Republika Content management instructions

Admin URL: http://yourdomain.net/backoffice/

Instalation Guide

- Open config/database.yml file
- Change database connection information on lines 27, 28, 29
- Open config/ProjectsConfiguration.class.php
- On line 10 write your website domain
- Open config/factories.yml
- On lines 11, 12, 13, 14, 15 add your email smtp data
- Add 777 permissions to cache folder
- Add 777 permissions to log folder
- Add 777 permissions to uploads folder and all inside folders
- Setup cron:

setup cron to run once per hour and add this command wget http://yourdomain.com/calculation -O /dev/null If you setup cronjob from prompt write this

MAILTO="your@email.com"

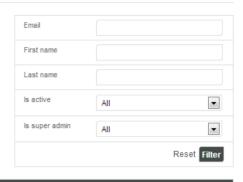
0 */1 * * * wget http://yourdomain.com/calculation -O /dev/null

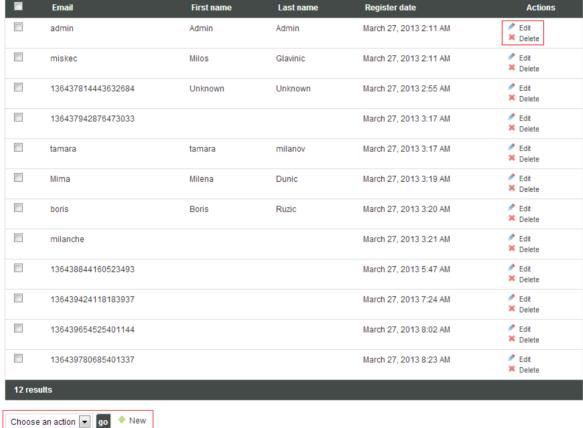
1. Users process

To manage users in admin panel go to Users.

On that page you will see a list of all user's basic data. Also before the table you can see a filter which you can use to easily find user you want.

User list





On this list you can see which user is active, and which user is registered too.

On that page for every user you have the next actions:

- Edit When you click on edit you will be redirected to the user edit page
- **Delete** This actions is used for removing user

Also you have one bulk action '**Delete**'. You can select more than one user, choose Delete from drop down box below table, and click 'go' button to remove selected users.

To create a new user click on 'New' link below user table.

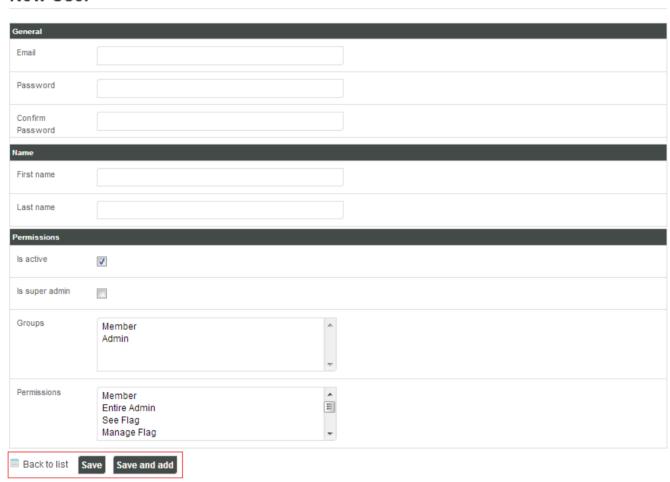
Add/Edit page has a couple of boxes and fields to manage all user's data. User has next fields:

- Email email of user, must be unique
- Password/Confirm Password used to change user password from admin

- Name > First name, Last name user general data
- **Is active** this field indicates whether the user is active or not, you can deactivate user or activate it at any time
- **Is super admin** if you check this field the user will become super admin and has all permissions in admin and on the frontend
- Groups select one group for the user
- Permissions select one or more permissions for user

When you finish populating the fields on the add/edit form you can press **Save** to store changes and then **Back to list** or you can press **Save and add** to keep adding new users.

New User



2. Badges

To manage badges in admin panel go to Badges.

On that page you will see a list of all badges' data. Also before the table you can see a filter which you can use to easily find type of badge you want.



Name	Badge type	Order	Actions
Main badge 1	Main	1	Ø Edit
Main badge 2	Main	2	🎤 Edit
Main badge 3	Main	3	🎤 Edit
Main badge 4	Main	4	🎤 Edit
Main badge 5	Main	5	🎤 Edit
Main badge 6	Main	6	🎤 Edit
+++	Quality	1	🎤 Edit
++	Quality	2	🎤 Edit
+	Quality	3	🎤 Edit
-	Quality	4	🎤 Edit
	Quality	5	🎤 Edit
	Quality	6	
Neutral	Neutral	1	
Flag as inappropriate	Report Post	2	
14 results			

On this list you can see which badges exists, badges' type and their order. Badge type can be only one of four listed in picture above, and depending on which type you choose, that will define position on frontend page.

