



IBM Software Group

IBM Workplace Web Content Management

WebSphere Portal Server v5.1

Lotus software



ON DEMAND BUSINESS™

IBM Proof of Technology

IBM Product Introduction + Exploration

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Session Objectives

- After completing this session, you should be able to:
 - ▶ Work with Workplace Web Content Management to develop a web content environment
 - ▶ Use the Web Content Management authoring portlet to create the components required for a web content environment
 - ▶ Understand how to create a web content environment
 - ▶ Create content portlets in WebSphere Portal to deliver content to site visitors

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Presentation Title Here

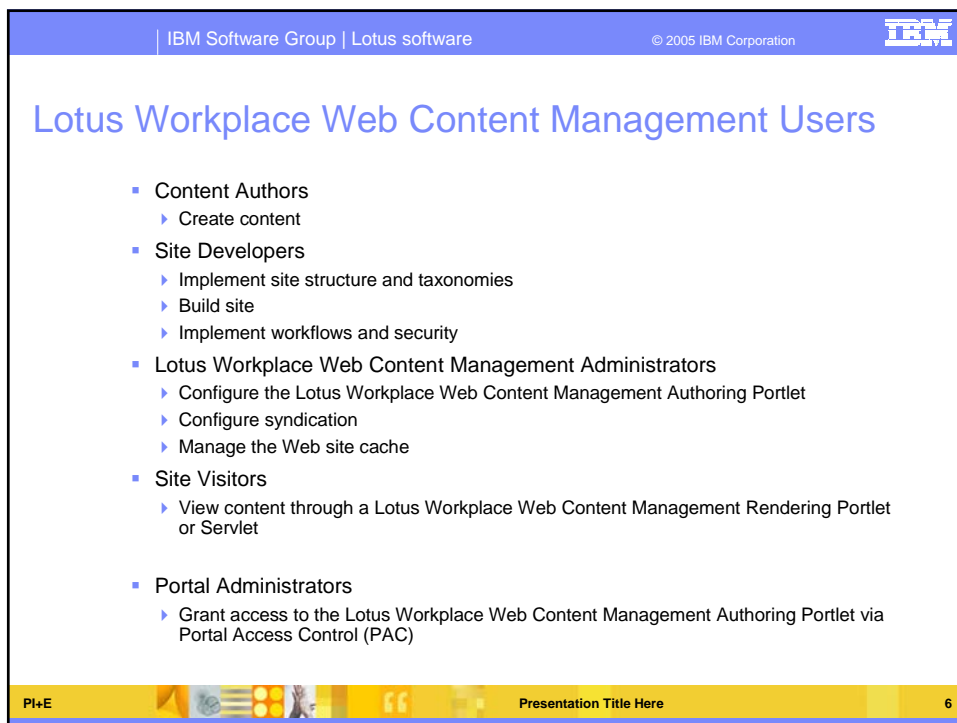
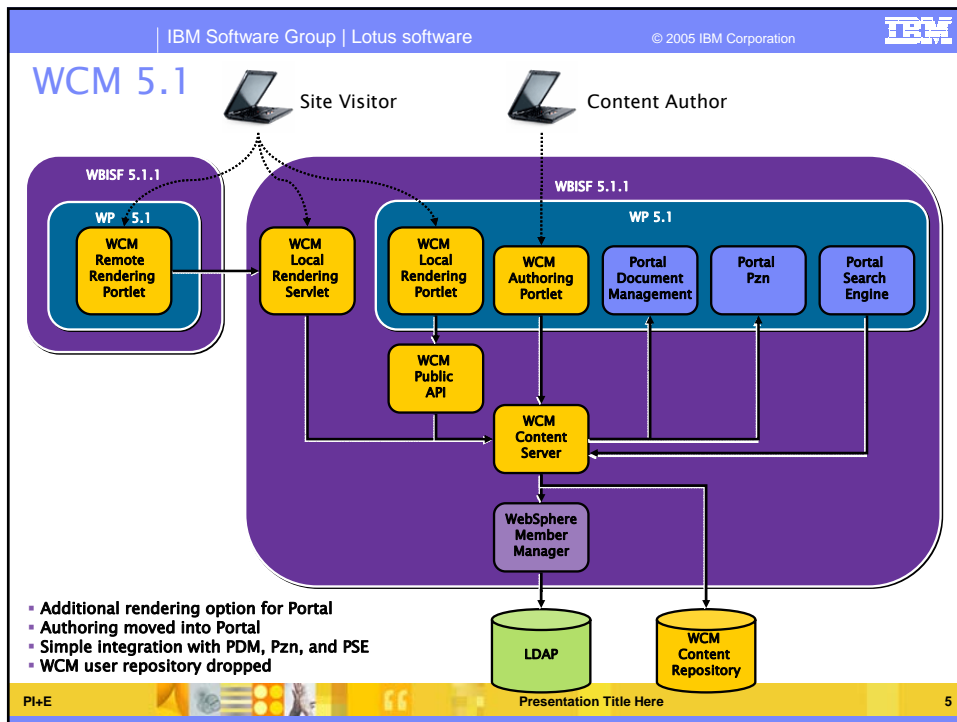
2

Agenda

- What's New in Lotus Workplace Web Content Management 5.1
- System architecture – version 5.1
- Web Content Management users
- Accessing the Web Content Management Authoring Portlet
- Introduction to the Web Content Management user interface (UI)
 - Lotus Workplace Web Content Management Authoring Portlet
 - Creating content
 - Configuring the Authoring Portlet
- Summary

What's New in Lotus Workplace Web Content Management Version 5.1

- Lotus Workplace Web Content Management 5.1 integrates with WebSphere Portal
- Portal-based UI, composed of three portlets and a servlet:
 - Lotus Workplace Web Content Management Authoring Portlet
 - Lotus Workplace Web Content Management Remote Rendering Portlet
 - Lotus Workplace Web Content Management Local Rendering Portlet
 - Lotus Workplace Web Content Management Local Rendering Servlet
- **Disclaimer:** Screenshots and procedures in this presentation are in development and are subject to change before the final product is shipped



Accessing the Web Content Management Authoring Portlet

- Portal administrator grants access to Authoring Portlet:
 - User – can access the Web Content Management user interface
 - Administrator – can access the Web Content Management configuration page
- Web Content Management administrator grants access to:
 - Web Content Management user interface views
 - Web Content Management user interface buttons
- Site developer grants access to:
 - Content via workflow
 - Site areas
 - Components

Viewing the Web Content Management Authoring Portlet

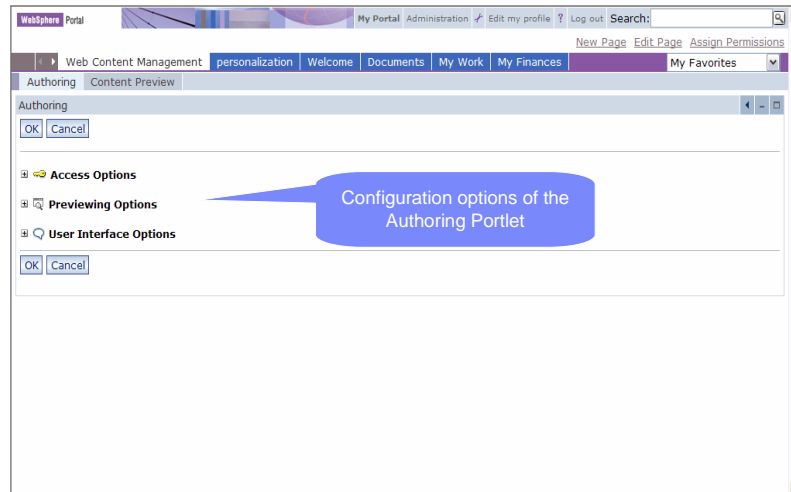
The screenshot shows the Web Content Management Authoring Portlet interface. The top navigation bar includes links for 'Web Content Management', 'personalization', 'Welcome', 'Documents', 'My Work', 'My Finances', and 'My Favorites'. The main content area is divided into two sections: 'Authoring' and 'Content Preview'. The 'Authoring' section contains a list of views with their descriptions. The 'Content Preview' section shows a preview of the content.

