t4 Best Practices

Setting up your website

UF | Information Technology

- Welcome
- Introductions
- Break around 3:00 p.m.
- Course Satisfaction Survey
  https://training.it.ufl.edu/services/satisfaction-survey/

Survey

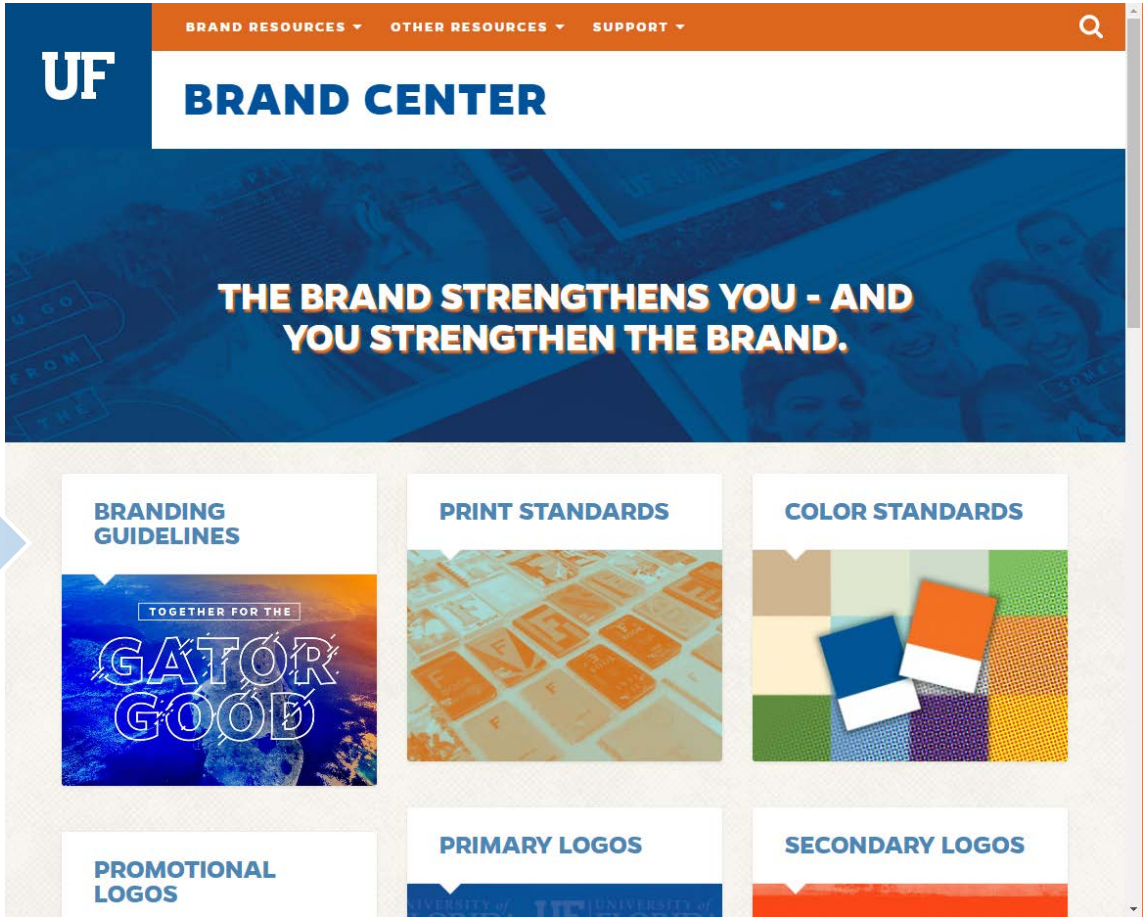
- Who is **comfortable** with the following?
  - HTML/CSS
  - JavaScript
  - Using TERMINALFOUR?

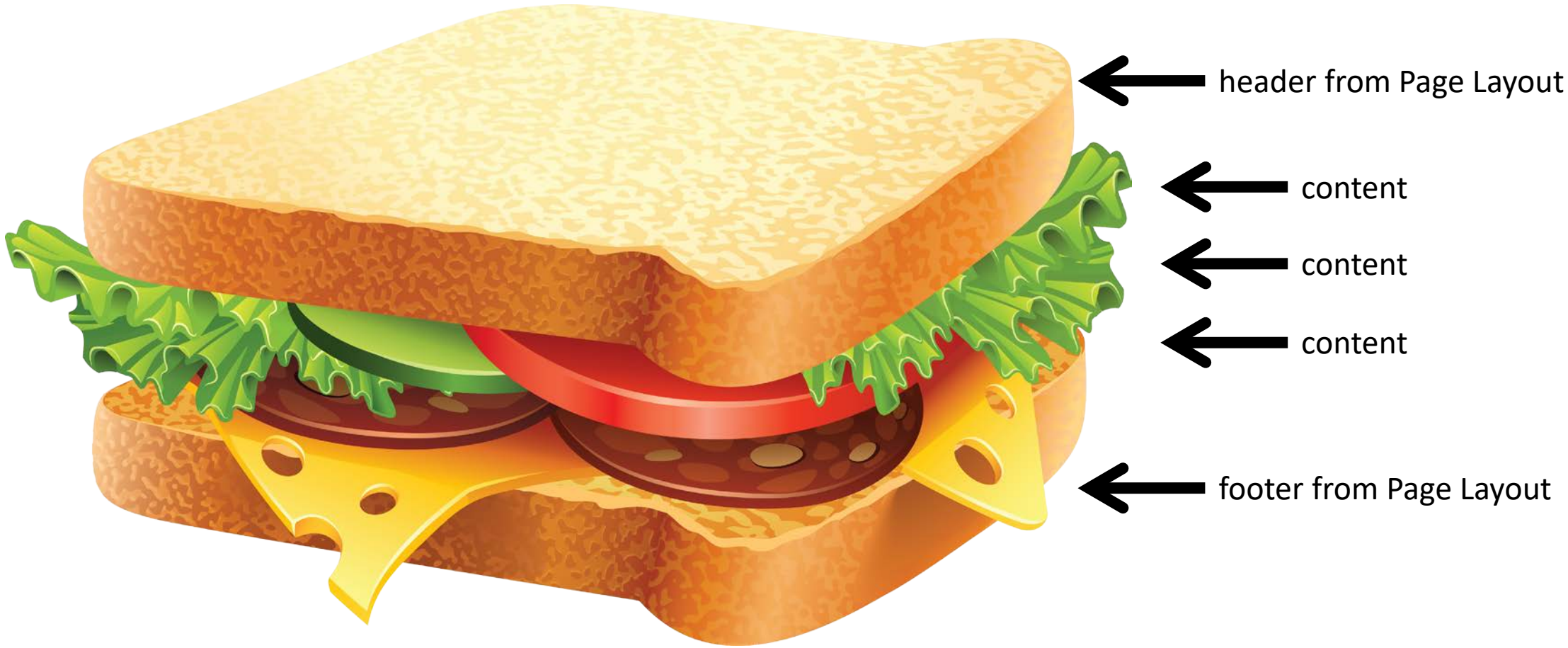
Objectives

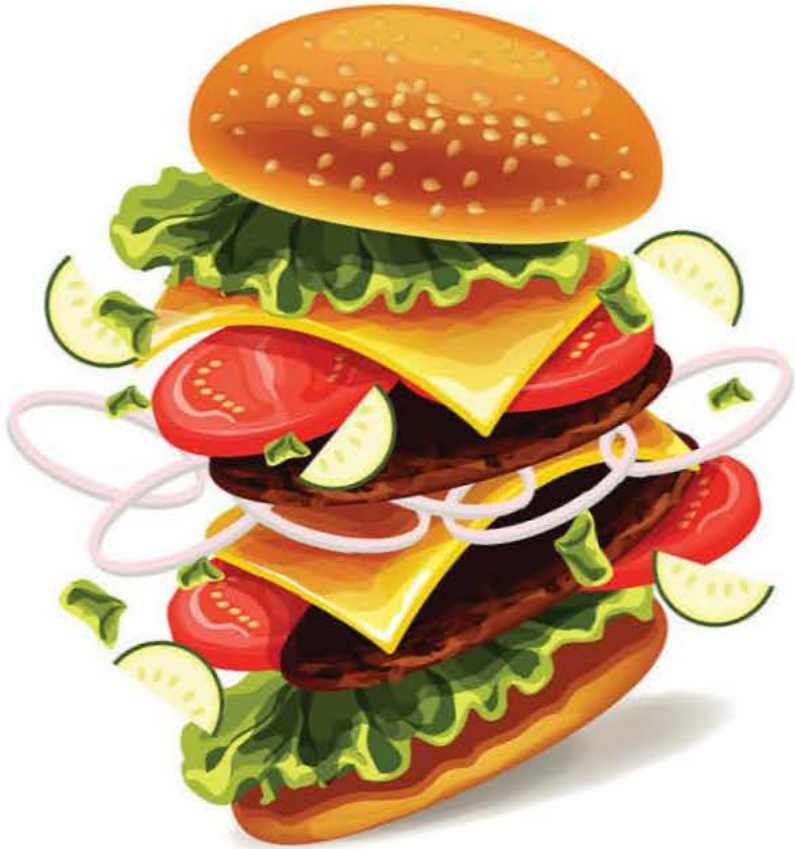
- Set up a website in t4 with the UF 2015 template
- Gain a deeper knowledge of t4 components including:
  - Sections
  - Content Types
  - Page Layouts
  - Elements of _site-config
- Apply best practices while working with content in t4

