Components in Joomla

_Instructor for this Workshop_

Web Development

_School of Arts and Sciences_
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Components in Joomla!

**WELCOME**

*Instructor for this Workshop*

School of Arts & Sciences, Web Development

**Once you arrive:**

1. Login to the workstation with your NetID
2. Open a web browser (Firefox or Chrome)
3. Go to the website: http://www.sas.rutgers.edu/cms/sandbox3

**WHAT IS JOOMLA?**

Joomla! is Content Management System (CMS) software that runs on a web server, and allows you to update your unit's web site through a browser (such as Google Chrome, Mozilla Firefox, or Safari).

A content management system isolates the process of updating information from the more technical aspects of updating a website (such as administration, configuration, and design), and eliminates the need to edit HTML or use web design software.

Visit www.joomla.org and help.joomla.org for more information on Joomla!

**WHAT IS A COMPONENT?**

A component in Joomla! Is a program that can include more complex information then just a ‘plain’ Joomla article. These components are referenced as ‘mini programs’. They can be as simple as a weblinks manager or as complex as Jevents where events are managed and created and organized.

A Joomla Component might also include a module as well, which can pull the information together.
**JOOMLA WEBLINKS**

Joomla weblinks is a great tool to use when you have multiple external links that you may need to be listed in a variety of places on the website. If in an article you have more than 3-5 external links, instead of just ‘typing’ them into the article, it may be easier to work with by creating a weblinks category, and creating the links.

**SAMPLE USE OF JOOMLA WEBLINKS**

**CREATE WEBLINKS CATEGORY**

Components → Weblinks

Click CATEGORIES

**WEBLINKS:** CATEGORIES

Click NEW to create a NEW category

(Be sure to read the top of the page that it says, WEBLINKS: CATEGORIES)
Create Weblinks for a category
Click weblinks (on left side)

**DEFINE LINK**

Define title of Category
Include a description
Set status = Published

Define Title
Define Category that it will display in
Define a description
**SHOW WEBLINKS ON WEBSITE**

1. Use a Weblinks Module

This module can be positioned in ‘sidebar-b’, or included in content, with an embedded module. (as done in course schedules)

![Image of Weblinks Module setup]

- Define title
- Select Category to select links from
- Select count
- Ordering option
- Target Window: If external links, it should be set to open in a new window
2. Define a Menu item to show Weblinks in a category

Define type as WEBLINKS in a CATEGORY

List Layouts

Preview of Menu Item display
JEvents

Overview of JEvents

JEvents is an event management system that can store information about events. The events can be organized by categories, which helps to display them in different ‘groupings’. In fact events can actually exist in MULTIPLE categories. Events can be displayed in a module position or as a menu item through the regular menu. There are many different types of options for the display.

To go to JEvents:

Components → JEvents

Manage Event Categories

Click on NEW to create a new category

Title

Parent: This is a good way to organize the categories if needed

Description: Not really used, or needed…
**WORK WITH EVENTS**

Click **Manage Events** to work with Events

Click **NEW** to create a new event.

---

**Event Details**

- **Title of event**
- **Select one or multiple categories**

---

Click Manage Events to work with Events

Click NEW to create a new event.
Event Calendar (Date Details)

<table>
<thead>
<tr>
<th>Common</th>
<th>Calendar</th>
</tr>
</thead>
</table>

### Start, End, Duration

- **All day Event or Unspecified time**: [ ]
- **12 Hour**: [ ]

#### Start date
- **2017-04-04**
- **Start Time**: 8:00 am

#### End date
- **2017-04-04**
- **End Time**: 5:00 pm

#### Repeat type
- [ ] No Repeat
- [ ] Daily
- [ ] Weekly
- [ ] Monthly
- [ ] Yearly

- [ ] No specific end time
DISPLAY OF EVENTS ON WEBSITE

Sidebar Module

How to setup Side Module

Select a Module Type:

Select JEvents – Latest Events Module
Define the Latest Events Module

Select Category (or multiple)

Target Menu item (on click of event where you are taken to)

Define Format String

Number of Events to display (max number)

Display events from ? number of days

Past, Future or all events?

Display a repeating event format

- Display Events from the next ? days (modes 2, 3, 5, 6 and 7 only)
- Measure time from now?
- Past Events Only
- Only Display a Repeating Event Once
- Multiday Event Display
How to EMBED Latest News Module into an article

1. Create Latest News Module

2. Create an Article

3. Follow steps below:

   Click on MODULE plugin

   Select Module ID NUMBER.

   By selecting the Module ID (not the name), then if the name of the module is changed, it will still work

   The syntax is:

   {module XXX}
**Result options of JEvents Display**

Embedding Module inside of an Article (Result):

**DISPLAY JEVENTS AS A MENU ITEM SAMPLES:**

Displaying Events as a Menu Item in a List Format

Display Events as a Menu Item in a Calendar type format
WORK WITH SMART SLIDER 2

Smart slider 2 is the slideshow component that we use on all of the home pages of the website. This tool can be used on other pages as well. The tool is quite complex, we will focus on basic editing techniques.

EDIT CURRENT SMART SLIDER SLIDESHOW

Select Slideshow to Edit

Click on Slideshow to edit. In this example it is the Spotlight Slideshow
1. Click on individual Slides here to edit.
2. Click on the ‘green circle’ to unpublish slides
3. DRAG slides as needed to re-sequence
4. If changes don’t seem to save, click on REFRESH CACHE

Hover mouse over slide, can select DUPLICATE to make a copy of a slide.

