G.C.E. O/L Grade 11 ICT · Lesson 5

5.2 HTML Basics: Tags, Text, Images, Hyperlinks, Lists and Tables

Syllabus 14.2. Every web page is written in **HTML**. In this note you will learn what **hypertext** is, how an HTML document is built, and how to show **headings, paragraphs, coloured text, images, links, lists and tables**. Each example shows the **code** and, under it, the **result in the browser**. Type them in Notepad, save as **.html** and open in Chrome to try them yourself.

1. Hypertext and normal text

Normal text (like a printed book) is read from start to end in one order. **Hypertext** is text with **links** (hyperlinks). Click a link and you jump to another page, picture or site. **HTML** means **HyperText Markup Language** – a language of **tags** that tells the browser how to show the page. HTML is **not** a programming language; it has no loops or calculations.

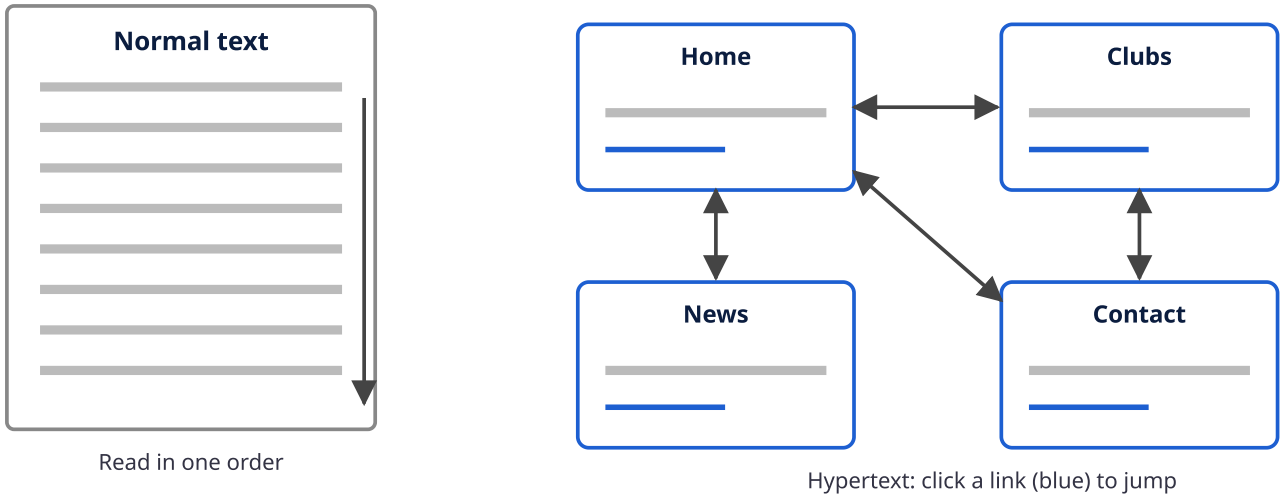


Figure 5.5 – Normal text is read in one order; hypertext lets you jump between pages using links.

Feature	Normal text	Hypertext
Reading order	Start to end, in one order	Jump anywhere by clicking links
Links	None	Links to other pages, files and sites
Media	Usually text only	Text with images, audio and video
Example	A printed textbook page	A web page, Wikipedia

2. Tags, elements and attributes

A **tag** is a word inside angle brackets, like . Most tags come in pairs: an **opening tag** and a **closing tag** with a slash. The opening tag, the content and the closing tag together make an

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element. Some tags have no closing tag; they are **empty elements**, such as <br>, <hr> and <img>. An **attribute** gives extra information inside the opening tag: <img src="logo.png" alt="School logo">. Here src and alt are attributes; their values go in double quotes.

- HTML5 tags are **not case-sensitive**, but always write them in **lowercase**.
- Close tags in the **reverse order** you opened them: Hi.
- Save the file with the extension **.html** (or .htm). The home page is usually **index.html**.
- Extra spaces and new lines in the code are shown as **one space**. Use <br> or <p> for new lines.

