text and links.....	50
Adding images	53
Switching views.....	54
Working with Website Projects	55
Online Sources for WYSIWYG	57
Chapter 5: Letting the World In: Choosing a Host and Domain Name ..	59
Going Live: Choosing a Host	60
ISPs	60
Virtual servers.....	60
Dedicated servers	61
Finding your match.....	62
Keeping It Cheap: Free Web-Site Providers.....	63
Getting Your Own Domain Name.....	64
Picking a name	66
Finding a registrar.....	67
Online Sources for Web Hosting and Domain Registration	68

Part II: Building Better Web Pages.....	71
Chapter 6: Using Cascading Style Sheets	73
Merging CSS and HTML.....	74
Selectors, Classes, and IDs	76
Using classes	77
Using IDs	78
Redefining Elements	78
Contextual Selectors	80
Going Beyond the Basics	81
CSS colors	81
Borders.....	82
CSS and WYSIWYG.....	83
Layers.....	89
Absolute positioning	90
Relative positioning.....	91
Online Sources for CSS.....	92
Chapter 7: Adding Images.....	95
Getting Graphics — for Free!.....	95
Heeding copyrights and credits.....	95
Creating your own images	96
Differentiating among graphics file formats.....	97
Putting Your Graphics on a Diet with GIFWorks	98
Creating a Logo with CoolText.com	101
Editing Images	105
Resizing	106
Cropping	107
Rotating and flipping	107
Adjusting color.....	109
Using special effects filters	111
Basic Design with Images	112
Placing images for maximum effectiveness	112
Sizing images in HTML	114
Online Sources for Quality Graphics.....	114
Chapter 8: Adding Forms	117
Getting Input	118
Typing in text boxes	120
Using text areas.....	122

Choosing radio buttons or check boxes.....	123
Setting up SELECT and OPTION.....	126
Submitting the form.....	127
Processing the Form	129
Why your ISP often won't help.....	129
Finding a CGI provider	130
Using remotely hosted CGI scripts.....	131
Adding CGI Scripts.....	132
Basic techniques.....	132
Solving problems	133
Trying Out Form and Poll Makers	134
Response-O-Matic	135
FormSite.com.....	140
Online Sources for CGI and Forms	144
 <i>Part III: Adding Frills and Fancy Stuff.....</i>	<i>145</i>
 Chapter 9: Exploring JavaScript and DHTML	147
Principles of Programming.....	147
Constants and variables.....	148
Doing the math.....	150
Branches	151
Loops	151
Creating JavaScript Functions	152
Incorporating JavaScripts	153
Basic techniques.....	153
Dealing with problems	155
The Document Object Model (DOM)	156
Making Choices with JavaScript Events	156
Mouseovers and clicks.....	158
Keyboard input	158
Adding Interactive Menus	159
Making drop-down lists.....	159
Making a menu with CoffeeCup.....	160
Online Sources for JavaScript and DHTML	166
 Chapter 10: Adding Image-Based Buttons and Image Maps	169
Creating Buttons	170
Creating Image Maps.....	177
Online Sources for Buttons and Image Maps.....	182
 Chapter 11: Web Sights and Sounds	183
Getting Music and Video.....	184
Finding music houses	184
Finding public-domain music and video.....	186
Picking a File Format	187

Compressing Files	189
Adding Audio and Video Files to Your Site	193
Adding a Flash music player	194
Importing YouTube video.....	196
Online Sources for Web Audio and Video	197
Chapter 12: Adding a Blog	199
Adding Blogger to Your Site.....	199
Bloggin' with WordPress	205
Adding a post in WordPress.....	207
Altering the General Settings.....	208
Online Sources for Blogs	209
Part IV: Making Money.....	211
Chapter 13: Attracting an Audience: Publicizing Your Site	213
Working Keywords into Your Pages	215
Adding meta tags	216
Incorporating keywords in the content	217
Avoiding keyword trickery	218
Analyzing keywords that other sites are using.....	219
Keyword advertising	221
Submitting to the Search Sites.....	222
Doing it yourself.....	223
Using submission services	224
Keeping out of the search sites.....	225
Checking Your Search Site Position.....	227
Investigating Reciprocal Linking	227
Finding sites to link to	228
Joining Web rings.....	229
Joining a banner exchange	230
Online Sources for Getting the Word Out about Your Site	230
Chapter 14: Designing for Internet Commerce	231
Learning the Real Secret to Internet Success	232
Developing the right attitude	232
Focusing on your business	233
Getting supplies flowing.....	234
Designing for E-Commerce	237
Adding a Search Function.....	238
Using Google Site Search	238
Getting a free search engine with FreeFind	244
Dropping in Perl CGI scripts such as Simple Search.....	248
Adding a FAQ.....	252
Online Sources for Internet Commerce	252

