# Art198

**Project_01: CSS101—Extreme Resume Makeover**
*Inspired by Mark Newhouse's Tutorial http://www.digital-web.com/articles/css_101/*

**Purpose**: To design an online resume and so create your first webpage in Dreamweaver with a Cascading Style Sheet.

A vast majority of web sites today are essentially text-based. Even with the addition of images and rich media, the primary means of communication on the Internet is the written word. What better place to learn CSS and how to control the design and structure of our HTML documents than in an online resume.

Attached is resume tutorial and template that suggests a structure and important information that needs to be included in the content of a resume. Your job is to develop and write your own resume; create a web page (.html); and finally to design the look and feel of your resume by attaching (linking) an external cascading style sheet (.css).

**Process**:
To help you with the development of your online resume, I have created a tutorial that suggests a workflow that is "best practices" and follows "web standards." Using the workflow in this tutorial, apply what you learn to the creation of your own online resume.

**Duration**:
2 weeks

**Resources** (links): http://typetester.maratz.com/ Check out various standard fonts and compare them online
Actual resume tips (you might as well make it a good one while you are at it):
http://www.jobweb.com/Resumes_Interviews/resume_guide/res.htm
Original article and tutorial:
http://www.digital-web.com/articles/css_101/

# Extreme Resume Makeover Tutorial

Before starting this tutorial, take a moment to look at the before and after versions of this project (Step02_HTML/css_101_before.html and Step04_Complete/css_101_after.html). Copy the tutorial files to your **Documents** folder on your computer. Rename the folder **Xtreme_Resume_xx** (replace xx with your initials).

## ■ Define the Site

1. Open Dreamweaver
2. Select Site>New Site and choose the Advanced Tab. Make the following selections:

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- Local Info:
- Site Name: **CSS_101_xx** (replace *xx* with your initials)
       Local Root Folder: **My Documents > Xtreme_Resume_xx** (*xx* represent your initials)
- Default Images folder: create a new folder inside the Xtreme_Resume site folder called **images**
- Click Done.

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3. If done correctly, when you look in you File panel you will see the name of your site folder in the drop down site box and all of your folders and files listed below.

## ■ Create a new web page

1. File > New (Ctrl + N); from Category select Basic page; from Basic page, select HTML; for Document Type (DTD), select XHTML 1.0 Strict. Then select Create.
2. File > Save (Ctrl + S). If you have defined your site properly, your site folder should appear at the top of the directory. Double-click the folder Xtreme_Resume_xx , name the file index.html. Select Save.
3. File > Open (Ctrl + O). Navigate to My Documents > Xtreme_Resume > Step01_WritingRez and double-click the file css_101.txt. This should open the text file inside Dreamweaver. Wow! Bet you didn't know that you could open text documents in Dreamweaver.
4. In css_101.txt, select all (Ctrl + A). Then copy (Ctrl + C). In design view, paste this text into your HTML document called index.html.
5. Save your HTML document and then close the text file. You should now have a resume of straight text with no formatting other than paragraphs <p> and line breaks <br /> and no styles.
6. In the title bar area at the top of the page, write "Joe Q. Public – Resume," and save. Then preview it in the browser by hitting you F12 key. Plain but simple. But, we can do better!

## ■ Mark up the web page (add tags that make semantic sense and that can be styled)

1. First, let's mark up anything that would be an <h1> tag (main header – name of person's resume). In the case of this resume that would be the name of the person writing the resume. In design view, select the text "Joe Q. Public" and in the Properties panel at the bottom, under Format, select <h1>.

2. Then let's find all instances of text that would qualify as <h2> or sub-headers  (types of experiences). In the case of this resume, the following items need to be formatted as <h2> just as we did in step 1:

   Academic Experience
   Professional Activities
   Professional Experience

3. Next format those lines of text that would be minor sub-headings (recent jobs, examples, publications, awards, etc) with the <h3> formatting. Format the following lines of text as <h3>

   Web Sites (selected URLs)
   Publications
   Web Designer, Example.com
   Science Education  Outreach, University of Arizona
   Classroom Teacher

4. Lists are the next items we will format. The lists that will be an unordered or bulleted are the list of the *academic experiences* and the list of *publications*. The tag for this type of unordered list is <ul> and each line is tagged <li>.

