



OKANAGAN

ITServices

SSC007 - 3333 University Way

Kelowna, BC

V1V 1V7

250.807.9000

www.ubc.ca/okanagan/itservices

ACTIVE CONTENT MANAGER (ACM)

The HTML Content Editor



OKANAGAN

Overview

- HTML Overview
- Formatting Headers & Text
- Tables
- Quirks
- Clean-up Tools



HTML Overview

- HTML is short for Hypertext Markup Language
- used for the creation of web pages
- WYSIWYG vs. Text HTML Editors
 - WYSIWYG editors provide an interface for editing HTML which resembles how the page will be displayed in a web browser



Difficulties in Achieving WYSIWYG

- HTML document will have an inconsistent appearance on various platforms and computers for several reasons:
 - Different browsers and applications will render the same markup differently.
 - Browsers and computer graphics systems have a range of user settings.
 - Web browsers, like all computer software, have bugs



The HTML Editor

- HTML Content Editor is located on the Content tab of the Page Editor
- The content editor is available on most page types and is used for creating your web content
- Quick Edit vs. Full Edit
- Access to editor tools depends on your user rights. If you do not have user rights for a button, it will be disabled.



The HTML Editor

- The Common Looks and Feel
 - Templates & Page Types
- Formatting Headers & Text
- Tables
 - Table Design
 - Table Properties
 - Cell Properties
 - Accessibility



OKANAGAN

The HTML Editor

- Quirks
 - Nested tags
- Clean-up Tools
 - Format Stripper
 - Pasting in content from Microsoft Word



OKANAGAN

ITServices

SSC007 - 3333 University Way

Kelowna, BC

V1V 1V7

250.807.9000

www.ubc.ca/okanagan/itservices

QUESTIONS?