3. The structure of an HTML document

Every HTML page has the same skeleton. **<!DOCTYPE html>** tells the browser it is HTML5. **<html>** holds the whole page. The **<head>** holds information about the page that is **not shown** on it, such as the **<title>** (the text on the browser tab). The **<body>** holds **everything you see** on the page.

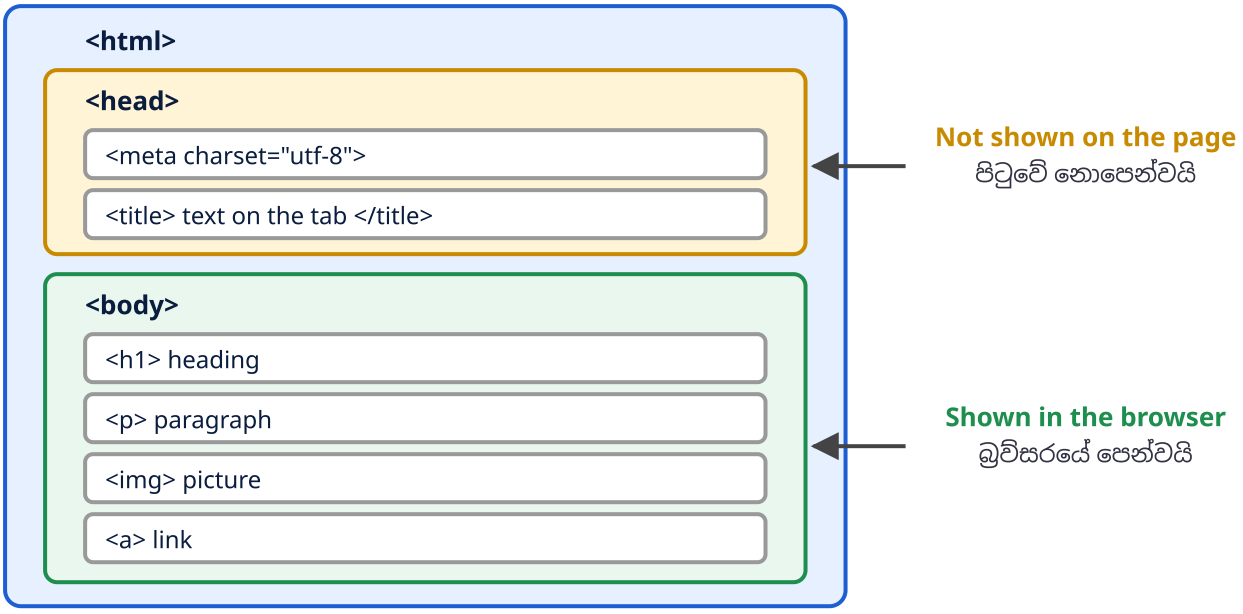


Figure 5.6 – The head holds information about the page; the body holds what is shown.

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HTML: A complete HTML document

```
<!DOCTYPE html>
<html lang="en">
<head>
  <meta charset="utf-8">
  <title>Sunrise College</title>
</head>
<body>
  <h1>Welcome to Sunrise College</h1>
  <p>We are a mixed school in Kandy.</p>
</body>
</html>
```

▶ **Result in the browser**

Welcome to Sunrise College

We are a mixed school in Kandy.

💡 The title appears on the browser **tab** and in **Google search results**, not on the page itself. Write a clear title for every page.

4. Headings, paragraphs and line breaks

There are six heading levels: **<h1>** (biggest, use once for the main title) down to **<h6>** (smallest). **<p>** makes a paragraph with a space above and below. **
** breaks the line without a new paragraph, and **<hr>** draws a horizontal line across the page. In the examples below the <html>, <head> and <body> tags are left out to keep them short – they go inside <body>.

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HTML: Headings, paragraphs, line breaks and a line

```
<h1>ICT Club</h1>
<h2>Meeting times</h2>
<p>We meet every Wednesday<br>
from 2.00 pm to 3.30 pm<br>
in the computer lab.</p>
<hr>
<p>New members are welcome.</p>
```

▶ **Result in the browser**

ICT Club

Meeting times

We meet every Wednesday
from 2.00 pm to 3.30 pm
in the computer lab.

New members are welcome.

5. Formatting text and colour

Tag	Result
... or ...	Bold (strong = important)
... or ...	Italic (em = emphasis)
<u> ... </u>	Underline
_{...}	Subscript: H_2O
^{...}	Superscript: 2^3
<mark> ... </mark>	Highlight

To change **colour, size or font**, HTML5 uses the **style** attribute (this is **CSS**). Colours can be names (blue, red) or hex codes (#C0304A).

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HTML: Text format and colour

```
<p>This is <b>bold</b>, this is <i>italic</i>
and this is <u>underlined</u>.</p>
<p>H<sub>2</sub>O and 2<sup>3</sup> = 8</p>
<p style="color:blue;">Blue text</p>
<p style="color:#C0304A; font-size:24px;">Big red text</p>
<p style="background-color:yellow;">Yellow background</p>
<p style="font-family:Arial;">Arial font</p>
```

▶ **Result in the browser**

This is **bold**, this is *italic* and this is underlined.

H_2O and $2^3 = 8$

Blue text

Big red text

Yellow background

Arial font

Old HTML 4 (do not use)	HTML5 way (CSS style)	Job
<font color="red">	style="color:red;"	Text colour
<font size="5">	style="font-size:24px;"	Text size
<body bgcolor="yellow">	<body style="background-color:yellow;">	Page background
	style="text-align:center;"	Centre text

💡 Older textbooks and past papers use <font color="red"> and <body bgcolor="yellow">. Know what they mean, but write the **style** version in new pages – <font> and were removed in HTML5.

6. Inserting images

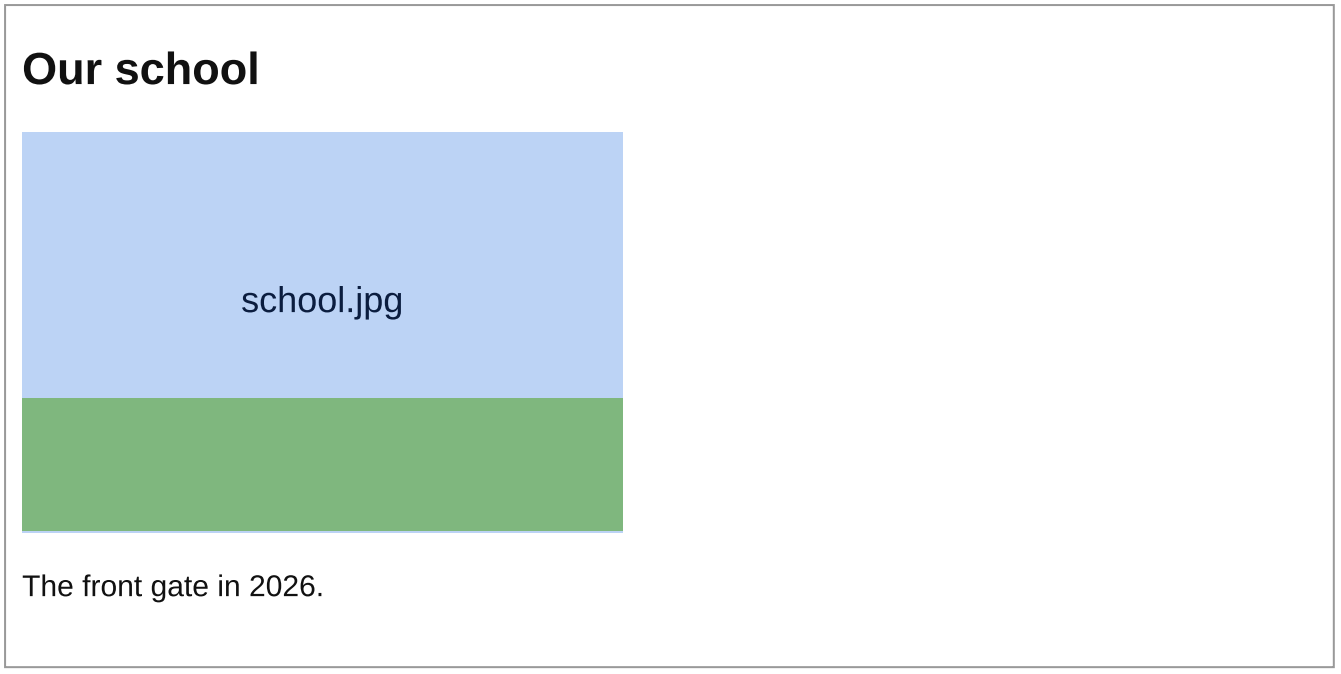
The **<img>** tag puts a picture on the page. It is an empty element. **src** is the file name or address of the picture, **alt** is the text read by screen readers (and shown if the picture cannot load), and **width** and **height** set the size in pixels. Keep the picture in the **same folder** as the page, or write the folder: src="images/school.jpg".

