

# Content Management System

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# Collaborative editing

**Publication Author (work at home)**

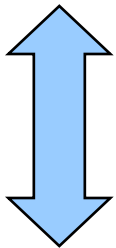


Publication A

**Company Manager**



Publication reviewing



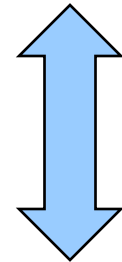
**Publication Indexer**



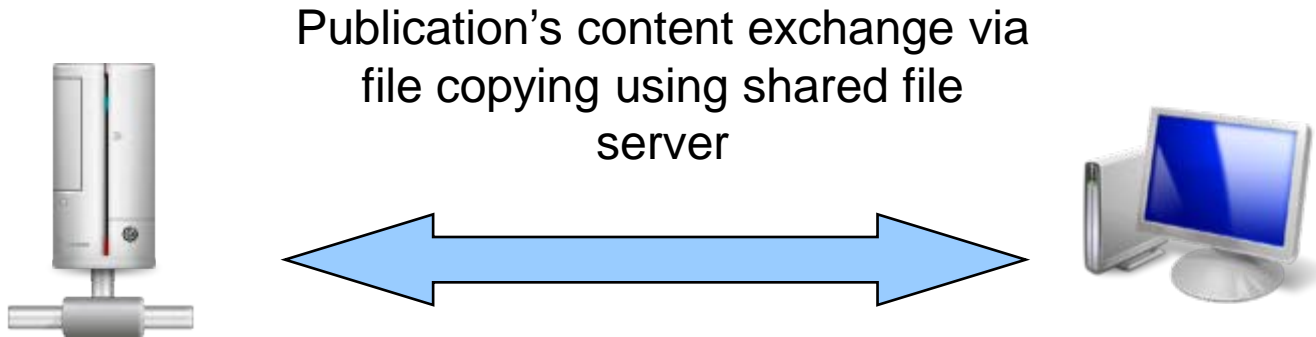
**Web Site Editor**



Content publishing



# Traditional approach



## Deficiencies of this approach:

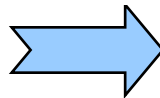
- Content duplication / corruption / loss
- Slow information access
- Collaboration is not effective
- Hampered search / navigation
- Access control absence
- Delays between exchange

# CMS. Basic functionality



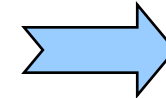
## Information Input / Creation:

- ✓ WYSIWYG-editor
- ✓ Documents import (word, html, xml)



## Information Management:

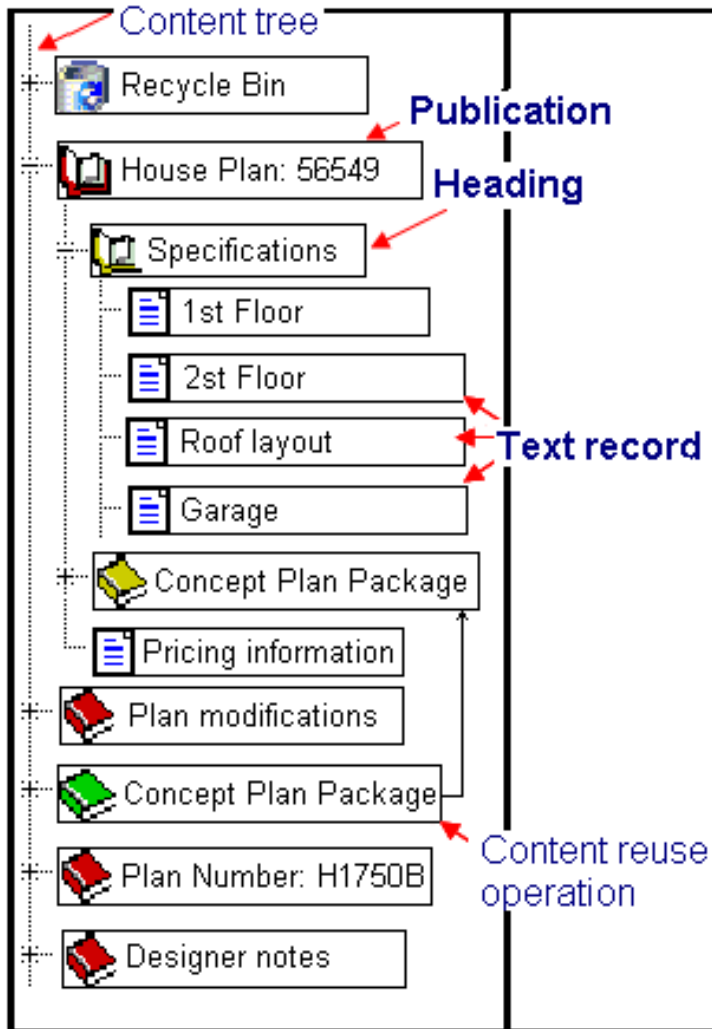
- ✓ Collaboration
- ✓ Structurization
- ✓ Revisions tracking
- ✓ Versioning
- ✓ WorkFlow



## Delivery:

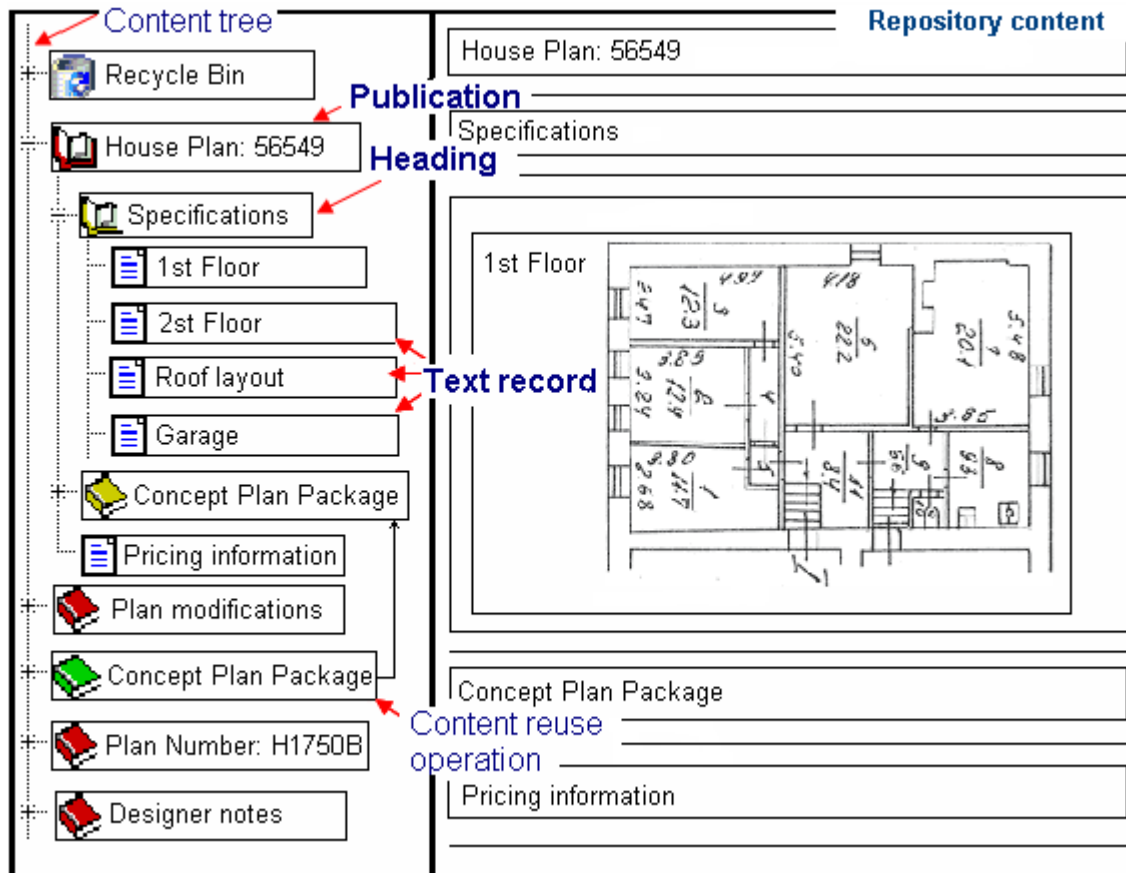
- ✓ HTML
- ✓ XML
- ✓ CD
- ✓ PDF

# CMS. Basics



- [Record](#) –single content unit
- [Content tree](#) – hierarchical content view
- [Publication](#) – top-level container for documents
- [Heading](#) – sub container for documents
- [Text](#) – main place for content (styled text, images, meta information, tables)

# CMS. Interface



Build and manage the publications graphically.

Continuous text is:

- modular
- classified
- integral

Operations:

- Create
- Delete
- Copy
- Move
- Reuse

# Content creation / input



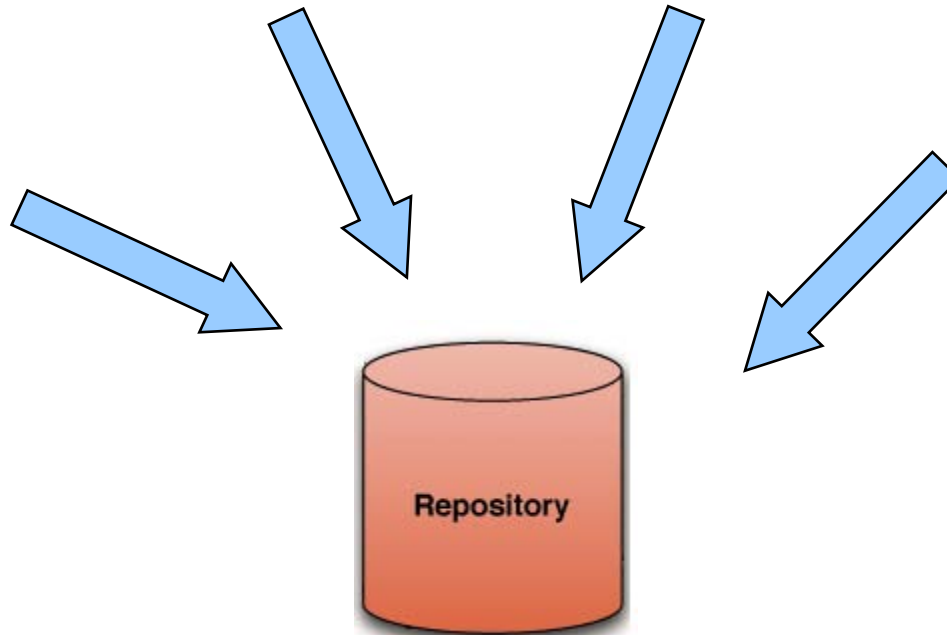
WYSIWYG-editor

WORD import

XML import

HTML import

- ❖ *Styles*
- ❖ *Formatting*
- ❖ *Tables*
- ❖ *Hyper Links*
- ❖ *Images*



# Content structuring

## References

References mechanism provides navigation between records. It's possible to assign a link to every item in the repository. (See [CMS. Basics](#) ) The link's destination can be a record as a whole or a particular part of text.

See also CMS Documentation ➡

## Footnotes

Mechanism for creation brief text comments<sup>1</sup>

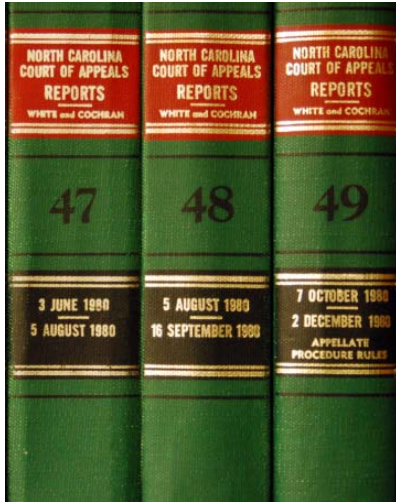
### List of footnotes:

1 The text of the footnote can contain references

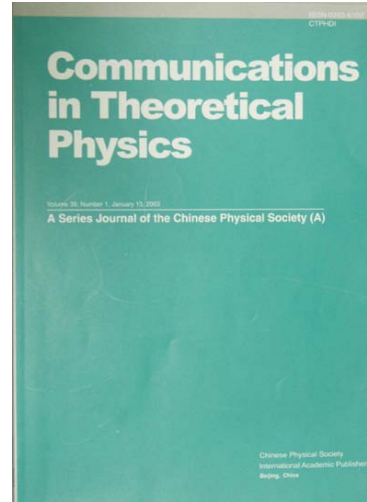




# Citation



- Plaintiff
- Defendant
- Ex parte
- Case number
- Court ...etc.



- ISBN
- Year
- Volume ...etc.



- Description
- Legislation type
- Number
- Notes ...etc.

References to the sources of different type (e.g. legislation, cases, journals) must be formatted in the standard way. The structure (number of fields) of every type is different. The component maintains lists of references and allows users to insert citations in the text.

# Indexing / Table of Contents

<ul style="list-style-type: none"><li>Recycle Bin</li><li>House Plan: 56549<ul style="list-style-type: none"><li>Specifications</li><li>1st Floor</li><li>2st Floor</li><li>Roof layout</li><li>Garage</li></ul></li><li>Concept Plan Package<ul style="list-style-type: none"><li>Pricing information</li></ul></li><li>Plan modifications</li><li>Concept Plan Package</li><li>Plan Number: H1750B</li><li>Designer notes</li></ul>	<p>House Plan: 56549</p> <p>Specifications</p> <p><b>Code: 02WEB</b></p> <p><b>Total Living Area: 3455</b> <b>Main Living Area: 3060</b> <b>Upper Living Area: 396</b> <b>Garage Type: Attached</b> <b>Garage Bays: 3 @ 870 sq ft</b></p> <p>2st Floor</p> <p>Roof layout</p>	<p><b>KeyWords</b></p> <ul style="list-style-type: none"><li>House Plan: 56549<ul style="list-style-type: none"><li>Airing</li><li>1st Floor</li><li>2st Floor</li><li>Specifications</li><li>Garage</li><li>FirePlace</li><li>Garage Bays</li><li>Garage Type</li><li>Primary Roof Pitch</li><li>Roof Framing</li><li>Total Living Area</li></ul></li></ul>
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**Indexed Heading**  
**Indexed Text**

# WorkFlow



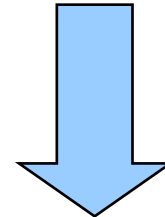
**Creation**



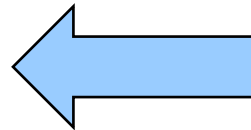
**Document**



**Editing / Validation / Backing**



**Archiving**



**Seal**

# Versioning



Version 1,  
Oct. 2008



Version 2,  
Jan. 2009



Version 3,  
Apr. 2009



Print version,  
May, 2009

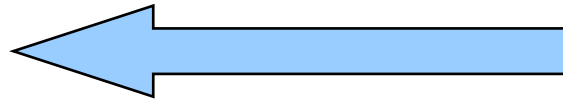
# Tracking changes



*Original document*

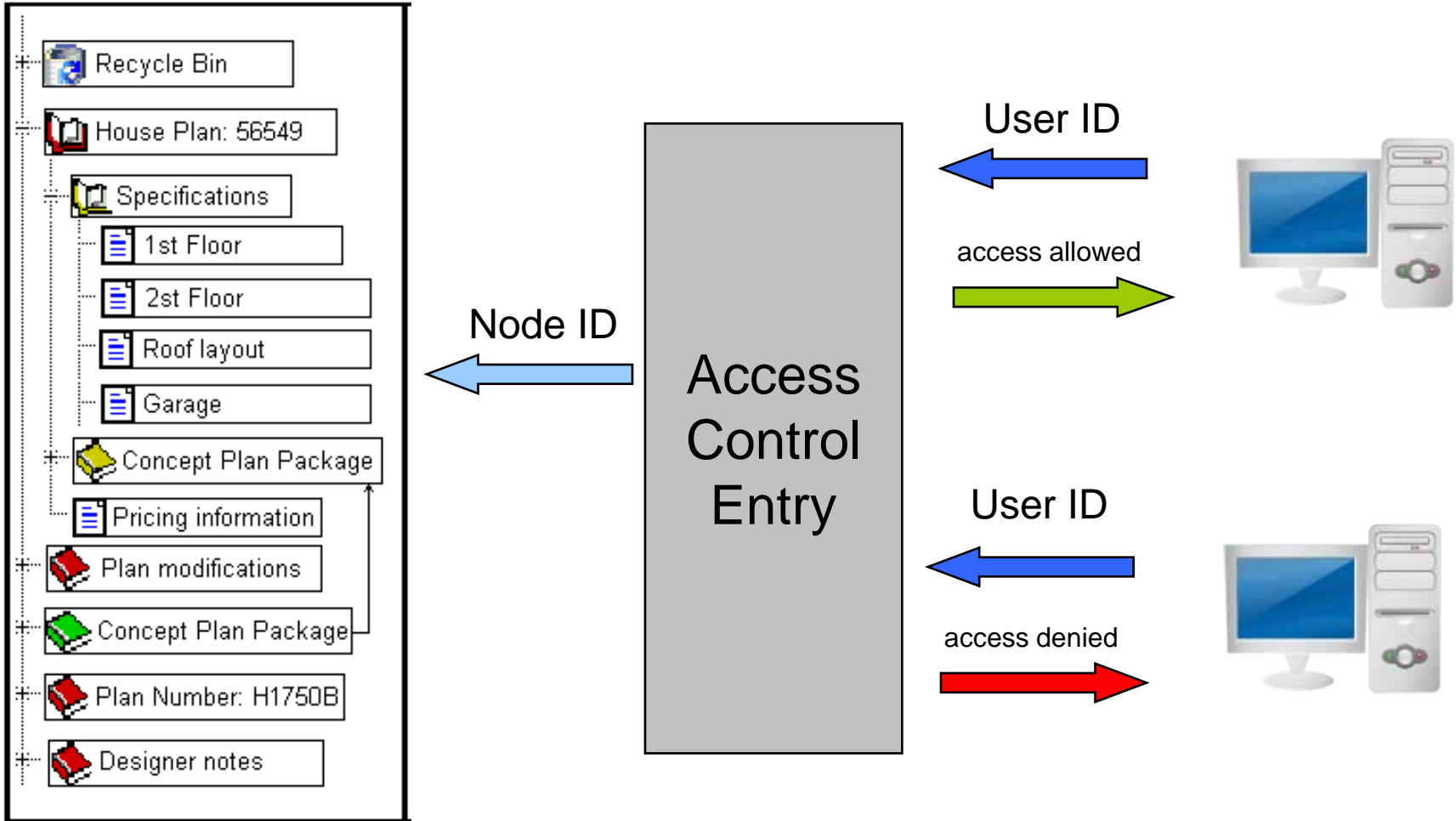


*Reviewed document*



Track changes is a possibility for users to keep track of the changes a user makes or other users have made to a document (similar to MS WORD functionality). All changes ~~changes~~ are recorded and are visualized in order to ease the review of a document. All those changes can be accepted or rejected by the ~~user~~ Editor.

# Security



# XML Delivery

- 1) Content creation in CMS.
- 2) Content delivery to XML file.
- 3) Providing typesetters with XML.
- 4) Creation of publication hardcopy.

**CMS**



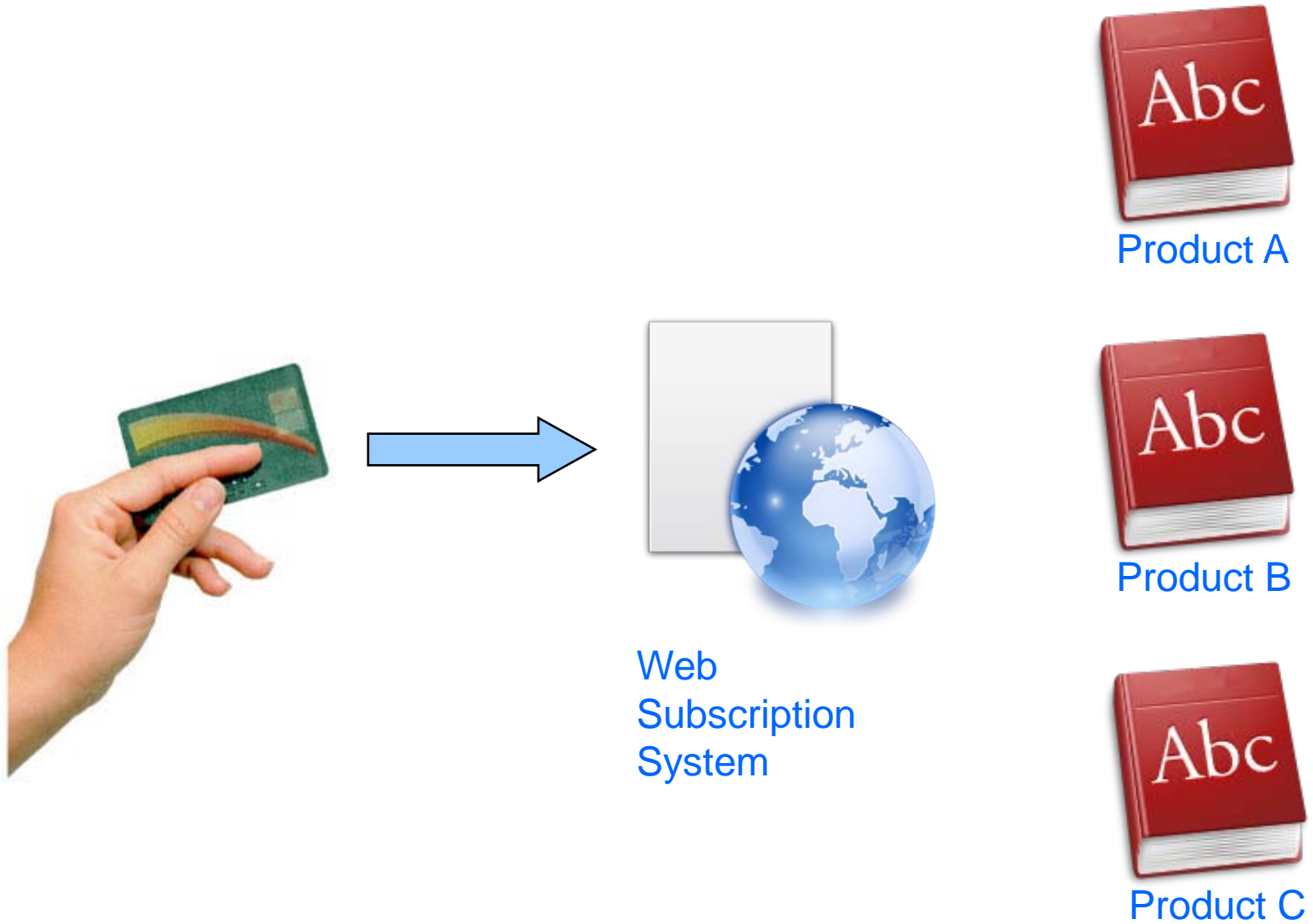
# CD Delivery



- Stand-alone desktop application
- Full database copy
- Content structure is preserved
- Effective search
- Convenient navigation (links)
- Keywords



# Web Delivery



# CMS. Benefits

- ✓ Accessibility
- ✓ Adaptability
- ✓ Efficiency
- ✓ Content durability



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