GEF International Waters Learning Exchange and Resource Network (IW:LEARN)

Introduction to IW:LEARN Website Toolkit (Part 2)

Regional IW:LEARN IT (LAC) Workshop, Miami, USA June 2007

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🕼 👻 🕙 - 🖸 🤪 🗸 🕒 - 🗗 🗙 Different ways of displaying folder content all -**RTC's Demo Logo** Search LEATN 2 My Links rcooper My Folder Preferences Undo Log Out you are here: home → images upload files syndication view edit properties sharing links Navigation contents translate into 🔻 actions - display add item 👻 state: public draft 👻 Home summary view **E e e** About the project Images tabular view Information and thumbnail view ▲ Up one level Publications standard view Maps & GIS all the images to be used throughout the site should be ad contentpanels view News & Events modified select a content item title size Links as default view. Г analysis.jpg 1.9 kB 2007-08-10 13:55 Feedback / Contact us Г marine.jpg Photos 2.9 kB 2007-08-10 15:17 Public Draft RTC contents meetings.jpg Г 2.6 kB 2007-08-10 15:29 Public Draft PMO Documents 📄 presentations.jpg 2.6 kB 2007-08-10 15:46 Public Draft v Newsletters Г 💼 studies.jpg 2.7 kB 2007-08-10 16:08 Public Draft 1 1 WebBoard sample map.jpg 2007-08-13 14:46 8.7 kB **Public Draft** 1.19 100 Г 🗋 doc img1 2.7 kB 2007-08-14 14:46 Public Draft Г doc img2 **Our Partners** 4.4 kB 2007-08-14 14:46 Public Draft sh. v Г doc img3 OPlone 4.0 kB 2007-08-14 14:47 Public Draft -10 doc img4 3.2 kB 2007-08-14 14:47 Public Draft * Г doc imq5 4.7 kB 2007-08-14 14:48 Public Draft Г doc img6 4.2 kB 2007-08-14 14:49 Public Draft Select type of IWLEARN logo 48.0 kB 2007-11-13 08:15 Public Draft LWMEA banner display 19.5 kB 2007-11-19 17:25 Public Draft Large Project Area Map 124.6 kB 2007-11-19 18:18 Public Draft change state copy cut 🕻 rename delete

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		IWLEARN logo	48.0 kB	2007-11-13 08:15	Public Draft			
	Г	🗎 LWMEA banner	19.5 kB	2007-11-19 17:25	Public Draft	A		
(X44)		🗋 Large Project Area Map	124.6 kB	2007-11-19 18:18	Public Draft	A		

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Adding/updating content: folder view upload files contents view edit properties sharing links state: public draft translate into 🔻 actions + display 🔻 add item 👻 View changed. Images . Up one level Summary view all the images to be used throughout the site should be added to this folder analysis.jpg Read More ... marine.jpg Read More ... meetings.jpg Read More ... ----4