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HTML: Inserting an image

```
<h2>Our school</h2>
<img src="school.jpg" alt="Front gate of Sunrise College"
     width="300" height="200">
<p>The front gate in 2026.</p>
```

▶ **Result in the browser**



7. Hyperlinks

The **<a>** (anchor) tag makes a link. The **href** attribute is where the link goes; the text between <a> and is what the user clicks. An **absolute** link has the full address (https://...). A **relative** link points to a page in your own site (about.html). **target="_blank"** opens a new tab, **mailto:** opens e-mail, and **#name** jumps to a part of the same page that has id="name".

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HTML: Hyperlinks

```
<p><a href="https://www.moe.gov.lk">Ministry of Education</a></p>
<p><a href="about.html">About our school</a></p>
<p><a href="https://www.e-thaksalawa.moe.gov.lk" target="_blank">e-thaksalawa (new tab)</a>
</p>
<p><a href="mailto:info@sunrise.lk">E-mail us</a></p>
<p><a href="#top">Back to top</a></p>
```

▶ **Result in the browser**

Ministry of Education

About our school

e-thaksalawa (new tab)

E-mail us

Back to top

💡 Links are usually **blue and underlined**; a visited link turns **purple**. You can also make a picture a link: put the <img> inside <a> … .

8. Lists

<ul> makes an **unordered list** with bullets (•). **<ol>** makes an **ordered list** with numbers (1, 2, 3). Each item goes in **<li>**. You can put a list inside an <li> to make a **nested list**. Use type="A" or type="i" on <ol> for letters or Roman numbers.

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HTML: Ordered, unordered and nested lists

```
<h3>Clubs</h3>
<ul>
  <li>ICT Club</li>
  <li>Science Club
    <ul>
      <li>Robotics</li>
      <li>Astronomy</li>
    </ul>
  </li>
</ul>
<h3>Steps to log in</h3>
<ol>
  <li>Open the browser</li>
  <li>Type the address</li>
  <li>Enter your password</li>
</ol>
```

▶ **Result in the browser**

Clubs

- ICT Club
- Science Club
  - Robotics
  - Astronomy

Steps to log in

1. Open the browser
2. Type the address
3. Enter your password

9. Tables

A table is built **row by row**. **<table>** holds the table, **<tr>** is one table row, **<th>** is a heading cell (bold and centred) and **<td>** is a data cell. **<caption>** gives the table a title. **colspan="3"** joins three cells across; **rowspan="2"** joins two cells down. border="1" draws the lines (in new pages CSS borders are better).

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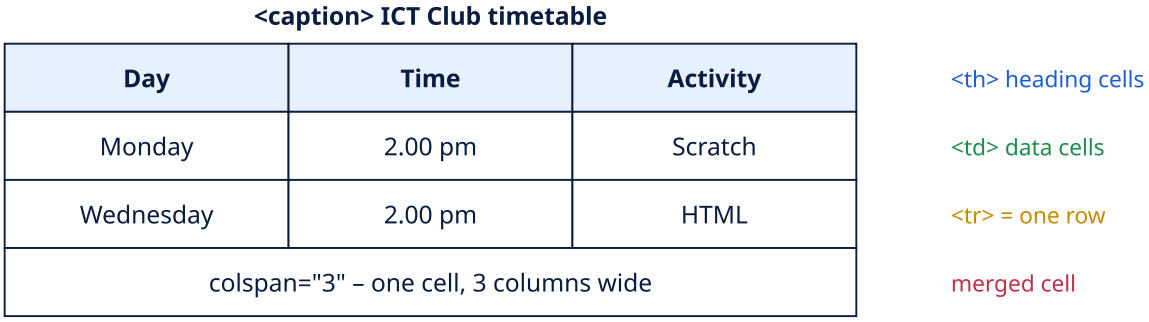


Figure 5.7 – Parts of a table: tr rows, th heading cells, td data cells and a colspan cell.

HTML: A table

```
<table border="1">
  <caption>ICT Club timetable</caption>
  <tr>
    <th>Day</th>
    <th>Time</th>
    <th>Activity</th>
  </tr>
  <tr>
    <td>Monday</td>
    <td>2.00 pm</td>
    <td>Scratch</td>
  </tr>
  <tr>
    <td>Wednesday</td>
    <td>2.00 pm</td>
    <td>HTML</td>
  </tr>
  <tr>
    <td colspan="3">All Grade 10 and 11 students are welcome</td>
  </tr>
</table>
```

▶ Result in the browser

ICT Club timetable

Day	Time	Activity
Monday	2.00 pm	Scratch
Wednesday	2.00 pm	HTML
All Grade 10 and 11 students are welcome		

10. Tag summary

Tag	Use	Empty?
<html>	Whole web page	No
<head>	Information about the page	No

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<title>	Text on the browser tab	No
<body>	Everything shown on the page	No
<h1> ... <h6>	Headings (h1 biggest)	No
<p>	Paragraph	No
 	Line break	Yes
<hr>	Horizontal line	Yes
<b> /	Bold / important text	No
<i> /	Italic / emphasis	No
<u>	Underline	No
<img>	Image	Yes
<a>	Hyperlink	No
	Lists	No
<table> <tr> <th> <td>	Tables	No

NEW 2026 **2026:** Modern pages use **HTML5** with **CSS** for all colours and layout. Add <meta name="viewport"> so the page fits phones, always give images **alt** text, and check your code with the free **W3C Validator** (validator.w3.org). AI assistants can write HTML for you, but you must still **read and test** it – they sometimes use old tags.

Key Words

Hypertext – Text with links that jump to other pages.

HTML – HyperText Markup Language: tags that describe a web page.

Tag – A keyword in angle brackets, such as <p>.

Element – Opening tag + content + closing tag.

Empty element – A tag with no closing tag, e.g.
, <img>.

Attribute – Extra information in an opening tag, e.g. src, href.

<head> – Part with page information that is not shown, e.g. the title.

<body> – Part that holds everything shown on the page.

Hyperlink – A clickable link made with <a href>.

Relative link – A link to a file in the same site, e.g. about.html.

<li> – One item in an ordered or unordered list.

colspan – Attribute that joins table cells across columns.

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Sample Q&A

1. What does HTML stand for?

> **Answer:** HyperText Markup Language.

2. What is the difference between <head> and <body>?

> **Answer:** <head> holds page information that is not shown (title); <body> holds what is shown.

3. Write the tag to show the picture cat.png with the alt text “Our cat”.

> **Answer:** <img src="cat.png" alt="Our cat">

4. Write a link to https://www.moe.gov.lk with the text “MOE”.

> **Answer:** MOE

5. Which tags make a numbered list?

> **Answer:** with each item in <li>.

6. What do <tr>, <th> and <td> mean?

> **Answer:** Table row, table heading cell, table data cell.

