

BRIDGING DIVIDES FOR WATER

at the



5th WORLD WATER FORUM
ISTANBUL 2009

How to create and manage a project website using the freely available IW:LEARN Toolkit

(Introduction: Part I)

19-20 March 2009

Sean Khan
(Project Manager)
sean.khan@unep.org

Khristine Custodio
(Communications/Web
Developer)
khristine@iwlearn.org

Dr. Richard Cooper
(Regional Coordinator)
richard@iwlearn.org

Outline



PART I

- ◆ Overview of IW:LEARN Website Toolkit
- ◆ Why open source software?
- ◆ Why a content management system (CMS)?
- ◆ Overview of Plone
 - ◆ Introduction
 - ◆ Examples of Plone-based sites around the world
 - ◆ “Web 2.0”
- ◆ The IW:LEARN Website Toolkit
 - ◆ What is it?
 - ◆ Key features
 - ◆ Sources of help

Outline (*continued*)

- ◆ Introducing the Toolkit
 - ◆ Your practice sites
 - ◆ Notebook installation
 - ◆ Logging in
 - ◆ Setting preferences
- ◆ Adding/updating content
 - ◆ Adding a folder
 - ◆ Adding a page
 - ◆ Editing a page

PART II

- ◆ Displaying folder content
- ◆ Adding an image

Outline (*continued*)

- ◆ Adding/updating content
 - ◆ Adding a link
 - ◆ Adding a related item
 - ◆ Adding an event
 - ◆ Adding a news item
 - ◆ Properties tab panel
 - ◆ Folder contents tab panel
 - ◆ Copy, cut, paste, delete
 - ◆ Renaming
 - ◆ Changing state
 - ◆ How to 'undo' previous action

Overview

Aim: to learn how to develop and maintain an IW:LEARN Toolkit-based website.

What is the Website Toolkit:

- ◆ a template that offers GEF IW projects a fully functional ready-made website that is customisable and easy to use

Key features of Toolkit-based website:

- ◆ open source
- ◆ content management system
- ◆ based on Plone software
- ◆ design and functionality based on stakeholder feedback
- ◆ includes integrated WebGIS based on GeoNetwork open source

Overview of GEF/UNEP IW:LEARN

Services

- ◆ Overall objective: to help the GEF IW community make more effective use of the internet for sharing data and knowledge to improve management of international waters.
 - ◆ capacity building workshops (face-to-face and online training)
 - ◆ provision of internet-based GIS and metadata tools
 - ◆ Document Centre – TDA, SAP, Experience Notes...
 - ◆ Project Database – up-to-date information on projects
 - ◆ preservation of project legacy through archiving services
 - ◆ single point of access to data and information resources
 - ◆ website development and hosting

Overview of GEF/UNEP IW:LEARN

Project history

- ◆ GEF/IW:LEARN **Operational Phase** started in Dec 2004
 - ◆ UNDP-led components ended in Sept 2008
 - ◆ UNEP-led components (IT services) run to end of Oct 2009
- ◆ 2010 +
 - ◆ UNEP to lead IW:LEARN IT services

Why open source software?

- ◆ Why **open source** software?
 - ◆ cost (free to download and install)
 - ◆ avoids dependence on vendors (vendor lock-in) for support and services
 - ◆ avoid costly upgrades and dropping of support of older software versions
 - ◆ adoption of open standards (avoid non-standard formats and compatibility issues in proprietary software)
 - ◆ software can be readily customised (source code can be viewed and edited by anyone)
 - ◆ distribution to stakeholders not restricted
 - ◆ any translation possible – investment may be too great for proprietary software developer.

Why a content management system (CMS)?

- ◆ A CMS is software that allows users to manage content on their own website;
 - ◆ content – refers to any online material including text, images, files, folders etc.
 - ◆ allows non-technical staff to create, edit and manage content;
 - ◆ enables the design to be automatically applied throughout (i.e., pages have uniform design);
 - ◆ allow users to modify content through their web browser;
 - ◆ organisations are increasingly moving to adopting CMS.

