



Mini Sites Module

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Description

The Mini-site module allows mini-websites to be created and assigned to users to manage with their own administrative user name and passwords. Each mini-site has its own 6 page navigation, editable header region and content files. Great for separate divisions within the same company, associations, franchises, etc.

The screenshot shows the administrative interface for ProFusion Ultra IS. The top navigation bar includes 'ProFusion UIS | View Website', the 'PROFUSION' logo, and 'Website Backend | Profile | Quick Links | Logout'. The left sidebar is divided into four main sections: 'CONTENT', 'SECURE USERS', 'WEBMASTER', and 'ADVANCED FEATURES'. The main content area displays a welcome message for 'JuneQss3', the current server date and time (7/7/2011 2:04:58 PM), and a storage status table. Below the storage table are quick links for help and support.

| Free Space | Used Space |
|------------------------|-----------------------|
| 1025.24 MB | 24.76 MB |
| File System : 979.3 MB | File System : 20.7 MB |
| Database : 45.94 MB | Database : 4.06 MB |

Quick Links

- General Help
- User Manuals and Product Videos
- Support Center
- Editor Help
- Editor Template Variables
- License Agreement

Finding the Module

The left side of the main administrative page is divided into various sections. Each section deals with a specific functionality of the ProFusion Ultra IS application like Content, Secure Users, Help, Webmaster, Advanced Features, etc. Mini Sites can be found under the Advanced Features heading.

Add a Mini Site

1. Click on the **Mini Sites** link under the Advanced Features section heading. You will now be presented with a page screen similar to the one shown below.

Home » Mini Sites

[Mini Sites Listing] [Create a Mini Site] [Assign a Mini Site to a Member]

| NAME | MINI SITE URL | CHANGE PASSWORD | DELETE MINI SITE |
|-----------------------|---------------|-----------------|------------------|
| -- No Record found -- | | | |

This is the menu page screen of the mini sites module where all the mini sites would be listed along with the name and the login details of the mini site owners.

2. Next **Click** on the **[Create a Mini Site]** link. This action opens up a page similar to the one shown here prompting you to enter the login details for the mini site that is to be created.
3. **Mini Site Name – Type** in the name for the new mini site. This name has to be unique and as such you cannot repeat it for any mini sites created subsequently. For this tutorial, let us type **john** as the mini site name. The name typed here would be the extension of your websites domain name. For example, if your main websites domain name were www.mydomainname.com then this mini sites domain address would be www.mydomainname.com/john.
4. **First Name – Type** in the first name of the mini sites owner which is optional.

Figure 1.1

Home » Mini Sites » Create a Mini Site

[Mini Sites Listing] [Create a Mini Site] [Assign a Mini Site to a Member]

CREATE A MINI SITE

*Fields marked * are required*

| | |
|-----------------|--|
| Mini Site Name* | <input type="text" value="john"/> |
| First Name | <input type="text" value="John"/> |
| Last Name | <input type="text" value="Doe"/> |
| Login ID* | <input type="text" value="johndoe"/> |
| Password* | <input type="text" value="johndoe"/> |
| Email Address* | <input type="text" value="johndoe@email.com"/> |

5. **Last Name – Type** in the last name of the mini sites owner which is optional.

Note: Although optional it is advisable to have the name fields completed so the admin of the main site can know whom a particular mini site belongs to.

6. **Login ID – Type** in the login ID for the mini site admin.

7. **Password – Type** in the password for the mini site admin.

Note: The mini site admin person will use this login ID and password typed here (received via email) to get into the backend of the mini site assigned to him.

8. **Email Address – Type** in the mini sites owner email address. This is the address to which the mini site notification would be sent informing the owner (in this case, John Doe) that a mini site has been created for him along with his personal login information.

9. Finally **Click** the **Save** button at the bottom of the page.

Edit Profile

Once a mini site is created, the only thing that is editable is the password field. You cannot change the login ID or the name of the mini site. To change the password of a mini site:


1. Go to the mini site main menu page screen by **Clicking** on the [**Mini Sites Listing**] link. You can now see a list of all mini sites on this page.

