BASIC CONTENT MANAGEMENT IN PLONE

Wim Hugo



MORNING SESSIONS

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Session	Duration	Module			
1	08h35 - 09h15	Plone Functions and Capabilities			
2	09h20 - 10h00	Detailed Review of Content Types			
3	10h00 - 10h20	Tea Break			
4	10h20 - 11h30	Adding Detailed Content			
5	11h35 - 12h30	Case Studies and Examples			
6	12h30 - 13h25	Lunch			
Afternoon: GeoPortals (optional)					

WORKSHOP SESSION 1

- Screen Layout and Organisation
- Content Management
- Publication Life Cycles
- Security and Permissions
- Search Capabilities

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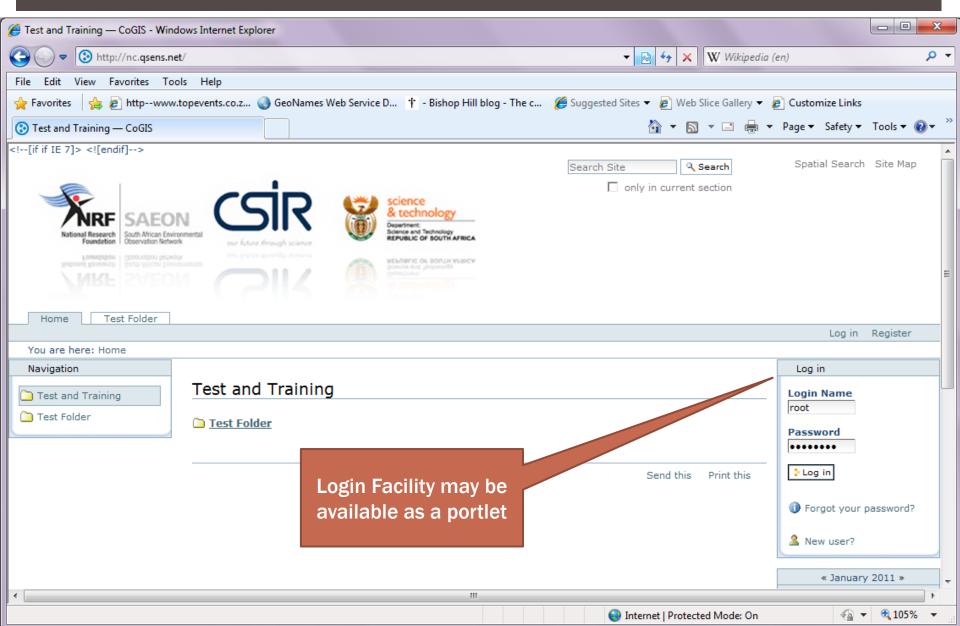
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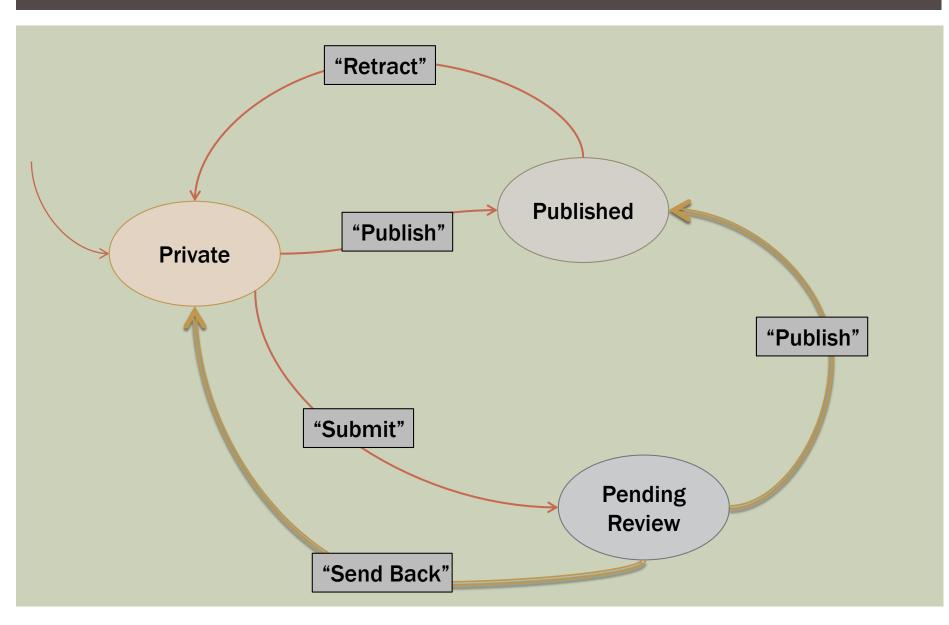
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ADVANCED SEARCH

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WORKSHOP SESSION 2

- Folders
- External Files
- Pages
- News Items
- Links
- Events
- External Content

PREREQUISITES FOR UPLOADING CONTENT

- Registered user
- Must be logged in
- Must be a "contributor"
- Confirm a work area
- This will usually be a folder

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Environmental Health Socio-Economic Water	Certain subjects straddle more than one theme, of course. As a result, you may find a document or data source in more than one theme. This simply indicates how multi-dimensional certain topics are.	
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Manage portlets

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Value-Added Products	by <u>SAEON Systems Administrator</u> — last modified Apr 29, 2010 01:30 PM Introduction	
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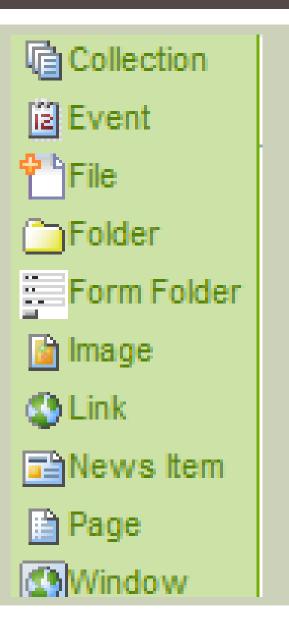
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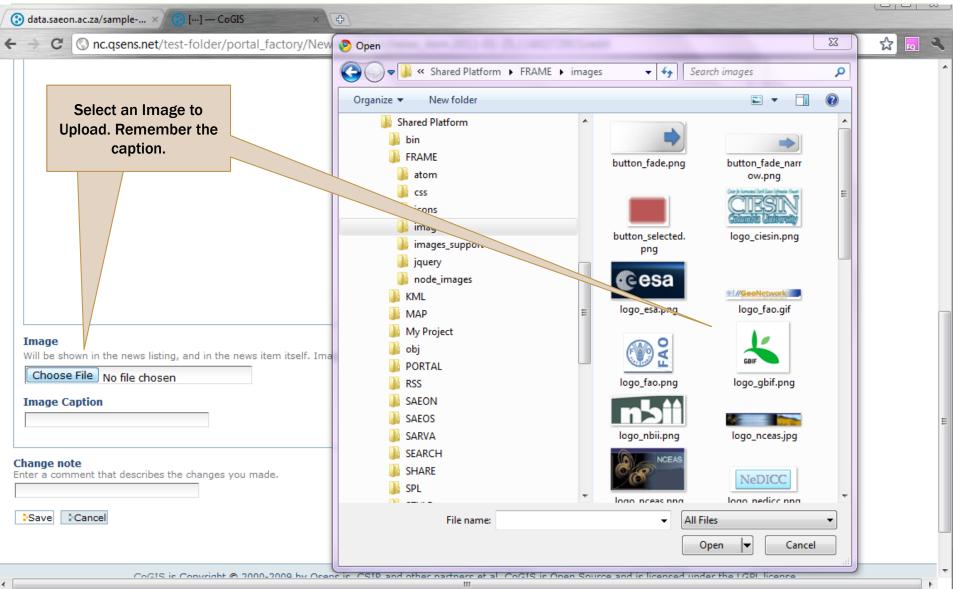
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		Search Site Search
		Advanced Search
	Event Location	Manage portlets
	Knowledge Commons	
	Event Starts -	
	2011 • / January • / 25 • 🖻 05 • : 55 • AM •	
	Event Ends	
	2011 ▼ / January ▼ / 25 ▼ 🖾 11 ▼ : 55 ▼ PM ▼	
	Event body text	
	This is the event text.	
		-
•		

EVENT DATA (CONTINUED)

🔞 data.saeon.ac.za/sample 🗙	😗 […] — CoGIS 🛛 🗙 😯 Test Link — CoG	te x) (⊕)	
	test-folder/portal_factory/Event/event.2011-01		☆ 🗖 🍕
	Attendees A.N. Other Me Myself I		
	Event Type(s) Existing categories ACCESS Advanced Seminar Series: A Convention Habitable planet Humboldt Conference 2009 MA-RE Meeting UCT Workshop carbon cycles	New categories Training Sessions	
1	Event URL Web address with more info about the event. Add h http://www.google.com Contact Name Wim Contact E-mail wim@saeon.ac.za Contact Phone 0836311521	ttp:// for external links.	

SAVED EVENT

🖉 🕄 data.saeon.ac.za/sample 🗙	Contract Event — CoGIS × 😯 Test Link — CoGIS ×			
← → C ③ nc.qsens.net	/test-folder/test-event			☆ 🗖 🔦
NRF SAEO				
Home Test Folder		🤽 SAEON	Systems Administrator Prefer	rences Log out My Folder
You are here: Home → Test F	older → Test Event			
Navigation	View Edit Sharing			« January 2011 »
🛅 Test Folder			Actions v State: Private v	Mo Tu We Th Fr Sa Su
Test Event	Info Changes saved.			1 2
	Info Changes saved.			3 4 5 6 7 8 9
News	Test Event			10 11 12 13 14 15 16
🗃 Test News Item Jan 25, 2011	by <u>SAEON Systems Administrator</u> — last modified Jan 25, 2011 05:59 Al — filed under: <u>Training Sessions</u> This is a Test Event	М		17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
Manage portlets	This is the event text.			Search
<u></u>	More information about this event	What	Training Sessions	Search Site
		When	Jan 25, 2011 from <u>05:55 AM to 11:55 PM</u>	Advanced Search
		Where	Knowledge Commons	Manage portlets
		Contact Name	Wim	Manage portees
		Contact Phone	0836311521	
		Attendees	A.N. Other Me Myself I	
		Add event to calendar	ଅ, vCal ଅ, iCal	
	History	——iCalendar —vCalen	dar — Send this — Print this—	

WORKSHOP SESSION 3

- Default Views
- Custom Pages
- Styling and Page Organisation
- Images and Hyperlinks
- Portlets