MCQ

1. HTML stands for

A. Home Tool Markup Language
B. HyperText Markup Language
C. HyperText Making Links
D. High Text Machine Language

2. Text that contains links to other pages is called

A. subtext
B. cipher text
C. plain text
D. hypertext

3. The text on the browser tab comes from the

A. <title> tag
B. <body> tag
C. <h1> tag
D. <p> tag

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4. Which part holds everything shown on the page?

A. <!DOCTYPE html>
B. <body>
C. <title>
D. <head>

5. Which is an empty element (no closing tag)?

A.
B.
C.
D. <b>

6. Which heading is the largest?

A. <h3>
B. <h6>
C. <h1>
D. <head>

7. Which code makes red text in HTML5?

A. Hi
B. Hi
C. Hi
D. <red>Hi</red>

8. In H₂O the 2 is shown

A. underlined
B. bold
C. higher (superscript)
D. lower and smaller (subscript)

9. In <img src="a.jpg" alt="Gate">, alt is

A. a file name
B. an attribute
C. a tag
D. an element

10. Which attribute of <a> gives the link address?

A. href
B. link
C. alt
D. src

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11. target="_blank" in a link makes it

A. open e-mail
B. download a file
C. open in a new tab
D. turn blank

12. Which tag makes a bulleted list?

A.
B. <dl>
C.
D.

13. A table cell that is a heading uses

A. <thead-cell>
B. <th>
C. <td>
D. <tr>

14. To join three cells across one row, use

A. rowspan="3"
B. cols="3"
C. merge="3"
D. colspan="3"

15. How many <td> cells are in the ICT Club timetable example?

A. 6
B. 3
C. 7
D. 9

Structured Questions

1. Write the basic structure of an HTML5 page with the title “My Club”. *(2 marks)*

> <!DOCTYPE html> <html lang="en"> <head> <meta charset="utf-8"> <title>My Club</title> </head> <body> … </body> </html>

2. Give two differences between hypertext and normal text. *(2 marks)*

> Hypertext has links and can be read in any order; normal text has no links and is read start to end. Hypertext can also include images, audio and video.

3. Write HTML for an ordered list of three fruits. *(2 marks)*

> Mango Banana Papaya

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4. Write HTML to show photo.jpg 200 pixels wide, and make it a link to gallery.html. *(2 marks)*

> <img src="photo.jpg" alt="Photo" width="200">

5. Explain the use of <tr>, <th>, <td> and colspan in a table. *(4 marks)*

> <tr> starts a row; <th> is a bold heading cell; <td> is a normal data cell; colspan makes one cell stretch across several columns.

Summary

- Hypertext = text with links; HTML = HyperText Markup Language (tags, not a program).
- Element = <tag> content </tag>; empty elements: <br>, <hr>, <img>.
- Structure: <!DOCTYPE html>, <html>, <head> + <title>, <body>.
- Headings <h1>–<h6>; <p> paragraph;
 line break; <hr> line.
- <b>, <i>, <u>, <sub>, <sup>; colour with style="color:...".
- <img src alt width height>; always give alt text.
- <a href>: absolute, relative, mailto:, #id, target="_blank".
- / + ; <table>, <tr>, <th>, <td>, colspan, rowspan.

MCQ answer key – 5.2

1. **B** – Hypertext + markup (tags) language.
2. **D** – Hypertext has hyperlinks.
3. **A** – <title> is in the head and shows on the tab.
4. **B** – The body is the visible part.
5. **A** –
 only breaks the line, so it has no content.
6. **C** – h1 is the biggest; h6 the smallest.
7. **A** – HTML5 uses the CSS style attribute.
8. **D** – <sub> is subscript.
9. **B** – alt gives extra information inside the tag.
10. **A** – href = hypertext reference.
11. **C** – _blank means a new tab or window.
12. **C** – ul = unordered list with bullets.
13. **B** – th = table heading cell.
14. **D** – colspan joins columns across.
15. **C** – Two rows of 3 data cells + 1 colspan cell = 7.

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