Callouts indicate the following access points:

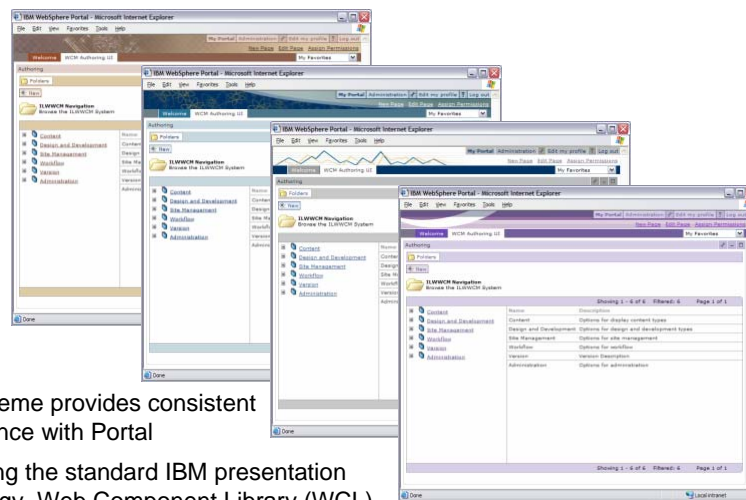
- Access the Web Content Management authoring portlet
- Access the Web Content Management local rendering portlet
- Access the Web Content Management configuration page

View	Description
Content	This view displays a list of Content views.
Design and Development	This view displays a list of Design and Development views.
Site Management	This view displays a list of Site Management views.
Workflow Management	This view displays a list of Workflow Management views.
Version Management	This view displays a list of Version Management views.
Administration	This view displays a list of Administration categories.

Viewing the Web Content Management Configuration Page




Integrating with Portal



- Portal theme provides consistent appearance with Portal
- Built using the standard IBM presentation technology, Web Component Library (WCL)

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Web Content Management Authoring Portlet

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Overview of the Authoring Portlet

- Authoring Portlet is the interface for creating and managing Web site and content
- Two main sections for item management:
 - Web Content page
 - Item Form
- Filter and sort items
- Open and edit multiple items concurrently
- Select multiple items and perform an action on all items at one time
- Buttons disabled when not applicable to batch-selected items
- Edit available items from any view
- Link to edit content from the Web page view (Rendering Portlet)
- Preview content and Web page components

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Web Content Management Authoring Portlet

Web Content Management

personalization Welcome Documents My Work My Finances My Favorites

Authoring Content Preview

Web Content

New

Web Content Management.
This view displays a list of item views.

Showing 1 - 6 of 6 Filtered: 6 Page 1 of 1

View	Description
Content	This view displays a list of Content views.
Design and Development	This view displays a list of Design and Development views.
Site Management	This view displays a list of Site Management views.
Workflow Management	This view displays a list of Workflow Management views.
Version Management	This view displays a list of Version Management views.
Administration	This view displays a list of Administration categories.

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Expanding the View Navigator

Web Content Management

personalization Welcome Documents My Work My Finances My Favorites

Authoring Content Preview

Web Content

New

Content
This view displays a list of Content views.

Showing 1 - 5 of 5 Filtered: 5 Page 1 of 1

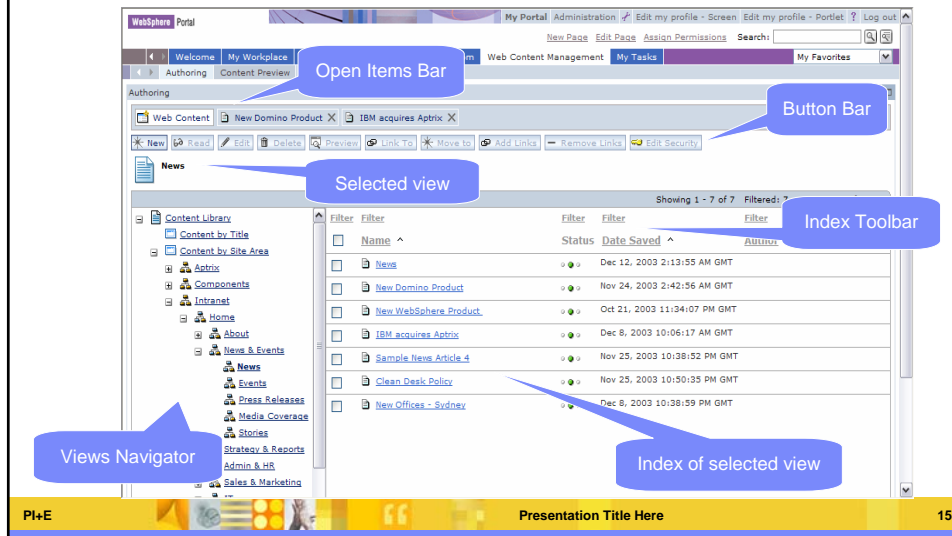
View	Name	Description
Content	Content	This view displays a list of Content views.
Content by Title	Content by Title	This view displays a list of Content grouped by Title.
Content by Site Area	Content by Site Area	This view displays a list of Content grouped by Site Area.
Content by Category	Content by Category	This view displays a list of Content grouped by Category.
Content by Workflow	Content by Workflow	This view displays a list of Content grouped by Workflow.
Content by Authoring Template	Content by Authoring Template	This view displays a list of Content grouped by Authoring Template.
Design and Development	Design and Development	This view displays a list of Design and Development views.
Site Management	Site Management	This view displays a list of Site Management views.
Workflow Management	Workflow Management	This view displays a list of Workflow Management views.
Version Management	Version Management	This view displays a list of Version Management views.
Administration	Administration	This view displays a list of Administration categories.

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Authoring Portlet User Interface



Views Navigator: Views of the User Interface

- Content Library
 - Design and Development
 - Site Management
 - Workflow Management
 - Version Management
 - Administration
- Content Library
 - Content By Title
 - Content By Site Area
 - Content By Category
 - Content By Workflow
 - Content By Authoring Template
 - Design and Development
 - Presentation Templates
 - Presentation Templates by Workflow
 - Authoring Templates
 - Authoring Templates by Workflow
 - Component Library
 - List of all Component types
 - Components by Workflow
 - Search Rules
 - Category
 - Keyword
 - Site Management
 - Site Framework
 - Category Management
- Workflow Management
 - Workflows
 - Workflow Stages
 - Workflow Actions
 - Version Management
 - Version Library
 - Administration
 - Syndicators
 - Subscribers
 - Cache Management
 - Processing Cache
 - Data Cache
 - Advanced Web Content Management Cache
 - Basic Web Content Cache

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Item Form

Button Bar

Open Items Bar with button of currently displayed item highlighted

Collapsible section

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Presentation Template Form

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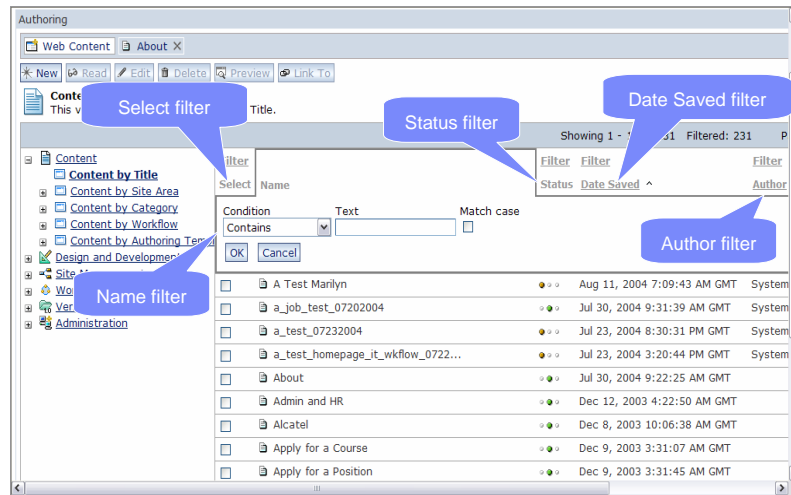
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Syndicator Form

Filter and Sort Items in the Authoring Portlet

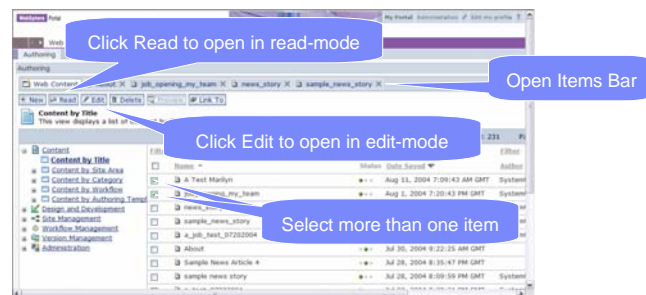
- Find items more easily in the Authoring Portlet by filtering and sorting
- Different filter for each column:
 - ▶ Selection – Selected, Not selected, All
 - ▶ Name – Contains, Does not contain, Starts with, Ends with
 - ▶ Status – All, Draft, Published, Expired, Locked
 - ▶ Date Saved – All dates, Dates until, Dates from, Dates between
 - ▶ Author – Contains, Does not contain, Starts with, Ends with
- Apply filters simultaneously to multiple columns
- Sort content in ascending or descending order

Example: Filtering and Sorting Content



Open and Edit Multiple Items Concurrently

- Use the Select checkbox to select multiple items and click Edit to open all selected items in one action
- Open items are represented by a button in the Open Items Bar
- Click Read to open multiple items in read-mode
- Click Edit to open multiple items in edit-mode



Perform an Action on Multiple Items

- Select multiple items using the checkbox in the Select column
- Click Delete to delete all selected items
- Click Link To to link all selected content items to another site area
- Click Move To to move all selected content items to another site area
- Click Edit Security to batch-edit security on selected items
- **Note:** Buttons that are not applicable to multiple selections are greyed out.

Batch-Edit Security

WebSphere Portal

My Portal Administration Edit my profile - Screen Edit my profile - Portlet Log out

Welcome My Workplace My Work My Finances My Newroom Web Content

Authoring Content Preview

Web Content

New Read Edit Delete Preview Link To Edit Security

Content by Title
This view displays a list of Content by Title.

Showing 1 - 15 of 220 Filtered: 220 Page 1 of 15 Go to Page

Filter	Filter	Filter	Filter
Name	Status	Date Saved	Author
<input checked="" type="checkbox"/> About		Nov 27, 2003 9:47:24 PM GMT	
<input checked="" type="checkbox"/> About and HR		Dec 12, 2003 4:22:50 AM GMT	
<input checked="" type="checkbox"/> About		Dec 10, 2003 10:06:38 AM GMT	
<input checked="" type="checkbox"/> Apply for a Course		Dec 10, 2003 1:31:07 AM GMT	
<input checked="" type="checkbox"/> Apply for a Position		Dec 10, 2003 1:31:45 AM GMT	
<input type="checkbox"/> Apbrouit_Blan		Jul 20, 2004 1:38:18 PM GMT	
<input type="checkbox"/> Apbrouit_Index		Jul 20, 2004 1:38:16 PM GMT	
<input type="checkbox"/> Apbrouit_Launch		Jul 20, 2004 1:38:18 PM GMT	
<input type="checkbox"/> Apbrouit_LinkContentInfo		Jul 20, 2004 1:38:16 PM GMT	
<input type="checkbox"/> Apbrouit_Main		Jul 20, 2004 1:38:18 PM GMT	

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Edit Security Screen

The screenshot shows the 'Edit Security' screen in the WebSphere Portal. The interface includes a navigation bar at the top with links like 'Welcome', 'My Workplace', 'My Work', 'My Finances', 'My Newroom', 'Web Content Management', 'My Tasks', and 'My Favorites'. Below this is a 'Change the Security level of selected items.' section. It contains a search box, a list of 'Selected Users / Groups' with an 'Add' button, and a 'Grant users / groups:' section with a dropdown menu set to 'The same Security level'. Below this is an 'Access Level' dropdown set to 'No Access', a 'Permission Set' dropdown set to 'System Defined', and a checkbox for 'Only change access for existing users / groups. Do not add any users / groups.' at the bottom. Callouts point to the 'Add' button, the 'Grant users / groups:' dropdown, the 'Access Level' dropdown, the 'Permission Set' dropdown, and the checkbox.

Click Add to select users or groups

Define whether all selected users/groups have the same or different security level

Select the required security level

Select where on the item form the new security will appear

Define whether security is edited for existing or new users/groups

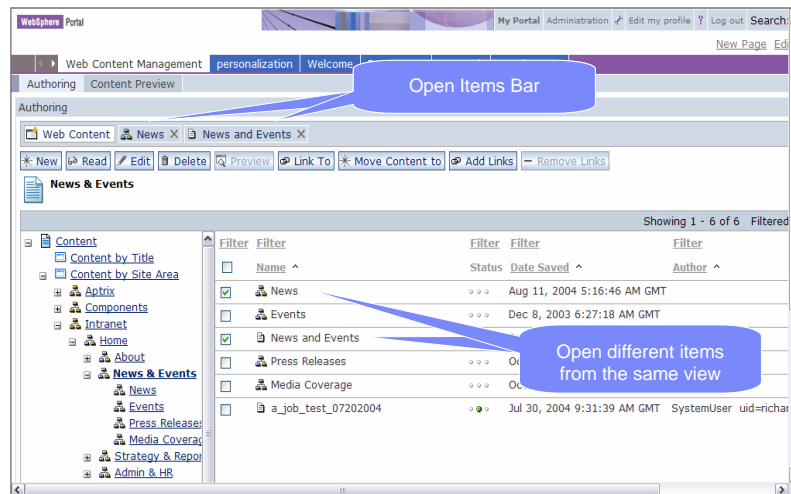
Preview Button Disabled when Multiple Items Selected

The screenshot shows the 'Preview' button disabled when multiple items are selected. The interface includes a navigation bar at the top with links like 'Welcome', 'My Workplace', 'My Work', 'My Finances', 'My Newroom', 'Web Content Management', 'My Tasks', and 'My Favorites'. Below this is a 'Preview' button that is disabled. A callout points to the 'Preview' button, stating 'Preview button disabled'. Another callout points to the 'Multiple items selected' checkbox, stating 'Multiple items selected'.

Preview button disabled

Multiple items selected

Open and Edit Available Items from any View



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Edit Content from Rendering Portlet

- aka In-Line Editing or In-Context Editing
- From Web page in Rendering Portlet:
 - ▶ Link appears in Web page in Rendering Portlet
 - ▶ Site visitor clicks link to launch Content Form
 - ▶ All site visitors with Live access to the link component will see the link
 - ▶ All site visitors with Edit access to the content can edit the content after it opens in the Authoring Portlet
 - ▶ Link appears only for content; no links for other page components
- Link is inserted in presentation template:
 - ▶ Site developer creates the link as a navigator component
 - ▶ Site developer inserts link (navigator component) in presentation template
 - ▶ All content that uses presentation template will include the link

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Preview Web Page Components

- Preview:
 - Presentation Templates
 - Library Components
 - Site Areas
- Preview Web page components from index or from component form

Example: Preview a Menu

Web Content Authoring

Web Content

Buttons: New, Read, Edit, Preview, Delete, Edit Security

Menu Component

Showing 1 - 15 of 24 Filtered: 24 Page 1 of 2

Filter	Name	Status	Date Saved	Author
<input type="checkbox"/>	COPY OF Menu_1	...	Oct 11, 2004 5:40:40 PM EST	Christos Petrou
<input type="checkbox"/>	MENU - Archive	...	Apr 30, 2003 12:42:59 PM EST	
<input type="checkbox"/>	MENU - Attachment Pop Up	...	Nov 27, 2003 12:12:23 PM EST	
<input type="checkbox"/>	MENU - Current Site Area	...	Nov 27, 2003 3:01:08 PM EST	
<input type="checkbox"/>	MENU - Current Site Area Downl...	...	Nov 27, 2003 11:22:40 AM EST	
<input type="checkbox"/>	MENU - Homepage	...	Apr 28, 2003 4:08:25 PM EST	
<input type="checkbox"/>	MENU - Homepage Media Coverage	...	Nov 28, 2003 12:13:26 PM EST	

Left sidebar components: Content Library, Design and Development, Presentation Templates, Authoring Templates, Component Library, Component Reference, File Resource Component, HTML Component, Image Component, JSP Component, Menu Component, Navigator Component, Rich Text Component, Taxonomy Component, Text Component.