Figure 1.2



The screenshot shows a web interface for managing mini sites. At the top, there are navigation links: [Mini Sites Listing], [Create a Mini Site], and [Assign a Mini Site to a Member]. Below these is a pagination bar indicating 'Showing 1 - 2 of 2' items, with navigation options: « First | Previous | Page 1 of 1 | Next | Last ». The main content is a table with the following data:


| NAME | MINI SITE URL | CHANGE PASSWORD | DELETE MINI SITE |
|----------|---|---|------------------|
| John Doe | http://www.mydomainname.com/john |  | Delete |

2. Click on the  arrow under Change Password title of the corresponding mini site. You will now be presented with the Mini Site Details page screen as shown here.

| | |
|--|---|
| Home » Mini Sites » Mini Site Details | |
| [Mini Sites Listing] [Create a Mini Site] [Assign a Mini Site to a Member] | |
| MINI SITE DETAILS | |
| Name | John Doe |
| Login ID | johndoe |
| Password | <input type="text" value="johndoe"/> |
| Mini Site Url | http://www.mydomainname.com/john |
| <input type="button" value="Save"/> <input type="button" value="Cancel"/> | |

3. Click inside the password field input box and **Type** your new password.
4. Click the **Save** button to save the page edits.

Delete Mini Site

To delete a mini site, from the mini site main menu page screen, Click on the [Delete](#) link of the corresponding mini site and Click the  button on the confirmation window that appears next. This action deletes the selected mini site from the application. Please note that once a mini site gets deleted, it also deletes all references to that mini site, including the login privileges of its owner.

Mini Site Login

All mini site profiles created using this application would receive their personal login information to access the admin section of their mini websites. In this case, the mini website admin person “John Doe” would use his login information to get into the backend of his mini website namely, www.mydomainname/john. The address that he needs to type on his browser would be www.mydomainname/john/admin which would take him to the login screen as shown here.

| ADMINISTRATOR LOGIN | |
|--------------------------------------|--------------------------|
| Please provide your login details | |
| Login ID | <input type="text"/> |
| Password | <input type="password"/> |
| <input type="button" value="Login"/> | |

This is where the mini site owner would use his personal login details to get into the backend of his mini site. After logging in, he would be taken to the admin section of his mini website. Although this page screen looks similar to the main (primary) websites admin page, the mini site admin page displays limited functionalities as compared to its primary website admin as can be seen from the left column of this figure.

Figure 1.3

The screenshot shows the ProFusion UIS Website Backend interface. At the top, there is a navigation bar with "ProFusion UIS | View Website" on the left, the "ProFusion" logo in the center, and "Website Backend | Profile | Quick Links | Logout" on the right. Below the navigation bar is a sidebar with two main sections: "CONTENT" and "WEBMASTER". The "CONTENT" section lists: Home Page, Inner Pages, Terms and Conditions, Privacy Policy, Vertical Column Section, and Footer Section. The "WEBMASTER" section lists: Change Profile and Change Password. The main content area displays a welcome message: "Welcome to the backend of JuneQss3". Below this, it says "Please follow the links on the left column to proceed". The date and time are shown as "The Date and Time on the servers is currently 7/20/2011 2:29:59 PM". Under the heading "Quick Links", there are several links: General Help, Editor Help, User Manuals and Product Videos, Support Center, and License Agreement.

Mini Site Page Content

1. Click on the **Home Page** link under the Content section heading on the left. You will now be presented with the Manage Home Page screen as shown here.

Home » Manage Home Page

Advanced Page Details

BASIC PAGE DETAILS

Fields marked * are required

Save Save and Continue Cancel

CONTENT - [HOME]

Section Title* Home

Full Page Mobile Page Section Page

Page Content Width of Editor Managed Content 800px

Welcome to my new mini website! I hope you enjoy viewing as much as I liked putting it together.

<BODY>

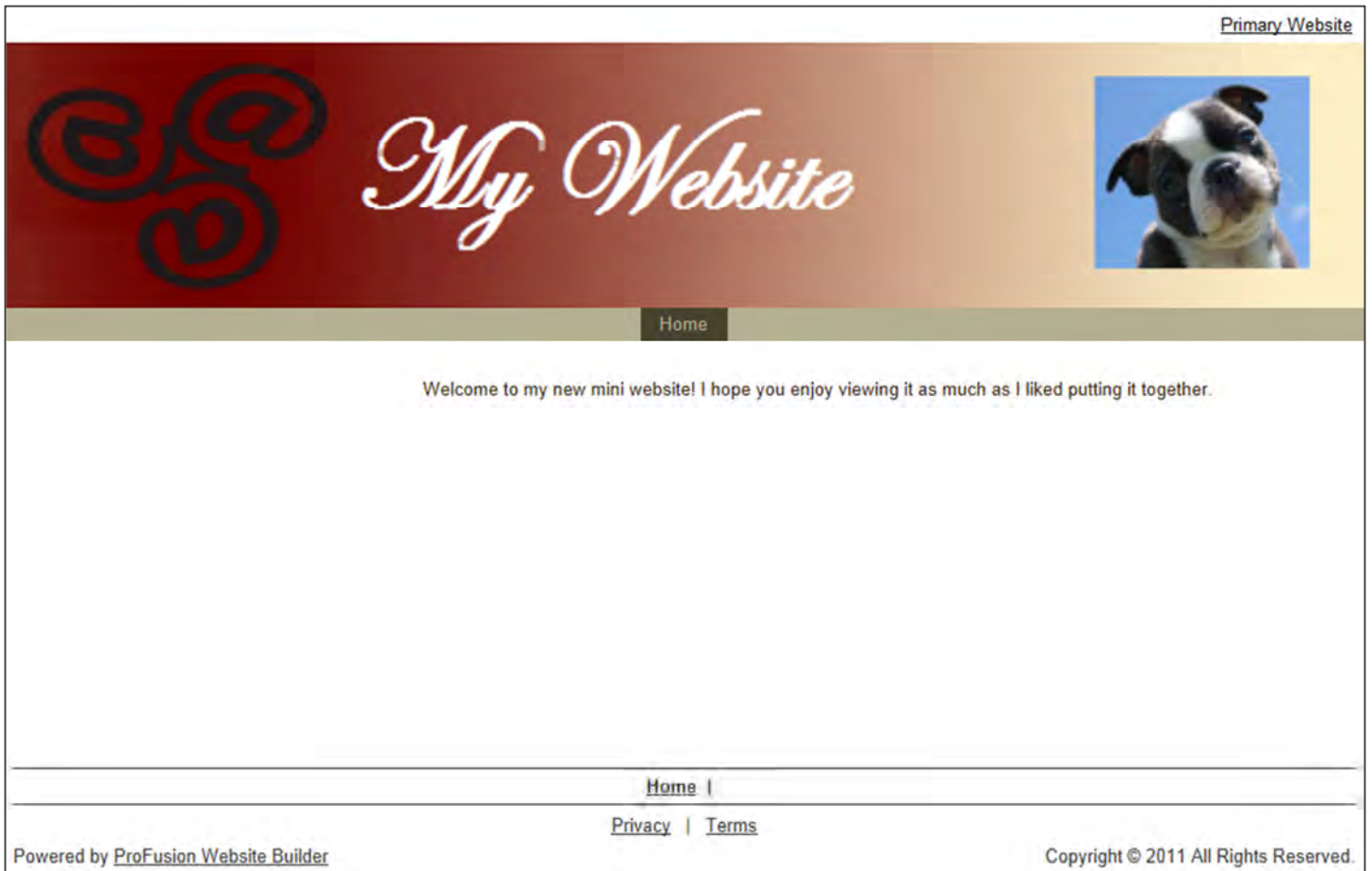
Display Link ? Yes No

Save Save and Continue Cancel

2. **Page Content** – Type your page content inside the editor region placed at the bottom. You may use all the standard features of the editor seen here to type in your content. Click the **Save and Continue** button to save the content.
3. Click **Advanced Page Details** button at the top right corner of this page to upload the header image for the home page.
4. **Upload Header Image** – Click on the **Browse...** button to search for the header image on your computer. After locating the image, either **Double-Click** on the image name or **Select** the image and Click **Open** to start uploading the image.
5. Finally Click the **Save** button to save the header image.

6. To see how it looks on your website, open the page by typing your mini sites URL inside the address bar of your browser, in this case www.mydomainname.com/john

Figure 2.0



Note: What you see here is the home page of your mini site. All mini sites take after the look and feel of their primary website. Also the name of the primary website (as opposed to “Primary Website”) would appear as a link on the mini sites pages above the header image and upon clicking this link the website user would be taken to the primary website.

Inner Pages

You may create five additional pages for your mini site in addition to the home page.

1. Click on the **Inner Pages** link under the Content section heading on the left of the admin panel. You will now be presented with the Main Pages screen similar to the one shown next.

Figure 2.1

Home » Main Pages

You can add up to a maximum 5 Pages.
[Add Page]

| <input type="checkbox"/> | SECTION TITLE | ORDER |
|--------------------------|---------------|-------|
|--------------------------|---------------|-------|

Legend
✓ Active Pages

2. Click the [Add Page] link to start adding inner pages. This action takes you the Enter Page Details page screen as shown here.
3. **Section Title** – Type in the page name inside this box. This is how the page name displays in the navigation on the frontend. Let us type “About Us” for this tutorial.

CONTENT

Section Title*

Short Name*

External Link

or

Open Link in: Use Nofollow: Yes No

Page Content

Rich Text Editor: About Us Page Content

<BODY> **This page content area has been altered in this image to save space.**

Active Yes No

4. **Short Name** – This is the page name that appears in the URL or web address. Non-alphanumeric characters cannot be used in this field and the short name must be unique. This field has an auto-fill feature in that it automatically takes the name typed in the previous field, namely section title. You may also type in a different name for this field.
5. **Page Content** – **Type** in your page content like you did for the home page inside the editor area.
6. Next **Click** the **Save and Continue** button to go the Advanced Page Details page screen to start uploading your header image.

Note: You may upload a new header image for each of the inner pages that you create.

7. Finally **Click** the **Save** button to save the page edits.

The Main Pages screen would now list the newly created “About Us” page as can be seen here.

Home » Main Pages

PRO
Page has been added.

You can add up to a maximum 5 Pages. 1 Page has already been added.

[Add Page]

Showing 1 - 1 of 1 << First | Previous Page 1 of 1 Next | Last >>

| | SECTION TITLE | ORDER |
|---|---------------|-------|
| ✓ | About Us | ↑ ↓ |

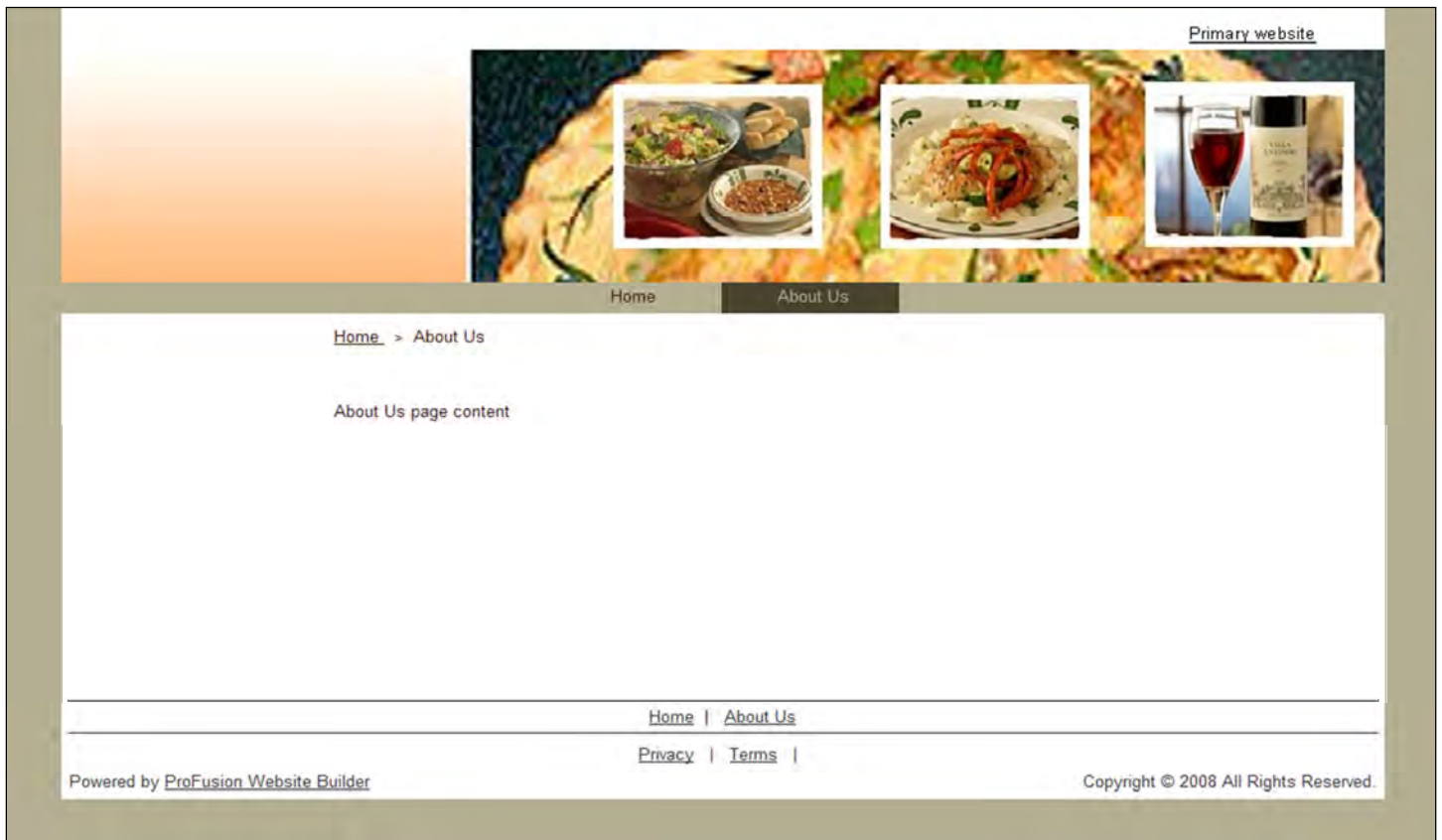
Activate Page(s) Go

Legend
✓ Active Pages

8. Now open this page on your browser to see how it looks on the frontend. What you see below is the About Us page screen on your website.

Note: As is evident from the figure below, this page now has a different header image from the home page. You may create a maximum of 5 pages simply by repeating the steps as above. Similarly **Click** the **Terms and Conditions** or **Privacy Policy** links under the Content section heading to add content to your Terms & Conditions or Privacy Policy pages.

