Components in Joomla! - JEvents

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/training

4. Go to the website for administration:
   
   http://www.sas.rutgers.edu/cms/training/administrator

5. Download files to use for class
   b. Extract zip on your computer
      i. public-history-event-flyer.pdf → original event flyer
      ii. public-history-event-image.jpg → converted flyer into a jpg
      iii. public-history-lg-image.jpg → large version of the original image

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!
WORK WITH IMAGES
When creating events we understand that sometimes you may use a ‘flyer’ for the event. The flyer can be uploaded with the event, but it is important to have a specific image, possibly a square or rectangle associated with the event.

Purpose
If your images are too large to upload to a website, or too large to work with even to edit/modify for your flyer you can resize the images first.

RESIZE SINGLE IMAGE
Image we are working with: (it should already be downloaded on your computer)
public-history-lg-image.jpg

Site: https://resizeimage.net/

Upload Image & Select Crop Area

1. Click Upload image, select image from computer
2. To CROP image,
   a. DRAG cursor around the image
   b. You can select it to be a ‘square’, by selecting a ratio 800 x 800
   c. Select ‘normal’ then you can select any ratio
   d. Click Undo to unselect
3. Hit CROP button to ‘crop image’
Determine Resize, Optimization, Rotation

1. Resize by a percentage
2. Can set the background to ‘fill’ with a color if needed
3. Determine output format
   a. .jpg best for web
   b. .png better for print (higher quality)
4. Optimize your image
   a. Change to 77%

Once complete, hit RESIZE IMAGE BUTTON

Hit Download Image to save

Check out image that has been saved to your computer.
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.

HOW TO ACCESS COMPONENTS
1. Login to the BACK END of joomla

http://www.sas.rutgers.edu/cms/training/administrator

2. On the TOP menu, click on components

- This is where you can see the list of available components.
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: NAME – Category

Parent: Workshop Events

*An event can be linked to MULTIPLE CATEGORIES. For example if an event is both a LECTURE and a DISCUSSION, you can select both categories.
WORK WITH EVENTS

Click Manage Events to work with Events

Click NEW to create a new event.

CREATE EVENT

Event Details

Title of event
Select one or multiple categories
Enter a DESCRIPTION of the event
Upload a pdf file for the event (this can be a flyer)
Upload an IMAGE for the event, a ‘teaser’ image about the event.
Event Calendar (Date Details)

Start, End, Duration

All day Event or Unspecified time □ 12 Hour □

Start date 2017-04-04 8:00

End date 2017-04-04 5:00

End Time □ □ No specific end time □

Repeat type

No Repeat Daily Weekly Monthly Yearly

**IN CLASS ‘WORKSHOP’**

1. Create 3-5 events for a variety of dates

2. Upload an image and a .pdf for each event

3. Put each event in one or multiple categories of Lectures, Film Screenings, Meetings, and your own category (that you created)

4. check the pages to see the display of the various events
**EDIT EVENT**

Work with Image

Click on the X to remove image, or just click select to find a new image and upload. Be sure to adjust the Image title → this is displayed as ‘alt text’.

![Image](image-url)

Work with File

Click on the delete to remove file, click choose file / upload to save the pdf file

![File](file-url)
**CREATE REPEATING EVENT**

If an event occurs once a week, or once a month, you can create it as a ‘repeating event’, then you can modify the individual ‘repeats’, (for example if it is cancelled on a holiday).

Repeating events are best to create if the majority of the event dates are similar and do not have to be ‘edited’. Once an event is ‘repeating’, you can control how it displays on the website in various ways as well.

1. Create regular event Common tab is the same as any event

2. Click CALENDAR TAB

   **Enter Repeat Type**
   - Monthly
   - Repeat Count (will repeat a specific number of times)
   - Select the END DATE (select an end date for this event)
EDIT REPEATING EVENTS

To edit repeating events, such as remove a specific repeat, etc. Go to the manage events screen.

To remove 1 or more repeating events, click on the check box to the left of the event, and select delete.

To edit one of the repeats, click on the event name or click on the check box then click EDIT.

Edit MAIN event for a repeating event

if you edit the MAIN EVENT in ANYWAY, it will RECREATE ALL OF THE REPEATS. So if you deleted a ‘repeat’ for 12/25/2020, then you edit the ‘main event’, the ‘session’ for 12/25 will get ‘re-added’.
DISPLAY EVENTS IN SIDEBAR

How to setup Side Module

Select a Module Type:

- Articles - Archived: This module shows a list of the calendar months containing Archived Articles. When you access a month, the articles listed in that month are displayed in a calendar format.
- Articles - Category: This module displays a list of categories from one parent category.
- Articles - Category (child): This module displays a list of articles from one or more categories.
- Articles - Labeled: This module shows a list of the most recently published and current Articles. Some of them could be tagged with labels.
- Articles - Most Read: This module shows a list of the currently published Articles which have the highest number of views.
- Articles - Newsflash: The Newsflash Module will display a fixed number of articles from a specific category.
- Articles - Related: This module displays other Articles that are related to the one currently being viewed.
- Breadcrumbs: This module displays the Breadcrumbs.
- Calendar: This module allows you to create your own Modules using a WYSIWYG editor.
- DDCategory - Categories: This module displays a list of categories.
- DDCategory - Documents: This module displays a list of documents.
- External Login: This module displays a list of external login servers.
- Feed Display: This module allows the displaying of a syndicated feed.
- Footer: This module shows the Joomla! copyright information.
- JEvents - Calendar Module: Shows up to 3 different calendars for JEvents component.
- JEvents - Custom Module: Displays data from component and event list layout.
- JEvents: Other Modules: Snow (Events)
- JEvents: Latest Events Module: Shows latest events for events component.

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

CLASS WORKSHOP

- Set the POSITION = sidebar-b
- Set the Menu Assignment = your page
- Select a category to display
**DISPLAY EVENTS AS A MENU ITEM**

1. Menu Items
2. Create new Menu Item
3. Menu Item Type

**DISPLAYING EVENTS IN A LIST FORMAT**

Select menu type:

Options:

Result:
**CALENDAR FORMAT (AS A MONTH VIEW)**

Result:
FLOAT FORMAT (WITH THUMB IMAGES)

1. Select Menu Item type – DATE RANGE

2. Options

Range Date & Time Settings

Options (Set to the FLOAT TEMPLATE)

Result: