Unix

**mkdir**: Make Directory. Creates a folder in your account. Type:
```
mkdir newfolder
```

**cd**: Change Directory. Allows you to move from one folder into another in your account. Type:
```
cd newfolder
```
Typing cd by itself will always move you out of the folder.

**ls**: List. Lists everything in the current folder. Type:
```
ls
```

**rm**: Remove. Deletes documents in the current folder. Type:
```
rm doc1
```

**rmdir**: Remove Directory. Deletes empty folders. Type:
```
rmdir newfolder
```

**mv**: Move. Moves documents to existing folders or changes the name of the document. To move a document to an existing folder:
```
mv doc1 newfolder
```
To change the name of a document:
```
mv doc1 brilliant
```

**chmod a+rx**: Changes the permissions on a folder or document so that anyone can read it; not just the account owner. *Use this command with care.* Type:
```
chmod a+rx newfolder
```

**pico**: A basic UNIX text editor. Similar to Pine.

Pico

**pico doc1**: Type this at the UNIX prompt and it will create the document doc1 or open the existing document named doc1.

^O: Write Out. Saves all the changes that you’ve made to the document.

^X: Exit. Exits the document and returns you to the folder you launched pico in.

^K: Cut text. Deletes the current line.

^Y: Previous page. Moves you up one screen in the document.

^V: Next page. Moves you down one screen in the document.

HTML

**<html>** Tells the browser to look for html tags within the document.

**<head>** Indicates the start of the head of the document.

**<title>** Indicates the start of the title of the document.

**</title>** Indicates the end of the title of the document.

**</head>** Indicates the end of the head of the document.

**<body>** Indicates the start of the body of the document.

If you want to do special formatting for the body of the web page, you need to create another
**<body>** tag which will include the special formatting. Each tag would go inside the new
**<body>** tag, so that altogether, it would look like this:

```
<body bgcolor="#FFFFFF" background="image.gif" text="#001100" link="#113300" alink="#442244" vlink="#333333"/>
```
Note that you don't have to use all these tags if you don't want to.

**<body bgcolor="#hex color number">** If you don't want the default grey background, this tag tells the browser to change the background color of the document. If you do this, it may be necessary to change the colors of the text in your document so that it will be more readable. Be sure to remember to use the quotation marks and the # symbol inside the tag. The color
must be indicated by a hexadecimal number. There's a good hex color chart at http://www.phoenix.net/~jacobson/rgb.html

`background="#image.gif"` Tells the browser to use a tiled image called "image.gif" as the background. There are archives of different background images available online. It is considered good form to use backgrounds whose edges flow into each other so that you can't see the lines between the tiles. Keep in mind if you choose this option not to pick a background image that is so busy that it distracts from the text and also be sure to choose something which is small enough that it will load quickly--tiled images take more time than hex colors to load.

`text="#hex color number"` If you don't want your text to be the default grey, you can change the color of the text in your document with this tag.

`link="#hex color number"` The default color for an unfollowed link is blue. If you wish to change the color, you can use this tag.

`alink="#hex color number"` If you want to change the default color for an activated link, use this tag.

`vlink="#hex color number"` The default color for a followed link is purple. If you wish to change the color, use this tag.

These are heading tags. There are six levels of heading tags. `<h1>` is the largest, `<h6>` is the smallest. Basically, they enlarge text and make it bold. Style manuals recommend that they be used only for headings, and not just for emphasis, as different browsers read them differently.

This tells the browser to stop using the heading style of text.

This tells the browser to include the image called "image.gif." Be sure not to forget the quotation marks. Be sure to save your image files as .gif format whenever possible--some browsers read .jpegs, but not all of them.

The following tags are not essential, but align is useful and it is more polite to use heighth, width, and alt than it is not to use them. Each of these tags would go inside the `<img src=>` tag--like this:

```
align=left, right, center This tells the browser to center the image, or put it to the left or the right of the text, depending on which direction you choose.
heighth=number The heighth tag tells the browser how high in pixels your image should be on the page. Not all browsers make use of this tag, but in Netscape it allows the page to load faster--without the heighth and width tags, Netscape will load everything as it comes to it and it will have to take extra time to load the image and find out how much space it will need. If you include the heighth and width tags, the browser will load the text first, leaving the amount of space you specified for the image, and then go back and load the images. Basically, even though the page will work without it, you should always use the heighth and width tags with images.
width=number The width tag tells the browser the width in pixels of the image.
alt= "words" The alt tag tells the browser what to display if the browser doesn't support images (Lynx, for example, is a text-only browser), or if the user got impatient and clicked stop. Don't forget to use the quotation marks around whatever words you're using as your alt text.
```

This is the tag that starts a link to another page within your file. For pages in your own file, you don't need to include all the site information--all you need is the name of the document. Don't forget to use the quotation marks around the name of your document. If you don't, the link won't work.

If you're connecting to another site, you need to include all the site information.

If you want to include a sound clip, it works the same way as a link.

This tag closes the link to another file.

Use this tag for when you want to start a list.

This tag denotes the start of a list item--a line in your list.

This tag marks the end of a list item.

This tag marks the end of the list.
<b> Use this tag when you want to use boldface text. Some style manuals recommend that you use <strong> instead. The effects are the same in Netscape.
</b> Use this tag when you want to stop using boldfaced text. If you used <strong>, use </strong> to stop using the boldfaced text.

<i> Use this tag when you want to use italicized text. As with <b>, there's controversy surrounding this one. Some style manuals recommend using <em> instead.
</i> Use this tag when you want to stop using italicized text. If you used <em>, use </em> to stop.

<center> or <align=center> These two tags center text. <center> is controversial. It centers the text, but it also isn’t used by all browsers. If you use <align=center>, you have to use it with either a <p> or a <h#> (i.e. <p align=center> or <h2 align=center>) command and be sure to put a </p> or </h> at the end to stop the centering.
</center> Stops centering text which has been centered using the <center> tag.

&amp;quot; Since HTML uses quotation marks for so many of its commands, you cannot use quotation marks in ordinary text if you want them to show up as quotation marks. Instead, use &quot;. For example: Abraham Lincoln said, &quot;Four score and seven years ago....&quot;

<p> Use this tag to mark the start of a paragraph. Basically, what this does is put a blank line between the start of your new paragraph and the end of the last on. If you don’t use the <p>, <br>, or <hr> tags, your paragraphs will run together. HTML ignores any formatting your document may already have--all it pays attention to are the tags.

<br> This tag tells the browser to insert a line break. Use it when you don’t want the extra line that <p> inserts.

<hr> This tag inserts a horizontal line in your text.

</body> This tells the browser that it has reached the end of the body of the document.
</html> This marks the end of the document.