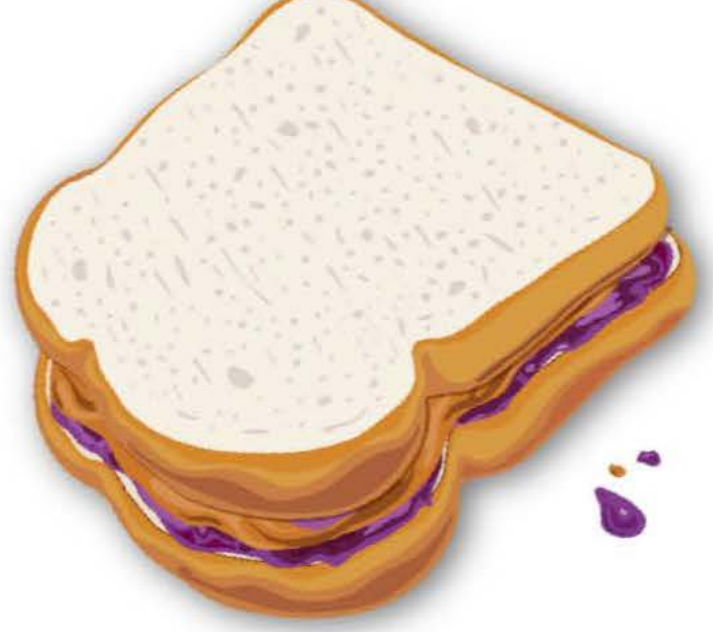
UF Branding: http://identity.ufl.edu

Resource #1. http://identity.ufl.edu




header from Page Layout
content
content
content
footer from Page Layout





Resource #2
https://webservices.it.ufl.edu/terminalfour/uf-2015-template/

Your resource for everything T4

Exercise #1 Goals

You should be able to:

- ☑ Identify and change the page layout of your section
- ☑ Preview the section

Exercise #1: Setting the Page Layout

- There are 4 main types of Page Layouts

1. Homepage Layout
2. Inner – General
3. Inner – Blank
4. Inner – Alpha List

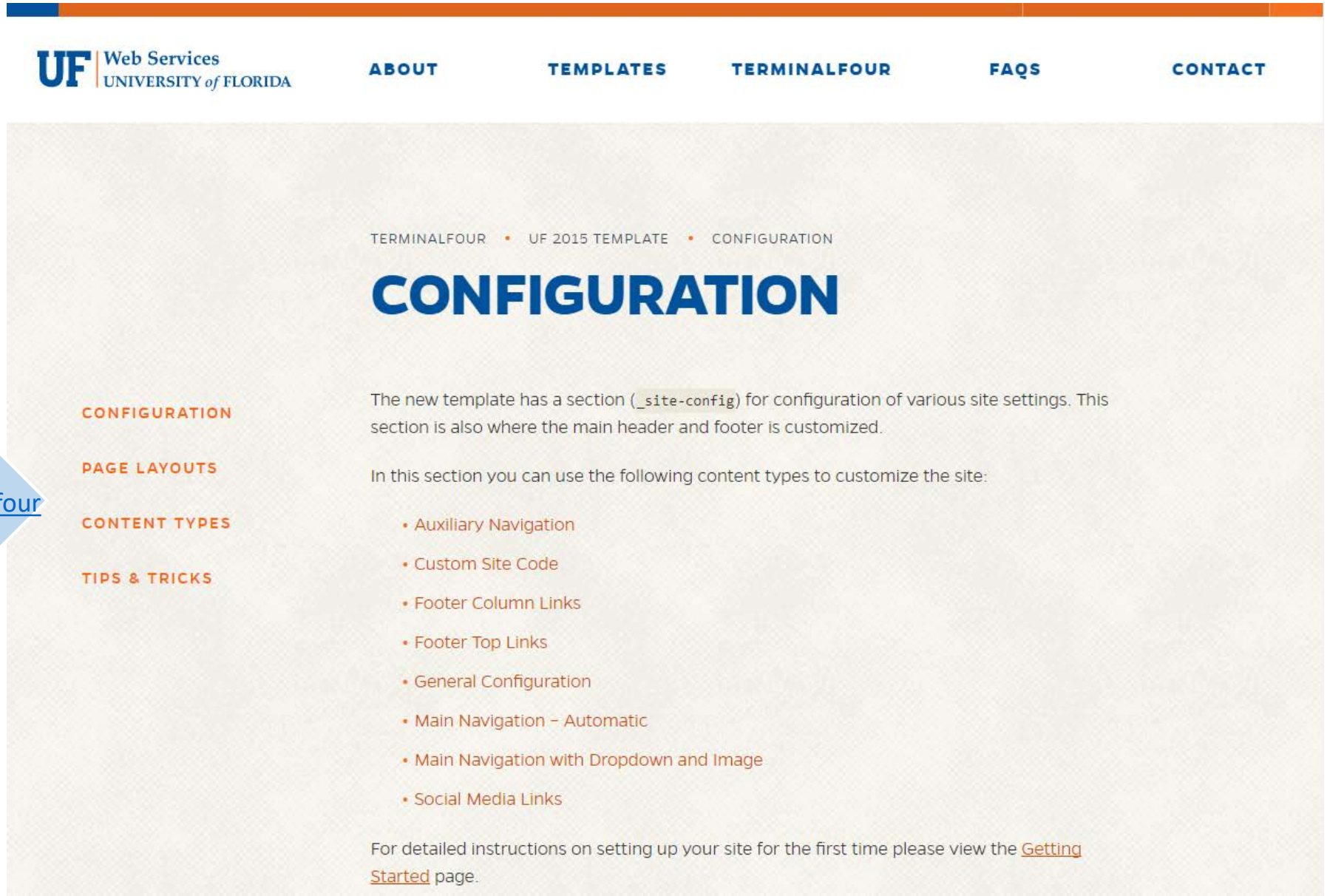
- Advanced: Some sites have their own custom page layouts

Configuration

_site-config

- Comes default with all UF2015 template sites
- **DO NOT** change the name of this section – it WILL break your site