Why a content management system (CMS)

- ◆ Many types of CMS
 - ◆ Free and open source software, commercial (can cost up to several thousand USD)
 - ◆ http://en.wikipedia.org/wiki/List_of_content_management_systems
 - ◆ free/open source
 - ◆ proprietary software
 - ◆ <http://www.cmsmatrix.org/>
 - ◆ allows comparison of various CMS

Overview of Plone: introduction



- ◆ Why Plone CMS for the IW:LEARN Toolkit?
 - ◆ open source software - free to use, modify and distribute
 - ◆ security better than alternatives (esp. PHP-based CMS)
 - ◆ widely used - active community of developers and users
 - ◆ considerable functionality with modular structure where new products can be readily installed;
 - ◆ Plone is standards compliant
 - ◆ XHTML and CSS compliant to enable viewing in different browsers and enhance search engine visibility
 - ◆ Accessibility compliant for visual and motor impaired users

Overview of Plone: examples of Plone-based sites

- ◆ Examples of usage (gallery at <http://plone.net/sites>)
- ◆ International:
 - ◆ <http://www.iwlearn.net/> (UNEP adopted Plone)
 - ◆ <http://www.watercentre.org/> (International Water Centre)
 - ◆ <http://www.oxfam.org/> (Oxfam International)
 - ◆ <http://www.asiapacificforum.net/> (Asia Pacific Forum)
- ◆ Europe:
 - ◆ <http://www.eea.europa.eu/> (European Environment Agency)
 - ◆ <http://www.milieudefensie.nl/> (Friends of the Earth, Netherlands)
 - ◆ <http://www.r-e-a.net/> (Renewable Energy Association, UK)
- ◆ USA:
 - ◆ <https://www.cia.gov> (Central Intelligence Agency, USA)
 - ◆ <http://www.novell.com/> (Novell, USA)

Overview of Plone: examples of Plone-based sites

- ◆ IW:LEARN user community:
 - ◆ <http://www.iwlearn.net/website toolkit/users/userscommunity>

“Web 2.0”

- ◆ What is it?
- ◆ Marketing hype? Buzzword?
- ◆ **No clear definition**, but the term can be used to indicate that the use of the internet is changing.
- ◆ Changing in the sense that it has become more interactive as seen through proliferation of message boards, social-networking sites, wikis, blogs, Google Earth...
 - ◆ Greater participation has been encouraged by development of such tools
- ◆ Web 2.0 represents a change in how the Web is used - resulting from improved software AND user creativity
- ◆ The Web is developing!
- ◆ IW:LEARN Toolkit offers platform with tools for encouraging collaboration between stakeholders.

The IW:LEARN Website Toolkit: what is it?

- ◆ What is the IW:LEARN Website Toolkit?
- ◆ The Toolkit is essentially an add-on product that integrates into the default Plone CMS.
 - ◆ Toolkit designed **to make it easier for projects to develop a site** to promote online sharing of information and collaboration.

Add on Products (Toolkit, WebGIS, etc)

Plone CMS

Zope software (accessed via Zope Management Interface)

http://rtc.iwlearn.org/

Site Map Accessibility Contact

Your Banner

you are here: home

Translate English To:
Arabic
Translate

Navigation

- Home
- About the project
- Information and Publications
- Maps & GIS
- News & Events
- Links
- Photos/Videos
- E-Newsletter
- Online Forums
- Instant Messaging
- Feedback/Contact us

Our Partners

UNDP

UNEP

In The Spotlight

Contact details

Accessibility

Banner/logo

Login link

'Breadcrumb trail'

Navigation portlet/box

News & Events portlets

Search tool:
◆ live search
◆ advanced search

Upcoming Events

- (Example) UNEP/IW:LEARN Regional IT Workshop (LAC)
- Miami, USA;
- 02-Jun-2006

News

- (Example) How to write a news story
- 24-Aug-2006
- (Example) News Item 2
- 24-Aug-2006

IW:LEARN Website Toolkit: key features – based on project feedback

IW:LEARN Website Toolkit: key features

Photo/Video Galleries

You have a choice of **two rich** editors to add content to pages - Kupu and FCKeditor - which can be selected in the **Plone Control Panel: Preferences > Personal Preferences > Select Content Editor**. Your preferred settings for FCKeditor can be modified through 'FCKeditor Configuration' in the lower left column of the Plone Control Panel.

Edit this content by clicking on 'contents' tab > 'Welcome to Project Website' page > edit tab.

RSS syndication



Upcoming Events

(Example) UNEP/IW:LEARN Regional IT Workshop (LAC)	Miami, USA, 02-Jun-2008
(Example) UNEP/IW:LEARN Regional IT Workshop (Africa)	Nairobi, Kenya, 13-Nov-2010
(Example) UNEP/IW:LEARN Regional IT Workshop (Asia)	Beijing, China, 05-Dec-2010
Upcoming events...	

'In the spotlight' feature



News

(Example) How to write a news story	24-Aug-2006
(Example) News Item 2	24-Aug-2006
(Example) News Item 1	24-Aug-2006
(Example) UNEP/IW:LEARN Launches Website Toolkit	24-Aug-2006
More news...	

Footer = project contact details

IW:LEARN Website Toolkit: summary key features



- ◆ Banner
- ◆ Site map
- ◆ Contact – feedback form and contact details
- ◆ Log in link
- ◆ Search tool
 - ◆ Live search – to simplify and quicken searching
 - ◆ <http://plone.org/products/plone/features/2.1/livesearch>
 - ◆ feature of project toolkit sites
 - ◆ Advanced search – specify more search terms
- ◆ Breadcrumb navigation
 - ◆ Can see current location in site relative to root/home & can easily move up directory levels
- ◆ Navigation portlet – box with directory tree on left side.

IW:LEARN Website Toolkit: summary key features

- ◆ Jargon:
 - ◆ left/right columns = left/right slot;
 - ◆ defined box/area = viewlet; portlet; etc
- ◆ Main area including:
 - ◆ Welcome to Project Website
 - ◆ Project Area Map
 - ◆ Upcoming Events
 - ◆ News
 - ◆ Recent Additions
- ◆ Footer
 - ◆ Address/contact details of project (shows authorship of site)
- ◆ Visual design of Plone web sites (see user manual – following slide for introduction!)

Sources of help

- ◆ IW:LEARN presentation material is split into two main parts:
 - ◆ **PART 1: Introduction**
 - ◆ Introduce content management systems (CMS), the open source Plone CMS, and key features of IW:LEARN's Website Toolkit.
 - ◆ **PART 2. Advanced features**
 - ◆ Participants to gain further practical experience including building complex pages, syndicating content, building an intranet, inserting videos, newsletter, surveys etc
- ◆ Download materials from the workshop events page – see http://www.iwlearn.net/abt_iwlearn/events

Sources of help

- ◆ Official Plone site:
 - ◆ <http://plone.org/documentation>
 - ◆ books/manuals
 - ◆ <http://plone.org/documentation/manual/plone-2.5-user-manual>
VERY GOOD!

IW:LEARN Website Toolkit: sources of help

<http://plone.org/documentation/manual/plone-2.5-user-manual>

[home](#)

[about](#)

[documentation](#)

[products](#)

[development](#)

[events](#)

[foundation](#)

[support](#)

[log in](#) [join](#)

you are here: [home](#) → [documentation](#) → [manuals](#) → [plone 2.5 user manual](#)

Find Documentation by Topic

For Content Editors and Authors

[Basic Use for Content Editors](#)

Installation and Setup

[Installation](#)

[Configuration and Set-Up](#)

[Upgrading and Moving](#)

Customizing Plone

[Visual Design](#)

[Navigation](#)

[Managing Content](#)

[Users, Authentication, and Permissions](#)

[Internationalization and Localization](#)

Extending Plone

[Developing for Plone](#)

Contributing to Plone.Org

[Adding a Software Project to plone.org](#)

[Writing Documentation for plone.org](#)

Plone 2.5 User Manual

This Reference Manual applies to: Plone 2.5.x

This Reference Manual is intended for: End Users

A User Manual for Plone content creators and managers.

