Zeppelin Website Content Manager
User Manual

1. Introduction

Zeppelin Website Content Manager is made for maintaining and editing the content of the website easily. Most of the contents inside the website are stored in MySQL database of the server. By using the content manager, you can rearrangement/rebuild the menu, create pages with contents etc. The whole system is programmed by using PHP. The Text Editor is powered by FCK editor.

2. Main Functions

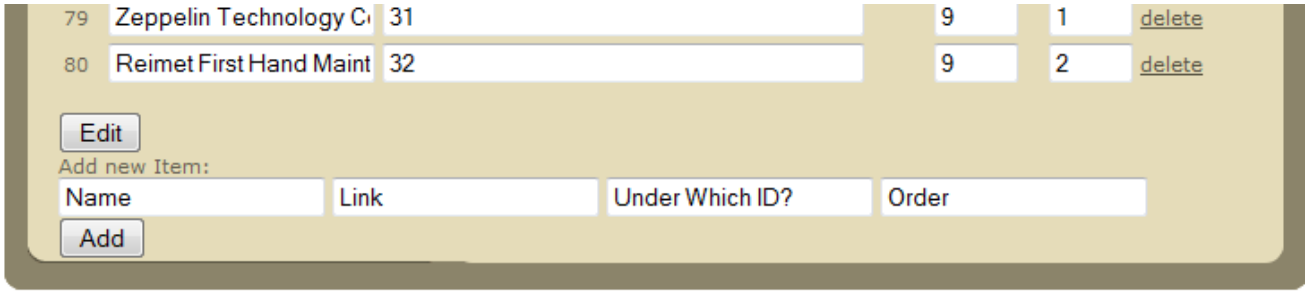
2.1. Menu Editor

You can create new buttons with links, arrange their order, and delete the buttons easily.

ID	Each button has specific ID
Name	Name of the Button
Link or relative Content ID	• Please type the full URL for the link if you want to link outside the webpages e.g.: **http://**www.google.com. • For the internal links, Homepage should be **index.php** and News & Events should be **news.php**. • If you want to link to the content page, just simply fill in the ID of the content (will be mentioned later) you want to link to.
Drop menu Tick Boxes	Only for the Top Menu Bar. Drop menu will occur at relative buttons if ticked.
Above ID	The buttons is under which Button with relative menu ID. Default value is 0 which is at top menu.
Order	The order of the buttons, the button will be sorted in ascending order.
Delete	Delete the buttons

After editing, Press the Edit button.

P/S: Cant leave top menu button's link blank or you can't click in the buttons under it.

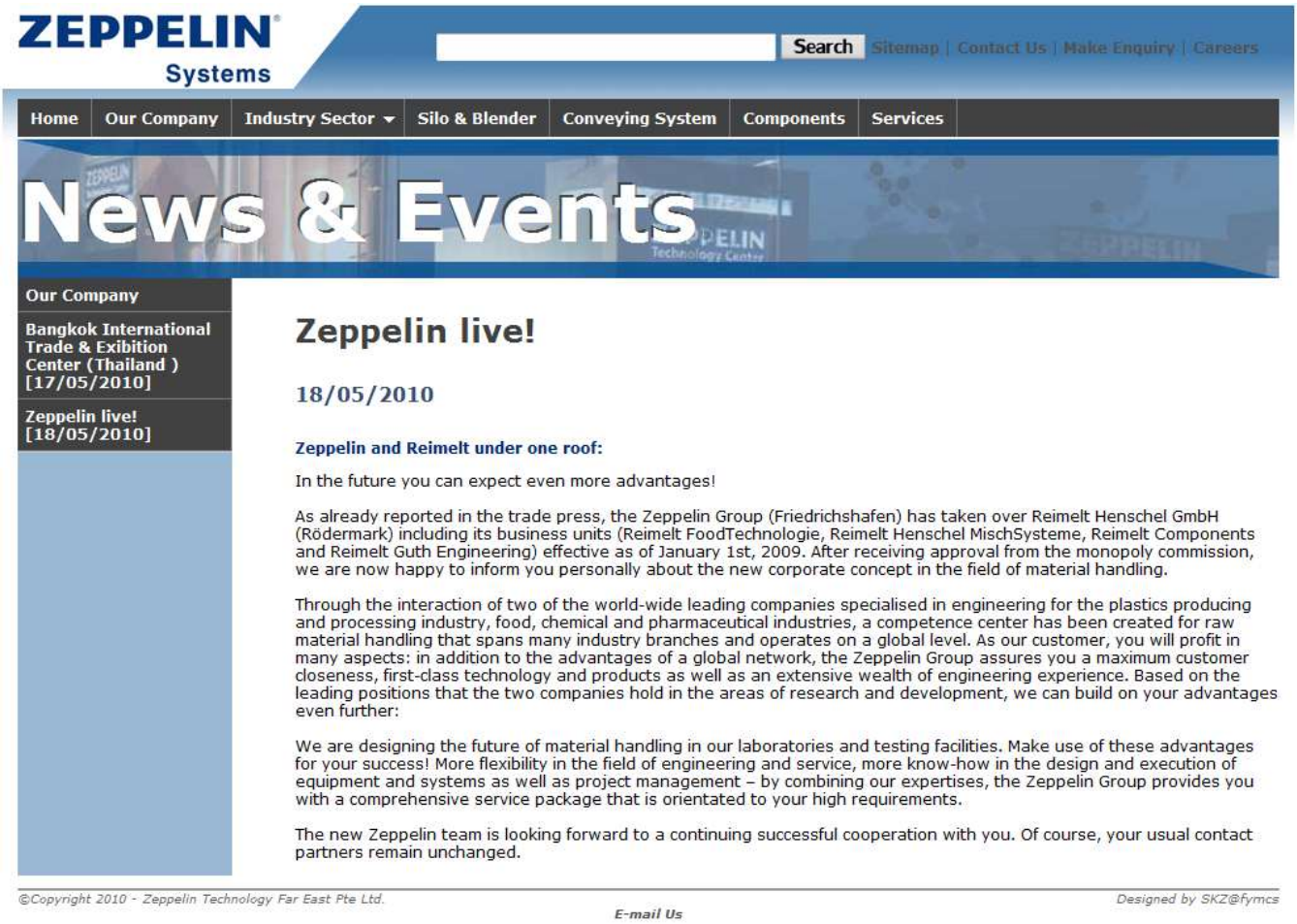


If you want to add a new button, type in the name, Link, Above ID and order then click Add.

2.2. News & Events Editor

Add new News or events	After clicked, a window will pop up for you to insert the title, date and content.
Edit	After clicked, a window will pop up for you to edit the title, date and content.
Delete	Delete the news or event

After adding or editing, the result will occur immediately at the News & Events page.



2.3. Content Editor

ID	Each content has specific ID which is used for hyperlink of the menu.
Add new Content	After clicked, a window will pop up for you to insert the title and content.
Date	Date of last modification
Edit	After clicked, a window will pop up for you to edit the title and content.
Delete	Delete the news or event
Banner	The Number represent the relative banners which can be viewed in Manual tab.

Content Editor

Add new Content

ID	Title	Date of last modified		
1	History	24/5/2010	edit	delete
2	Singapore	24/5/2010	edit	delete
3	Worldwide	24/5/2010	edit	delete
4	Links	27/5/2010	edit	delete
5	EPC Polyolefins	1/6/2010	edit	delete
6	Silogistics	26/5/2010	edit	delete
7	Pneumatic Conveying	26/5/2010	edit	delete
8	Blending & Homogenization Silos	26/5/2010	edit	delete
9	Anti-Hocking	26/5/2010	edit	delete
10	Bolted Silos	26/5/2010	edit	delete
11	Screening & Cleaning	26/5/2010	edit	delete
12	Rotary Feeders	26/5/2010	edit	delete
13	Diverter Valves	26/5/2010	edit	delete
14	Air Quantity Unit AQU	26/5/2010	edit	delete
15	Polymers & Compounds	1/6/2010	edit	delete
16	PVC Processing	1/6/2010	edit	delete
17	Paint & Liquor	26/5/2010	edit	delete
18	Vacuum Hopper	26/5/2010	edit	delete
19	Samplers	26/5/2010	edit	delete
20	Project Management	27/5/2010	edit	delete
21	Automation	27/5/2010	edit	delete
22	Food & Beverage	27/5/2010	edit	delete
23	Baked Goods	27/5/2010	edit	delete
24	Confectionery	27/5/2010	edit	delete
25	Sugar Handling	27/5/2010	edit	delete
26	Premixers	27/5/2010	edit	delete
27	Fat Fried Goods	27/5/2010	edit	delete
28	Liquids & Beverage	27/5/2010	edit	delete
29	Service	27/5/2010	edit	delete
30	Pharma	1/6/2010	edit	delete
31	Zeppelin Technology Centre	1/6/2010	edit	delete
32	Reimet First Hand Maintenance & Service	27/5/2010	edit	delete
33	Rubber & Tire	27/5/2010	edit	delete
34	Silo & Blender	1/6/2010	edit	delete
35	Conveying System	1/6/2010	edit	delete
36	Components	1/6/2010	edit	delete

