

Creating Forms

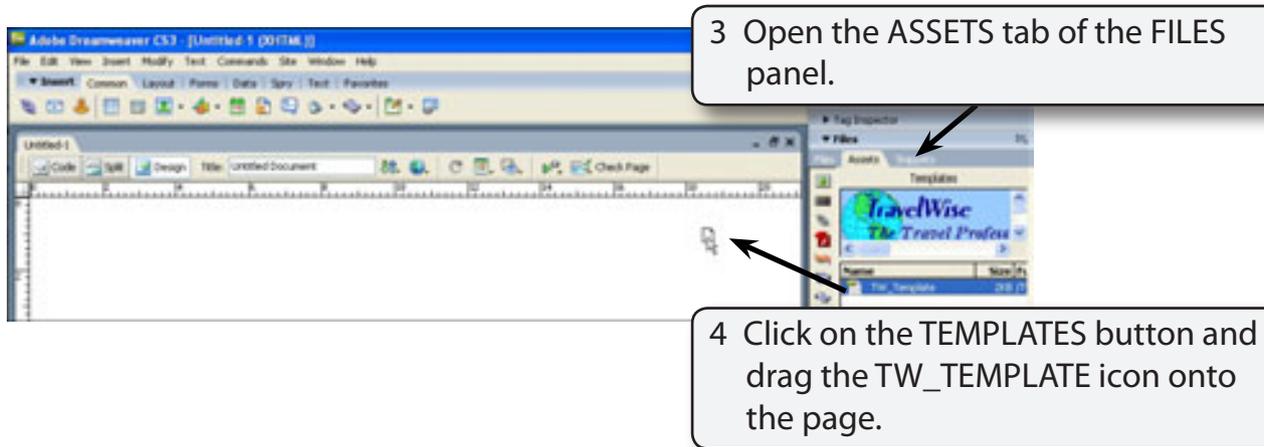
Forms allow information to be obtained from users of a web site. The ability for someone to purchase items over the internet or receive information from internet users has become a standard feature on many web sites. In order to do this a FORM needs to be created. Creating an interactive form is a two-part process. First you layout the form's objects (called fields) and then you link the objects to a Common Gateway Interface (CGI) script which has to be done in consultation with an Internet Service Provider.

In this chapter you will create a form for the TravelWise Travel Agency.

