

# Supported HTML tags

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## Font tags

A font tag consists of three attributes: **Size**, **Face**, and **Color**.

### Size

The Size attribute determines the font size. Possible values are integers from 1 to 7. The default base font size is 3. The greater the value is, the larger the size becomes.

- The base font size for *RTF* documents is 24 dot (equivalent to 12 pt).
- The base font size for *ODF* documents is 12 pt.
- The base font size for *OOXML* documents is 12 pt.
- The base font size for *HTML* documents is determined by the web browser.

Each value will be multiplied by two. Shown below is an example of the size attribute:

```
<font size="5">
It will be rendered as font size 16 pt
<font size="3">
It will be rendered as font size 12 pt
<font size="1">
It will be rendered as font size 8 pt
```

If the size attribute is specified without the face attribute, the default font will be determined by the template or document editor, unless the font tag is covered by other HTML elements, such as `<code>` or `<tt>`.

### Face

The Face attribute defines the font name. If the face attribute is specified without the size attribute, the default size will be determined by the template or the document editor.

### Color

The Color attribute specifies the text color. A color value can be either a hexadecimal number (prefixed with a hash mark) or one of the following sixteen colors. Colors are case-insensitive.

The table below lists several Font Colors:

| Color   | Hexadecimal code |
|---------|------------------|
| Black   | #000000          |
| Silver  | #C0C0C0          |
| Gray    | #808080          |
| White   | #FFFFFF          |
| Maroon  | #800000          |
| Red     | #FF0000          |
| Purple  | #800080          |
| Fuchsia | #FF00FF          |
| Green   | #008000          |
| Lime    | #00FF00          |
| Olive   | #808000          |
| Yellow  | #FFFF00          |
| Navy    | #000080          |
| Blue    | #0000FF          |
| Teal    | #008080          |
| Aqua    | #00FFFF          |

For example:

```
<font face="Arial"> This is Arial text</font><br>
<font face="Comic Sans MS">This is Comic Sans text</font><br>
<font face="Arial" size="1">This is small Arial</font><br>
<font face="Arial" size="7">This is large Arial</font><br>
<font face="Arial" color="Red">This is red Arial</font><br>
<font face="Arial" color="#FF0000">and this is red Arial too</font><br>
```

As shown in the figure below, the outputs in *RTF*, *ODF*, or *HTML* will be:

This is Arial text

This is Comic Sans MS text

This is small Arial

This is large Arial

This is red Arial

and this is red Arial too

Font style tag

The table below lists various Font Style Elements:

| Tag name            | Description                           |
|---------------------|---------------------------------------|
| <b>TT</b>           | Renders teletyped or monospaced text. |
| <b>I</b>            | Renders italic text.                  |
| <b>B</b>            | Renders bold text.                    |
| <b>BIG</b>          | Renders text in large font.           |
| <b>SMALL</b>        | Renders text in small font.           |
| <b>STRIKE and S</b> | Renders strikethrough text.           |
| <b>U</b>            | Renders underlined text.              |

- **TT**  
This tag will be rendered as <font face="Courier New">
- **I**  
This tag is supported by the existing HTML conversion component.
- **B**  
This tag is supported by the existing HTML conversion component.
- **BIG**  
This tag will be rendered as <font size="5">
- **SMALL**  
This tag will be rendered as <font size="1">
- **STRIKE and S**  
This tag will be rendered in a strikethrough text.
- **U**  
This tag is supported by the existing HTML conversion component.

## Phrase elements

The table below lists assorted Phrase elements:

| Tag name       | Function                                                           |
|----------------|--------------------------------------------------------------------|
| <b>EM</b>      | Indicates emphasis.                                                |
| <b>STRONG</b>  | Indicates stronger emphasis.                                       |
| <b>CITE</b>    | Contains a citation or a reference to other sources.               |
| <b>DFN</b>     | Indicates that this is the defining instance of the enclosed term. |
| <b>CODE</b>    | Designates a fragment of computer code.                            |
| <b>SAMP</b>    | Designates a sample output from programs, scripts, etc.            |
| <b>KBD</b>     | Indicates the text to be entered by the user.                      |
| <b>VAR</b>     | Indicates an instance of a variable or program argument.           |
| <b>ABBR</b>    | Indicates an abbreviated form such as WWW, HTTP, URI, and Mass.    |
| <b>ACRONYM</b> | Indicates an acronym such as WAC and radar.                        |