International Waters Learning Exchange and Resource Network



Adding/updating content: folder view

View changed.				
nages				
Up one level				
the images to b	e used thro	oughout	the site should be a	is folder
title		-	modified	
analysis.jpg	author deepajani	type Image	2007-08-10 13:55	
marine.jpg	deepajani	Image	2007-08-10 15:17	
meetings.jpg	deepajani	Image	2007-08-10 15:29	
presentations.jpg	deepajani	Image	2007-08-10 15:46	Tabulansiau
studies.jpg	deepajani	Image	2007-08-10 16:08	Tabular view
ample_map.jpg	deepajani	Image	2007-08-13 14:46	
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doc Img 3	deepajani	Image	2007-08-14 14:47	
doc Img4	deepajani	Image	2007-08-14 14:47	
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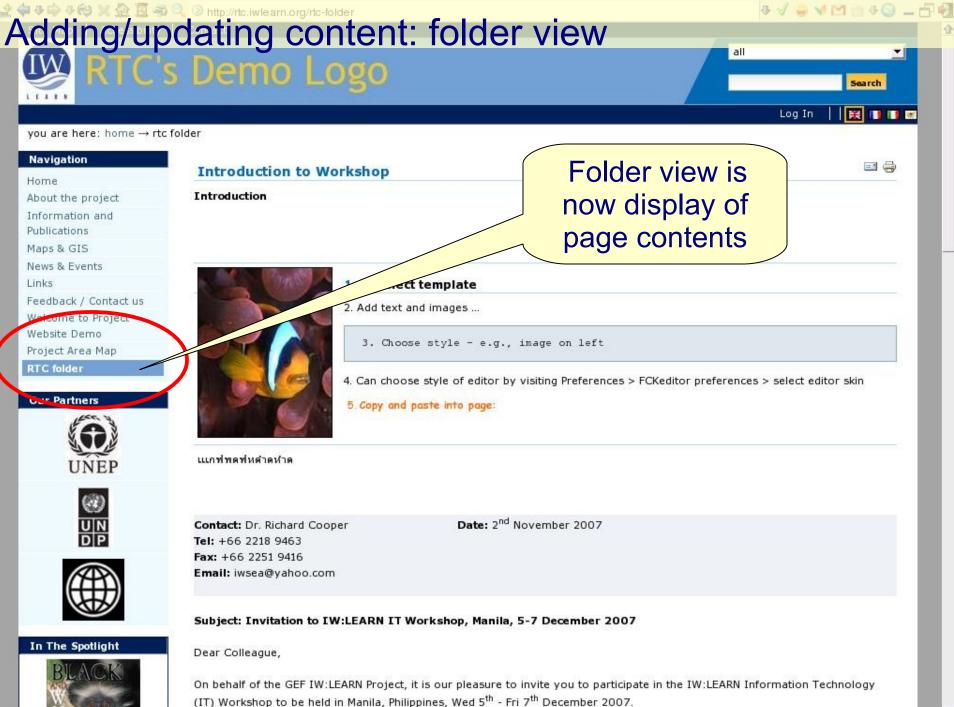
5

Adding/updating content: folder view upload files edit properties contents sharing links view display translate into 🔻 actions 🔻 add item 🔻 state: public draft 🔻 View changed. 🖃 🚭 🔐 Images all the images to be used throughout the site should be added to this folder analysis.jpg marine.jpg meetings.1pd Thumbnail view useful for organising photographs as Photo Gallery sample map.jpg studies.jpg doc Img2 doc img1 6 Southeast Asia **International Waters Learning** TART **Exchange and Resource Network** LGRP **Regional Center** DP

Adding/updating content: folder view

Changing folder view (selecting content item)

	🔍 ③ http://rtc.iwlearn.org/rtc-folder	₽ 🗸 👙 🖊 🖂 🕒 🤤 🗕 🗕
Site Map Accessibility	S Demo Logo	all Search
you are here: home \rightarrow rtc	folder My Folder Preferenc	ces Undo My Links Log Out 🧱 🕕 📑 🖬
Navigation Home About the project Information and Publications Maps & GIS News & Events Links Feedback / Contact us Welcome to Project Website Demo	upload files contents view edit properties sharin translate RTC folder • Up one level test folder Introduction to Workshop – by rccoper – last modified 2007-11-13 08:2 Introduction	into
		Select default page Please select item which will be displayed as the default page of the folder.



Adding/updating content: image Adding an image Prepare image in favourite graphics program (e.g., Gimp) as jpg, gif, png

- rescale size for displaying
- check size of file/minimise if necessary
- Upload image to website
 - Best to keep all images in one location
 - 'Images' directory already created at root of your instance
 - Select image from add item menu





Adding/updating content: image

nto 💌 actions 💌 add to folder 👻 state: public draft 🕶

						1000
- A	Ima	ne h	as l	been	creat	od
		90.				

Edit Image

by rcooper - last modified 2007-11-13 07:57

An image, which can be referenced in documents or displayed in an album.

Title

IWLEARN logo

Description

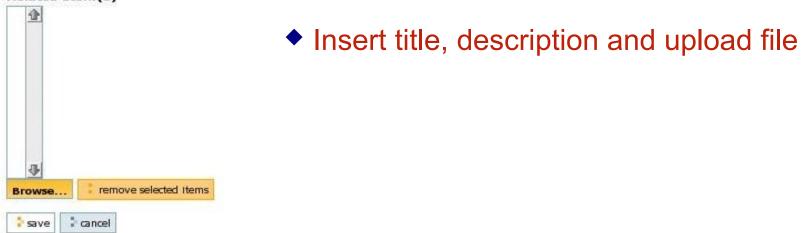
A short summary of the content

					and the state of the second state of the second states
Logo for IW:LEARN	project.	Dimensions:	332wide :	x 389	height pixels.

Image =

	······
/home/rcooper/RC_START/SEARLC/I	Browse

Related Item(s)



Adding/updating content: image

 Transform image – rotate, flip (clear browser cache ctrl+f5)

view edit properties transform sharing links translate into	actions view edit properties transform sharing li
IWLEARN logo	IWLEARN logo
LEARN Logo for IW:LEARN project. Dimensions: 332wide x 389 height pixels. Original size: 81.7 kB Transform	Logo for IW:LEARN project. Dimensions: 332wide x 389 height p Original size: 84.0 kB Transform
Flip around vertical axis execute Select method Flip around vertical axis 	Flip around vertical axis Select method Flip around vertical axis
Flip around horizontal axis Rotate 90 counterclockwise Rotate 180 Rotate 90 clockwise	Flip around horizontal axis Rotate 90 counterclockwise Rotate 180 Rotate 90 clockwise

Adding/updating content: link

- Adding link as separate content item
 - Can add external or internal link in a page (FCKeditor)
 - External link appearance with globelike icon

1. 🕲 Select template

- Internal link without icon
- 'Links' directory already created at root of instance
 - Select link from Add item menu











Adding/updating content: link & related item

Link has been created.

Edit Link

by rccoper - last modified 2007-11-13 08:36

remove selected Iter

A link to an internal or external resource.

Title .

URL .

Browse.

save

Int

cancel

http://plone.org/

Related Item(s) presentations.jpg

Plone Official Site

Description

A short summary of the content

Official site of Plone open source content management system

Add related item – helps to group relevant material together

Insert Title, Description and upload file

Note: added related item –

option is available for other content types





Our Partners

Feedback / Contact us Welcome to Project Website Demo Project Area Map RTC folder



Note: added related item



International Waters Learning Exchange and Resource Network



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Adding/updating content: event

- Adding Upcoming Events
 - Note Upcoming Events viewlet on home page
 - Five events displayed by default (can be changed via ZMI /portal_skins/cp_viewlets/viewlet_events)
 - Best to keep all events items in one location
 - 'Event Item Folder' already created at root of your instance
 - Select event from add item menu









Adding/updating content: event (page top)

Navigation	view edit properties sharing links
lome	translate into actions add to folder state: public draft
bout the project	
nformation and	Event has been created.
ublications	Edit Event
aps & GIS	Edit Event
ews & Events	by <u>recoper</u> — last modified 2007-11-13 10:24
iks	Information about an upcoming event, which can be displayed in the calendar.
edback / Contact us	Title -
elcome to Project ebsite Demo	IW:LEARN IT Workshop
oject Area Map	Description
C folder	A short summary of the content
entitems Folders	Asia Regional Workshop held in
Sample Event 1	
Sample Event 2	
Sample Event 3	
Sample Event 4	
	Event Starts
ur Partners	2007 ▼ / December ▼ / 5 ▼ 🕮 10 ▼ : 25 ▼
and y	
	Event Ends
	2007 ▼ / November ▼ / 7 ▼ 🖻 10 ▼ : 25 ▼
UNEP	Event Location
Sector 1	Beijing, China
(\mathfrak{A})	boging, china
	Event body text
DP	Text Format
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	Style Format Font Size Tar the line of the line o
. The Costlight	
n The Spotlight	Insert title, description, dates, location, body text
BLACK	insert ine, description, dates, location, body text
AND.	IW:LEARN aims to strengthen International Waters Resource Management by facilitating structured learning and information

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Adding/updating content: event (page bottom)

Insert event URL, contacts details

Save and publish

Event URL

Web address with more info about the event. Add http:// for external links.

http://www.iwlearn.net

Contact Name

Richard Cooper

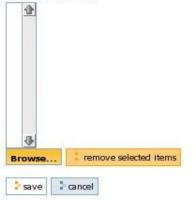
Contact E-mail

iwsea@yahoo.com

Contact Phone

+66 2218 9463

Related Item(s)



er 👻	state:	public draft	-
		make privat	e
		publish	
		submit	
	=	advanced	Publish

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Adding/updating content: event (completed)

Navigation	view edit properties sharing links translate into + action	ns 👻 add to fold	ler 👻 state: published
lome			ier 💌 sate: published
About the project			
information and	Your content's status has been modified.		
ublications	IW:LEARN IT Workshop		📼 \ominus 🗃 🗓, 🖄
aps & GIS			
ews & Events	by rccoper — last modified 2007-11-13 10:40 🛨 History		
nks	Asia Regional Workshop held in		
edback / Contact us	The IW:LEARN Information Technology (IT) Workshop to be held in Manila, Philippines,		
elcome to Project	Wed 5 th - Fri 7 th December 2007.	what	
ebsite Demo		when	2007-12-05 10:25 b
oject Area Map	IW:LEARN aims to strengthen International Waters Resource Management by facilitating		2007-12-07 10:25
Cfolder	structured learning and information sharing among stakeholders. In pursuit of this	where	Beijing, China
entitems Folders	objective, IW:LEARN has organised a workshop that aims to build the capacity of projects	contact name	Richard Cooper
Sample Event 1	to utilise information and communication technology (ICT) tools available through the		
Sample Event 2	IW:LEARN programme.	contact email	Iwsea@yahoo.com
Sample Event 3		contact phone	+66 2218 9463
Sample Event 4	In particular, the objective of this workshop is to assist projects in creating and managing	add even to	U vCal
IW:LEARN IT Workshop	a project website using the freely available IW:LEARN Toolkit. In addition, related ICT	calentar	🗓 ICal
Horashop	subjects such as GIS and content syndication will be discussed.		
ur Partners	The workshop will focus on how to use the IW:LEARN Website Toolkit to enable any GEF pro manage website.	oject to have a	powerful and easy to
	Target Audience		
UNEP	The target audience is anticipated to be information specialists, IT managers and/or project	officers or staf	ff members who are
3	responsible for developing and/or maintaining a project website.		
	Outcome		
	Participants will gain a comprehensive overview of the Toolkit capabilities and functions i	ncluding freely	available resources o
	the internet. Participants will also gain hands-on knowledge regarding how to create, mar little or no IT knowledge.		
<u>6440</u>	Participants will be introduced to WebGIS using the Toolkit's PrimaGIS module including here.	now it can be us	sed to access data
	from other GIS map servers on the internet.		

• Note published astate ect needs and develop a joint work plan to address these needs in reasonable work time



In The Spotlight



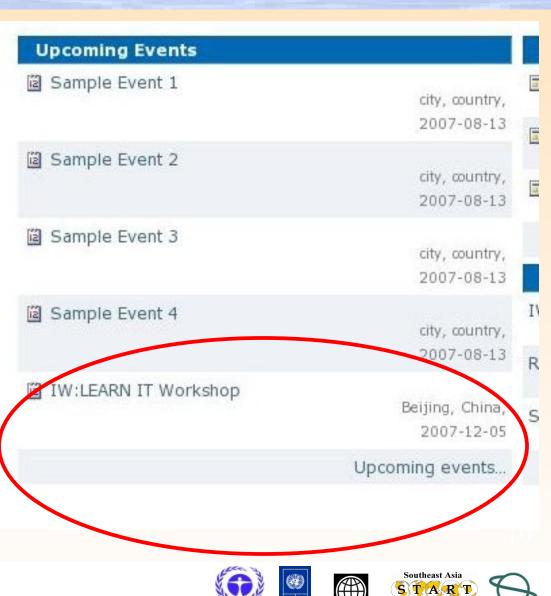
4 1 3 1 1 3 4 6

-7 •3

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Adding/updating content: event

- New Event now visible in Upcoming Events viewlet on home page
- Click on upcoming events to show ALL upcoming events
- Note News and Events folder in navigation column with upcoming and ALL past events (see next slide)



