

Simple HTML tools to use in your Paper submissions:

TEXT FORMATTING TIPS:

It is very simple to spruce up your web postings using a few cryptic, yet powerful html codes. For instance, you can bold text, italicize text, underline text, etc.

To make words bold:

``Introduction`` **Introduction**

To italicize

`<i>` Introduction`</i>` *Introduction*

To underline:

`<u>` Introduction`</u>` Introduction

GRAPHICS and TEXT PLACEMENT:

Using your research folders, and the known path (URL or web address), it is a simple matter to place graphs, images, or even movies into the body of your work. Just think of the possibilities!

To center text:

`<center>` this is the text`</center>`

An example on how to center a graph:

The key commands here are (1) `<center>` (2)`` and (3)`</center>` This completes the centering command

```
<center>  
</center>
```

An example on how to center text and a graph:

```
<center>   
<p>This graph illustrates.....</p></center>
```

MAKING HOT LINKS:

Oftentimes, you might want to make a "HOT LINK" to a website, image, movie, or data file. This is very easy to do!

The key html code used in making these HOT LINKS is shown in blue:

` NAME OF LINK (CAN BE ANYTHING YOU WANT-THIS IS WHAT PEOPLE ACTUALLY SEE) `

To make a "hot link" to a graph or data file:

`The fish data...`

To make a hot link to DATA such as found on an EXCEL spreadsheet:

` The data can be found here!`

IMPORTANT:

Your images, powerpoints, word processing files, EXCEL Data files, etc. MUST have the proper SUFFIX to work!

IMAGES

name.gif

name.jpg

POWERPOINT

name.ppt

WORD Document

name.doc

EXCEL DATA File

name.xls

Some OTHER Suggestions:

- Use **Internet Explorer** as your browser when you submit your project. If you make mistakes, you can "go back" using the browser back button and fix your errors within 15 minutes of

- the submission. Netscape does not allow you to do that.
- Save your statistical graphs as PICTS. Then use a graphic program such as GraphicConverter or photoshop to convert your pict to GIF or JPG format. Windows machines and macs can also do a screen capture, then convert the captured pict to a gif or jpg image.
 - *Do not have spaces in your image names.* A **WRONG** example: punishment opinion.jpg A **CORRECT** example: punishmentopinion.JPG