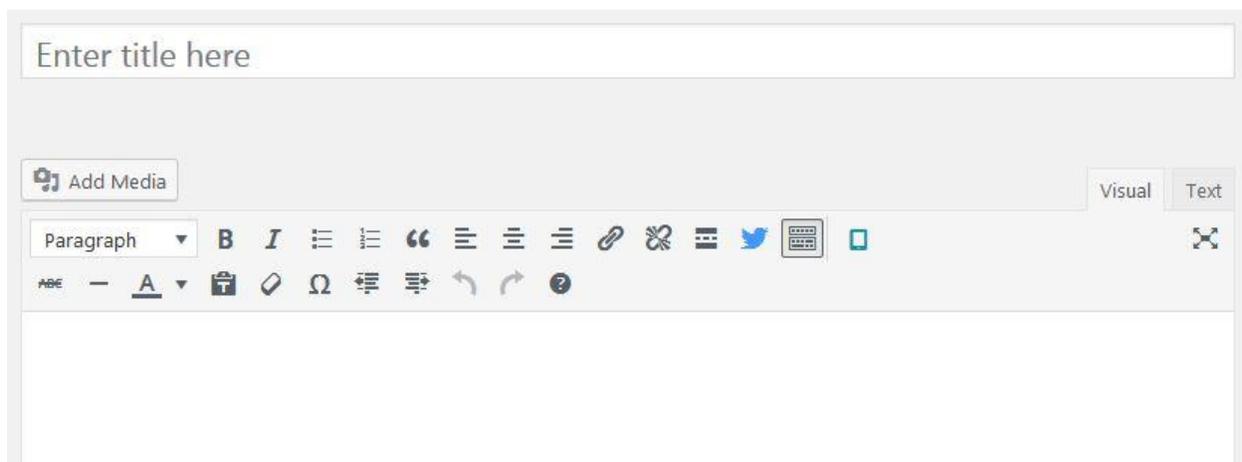


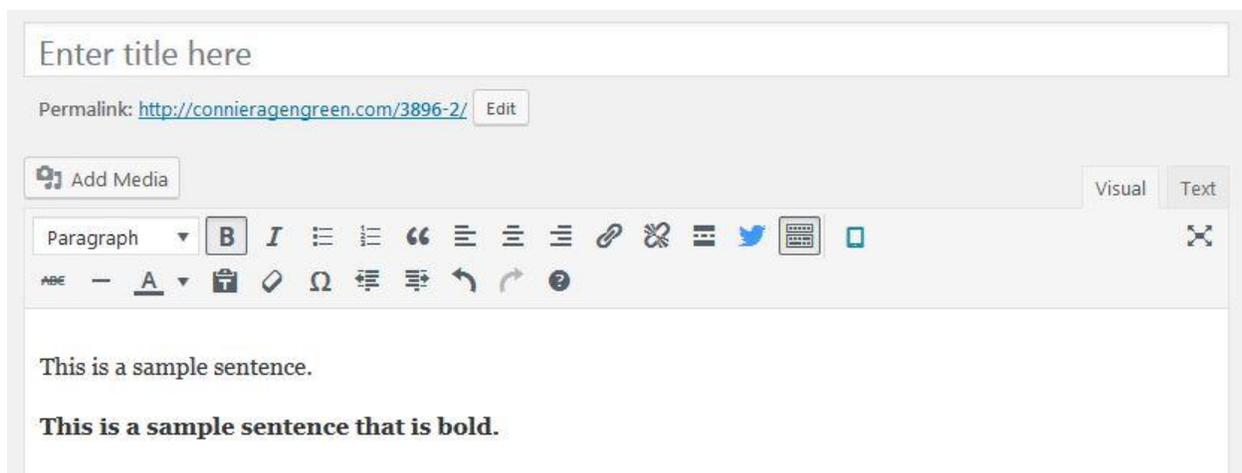
## All You Need to Know About HTML for WordPress...

I'm Connie Ragen Green and I have been working exclusively online since 2006. Over the past decade I've learned just enough HTML (Hyper Text Markup Language) to make some changes in my sites, even the ones built on the WordPress platform. I created this short document as a sort of "cheat sheet" for you to learn only what you need to know, and no more.

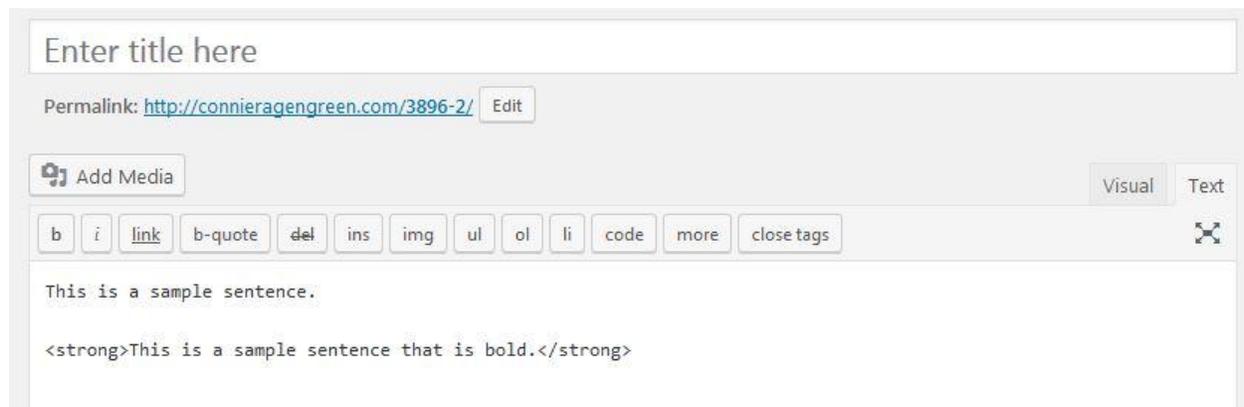
When you first choose to create a new post in your WordPress dashboard, this is what it will look like:



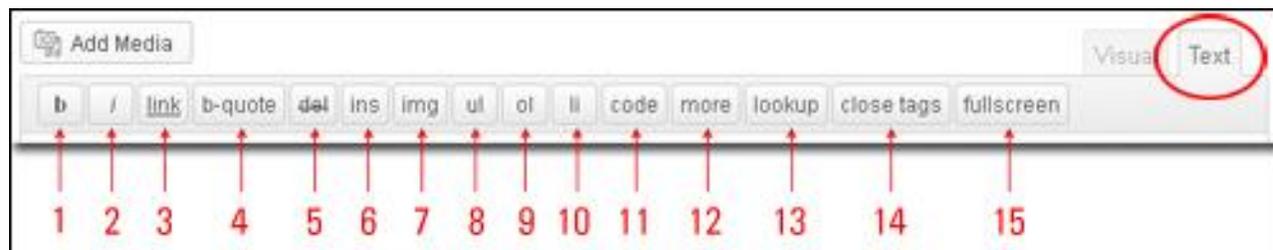
When you type in something, it will look like this:



When you click on "Text" over on the right-hand side, it will show you the HTML equivalent of what you have written and that looks like this:



By default, the WordPress Text Editor comes with a number of standard menu buttons already installed ...



Here is a brief description of the function of each of the Text Editor menu buttons (refer to the screenshot above):

1. **b**: `<strong></strong>` Use this HTML tag for strong emphasis of text (i.e. **bold**).
2. *i*: `<em></em>` Use this HTML tag for emphasis of text (i.e. *italicize*).
3. hyperlink: `<a href="http://example.com"></a>` Use this HTML tag to add a hyperlink to your selected text
4. b-quote – `<blockquote></blockquote>` Use this HTML tag for quoted or cited text.
5. del: `<del></del>` Use this HTML tag to label text considered deleted from a post. Most browsers typically display this as striked-through text.
6. ins: `<ins></ins>` Use this HTML tag to label text considered inserted into a post or page. Most browsers typically display this as underlined text.
7. img: `` Use this HTML tag to insert an image into your post or page.

8. ul: `<ul></ul>` Use this HTML tag to insert an unordered list into your post. Unordered lists typically display as a bulleted list of items.
9. ol: `<ol></ol>` Use this HTML tag to insert a numbered list. Items in an ordered list are typically numbered (just like the list you are reading now!).
10. li: `<li></li>` Use this HTML tag to insert or turn your selected text into a list item. (This tag should be used in conjunction with the ul or ol tag).
11. code: `<code></code>` Use this HTML tag for preformatted styling of text. Generally sets text in a monospaced font, such as Courier.
12. more: `<!--more-->` Use this WordPress tag to break a post into “teaser” and content sections. For example, if you type a few paragraphs, then insert this tag and compose the rest of your post, users will only see the first paragraphs of your post or page with a hyperlink ((more...)), which when clicked on, will display the rest of the post’s content.
13. lookup – Opens a JavaScript dialogue box that prompts for a word to search for through the online dictionary at answers.com. You can use this to check spelling on individual words.
14. Close Tags – Closes any open HTML tags left open. Please note: proof your content after using this function to ensure that all tags have formatted your text correctly.
15. fullscreen – click this button to work in “full screen” mode (see screenshot example below). You can toggle between the Visual Editor and Text Editor modes, insert media and hyperlinks and update your content while in “full screen” mode. Click **Exit fullscreen** to return to the normal text editor display



The WordPress Content Management System (CMS) and publishing platform allows you to insert many commonly-used HTML tags into the Text editor, including the tags below...

## HTML

## Description

< a >	Hyperlink
< b >	Bold text
< blockquote >	Section of text quoted from another source
< br >	Single line break
< caption >	Table caption
< div >	Section in a document
< em >	Emphasized text
< font >	Font, color and size of text
< h1 > < h2 > < h3 > < h4 > < h5 > < h6 >	} Headings
< i >	Italicized text
< img >	Image
< li >	List item
< ol >	Ordered list
< p >	Paragraph
< section >	Section in a document
< small >	Smaller text
< span >	Section in a document
< strike >	Strikethrough text
< strong >	Important text
< sub >	Subscripted text
< sup >	Superscripted text
< table >	Table
< tbody >	Body content in a table
< td >	Table cell
< tfoot >	Table footer content
< th >	Table header cell
< thead >	Table header content
< tr >	Table row
< u >	Underline
< ul >	Unordered list

Spend a little time familiarizing yourself with these most common and useful HTML tags. Do not attempt to memorize them as they are readily and freely available online. You may want to print out this short technology guide as a reference tool.

**To Your Success!**

*Connie Ragen Green*

**P.S. Connect with me in various ways...**

**My Main Site - <http://ConnieRagenGreen.com>**

**Twitter - <http://Twitter.com/ConnieGreen>**

**Amazon - <http://ConnieRagenGreenBooks.com>**