- *EM*  
This tag will be rendered as <i>
- *STRONG*  
This tag will be rendered as <b>
- *CITE*  
This tag will be rendered as <i>
- *DFN*  
This tag will be rendered as <i>
- *CODE*  
This tag will be rendered as <font face="Courier New">
- *SAMP*  
This tag will be rendered as <font face="Courier New">
- *KBD*  
This tag will be rendered as <font face="Courier New">
- *VAR*  
This tag will be rendered as <i>
- *ABBR*  
This tag will be rendered as normal text.
- *ACRONYM*  
This tag will be rendered as normal text.

## Ordered and unordered lists and list Item tags

Ordered and unordered lists are rendered in an identical manner; however, ordered list items are numbered.

The report engine supports both unordered and ordered lists without attributes. The list tag attributes will be ignored in the report output. The list tag attributes are type, start, value, and compact.

Neither unordered nor ordered lists are supported in *XLSX* and *ODS* templates.

### Ordered lists

An Ordered List is defined by the <OL> element. This element contains one or more <LI> elements that define the actual items of the list.

Unlike unordered lists (UL), items in an ordered list have a definite sequence. A conversion will render each item in the list with a number. All <OL> attributes will be ignored in the report output. An example of an Ordered List tag is shown in the figure below.

```
<OL>
  <LI>Apple</LI>
  <LI>Orange</LI>
  <LI>Banana</LI>
</OL>
```

As shown in the figure below, the outputs in *RTF*, *ODF*, or *HTML* will be:

```
1. Apple
2. Orange
3. Banana
```

### Nested ordered lists

HTML conversion will indent nested lists with respect to the current level of nesting. Each level will begin at 1. An example of the Nested Ordered List tag is shown in the figure below.

```

<OL>
  <LI>Apple</LI>
  <LI>Orange</LI>
  <OL>
    <LI>Banana</LI>
    <OL>
      <LI>Grape</LI>
      <OL>
        <LI>Mango</LI>
      </OL>
    </OL>
  </OL>
</OL>

```

As shown in the figure below, the outputs in *RTF*, *ODF*, or *HTML* will be:

1. Apple
2. Orange
  1. Banana
    1. Grape
    1. Mango

## Unordered lists

An Unordered List is defined by the UL element. This element contains one or more LI elements that define the actual list items.

A conversion will render the UL element with a bullet preceding each list item. All UL attributes will be ignored in the report output. The figure below shows an example of an Unordered List tag:

```

<UL>
  <LI>Apple</LI>
  <LI>Orange</LI>
  <LI>Banana</LI>
</UL>

```

As shown in the figure below, the outputs in *RTF*, *ODF*, or *HTML* will be:

- Apple
- Orange
- Banana

## Nested unordered lists

Lists can also be nested. *HTML* conversion will indent nested lists with respect to the current level of nesting.

*HTML* conversion should attempt to present a small filled-in circle to the first level, a small circle outline to the second level, and a filled-in square to the third level. Bullets after the third level are filled-in squares. An example of the Nested Unordered List tag is shown in the figure below.

```

<UL>
  <LI>Apple</LI>
  <LI>Orange</LI>
  <UL>
    <LI>Banana</LI>
    <UL>
      <LI>Grape</LI>
      <UL>
        <LI>Mango</LI>
      </UL>
    </UL>
  </UL>
</UL>

```

As shown in the figure below, the outputs in *RTF*, *ODF*, or *HTML* will be:

- Apple
- Orange
  - Banana
    - Grape
      - Mango

## Definition list tags

A Definition List is defined by the `DL` element. An entry in the list is created using the `DT` element for the term being defined and the `DD` element for the definition of the term.

A definition list can have multiple terms for a given definition, as well as multiple definitions for a given term. Authors can also give a term without a corresponding definition, and vice versa, but such a structure rarely makes sense.

A conversion will render `DT` as a non-indent item and `DD` as a single indent item. The Definition List tag is not supported in the *XLSX* template. The figure below shows an example of a Definition List tag:

```

<DL>
  <DT>Dweeb</DT>
  <DD>young excitable person who may mature into a Nerd or Geek</DD>
  <DT>Hacker</DT>
  <DD>a clever programmer</DD>
  <DT>Nerd</DT>
  <DD>technically bright but socially inept person</DD>
</DL>

```

As shown in the figure below, the outputs in *RTF*, *ODF* or *HTML* will be:

|        |                                                           |
|--------|-----------------------------------------------------------|
| Dweeb  | young excitable person who may mature into a Nerd or Geek |
| Hacker | a clever programmer                                       |
| Nerd   | technically bright but socially inept person              |

## Line and paragraph tags

A line break is defined by the <BR> element. This element inserts a single line break. It is an empty tag, meaning that it has no end tag. The line attributes will be ignored in the report output.

A paragraph is defined by the <P> element. The element automatically creates some space before and after itself. The paragraph attributes will be ignored in the report output. The figure below shows an example of a Line Break and Paragraph tag:

```
This is first text
This is second text <br>
This is third text
<p> This is paragraph </p>
```

As shown in the figure below, the outputs in *RTF*, *ODF*, or *HTML* will be:

```
This is first text This is second text

This is third text

This is paragraph
```

## Preformatted text

A preformatted text is defined by the <PRE> element. All the space and carriage returns are rendered exactly as you type them. The preformatted attributes will be ignored in the report output. The figure below shows an example of the preformatted text:

```
<p>
  The PRE element tells visual
  user agents that
    the enclosed text
    is "preformatted"
</p>
<pre>
  The PRE element tells visual
  user agents that
    the enclosed text
    is "preformatted"
</pre>
```

As shown in the following two figures, the outputs in *RTF/ODF* and *HTML* will be, respectively:

The PRE element tells visual user agents that the enclosed text is "preformatted"

```
The PRE element tells visual
user agents that
the enclosed text
is "preformatted"
```

This is the non pre

This is the pre

## Heading tags

A heading is defined by the <H1>, <H2>, <H3>, <H4>, <H5>, or <H6> element. In this report, all heading tags will be rendered as <b> for *ODT*, *RTF*, and *OXML* document outputs. The heading attributes will be ignored in the report output. The figure below shows an example of Heading tags.

```
<h1>Heading 1</h1>
<h2>Heading 2</h2>
<h3>Heading 3</h3>
<h4>Heading 4</h4>
<h5>Heading 5</h5>
<h6>Heading 6</h6>
```

As shown in the following two figures, the outputs in *RTF* / *ODF* and *HTML* will be, respectively:

```
Heading 1
Heading 2
Heading 3
Heading 4
Heading 5
Heading 6
```

**This is H1**

**This is H2**

**This is H3**

**This is H4**

**This is H5**

**This is H6**

## Link tags

A Link tag is defined by the <A> element. This element is used to create a link to another document with the href attribute. The href attribute specifies the destination of the link. Link tags are not supported in the *XLSX* template. The figure below shows an example of a Link tag:



```
<A href="http://www.google.co.th">  
This is a link to www.google.com  
</A>
```

As shown in the following three figures, the outputs in *RTF*, *ODF*, and *HTML* will be, respectively:

This is a link to [www.google.com](http://www.google.com)

[This is a link to www.google.com](http://www.google.com)

This is a link to [www.google.com](http://www.google.com)

## Table tags

A table is defined by the `<TABLE>` element. A table consists of multi-dimensional data arranged in rows and columns.

### Table elements

The `<TABLE>` element takes a number of optional attributes to provide presentational alternatives in a document. The table attributes will be ignored in the report output, except for the following attributes:

- border

Specifies the width in unit of the border of a table.

- bgcolor

Specifies the table background color. Applying the background color here will affect the whole table.

Table elements are not supported in *XLSX*, *PPTX*, *ODS*, and *ODP* templates.

The figure below shows an example of table tags:

```
<TABLE border="1" bgcolor="Silver">  
  <TR>  
    <TH>Abbreviation</TH>  
    <TH>Long Form</TH>  
  </TR>  
  <TR>  
    <TD>AFAIK</TD>  
    <TD>As Far As I Know</TD>  
  </TR>  
  <TR>  
    <TD>IMHO</TD>  
    <TD>In My Humble Opinion</TD>  
  </TR>  
  <TR>  
    <TD>OTOH</TD>  
    <TD>On The Other Hand</TD>  
  </TR>  
</TABLE>
```

As shown in the following two figures, the outputs in *RTF / ODF* and *HTML* will be, respectively:

| Abbreviation | Long Form            |
|--------------|----------------------|
| AFAIK        | As Far As I Know     |
| IMHO         | In My Humble Opinion |
| OTOH         | On The Other Hand    |

| Abbreviation | Long Form            |
|--------------|----------------------|
| AFAIK        | As Far As I Know     |
| IMHO         | In My Humble Opinion |
| OTOH         | On The Other Hand    |

**Border**

Border width in *HTML* is specified in pixels. When the table attributes are converted into *RTF*, *ODF*, or *OOXML*, 1 pixel will be equal to 1 pt.

**Color**

The attribute value type "bgcolor" refers to color definitions as specified in [SRGB]. A color value may be either a hexadecimal number (prefixed by a hash mark) or one of the following sixteen colors. Colors are case-insensitive.

The following table lists common Table Element Colors.

| Color   | Hexadecimal Code |
|---------|------------------|
| Black   | #00000000        |
| Silver  | #C0C0C0          |
| Gray    | #808080          |
| White   | #FFFFFF          |
| Maroon  | #800000          |
| Red     | #FF0000          |
| Purple  | #800080          |
| Fuchsia | #FF00FF          |
| Green   | #008000          |
| Lime    | #00FF00          |
| Olive   | #808000          |
| Yellow  | #FFFF00          |
| Navy    | #000080          |
| Blue    | #0000FF          |
| Teal    | #008080          |
| Aqua    | #00FFFF          |

**Row elements**

The <TR> elements act as a container for a row of table cells. The <TR> elements must be contained within a <TABLE>.

<TR> contains <TH> or <TD> elements, which in turn contain the actual data of the table. <TR> takes presentational attributes for specifying the alignment of cells within the row and the row's background color. The row attributes will be ignored in the report output, except for the following attributes:

- align - Specifies the horizontal alignment for each cell in a row.
- valign - Specifies the vertical position of a cell's content.
- bgcolor - Specifies the table background color. A background color will apply to rows only (see Color in Table Elements for more details).

Row elements are not supported in *XLSX*, *PPTX*, *ODS*, and *ODP* templates.

### Align

This attribute specifies the alignment of data and the justification of text in a cell. Possible values are:

- left - Left-flushed data/Left-justified text. This is the default value for table data.
- center - Centered data/Center-justified text. This is the default value for table headers.
- right - Right-flushed data/Right-justified text.
- justify - Double -justified text.
- char - No text alignment set.

### Valign

This attribute specifies the vertical position of data within a cell. Possible values are:

- top: Cell data is flush with the top of a cell.
- middle: Cell data is centered vertically within a cell. This is the default value.
- bottom: Cell data is flush with the bottom of a cell.
- baseline: No text alignment set.

The figure below shows an example of TR tags:

```
<TABLE border="1">
  <TR align="center">
    <TD>This is center tr</TD>
    <TD>This center tr</TD>
  </TR>
  <TR bgcolor="Gray">
    <TD>This is gray tr</TD>
    <TD>This gray tr</TD>
  </TR>
  <TR valign="bottom">
    <TD>This is bottom tr<br>This is bottom tr</TD>
    <TD>This bottom tr</TD>
  </TR>
  <TR>
    <TD>This is normal tr, This is normal tr</TD>
    <TD>This is normal tr, This is normal tr</TD>
  </TR>
</TABLE>
```

As shown in the following two figures, the outputs in *RTF / ODF* and *HTML* will be, respectively:

|                                      |                                      |
|--------------------------------------|--------------------------------------|
| This is center tr                    | This center tr                       |
| This is gray tr                      | This gray tr                         |
| This is bottom tr                    |                                      |
| This is bottom tr                    | This bottom tr                       |
| This is normal tr, This is normal tr | This is normal tr, This is normal tr |

|                                        |                                      |
|----------------------------------------|--------------------------------------|
| This is center tr                      | This center tr                       |
| This is gray tr                        | This gray tr                         |
| This is bottom tr<br>This is bottom tr | This bottom tr                       |
| This is normal tr, This is normal tr   | This is normal tr, This is normal tr |

## Cell elements

The <TD> elements define a data cell in a table. <TD> elements are contained within a <TR> element (a table row). The cell attributes will be ignored in the report output, except for the following attributes:

- align  
specifies the horizontal alignment for each cell in the row. See Align in Row Elements for more details.
- valign  
specifies the vertical position of a cell's contents. See Valign in Row Elements for more details.
- bgcolor  
specifies the table background color. A background color will apply only to cells. See Color in Table Elements for more details.
- rowspan  
rows spanned by the cell
- colspan  
columns spanned by the cell

Cell elements are not supported in *XLSX*, *PPTX*, *ODS*, and *ODP* templates.

### Row span

This attribute specifies the number of rows spanned by the current cell. The default value of this attribute is one ("1"). For an *RTF* output, the result of row span (\*.rtf) is readable only in Word on Mac, and MS Word.

### Column span

This attribute specifies the number of columns spanned by the current cell. The default value of this attribute is one ("1"). The figure below shows an example of a column span:

```
<TABLE border="1">
  <TR>
    <TD align="right">This is align right<br>This is align right</TD>
    <TD align="center">This is align center</TD>
    <TD valign="top">This is valign top</TD>
    <TD valign="bottom">This is valign bottom</TD>
    <TD>This is normal td</TD>
  </TR>
  <TR>
    <TD>This is normal td</TD>
    <TD colspan="2">This is colspan</TD>
    <TD rowspan="2">This is rowspan</TD>
    <TD>This is normal td</TD>
  </TR>
  <TR>
    <TD bgcolor="red">This is red td</TD>
    <TD>This is normal td, This is normal td</TD>
    <TD>This is normal td, This is normal td</TD>
    <TD>This is normal td</TD>
  </TR>
</TABLE>
```

As shown in the following two figures, the outputs in *RTF* / *ODF* and *HTML* will be, respectively:

|                                                  |                                            |                                            |                          |                      |
|--------------------------------------------------|--------------------------------------------|--------------------------------------------|--------------------------|----------------------|
| This is align<br>right<br>This is align<br>right | This is align<br>center                    | This is valign<br>top                      | This is valign<br>bottom | This is normal<br>td |
| This is normal<br>td                             | This is colspan                            |                                            | This is<br>rowspan       | This is normal<br>td |
| This is red td                                   | This is normal<br>td, This is<br>normal td | This is normal<br>td, This is<br>normal td |                          | This is normal<br>td |

|                                            |                                      |                                      |                       |                  |
|--------------------------------------------|--------------------------------------|--------------------------------------|-----------------------|------------------|
| This is align right<br>This is align right | This is align center                 | This is valign top                   | This is valign bottom | This is normal t |
| This is normal td                          | This is colspan                      |                                      | This is rowspan       | This is normal t |
| This is red td                             | This is normal td, This is normal td | This is normal td, This is normal td |                       | This is normal t |

## Column width

Table column width can be adjusted via attributes and stylesheet. For example, a column's width can be set by its width attribute. Percentage or pixel units are allowed for each <TD> element. You may set table width in <table> tags by absolute pixel value or percentage of page ratio, then allocate width from the table to each column later.

For example:

Using attributes:

```
<table width="500px">
  <tr>
    <td width="25%">25%</td>
    <td width="75%">75%</td>
  </tr>
</table>
<table width="500px">
  <tr>
    <td width="400px">400px</td>
    <td width="100px">100px</td>
  </tr>
</table>
```

```
<table>
  <tr>
    <td width="30">30px</td>
    <td width="60">60px</td>
    <td width="90">90px</td>
  </tr>
</table>
```

```
<table>
  <tr>
    <td width="25%">25%</td>
    <td width="75%">75%</td>
  </tr>
</table>
```

Using Stylesheet:

```
<table style="width:50%">
  <tr>
    <td style="width:70%">70%</td>
    <td style="width:30%">30%</td>
  </tr>
</table>
```

DOCX, RTF and ODT templates retain their width values. The column width in the report is the same as defined in the Advanced HTML Editor dialog.

If the defined values exceed the paper margins, the table column widths will be converted to a percentage format so that the table appears within the page margins.

## Header elements

The <TH> elements define a header cell in a table. <TH> elements are contained within a <TR> element (a table row). The header attributes will be ignored in the report output, except for the following attributes:

- align  
specifies the horizontal alignment for each cell in the row. See Align in Row Elements for more details.
- valign  
specifies the vertical position of a cell's contents. See Valign in Row Elements for more details.
- bgcolor  
specifies the table background color. A background color will apply to the whole table. See Color in Table Elements for more details.
- rowspan  
rows spanned by the cell. See Row span in Cell Elements for more details.
- colspan  
columns spanned by the cell. See Column span in Cell Elements for more details.