Chapter 15: Checking Out Online Payment Methods.....	253
Checking Out Online Payment Methods.....	253
PayPal.....	254
Google Checkout.....	255
Cash alternatives	256
Phones, faxes, and snail mail.....	257
Getting a Merchant Account	258
Choosing which acquirers to sign up with.....	258
Deciding which cards to take.....	259
Signing up.....	260
Watching out for fees	261
Protecting against credit card fraud	263
Building on a Business Platform.....	264
Converting Currencies	266
Adding the converter to your Web page	266
Customizing the converter	267
Online Sources for Merchant Services.....	271
Part V: The Part of Tens.....	273
Chapter 16: Ten Great Web Sites to Get Advice.....	275
Bizy Moms	275
Cozahost Newsletter	276
Geek/Talk Forums for Webmasters.....	277
grammarNOW!.....	278
LivePerson	279
LawGuru.com	280
webmaster-talk.com	281
The Small Business Advisor	282
Web Developer's Journal.....	283
Website Tips.....	283
Chapter 17: Ten Fabulous Tools for E-Commerce.....	285
CafePress.com.....	285
DMA Privacy Policy Generator	286
ECommerce Guide	288
HumanClick	288
MapQuest	288
osCommerce	290
S&H greenpoints	292
SYSTRAN Translation Software	292
TRUSTe	294
WorldPay	294

Chapter 18: Ten More Great Add-Ins	297
@watch.....	297
Crossword Compiler	297
Everyone.net	299
GeoPhrase	299
VFM Leonardo.....	301
localendar	301
Merriam-Webster Online	301
SuperStats.....	303
Google Friend Connect	304
theFinancials.com.....	305
Glossary.....	307
Index	325

Introduction

Maybe you already have your own Web site and you're not quite satisfied with it. Or perhaps you're still in the planning stages and want to know what you can do to make your site as good as it can be. You've been to Web sites that have all the bells and whistles, and you wouldn't be human if you weren't just a wee bit envious. Well, now you can have it all too. In *Building a Web Site For Dummies*, 4th Edition, I show you some of the best stuff around, and I tell you just how to go about putting it on your site.

About This Book

This isn't just another Web design book. It's special. Really. I set out to write the one book I'd want by my side if I were looking to set up a really fancy Web site and not break the bank doing it. I tracked down and tested zillions of Web-site enhancements and selected the top of the line to share with you. And I'm honestly proud of the results. I've authored or coauthored more than 20 books on computers and the Internet, and this one is my hands-down favorite.

It's full of things you're sure to love. It's packed with fun stuff, but it's got plenty of serious stuff, too, like how to get past the hype and really make money through your Web site. You'll wonder how in the world you ever got along without having these features on your Web site.

How to Use This Book

Keep this book next to your computer and never lend it to anybody. It's far too precious for that. Make your friends buy their own copies. If you need to make space on your bookshelf, throw away anything else you own to make room for it. When you travel, take it with you. Hold it in your arms at night and tell it how much you love it.

Each chapter is a stand-alone entity. (Don't you just love that word?) You don't have to read the whole thing, and it's a rare person who will read the book from cover to cover right off the bat. Go ahead — hit the table of contents or the index

and jump to the parts you're most interested in. But don't forget to explore the rest of the book after you're done with the parts that excite you most. You won't regret spending the time — you'll find wonders in every chapter.

Foolish Assumptions

I assume that you have a favorite Web-page creation program — whether it's Dreamweaver, plain old Notepad, or the UNIX-based text editor vi — and you know how to use it. So when I say to copy and paste text or save your file, you know what you need to do. Just in case you don't have a good Web-authoring program, I include sources for some good HTML editors in this book.

Conventions Used in This Book

It's all organized; I promise. Even though it's rather plebeian compared with finding free content for your site, lots of people worked very hard to make sure that this book follows some straightforward rules and typographical conventions.

Code listings, of which there are plenty, look like this:

```
<HTML>
<HEAD>
<SCRIPT>
...
</SCRIPT>
<TITLE>
...
</TITLE>
</HEAD>
...
```

HTML elements in this book are in uppercase, and their attributes are in lowercase, as in this example:

```
<INPUT type="hidden" name="answer" value="yes">
```

If the value of an attribute is in normal type, you enter it exactly as shown. If it's in italics, it's only a placeholder value, and you need to replace it with a real value. In the following example, you replace *myownimage* with the name of the image file you intend to use:

```
<IMG src="myownimage">
```