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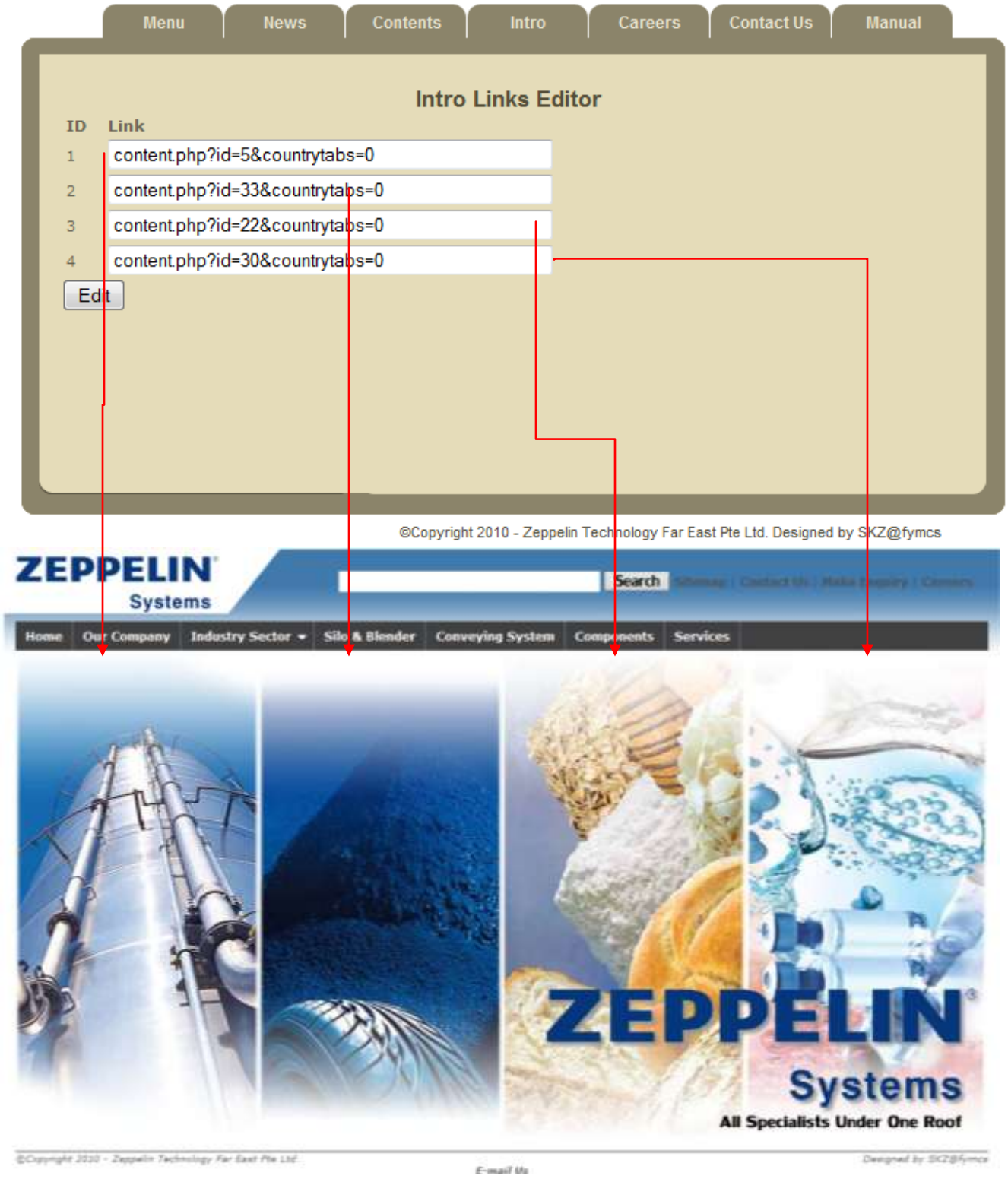
2.4. Intro Links Editor