5. The last type of list that needs styling is a definition list <dl> and it has two tags within it. The first tag is <dt> definition title and the second tag is <dd>. These tags are not available in the Properties panel, but if you select the text to which you want to add the definition tag and then right click you will have the option to choose List > Definition List. The definition list tag will be added to the web site examples and we will have to hand code the <dt> definition title and the <dd> definition data tags. Look at the following example:

```
<dl>
    <dt>Example.com,
    href="http://www.example.edu/">http://www.example.edu/</dt>
    <dd>Et quo meis legendos, his suas molestiae ne. No pro nulla oratio
    quaestio, audiam oportere voluptatum eos cu. Eum ei sale gubergren, in
    mei summo docendi maluisset. Regione adolescens sed et, porro
    populo.</dd>
    <dt>Example.org,
    href="http://www.example.org/">http://www.example.org/</dt>
    <dd>Posse mundi te nam. No salutatus accommodare vim, habeo veniam
    utinam an mel. Has at scripta qualisque. Te viris intellegat vim, amet
```

```
    tation lucilius eu quo, natum laoreet mel ea. Commodo reformidans
    neglegentur an vix, sea no fugit clita, mucius.</dd>
    <dt>Example.net,
    href="http://www.example.net/">http://www.example.net/</dt>
    <dd>Eu partem delectus elaboraret pri, consul doming melius ius cu. Et
    ius puto eripuit, ei eos quod nemore deserunt. Nec erat lobortis
    atomorum ad, pro ne omnium facilisi. Ad integer</dd>
</dl>
```

6. Whew! We are most done marking up the formatting. The last thing to do is to select all the links to email and URLs and provide links for them in the Properties panel at the bottom in the Link. Remember for email you must type **mailto:name@company.com** with no spaces and for URLS you must type **http://www.company.com** with no spaces. In this resume there is one email address and three URL links that need formatting. Find them and format them. The tag that Dreamweaver will add is the anchor tag <a> for email links and URL links. If you have formatted these properly they will turn blue and be underlined.

*(To see an example of the code for the online resume at this point, open up the file "css_101_html.doc" in the Step02_HTML folder.)*

## ■ Create an External Style Sheet and Link It to Your HTML Document

1. File > New (Ctrl + N). In Category select **Basic Page** and in Basic Page select **CSS** and then select **Create.**
2. File > Save. Navigate to your Xtreme_Resume_xx Folder
3. Click the Create New Folder and name the folder css, and Open it
4. Give your new css document the file "base.css", and click Save.
5. Now link the external style sheet to your HTML.
6. Click on the file tab "index.html" and in the CSS Styles panel, click on the button at the bottom that looks like a "link." After the dialog box opens, click on the Browse button and locate your css style sheet called "base.css" that is located in your Xtreme_Resume_xx folder. When you find it, click on the Select button. Add as a Link. From the dropdown menu for Media Type, select "screen" and click OK. Yeah! Your style sheet is attached if you see its name listed in your CSS Styles Panel.
7. Save your work! (Save frequently. Watch for the asterisk(*) in the document bar!)

## ■ Style the HTML Tags – Body

The goal of the resume is to present the prospective employee to the employer in the best possible light. It needs to be readable, highlighting the person's achievements, without being too distracting.

One thing you notice with this page in the browser is that the length of the page varies with the width of the browser window. Not a problem at small widths, but it becomes problematic at larger window sizes. We can use CSS to control the width of the text, making it more readable—an

important consideration for a resume. We'll start by modifying the presentation of the <body> tag.

1.  In the CSS Styles panel, click on the plus button to create a new style. In the dialog box that opens, choose the Selector Type of Tag. From the drop down menu for Tag, select "body" and finally navigate to your style sheet "base.css" before clicking OK.
2.  Select the box category in the left column.

```
Margin-left: 7%
Padding: make it padding left: 5%
Width: 80%
```

3.  Select the Type category:

```
Color: #333
Font-Family: Arial, Verdana, Lucida, Helvetica, sans-serif
```

4.  Save your HTML document.
5.  In the document window, bring your style sheet to the front and to your style, add the following code to keep the text width from stretching wider than 700px in the browser window.

```
max-width: 700px;
```

*Note; 45em - 60em reading length preferred*

6.  Your final CSS rule should look like this:

```
body {
    width: 80%;
    margin-left: auto;
    margin-right: auto;
    max-width: 700px;
    background-color: #fffffa;
    color: #333;
    font-family: Arial, Verdana, Lucida, Helvetica, sans-serif;
    }
```

7.  File>Save All
8.  Preview in the browser (F12).

In this style rule, we controlled the margin and width properties with percentages (relative values or a percent of the browser window) but we could also have used ems, exs, inches, picas, centimeters, millimeters or pixels.

Think of the margin as the space outside of the containing box, and padding is the space inside.

Since at times depending on the width of the browser window 80% might be too wide, we added the max-width property and set it to 700px (no spaces). For web standards browsers, the width of the <body> will never exceed 700px. You can also set a min-width property.

The last 3 properties deal with color of the background, the color of the font and the designated font families for the body text.