Preview a Menu *continued*

Click Preview...

Select a menu

Name	Status	Date Saved	Author
MENU - Current Site Area	...	Oct 11, 2004 5:40:40 PM EST	Christos Petrou
MENU - Current Site Area Downl...	...	Apr 30, 2003 12:42:59 PM EST	
MENU - Attachment Pop Up	...	Nov 27, 2003 12:12:23 PM EST	
MENU - Current Site Area	...	Nov 27, 2003 3:01:08 PM EST	
MENU - Current Site Area Downl...	...	Nov 27, 2003 11:22:40 AM EST	
MENU - Homepage	...	Apr 28, 2003 4:08:25 PM EST	
MENU - Homepage Job Opportunit...	...	Dec 12, 2003 12:56:46 PM EST	
MENU - Homepage Latest News	...	Oct 11, 2004 5:24:48 PM EST	
MENU - Homepage Latest Notific...	...	Dec 12, 2003 12:58:58 PM EST	
MENU - Homepage Media Coverage	...	Nov 28, 2003 12:13:26 PM EST	

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Preview a Menu *continued*

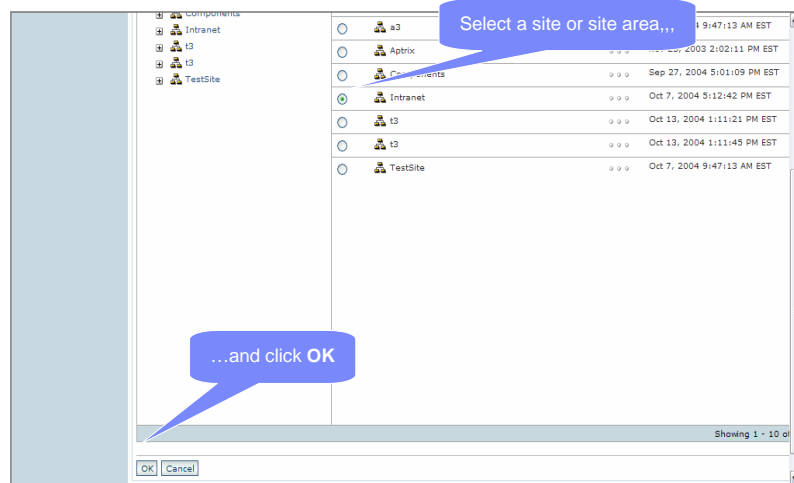
Site Framework view appears

Name	Status	Date Saved
[SiteA]	...	Oct 12, 2004 2:45:11 PM EST
[Sports]	...	Oct 12, 2004 11:12:49 AM EST
a3	...	Oct 1, 2004 10:18:58 AM EST
Aprix	...	Oct 7, 2004 9:47:13 AM EST
Components	...	Nov 25, 2003 2:02:11 PM EST
Intranet	...	Sep 27, 2004 5:01:09 PM EST
t3	...	Oct 7, 2004 5:12:42 PM EST
TestSite	...	Oct 13, 2004 1:11:21 PM EST
	...	Oct 13, 2004 1:11:45 PM EST
	...	Oct 7, 2004 9:47:13 AM EST

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Presentation Title Here

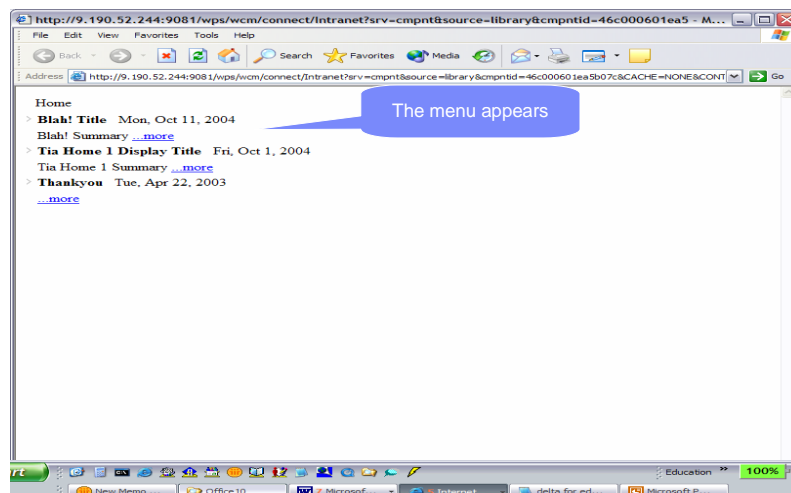
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Preview a Menu *continued*

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Preview a Menu *continued*

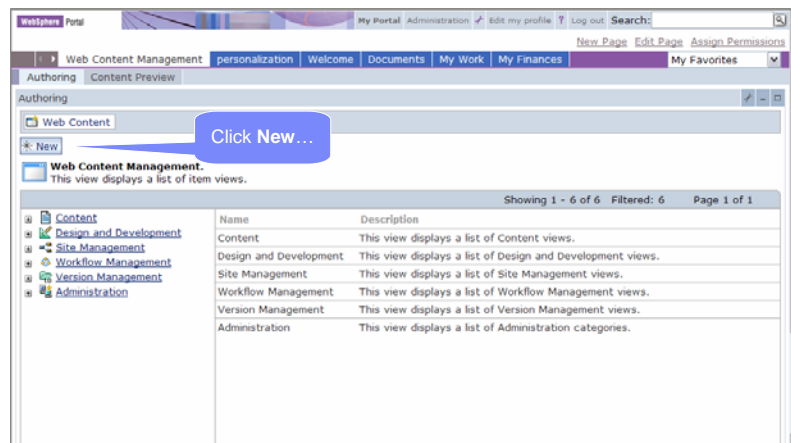
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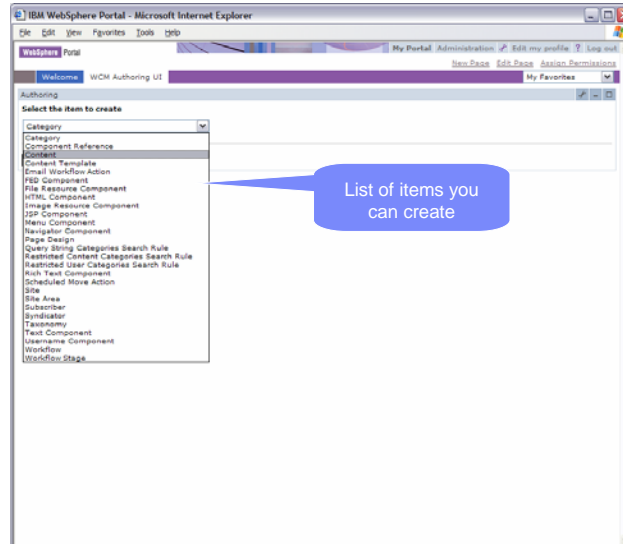
34

