Fields in Joomla

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Fields 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
4. Open a 2nd tab for the ‘back end’

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!

We host the local NJ User Group Meeting: joomlausersnj.com
WHAT ARE FIELDS IN JOOMLA?

Fields allow us to define information about articles in a more detailed way. For example, if we have an article about a faculty member, we can have fields define their email address, website, schools they attended, and their profile image.

The advantage of using fields is we no longer have to ‘worry’ about the article ‘layout’, as the fields do everything for us.

SAMPLE PAGES USING FIELDS

SUMMARY PAGE OF MANY ARTICLES
This uses a Category Blog View.
**SUMMARY PAGE USING A TOOL – LATEST NEWS ENHANCED**

This is a tool that our Web Team would have to initially set up for you. As long as the articles are related either by ‘tag’ or by ‘category’, we can display it in this type of format.

**DETAIL PAGE USING FIELDS**
WORK WITH FIELDS

1. Content → Articles
2. Select Article that you want to edit
3. Click on the PEOPLE FIELDS TAB

Once the content is entered if you visit that page on the website, either the summary page, or the detail page, the contents of the fields will be displayed automatically.

Select a Portrait Image (select People Folder)

Enter in info for other fields

Website: http://xxx.xxx. (must have http)

Email: must have: mailto:test@test.com
ADD NEW FIELDS
If you need to, it is possible to add new fields for the website. We do recommend that the web developer group adds fields INITIALLY. If you haven’t added fields to a specific category yet, create a work order and ask for assistance. But if the fields already exist (for people for example), it is easy to add a new field for that group.

What are groups? Groups is the TAB NAME that is displayed in the article

1. Go to: content → Fields

Click on NEW FIELD

1. Enter Field Name
2. Select field type (text should work)
3. Select FIELD GROUP
4. Select CATEGORY (this defines what CATEGORY the field will display in)

2. Now when you go back into any articles in that category, you can add content into this field.
3. If a field is a URL FIELD, in the DESCRIPTION it is possible to type: Personal Website, then when the field is displayed, the text ‘Personal Website’ will display instead of the actual url.
4. Field Settings (can be set in the OPTIONS TAB)
These settings can ‘have the field look different’ when it’s displayed on the site.

5. Examples of different field settings