

Email Link

Usually, many Web developers create an email link using the **mailto:** tag (see page 91). For example: `mailto:name@domain.com` or `mailto:john@ferris.edu`. By using the `mailto:` tag, the browser will automatically open the default email client on a computer. However, most computers located in libraries, computer labs, and public facilities are not set up to run an email client. To get around this, we use a Web-based email form, which allows a user to directly send an email from a browser through a form. This is the preferred method and the University's Web Content Manager has prepared an electronic form that you link to. What you need to do is to create a hypertext link (see page 93) to a given address.

The address to open the email form is

`http://www.ferris.edu/mailbox/contact_form.cfm?to=username@ferris.edu`

Notice that there is `?to=username@ferris.edu`. It is used to specify where the email will be sent. The email address will not be displayed on the page.

Besides `?to=username@ferris.edu`, you may add two other options. For example:

`?to=username@ferris.edu&n=John`

`?to=username@ferris.edu&n=John&l=Smith`

The word "John" and "Smith" will display on the top of the form. I would recommend you to use only one word for each option in order to avoid browser compatibility problems.