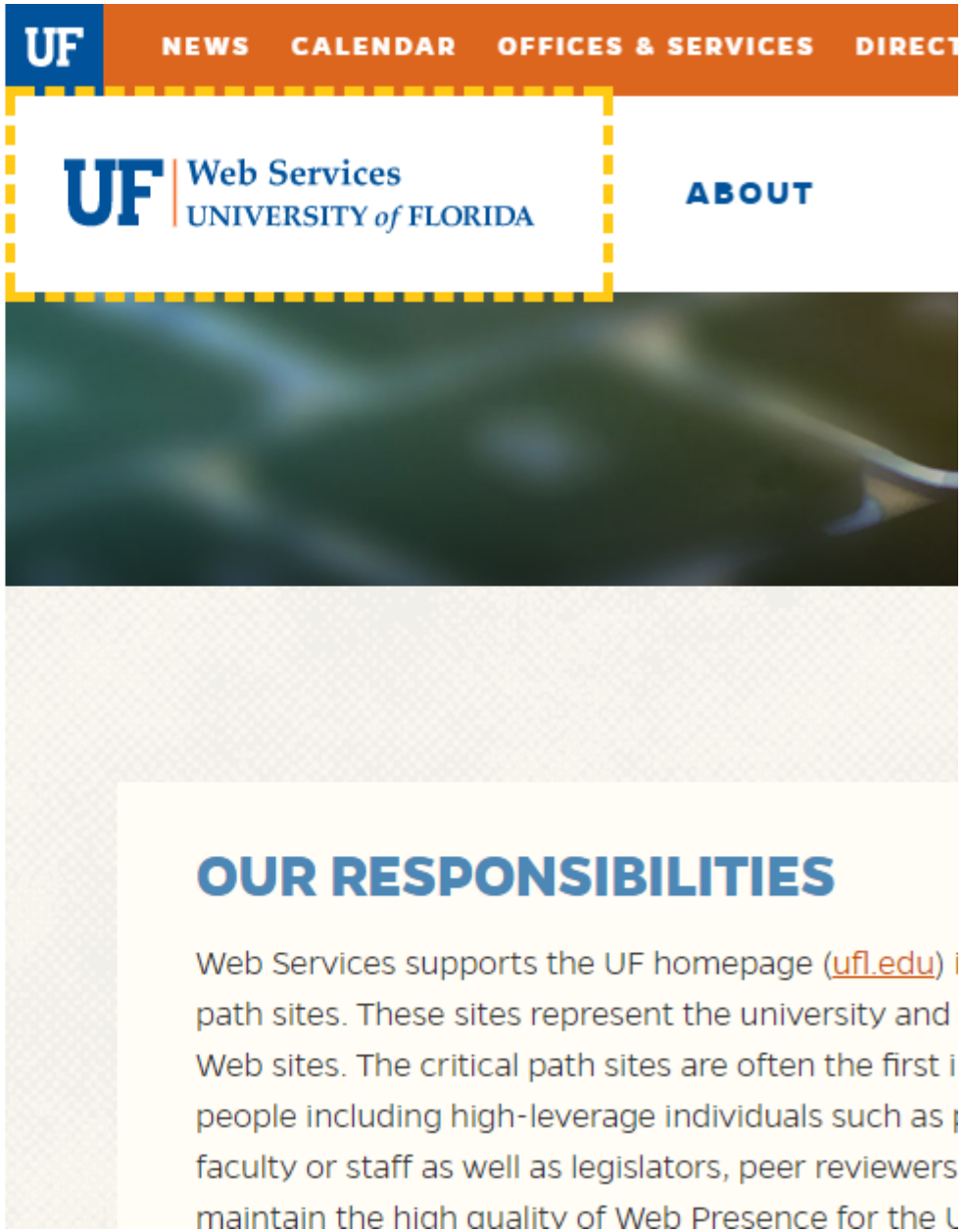
Resource #5
https://webservices.it.ufl.edu/terminalfour/uf-2015-template/configuration/



Resource #6
http://qianzhao.dev.webservices.ufl.edu/tutorial/

Decoding the - site_config

General Configuration
>-- Site Logo
Auxiliary Menu
Social Media
Footer Top Links
Footer Column Links
Custom Site Code
Main Nav - Auto



Exercise #2 Goals

You should be able to:

- ☑ Change a site's logo, name and title
- ☑ Remove social media headers
- ☑ Revert saved changes to content

Exercise #2: General Configuration

1. Set the site name & title
2. Select a site logo
   - Find the desired Category in the Media Library
3. Change social media links
   - Use History to undo the change