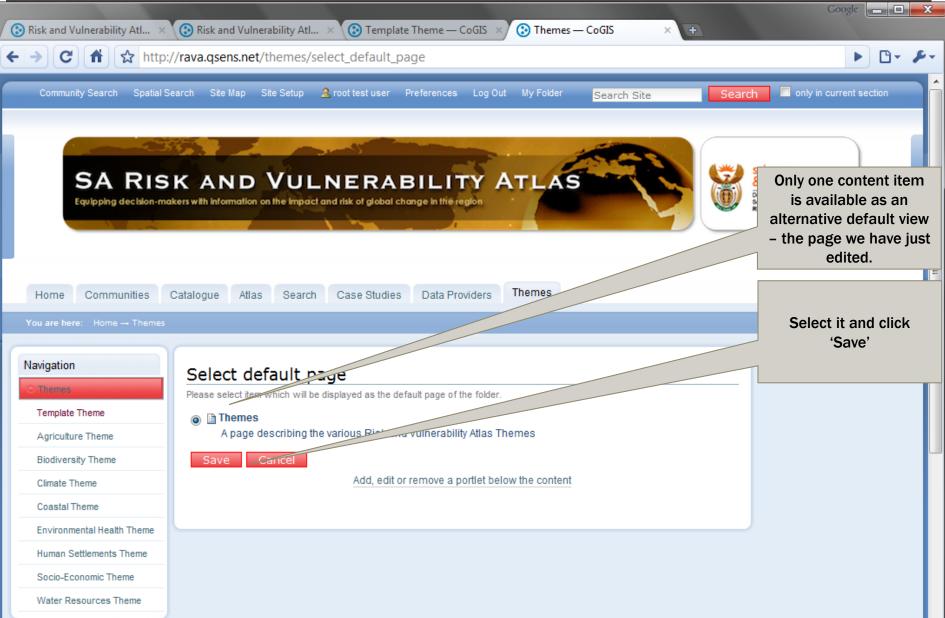
	OOK AT	an E	Establis	HED E	XAMPL	.E Google 🖃 🖿 🗮 🖉
😢 Risk and Vulnerability Atl 🛛 🛛	😢 Risk and Vulnerability Atl	× 🕃 Temp	olate Theme — CoGIS 🛛 🗙 📀	Themes — CoGIS	× +	
← → C 🟦 ☆ http	://rava.qsens.net/themes					► 🕒 - 🔑 -
	K AND VUL akers with information on the impact			LAS		tecience & technology weather EPUBLIC OF SOUTH AFRICA The 'Themes' topic opens a set of theme
Home Communities You are here: Home → Themes Navigation	Catalogue Atlas Search Contents View E	Case Studi	es Data Providers Ther Sharing	mes		folders The Template Theme can be used for new themes
C Themes Template Theme Agriculture Theme	Themes by <u>root test user</u> — last modified Risk and Vulnerability Atlas			▼ Display ▼ Add new	▼ State: Published ▼	The Template Theme is not published and is only visible to some users
Biodiversity Theme	Title	Author	modified			A pro-forma Theme
Coastal Theme	Template Theme	root test user				has been created for each theme area by
Environmental Health Theme	Biodiversity Theme	root test user	Folder Dec 14, 2009 09:09 PM			copying the template
Human Settlements Theme	Climate Theme	root test user				A Theme page has also
Socio-Economic Theme Water Resources Theme	Environmental Health Theme Human Settlements Theme Socio-Economic Theme Water Resources Theme	root test user root test user root test user root test user	Folder Dec 14, 2009 09:09 PM Folder Dec 14, 2009 09:09 PM			been created as an introduction. Click to view and edit.
Concernance and	Themes	root test user				

EDITING THE LANDING PAGE

Home Communities C	Catalogue Atlas Search Case Studies Data Providers Themes	
You are here: Home → Themes →	Themes View Edit Sharing	The page opens in 'View' mode. Click 'Edit'.
Themes	Actions V State: Published V	
Template Theme	Themes	
Agriculture Theme	by <u>root test user</u> — last modified Dec 14, 2009 09:15 PM	
Biodiversity Theme	A page describing the various Risk and Vulnerability Atlas Themes	
Template Theme	Edit Page	The title and
Agriculture Theme	A page in the site. Can contain rich text.	description can be
Biodiversity Theme	Default Categorization Dates Ownership Settings	edited.
Climate Theme	Themes	A simple wysiwyg editor
Coastal Theme		is available - but can
Environmental Health Theme	Description A short summary of the content.	also be switched to
Human Settlements Theme	A page describing the various Risk and Vulnerability Atlas Themes	HTML view
Socio-Economic Theme		
Water Resources Theme		
© Themes	Body Text	
Wo Tu We Th Fr Sa Su 1 2 3 4 5 6 7 8 9 10 11 12 13	Risk and Vulnerability Atlas Themes	Other types of pages can also be used – this example is the simplest option.
14 15 16 17 18 19 20	And another	

ΜΑΚΕ	THE LAN	NDIN	IG	PAGE	THE DE	FAUL	
Risk and Vulnerability Atl ×	🛞 Risk and Vulnerability Atl	× 📀 Temp	late The	eme — CoGIS ×	emes — <mark>CoGIS</mark>	×	
→ C 👘 ☆ http:/	//rava.qsens.net/themes						► B- ₽-
	K AND VUL			the second se	AS		Science & technology Department Source and Technology Return to the 'Themes' topic.
Home Communities You are here: Home Themes Navigation	Catalogue Atlas Search Contents View Ed	Case Studie	s D Sharii				Click on 'Display' and on 'Select content item as default view'.
© Themes	With Hitsey II			Summary view	Display V Add	State: Published ¥	
C Themes Template Theme	Themes		-	Summary view • Tabular view	Display V Add	State: Published 🔻	
	by root test user — last modified l		2:54 PN ¹	Summary view • Tabular view Thumbnail view	Display V Add	State: Published ¥	
Template Theme			2:54 PN 1	Summary view • Tabular view Thumbnail view Standard view		State: Published ¥	
Template Theme Agriculture Theme Biodiversity Theme	by root test user — last modified l		2:54 PN 1	Summary view • Tabular view Thumbnail view	ult view		
Template Theme Agriculture Theme Biodiversity Theme Climate Theme	by <u>root test user</u> — last modified l Risk and Vulnerability Atlas T Title Template Theme	Themes	2:54 PN 1	Summary view • Tabular view Thumbnail view Standard view Select a content item as defa	ult view	State: Published ¥	ew in this folder
Template Theme Agriculture Theme Biodiversity Theme	by <u>root test user</u> — last modified I Risk and Vulnerability Atlas T Title Template Theme Agriculture Theme	Author root test user root test user	Type Folder Folder	Summary view • Tabular view Thumbnail view Standard view Select a content item as defa mounicu Dec 14, 2009 09:11 PM Dec 14, 2009 09:09 PM	ult view		ew in this folder
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Template Theme Agriculture Theme Biodiversity Theme Climate Theme Coastal Theme	by <u>root test user</u> — last modified I Risk and Vulnerability Atlas T Title Title Agriculture Theme Biodiversity Theme Climate Theme	Author root test user root test user root test user root test user	Type Folder Folder Folder Folder	Summary view • Tabular view Thumbnail view Standard view Select a content item as defa modified Dec 14, 2009 09:11 PM Dec 14, 2009 09:09 PM Dec 14, 2009 09:09 PM Dec 14, 2009 09:09 PM	ult view		ew in this folder
Template ThemeAgriculture ThemeBiodiversity ThemeClimate ThemeCoastal ThemeEnvironmental Health ThemeHuman Settlements Theme	by <u>root test user</u> — last modified I Risk and Vulnerability Atlas T Title Template Theme Agriculture Theme Biodiversity Theme Climate Theme Coastal Theme	Author root test user root test user root test user root test user root test user	Folder Folder Folder Folder Folder	Summary view • Tabular view Thumbnail view Standard view Select a content item as defa mountod Dec 14, 2009 09:11 PM Dec 14, 2009 09:09 PM Dec 14, 2009 09:09 PM Dec 14, 2009 09:09 PM Dec 14, 2009 09:09 PM	ult view		ew in this folder
Template ThemeAgriculture ThemeBiodiversity ThemeClimate ThemeCoastal ThemeEnvironmental Health ThemeHuman Settlements ThemeSocio-Economic Theme	by <u>root test user</u> — last modified I Risk and Vulnerability Atlas T Title Title Agriculture Theme Biodiversity Theme Climate Theme Coastal Theme Environmental Health Theme	Author root test user root test user root test user root test user root test user root test user	Type Folder Folder Folder Folder Folder Folder	Summary view • Tabular view Thumbnail view Standard view Select a content item as defa mouned Dec 14, 2009 09:11 PM Dec 14, 2009 09:09 PM	ult view		ew in this folder
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SELECT THE DEFAULT VIEW ...



NEW DEFAULT VIEW

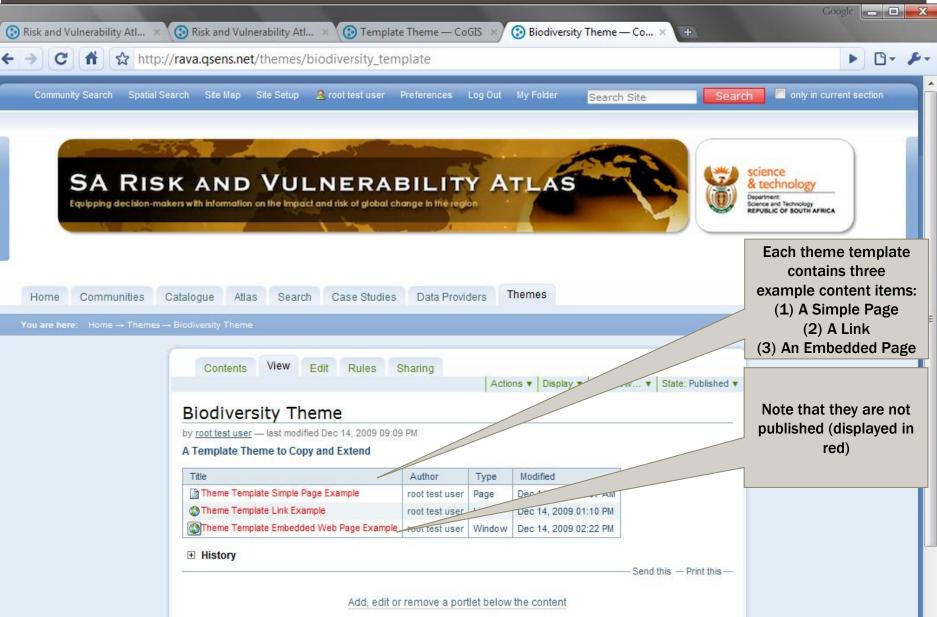
😧 Risk and Vulnerability Atl 🗙 😯 Risk and V	/ulnerability Atl × 🛞 Template Theme — CoGIS × 📀 Themes — CoGIS × +	Google 📃 🔲 🗮 🏹
← → C fi ☆ http://rava.qsens.	net/themes/	► □ - / -
Community Search Spatial Search Site Maj	p Site Setup 🧟 root test user Preferences Log Out My Folder Search Site Search	ch 🔲 only in current section
	D VULNERABILITY ATLAS	science & technology Department Science and Technology REPUBLIC OF SOUTH AFRICA
You are here: Home → Themes Navigation Conten	Atlas Search Case Studies Data Providers Themes	Clicking on 'Themes' now displays the page as a default instead of the normal list of content items.
Agriculture Theme Theme by root test u	w changed. S user — last modified Dec 14, 2009 09:29 PM scribing the various Risk and Vulnerability Atlas Themes	The content items are still visible in the Navigation pane.
Coastal Theme Environmental Health Theme Human Settlements Theme Socio-Economic Theme Water Resources Theme I History	Γ	