*Your results should like the example "css_101_body.html" in the Step03_CSS folder.*

## ■ Style the HTML Tags – Typography & Color: Modifying the Headings

1. Again click on the plus button in the CSS Styles panel to create a new rule. This time, choose the Selector Type of Advanced and in the Tag box write: h1, h2, h3, h4, h5, h6. We are creating a rule for all of these tags. This is called a multiple selector.
2. When the dialog box opens create the following rules:

| Category | Property | Descriptor |
|---|---|---|
| Block | Text-indent | -0.75em (can be negative or positive value) |
| | Letter-spacing (like kerning) | 0.1em (ems are based on the size of the text, the letter "m") |
| Box | Margin | 1.5em 0 0 0 |
| | Padding | 0 |
| Type | Text-transform (Case) | Uppercase |
| | Font-family | Trebuchet MS, Helvetica, Geneva, Aria, sans-serif (You will to click on the Edit button and create your own font grouping.) |
| | Color | #337 |

3. Save your work.
4. Preview in the browser. *Your HTML page should like the "css_101_hns.html" file in the Step03_CSS folder.*

## ■ Style the HTML Tags – Vertical White Space: Modifying Paragraphs & Lists

When we made the changes to how the headings are presented, we used the margin property to control the top margin, setting it to 1.5em for each heading on the page. We also set all the other margins and padding to 0. When you look at the resulting page in a browser you might expect all the text underneath the headings to appear butted up against the bottoms of the headings, but this is not the case. This is because each browser has its own internal style sheet that it uses if there is no style sheet applied to the document, and in these styles sheets there are default values for such things as margin and padding, as well as font faces, sizes, colors, etc. for each element (paragraphs, list items, etc.).

These default values vary from browser to browser, so they need to be set explicitly if you want to have your page appear identically in every browser or platform. It is good to get into the habit of setting both padding and margin as sometimes one browser will use margin and another will use padding in their internal style sheets to control white space. This is particularly true when it comes to how browsers create their indents for lists [http://www.alistapart.com/articles/taminglists/].

1. So. . .let's style the <p> tag. Again create a new style for the Selector Tag and the Tag "p" as follows:

   BOX:  margin-top: 0.35em;
          margin-left: 0;
          padding-left: 0;
   TYPE: line-height: 1.5em;

2. Now create a style or selector for "ul." Again it is a tag. Set the following:

   BOX:  margin-top: 0.35em;
          margin-left: 1em;
          padding-left: 0;

3. Create a new style for "li" – the line within the unordered list (ul) as follows:

   TYPE: line-height: 1.5em;

4. Create a three different styles for the definition list as follows:

   **TAG:**        **dl**
   BOX:           margin-top: 0.35em;

   **TAG:**        **dt**
   BLOCK:         text-indent: -0.5em;
   TYPE:          color: #339;
   BOX:           margin-top: 1em;

   **TAG:**        **dd**
   BOX:           margin-top: 0.35em;
                  margin-left: 0;
                  padding-left: 0;
   TYPE:          line-height: 1.5em;

5. Save all and preview in the browser (F12).

*Here is what things look like with the styles for the paragraphs and lists [/Step03_CSS/csss_101_p_ul_dl.html].*

## ■ Create Custom Styles—Using Class and ID for the Details

This document is starting to look finished. A couple of details will complete the look. At the bottom of the resume is a list of jobs with the corresponding dates of employment. The dates are important, but detract from the more important job descriptions. It would be nice to flag these short paragraphs in the document and tell the browser to display them at a smaller size, and perhaps in a more subdued color. Decreasing the vertical white space would also be nice.

Last there is a date at the end of the document that indicates when the document was last modified. We will differentiate the date as well.

Custom classes always begin with a period (.) and Advanced selectors when combined with an HTML tag. ID's which can only be used once per page start with the hatch mark symbol (#) and can also be combined with a tag as an advanced selector.

We want to attach a custom class for the date on the paragraph tag and a custom ID for update on the paragraph style.

1.  Create a new Advanced selector called "p.date" Give it the following properties and descriptors:

    TYPE:       color: #999;
                font-size: 0.8em;
                line-height: 1em;

2.  Create another Advanced selector called "p#update" Give it the following properties and descriptors:

    TYPE:       font-style: italic;
    BLOCK:      text-align: right;

3.  Now to apply these two new selectors. Select the date September, 1999-Present and down in the Properties panel from the pull down menu for Styles select the style called "date." You can apply a class to more than one element on the page. Select each date that you want to apply this class.

4.  To add the ID, select the date of the web page creation "August, 2004." Make sure you are in split view. In the code, right after the paragraph opening tag write id="update" You can only have one element per page with a given id. See the following:

    <p id="update" class="date">August, 2004 </p>

5.  File>Save all. Preview in the browser (F12).

*Here is what things look like after adding these classes and the id*
*[/Step04_CSS/css_101_after.html]*

## ■ Complete the Project: Putting It All Together

Now you have all the tools you need to apply some style of your own to your XHTML documents using externally linked Cascading Style Sheets (css).

In the Resources folder are:
- Some helpful links
- URLs for example online resumes
- A Template for an online resume
- Some pointers for making a good resume

Hopefully you can use this tutorial as a guideline for setting up your resume online after you have created it as unformatted text document and pasted it into your HTML page in Dreamweaver. Good Luck and knock my socks off!