

If this guide is distributed with software that includes an end user agreement, this guide, as well as the software described in it, is furnished under license and may be used or copied only in accordance with the terms of such license. Except as permitted by any such license, no part of this guide may be reproduced, stored in a retrieval system, or transmitted, in any form or by any means, electronic, mechanical, recording, or otherwise, without the prior written permission of Adobe. Please note that the content in this guide is protected under copyright law even if it is not distributed with software that includes an end user license agreement.

The content of this guide is furnished for informational use only, is subject to change without notice, and should not be construed as a commitment by Adobe. Adobe assumes no responsibility or liability for any errors or inaccuracies that may appear in the informational content contained in this guide.

Please remember that existing artwork or images that you may want to include in your project may be protected under copyright law. The unauthorized incorporation of such material into your new work could be a violation of the rights of the copyright owner. Please be sure to obtain any permission required from the copyright owner.

Any references to company names in sample templates are for demonstration purposes only and are not intended to refer to any actual organization.

Adobe, the Adobe logo, Acrobat, the Creative Cloud logo, and the Adobe Marketing Cloud logo are either registered trademarks or trademarks of Adobe in the United States and/or other countries.

All other trademarks are the property of their respective owners.

Adobe, 345 Park Avenue, San Jose, California 95110, USA.

Notice to U.S. Government End Users. The Software and Documentation are "Commercial Items," as that term is defined at 48 C.F.R. §2.101, consisting of "Commercial Computer Software" and "Commercial Computer Software Documentation," as such terms are used in 48 C.F.R. §12.212 or 48 C.F.R. §227.7202, as applicable. Consistent with 48 C.F.R. §12.212 or 48 C.F.R. §§227.7202-1 through 227.7202-4, as applicable, the Commercial Computer Software and Commercial Computer Software Documentation are being licensed to U.S. Government end users (a) only as Commercial Items and (b) with only those rights as are granted to all other end users pursuant to the terms and conditions herein. Unpublished-rights reserved under the copyright laws of the United States. Adobe agrees to comply with all applicable equal opportunity laws including, if appropriate, the provisions of Executive Order 11246, as amended, Section 402 of the Vietnam Era Veterans Readjustment Assistance Act of 1974 (38 USC 4212), and Section 503 of the Rehabilitation Act of 1973, as amended, and the regulations at 41 CFR Parts 60-1 through 60-60, 60-250, and 60-741. The affirmative action clause and regulations contained in the preceding sentence shall be incorporated by reference.

Contents

Module 4	Sites Authoring Basics	3
	AEM UI Features	4
	Navigation	5
	Tools	6
	AEM Sites	7
	Exercise 1: Create a page in AEM	10
	Exercise 2: Edit a page in AEM	14
	Author with Core Components	19
	Exercise 3: Explore core component authoring (Optional)	21
	References	30

Sites Authoring Basics

Introduction

In Adobe Experience Manager (AEM), the author service allows you to create, update, and review content before publishing it. These authoring functions are made available to you through the AEM UI.

Objectives

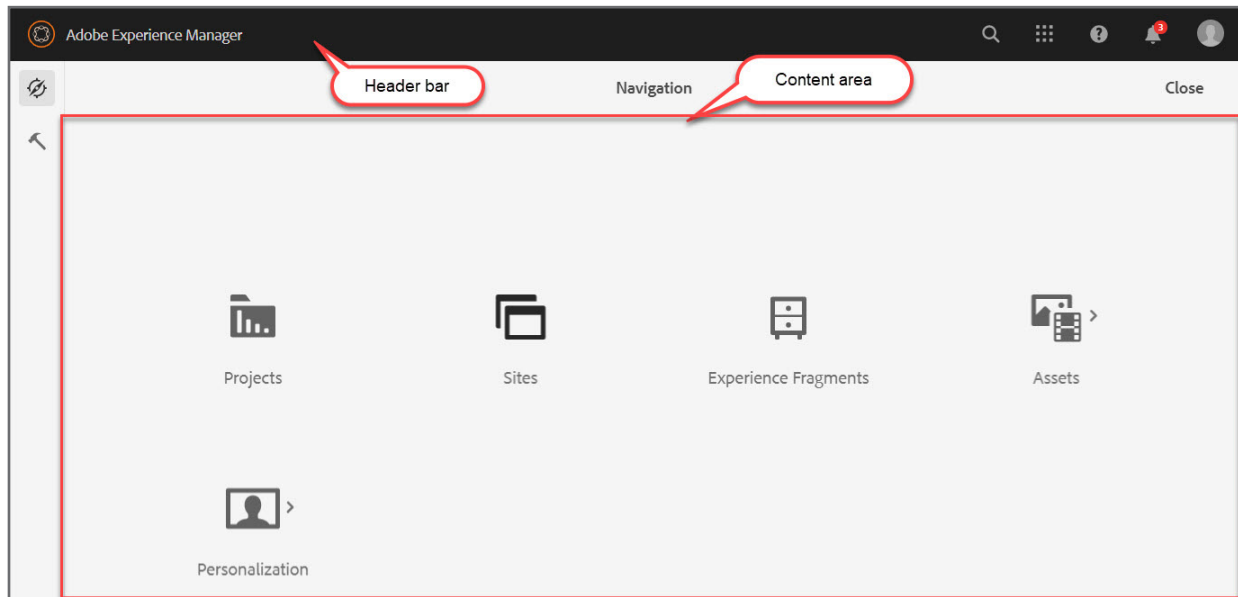
After completing this course, you will be able to:

- Navigate through the AEM UI
- Create and edit pages
- Explore core component authoring

AEM UI Features

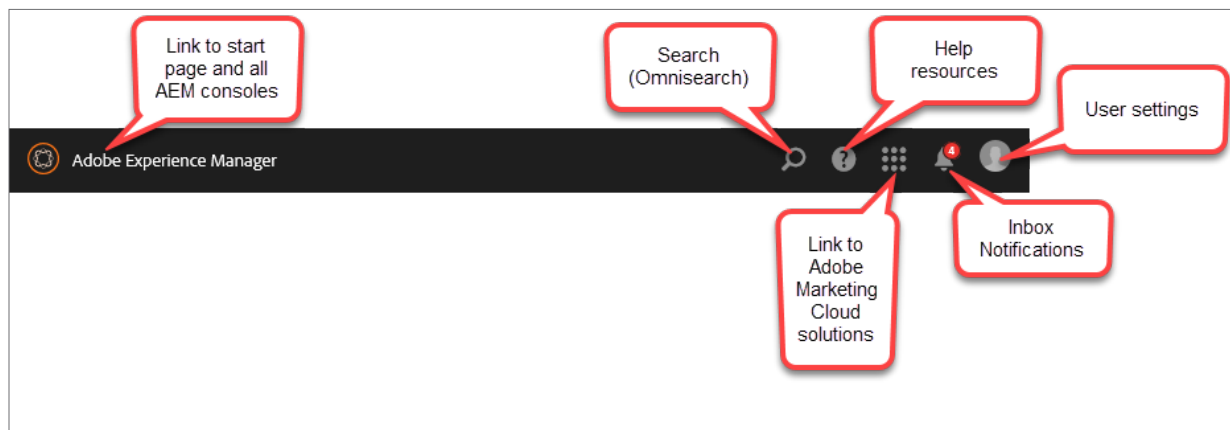
The AEM UI combines the advantages of a web interface with the fluidity and responsiveness that is usually associated with desktop applications. It is touch-optimized for authoring across desktop and mobile devices.

When you sign in to AEM, you are presented with a start screen that includes the header bar and the content area.



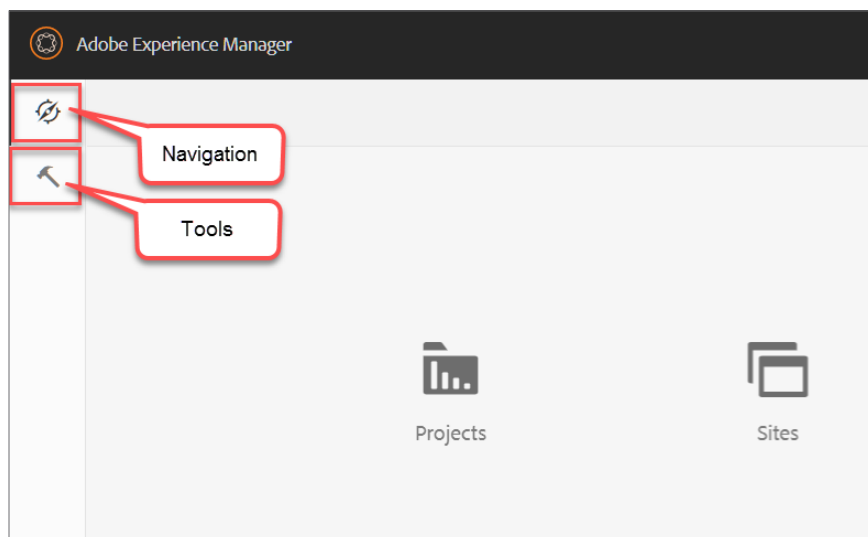
The content area, by default, displays all applications and capabilities of AEM, such as Projects, Sites, Experience Fragments, and Assets.

The header bar displays the default options, as shown below, and changes depending on the process or item you have selected:




Navigation and Tools

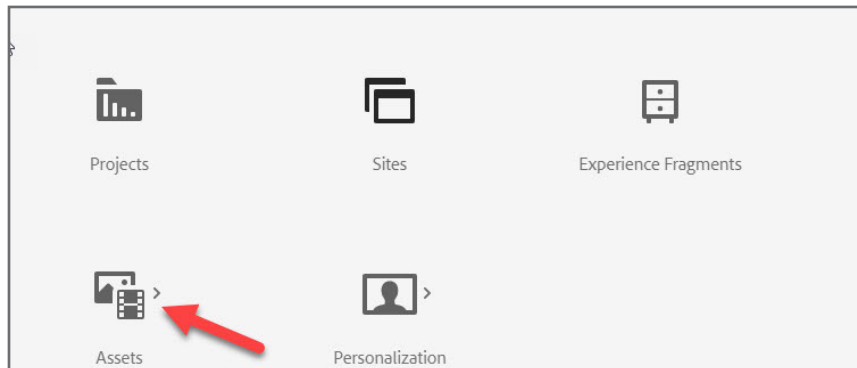
There are two main sections in the AEM UI: Navigation and Tools.



Navigation

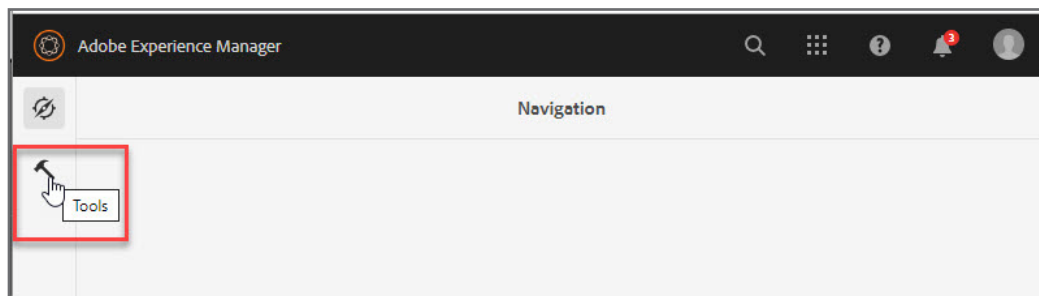
The Navigation section is represented by a compass icon in the AEM UI. By default, when you first sign in, the Navigation section loads in the content area. All applications of AEM, such as Projects, Sites, Experience Fragments, Assets, and Forms, are available in this section. This is also the main section relevant to AEM authors to manage and build content for AEM Sites or leverage assets.

 **Note:** The applications within the Navigation section are arranged like folders in a hierarchy. The applications with a carat symbol, as shown below in the following diagram, have "child" subfolders available, such as **Assets > Files**.



Tools

The Tools section is represented by a hammer icon in the AEM UI. This section displays all AEM administrative consoles, developer tools, and other technical consoles available.



AEM developers and administrators use this section to develop and administer websites, digital assets, and other aspects of the content repository.

AEM Sites

A page in AEM is similar to a webpage and contains **components** such as text, images, and videos. These pages are created from **templates** that define the structure of the page—including where each component can be placed.

Creating Pages

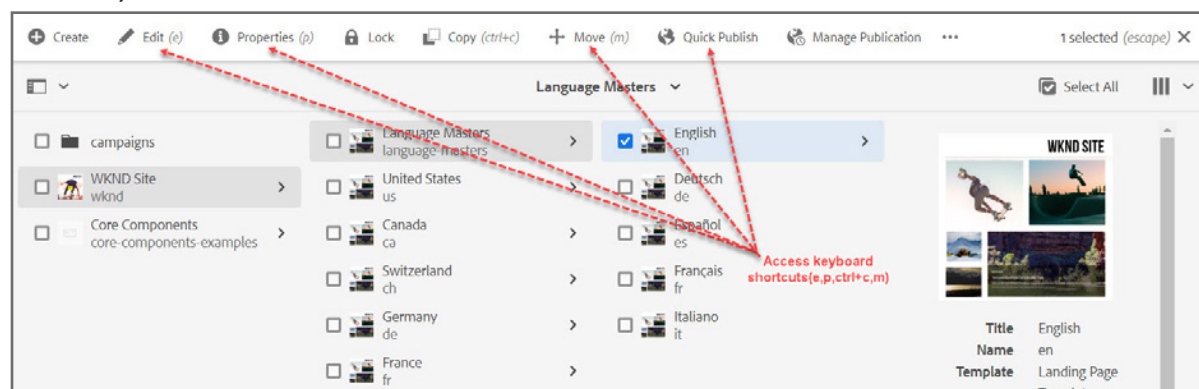
To create a page in AEM Sites, you need to follow a simple wizard where you specify the page template from a list of available templates, and then provide the page with a title and a name. The title is displayed to the user (who views the page in a browser) and the name is used to generate the page URL. The name can be derived from the title, if a name is not initially given when completing the required steps in the page creation wizard.

Editing Pages

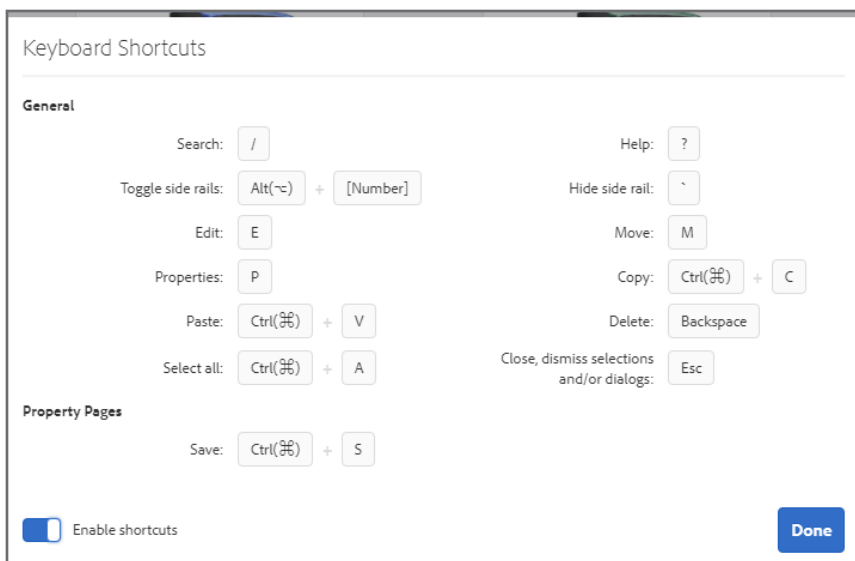
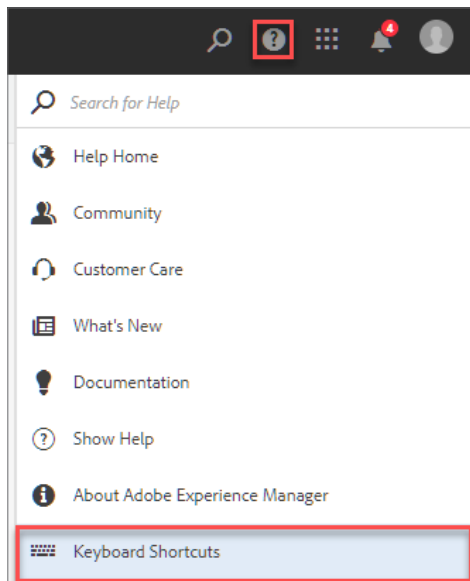
After you create a page, you can edit and add content to it. You can add content by dragging the components available in the side panel onto your page in the page editor.


AEM Keyboard shortcuts

When you select an object in AEM such as a page, the header bar changes to show a menu of options to work with the object. To aid in editing and managing pages, there are a collection of keyboard shortcuts you can use to quickly access common tasks and functions, as shown below. By default, each user's keyboard shortcuts are enabled.



You can customize or enable/disable shortcuts by navigating to **Help > Keyboard Shortcuts**.



 **Note:** For accessibility reasons, shortcuts may be disabled if they conflict with screen readers. You can also opt to disable the shortcuts yourself using the Enable shortcuts toggle switch in the **Keyboard Shortcuts** dialog box.

Reference Site: WKND

The WKND Site is a fully functional site created with AEM. The WKND is a fictional online magazine and blog that focuses on nightlife, activities, and events in several international cities. This site is built with the following best practices of AEM:

- Localized site structure, with language masters live-copied into country-specific sites
- Content fragments
- Core components
- Responsive layout for all pages
- All editable templates
- HTML Template Language (HTL) for all components



Note: While WKND illustrates an adventure and relaxation site, it is not specific to a leisure site. The site is set up in a way that it can be applied to any vertical.

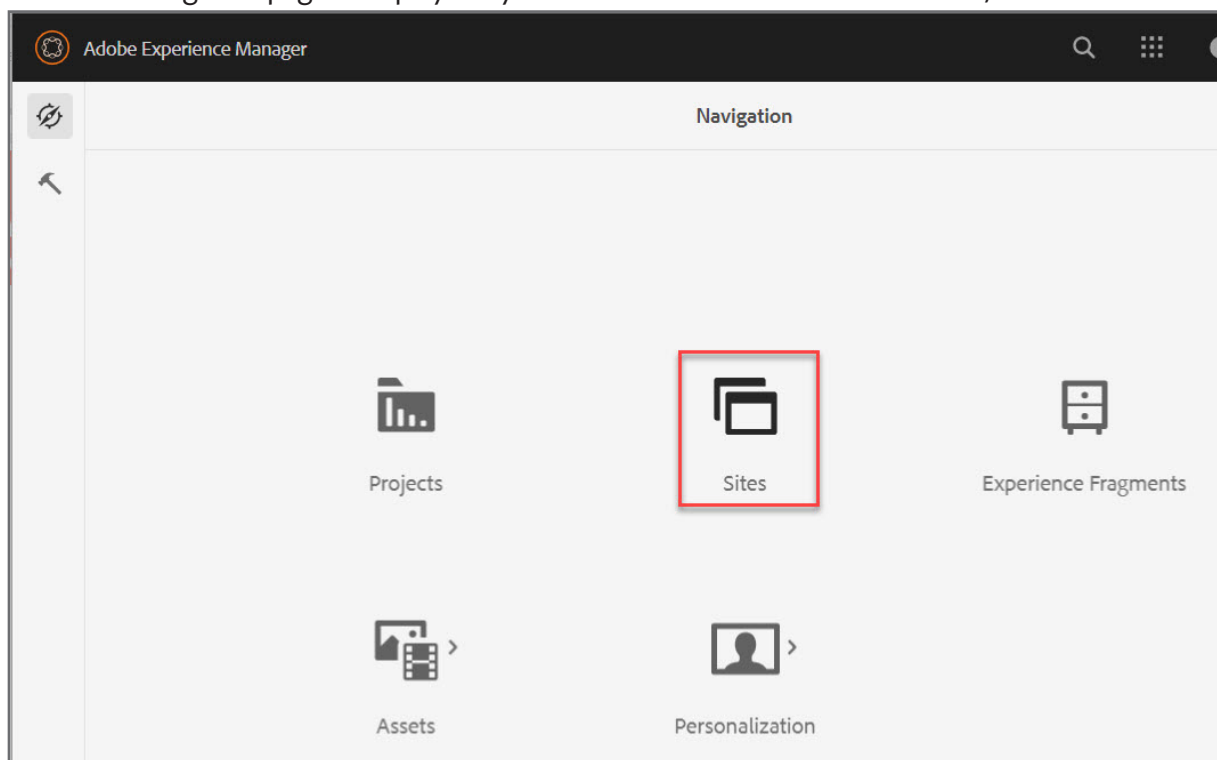
Exercise 1: Create a page in AEM

Scenario: As an author, you need to create and edit a page in AEM Sites under the built-in WKND site hierarchy.