 [All content on one page \(useful for printing, presentation mode etc.\)](#)

1. [Introduction](#)

1. [Conceptual Overview](#)
2. [Visual Design of Plone Web Sites](#)
3. [Plone User Accounts and Roles](#)
4. [Logging In](#)
5. [Setting Your Preferences](#)

2. [Adding Content](#)

1. [Adding Folders](#)
2. [What's in a Web Name?](#)
3. [Adding Images](#)
4. [Adding Pages](#)
5. [Adding Files](#)
6. [Adding Links](#)
7. [Adding Events](#)
8. [Adding News Items](#)
9. [Establishing Relationships](#)
10. [Setting Basic Properties](#)

3. [Managing Content](#)

1. [Editing Content](#)

support

 [Get Help](#)

Join our [chat rooms](#) or [support forums](#) if you have more specific questions.

Sources of help

- ◆ IW:LEARN Skype community
 - ◆ richtcooper, sean_khan, tinecustodio888, jeanjordaan searlc_bovorn
 - ◆ Other instant messengers – try multi-protocol Pidgin
 - ◆ <http://www.pidgin.im/>
 - ◆ multi-protocol websites (see Toolkit folder)
- ◆ IWLEARN.NET website:
 - ◆ Toolkit Documentation Center
<http://www.iwlearn.net/websitetoolkit/help>
 - ◆ to be updated in new release of iwlearn.net
 - ◆ includes some non-English resources
 - ◆ Feedback form <http://www.iwlearn.net/contact>

IW:LEARN Website Toolkit: sources of help

<http://www.iwlearn.net/>

The screenshot shows the IW:LEARN Website Toolkit help page. The left sidebar contains a navigation menu with the following items: Download, Quick Links, Experience Notes, Website Toolkit, Project websites, Workshops, IW Jobs, E-Bulletin, In The Spotlight, and UNEP SCS - South China Sea Knowledge Documents. The main content area is divided into several sections, each with a list of resources and a date. Two sections are circled in yellow: 'Latest Portuguese Resources' and 'Latest Spanish Resources'. The 'Latest Portuguese Resources' section lists 'Comunidade Zope e Plone Brasileira, Documentação' dated 30-Apr-2008. The 'Latest Spanish Resources' section lists 'Plone.org Documentación', 'Comunidad Plone España', 'Manual de uso de un portal Plone (2006)', and 'Manual de Usuario Plone CMS (2006)', all dated 30-Apr-2008. A yellow box with the text 'Non-English resources being added' is overlaid on the right side of the page. The footer of the page contains the copyright information: '© GEF IW:LEARN 2008, Last Updated: 19-May-2008' and 'Email corrections to update@iwlearn.net'. The Windows taskbar at the bottom shows the date 'Wed 21 May' and time '3:39'.

Download

Quick Links

Experience Notes

Website Toolkit

Project websites

Workshops

IW Jobs

E-Bulletin

In The Spotlight

UNEP SCS - South China Sea Knowledge Documents

Latest Reference Manuals

- Adding a Skype status button (.pdf) 11-Dec-2007
- Redirecting a URL in Plone 11-Dec-2007
- The Definitive Guide to Plone 29-Sep-2005

→ All 3 Reference Manuals...

Latest Links

- Toolkit Guideline Cards created by IW:LEARN 11-Dec-2007
- Plone user guides from the University of Leicester, UK 11-Dec-2007
- LearnPlone.org: guidelines for non-technical users 11-Dec-2007
- Examples of Plone sites around the world 11-Dec-2007
- Plone 2.5 User Manual 11-Dec-2007

→ All 10 Links...

Latest Portuguese Resources

- Comunidade Zope e Plone Brasileira, Documentação 30-Apr-2008

→ All 1 Portuguese Resources...

Latest Spanish Resources

- Plone.org Documentación 30-Apr-2008
- Comunidad Plone España 30-Apr-2008
- Manual de uso de un portal Plone (2006) 30-Apr-2008
- Manual de Usuario Plone CMS (2006) 30-Apr-2008

→ All 4 Spanish Resources...

Non-English resources being added

© GEF IW:LEARN 2008, Last Updated: 19-May-2008
Email corrections to update@iwlearn.net

Done

Workspace Alpha

Ho Ter scr Unti Plon pre Plon To *pid

Wed 21 May 3:39

Tor Disabled

Integrated internet-based GIS: GeoNetwork

- ◆ Sharing geographic data online...

Introducing the Toolkit: your practice site

- ◆ Online workshop site is available at:

<http://wwf5.iwlearn.org/sites/toolkit>

- ◆ RC has login names/passwords
- ◆ You have 'member' accounts with full access to the 'My Folder' directory (next to 'log in' link).

This will permit you to add, edit and modify any content in your 'My Folder' directory.

- ◆ Can also install CMS onto your notebook so you can work offline (click to download installation guide - available from workshop event page on iwlearn.net)
- ◆ **Set your personal member settings**
 - ◆ Preferences > Personal Preferences > modify name and email address
 - > select preferred editor (FCKeditor has user interface similar to MS Word)

Introducing the Toolkit: logging in

Your Banner

all

Richard Cooper | My Folder | **Preferences** | Undo | My Links | Log Out

you are here: home

Navigation

- Home
- About the project
- Information and Publications
- Maps & GIS
- News & Events
- Welcome to Project website
- Links
- Feedback / Contact us
- Project Area Map

Our Partners

UNEP UNDP

Recent Changes

- Welcome to Project website 2007-11-06
- Project website 2007-11-06
- index_html-en 2007-11-06
- Workgroup Tool

contents view edit properties layout templates sharing links

translate into display add to folder state: public draft

Welcome To Project Website

A short project description / a new highlight etc.

This area should be used to add a welcome message, website functionality description, project introduction or any major highlights.

Project Area Map

click the map below to view the project area

Upcoming Events

Sample Event 1	city, country, 2007-08-13
Sample Event 2	city, country, 2007-08-13
Sample Event 3	city, country, 2007-08-13
Sample Event 4	city, country, 2007-08-13

Upcoming events...

News

Sample News 3	2006-11-03
Sample News 2	2006-11-03
Sample News 1	2006-11-03
More news...	

Recent Additions

Sample Event 1	2007-10-30
Sample Event 2	2007-10-30

Green header strip with tabs

Username visible

Introducing the Toolkit: logging in

◆ After logging in

- ◆ You know when you are logged in as:
 - ◆ your username now appears beneath banner and
 - ◆ green header strip with tabs become visible
- ◆ Types of user accounts – *manager, member, reviewer, owner*
 - ◆ *Manager* – permissions to modify anything in entire site
 - ◆ *Member* – permissions to modify *My Folder* section
 - ◆ Note differences between *Preferences* options for Manager and Member ... (*next slide*)

Introducing the Toolkit: logging in

The screenshot shows the 'Your Banner' header with a search bar. Below it is a navigation bar with links: Richard Cooper, My Folder, Preferences, Undo, My Links, and Log Out. The main content area is divided into two columns. The left column contains a sidebar with 'Site Setup' and 'Add-on Product Configuration' sections. The right column contains 'My Preferences' and 'Member Preferences' sections. A red oval highlights the 'Site Setup' sidebar. A yellow callout bubble points to the 'Preferences' link in the navigation bar. Another yellow callout bubble points to the 'Site Setup' sidebar. A red text annotation is also present.

