Styles Panel

Styles can be accessed through the styles panel on the right side of the screen.

When working with styles, you should see the CSS Styles on the right side of the screen.

If you make a mistake and need to change a particular style, do **NOT** recreate the style again, just double click on the style in this list to edit it.

If you feel you need to start over on a particular style, delete the style from the list first then start over. Each style should be listed just **once** in the list, having styles listed more than once creates conflicts and may cause problems for you.

The top of the CSS Styles panel displays the list of the selectors. Selecting any of the selectors will display a list of properties and attributes. If you don’t see the list of properties pull down the line between this panel and the one below it.

Right-click (Ctrl-click on Mac) on any of the selectors to rename, delete, duplicate and other operations. Double click on any selector to bring up the dialog box to edit it.

The icons at the bottom of the list of properties will allow you to edit, disable or delete individual properties. Properties not available in the dialog box can be added by clicking on Add Property and selecting the property from the drop down list (Start typing to quickly move down the list.) Once you select a property, you can then add in the attributes.
Temporarily disabling properties can assist with troubleshooting when styles aren't working correctly. When a property is disabled enter the value and To enable the property again, just click on the red slashed circle.

**Defining Styles**

To start a new style. First click on the element that you want to style, then choose the code from the code selection line above the properties box. Choosing the code will make it easier to have the correct selector.

In the dialog box, the opens up, first choose the selector type. When in doubt choose `Compound`. `Compound` will put any parent elements such as division names within the Selector Name. You can also adjust or add coding such as `:hover` in the Selector name box.

I recommend having only one division listed in the selector name, in case you ever decide to move the division, the styling won't need to be adjusted.

Also always be sure to indicate where the styles will be defined. In most cases, the styles should be defined in an external style sheet. When creating a new style sheet, choose `New Style Sheet` file. Otherwise, select your style sheet from the drop down list if it isn't already selected.
Text Styling

Styling that affects the text can be changed in the type category.

For the typeface select *font-family*. It's best to choose a grouping with a generic style at the end.

To change the size of the text, enter a number in *font-size*. **USE % or EM.** Choosing px (pixels) makes a fixed-font size which should be avoided. Fixed-font sizes take away from usability and accessibility.

To bold as part of styling select *Font-weight* and to add italic or oblique choose *font-style*.

Color allows you to choose the color. Keep in mind contrast. For your main content. Black text on white background is provides for the best contrast.

*Line-height* helps make text more readable and makes a page look more appealing by adding additional space between the lines of text.. **USE % or EM.** 120% or 1.2 em is recommended.

Text-decoration adds in underlines, overlines, line-through or can be set to none to take off the underline on a link. Do NOT use blink.

Text alignment is in the block category with *text-align* and can be set to left, right or centered. The first line of a paragraph can be indented in the block category with text-indent.
Backgrounds

Backgrounds can be applied to any element. Keep in mind contrast for any background that is behind text.

*Background-color* allows a color to be selected. If only using a background color, do NOT set any of the other items in this category.

*Background-image* allows an image to be selected for the background. If setting the font color to white or a lighter color to be read over a darker image, also set a background color so that the text can be read if the image isn't loaded.

*Background-attachment* can be set to allow the background image to be fixed instead of scrolling with the page. Scrolling is the default. Fixed keep the image on the screen and the content will scroll over it.

*Background-repeat* determines if and how the image should be tiled. *No-repeat*, shows only 1 occurrence of the image. *Repeat-X* repeats horizontally only. *Repeat-Y* repeats vertically only. The default is to tile both horizontally and vertically. The horizontal (x) and vertical (y) positions can be set. Do not set these if using the default of tiling horizontally and vertically.

Layout Styles

Much of the layout can be accomplished with padding, margins, widths and floating which are all set in the Box category.

The horizontal size of an element can be set with the width. It can be set in pixels, percents or ems.

The vertical size of an element can be set with the width. It can be set in pixels, percents or ems. USE WITH CAUTION and only when necessary. Normally your main content area should not have this set.

To change the spacing around an element specify the padding. The spacing between elements can be set with margins. Both can
be set as same for all. Enter the amount in the Top box. Or can be set for top, bottom, right & left individually by unchecking Same for all. To center an element within it's parent element choose auto for right & left.

To take an element out of the normal float and place it to the right or left of the subsequent elements, set Float to right or left. Any subsequent element should not move up to the right or left should have the float cleared. Set Clear to right left or both.

Some layout features can be set in the Block category.

Display options help determine how items are displayed. Some of the options are:

- **Inline** places normally vertical elements horizontally next to each other - Use to make a list of items appear horizontally - applied to the li tag. If an element is defined as a block use **inline-block** instead

Block which makes an element into a block which helps with laying out items is a standard unit. Can be applied to the anchor tag (a) when creating button effects.

To keep an element from displaying set **display** to none. The can be used when specifying elements that are not needed when viewed on particular media.

For instance, the navigation can be set not to display on printed web pages.

**Lists**

To take away bullets or numbering on a list set the **List-style-type** to none.

To change the bullets type set the List-style-type to disc (filled circle), circle, square or select an image for **List-style-image**.

To change numbers for an order list set to decimal (regular numbers), upper-roman (I, V, X, etc), lower-roman (i, v, x, etc), upper-alpha (A, B, C. or lower-alpha (a, b,c)
Borders

![Border Settings Image]

The borders for elements, can be set as same for all, or individually for top, bottom, right and left (uncheck same for all. You must set a style - if just width or color are set the border will not display until the style is selected.

Options for style are solid (regular line), dotted or dashed (broken line with dots or dashes), double (two lines) or groove.

Width can be set in pixels (type in the number) or thin, medium or think.

Colors can be selected. To create a 3-D effect set Top & left to a lighter color and Bottom & right to a darker color.

Positioning

**USE POSITIONING WITH CAUTION!** For this class we will mainly be concerned with fixing an element on the screen, we will not be getting into advanced positioning.

![Positioning Settings Image]

To have a particular item (such as a footer) remain on the screen at all times. Set position to fixed. Then set the placement of the position. For instance to fix a footer at the bottom of the screen, set position to fixed and bottom to 0px.

When setting positioning, you may also need to set the width of an element.

We will be doing very little with any of the other positioning styles. Positioning is one of the most difficult aspects of CSS and should be used only if you know what you are doing or are using a methodology presented in the exercises. Some positioning is used in the CSS Effects exercise.

Unless you absolutely have to have something positioned just right, avoid using positioning. Positioning can present problems for accessibility and usability.