

Project Title	Design and Develop a website portal using Liferay
Qualification Name (NICF)	Advanced Certificate in Web Development using Platforms
Product Name	Online News Portal
Module Name (NICF)	Development using Platforms

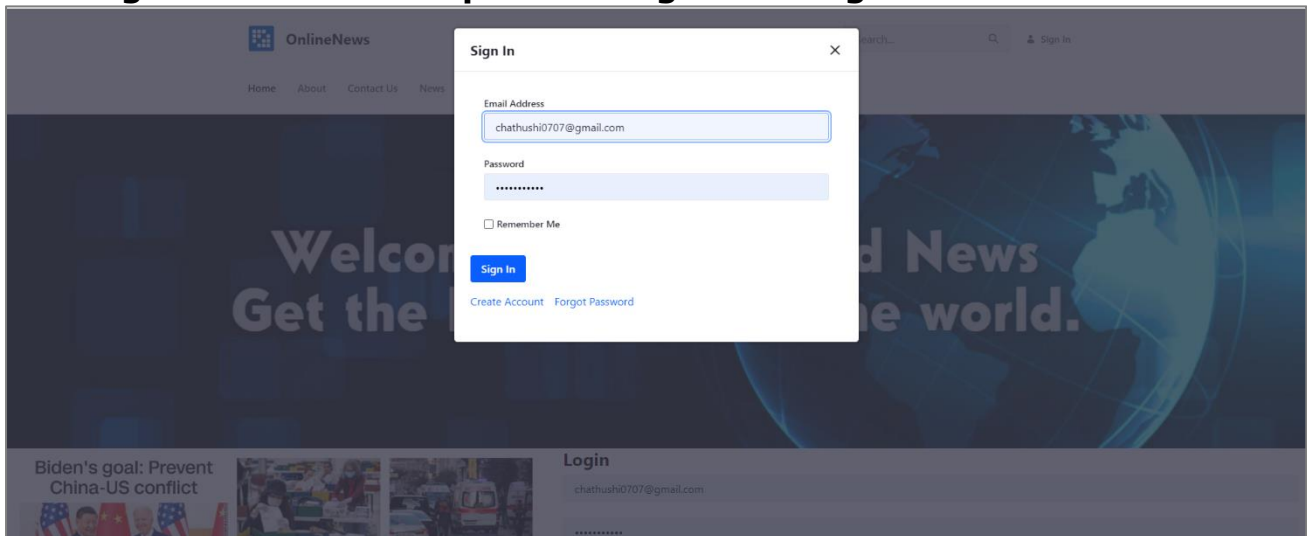
Lab Assessment Statement	<p><b><u>Assignment 2- Import users into Liferay and give access rights</u></b></p> <p><b>Referring to Assignment-1's Project Scenario,</b></p> <p>The scope of this assignment is to import users into "Online News Portal" and give access to permission according to their role. You have been tasked to create three users in this portal. They are</p> <ol style="list-style-type: none"> <li>1. Administrator</li> <li>2. Site Administrator and</li> <li>3. Moderator.</li> </ol> <p><b>Administrator:</b> A user who has a regular role with Administrator permission.</p> <p><b>Site Administrator:</b> A user who has a site role with Site Administrator permission within a specific website.</p> <p><b>Moderator:</b> A moderator who has a Moderator role that user has permission to manage all the contents within a specific website.</p> <p>To implement the task, complete the following steps:</p> <ol style="list-style-type: none"> <li>1. Log in as a Portal Administrator, Create a new role for "Moderator" and define permission to manage all the contents of "Online News Portal". (Other administrator roles are already defined in Liferay Portal.)</li> <li>2. Create three users and assign the relevant role to all users.</li> <li>3. Check different access rights between Administrator, site administrator, and Moderator.</li> </ol> <p><b>Provide a brief description and screenshots for each step.</b></p>
Technical Environment	-
Guidelines	-
Duration	60 mins

1. Log in as a Portal Administrator,

Create a new role for "Moderator" and define permission to manage all the contents of "Online News Portal".

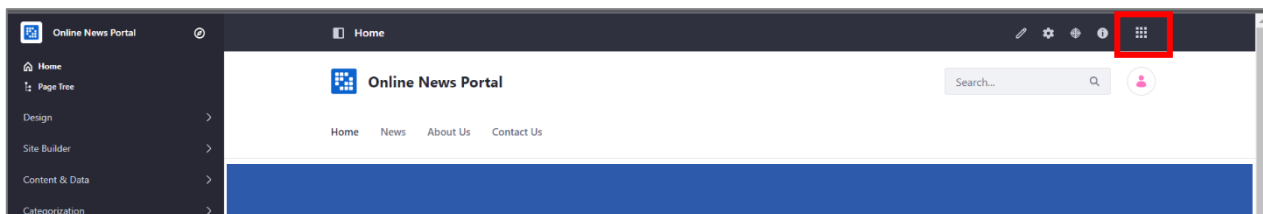
(Other administrator roles are already defined in Liferay Portal.)