The default alignment for <TH> is center and the default font style for <TH> is bold. Header elements are not supported in *XLSX*, *PPTX*, *ODS*, and *ODP* templates. The figure below shows an example of header elements:

```

<TABLE border="1" bgcolor="Silver">
  <TR>
    <TH>Name</TH>
    <TH>Cups</TH>
    <TH>Type of Coffee</TH>
    <TH>Sugar?</TH>
  </TR>
  <TR>
    <TD>T. Sexton</TD>
    <TD>10</TD>
    <TD>Espresso</TD>
    <TD>No</TD>
  </TR>
  <TR>
    <TD>J. Dinnen</TD>
    <TD>5</TD>
    <TD>Decaf</TD>
    <TD>Yes</TD>
  </TR>
</TABLE>

```

The following two figures show the outputs in *RTF / ODF* and *HTML*, respectively.

| Name      | Cups | Type of Coffee | Sugar? |
|-----------|------|----------------|--------|
| T. Sexton | 10   | Espresso       | No     |
| J. Dinnen | 5    | Decaf          | Yes    |

| Name      | Cups | Type of Coffee | Sugar? |
|-----------|------|----------------|--------|
| T. Sexton | 10   | Espresso       | No     |
| J. Dinnen | 5    | Decaf          | Yes    |

## Image tags

The `<img>` tag embeds an image in a document. The `<img>` tag consists of four attributes: **src**, **width**, **height**, and **alt**.

### src

The **src** attribute specifies the location of an image resource. The value of this attribute can be one of the following types:

- A URL. The recognized scheme types are *HTTP*, *HTTPS*, and *FILE*
- An absolute path such as *c:/user/image.png*. The path separator can be either */*(slash) or *\*(backslash)

The output image format will depend on the format of the image source.

### width

The **width** attribute specifies the width of an image in pixel units. For example, `width = "100"` or `width = "100px"`

### height

The **height** attribute specifies the height of an image in pixel units. For example, `height = "100"`, or `height = "100px"`

**Note**

If the width or height attribute of an image is not specified, the size of the image will be calculated according to the following rules:

- For an image file that contains the width and height properties, such as *JPG*, *PNG*, and *GIF*, the size of the image output will be calculated from the size of the image.

**alt**

The **alt** attribute specifies the alternate text for an image that cannot be displayed. If the image is a vector image, such as *SVG* or *WMF*, the size of the image output will be calculated from

**Note**

- The alternate text of image tags in *DOCX*, *XLSX*, and *PPTX* is available only in Microsoft Office.

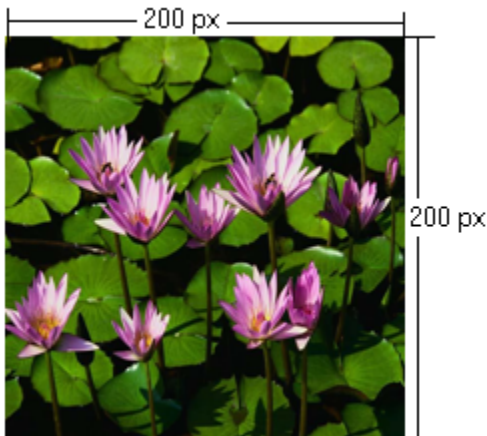
• The alternate text of image tags in *RTF* files is shown only in the Description field, rather than the Title field in Microsoft Word and OpenOffice Writer.  
In the event that the HTML code is as follows:

```

```

The alternate text of image tags in *RTF* files is not supported in LibreOffice.

The image will appear as shown in the figure below.



## Superscript and subscript tags

### Superscript

The `<sup>` tag defines a superscript, which is a very small letter, figure, or symbol, and printed above the line. Superscript characters can be used to write footnotes, like `www[1]`, for example:

```
<html>
  <body>
    This is text contains <sup>superscript</sup> text.
  </body>
</html>
```

This is text contains <sup>superscript</sup> text.

### Subscript

The `<sub>` tag defines a subscript, which is a very small letter, figure, or symbol, and printed below the line. For example, subscript characters can be used to write chemical formulas, such as `H2O`:



```
<html>
  <body>
    This is text contains <sub>subscript</sub> text.
  </body>
</html>
```

This is text contains subscript text.