DP

Regional Center



Your Ban	ner	Sear
	Richard Cooper My Folder 1	Preferences Undo Log C
ou are here: home $ ightarrow$ new		
ranslate English To:	contents view edit properties	
	translate into + actions + display	add to folder state: published
abic 🗾		
ranslate	News and Events	
	by <u>Richard Cooper</u> — last modified 15-May-2008 07:59 PM 🗉 History	
avigation	All project news and events	
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out the project	News Events	
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lications	News	=
ps & GIS		
ws & Events	▲ Up one level	
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Events	(Example) How to write a news story	
Ks		
otos/Videos Newsletter	A quick primer from MIT	
line Forums	Read More	
stant Messaging		
edback/Contact us	(Example) News Item 2	
	Insert news item introduction here.	NY BA DEMANDY RA MAINGAND WA
ır Partners	Read More	Cara and a
100	Kead More	Company and Company
DP		
601	(Example) News Item 1	
State State		OF BE DESIGNED WE MADNERA TA
UNEP	Insert news item introduction here.	ALL IN ALL ALL ALL ALL ALL ALL ALL ALL ALL AL
	Read More	

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Adding/updating content: news item

- Adding News Item
 - Note News viewlet on home page
 - Three events displayed by default (can be changed via ZMI /portal_skins/toolkit/portlet_news)
 - Best to keep all news items in one location
 - 'News Item Folder' already created at root of your instance
 - Select news item from add item me



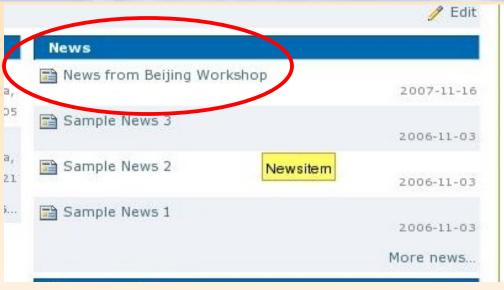




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ome bout the project		
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aps & GIS	Edit News Item	
ews & Events	by <u>roopper</u> — last modified 2007-11-16 07:35	folder 👻 state: public draft 👻
nks	An announcement that will show up on the news portlet and in the news listing.	make private
edback / Contact us	Title •	publish
elcome to Project		submit
ebsite Demo		Publ
oject Area Map	Description	advanced
roject Area Map TC folder	Description A short summary of the content	
TC folder		
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TC folder ewsItem Folder UNEP IW:LEARN		
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IC folder awsItem Folder UNEP IW:LEARN laucnhes website toolkit to help GEF IW projects create a standard based, content rich and easily managable websites.	A short summary of the content	
C folder wesitem Folder UNEP IW:LEARN laucnhes website toolkit to help GEF IW projects create a standard based, content rich and easily managable websites. Sample News 1	A short summary of the content	advanced
C folder wsItem Folder UNEP IW:LEARN laucnhes website toolkit to help GEF IW projects create a standard based, content rich and easily managable websites. Sample News 1 Sample News 2	A short summary of the content Body Text	advanced
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Adding/updating content: news item

- News item now visible in News viewlet on home page
- Click on more news to show list of all news items
- Note News and Events folder in navigation column with news items