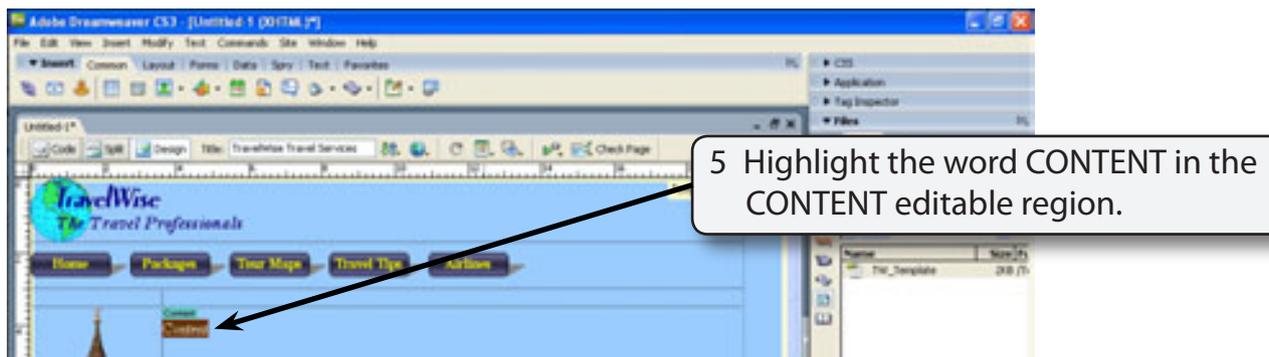
Starting the Page

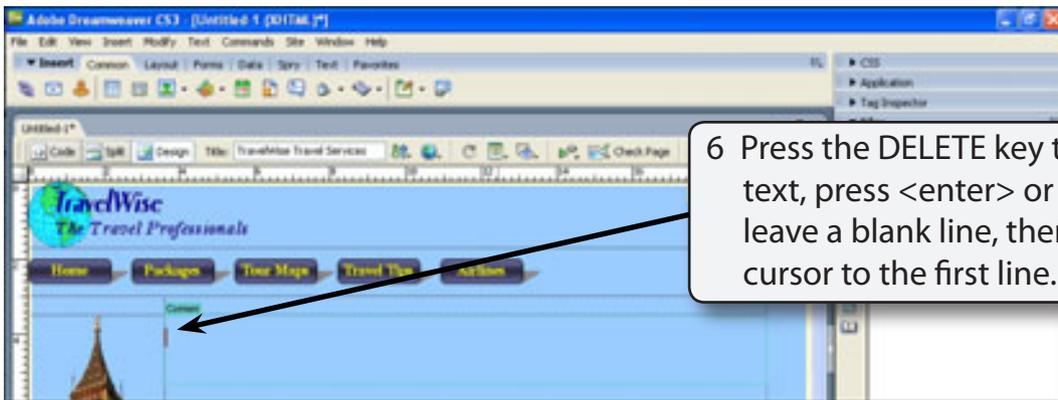
The form will use the template that was created in the last chapter.

- 1 Load DreamWeaver, or close the current page and start a new BASIC HTML PAGE.
- 2 Set the FILES panel to your TRAVELWISE site.



NOTE: Dragging the template from the ASSETS tab onto the page is another way of applying a template to a page.



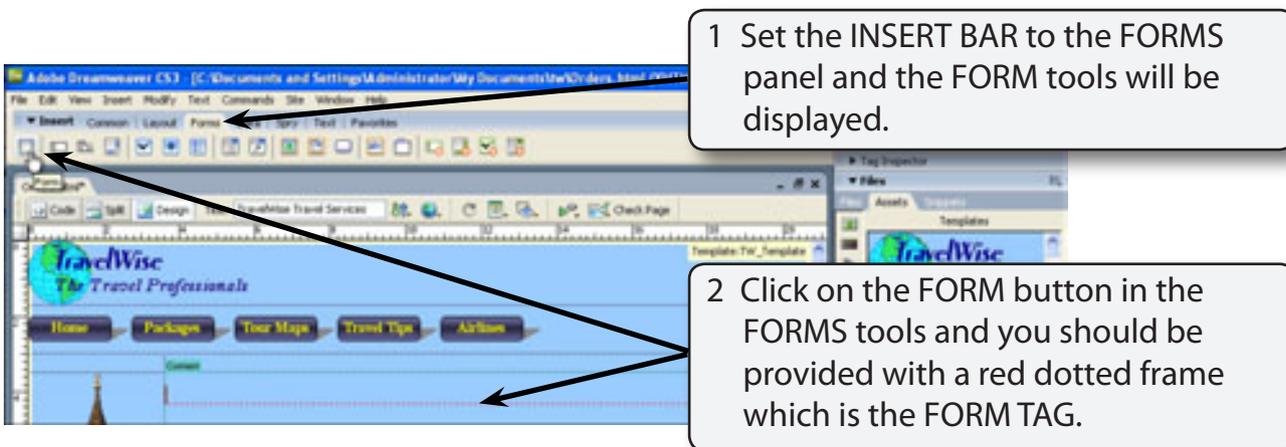


7 Save the page as:

Orders or Orders.html

Inserting the Form Tag

When creating a form you must tell the program that a form is required that will be asking for information from the user. All the details within a form MUST be contained within an area called a FORM TAG, so whenever you start a form you must first insert a FORM TAG.