Figure 2.2



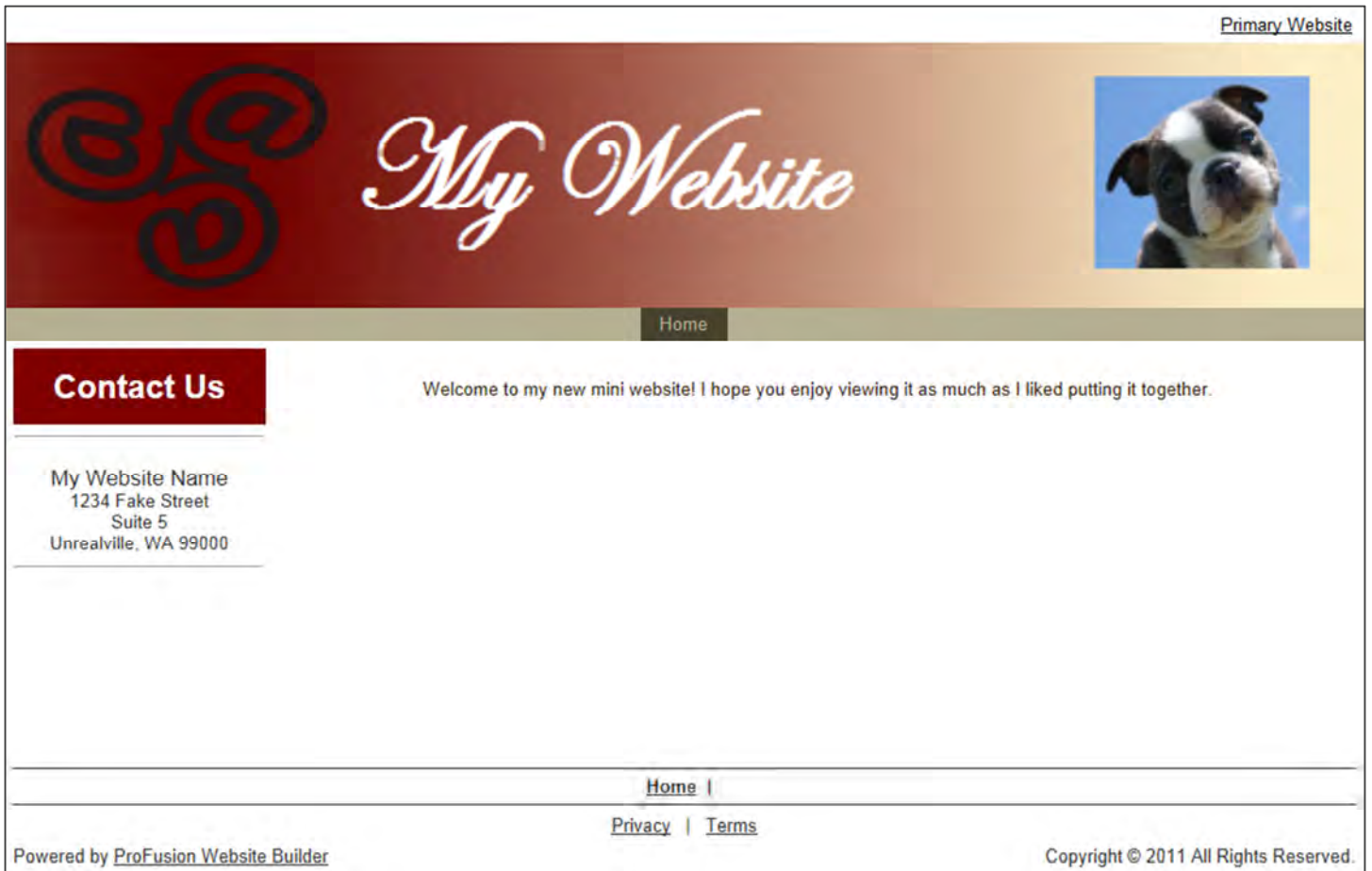
Vertical Column Section

This section controls the content inside the vertical column which would display either to the right or left (depending on the settings of the primary website) on your website. Unlike the individual page content, any content entered in this section would display on all your web pages. Hence typically this space is best suited for entering your contact details or other pertinent details related to your website or your business. To add content to this section, Click the [Vertical Column Section](#) link under the Content section heading on the left of the admin panel. Using the content editor, type your contact details or any other information that you would like to place in this region. You may use any of the standard features of the editor to add your content, namely text, image, or movie. For this tutorial, let us type the contact details. Finally hit the **Save** button to save the page edits.

Note: If you do not want anything displayed inside this section, you may just leave it blank in which case your website would look as it does in [figure 2.2](#) and [figure 2.0](#).

This is how your website would now look with the contact details in the vertical column section (shaded part in gray) as compared to before (see [figure 2.0](#)). On this mini site, the column is set to display on the left side.

Figure 2.3



Footer Section

As the name suggests, this section controls the content in the footer region of your website which is at the bottom of the page. Typically, the footer section content displays between the footer navigation bar and the line that has the text links “Privacy” and “Terms.” You may also leave this area blank in which case your website would look like the one shown above, see [figure 2.3](#).

Note: Depending on the settings of the primary website, a basic mini site might or might not have footer navigation as part of their template. If footer navigation is enabled, you can see the individual page names as links at the bottom of the page content as well which can be used to navigate through the website as can be seen in the figure above displaying Home page link in the footer area.

Like the Vertical Column Section content, any text entered here would form part of the template and as such would display on all your web pages below the main page content. So you might want to display something that is common to your website or your business like the address or your business tagline. Having an external link in this section is very helpful where you can link this mini site to an external source thereby redirecting your website visitors to that other website.

To add content to the footer section:

1. Click the **Footer Section** link under the Content section heading on the left of the admin panel.
2. Using the page editor, **Type** in the content that you would like to use in this section. You may use any of the standard features of the editor to add your content namely, text, image, or movie. For this tutorial, let us type some promotional information.
3. Next **Click** the **Save** button to save the page edits.
4. **Type** in the mini sites URL in your browser to see how it looks on the frontend. Your mini site would now look something like the one shown here with the footer information (shaded part in orange).



My Website



Home

Contact Us

Welcome to my new mini website! I hope you enjoy viewing it as much as I liked putting it together.

My Website Name
1234 Fake Street
Suite 5
Unrealville, WA 99000

Hate your website but don't know what to do? Learn to build your own website in just 4 hours!
Go to www.profusionproducts.com for more details.

[Home](#) | [About Us](#)

[Privacy](#) | [Terms](#)

Powered by [ProFusion Website Builder](#)

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Change Profile/Password

To change or edit your login profile, **Click** the **Change Profile** link under the Webmaster section heading and enter the new details. **Click** the **Save** button to save the edits. Similarly to edit your password, **Click** the **Change Password** link under the Webmaster section heading and enter your new password details and **Click** the **Save** button to save your changes.