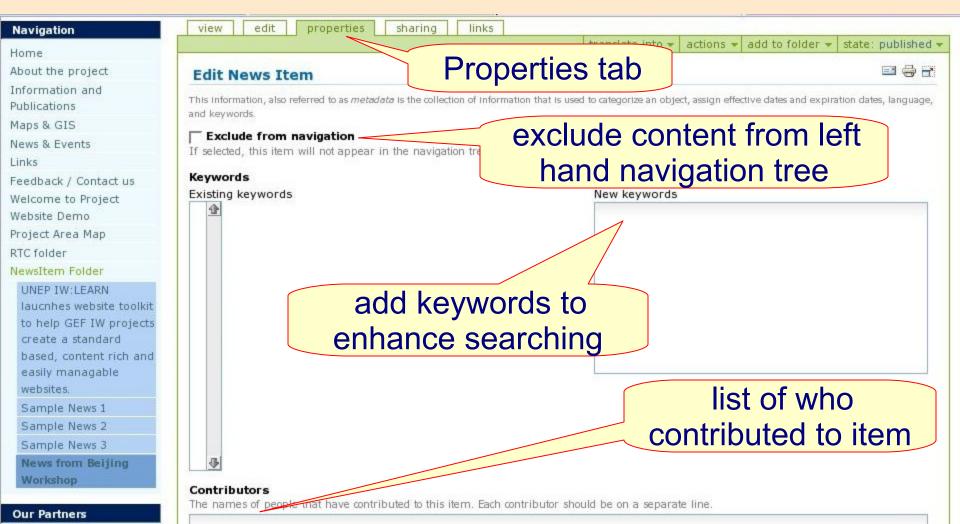






Adding/updating content: properties tab panel The properties tab of content items

 Set basic properties and metadata (data about data) for the content item (optional fields)



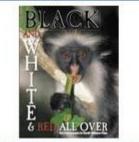
Adding/updating content: properties tab panel

The properties tab (continued)





In The Spotlight



Recent Changes

News from Beijing Workshop

2007-11-16

Introduction to

Workshop

2007-11-15

Mombasa Workshop 2007-11-14

LAC IW:LEARN

rcooper	
creator of c	ontent item
Effective Date Date when the content should become available on the public site 2007 • / November • / 16 • 2 07 • 50 • Expiration Date	
Expiration Date Date when the content should no longer be visible on the content should no longer be visible on the content of a	effective and
Language	expiration dates
Copyrights The sepurights on this item.	
Copyright details	language
Allow Discussion on this item	
Default Enabled Disabled discussion	

Adding/updating content: folder contents tab panel Similar operations as in 'File Manager' in Windows

Navigation

Home

- About the project
- Information and
- Publications
- Maps & GIS
- News & Events
- Links
- Feedback / Contact us
- RTC folder

Our Partners

copy, cut rename, delete, change state

In The Spotlight



							display	add iter
P	ortal							•
-	title	size	modified	state	order			
-	About the project	1 kB	2007-10-30 09:50	Published	* *			
-	Differmation 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	* *			
174	Members	1 kB	2006-08-14 10:23	Public Draft	* *			
-	🗀 Unks	1 kB	2007-10-30 10:02	Published	A . T			
-	Project Area Map	1 kB	2007-11-1610:01	Published				
-	@ Feedback / Contact us	2.1 kB	2007-10-30 10:03	anony mous send	* *			
-	Project website demo	2.1 kB	2007-11-13 07:02	Public Draft	* *			
-	Hello	19.8 kB	2006-08-28 15:36	Public Draft	* *			
-	Eventitems Folders	1 kB	2006-1	e-order	itom	0.		
-	🗀 Images	1 kB	2006	e-order	цеп	5.		
17	NewsItem Folder	1 kB	zoos dra	g and c	Iron'	item		
-	Photos	1 kB	2006	•	-			
-	🗎 Welcome to Project Website Demo	1 kB	29 Or U	se arro	w in	riaht		
-	Conspotlights	1 kB				5		
-	index_html-en	1 kB	2007-1	colui	mn			
	🕒 Schema Editor		2007-10-31 07:45	Public Draft				
-	Workgroup Tool	1 kB	2007-10-31 07:46	Public Draft				
-	RTC folder	1 kB	2007-11-09 08:23	Published	A 7			

Adding/updating content: folder contents tab panel

Renaming content

- Tick box and click rename
- E.g., renaming RTC folder
- Re-type title and enter short name (in small case letters with **no** blanks, use dash)

-	y 🗜 c 👔 🦆 rename 📄 delete	change state	
7	C RTC contents	1 kB	200
Г	index_html-en	1 kB	200
Г	Workgroup Tool	1 kB	200
1	Schema Editor	1 kB	200

Rename item Each item has a Short Name and a Title, which you can ch RTC folder (rtc-folder) New Short Name Short name is the part that shows up in the URL of the item. rtc-folder New Title RTC folder 🕻 rename all cancel **Rename** item Each item has a Short Name 🥿 e, which you can cl RTC folder (rtc-folder) New Short Name Short name is the part that shows up in the URL of the item. rtc-contents New Title **RTC** contents cancel rename all



International Waters Learning Exchange and Resource Network





Adding and updating content: changing state

Changing state

 in one action to change the state of a folder and all of its contents; no need to individually change state of content in folder.

