Last week you learned how to use CSS together with an HTML file. We used a few CSS properties, but the focus was on how to incorporate CSS, not exactly how to use CSS most effectively. This week we begin to investigate some of the intricacies of CSS. In this list, the property is in bold and the values are listed after the word choices.

**font-family:**
- *value choices* – list in order of font preference, comma delineated
- multiple word font names should be in quotes – “Comic Sans MS”
- spell font names with proper capitalization for best results
- always end list with a generic family name – sans-serif, serif, monospace, cursive, or fantasy
- common font families: Arial, Helvetica, sans-serif; Verdana, Geneva, sans-serif;
- Times, “Times New Roman”, serif;
- *if the fonts you specify are not installed on the viewer’s computer, a default font is substituted*  
- *sans-serif fonts are easier to read on a computer screen*

**font-size:**
- *value choices* – px, %, em, keywords
- keywords – xx-small, x-small, small, medium, large, x-large, xxlarge
- rule – use keyword for body, then use em or % for other elements
- *never use pixels in the body tag for font size*

**font-weight:**
- *value choices* – keywords, 100-900
- keywords – lighter, normal, bolder, bold
- rule – use only normal or bold for best results, browsers don’t support the other choices well

**font-style:**
- *value choices* – normal, italic, oblique
- italic and oblique render the same in most browsers, so just pick one

**font-variant:**
- *value choices* – normal, small-caps
- not all fonts have a small-caps variant

**text-decoration:**
- *value choices* – underline, overline, line-through, none, blink
- text-decoration:none; is frequently used to omit text link underline
- *if you want to keep your friends, don’t use the dreaded blink!!!*

**color:**
- *value choices* – name, hex value, rgb value (% or number), rgb shorthand
- 17 color names in CSS
- usually best to use hex value of color, always preceded by #
- check the Extras page for links to online color references
- no need to stick with 216 color-safe palette, but it is convenient (last page in textbook)
- choose high contrast colors for text against background (no red-green!)
- *large areas of black background with white text is difficult to read*

**background-color:**
- *value choices* – name, hex value, rgb value, transparent
- sets the background color for an element

**line-height:**
- *value choices* – % (of base font), number (2=double spaced, 1.5=space & a half), length (pixels), line-height:normal; turns off a value used in a previous style
- sets the distance between lines of text
- referred to as “leading” in desktop publishing
**text-align:**

*value choices* – left, right, center, justify

aligns the text in an element

**text-indent:**

*value choices* – length (such as pixels), %

indents the first line of text, but allows the rest to move to the outer edge of the content area

value is listed as a fixed length like text-indent:20px; or as a % like text-indent:10%;

**text-transform:**

*value choices* – capitalize, uppercase, lowercase, none

capitalized – displays the first word capitalized regardless of how the content is typed

uppercase – displays in uppercase regardless of how the content is typed

lowercase – displays in lowercase regardless of how the content is typed

text-transform:none; is used to turn off a previous style

*large areas of all-caps are difficult to read*

**letter-spacing:**

*value choices* – length, normal

increases or decreases the space between characters

known in desktop publishing as kerning

a positive value will cause letters to be spread out - letter-spacing:+2px;

a negative value will cause letters to get closer together – letter-spacing:-2px;

**word-spacing:**

*value choices* – length, normal

increases or decreases the space between words

a positive value will cause more space between words – word-spacing:+10px;

a negative value will cause less space between words – word-spacing:-10px;

normal turns the effect off