Create Content

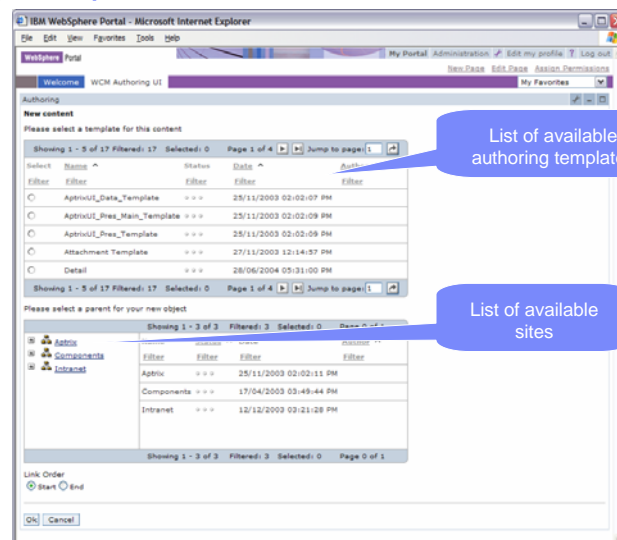
Web Content Page



Items You Can Create



Authoring Template and Site Area



Select Authoring Template and Site Area

IBM WebSphere Portal - Microsoft Internet Explorer

File Edit View Favorites Tools Help

My Portal Administration Edit my profile Log out

Welcome WCM Authoring UI My Favorites

Authoring

New content

Please select a template for this content

Showing 1 - 5 of 17 Filtered: 17 Selected: 1 Page 1 of 4 Jump to page: 1

Select	Name	Status	Date	Author
<input type="radio"/>	ApptriUI_Data_Template		25/11/2003 02:02:07 PM	
<input type="radio"/>	ApptriUI_Main_Template		25/11/2003 02:02:09 PM	
<input type="radio"/>	ApptriUI_Pres_Template		25/11/2003 02:02:09 PM	
<input type="radio"/>	Attachment_Template		27/11/2003 12:14:57 PM	
<input checked="" type="radio"/>	Detail			

Showing 1 - 5 of 17 Filtered: 17 Selected: 1 Page 1 of 4

Please select a parent for your new object

Showing 1 - 4 of 4 Filtered: 4 Selected: 1 Page 1 of 1

Select	Name	Status	Date	Author
<input checked="" type="radio"/>	News		8/12/2003 05:13	
<input type="radio"/>	Events		9/10/2003 04:08:13 PM	
<input type="radio"/>	Press Releases		9/10/2003 04:08:13 PM	
<input type="radio"/>	Media Coverage		9/10/2003 04:08:13 PM	

Showing 1 - 4 of 4

Link Order

☒ Start ☐ End

OK Cancel

Selected authoring template: Detail

Selected site area: News

Click OK to confirm the authoring template and site area

New Content Item Form

IBM WebSphere Portal - Microsoft Internet Explorer

File Edit View Favorites Tools Help

My Portal Administration Edit my profile Log out

Welcome WCM Authoring UI My Favorites

Authoring

Fields: [Untitled] X

X Close Save Save and Close Save As Component Manager Apply Template Lock

[Untitled]

Name: [Untitled]

Description: [Untitled]

Type: Content

Profile

Site Area Info

Content

Display Title

Summary

Define the Item's Profile

IBM WebSphere Portal - Microsoft Internet Explorer

WebSphere Portal

Welcome WCM Authoring UI

My Portal Administration Edit my profile Log out

Home Page Edit Page Assign Permissions

My Favorites

Authoring

WCM 2.1 Beta Program X

Close Save Save and Close Save As Component Manager

WCM 2.1 Beta Program

Name: WCM 2.1 Beta Program

Description: Item story about the WCM 2.1 beta program

Types: Content

Profile

Categories: Add / Remove Categories...

Keywords:

Title Area Info

Content

Workflow

Security

History

Close Save Save and Close Save As Component Manager Apply Template Lock

Enter a Name

Enter a description

Expand the Profile section

Click Add/Remove Categories...

Add Categories

IBM WebSphere Portal - Microsoft Internet Explorer

WebSphere Portal

Welcome WCM Authoring UI

My Portal Administration Edit my profile Log out

Home Page Edit Page Assign Permissions

My Favorites

Authoring

Selection Dialog

Add Remove

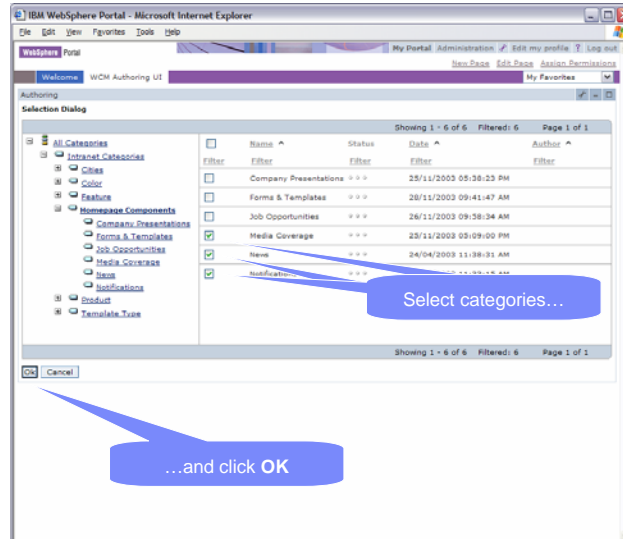
Select Title

No data is available to display.

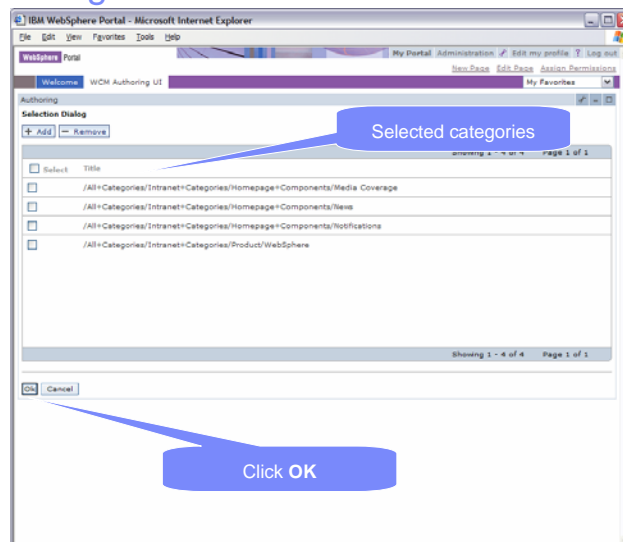
OK Cancel

Click Add

Categories List



Selected Categories



[illegible]

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IBM WebSphere Portal - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Content

Display title

WCM 2.1 Beta Program Announced

Summary

IBM announces beta program for Lotus Workplace Web Content Management 2.1.

Body

IBM today announced that the beta program of WebSphere Portal Server 5.1 will include Lotus Workplace Web Content Management 2.1.

Lotus Workplace Web Content Management 2.1 reaches new levels of integration with the WebSphere Application Server and WebSphere Portal Server platforms providing a seamless environment for business users to create effective web content.

Jeff Mills, a long time user of Lotus Workplace Web Content Management, stated "I'm very excited."

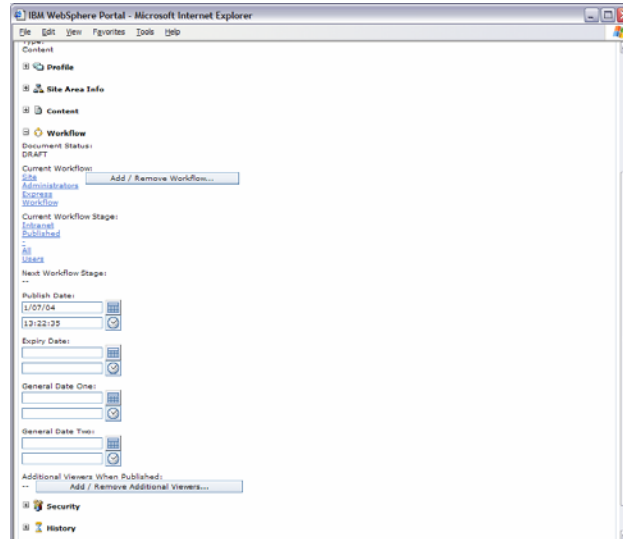
Enter a display title

Enter a summary

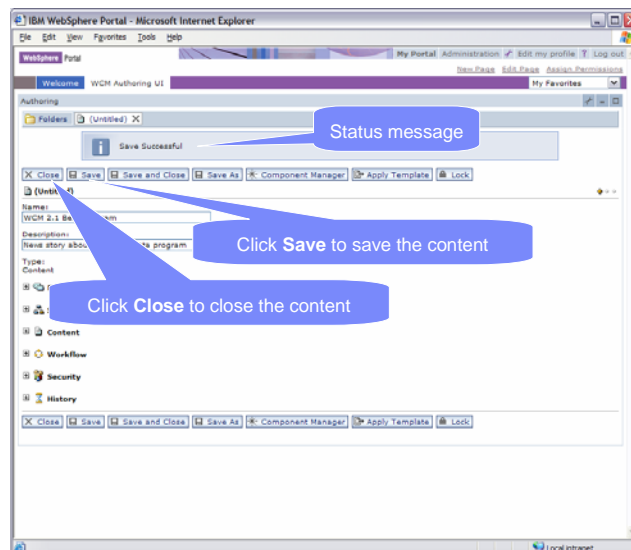
Enter the body of the content in the rich text field, using the ODE editor to edit the text