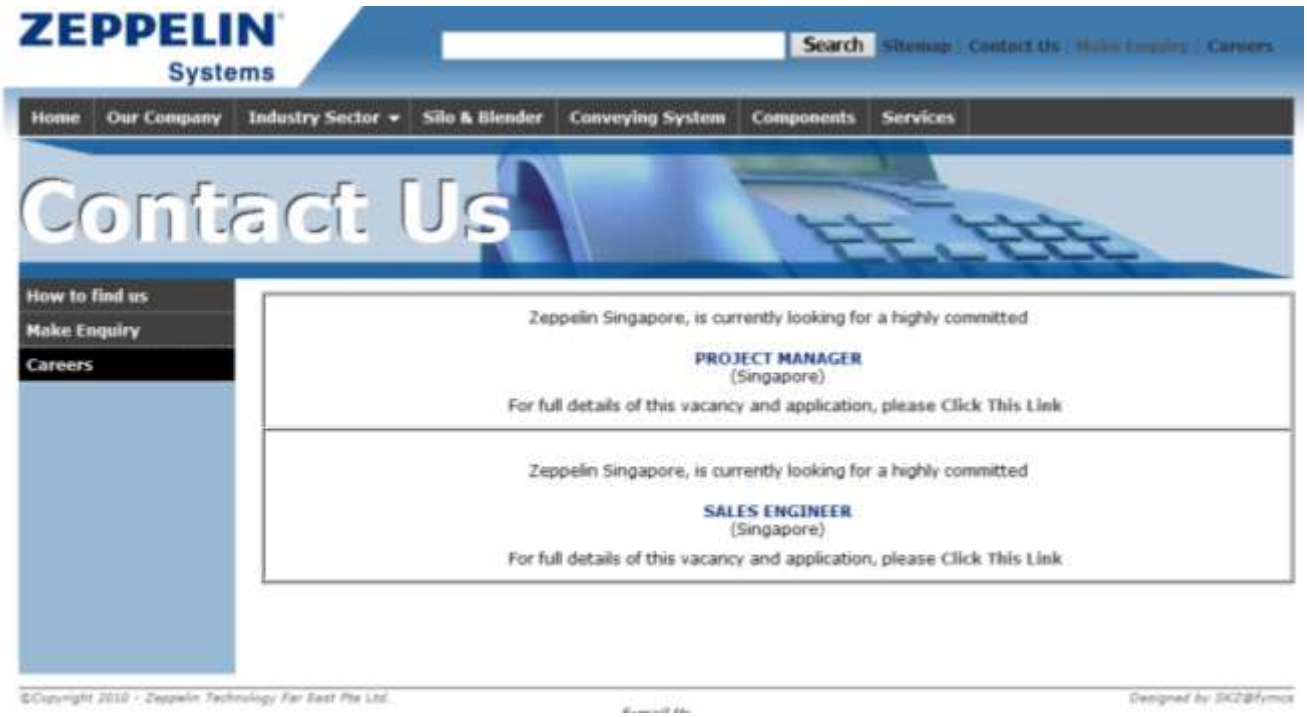
Edit the hyperlink when clicking the pictures of the intro at the homepage.

P/S: You'd better copy the link from Sitemap

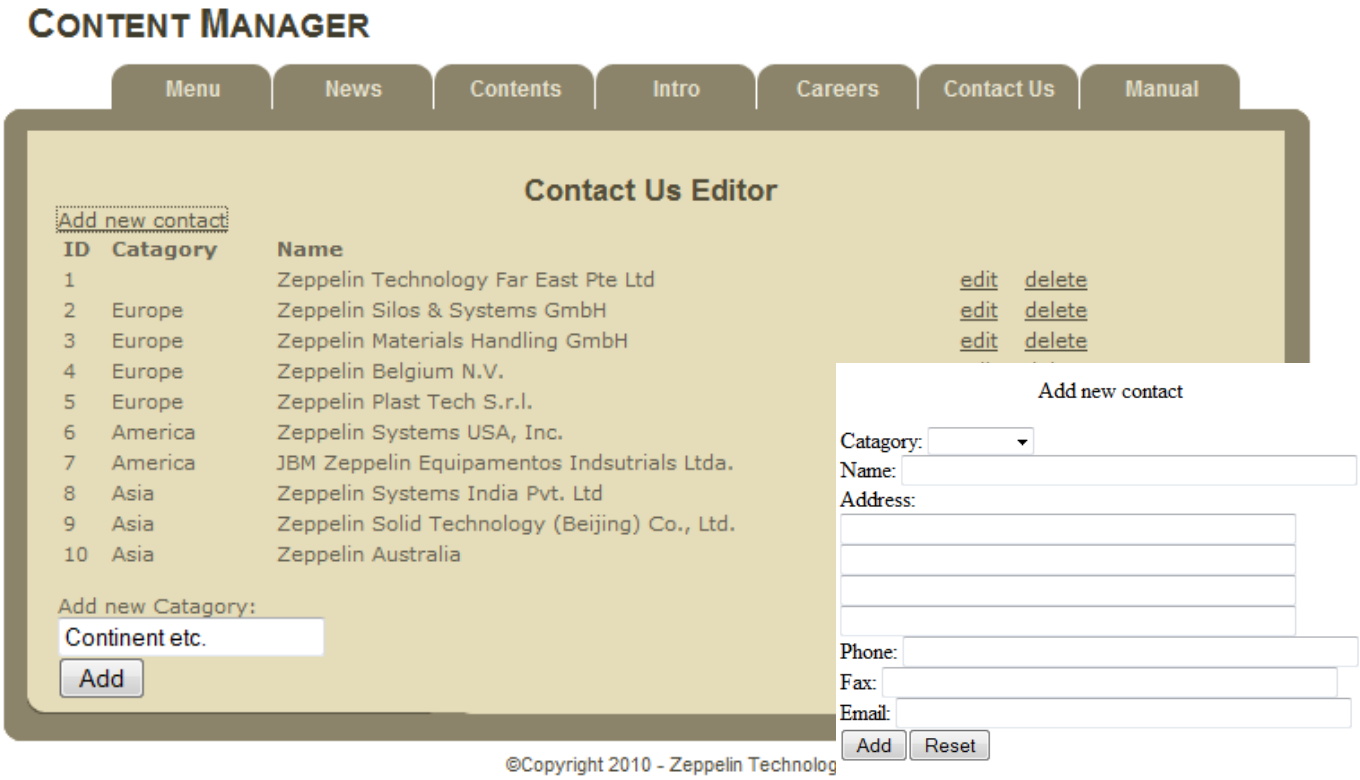


2.5. Careers List Editor

Similar to above.

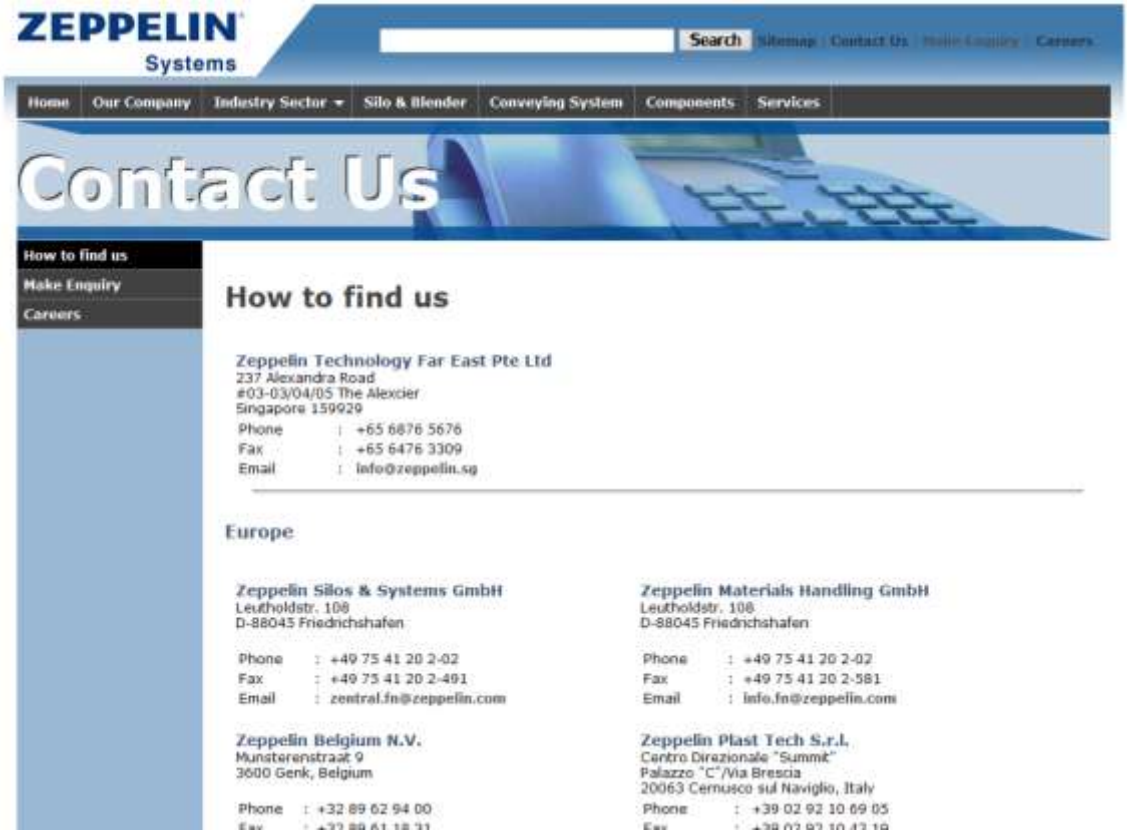


2.6. Contact Us Editor



Similar to above, click the “Add new contact” a window will pop up.

Fill in the information then click Add. The result will be shown at Contact Us.

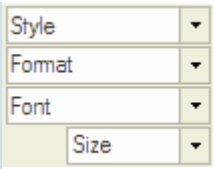


3. FCK Editor

1. Toolbar Options Overview

FCK Editor provides a toolbar with extensive array of options for managing the textual content and images.

Action	Icon	What it Does
Source	Source	View or edit document source code (for advanced users).
Preview		Previews how the HTML page will finally look like in the browser window.
Cut		Removes the highlighted text.
Copy		Copies the highlighted text.
Paste/Paste as plain text		Pastes the clipboard text at the selected position (with or without formatting)
Paste from Word		This option is for copying the content from the Microsoft Word. Clicking this icon opens up a pop-up window with a text area and a checkbox. By default, MS word applies its own formatting styles to the content being copied from it, which can disturb the existing page formatting. User can check the option “Remove Style”, to cleanup this text.
Print		Prints the HTML page.
Check spell		Spell checks the HTML page.
Undo/Redo		Undo or redo the most recent action taken.
Find		Find a word or phrase within the text of the HTML page.
Replace		Find and replace a word or phrase within the text.
Select all		Select all of the text in the HTML page (usually used before copy or cut or to apply a style or format to the whole page).
Remove Format		Remove the formatting from highlighted text.
Bold / Italic / Underline / Strike Through	B I U ABC	Bold, italic, underline or strikethrough, the highlighted text.
Subscript / Superscript		Superscript or subscript the highlighted text.
Lists		Add numbering or bullets to highlighted text lines.
Indent		Increase or decrease the highlighted text's indentation.
Alignment		Aligns the highlighted text (left, centered, right, justified).
Insert/ Edit Link and Upload Other Files		Adds or removes the hyperlink from highlighted text.
Insert/Edit anchor		For defining the bookmarks. Marks the highlighted text as a bookmark. Users can

		then jump to these bookmarked portions through hyperlinks.
Image upload/Insert		Using this icon, user can upload or insert images into the HTML page.
Insert/Edit Table		Inserts a table. Lets user change the various table parameters - Number of columns or rows, table width, height, borders, & alignment.
Insert horizontal Line		Inserts the divider line (horizontal rule).
Insert smiley		Inserts emoticons (e.g. smiley faces, email icon, lightbulb).
Insert special character		Insert symbols & special characters (trademarks, currency, etc.).
Text color		Change the color of the highlighted text.
Background color		Change the background color behind the highlighted text.
Styles & Formatting		To change the Styles & formatting of the selected text. Applies the selected style & formatting to the highlighted text.

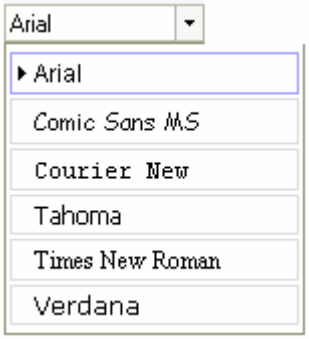
2. Toolbar Option Details

2.1. Edit Options

1. Cut
2. Copy
3. Paste
4. Paste as plain text
5. Paste from MS Word
6. Print the text in editor
7. Spell check – Will require installation of iespell.exe in your system.
8. Undo and Redo
9. Find
10. Find and Replace
11. Select All
12. Remove Formatting

2.2. Font Selection

The default fonts used in CMS are



Font Styles and formats

1. Bold
2. Italic
3. Underline

4. Size

2.3. Layout Options

1. Bullets
2. Increase / decrease indent
3. Horizontal line
4. Table
5. Anchors
6. Alignments left, right, center and justify.

2.4. Creating a New Table

To insert a table on the webpage, user can click on Insert/ Edit table menu. This will open a dialog box as shown below. User can set number of rows, columns, width etc as described below.

2.5. Image Upload/ Insert functionality

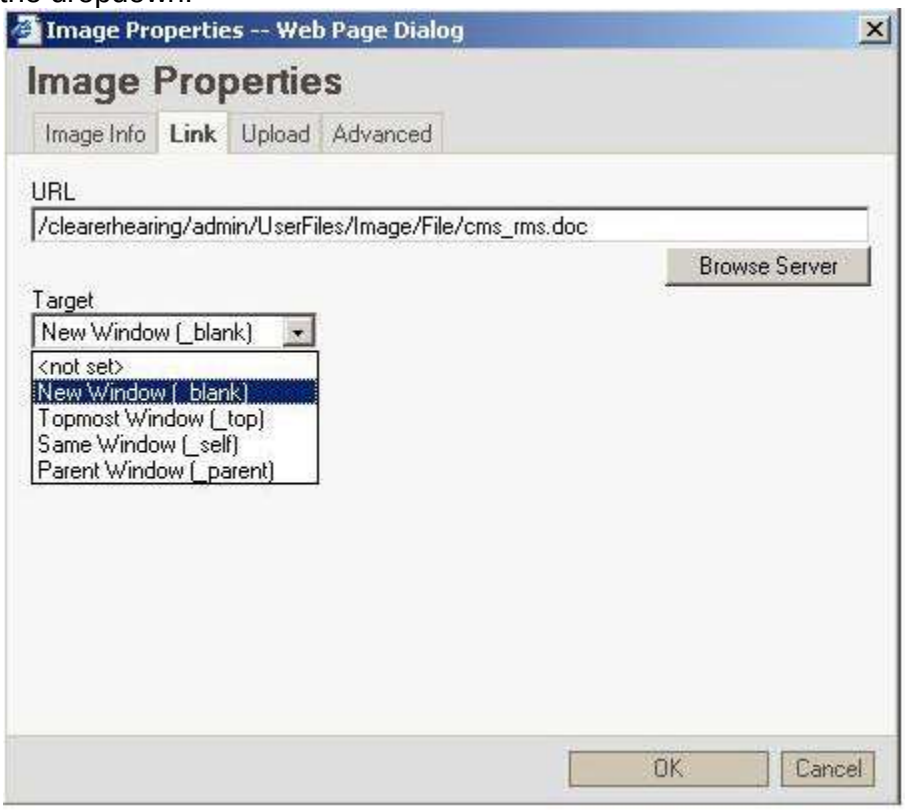
Images can be uploaded or Inserted on the webpage using the following steps:
Click on Image upload/ insert menu.

1. This will open a dialog box which is as follows:

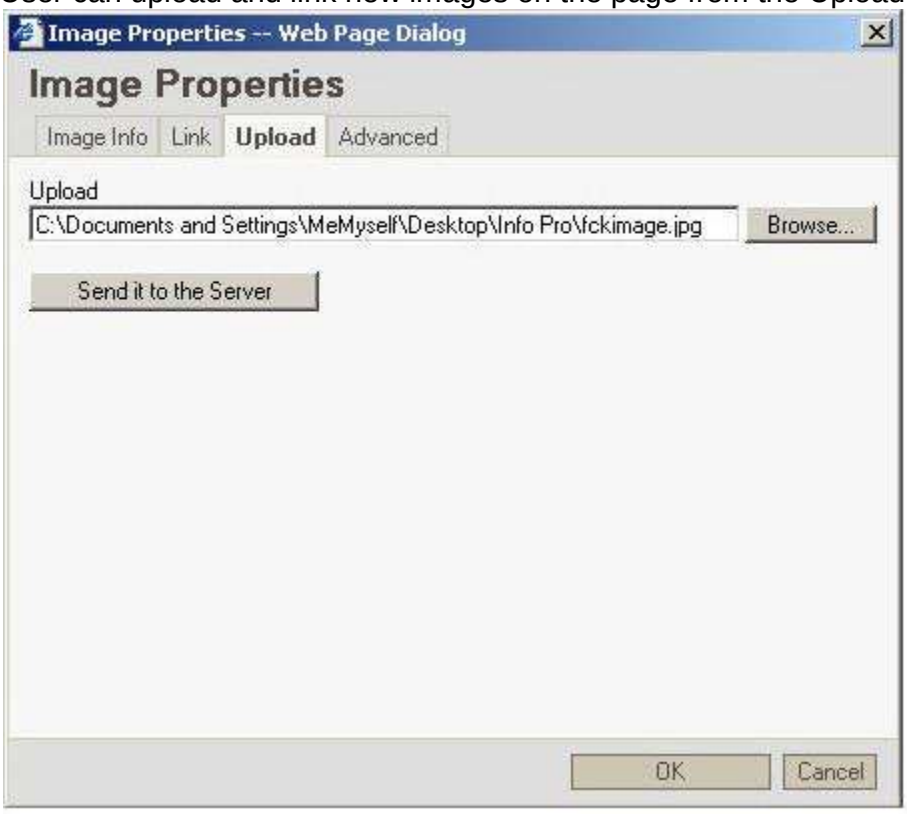
By clicking Browse Server, user can select the existing images on the server. The options available are as follows:

i. Delete image
ii. Resize image
iii. Add Image from image collection on the server
iv. Modify alternating text
v. Edit links

2. Image link properties can be set from the Link tab. User can also select the Target from the dropdown.



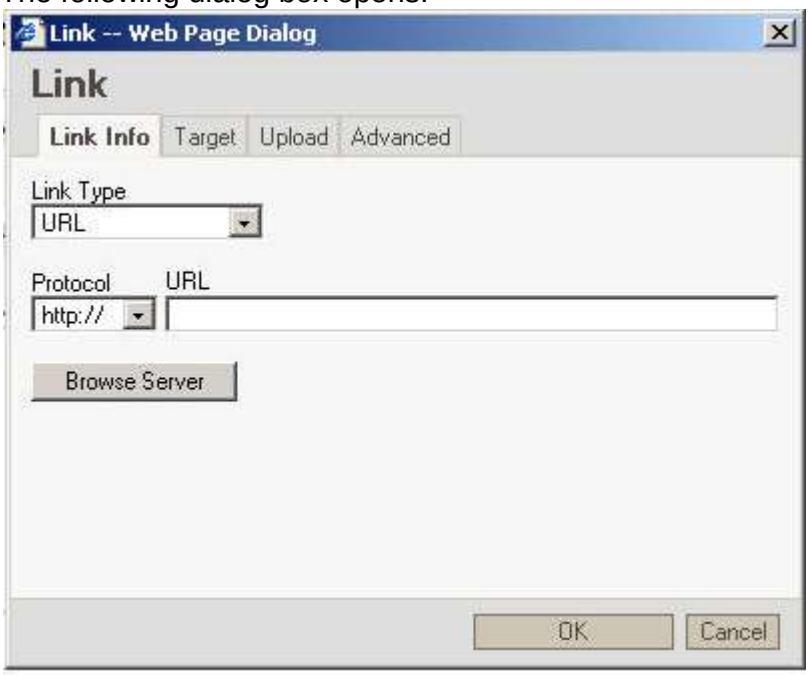
3. User can upload and link new images on the page from the Upload Tab.



2.6. Insert/ Edit Link and Upload Other Files

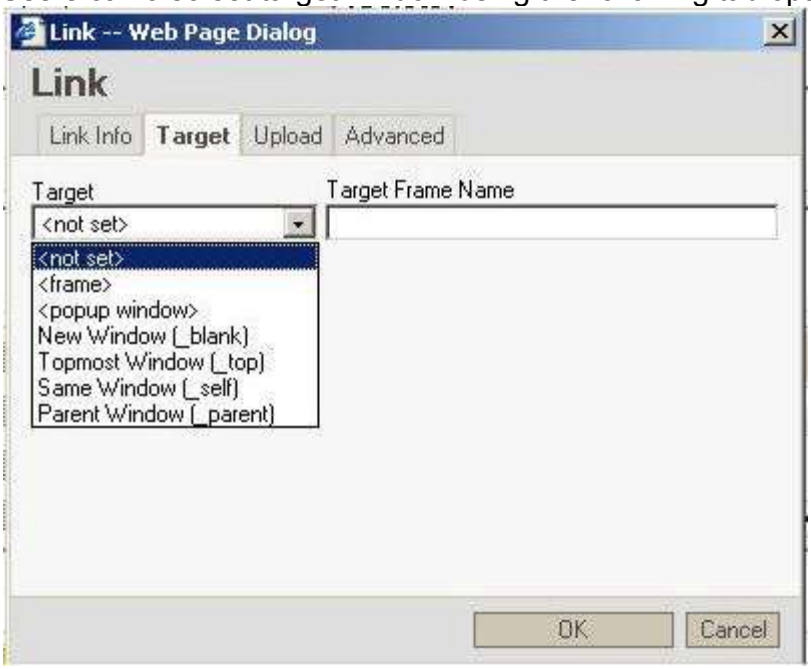
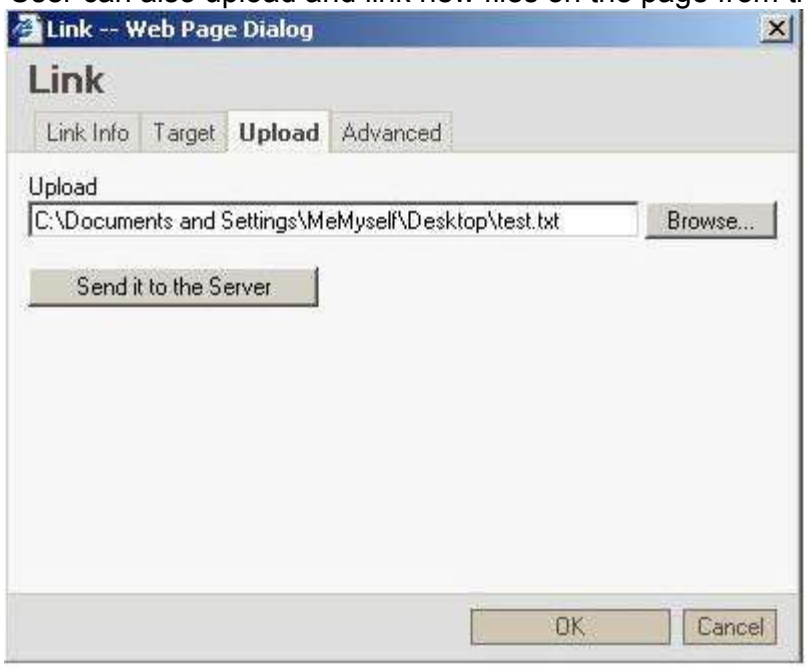
Word, XLS, PDF, Powerpoint etc files can be uploaded and linked to a text by using the following steps:

1. Select a text on the webpage inside the editor. This will enable the link on the toolbar.
2. Click on Insert/ Edit Link and Upload Other Files menu option.
3. The following dialog box opens:



4. Click on Browse Server button, following popup window will open:

5. Click on Browse button and browse the file from your local system and then click on upload button. Your file will be uploaded and will list in above panel. Click on file to see the path where it is uploaded. Finally click Ok on the main dialog box.
6. Users can also set target window using the following tab option “Target”.



7. User can also upload and link new files on the page from the “Upload Tab”.