WHAT ORDINARY USERS SEE

🕲 Themes — CoGIS - Mozilla Firefox	
<u>File Edit V</u> iew Hi <u>s</u> tory <u>B</u> ookmarks <u>T</u> ools <u>H</u> elp	0
C X 🚯 http://rava.qsens.net/themes/	W 🔹 Wikipedia (en)
🔊 Most Visited 🌮 Getting Started 🔊 Latest Headlines 🗋 http://sadcoinv.csir.co 🛷 MS4W.MapTools.org 🔀 Stable - GeoServer 📀 Test for EXTJS — Po	rtal 📀 http://196.33.227.126:8
Themes CoGIS ×	•
Community Search Spatial Search Site Map Log In Register	ch only in current section
SARISK AND VULNERABILITY ATLAS Equipping decision-makers with information on the impact and risk of global change in the region Mome Catalogue Atlas Search Case Studies Data Providers Themes You are here: Home - Themes	Science 2. tochaclony Users that are not logged in do not see the template theme – it isn't published They also do not see
Navigation Themes	menu items and editing facilities.
A page describing the various Risk and Vulnerability Atlas Themes	Password
Biodiversity Theme Risk and Vulnerability Atlas Themes	
Climate Theme Add a paragraph	Log In
Coastal Theme And another	Forgot your password? New user?
Environmental Health Theme	
Human Settlements Theme Send this - Print this -	
Socio-Economic Theme	•

EDITING AND CUSTOMISING A FOLDER _ D X 😯 Risk and Vulnerability Atl... 🗙 🕻 😯 Risk and Vulnerability Atl... 🗴 😯 Template Theme — CoGIS 🛛 🗙 Themes — CoGIS \times ☆ http://rava.gsens.net/themes/ С only in current section Community Search Spatial Search Site Map Site Setup 2 root test user Preferences Log Out My Folder Search Search Site science SA RISK AND VULNERABILITY ATLAS & technology Equipping decision-makers with information on the impact and risk of global change in the region Science and Technology REPUBLIC OF SOUTH AFRICA Click on the folderto be Themes Home Communities Catalogue Atlas Search Case Studies Data Providers edited and customised Navigation View Contents Edit Rules Sharing Actions V Display V Add new ... V State: Published V Info View changed Template Theme Agriculture Theme Themes by root test user - last modified Dec 14, 2009 09:29 PM Climate T A Template Theme to Copy and Extend pg the various Risk and Vulnerability Atlas Themes Coastal Theme Risk and Vulnerability Atlas Themes Environmental Health Theme Add a paragraph ... Human Settlements Theme And another ... Socio-Economic Theme Water Resources Theme + History

CONTROLLING STRUCTURE



SWITCHING TO CONTENT VIEW

🛞 Risk and Vulnerability Atl X 🚯 Risk and Vulnerability Atl X 🚯 Template Theme — CoGIS X 🕉 Biodiversity Theme — Co	Coogle
← → C f http://rava.qsens.net/themes/biodiversity_template/folder_contents	▶ 🗅 - 🔑
Community Search Spatial Search Site Map Site Setup 🤱 root test user Preferences Log Out My Folder <mark>Search Site</mark>	Search only in current section
SARISK AND VULNERABILITY ATLAS Guipping decision-makers with information on the impact and risk of global change in the region Mome Communities Catalogue Atlas Search Case Studies Data Providers Themes You are here: Home - Themes -> Biodiversity Themes	Science & technology Coortinere Science and Technology REPUBLIC OF SOUTH AFRICA Its easier to work in 'Contents' view when modifying content.
Contents View Edit Rules Sharing Actions ▼ Display ▼ Add new ▼ Biodiversity Theme by root test user — last modified Dec 14, 2009 09:09 PM ▲ Up one level A Template Theme to Copy and Extend	State: Published Several commands are available to assist and the tick boxes allow multiple selections.
Select: All Title Size Modified State Order Image: State Theme Template Simple Page Example 1 kB Dec 14, 2009 10:37 AM Private :: Image: State 0 kB Dec 14, 2009 01:10 PM Private :: Image: State Image: State Image: State Image: State Image: State Image: State Image: State Image: State Image: State Add, edit or remove a portlet below the content Image: State Image: State	Step 1 is to verify the names and descriptions of items. Select all three items and click 'Rename'.

RENAME ITEMS ...

