

Using HTML Tags with *MaxWeb Interface*

The table below includes several common HTML tags. These tags may be used to customize your organization's *MaxWeb Interface* site. You may insert images and/or "dress up" text (e.g., font size, bold, italics, bulleted lists, etc.) displayed in the Instructions field on any *MaxWeb Interface* page (e.g., Browse Activities, Request Account, Request Information, etc.).

HTML tags should be inserted immediately before and after any text you would like to be affected.

For example, the following text: "**HTML tags** are very helpful and can really spice up your *Instructions!*"

will be displayed as follows: "**HTML tags** are very helpful and can **really** spice up your *Instructions!*"

 	Content is shown as bold type.
 	Force a line break within a paragraph.
<CENTER> </CENTER>	Content is centered on page.
 	Used to define characteristics of font. Attributes include: SIZE, COLOR, and FACE. SIZE sets size (1-7), e.g., . COLOR sets color of text e.g., makes text red. FACE sets font, e.g., .
<H1> </H1> <H2> </H2> ... <H6> </H6>	Headings (levels 1-6).
<HR>	Draw horizontal line across page. Attributes include: WIDTH and SIZE. WIDTH sets width of line, e.g., WIDTH="50%" makes line half size of page. SIZE sets thickness of line, e.g., SIZE="3" makes line 3 pixels thick.
<I> </I>	Content is Italicized.
	Insert an Image. Attributes: must have SRC and ALT. SRC gives source file for image, e.g., SRC="picture.jpg". ALT gives brief description e.g., ALT="Picture of UB"
 	List item. Used within an ordered () or unordered () list.
 	Ordered list. Includes List Items, which will be displayed in a numbered list.
<P> </P>	Start a new Paragraph.
<S> </S>	Content appears in strike-through text: e.g., like this phrase .
	Content appears in Subscript.
	Content appears in Superscript.
<U> </U>	Content appears Underlined. Use sparingly as it may be confused with hyperlinks.
 	Unordered List. Includes List Items, which will be displayed in a list with bullets.