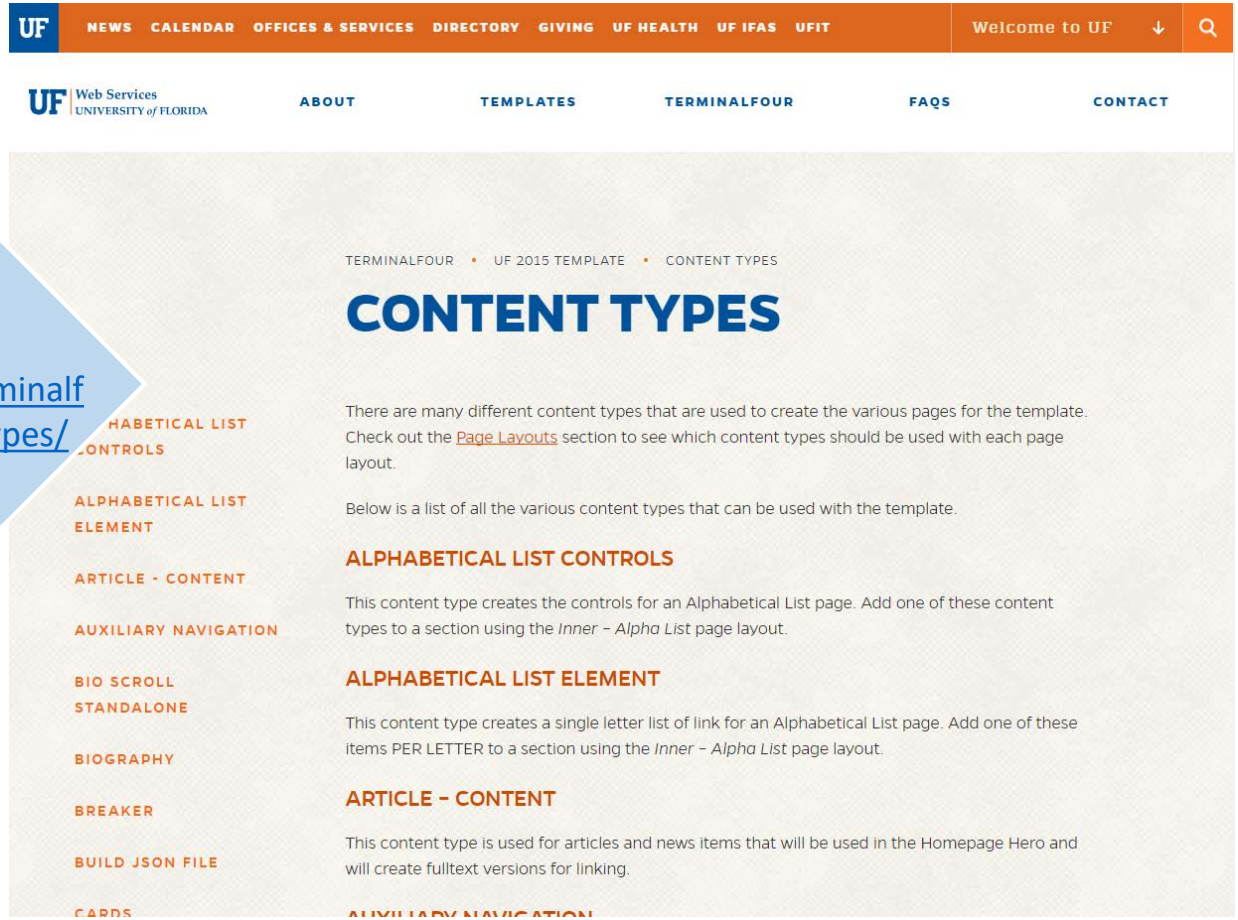
Exercise #3 Goals

You should be able to:

- ☑ Create a section
- ☑ Look up Content Type info on the Web Services page
- ☑ Add content to your site using Content Types
- ☑ Edit HTML within TinyMCE with Tools → Source code

Content types

Resource #7
https://webservices.it.ufl.edu/terminalfour/uf-2015-template/content-types/



Exercise #3: Creating a main landing page

- Add a new section
- Look up content page on webservices site
- Add a Landing Page Hero Full content type to your new section
- Attempt to replicate our demo page with this section

General Q & A

Congratulations, you have created a full page on your own!

Lingering Questions about T4? Now is the time.

PowerPoint and link to video at:
https://webservices.it.ufl.edu/terminalfour/downloads/

Resources

1. UF branding guidelines: http://identity.ufl.edu
2. UF 2015 Template info page: https://webservices.it.ufl.edu/terminalfour/uf-2015-template/
3. Sandbox for TERMINALFOUR: https://sandbox.wcm.it.ufl.edu/t4/page/site-structure
4. Page Layouts: https://webservices.it.ufl.edu/terminalfour/uf-2015-template/page-layouts/
5. Site configuration: https://webservices.it.ufl.edu/terminalfour/uf-2015-template/configuration/
6. Site-config map: http://qianzhao.dev.webservices.ufl.edu/tutorial/
7. Content types: https://webservices.it.ufl.edu/terminalfour/uf-2015-template/content-types/