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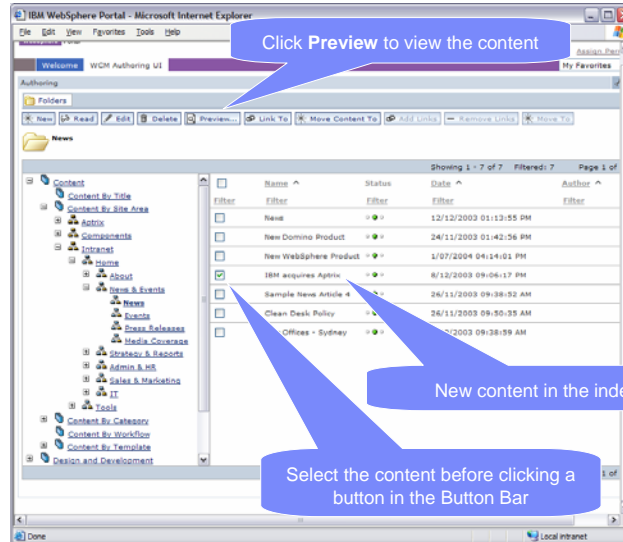
Workflow



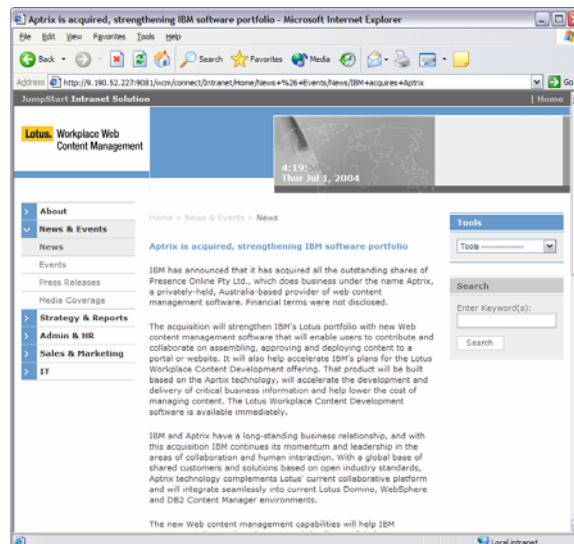
Save the Content



Preview Content



Preview the Content

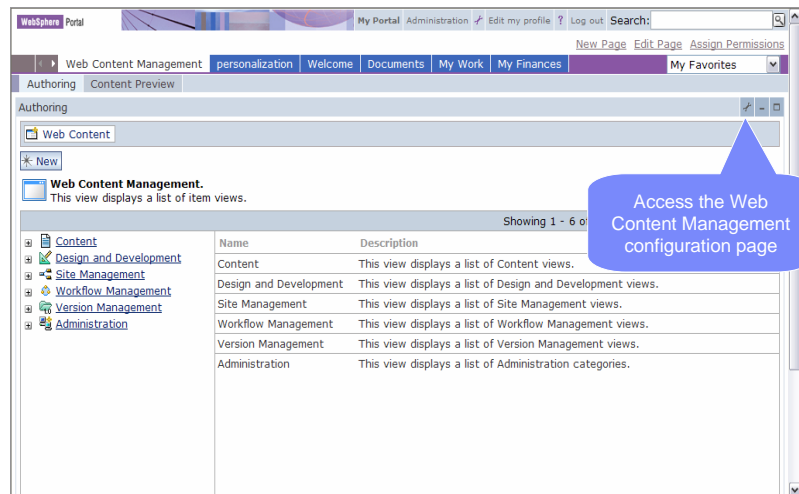


Configuration

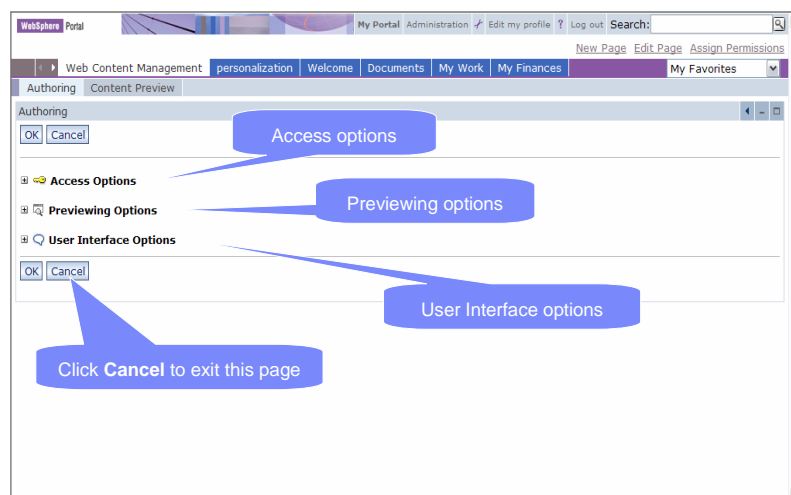
Configuring the Authoring Portlet

- Configure access control for an instance of the Authoring Portlet
- Configure access control to hide views and limit actions
- Configure multiple content preview modes
- Configure simultaneous user actions and people awareness

Accessing the Configuration Page



Web Content Management Configuration Page



Configuration: Access Control in the Authoring Portlet

- View access
 - Control what items a user can view in the Authoring Portlet
 - Hide views from users
- Manage access
 - Control who can create, edit and delete items
 - Prohibit operations by hiding buttons
- Per instance of the Authoring Portlet
- Set in the configuration mode for an instance of the Authoring Portlet
- Not Portal Access Control (PAC)

Access Options: View/Read and Management

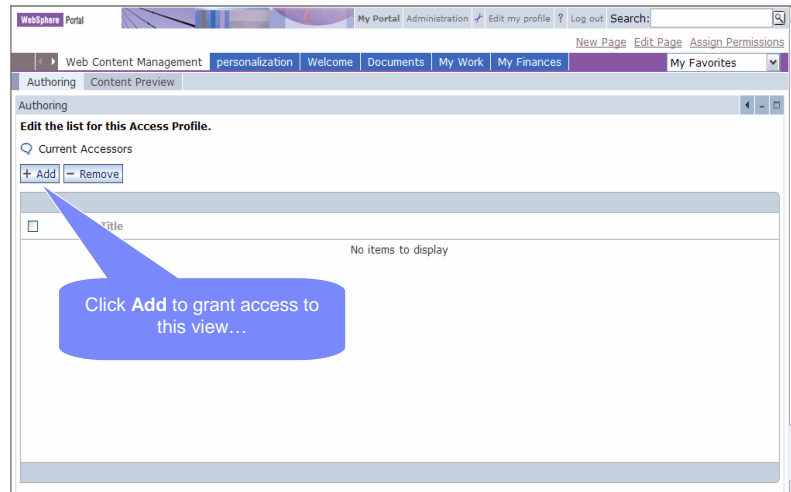
Expand the Access Options section

Define what views can be viewed...

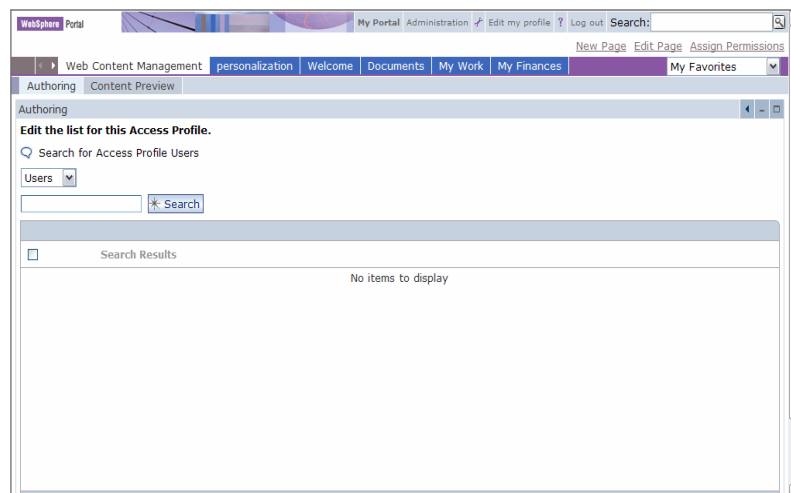
...and define what controls a user has in the view.

Click Add/Remove to define who can access this view...

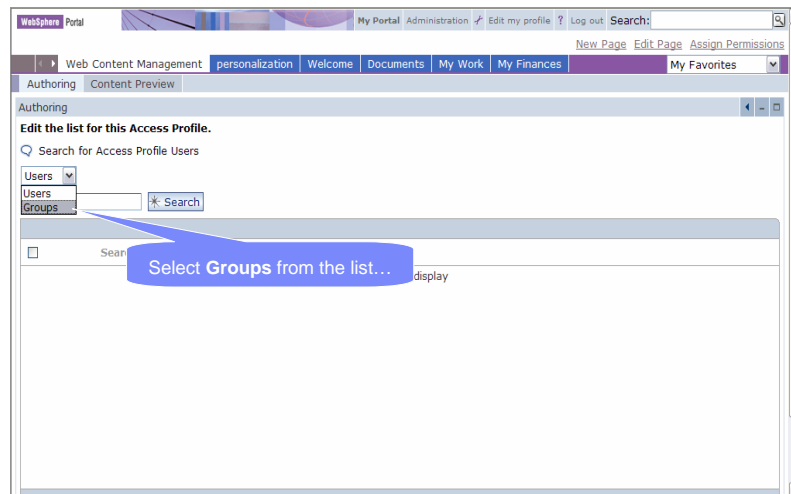
Granting View/Read Access to a View



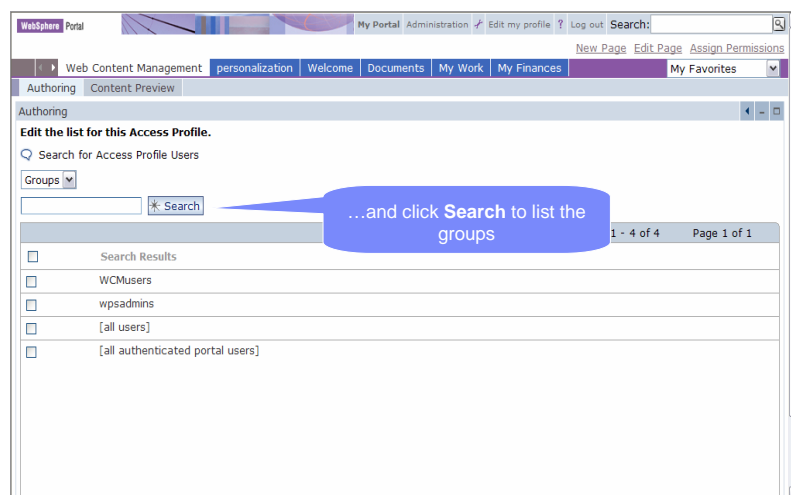
Users and Groups Dialog



Select Groups



Groups List



Select Groups

Authoring

Edit the list for this Access Profile.

Search for Access Profile Users

Groups ▾

* Search

Showing 1 - 4 of 4 Page 1 of 1

<input type="checkbox"/>	Search Results
<input checked="" type="checkbox"/>	WCMUsers
<input type="checkbox"/>	wpsadmins
<input type="checkbox"/>	[all users]
<input type="checkbox"/>	[all authenticated portal users]

Showing 1 - 4 of 4 Page 1 of 1

OK Cancel

Check the required group

Click OK to select the group

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Selected Group

Web Content Management personalization Welcome Documents My Work My Finances My Favorites ▾

Authoring Content Preview

Authoring

Edit the list for this Access Profile.

Current Accessors

+ Add - Remove

Showing 1 - 1 of 1 Page 1 of 1

<input type="checkbox"/>	Title
<input type="checkbox"/>	WCMUsers

Showing 1 - 1 of 1 Page 1 of 1

OK Cancel

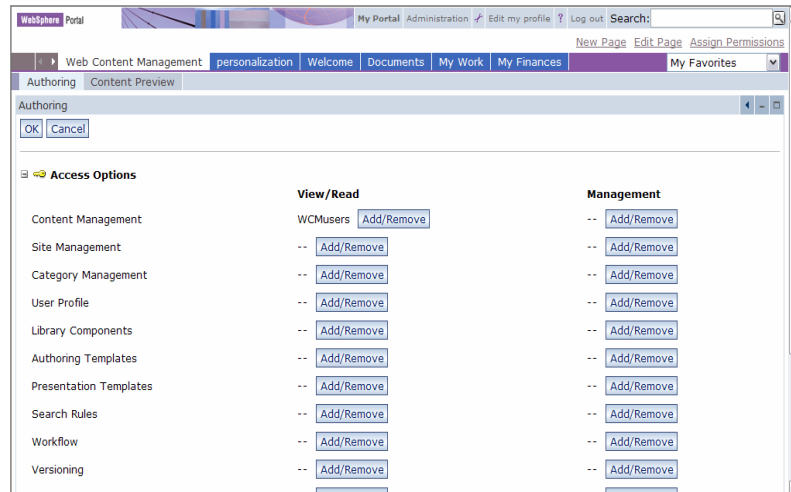
Click OK to confirm your selection

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Selected Group



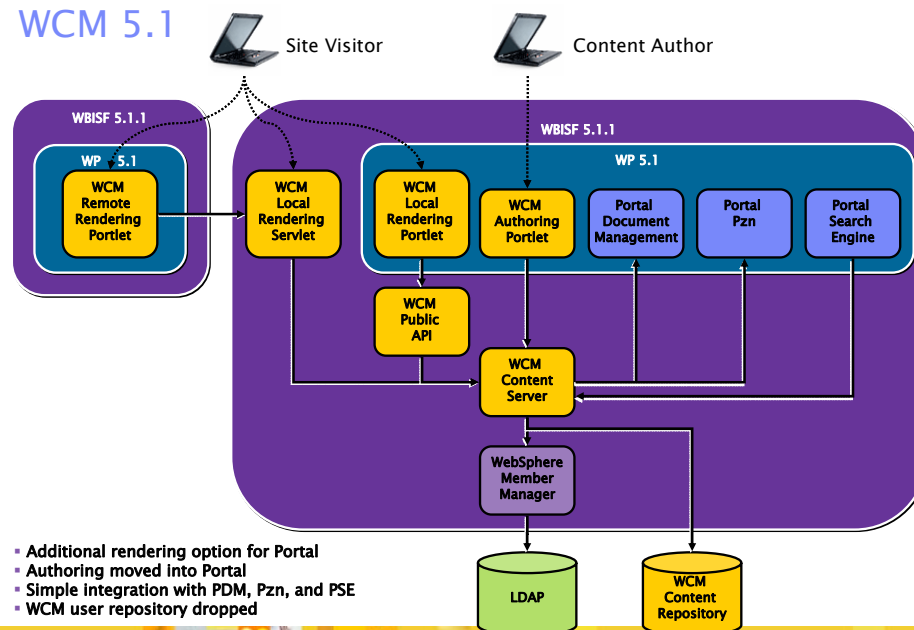
Configuration: Preview Content

- Preview content in context of the Web site
- Preview content in all stages of the workflow
- Three locations for previewing content:
 - ▶ In a browser window outside of the Portal page
 - ▶ In a Portal page on the local Portal server on which content is being authored
 - ▶ In a Portal page on a remote Portal server to the one on which content is being authored