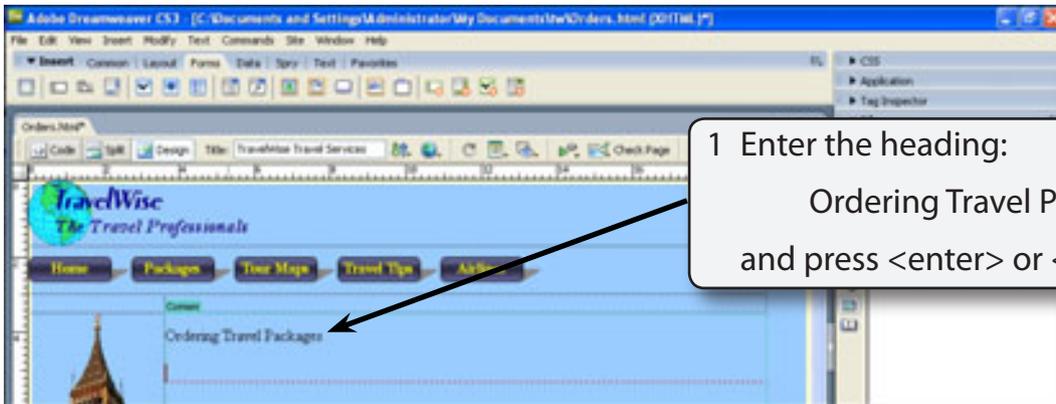


NOTE: If the **INVISIBLE ELEMENTS** option is turned off a warning dialogue box will tell you that you will not be able to see the **FORM TAG**. Select **OK**, then click on the **VISUAL AIDS** button  in the **DOCUMENT TOOLBAR** and select **INVISIBLE ELEMENTS**.

Entering the Text of the Form

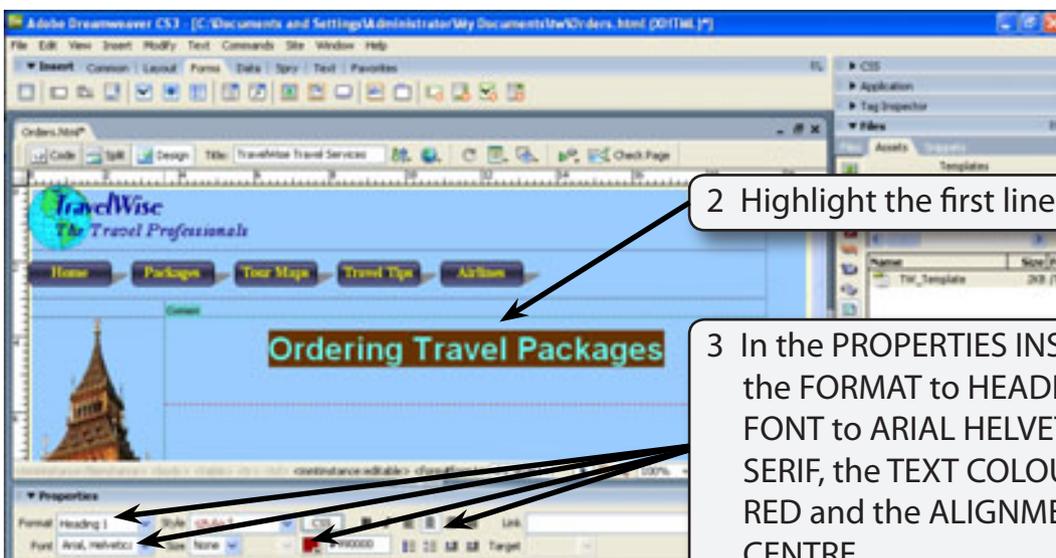
Some text needs to be provided at the top of the screen to explain to users the details about the form.

A Adding the Sub-Heading



1 Enter the heading:
Ordering Travel Packages
and press <enter> or <return>.

NOTE: Notice that the red FORM TAG has increased in size as you entered data. Everything in the form must be entered within this FORM TAG.