On this page for every badge you have the only one action:

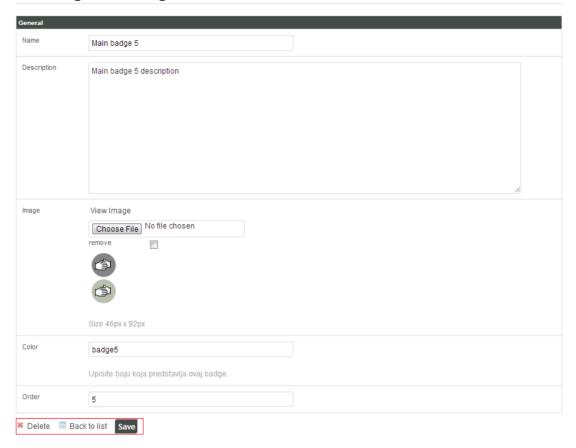
 Edit - When you click on edit or on name of the badge you will be redirected to the edit page of selected badge

Edit page has a couple of boxes and fields to manage all badges' data. Badge has next fields:

- Name name of badge, must be unique
- **Description** description of selected badge
- Image you can change image and also can view and remove inserted picture
- Order you can change order of selected badge on the page

When you finish populating the fields on the edit form you can press **Save** to store changes and then **Back to list** or you can press **Delete** to remove selected badge.

Edit badge Main badge 5

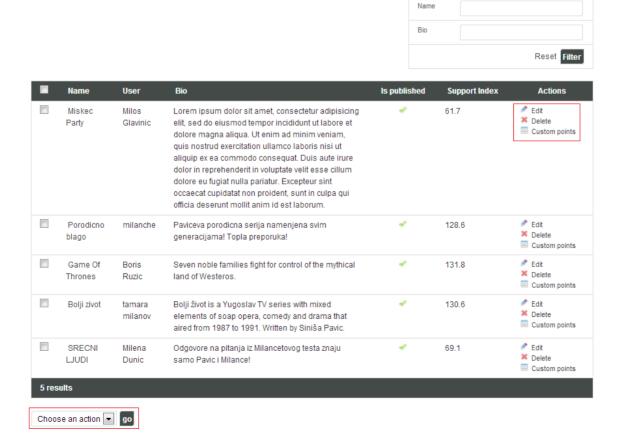


3. Parties

To manage parties in admin panel go to Parties.

On that page you will see a list of all parties' data. Also before the table you can see a filter which you can use to easily find name or bio of party you want.

Parties



On this list you can see which party is published, which user is founder of party and support index.

On that page for every party you have the next actions:

- Edit When you click on edit you will be redirected to the party edit page
- Delete This actions is used for removing party
- Custom points This action is used to add additional support index

Also you have one bulk action '**Delete**'. You can select more than one party, choose Delete from drop down box below table, and click 'go' button to remove selected parties.

Edit page has a couple of boxes and fields to manage all party's data. Party has next fields:

- Name name of party
- Bio used to explain what is the meaning of created party
- Is published define if party is published or not

When you finish populating the fields on the edit form you can press **Save** to store changes and then **Back to list** or you can press **Delete** to remove selected party.

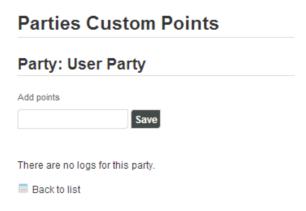
Edit party User Party



Custom points page has a box and field to manage support index data. Custom points has next field:

Add points - use this field to raise support index of party

When you finish populating the field on the form you can press **Save** to store changes and then **Back to list**.



4. Flag

To see reports in admin panel go to Flag.

On that page you will see a list of all reports' data. Also before the table you can see a filter which you can use to easily find post which is flagged.

Reports



On this list you can see which post is flagged, when is created, how many times has been flagged.

On this page for every post you have only one action:

• View - take you to specific report post with details

View page display details information about flagged post. Also reported post has links:

- **Delete report** delete selected report
- View display flagged post on the frontend

When you finish review of this page you can click on link **Back**.