Your Banner

all

Richard Cooper | My Folder | **Preferences** | Undo | My Links | Log Out

you are here: home

Site Setup

- Phone Configuration
 - Add/Remove Products
 - Error Log
 - Keyword Manager
 - Language Settings
 - Mail Settings
 - Navigation Settings
 - Placeful Workflow
 - Portal Settings
 - Search Settings
 - Skins
 - Smart Folder Settings
 - Users and Groups Administration
 - Zope Management Interface
- Add-on Product Configuration
 - Analytics for Plone
 - EcoMundus Settings
 - External Site Catalog
 - FCKeditor configuration

My Preferences

This area allows you to set your preferences.

Member Preferences

- Change Password
- FCKeditor preferences
- Link monitoring settings
- Personal Preferences

Click *Preferences* to access *Plone control panel*

Many site setup options available to manager

Manager logged into *Plone control panel*

Introducing the Toolkit: logging in

Your Banner

all

[rcooper_member](#) | [My Folder](#) | [Preferences](#) | [Undo](#) | [My Links](#) | [Log Out](#)

you are here: [Home](#)

Site Setup

Plone Configuration

No Preference Panels available.

Add-on Product Configuration

No Preference Panels available.

My Preferences

This area allows you to set your preferences.

Member Preferences

- Change Password
- FCKeditor preferences
- Link monitoring settings
- Personal Preferences

Physical address, City, Country
+countrycode citycode faxnumber, E-mail:pcu@projectsite.org

Member logged into Plone control panel

Limited site set up options available to member

Introducing the Toolkit: setting preferences

◆ Your personal member settings (available to member)

- ◆ Preferences > Personal Preferences > modify name and email address

> select preferred editor
(FCKeditor has user interface similar to MS Word)

◆ Portal Settings (only available to manager)

- ◆ Preferences > Portal Settings > modify 'site title'

> modify 'site from address'



you are here: home

Site Setup

Plone Configuration

Add/Remove Products

Error Log

Keyword Manager

Language Settings

Mail Settings

Navigation Settings

Placeful Workflow

Portal Settings

Search Settings

Skins

Smart Folder Settings

Users and Groups
Administration

Zope Management
Interface

Add-on Product Configuration

Analytics for Plone

FCKEditor configuration

Kupu visual editor

Site Setup

▲ Up to Site Setup

Site-wide settings.

Plone Details

Site title ■

The title of your Plone site.

Toolkit Version #2 (English)

Portal description

The site description is available in syndicated content and elsewhere. Keep it brief.

Toolkit Version #2 (English) created by RTC on 28 August 2008 for Athens Workshop

Site 'From' name

Plone generates e-mail using this name as the e-mail sender.

Portal Administrator

Site 'From' address ■

Plone generates e-mail using this address as the e-mail return address. It is also used as the destination address on the site-wide contact form.

richard@iwlearn.org

Default Language

Specify the default language setting for newly created items.

English

Portal settings
(only available to
manager)

Introducing the Toolkit: setting preferences

- Language Settings
- Mail Settings
- Navigation Settings
- Placeful Workflow
- Portal Settings
- Search Settings
- Skins
- Smart Folder Settings
- Users and Groups Administration
- Zope Management Interface

Add-on Product Configuration

- Analytics for Plone
- External Site Catalog
- FCKEditor configuration
- Google Coop
- Kupu visual editor
- Link management
- PloneArticle preferences
- PlonePoll configuration
- Schema editor
- TextIndexNG3
- Workgroup Tool
- Configuration of

Personal Details

Full Name

rcooper

E-mail

iwsea@yahoo.com

Location

Your location - either city and country - or in a company setting, w

Thailand

Language

Your preferred language.

Language neutral (site default)

Biography

A short overview of who you are and what you do. Will be displayed on the your author page, linked from the items you create.

Home page

The URL for your external home page, if you have one.

