

TIP OF THE MONTH



Table of contents

If you have a large amount of text that you want to present, such as documentation or an on-line book, a table of contents is essential. If you do this, your readers will then be able to quickly move to the information they want.

HTML can handle three main types of lists:

Ordered
Unnumbered
Definition

The simplest sort of list is the unnumbered one. This is just a series of items enclosed within the `` and `` tags. They come out as one to each line with a bullet point at the start of each item. The tags look like this:

```
<UL>
<LI>item 1
<LI>item 2
<LI>item3
</UL>
```

These lists will be indented from the left hand margin. They can also be nested within each other like this:

```
<UL>
<LI>item 1
<LI>item 2
<UL>
<LI>example 1
<LI>example 2
</UL>
```

You can create lists in HTML in three different ways. Choose one that suits you.

``

Each nested list will be further indented from the left hand side of the screen.

Ordered lists are enclosed within the ``/`` tags like this:

```
<OL>
<LI>item1
<LI>item2
</OL>
```

Here, the bullets will be replaced by numbers. Like unnumbered lists, ordered lists can be nested.

The final type of list is the definition list which is good for things like glossaries of terms. Definition lists are enclosed within the `<DL>`/`</DL>` tags. The `<DT>`/`<DD>` pair splits the list into levels:

```
<DL>
<DT>example 1
<DD>item 1
<DT>example 2
<DD>item 2
</DL>
```

This translates into...

```
example 1
  item 1
example 2
  item 2
```