Report Post: "Simaaaaa"

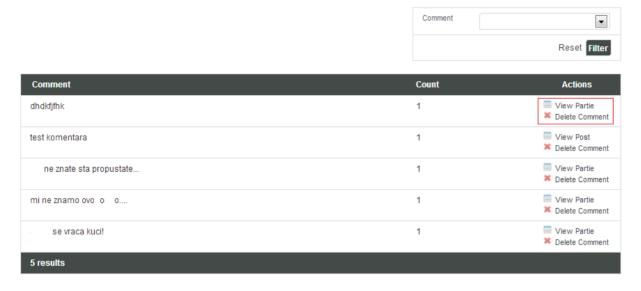
User	Туре	Message ↓	Created at	Actions
Admin Admin	Inappropriate	:)	March 27, 2013 7:25 AM	Delete Report View
1 result				

5. Flagged Comments

To see flagged comments in admin panel go to Flagged Comments.

On that page you will see a list of all flagged comments. Also before the table you can see a filter which you can use to easily find comment which is flagged.

Flaged Comments



On this list you can see which comment is flagged, and how many times has been flagged.

On this page for every comment you have next actions:

- View Partie take you to specific post of party on the frontend
- Delete Comment remove flagged comment from the list

6. Pages

To manage CMS Pages go to Pages.

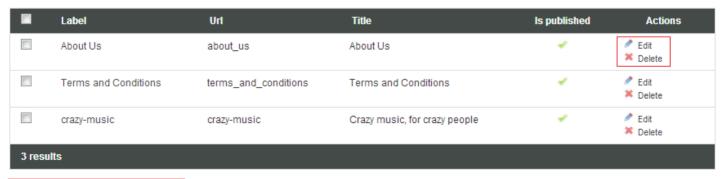
There you will find the a filter for Pages so you can easily find the right one. Below the filter there is standard view with:

- Edit To edit existing page
- Delete To delete existing page

Pages

Choose an action ▼ go





Also you have one bulk action '**Delete**'. You can select more than one page, choose Delete from drop down box below table, and click 'go' button to remove selected pages.

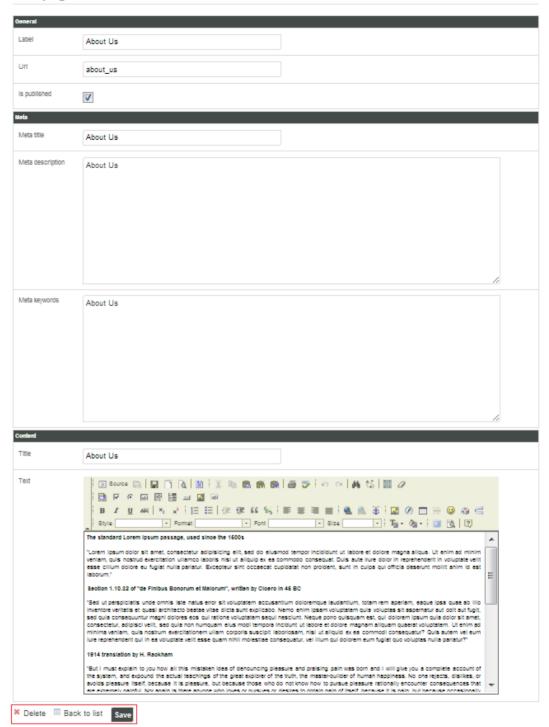
To create a new page click on 'New' link below page table.

Add/Edit page has a couple of boxes and fields to manage all page's data. Page has next fields:

- Label name of page, must be unique
- **Url** Url for CMS page (you can leave this field empty and CMS Page url will be automatically generated from title)
- **Is published** Shows whether CMS Page is published or not (disabled pages will not show on frontend)
- Meta title Meta title field
- Meta description Description field
- Meta keywords Keywords field, words separated by comma
- Title CMS Page title
- Text Content of that CMS Page

When you finish populating the fields on the add/edit form you can press **Save** to store changes and then **Back to list** or you can press **Delete** to remove selected page.

Edit page About Us



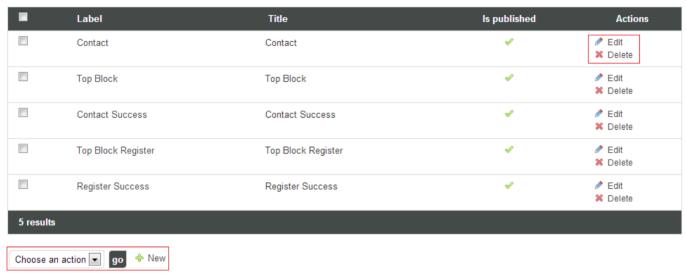
7. Content

To manage content in admin panel go to Content.

On that page you will see a list of all content's basic data. Also before the table you can see a filter which you can use to easily find content you want.

Contents





On this list you can see which content is published, and their title.

On this page for every content you have the next actions:

- Edit When you click on edit you will be redirected to the content edit page
- Delete This actions is used for removing content

Also you have one bulk action '**Delete**'. You can select more than one content, choose Delete from drop down box below table, and click 'go' button to remove selected contents.

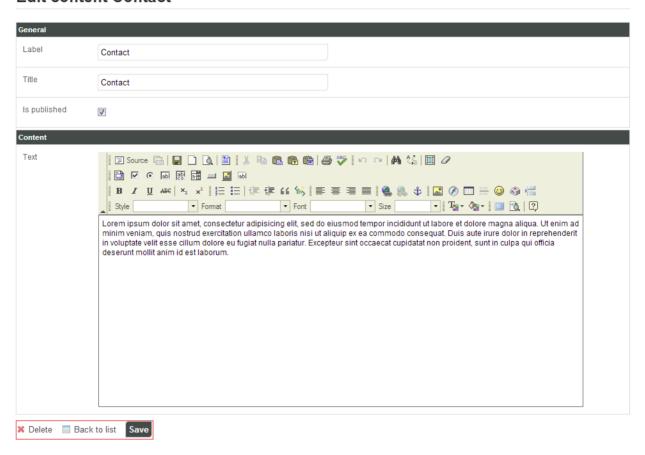
To create a new content click on 'New' link below content table.

Add/Edit page has a couple of boxes and fields to manage all content's data. Content has next fields:

- Label name of content, must be unique
- Title content title
- Is published shows whether content is published or not (disabled contents will not show on frontend)
- Text content of selected CMS Content

When you finish populating the fields on the add/edit form you can press **Save** to store changes and then **Back to list** or you can press **Delete** to remove selected content.

Edit content Contact



8. Menus

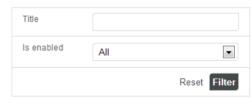
To manage menus in admin panel go to **Menus**.

On that page you will see a list of all menu items basic data. Also before the table you can see a filter which you can use to easily find a menu item you want. On that page for every menu item you have the next actions:

- Edit When you click on edit you will be redirected to menu item edit page
- Delete This actions is used for removing menu item
- Sub items used to show sub items of that menu item

Menus

Choose an action **▼** go





Also you have one bulk action '**Delete**'. You can select more than one menu item, choose Delete from drop down box below table, and click 'go' button to remove selected menu items.

To create a new menu item click on 'New' link below menu table.

On the first page you can see a menu item called "Main Header Menu" and "Left Menu", these are primary items. Do not change them.

Add/Edit page has a couple of boxes and fields to manage all menu item data. Menu item has next fields:

- Title menu item title
- Url url for menu item (this field has default value and you do not change it)
- **Is enabled** shows whether menu item is enabled or not (disabled menu item will not show on frontend)
- Is target blank enables to when click on menu item, to open it in new browser tab
- Order position allows you to define where to show chosen menu item (you can choose only 1 or 2 position)
- Parent selection of parent menu (this should stay none by default)

When you finish populating the fields on the add/edit form you can press **Save** to store changes and then **Back to list** or you can press **Delete** to remove selected menu item.

Edit menu item "Header Menu"



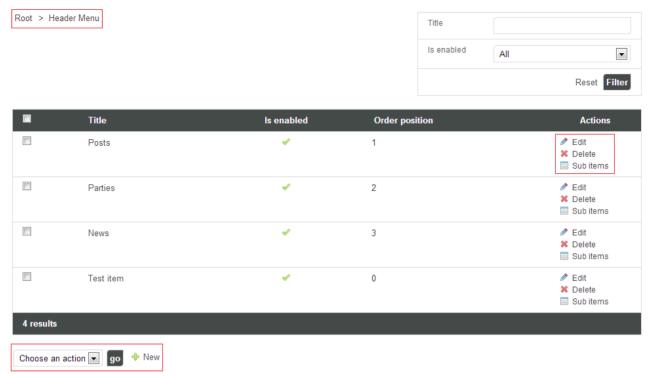
Go to "Sub items" link on page **Menus** and you will see all menu items which you can manage.

On top of filter form you have bread crumbs to easily navigate back to parent menu items.

On that page you will see a list of all menus basic data. Also before the table you can see a filter which you can use to easily find a menu you want. On that page for every menu item you have the next actions:

- Edit When you click on edit you will be redirected to menu edit page
- Delete This actions is used for removing menu
- Sub items used to show sub items of that menu

Menus



Also you have one bulk action '**Delete**'. You can select more than one menu, choose Delete from drop down box below table, and click 'go' button to remove selected menus.