You are here: Home → Themes → Biodiversity Theme

Rename item

Each item has a Short Name and a Title, which you can change by entering t

Theme Template Simple Page Example (theme_template_folder) ----

New Short Name

Short name is the part that shows up in the URL of the item.

theme template folder

New Title

Theme Template Simple Page Example

Theme Template Link Example (theme_template_link)

New Short Name

Short name is the part that shows up in the URL of the item.

theme_template_link

New Title

Theme Template Link Example

Theme Template Embedded Web Page Example (theme_template_embedded)

Short name is the part that shows up in the URL of the item.

theme_template_embedded

New Title

Rename All

Theme Template Embedded Web Page E

Cancel

New Title Biodiversity Simple Page

Short name is the part that shows up in the URL of the item.

Each item has a Short Name and a Title, which you can change by

Theme Template Simple Page Example (theme_template_folder)

Theme Template Link Example (theme_template_link) ·

New Short Name

Rename item

New Short Name

Short name is the part that shows up in the URL of the item.

theme_biodiversity_link

New Title

Biodiversity Link Example

theme biodiversity page

Theme Template Embedded Web Page Example (theme_template_embed

New Short Name

Short name is the part that shows up in the URL of the item.

theme_biodiversity_embedded

New Title

Theme Biodiversity Embedded Web Page

Rename All Cancel

The items can be given any convenient name. Remember that the short name is used by the system, and is of better use if it is unique, awhile the title is used in the user interface to display items.

New Short Name Short name is the pa

RENAME ITEMS ...

Short name is the part that shows up in the URL of the item. theme_template_embedded New Title Theme Template Embedded Web Page E: Rename All Cancel	Click 'Rename All'
Home Communities Catalogue Atlas Search Case Studies Data Providers Themes You are here: Home → Themes → Biodiversity Theme View View View	Items have new titles.
Contents View Edit Rules Sharing Actions v Display v Add newv Put Info Renamed 'theme_template_folder' to 'theme_biodiversity_page'. Biodiversity Theme by root test user — last modified Dec 14, 2009 09:09 PM * Up one level A Template Theme to Copy and Extend Select: All Title Biodiversity Biodiversity Select: All Title Biodiversity Biodiversity Sharing Actions v Display v Add newv Actions v Display v Add newv Actions v Display v Add newv Put Biodiversity Theme to Copy and Extend Size Modified Size Modified Size Size Modified Size Size Modified Size Size<	plished ▼

EDITING A SIMPLE PAGE

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← → C A http://rava.qsens.net/themes/biodiversity_template/@@folder_contents
Community Search Spatial Search Site Map Site Setup 🤱 root test user Preferences Log Out My Folder Search Site Search 🗖 only in current section
SARISK AND VULNERABILITY ATLAS
Home Communities Catalogue Atlas Search Case Studies Data Providers Themes You are here: Home → Themes → Biodiversity Theme Image: State of the second
Actions ▼ Display ▼ Add new ▼ State: Published ▼ Info Renamed "theme_template_folder" to "theme_biodiversity_page". Biodiversity Theme
Select: All Title Size Modified State Order Biodiversity Simple Page I MD Dec 14, 2009 10:07 RM I Mate I Biodiversity Link Example 0 kB Dec 14, 2009 01:10 PM Private I Theme Biodiversity Embedded Web Page Example 1 kB Dec 14, 2009 02:22 PM Private I

EDITING A SIMPLE PAGE

		Google
Risk and Vulnerability Atl ×	😢 Risk and Vulnerability Atl 🗙 🔇 Template Theme — CoGIS 💉 🕃 Biodiversity Simple Page 🗴 🛨	
← → C fi ☆ http:/	/ rava.qsens.net /themes/biodiversity_template/theme_biodiversity_page	▶ □ • <i>▶</i> •
Community Search Spatial Se	arch Site Map Site Setup 🧟 root test user Preferences Log Out My Folder Search Site Search	n only in current section
SA RIS	K AND VULNERABILITY ATLAS	science & technology
	kers with information on the impact and risk of global change in the region	Department: Science and Technology REPUBLIC OF SOUTH AFRICA
Home Communities (Catalogue Atlas Search Case Studies Data Providers Themes	
You are here: Home → Themes -	• Biodiversity Theme → Biodiversity Simple Page	
Partners SANBI	View Edit Sharing	
SANPARKS	Biodiversity Simple Page	Click on "Edit"
DEA	by <u>root test user</u> — last modified Dec 14, 2009 10:37 AM	
	Theme Template Simple Page Example	Manage portlets
Value-Added Products	Heading 1	
BGIS	Subheading	
	Paragraph: Lorem ipsum	
Manage portlets		
	Some more paragraphs	

CREATION/ EDITING OF A SIMPLE PAGE

😢 Agriculture — CoGIS 👘 🗴 🋞 Photograph - Rhenoster 🗙 💚 Theme Template Folder 🗙 💽 Cricinfo.com Cricket ne 🗙 🔯 Advanced Mappi	ing × 🕂
C M ktp://rava.qsens.net/themes/theme_template/theme_template_folder/edit	× 🕒 - 🔑 -
Manage portlets Edit Page A page in the site. Can contain rich text. Default Categorization Dates Ownership Settinge Title Theme Template Simple Page Example	Title: Item will be listed and displayed with this title Description: will show
Description A short summary of the content. Theme Template Simple Page Example Body Text ■ B I <td>up as tooltips. Body: editor is 'what ou see is what you get' or HTML.</td>	up as tooltips. Body: editor is 'what ou see is what you get' or HTML.
Heading 1 Subheading Paragraph: Lorem ipsum	