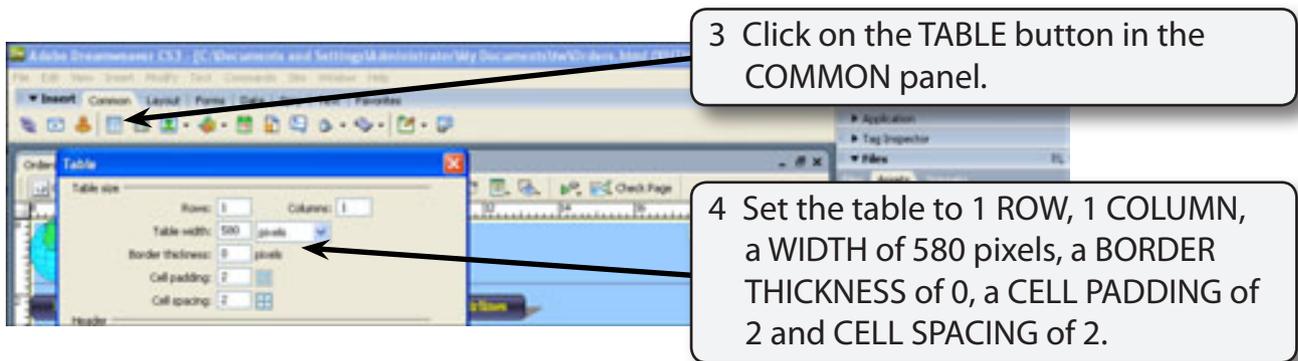
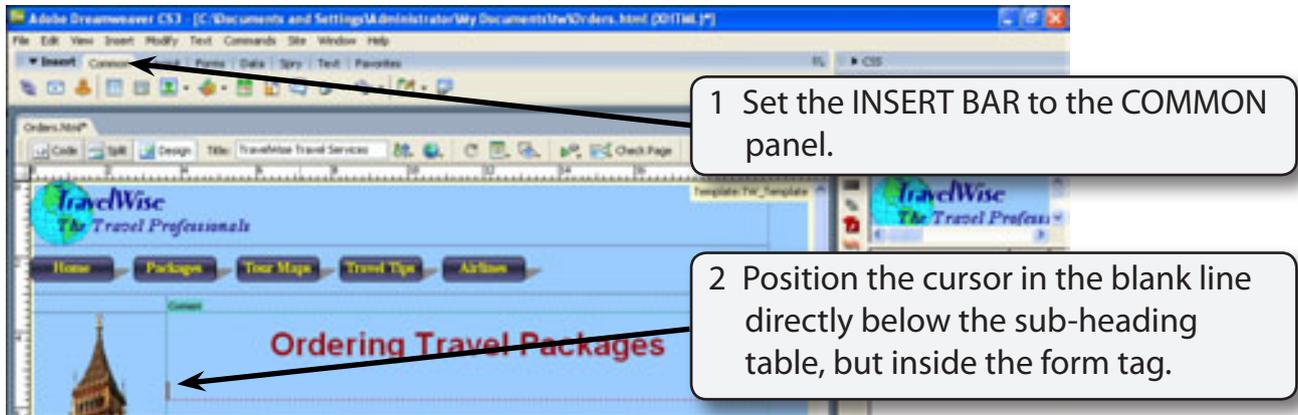


2 Highlight the first line of text.

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

B Entering a Message

A message about the order form will be added under the heading in a table.



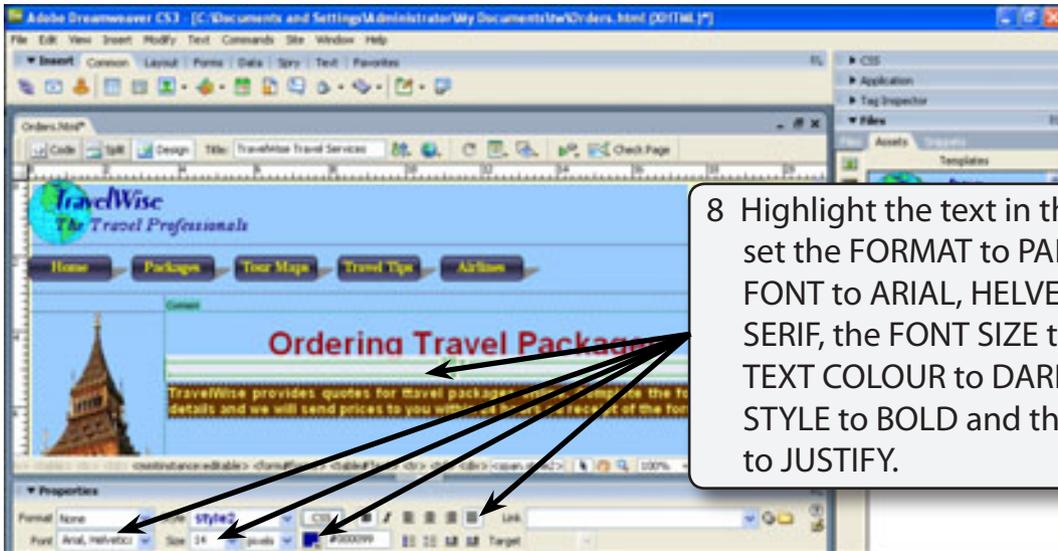
5 Select OK and you should have a single celled table inserted.

NOTE: The table is set to a fixed width of 580 pixels so that it can be aligned with other objects in the form.



7 Click in the table's cell and enter:

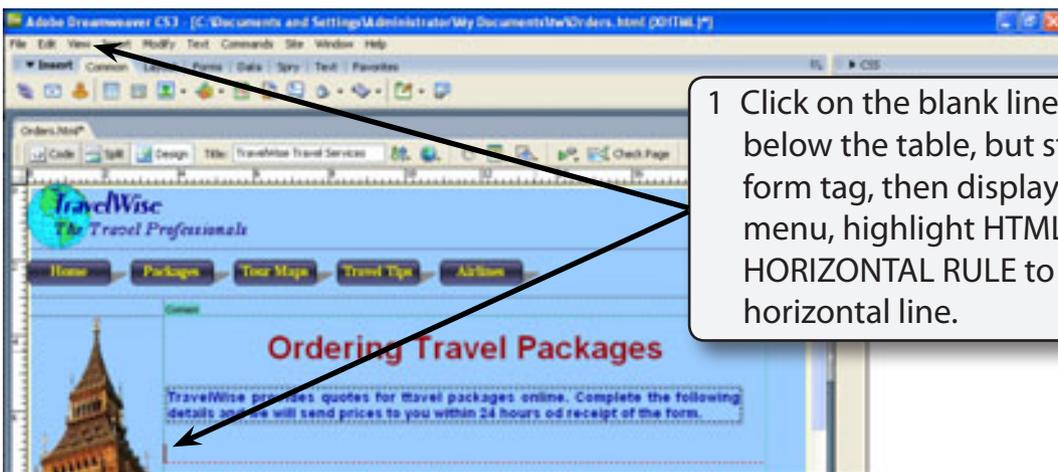
TravelWise provides quotes for travel packages online. Complete the following details and we will send prices to you within 24 hours of receipt of the form.



8 Highlight the text in the table and set the FORMAT to PARAGRAPH, the FONT to ARIAL, HELVETICA, SANS-SERIF, the FONT SIZE to 14 pixels, the TEXT COLOUR to DARK BLUE, the STYLE to BOLD and the ALIGNMENT to JUSTIFY.

C Adding a Horizontal Rule

A line can be added to separate the message from the form fields.



1 Click on the blank line directly below the table, but still inside the form tag, then display the INSERT menu, highlight HTML and select HORIZONTAL RULE to insert a horizontal line.

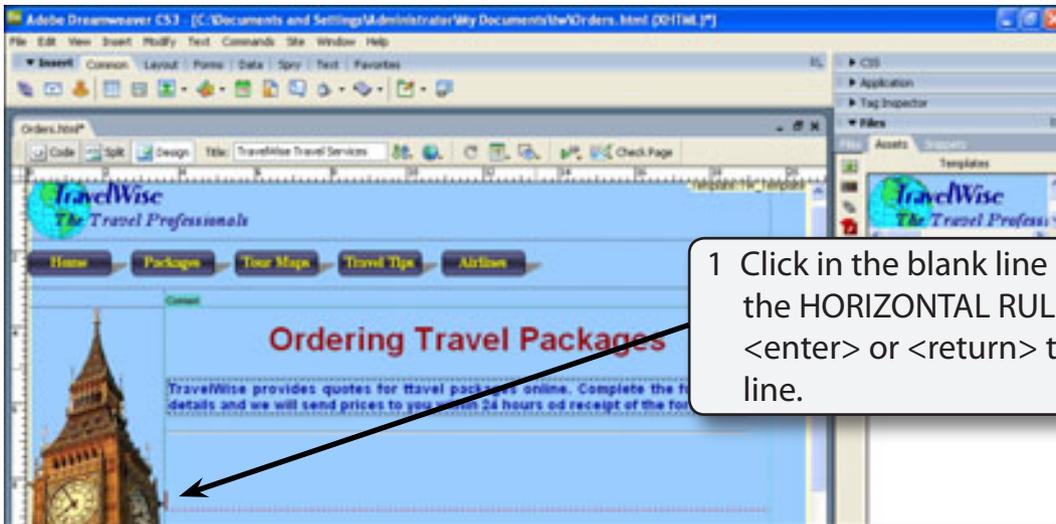


2 Use the PROPERTIES INSPECTOR to set the NAME box to LINE, the W box to 580 pixels and the ALIGN box to LEFT to ensure that the rule is the same width as the table.

Entering the Customer Details

The CUSTOMER DETAILS section will ask for the customer details such as their name, address and payment method. A table will be used to create this section.

A Inserting the Table



2 Click on the TABLE button in the COMMON panel of the INSERT BAR.