	Project Area Map	1 kB	2007-11-16 10:01	Published	* *
Г	Schema Editor	1 kB	2007-10-31 07:45	Public Draft	
	Workgroup Tool	1 kB	2007-10-31 07:46	Public Draft	* *
Г	index_html-en	1 kB	2007-11-06 07:41	Public Draft	
-	CRTC contents	1 kB	2007-11-16 12:17	Private	* *



International Waters Learning Exchange and Resource Network



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Adding/updating content: folder contents

Changing state (continued)

		display add item
ublishing process		
item's status (also called its review state) determines where site management. Only published items are available to blished, it has to be reviewed by one of the site's Review view. other way to control the visibility of an item is with its te, even if its status is published . This will prevent the eries), although the item will still be available if access Publishing Details Affected content Image: I	Tick to 'include folder items' to change state of all items in folder VERY USEFUL	o make an item submitting it for fore its effective lates fed by catalog



The date when the item expires. This will automatically make the item invisible for others at the given date. If no date is chosen, it will never expire.

Adding/updating content: folder contents

edit

Rcooper

view

Undo

Preferences

links

My Links

Undo

Log Out

display

Ŧ

next 5 items »

add item .

Tick box of action to be undone and click undo button

My Folder

sharing

Undo action by action, not multiple

Undo actions

This applications transactional feature allows you to easily undo changes made to the applications settings or data. You can revert the application to a "snapshot" of its state at a previous point in time.

Select one or more transactions below and then click on the "Undo" button to undo the transactions. Note that even though a transaction is shown below, you will not be able to undo it if later transactions modified objects that were modified by the transaction.

[1] 2

	undo	action performed	affected Item	performed by	date and time
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Interna	Г		/sites/rtc/selectViewTemplate	sites/rtc rccoper	2007/11/16 10:30:00.932 GMT+3
Exchange	Г		/sites/rtc/selectViewTemplate	sites/rtc	2007/11/16 10:26:15.446

Creating a multilingual site

Two multilingual possibilities:

- 1. IW:LEARN translation tool
 - See http://www.iwlearn.net
 - Uses Google
 - Set up site in single language and tool can convert to several others
 http://www.google.com/language tools
 - ◆ Chinese, Spanish etc.↔ English
 - IW:LEARN can modify tool for your site
- 2. Plone translation tool
 - Good if human translator available



Arabic 🔹
Arabic
Chinese(Simplified)
Chinese (Traditional)
French
German
Italian
Japanese
Korean
Portuguese
Russian
Spanish





Creating a multilingual site: Plone translation tool

- Creating translated content
 - Example of bilingual site: http://dnipro-gef.net/ (next slide)
 - Login as Manager > Preferences >Language Settings
 - Select required language
 - Create translated content
 - Note: software provides interface/container for translated content, it does not translate text from one language to another.
 - Translation needs to be done by human translator.
 - Machine translation by Google (and others)





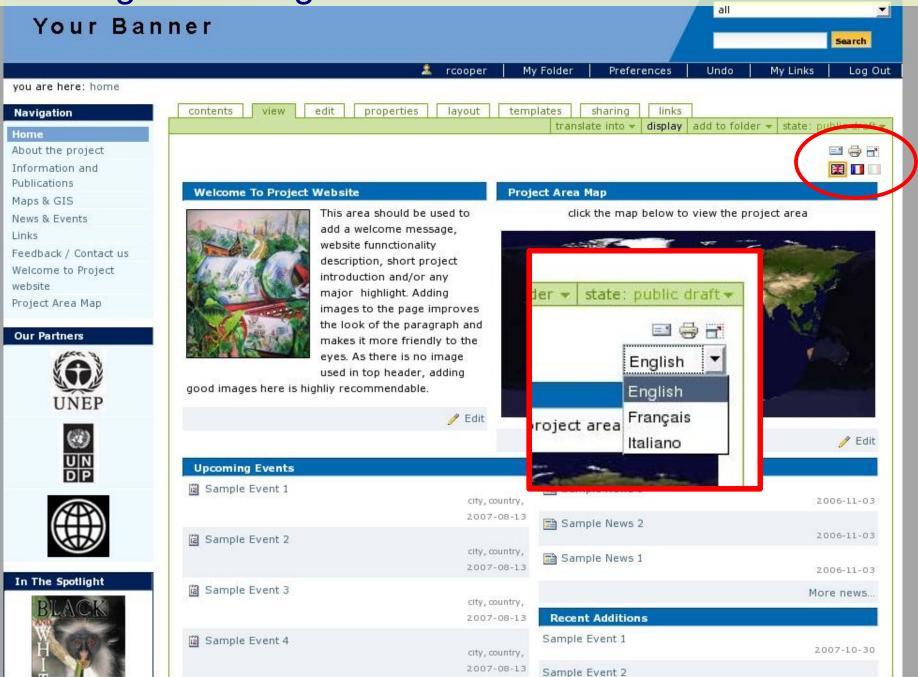
32



The Dnipro is a great river owing not only for its hydrological parameters (third-longest in Europe), but also for its role in the formation and development of three Eastern-Slavic nations. Indeed, the past history, present environmental and economic conditions, and future destiny of Belarus, Russia, and Ukraine are deeply intertwined with the Dnipro.



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Links ct Area Map

Our Partners









In The Spotlight

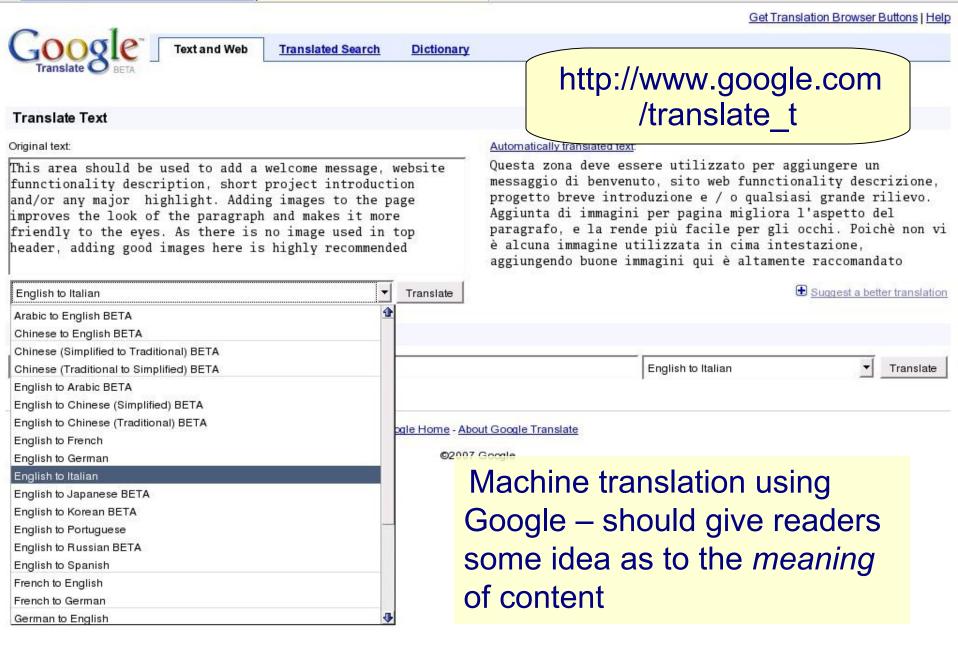


E.g., translate English content to Italian: Select dropdown menu - translate into > italiano

introduction and/or any major highlight. Adding images to the page improves the look of the paragraph and makes it more friendly to the eyes. As there is no image used in top header, adding good images here is highliy recommendable.

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 Italian flag now visible for translated content
 Can now toggle between English and Italian

Thank you

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Khristine Custodio (IT/Communications Officer) khristine@iwlearn.org)



International Waters Learning Exchange and Resource Network