EXAMPLE: ADDING AN IMAGE TO A PAGE

		Y	_		Google
🚯 Agriculture — CoGIS 🛛 🗙 🏹 🚱 F	Photograph - Rhenoster) Theme Template Folder .	× 💽 Cricinfo.com Cricket ne × 🕻	🚫 Advanced Mapp	ing × 🛨
← → C 🕇 ☆ http://rav	a.qsens.net/themes/th	eme_template/theme_tem	plate_folder/edit		× 🗗 🖌
	Description A short summary of the conte Theme Template Sim				Several tools are vailable to assist with editing, including one or insertion of images
	Body Text B I E E Insert Image		2 9 V II HTML	Search al	The images must ready be in the portal.
	Home → Themes - ③ Home □ Current folder ⑦ My recent items ⑦ Recent items	→ Template Theme			The images can be
					ploaded from disk, but this is not recommended – <u>images should be</u>
		> Upload image here	> Ok > Car		<u>described using meta-</u> <u>data</u> .
Naiting for raya gseps pet					

EXAMPLE: SEARCHING FOR AN IMAGE

		Google 🗖 🗖 🗙
🚱 Agriculture — CoGIS 🛛 🛛 🗙 🚱 P	Photograph - Rhenoster 🛛 💙 Theme Template Folder 🗙 💽 Cricinfo.com Cricket ne 🗙 💽 Advanced I	Mapping × 🕂
← → C 🕇 ☆ http://rava	a.qsens.net/themes/theme_template/theme_template_folder/edit	× 🗗 🔑
	Description A short summary of the content. Theme Template Simple Page Example Body Text ■ B I ≡ ≡ ≡ ⋮ ⋮ ≡ ⋢ ∰ ֎ V ⊞ HTTL	One can search for an image
	Insert Image rhenoster Home → Themes → Template Theme ○ Current folder ○ My recent items ○ Recent items ○ Recent items ○ Home ○ Umage (1000) ○ Home ○ Home	
Waiting for rava.qsens.net	> Upload image here > Ok > Cancel > Relo	ad

RECENTLY USED IMAGES

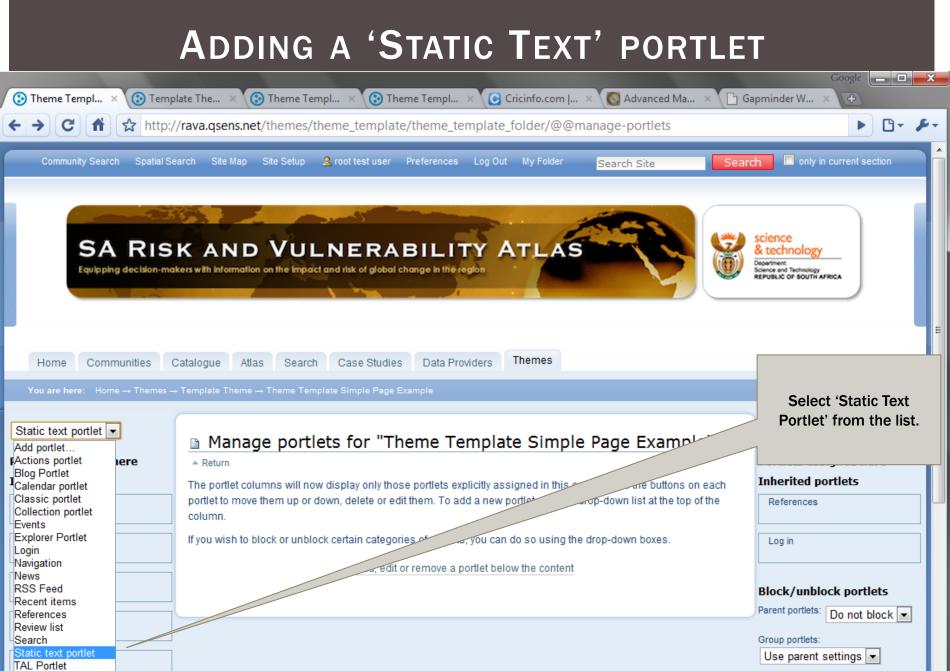
		Google 🗖 🗖 📈
S Agriculture — CoGIS × S	Photograph - Rhenoster 🛛 💙 🕻 🛛 Theme Template Folder 🗙 🚺 Cricinfo.com Cricket ne 🗙 🚺 Advanced Maj	apping × +
← → C 🔺 ☆ http://rav	a.qsens.net/themes/theme_template/theme_template_folder/edit	× 🕒 - 🔑 -
	Description A short summary of the content. Theme Template Simple Page Example Body Text ■ B I ≡ ≡ ≡ ≡ ≡ ≡ ≡ ≡ ≡ ≡ ≡ ≡ ≡ ≡ ≡ ≡ ≡ ≡	Or find it in the portal structure, including lists of recently accessed material Set image properties
	Insert Image	for display and
	Insert Image rhenoster Locate Home Current folder Biodiversity - Kruger Natio Iogo_DST Iogo_D	positioning

SAVE THE PAGE

Agriculture — CoGIS × 🛞 Photograph - Rhenoster	×) Theme Template Folder × G Cricinfo.com Cricket ne × K Advanced Mapp	Coogle 📃 🗖 📈
	/theme_template/theme_template_folder/edit	× D- +-
Heading 1 Subheading Paragraph: Lorem ip		Add narratives and additional content
	Some more paragraphs	Save the page.
		11
Change note Enter a comment that describe Save Cancel	Add, edit or remove a portlet below the content	

MANAGING AND EDITING PORTLETS

iculture	View Edit Sharing	State of references
Theme Template Simple Page	Actions v State: Published v	Visible links in the text Photograph - Rhenosterveld in the Cape Floristic Region
Manage portlets	Theme Template Simple Page Example	Portlets are displaye
	Theme Template Smp	in the right and left panels. Some simpl
	Heading 1 Subheading	portlets are very usef
	Paragraph: Lorem ipsum	
	Some more paragraphs	Click on 'Manage Portlets' to proceed
	And some more	



Templated portlet

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EDITING A PORTLET

EXTERNAL LINKS

				Google 📃 🗖	X
۰ر /	- — CoGIS × 😯 Template The.	🗙 🛞 Theme Templ 🗙 🛞 Tl	heme Templ 🗙 💽 Cricinfo.com 🗙 💽 Advanced Ma 🗙 🕒		
(→ C A http://rava.q	sens.net/themes/theme_templa	te/theme_template_folder	Highlight the paragraph (text) to be hyperlinked	X X
	You are here: Home → Themes →	remplate Theme → Theme Template Simp	le Page Example → +	and click on the	
				'External Link' button.	
		Add static text portle	+		
		A portlet which can display static HTM			
		Configure portlet			
		Title of the rendered portlet			
		Partners			
		Text =		Type the URL for the	
		The text to render		link. The link can also	
				be previewed.	
		Normal paragraph			
		External Link			
		Link to url			l
		Link the highlighted text to			
		http://www.sanparks.org.z	a .	Preview	
) (™	South African National Parks		
		25	SANParks™ - Official Website		
			Conserving Nature since 1926		
		South African	Preview Parks A-Z Bookings Blog Forums	Webca	
		NATIONAL PARKS			
		search	SANParks - Africa's Premier Wildlife		
Waiting	J for www.sanparks.org.za	o SANParks?	Tourism Destinations	Te	

OPENING A LINK IN A NEW WINDOW

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4	· → C 🔺 ☆ http://rava	.qsens.net/themes/theme_template/theme_template_folder	р. Б
		Configure portlet	Switch to HTML view
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		Title of the rendered portlet	
		Partners	
		Text	
		The text to render	
		Normal paragraph Switch between visual editor	Normally, the link will
		SANBI	open in the same
		SANPARKS	browser window as the
			portal. To force it into a 🏻
	+ — CoGIS × 🐼 Template T	ne × 🔇 Theme Templ × 🔇 Theme Templ × 🕻 🖸 Cricinfo.com × 🖉 Advanced Ma ×	new window or new tab,
¥	· → C 🔺 ☆ http://rava	.qsens.net/themes/theme_template/theme_template_folder	add the highlighted
		Configure portlet	text to each link
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		Title of the rendered portlet	Text to add:
		Partners	
		Text	<a <="" class="external-</td></tr><tr><th></th><td></td><td>The text to render</td><td>link" href="http://" td="">
		HTML	target = "_blank" >
		<a <="" class="external-link" href="http://www.ganbi.org.za" td=""><td></td>	
		<pre>target="_blank">SANBI <a <="" class="external-link" pre=""></pre>	
		href="http://www.sanparks.org.za">SANPARKS	Click on 'Save' when
			done.

PORTLET SETTINGS

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← → C ↑ ☆ http:/	// rava.qsens.net /themes/theme_template/theme_template_folder/@@manage-portlets	► 🕒 • 🔑 •
Add portlet Portlets assigned here Partners Inherited portlets Navigation	Manage portlets for "Theme Template Simple Page Example" Return Return Return Inte-portlet columns will now display only those portlets explicitly assigned in this context. Use the buttons on each portlet to move them up or down, delete or edit them. To add a new portlet, use the drop-down list at the top of the column. If you wish to block or unblock certain categories of portee.	Add portlet Portlets assigned here Inherited portlets References Log in
Navigation Calendar News	Add, edit or remove a portlet below the conten	The new portlet is now visible in the list
Events Block/unblock portlets Parent portlets:		Set this to 'Block' to eliminate parent portlets – these are shown by default.
Parent portlets: Do not block ▼ Group portlets: Use parent settings ▼ Content type portlets: Use parent settings ▼		Save portlet settings
Save Settings		

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VIEWING A NEW/ MODIFIED PORTLET

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Home Communities C	Catalogue Atlas Search Case Studies Data Providers Themes Template Theme - Theme Template Simple Page Example View Edit Sharing Actions State: Published Theme Template Simple Data Page Example by root test user - last modified Dec 14, 2009 To:se Theme Template Simple Page Example Heading 1	State of references Visible links in the text Photograph - Rhenosterveld in the Cape Floristic Region <u>Manage portlets</u>
	Subheading Paragraph: Lorem ipsum Some more paragraphs And some more	New portlet is displayed
nttp://www.sanparks.org.za/		-

ADDING MORE PORTLETS

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LINKING ADDITIONAL PORTLETS

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		Configure portlet Portlet header • Title of the rendered portlet Value-Added Products Text • The text to render P T E E E E E E E E E E E E E E E E E E	In this instance, we are creating a link to BGIS

ADDITIONAL RESOURCES

- Plone Home Site
 - www.plone.org
- Comprehensive Documentation

Full Content