Content editor

Select the content editor that you would like to use. Note that content editors often have specific browser requirements.

FCKEditor

Basic HTML textarea editor (works in all browsers)

Kupu

FCKEditor

☒ Listed in searches

Determines if your user name is listed in user searches done on this site.

☐ Allow editing of Short Names

Determines if Short Names (also known as IDs) are changable when editing items. If Short Names are not displayed, they will be generated automatically.

Personal preferences
(available to
members)

Adding/updating content: folder

◆ Adding a folder – content in site organised with folders

upload files contents view edit sharing links

Portal

Click *add item* and select *folder*

					order
	About the project	1 kB	2007-10-30 09:50	Published	▲ ▼
	Information and Publications	1 kB	2007-10-30 09:51	Published	▲ ▼
	Maps & GIS	1 kB	2007-10-30 10:02	Published	▲ ▼
	News & Events	1 kB	2007-10-30 10:02	Published	▲ ▼
	Members	1 kB	2006-08-14 10:23	Public Draft	▲ ▼
	Links	1 kB	2007-10-30 10:02	Published	▲ ▼
	@ Feedback / Contact us	2.1 kB	2007-10-30 10:03	anonymous send	▲ ▼
	Project website	2.1 kB	2007-11-07 08:24	Public Draft	▲ ▼
	Welcome to Project website	1 kB	2007-11-06 10:31	Published	▲ ▼
	Hello	19.8 kB	2006-08-28 15:36	Public Draft	▲ ▼
	Eventitems Folders	1 kB	2006-11-03 10:06	Public Draft	▲ ▼
	Images	1 kB	2006-11-03 10:44	Public Draft	▲ ▼
	NewsItem Folder	1 kB	2006-11-03 10:03	Public Draft	▲ ▼
	Photos	1 kB	2006-11-23 22:00	Public Draft	▲ ▼

display add item ▼

- article
- bookmark folder
- calendarx
- content importer
- contentpanels
- dynamicpage
- event
- event
- feed folder
- file
- folder
- form mailer

A folder which can contain other

- help center
- iwproject
- image
- in the spotlight
- link
- mailing list

Adding/updating content: folder



RTC's Demo Logo

- ◆ Add *title* and *description*, save
- ◆ *Publish* to enable display item to anonymous visitors

Home
About
Information and Publications
Maps & GIS
News & Events
Links
Feedback / Contact us
Welcome to Project website
Project Area Map

Our Partners



In The Spotlight



all

Search

Documents | My Folder | Preferences | Undo | My Links | Log Out |

translate into | actions | display | add item | state: public draft

Folder has been created.

Edit Folder

by rooper — last modified 2007-11-09 08:12
A folder which can contain other items.

Title ■
RTC folder

Description
A short summary of the content
test folder

save cancel

item | state: public draft

make private

publish

advanced...

policy

Publish

Adding/updating content: page

- ◆ Adding a page and editing with FCKEditor
 - ◆ Similar to MS Word or other editors
 - ◆ FCKEditor demo:
<http://www.fckeditor.net/demo>
 - ◆ FCKEditor allows modification of toolbar options



Adding/updating content: adding a page

Navigation

- Home
- About the project
- Information and Publications
- Maps & GIS
- News & Events
- Links
- Feedback / Contact us
- Welcome to Project website
- Project Area Map
- RTC folder

- ◆ WYSIWYG editing
- ◆ Similar to MS Word
- ◆ You can type in your language



In The Spotlight



view edit properties sharing links

translate into actions add to folder state: public draft

Page has been created.

Edit Page

by [rooper](#) — last modified 2007-11-09 08:58

A page in the site. Can contain rich text.

Title

Introduction to Workshop

Description

A short summary of the content

Introduction

Text Format HTML

Source

Style Format Normal

1. Select template

2. Add text and images ...

3. Select Style for easy placement of image and text

4. Can choose style of editor by visiting Preferences > FCKeditor preferences > select editor skin