

SCALOR

CØDA®

**Content
Management
Instruction
Manual**

Create Publications

Create Documents

Change Navigation Menus

Use the Editor

scalor.com

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Content
Management
Instruction
Manual

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This edition applies to the 2008 release of the CODA® Content Management software distributed by Scalor.

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Introduction

CODA is an application platform for content management and website development.

CODA is a Web content management system allowing documents to be added and edited online. Every revision is saved for easy backtracking without concurrency issues from multiple editors. Navigation structure is divorced from content. Documents can appear multiple times in the navigation and be easily added or moved. Security configures each document to have different readers and editors.

CODA is an application development platform. Functionality is separated into Modules. Each website can customize any Module. Creating a new website often requires just choosing Modules and possibly changing the layout. Formatting modules use XSL to create any layout. Most development can be created with XSL and XML. Complex functionality can be programmed in Java. Built on Apache Cocoon allowing integration with HTML, XML, Web services, and many databases. Almost everything is configurable online -- even development files.

CODA documents include:

- XHTML Documents - Web pages and other RichText content.
- Discussions - Multiple authors adding separately-editable content merged into a single document.
- Blogs - Quick entry of unformatted text displaying a set number of entries per page with most recent first.
- Newsletter - Scheduled email with text header and list of documents added since the visitor last received a newsletter.
- Project Tracking and Status Reports.

Publications

Publications are the major divisions within CODA. A Publication defines a specific combination of:

- Content.
- Security settings.
- Functionality.

Publications may have their own settings or share each with other Publications. Publications may share content while using different security settings. Publications may use the same security settings with different content.

Functionality is configured for each Publication. Functionality is divided into Modules. For ease of maintenance, most functionality will be inherited from global Modules or from template Publications. Each Publication can override specific files from inherited Modules. The most commonly overridden files are the XSL files defining the page layouts to create a distinct look and feel for each Publication.



“New Publication” creates a Publication.

Clicking the ID opens the “Publication Configuration”.

Clicking the Content opens the “Resources” screen.

Creating a new Publication

Clicking "New Publication" from the Administration screen opens this screen.

New Publication

ID	<input type="text"/>
Name	<input type="text"/>
Content Type	Flat <input type="button" value="v"/>
Content Location	<input type="text"/> Leave blank for default
Security Type	Native <input type="button" value="v"/>
Security Location	<input type="text"/> Leave blank for default

ID is the internal identifier. By default, the ID is part of the all URLs for this Publication, although many installations use a proxy server and other methods to hide the ID.

The Name can be used in layouts.

Content Type determines how the content is stored. "Flat" is the current recommendation. "Hierarchical" is the method used in previous releases and does not support all current functionality.

Content Location is the filepath to the content. Leave blank to use the default of a "content" directory in the publication directory.

Security Type determines how people and groups are stored. The current choices are "Native" file-based storage and "LDAP".

Security Location is the path to the Security. The default for "Native" security is a "config/ac/passwd" directory in the publication directory. LDAP requires a URL to the LDAP server.

Configuring Publication Modules

Clicking the ID on the "Administration" screen opens the Module selection below the Publication selection.

default13 Modules

Use?	ID	Publication	Name	Description
<input type="checkbox"/>	cache		Cache	Smart caching of Resources.
<input type="checkbox"/>	edit		Edit	Edit Resources.
<input checked="" type="checkbox"/>	edit	default13		
<input checked="" type="checkbox"/>	file		File	Binary files
<input type="checkbox"/>	form		Form	Handles forms.
<input checked="" type="checkbox"/>	home		Home	Webpage using homepage layout.
<input checked="" type="checkbox"/>	link		Link	External Links
<input checked="" type="checkbox"/>	live		Live	Main entry point
<input type="checkbox"/>	nav		Navigation	Navigation menus
<input checked="" type="checkbox"/>	new		New Resource	Create Resource
<input checked="" type="checkbox"/>	publication		Publication	Configuring Publications
<input checked="" type="checkbox"/>	relate		Relations	Edit Structures
<input checked="" type="checkbox"/>	xhtml		XHTML	Standard Webpage
<input type="checkbox"/>	xinha		Xinha	Xinha 0.95 Javascript XHTML Editor
<input type="checkbox"/>	xml		XML	XML Resource Type

Check the boxes next to the desired Modules. Some Modules may appear multiple times. Standard Modules appear without a Publication name. Publications may contain overridden or unique Modules. Choose only one Module for each ID. Dependencies and inheritance are handled automatically e.g. the "xhtml" Module requires the "xml" Module; the "xml" Module will be used without being configured.

Resources

All content is contained in Resources. The Resources screen displays all the Resources in a Publication that the current person is allowed to access.