### a. Login to online news portal using admin login

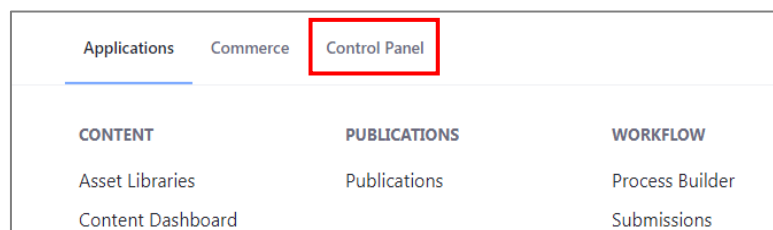


### b. Creating Role as...

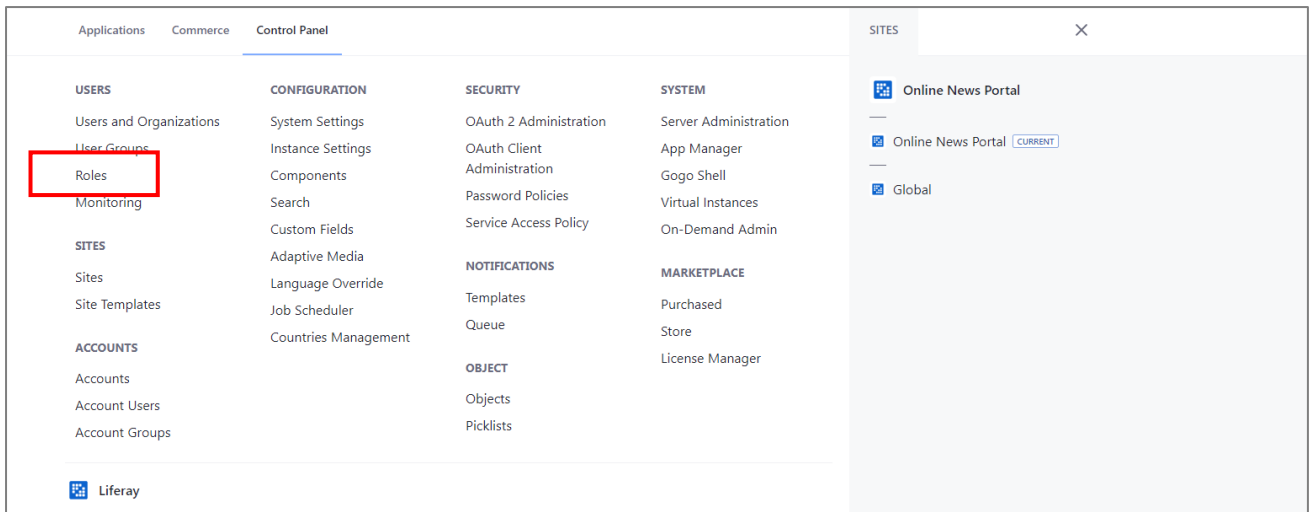
#### I. Click nine dots icon



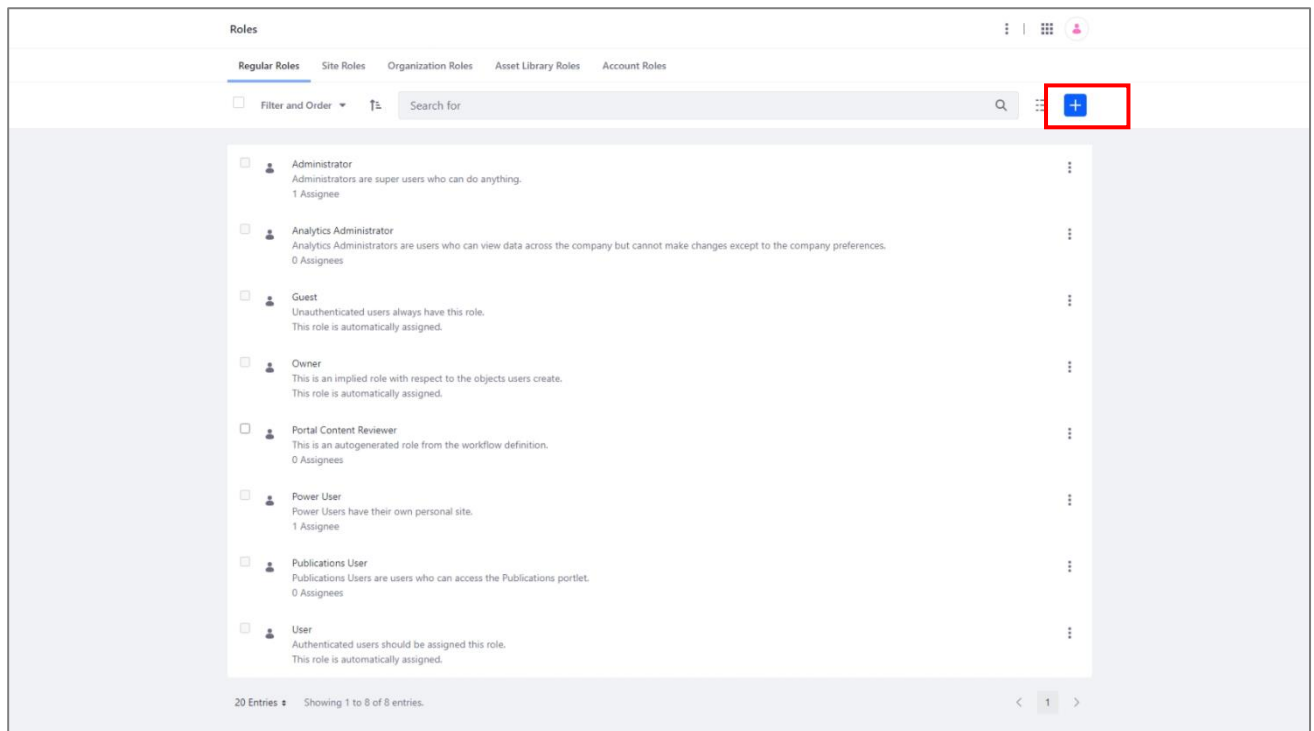
#### II. Click Control Panel



#### III. Click roles



#### IV. Then click the add icon



#### V. Fill the New Role form (Type, Title, Description and key)

< New Role

Type  
Regular

Title ⓘ  
Moderator

Description  
A moderator who has a Moderator role that user has permission to manage all the contents within a specific website