Can select DELETE (this will delete a slide)
**Edit a Slide**

Click on a slide to Edit

To change the image, click on the image button.

Add ALT Text to the image if it represents something.

*NOTE, images should be 1200 x 400 to fit properly.

To have the image link to a specific page, type in the URL in the Link.

Images used in the Smart Slider are stored in the MEDIA MANAGER.

It is recommended to have a folder specifically for ‘banner images’.

Click upload just as if you are adding an image to media manager.
WORK WITH VISFORMS
Visforms is a form tool in Joomla that can collect data. This information can be saved in a table and exported easily to .xls or to access as a .csv file. The data can also be displayed on a website if needed.

The forms are 100% customizable different fields can be created depending on what information you need to collect.

CREATE A NEW FORM / FORM PROPERTIES
Components → VISFORMS

Create a COPY of a Form

1. Select the form
2. Click on BATCH

Click on YES for copy existing fields
Create a New Form

Basic Form Properties

Form Title – Displayed title
Name: Cannot have spaces
Can leave the rest blank
Result

Save Result → YES

This means data will be STORED when the form is completed.

Text Result

This is displayed after the form is completed, such as, ‘Thank you for registering’

Redirect URL

If you prefer for the user to be taken to a different page after the form is completed.

Mail Options

Top part of this page references the ADMIN Mail, or the site Owner Email, specify if you want the person ‘running the event’ to receive an email and the details you want them to receive.
Options for Recipient Mail

These options are defined for the person that is FILLING out the form.

If you want the fields that they filled out included in the email, click Include Data = Yes

Spam Protection

- Scroll towards the bottom of the options to CAPTCHAS
- Some users prefer the regular ‘recaptcha plugin’ (instead of the visforms captcha)
Work with Fields for Form

Once a form is created, to edit the fields, click to edit the form, then click on the ‘FIELDS’ button.

Each field has different ‘variables’ that can be defined...

**Text Field**

- Select Type = TEXT
- Select REQUIRED (for a required field)

**Check Box Group**

- Type: Check Box Group
- Add new values, note the ‘VALUE’ is what is stored in the database
- A Check Box Group allows multiple options to be selected.
**Text Area**

Text Area is good for a ‘large text’ field such as ‘comments’, ‘instructions’.

**Radio Button**

Radio Button works like a ‘check box group’. Except only ONE option can be selected at a time (not multiple items).
File Upload

File upload allows a file to be uploaded with the form. This ‘pdf’ can be stored on the website.

This field type is good if you want to include an ‘upload of a abstract’ for example.

Please keep in mind files that are uploaded should NOT contain personal information. **Anything that is uploaded could be accessed to the public.**

We are in the process of creating our file upload policy.

Select

Select works similar to the Multiple Check Box Group.

To allow for ‘multiple items’ to be selected, check off the ‘multiple items’.
Submit Button

The submit button is the ‘SEND’ button to submit the form.

Advanced Tab on all Fields

Click on the ADVANCED TAB

Custom Text Position:
• Below Input
• Above Label
• Above Input

Custom text is the text to be displayed.
**WORK WITH DATA RESULTS**

As long as the form was set to STORE DATA results, it is easy to display the data results in the back end, export to a .csv, or on the front end.

Visit visforms – Work with Forms

- Click Display Data
- Click EXPORT Data to bring data into .csv or .xls
- Click Back to Form to return to Form
- FORMS to get back to the listing of all forms.
IGNITE GALLERY

Ignite Gallery is an image gallery tool that has the following functionality benefits:

1. Display gallery with Thumb-nails only (Responsive)

![Ferrara](image1)

Two types of programs are offered in the city of Ferrara.
1. "Language and Culture" is ideal for students with little or no knowledge of Italian. Content courses are taught in English alongside

2. Display gallery as a ‘slideshow’ with a main image (with or without thumbnails)

![Study Abroad](image2)

3. Can edit images from gallery on FRONT END (do not need to login to administrator to manage galleries)

4. Galleries can be created within nested categories for easy display

If this tool is not installed on your website, please create a work order to request that we install it for you.
CREATE GALLERY
Components → Ignite Gallery → Category

The category structure can be ‘nested’ and can have images in each level if needed.

UPLOAD IMAGES
While on the CATEGORY Listing Page, click on the Manage Images (0) link
Drag images into the GRAY box
Click Add images button, to get to the ‘browse’ area.

Click ‘Start Upload’ to upload the images into the gallery.
**EDIT IMAGES (DESCRIPTION, ALT TEXT)**

While on the Image Listing Page...

Click EDIT under Description or Tag

Enter Description

Tags (These can be used to determine image selection not required)

Alt Text: This can be used to display text below thumbnails (the profile has to be set to display this text)

Image Link: If on the click on the image you want to go to a different page or area, this is where it is set.
**ADD IGNITE GALLERY TO WEBSITE**

The gallery could be displayed on the website either ‘inside’ of an article, or with a menu item link.

**Display with a Menu Item Link**

To change the image, click on the ‘choose file’ button.

**Menu Item type:**

Ignite Gallery → Display Category

Select the Category to display

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Sample Display:
Display Inside of an Article
Edit an Article

Click on Gallery Button underneath the editor to add the gallery.

Select Category to view
Select the Profile to use (scroll down to see profile option)
Code Layout:

Id=3128 (this is just a unique number)

cid=1 (this is the Category ID)

pid=1 (this is the Profile ID)

Sample result of embedding gallery in an article: