STPINEXT

Administrator's Guide

STPINEXT
January 3, 2020
Last Revised: 3-Jan-20

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Administrator's Guide

1.0   Introduction

STPINEXT is a Word press based CMS website which has content related to STPI and Atal Innovation Mission (AIM), NITI Aayog are collaborating together to build an Atal Incubation Centre in Bengaluru for innovative start-ups working in specific domains.

The AIC aligns with STPI's aim to build vibrant pan-India start-up eco-system as well as with shared vision of NITI Aayog to support, promote and grow culture of innovation leading to start-ups & successful entrepreneurs.

STPI Bengaluru AIC's focus area will be IoT and its applications in Health & Pharmaceuticals, E-Commerce, Big Data, and Artificial Intelligence etc.

The STPI-AIC spread over 10,000 sqft shall be equipped with state-of-the art physical infrastructure, lab, common office facilities along with a dedicated team for conducting hackathons, idea challenges, workshops, trainings, technical & business mentoring sessions, assisting start-ups in the matters of IPR filing, legal, accounting etc.

With target to incubate about 65 innovate disruptive technology start-ups over a period of 5 years, the AIC shall be a major contributor in promotion of start-ups & entrepreneurs.

"AIC STPINEXT INITIATIVES" is a section 8 company incorporated by STPI to act as the nodal agency and common implementation vehicle for various startup and entrepreneurship activities at STPI.

1.1   Objectives

Creating an eco-system to nurture innovative start-up businesses in their pursuit to become scalable and sustainable enterprises.

1.2   Vision

Providing world class incubation facilities with suitable physical infrastructure in terms of capital equipment and operating facilities, coupled with the availability of sectoral experts for mentoring the start-ups, business planning support, access to seed capital, industry partners, trainings and other relevant components required for encouraging innovative start-ups.

2.0   Administrative Interface

The STPINEXT administrative interface (or Admin Interface) is used to manage to the STPINEXT website (http://www.stpinext.in). This chapter provides a general overview of the Admin Interface and includes the following sections:

- [Overview of the Admin Interface](#)
- [Accessing the Admin Interface](#)
- [Logging Off the Admin Interface](#)
- [Creating and Managing Administrators](#)

2.1   Overview of the Admin Interface

With the Admin Interface, you can complete any of the following tasks:

- Manage basic plug-in install and uninstall.
- Create and manage new page and new post.
- Create and manage new navigation menus.
- Create and manage new forms.
- Create and manage new slider with the slider revolution plug-in.
- Create and manage security configurations change password.

2.2   Accessing the Admin Interface

Only authorized administrators can log into the Admin Interface. An authorized administrator is a user who has the **Admin** role. Authorized administrators have access to all administrative tasks in STPINEXT; therefore, authorized administrators are trusted personnel and are assumed to be non-hostile, appropriately trained, and follow proper administrative procedures.

To access the Admin Interface, complete the following procedure:

1.   Open the following URL in a browser:
      http://www.stpinext.in/wp-login.php
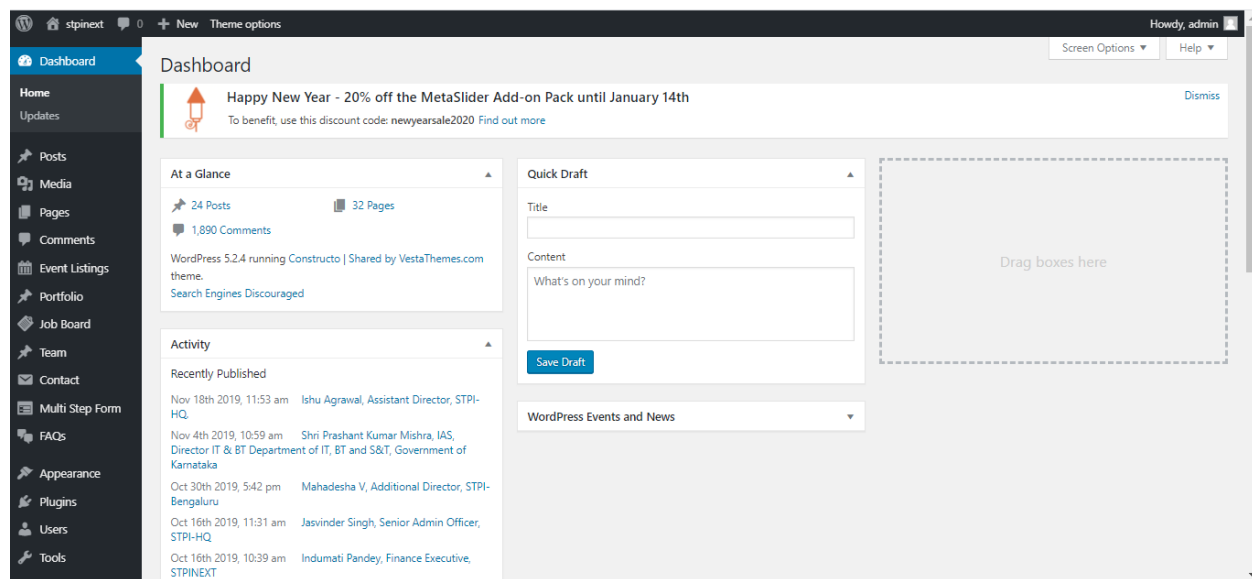
      Note: If you are not accessing the Admin Interface from the same system on which STPINEXT is running, you will have to contact admin for this kind of issues.

2.   Log in with your admin user name and password. The summary screen for the Admin Interface displays.

      Note: If you have already logged on as an admin user during this session, you do not have to log in again.
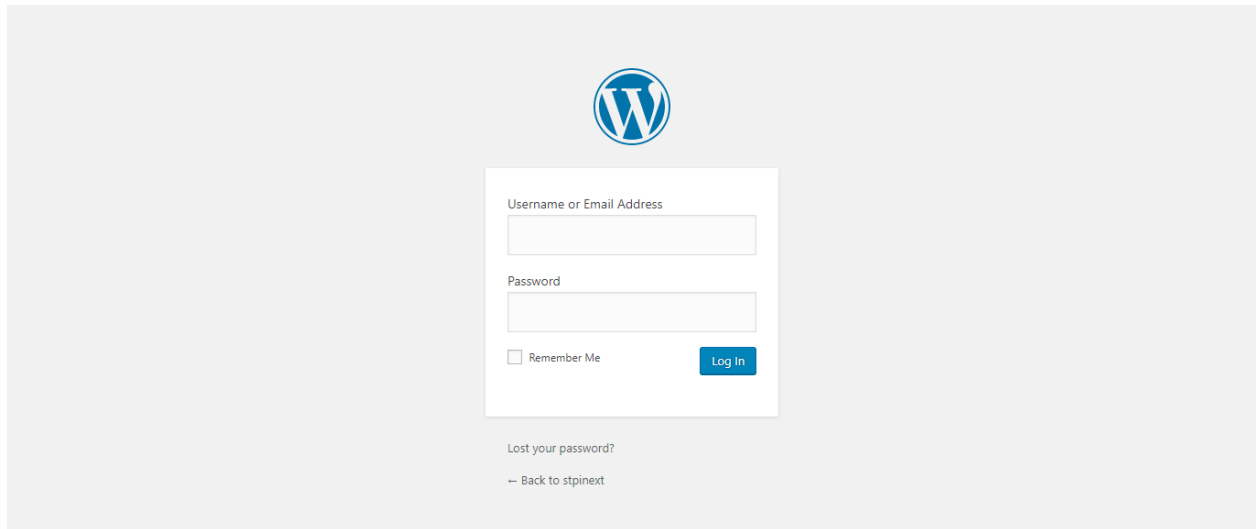
After login:-

From the summary screen, you can see and click on many of the items configured in STPINEXT. The summary screen displays all of the menus, pages, plug-ins, and screen slider for your system. If you click on any object or category, the Admin Interface takes you to a more detailed page for the object, pages or category.

## 2.3   Logging off the Admin Interface

To log off the Admin Interface, close the browser window used to access the Admin Interface. This action is sufficient to end the current session and force the user to authenticate again starting another session.
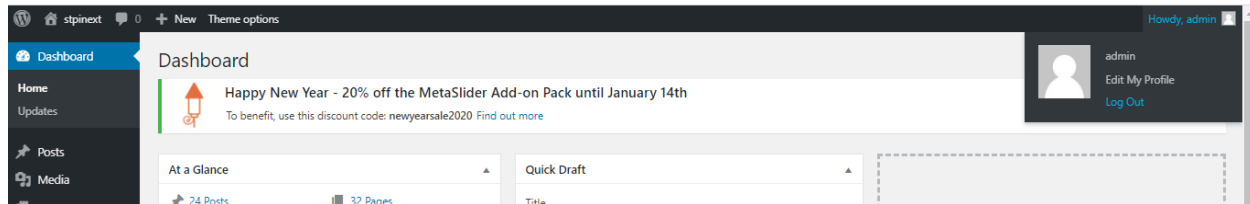

2.4   Creating and Managing Administrators

STPINEXT administrators are managed by defining which user has the admin role. Users with the admin role, known as authorized administrators, are trusted personnel and are assumed to be non-hostile, appropriately trained, and follow proper administrative procedures. For the procedures for creating, managing and removing administrators just go to the users tab on left side menu bar and, see below screenshot:

Users tab:-
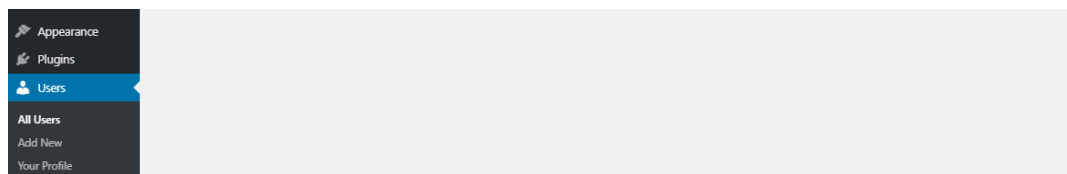
All users:-
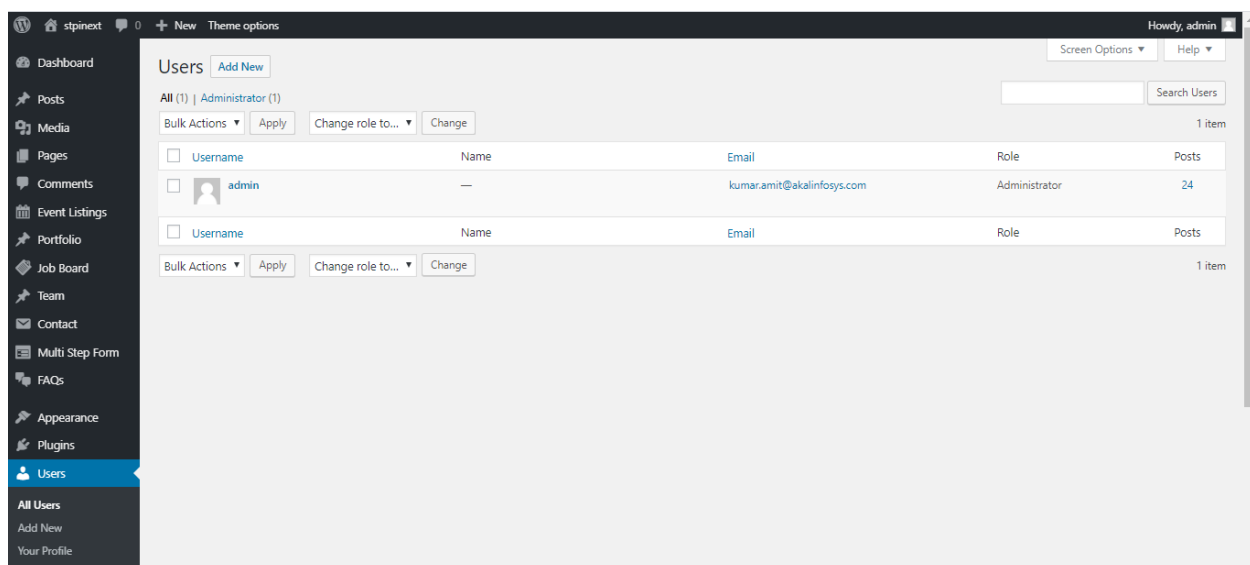
Add new user: - you can add new user through this and also define the role for the particular user.

Edit Profile: - you can edit your profile like username and change password etc.

3.0   Common Administrative Procedures

This chapter describes some of the common administrative procedures for STPINEXT and where you can find more details on each procedure.

The common administrative procedures are:

- Installing and Upgrading STPINEXT

- Configuring Database

- Setting up Users, Roles, Privileges, and Permissions

- Backing up and Restoring Data

3.1   Installing and Upgrading STPINEXT

STPINEXT runs on a Word press, it's a CMS platforms. For a list of support platforms and installation procedures, see the *Installation Guide of word press*.

For issues and procedures related to upgrading STPINEXT, see:

- Upgrading from Previous Releases and Upgrades and Database Compatibility in the *Installation Guide.*

3.2   Configuring Database

Configurations of database you have to open Wp-config.php file and then configure database details.
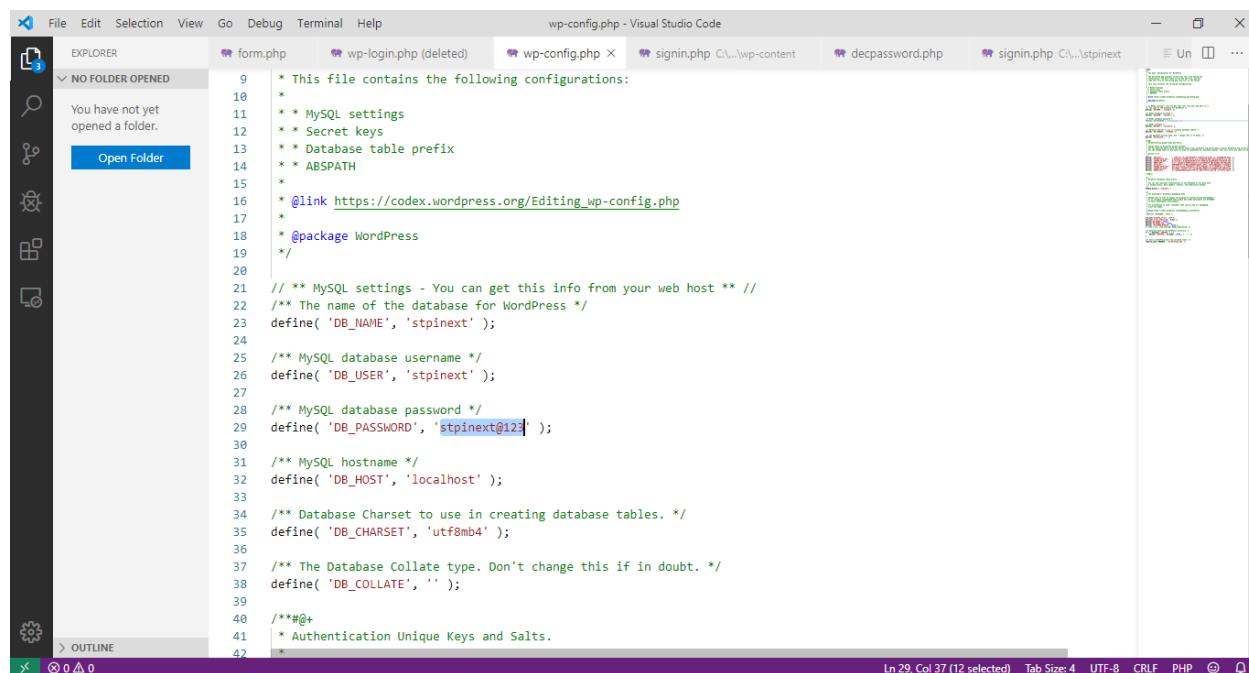
3.3   Setting up Users, Roles, Privileges, and Permissions

STPINEXT provides a rich set of security objects that enable you to control user access to documents and applications, which are described in the ***Creating and Managing Administrators*** on page 6 in this guide.
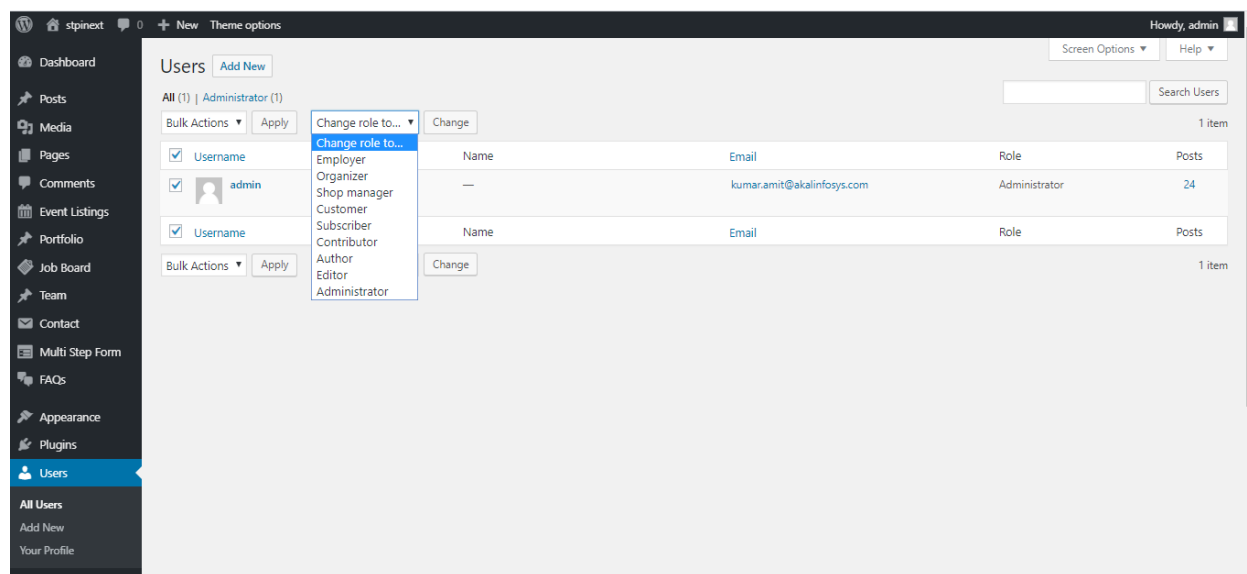
3.4   Backing up and Restoring Data

You can make backups of a database, by phpmyadmin of STPINEXT. We can login in to phpmyadmin of STPINEXT by stpinext user and by root user also if you have permitted for the root access of database. You can login phpmyadmin by login credentials which have provided to you and URL for login http://www.stpinext.in/phpmyadmin/ .


You can create backup of whole database or you can create a particular table or multiple table's backup. The database name is **stpinext**. In this database are total 63 tables which included the apply form table also. You can create database backup just by click on the export tab, you have to create database backup in sql (.sql) format only.

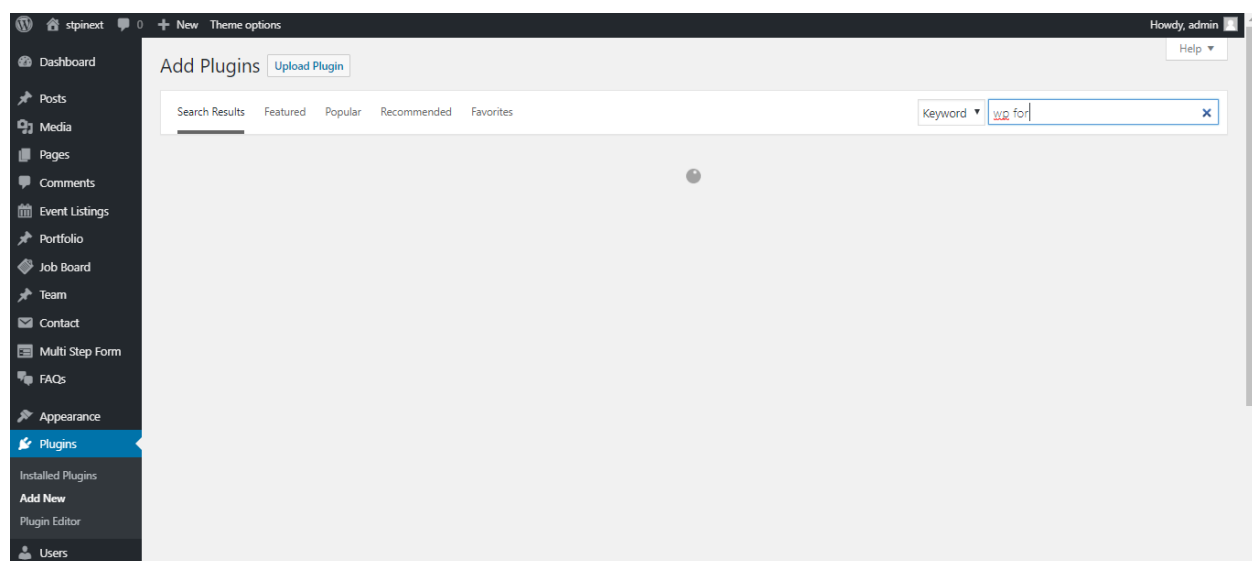## 4.0   Installation and Managing Word press Plug-in for STPINEXT

Installation of new plug-in or managing of plug-in is very easy to understand, before installing of new plug-in you should know that plug-in should be downloaded or installed only from **wordpress.org** website only, because a harmed plug-in can harm your website and also make it slow or can crash the whole stpinext website. So that is very important to know that plug-in should be downloaded from **wordpress.org** website only. If you are installing a new plug-in you should know that is this plug-in is really needed if yes then install it, totally meaning of this sentence is that you should install minimum numbers of plug-in because plug-in make slow your website performance.

4.1   Installing Word press Plug-in for STPINEXT

After login in to stpinext admin panel you have to click on Plugins tab which is in left sidebar.
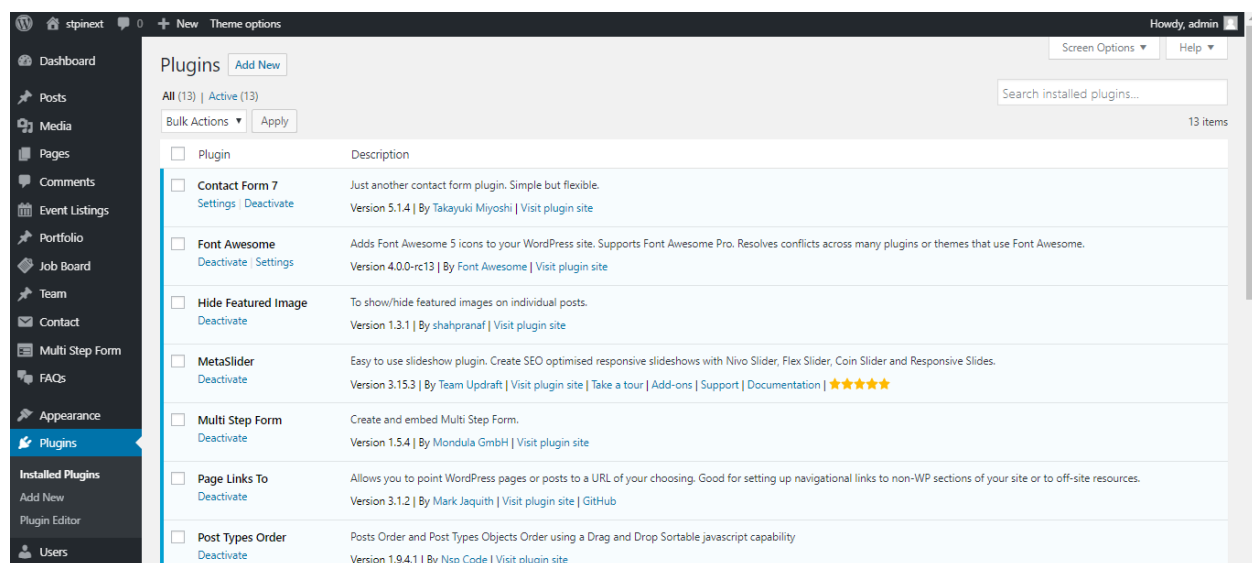

Then click on add new tab:-

You can search plug-in and install it or you can download plug-in from word press website and upload plugin by clicking on upload plug-in tab, after upload plug-in install it.

4.2   Managing Word press Plug-in for STPINEXT

You can manage plug-in by dashboard; if you want to keep plug-in for future use and do not have any use now then you can just deactivate the plug-in whichever you do not have any need at this time. If you want to delete a plug-in the just deactivate the plug-in and delete that particular plug-in.
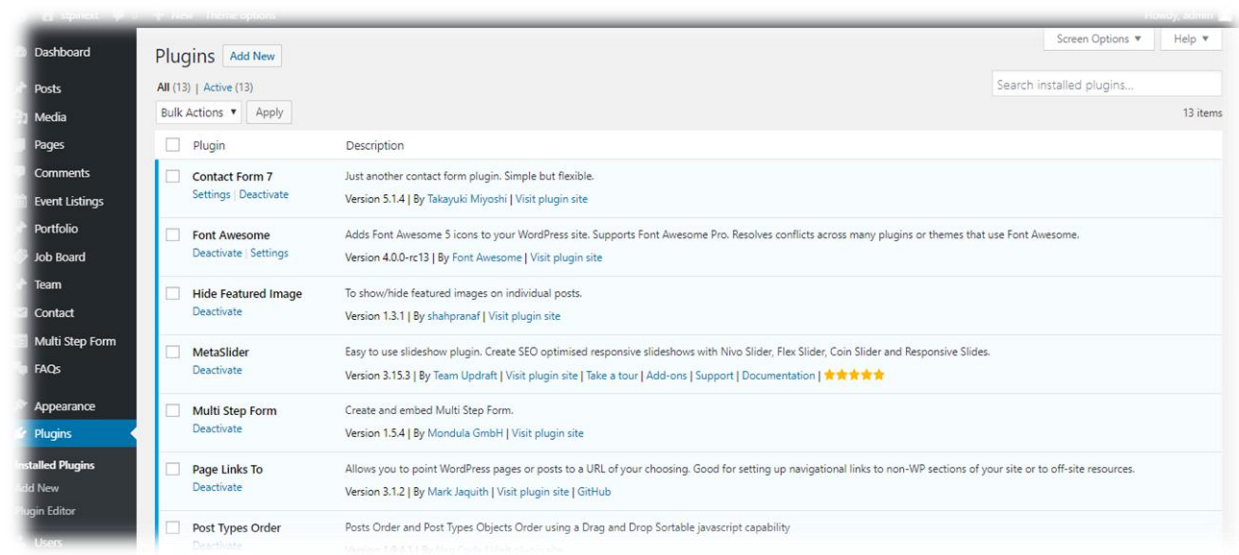

5.0   Customize: STPINEXT

In customization of STPINEXT you can customize so many things like logo change, site title, widgets settings and footer widgets settings. You just have to click on visit site after login in to admin dashboard, please see the below screenshot:-
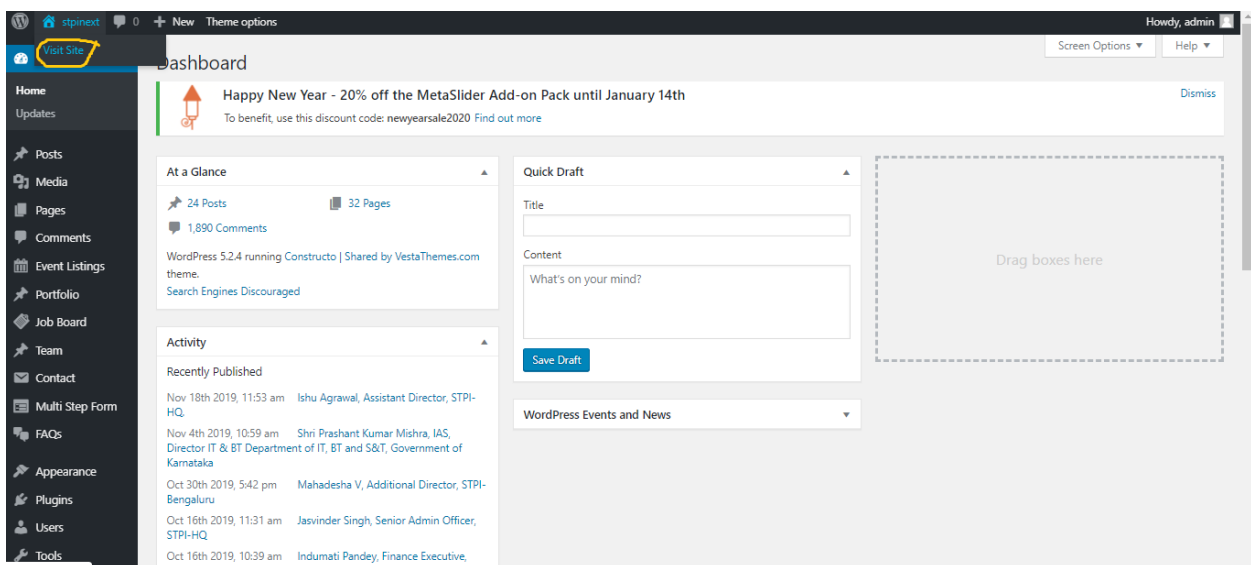
After click on visit site you can see the site with logged in user and you can see navigation top bar with editable features. You can see a tab with the name of customize you just click on the customize tab and there will open a page with customization features.
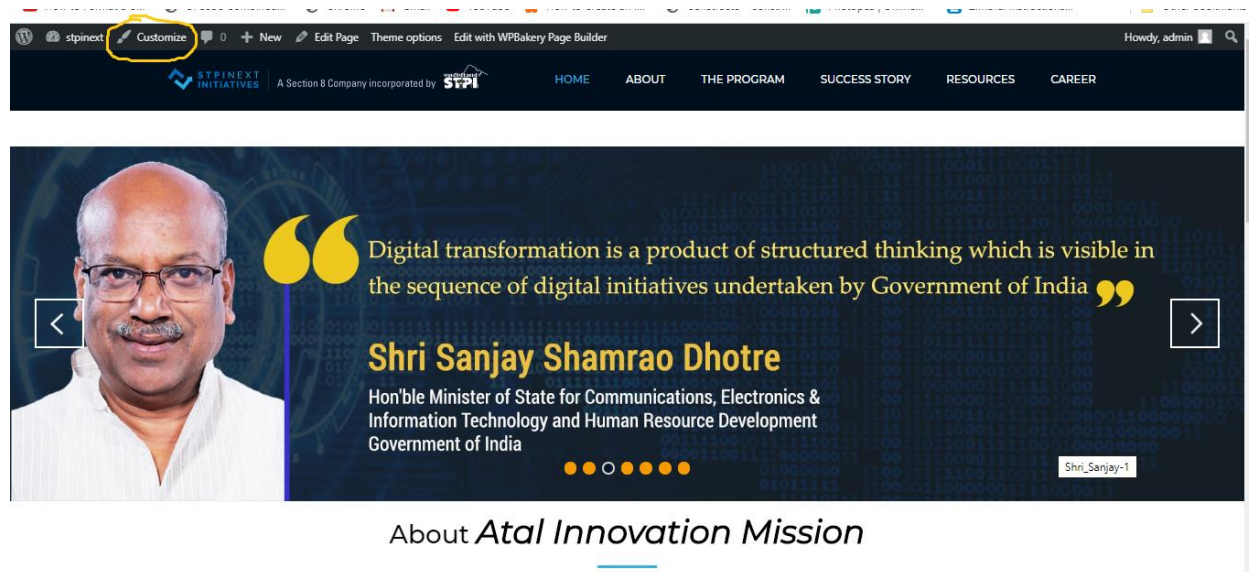
After click on customize button you will see:-

On click on site identity you can update or change the site identity Site Title, Tagline, and you can also change the site icon.

By clicking the menu button you can change the menu from here or you can change menu from dashboard also. You can change the side menu or edit and insert them from here.

By clicking the widgets tab you can edit or update the footer and copyright widget.

By clicking the home page setting tab you can select the page that you want to home page.

By clicking the theme options tab you change the main theme colors, button colors, typography (like body font size, menu font –size, content heading font size etc.), page layout, page setup, header options (like general top menu settings, display top bar?, menu, menu positions etc.), footer options and logos. In logos you can change the main logo, sticky logo and favicon for STPINEXT website.

## 5.1   Slider creating, updating and managing for STPINEXT

Basically there is a plug-in called MetaSlider. This Plug-in customization you can do by clicking on MetaSlider tab which is located in left sidebar menu.
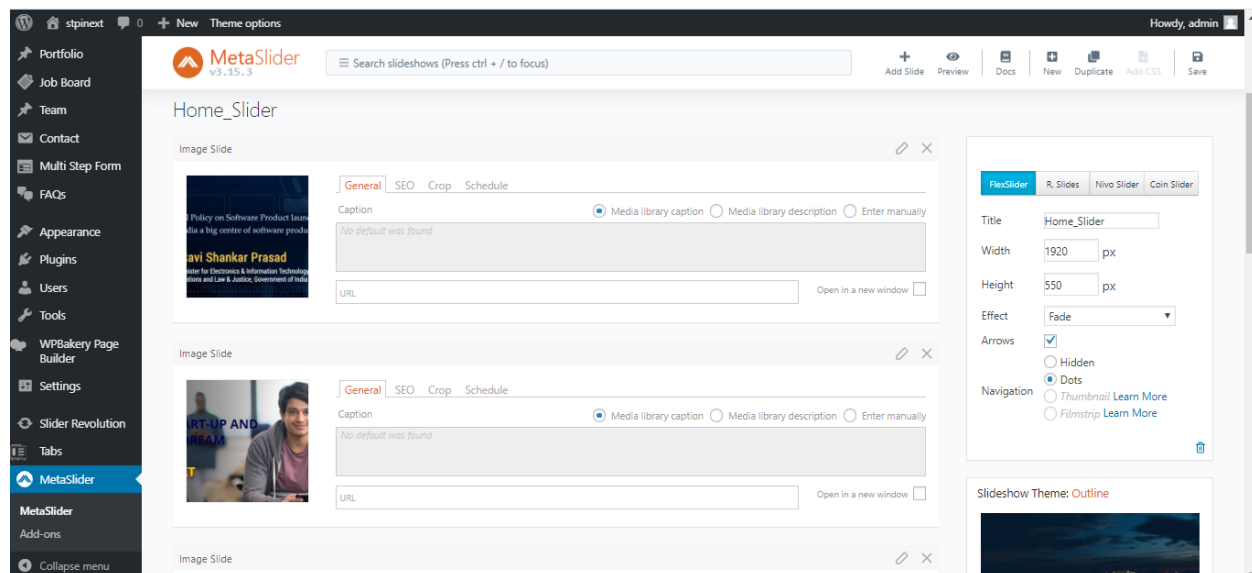
Through this plug-in you can add a slider anywhere in to your website. You can add multiple sliders to your website by crating multiple sliders. You just have to copy and paste short code of slider in to the page on which page you want to add the slider. You can add multiple images in a slider with caption of image and you can also edit Image Title Text.

5.2   WPBakery Page Builder Plug-in for STPINEXT

WpBakery page builder plug-in give a facility to edit the pages. After going to any page you will see a tab on topbar navigation menu with the name **Edit with WPBakery Page Builder,** this tab you are able to see only if you are logged in to dashboard.
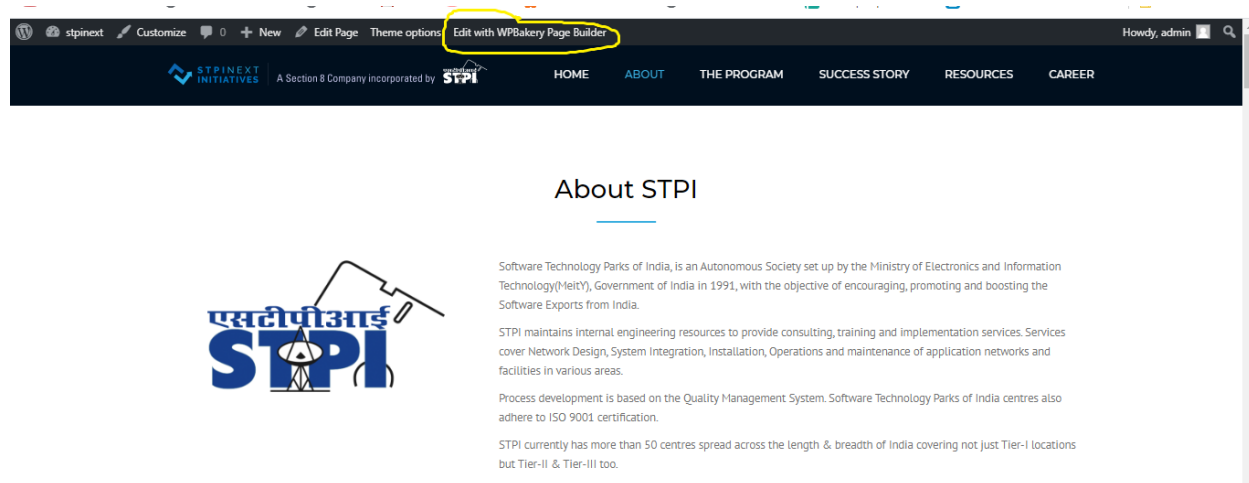
When you click on this tab which is highlighted in above screenshot then it will open look like:-

By this plug-in you can easily edit and insert the content like you can add content, form, images.