Rendering

- Local Rendering Servlet
- Local Rendering Portlet
- Remote Rendering Portlet

WCM 5.1



Web Content Management Local Rendering Servlet

- Same as Web Content Management versions 1.1 and 2.0
- Can be used for content previewing by content authors and site visitors
 - ▶ On an Internet site, site visitors are not expected to have Portal, and so must use the rendering servlet

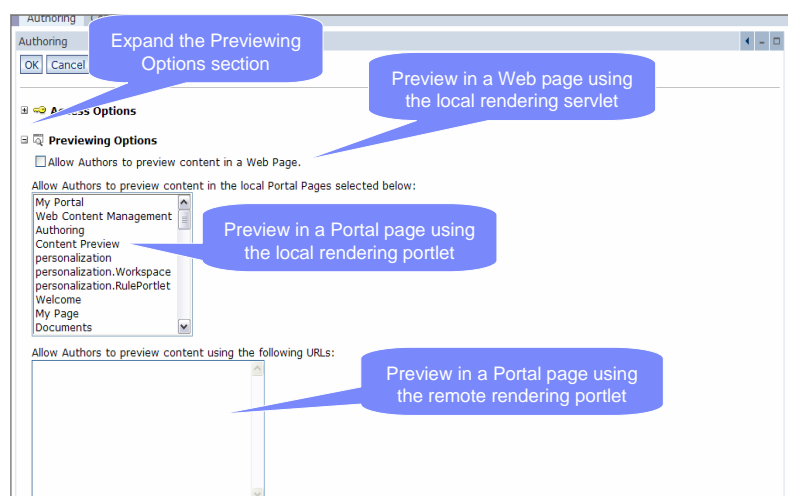
Web Content Management Local Rendering Portlet

- Displays content from the Web Content Management content server that runs on the same Portal Server instance
- Used for:
 - ▶ Content previewing by content author
 - ▶ Content viewing by site visitors
- Same configuration options as version 1.1 and 2.0 Rendering Portlet, except:
 - ▶ Do not need to specify the location of Web Content Management
 - ▶ Do not need to define the credentials to log onto Web Content Management
- Developed using WCL

Web Content Management Remote Rendering Portlet

- Displays content from a server other than the server on which the Remote Rendering Portlet is deployed
- Content viewing by site visitors

Preview Configuration Options



Previewing Content

WebSphere Portal

My Portal Administration Edit my profile Log out Search

Web Content Management personalization Welcome Documents My Work My Finances My Favorites

Authoring Content Preview

Web Content News and Events

Read Preview

News this is a news site area

Showing 1 - 12 of 12 Filtered: 12 Page 1 of 1

Select a content item to preview...

Filter	Filter	Filter	Filter
	Status	Date Saved	Author
<input type="checkbox"/>	...	Aug 31, 2004 5:40:32 AM GMT	SystemUser
<input type="checkbox"/>	...	Aug 31, 2004 5:40:33 AM GMT	SystemUser
<input type="checkbox"/>	...	Aug 1, 2004 3:09:54 PM GMT	SystemUser wpsadmin
<input checked="" type="checkbox"/>	...	Jul 12, 2004 10:23:59 AM GMT	SystemUser
<input type="checkbox"/>	...	Jul 12, 2004 10:17:06 AM GMT	SystemUser
<input type="checkbox"/>	...	Dec 12, 2003 2:13:55 AM GMT	SystemUser
<input type="checkbox"/>	...	Nov 24, 2003 2:42:56 AM GMT	SystemUser
<input type="checkbox"/>	...	Oct 21, 2003 11:34:07 PM GMT	SystemUser
<input type="checkbox"/>	...	Dec 8, 2003 10:06:17 AM GMT	SystemUser

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Selecting a Preview Location

WebSphere Portal

My Portal Administration Edit my profile Log out Search

Web Content Management personalization Welcome Documents My Work My Finances My Favorites

Authoring Content Preview

Preview

Select the preview type:

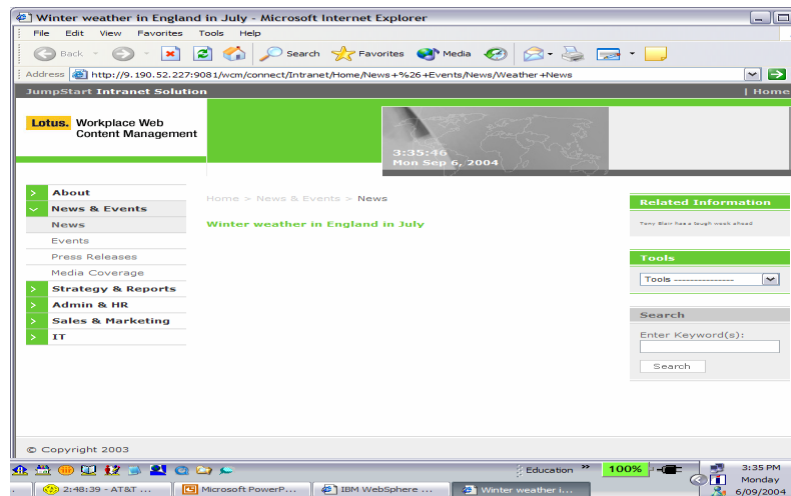
☒ Preview as a Web Page ☐ Preview as a local portal page

OK Cancel

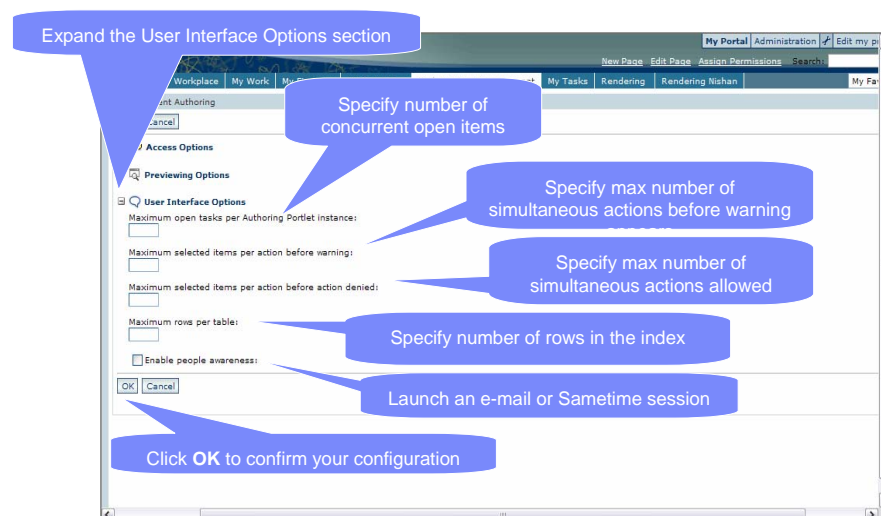
...and click OK

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Previewing in a Separate Web Page



Configuration: User Interface



Session Summary

- After completing this session, you should be able to:
 - ▶ Work with Workplace Web Content Management to develop a web content environment
 - ▶ Use the Web Content Management authoring portlet to create the components required for a web content environment
 - ▶ Understand how to create a web content environment
 - ▶ Create content portlets in WebSphere Portal to deliver content to site visitors

Lab Exercise

- In the lab you will:
 - ▶ Work with the new Authoring Portlet in WebSphere Portal to create a Web Content Management Environment
 - ▶ See how to create a workflow to control the movement of content
 - ▶ Create an authoring template for content contributors
 - ▶ Create a presentation template and menu component to deliver content to your site visitors
 - ▶ Enter new content using the authoring template
 - ▶ Create portlets in WebSphere Portal to display your content