Key ⓘ ⓘ  
Moderator

Save Cancel

**VI. Click Define Permissions then choose Sites and click it,**

< Moderator

Details Define Permissions Assignees

Search

Summary

Control Panel

General Permissions

Users

Sites

Accounts

Configuration

Security

Notifications

Object

System

Marketplace

Summary

This role does not have any permissions.

**VII. Define permission for moderator in site view and permission. In resources give permission to access all contents and click save**

< Moderator

Details

Define Permissions

Assignees

Search

Summary

Control Panel

General Permissions

Users

Sites

Site Templates

Accounts

Configuration

Security

Notifications

Object

System

Marketplace

Commerce

Order Management

Inventory Management

Pricing

Product Management

Store Management

Settings

Applications Menu

Content

Publications

Workflow

Communication

Custom Apps

Import / Export

Site and Asset Library Administration

User

Sites

APPLICATION PERMISSIONS

☐ Action

☐ Access in Control Panel

☐ Configuration

☐ Permissions

☐ Preferences

☒ View

RESOURCE PERMISSIONS

SITE

<input checked="" type="checkbox"/> Action	Scope
<input checked="" type="checkbox"/> Add Page	All Sites and Asset Libraries <a href="#">Change</a>
<input checked="" type="checkbox"/> Add Page Variation	All Sites and Asset Libraries <a href="#">Change</a>
<input checked="" type="checkbox"/> Add Site	All Sites and Asset Libraries <a href="#">Change</a>
<input checked="" type="checkbox"/> Add Site Pages Variation	All Sites and Asset Libraries <a href="#">Change</a>
<input checked="" type="checkbox"/> Add Utility Page	All Sites and Asset Libraries <a href="#">Change</a>
<input checked="" type="checkbox"/> Assign Members	All Sites and Asset Libraries <a href="#">Change</a>
<input checked="" type="checkbox"/> Assign User Roles	All Sites and Asset Libraries <a href="#">Change</a>
<input checked="" type="checkbox"/> Configure Applications	All Sites and Asset Libraries <a href="#">Change</a>
<input checked="" type="checkbox"/> Delete	All Sites and Asset Libraries <a href="#">Change</a>
<input checked="" type="checkbox"/> Export/Import Application Info	All Sites and Asset Libraries <a href="#">Change</a>
<input checked="" type="checkbox"/> Export/Import Pages	All Sites and Asset Libraries <a href="#">Change</a>
<input checked="" type="checkbox"/> Manage Announcements	All Sites and Asset Libraries <a href="#">Change</a>
<input checked="" type="checkbox"/> Manage Archived Setups	All Sites and Asset Libraries <a href="#">Change</a>
<input checked="" type="checkbox"/> Manage Pages	All Sites and Asset Libraries <a href="#">Change</a>
<input checked="" type="checkbox"/> Manage Staging	All Sites and Asset Libraries <a href="#">Change</a>
<input checked="" type="checkbox"/> Manage Subsites	All Sites and Asset Libraries <a href="#">Change</a>
<input checked="" type="checkbox"/> Manage Teams	All Sites and Asset Libraries <a href="#">Change</a>
<input checked="" type="checkbox"/> Permissions	All Sites and Asset Libraries <a href="#">Change</a>
<input checked="" type="checkbox"/> Preview in Device	All Sites and Asset Libraries <a href="#">Change</a>
<input checked="" type="checkbox"/> Publish Application Info	All Sites and Asset Libraries <a href="#">Change</a>
<input checked="" type="checkbox"/> Publish Staging	All Sites and Asset Libraries <a href="#">Change</a>
<input checked="" type="checkbox"/> Update	All Sites and Asset Libraries <a href="#">Change</a>
<input checked="" type="checkbox"/> View	All Sites and Asset Libraries <a href="#">Change</a>
<input checked="" type="checkbox"/> View Members	All Sites and Asset Libraries <a href="#">Change</a>
<input checked="" type="checkbox"/> View Site and Asset Library Administration Menu	All Sites and Asset Libraries <a href="#">Change</a>
<input checked="" type="checkbox"/> View Staging	All Sites and Asset Libraries <a href="#">Change</a>

Save

Search

## Summary

Control Panel

### General Permissions

Users ▶

Sites ▶

Accounts ▶

Configuration 

Security ▶

Notifications 

Object 

System ▶

Marketplace 

Commerce ▼

Order Management ➤

Inventory Management ▶

Pricing ▶

Product Management ▶

Store Management ▶

Settings

Administration

User

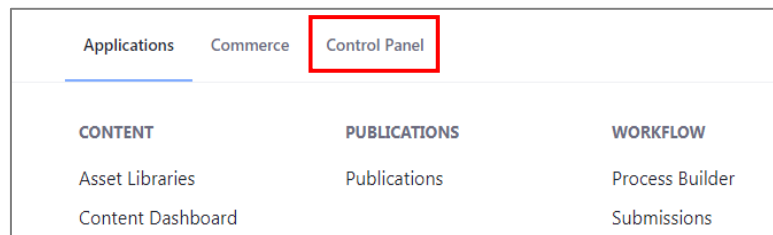
## Summary

Permissions	Sites and Asset Libraries	
Site Settings > Site: <b>Add Page</b>	All Sites and Asset Libraries	Remove
Site Settings > Site: <b>Add Page Variation</b>	All Sites and Asset Libraries	Remove
Site Settings > Site: <b>Add Site</b>	All Sites and Asset Libraries	Remove
Site Settings > Site: <b>Add Site Pages Variation</b>	All Sites and Asset Libraries	Remove
Site Settings > Site: <b>Add Utility Page</b>	All Sites and Asset Libraries	Remove
Site Settings > Site: <b>Assign Members</b>	All Sites and Asset Libraries	Remove
Site Settings > Site: <b>Assign User Roles</b>	All Sites and Asset Libraries	Remove
Site Settings > Site: <b>Configure Applications</b>	All Sites and Asset Libraries	Remove
Site Settings > Site: <b>Delete</b>	All Sites and Asset Libraries	Remove
Site Settings > Site: <b>Export/Import Application Info</b>	All Sites and Asset Libraries	Remove
Site Settings > Site: <b>Export/Import Pages</b>	All Sites and Asset Libraries	Remove
Site Settings > Site: <b>Manage Announcements</b>	All Sites and Asset Libraries	Remove
Site Settings > Site: <b>Manage Archived Setups</b>	All Sites and Asset Libraries	Remove
Site Settings > Site: <b>Manage Pages</b>	All Sites and Asset Libraries	Remove
Site Settings > Site: <b>Manage Staging</b>	All Sites and Asset Libraries	Remove
Site Settings > Site: <b>Manage Subsites</b>	All Sites and Asset Libraries	Remove
Site Settings > Site: <b>Manage Teams</b>	All Sites and Asset Libraries	Remove
Site Settings > Site: <b>Permissions</b>	All Sites and Asset Libraries	Remove
Site Settings > Site: <b>Preview in Device</b>	All Sites and Asset Libraries	Remove
Site Settings > Site: <b>Publish Application Info</b>	All Sites and Asset Libraries	Remove

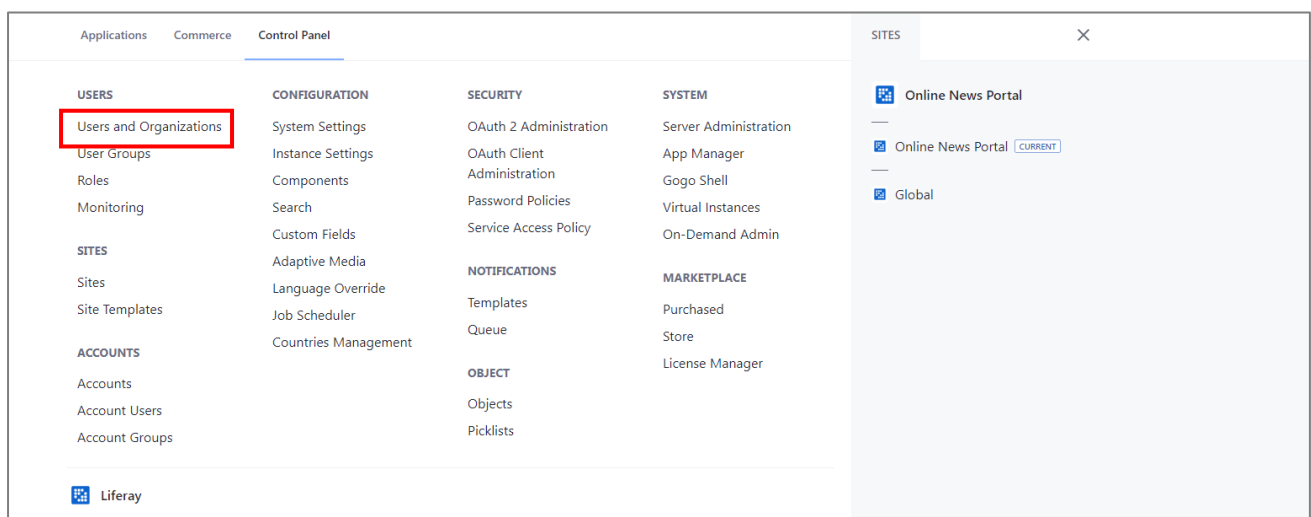
20 Entries • Showing 1 to 20 of 27 entries.

## 2. Create three users and assign the relevant role to all users.

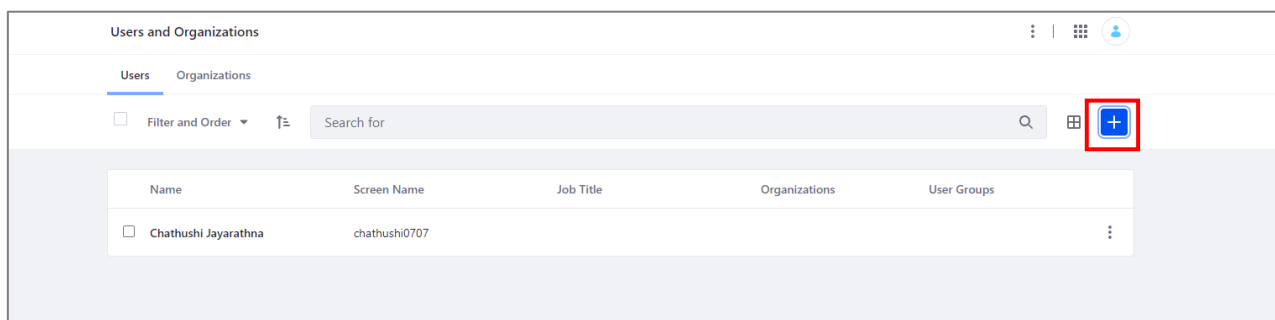
### I. Click Control Panel



### II. Click Users and Organizations



### III. Click the add icon



## a) First User

### 1. Give information for first user and save it

[<](#) Add User

### Information

---

USER DISPLAY DATA

Screen Name \*

Aarvi

Email Address \*

aarvi@gmail.com

Change

Delete

---

PERSONAL INFORMATION

Language

English (United States)

Job Title

Prefix

Birthday

01/01/2000

First Name \*

Chathu

Middle Name

Last Name \*

Aarvi

Suffix

---

MORE INFORMATION

Categorization

PUBLIC CATEGORIES

They can be displayed through pages, widgets, fragments, and searches.

Message

Select

Topic

Select

INTERNAL CATEGORIES

They are displayed inside the administration only.

Audience

Select

Stage

Select

Tags

Select

Comments

CUSTOM FIELDS

Add

No custom fields are defined for User.

Save

Cancel



## 2. Give membership for all sites

Edit User Chathu Aarvi

General Contact Preferences

Information  
Organizations  
**Memberships**  
Roles  
Profile and Dashboard  
Password  
Apps

**Memberships**

**SITES** Select

This user does not belong to a site.

**USER GROUPS** Select

This user does not belong to a user group.

**ACCOUNTS** Select

This user does not belong to any accounts.

**ASSET LIBRARIES** Select

This user does not belong to an asset library.

Save Cancel

## 3. Give role of administrator and save it

Edit User Chathu Aarvi

General Contact Preferences

Information  
Organizations  
Memberships  
**Roles**  
Profile and Dashboard  
Password  
Apps

**Roles**

**REGULAR ROLES** Select

This user is not assigned any regular roles.

**ORGANIZATION ROLES**

This user does not belong to an organization to which an organization role can be assigned.

**SITE ROLES**

This user does not belong to a site to which a site role can be assigned.

**ASSET LIBRARY ROLES** Select

This user is not assigned any asset library roles.

Save Cancel

Search for

**Administrator** Choose

Analytics Administrator Choose

Moderator Choose

Portal Content Reviewer Choose

Power User Choose

Publications User Choose

20 Entries Showing 1 to 6 of 6 entries.

## 4. Give Password and save it

The screenshot shows the 'Edit User Chathu Aarvi' form with the 'Password' tab selected. The form includes a sidebar with navigation links: Information, Organizations, Memberships, Roles, Profile and Dashboard, Password (selected), and Apps. The main content area has tabs for General, Contact, and Preferences. The 'Password' section contains a 'PASSWORD' field, a 'New Password' field with a red asterisk, an 'Enter Again' field with a red asterisk, a checkbox for 'Require Password Reset', and 'Save' and 'Cancel' buttons.

< Edit User Chathu Aarvi

General Contact Preferences

Information  
Organizations  
Memberships  
Roles  
Profile and Dashboard  
Password  
Apps

**Password**

PASSWORD

New Password \*

Enter Again \*

☐ Require Password Reset

Save Cancel

## b) Second User

### 1. Give information for second user and save it

The screenshot shows the 'Add User' form. The form has a sidebar with navigation links: Information, Organizations, Memberships, Roles, Profile and Dashboard, Password, and Apps. The main content area has tabs for General, Contact, and Preferences. The 'Information' section contains a 'USER DISPLAY DATA' section with 'Screen Name' (Shami) and 'Email Address' (shami@gmail.com) fields, a profile picture placeholder, and 'Change' and 'Delete' buttons. Below this is a 'PERSONAL INFORMATION' section with 'Language' (English (United States)), 'Job Title', 'Prefix', 'Birthday' (01/01/2000), 'First Name' (Shami), 'Middle Name', 'Last Name' (Amr), and 'Suffix' fields.

< Add User

**Information**

USER DISPLAY DATA

Screen Name \*

Shami

Email Address \*

shami@gmail.com

Change Delete

PERSONAL INFORMATION

Language

English (United States)

Job Title

Prefix

Birthday

01/01/2000

First Name \*

Shami

Middle Name

Last Name \*

Amr

Suffix

## 2. Give membership for site of Online News Portal

← Edit User Shami Amr

General

Contact

Preferences

Information

Organizations

Memberships

Roles

Profile and Dashboard

Password

Apps

Memberships

SITES

This user does not belong to a site.

USER GROUPS

This user does not belong to a user group.

ACCOUNTS

This user does not belong to any accounts.

ASSET LIBRARIES

This user does not belong to an asset library.

Save

Cancel

Select Site

Sites

Filter and Order ▾ ⚙

Search for

Q

⊞

Name

Type

OnlineNews

Site

### 3. Give role of moderator and save it

Select Regular Role

Search for

Q

田

Title	
Administrator	Choose
Analytics Administrator	Choose
Moderator	Choose
Portal Content Reviewer	Choose
Power User	Choose
Publications User	Choose

20 Entries

Showing 1 to 6 of 6 entries.

< 1 >

< Edit User Shami Amr

General

Contact

Preferences

Information

Organizations

Memberships

Roles

Profile and Dashboard

Password

Apps

Roles

REGULAR ROLES

Select

Title	
Moderator	⊗

ORGANIZATION ROLES

This user does not belong to an organization to which an organization role can be assigned.

SITE ROLES

This user is not assigned any site roles.

ASSET LIBRARY ROLES

This user is not assigned any asset library roles.

Save

Cancel

## 4. Give Password and save it

The screenshot shows the 'Edit User Shami Amr' form with the 'Password' tab selected. The left sidebar contains a menu with 'Information', 'Organizations', 'Memberships', 'Roles', 'Profile and Dashboard', 'Password' (highlighted), and 'Apps'. The main content area has a sub-header 'Password' and a 'PASSWORD' label. Below this are two text input fields: 'New Password' and 'Enter Again', both containing masked characters. A checkbox labeled 'Require Password Reset' is checked. At the bottom are 'Save' and 'Cancel' buttons.

< Edit User Shami Amr

General Contact Preferences

Information  
Organizations  
Memberships  
Roles  
Profile and Dashboard  
Password  
Apps

**Password**

PASSWORD

New Password \*

Enter Again \*

☒ Require Password Reset

Save Cancel

## c) Third User

### 1. Give information for third user and save it

The screenshot shows the 'Add User' form with the 'Information' tab selected. The left sidebar contains a menu with 'Information' (highlighted), 'Organizations', 'Memberships', 'Roles', 'Profile and Dashboard', 'Password', and 'Apps'. The main content area has a sub-header 'Information' and a 'USER DISPLAY DATA' label. Below this are two text input fields: 'Screen Name' (containing 'Leo') and 'Email Address' (containing 'leo@gmail.com'). To the right of the 'Email Address' field are 'Change' and 'Delete' buttons. Below this is a 'PERSONAL INFORMATION' section with several fields: 'Language' (dropdown menu showing 'English (United States)'), 'Job Title' (text input), 'Prefix' (dropdown menu), 'Birthday' (text input showing '01/01/1999'), 'First Name' (containing 'Leo'), 'Middle Name' (text input), 'Last Name' (containing 'Ashley'), and 'Suffix' (dropdown menu).

< Add User

**Information**

USER DISPLAY DATA

Screen Name \*

Email Address \*

Change Delete

PERSONAL INFORMATION

Language

English (United States)

Job Title

Prefix

Birthday

01/01/1999

First Name \*

Middle Name

Last Name \*

Suffix

## 2. Give membership for site of Online News Portal

Edit User Leo Ashley

General Contact Preferences

Information  
Organizations  
**Memberships**  
Notes  
Profile and Dashboard  
Password  
Apps

### Memberships

SITES Select

Name	Roles
OnlineNews	⊗

USER GROUPS Select

This user does not belong to a user group.

ACCOUNTS Select

This user does not belong to any accounts.

ASSET LIBRARIES Select

This user does not belong to an asset library.

Save Cancel

Sites

Filter and Order ↑ ≡ Search for Q ⊞

Name	Type
Online News Portal	Site

### 3. Give role of Site Administrator and save it

← Edit User Leo Ashley

General Contact Preferences

Information  
Organizations  
Memberships  
**Roles**  
Profile and Dashboard  
Password  
Apps

#### Roles

**REGULAR ROLES** Select

This user is not assigned any regular roles.

**ORGANIZATION ROLES**

This user does not belong to an organization to which an organization role can be assigned.

**SITE ROLES** Select

Title	Site
Site Administrator	OnlineNews

**ASSET LIBRARY ROLES** Select

This user is not assigned any asset library roles.

Save Cancel

Select Site Role

Search for

Sites » Online News Portal

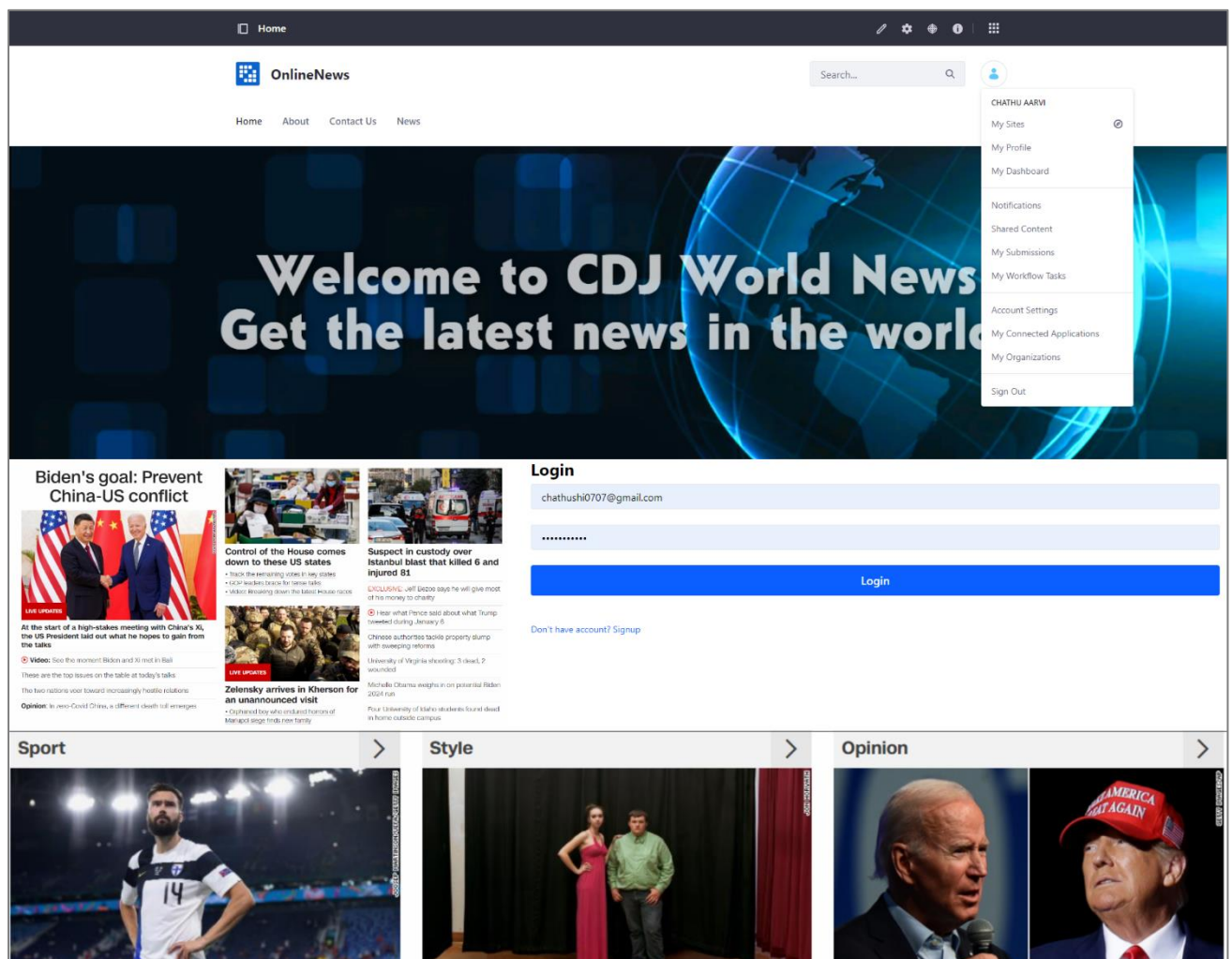
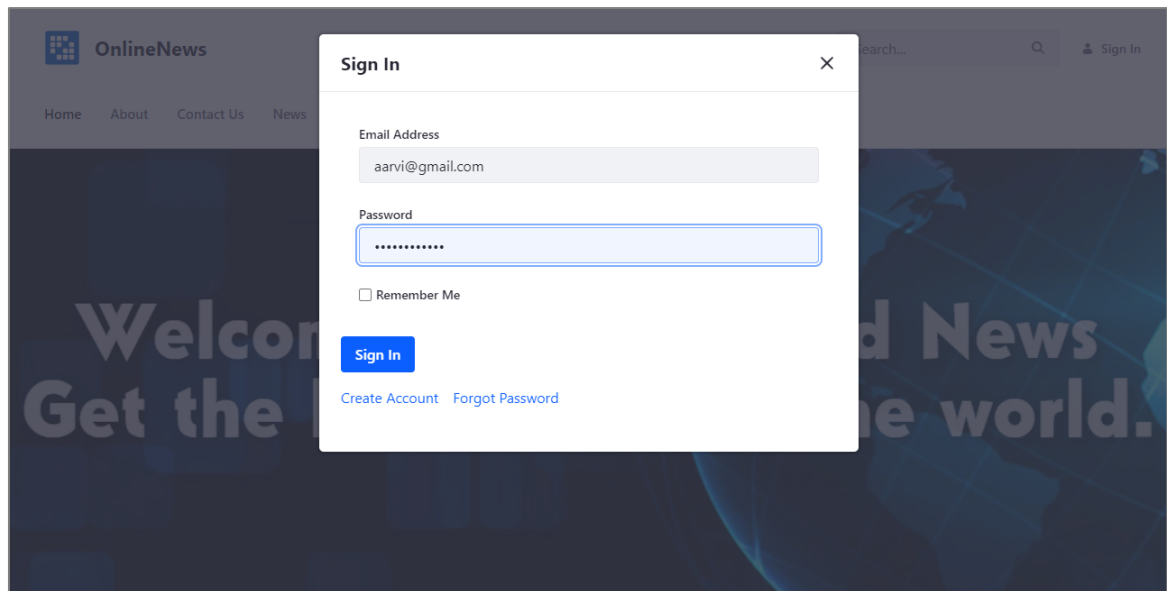
Title	
Site Administrator	<span>Choose</span>
Site Content Reviewer	<span>Choose</span>
Site Owner	<span>Choose</span>



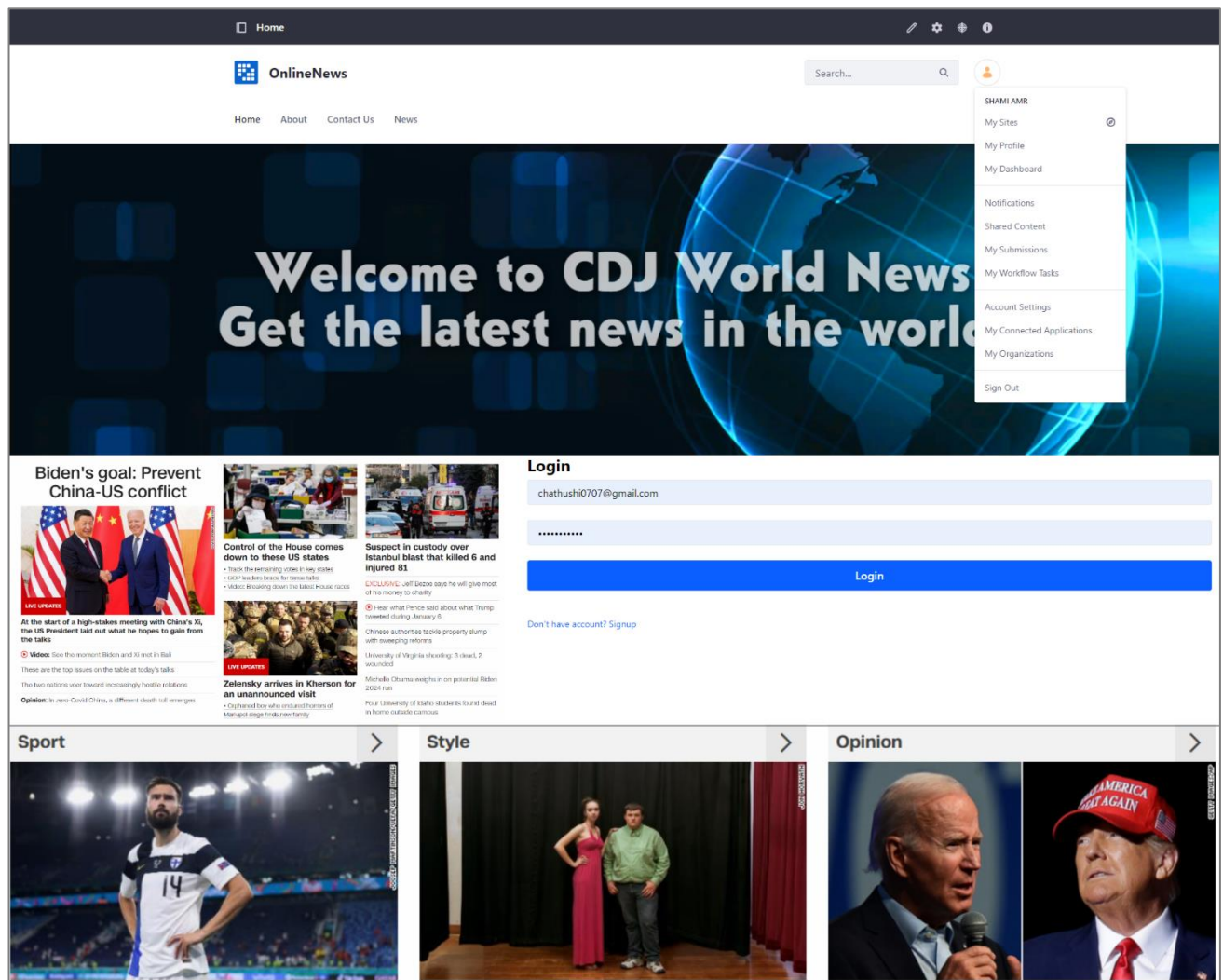
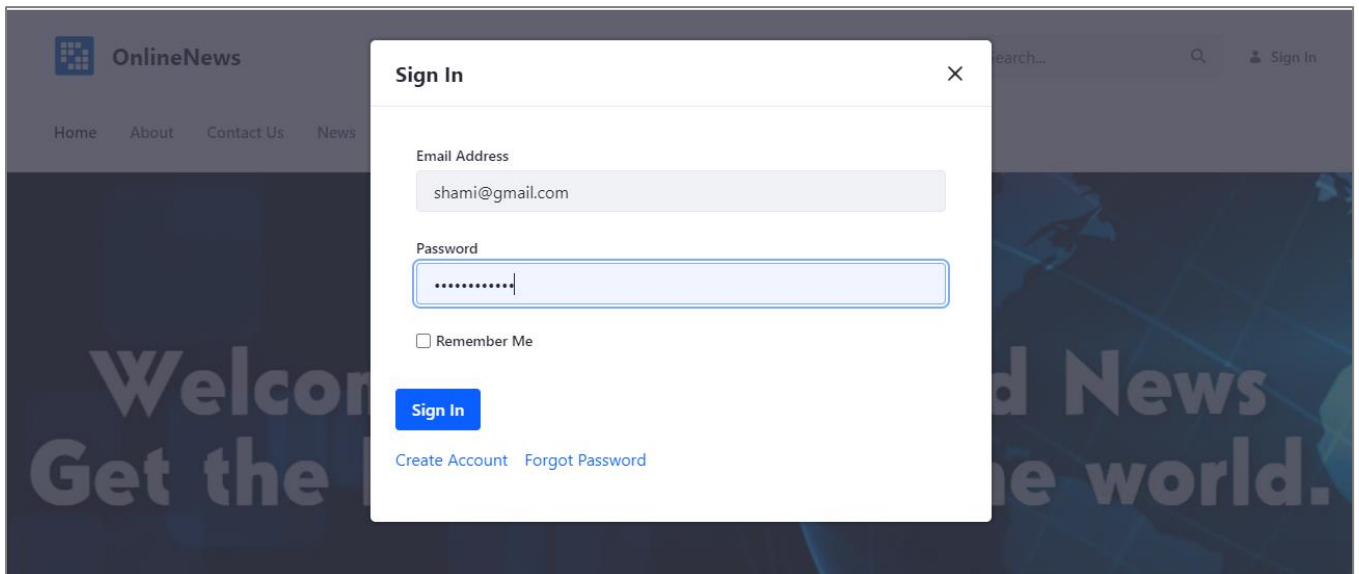


# 1. Check different access rights between the Administrator, site administrator, and Moderator.

## a) Log in as a administrator



## b) Log in as a moderator



c) Log in as a site administrator