To create a new menu click on 'New' link below menu table.

Add/Edit page has a couple of boxes and fields to manage all menu data. Menu has next fields:

- Title menu title
- Url url for menu (you should write here only defined shortcodes)
 - o {url='@homepage'}
 - o {url='@party_index'}
 - o {url='@news index'}

If you want to link menu to some page, then for url you should write this shortcode:

- {page='here goes label of page'} (example {page='crazy-music'})
- **Is enabled** shows whether menu is enabled or not (disabled menu will not show on frontend)
- Is target blank enables to when click on menu, to open it in new browser tab
- Order position allows you to define position of chosen menu
- Parent select parent of this menu

When you finish populating the fields on the add/edit form you can press **Save** to store changes and then **Back to list** or you can press **Delete** to remove selected menu.

Edit menu item "Posts"



When you go to "Sub items" link on page of chosen menu you will see all menu items which you can manage. Page looks exactly the same as **Menus** page, with filter for search, bulk action '**Delete**' and 'New' link.

9. News

To manage news in admin panel go to News.

On that page you will see a list of all news basic data. Also before the table you can see a filter which you can use to easily find news you want. On that page for every news you have the next actions:

- Edit When you click on edit you will be redirected to the news edit page
- Delete This actions is used for removing news

News



Also you have one bulk action '**Delete**'. You can select more than one news, choose Delete from drop down box below table, and click 'go' button to remove selected items.

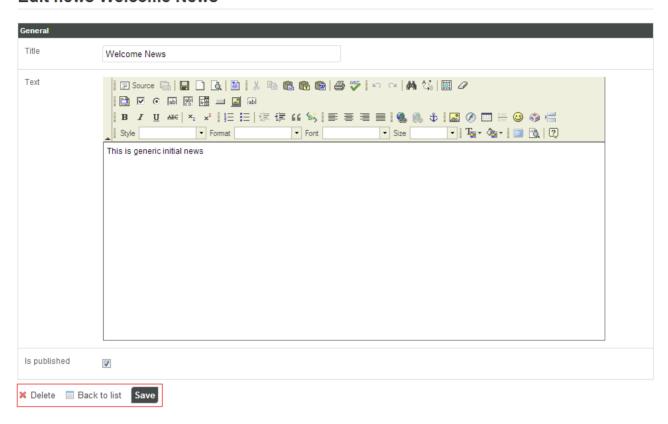
To create a new item click on the 'New' link below news table.

Add/Edit page has a couple of boxes and fields to manage all item's data. News has the next fields:

- Title news title
- Text content of selected news
- Is published shows whether news is published or not (disabled news will not show on frontend)

When you finish populating the fields on the add/edit form you can press **Save** to store changes and then **Back to list** or you can press **Delete** to remove selected news.

Edit news Welcome News



10. Settings

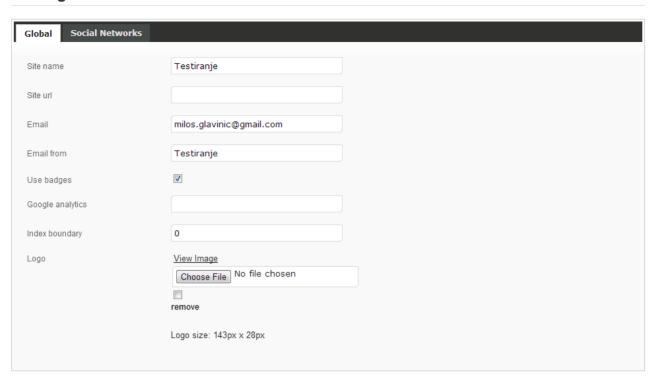
To manage settings in admin panel go to **Settings**.

On that page you will see two tabs, one is for Global settings and the other is for Social Networks.

On Global settings tab you have next options:

- Site name name of the site
- Site url domain of site
- Email administrator's email address
- Email from here you define email sender's name, which can be same as website name
- Use badges here you define, whether website will display just Medals or Badges too
- Google analytics here you put code from Google Analytics for tracking your website traffic
- Index boundary in this field you define minimum value of post index which will be displayed on frontend
- Logo here you can choose logo for website, but logo must be specific size.

Settings



Save

On Social Networks tab you have fields for social networks:

- Facebook
- Twitter
- Hashtag
- Youtube
- Linkedin
- Instagram
- Pinterest

In these fields, enter the website links to pages on these networks.