The screenshot shows the CODA logo and the title 'default13 Resources'. Below the title are two links: 'Create Resource' and 'Edit Structures'. A table lists the resources with columns for UNID, Type, and ID.

UNID	Type	ID
0001	xhtml	concepts
0002	xhtml	doctypes
0003	xhtml	xhtml-document
0004	xhtml	features
0005	home	index
0006	xhtml	tutorial
0007	xhtml	new-doctype
278adcb0-b95a-11dd-8667-fc342fb092d6	xhtml	test1
test	xhtml	test2

- The title includes the project logo and the ID of the Publication.
- The action links allow creating a new Resource and editing the navigation menus.
- The list of Resources includes the internal identifier (UNID), the type of Resource, and the external ID. The first seven were generated by upgrading from a previous version. The long one is a UUID generated when no UNID is specified during creation. The "test" UNID was specified during creation.

Creating a new Resource

Clicking "Create Resource" opens the New Resource screen.

Resource Type		
<input type="radio"/>	File (/file)	Binary files.
<input type="radio"/>	Link (/link)	External Links
<input type="radio"/>	XHTML (/xml/xhtml)	Standard Webpage
<input type="radio"/>	Home (/xml/xhtml/home)	Webpage using homepage layout.

UNID
Leave blank to generate UUID.

URL Identifier:
No spaces or underlines.

Create Resource

Resource Type defines what the Resource contains and how it is displayed. Most content is XHTML. Some content uses alternate layouts such as the homepage. External links are typically created while editing XHTML Resources, but may also be created here. Non-text content (e.g. PDFs and images) must be stored in binary files.

A UNID may be specified.

The URL Identifier is required. Web standards suggest a lowercase abbreviated version of the title of the page.

Editing a Resource

After clicking "Create Resource" from the "New Resource" screen or on a UNID from the "Resources" screen, the Resource editor will open.

The screenshot shows the CODA Resource Editor interface. At the top, the CODA logo is followed by the title "default13 XML Resource test". Below this is a table with the following data:

ID	test2	<input type="radio"/> No Default Language
Change ID to	[Not implemented yet]	
DocType	xhtml	

Below the table is a table with columns: Delete, Live, Edit, Title, Creator, When, Revision.

Delete	Live	Edit	Title	Creator	When	Revision
<input type="radio"/>	<input type="radio"/>		Translation en			<input checked="" type="radio"/> Default Language
<input checked="" type="radio"/>	<input checked="" type="radio"/>		Example			1228934469828
New Revision						

At the bottom, there is a "New Translation" section with a table:

New Translation	Language	None ▾	<input type="radio"/> Default Language
	Title	<input type="text"/>	

Below the "New Translation" section is a "Save" button.

This screen controls several aspects of a Resource. The default language is specified with the radio buttons to the right. New languages can be added with the "New Translation" section at the bottom. The Revisions for each language are displayed in the center. The live revision for each language is selected with the radios in the "Live" column.

The editor varies depending on the Resource Type. The Link allows changing the URL on this screen. The File editor allows attaching files from this screen. Changing text content opens a new screen when clicking "New Revision".

Editing a Text Resource

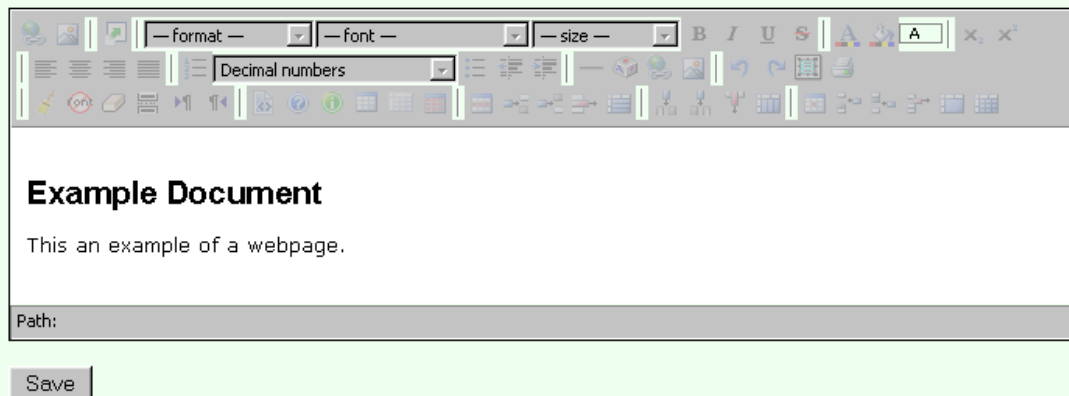
The default text editor is displayed on the opposing page. Plain text fields appear before Rich Text fields.

Editing Rich Text is explained in the next section. Each Rich Text field is displayed with a separate editor. The third icon in each editor opens that editor to use the full screen. To return, click the third icon again.

CODA[®] default13 Resource test (xhtml)

title	Example
subject	
description	
publisher	Scalor Inc.
contributor	
date	2008-01-31
type	
format	
identifier	
source	
relation	
coverage	
rights	All rights reserved
issued	2007-09-19 01:32:00
modified	2007-09-19 01:32:00

body



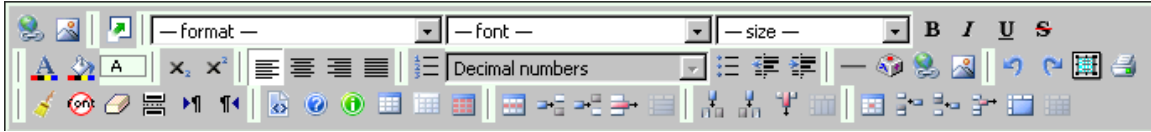
Example Document

This an example of a webpage.

Path:

Save

Editing Rich Text



The first icon transforms selected text into a link to another Resource, an external URL, or an anchor on this page.

The second icon inserts an image.

The third icon toggles full screen mode.

The next set formats the text: style, font, bold, italic, underline, strike through, color, subscript, superscript, alignment, bullets and numbering, and indent.

The line symbol inserts a horizontal rule.

The curved arrows are undo and redo.

The next set are for experienced Web developers.

The icon with boxes inserts a table. The final icons format the table.

Placing a Resource in the Navigation

Clicking "Edit Structures" from the "Resources" screen opens a screen with a list of Structures used by the Modules included in this Publication. Clicking on a Structure opens this editor.

CODA[®] default13 live Structure UNDO 1

NORMAL ORPHAN DUPLICATE SELECTED SUBTREE [Expand All](#) [Collapse All](#)

- [concepts](#) (xhtml)
- [doctypes](#) (xhtml)
- [features](#) (xhtml)
- [index](#) (home)
- [new-doctype](#) (xhtml)
- [test1](#) (xhtml)
- [test2](#) (xhtml)
- [tutorial](#) (xhtml)
- [xhtml-document](#) (xhtml)

ID: index
 Type: home
 UNID: 0005
 de:
 en:Home
 Appearances: 0

[Save Structure](#)

- Sibling
- [tutorial](#) (xhtml) [Remove](#)
- [Collapse](#) [Child](#)
- [new-doctype](#) (xhtml) [Remove](#)
- Sibling [Child](#)
- Sibling
- [concepts](#) (xhtml) [Remove](#)
- Sibling [Child](#)
- [features](#) (xhtml) [Remove](#)
- Sibling [Child](#)
- [doctypes](#) (xhtml) [Remove](#)
- [Expand](#) [Sibling](#)
- [test1](#) (xhtml) [Remove](#)
- Sibling [Child](#)

Structure Editor Screen

This editor has 7 areas.

1. Title - Name of Publication and Structure being edited.
2. Legend - Explanation of background colors
 - Normal - Resources appearing once and only once in the Structure.
 - Orphan - Resources not appearing in the Structure and so only appears in All Resources.
 - Duplicate - Resources appearing more than once in the Structure. Select and check Information for the exact number.
 - Selected - The current selection.
 - Subtree - All resources that will move with the selection, and other appearances of the selected resource (which will not move unless under the selection.)
3. All Resources - Clicking the ID chooses the resource to be ADDED.
4. Information - Orange box describing the selected Resource including the Titles of existing Translations.
5. Structure - Hierarchical list on right side. Clicking an ID chooses a Resource (and all descendants) to be MOVED. Includes most actions.
6. Undo - Appears in upper right corner after an action.
7. Instructions - Everything needed to use this editor.

Structure Editor Actions

- Remove - Removes the resource and all descendants from the Structure.
- Sibling - Adds or moves the selected Resource as a sibling of the parent Resource.
- Child - Adds or moves the selected Resource as a child of the parent Resource.
- Undo/Redo - Clicking an UNDO button will revert to a previous state and displays REDO buttons. Clicking a REDO button undoes the UNDO. A new action removes the REDO buttons.
- Save - Saves the Structure and returns to the previous page.
- Cancel - Returns to the previous page without saving changes.

Sibling and Child actions depend on where the selected Resource was selected. If the Resource was chosen from the All Resources list, the Resource will be ADDED. If the Resource was chosen from the Structure list, the Resource and its descendants will be MOVED. Copying a portion of the structure has not been implemented.

Scalor provides applications and information platforms to businesses wanting easy productivity.

CØDA®

is our platform for easy content and website management.

This book explains to normal people how to configure and use this platform to create and manage websites.

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