In this exercise, you will create a demo page using the content template available in AEM.

To create a new page:

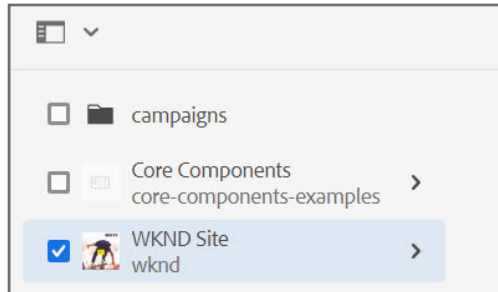
1. Ensure you have started and logged on to your AEM author service on port 4502.
2. The Navigation page is displayed by default in the content area. Click **Sites**, as shown.



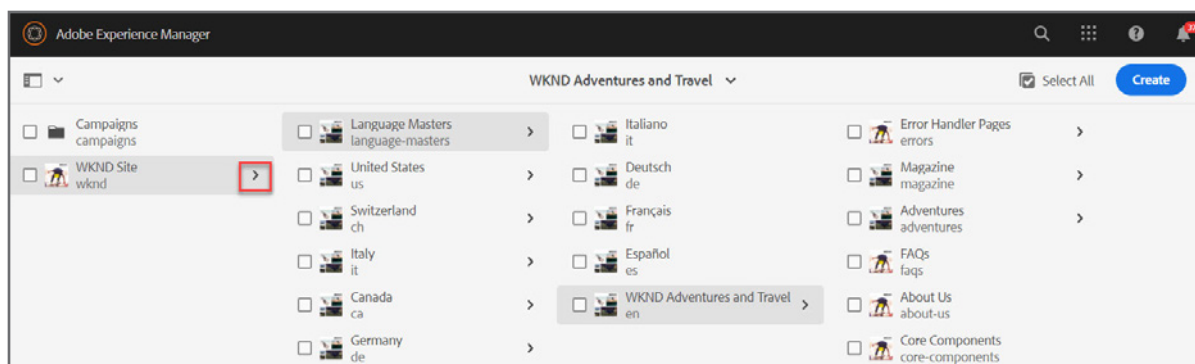
The column view is displayed.

 **Note:** You may see the **Product Navigation** tutorial dialog guiding you through the navigation. You may click **Next** to proceed through the tutorial and learn the basic AEM UI elements and navigation, or you may click **Close** to hide the tutorial.

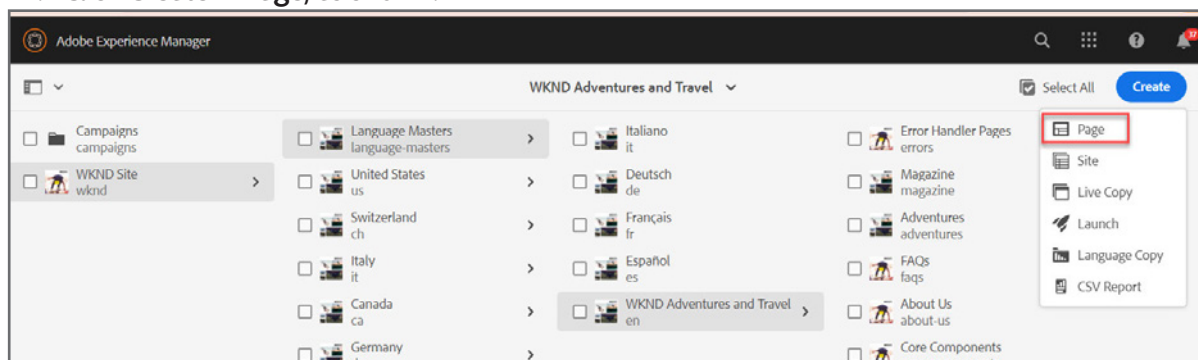
TIP: If you see a checkmark on the WKND site thumbnail as shown below, it means you have *selected* WKND site for editing and/or managing the page. Click the thumbnail again to clear the selection and click the right-pointing arrow instead.



3. In the column view, click the right-pointing arrow next to **WKND Site** and navigate to **WKND Site > Language Masters > WKND Adventures and Travel**, as shown:

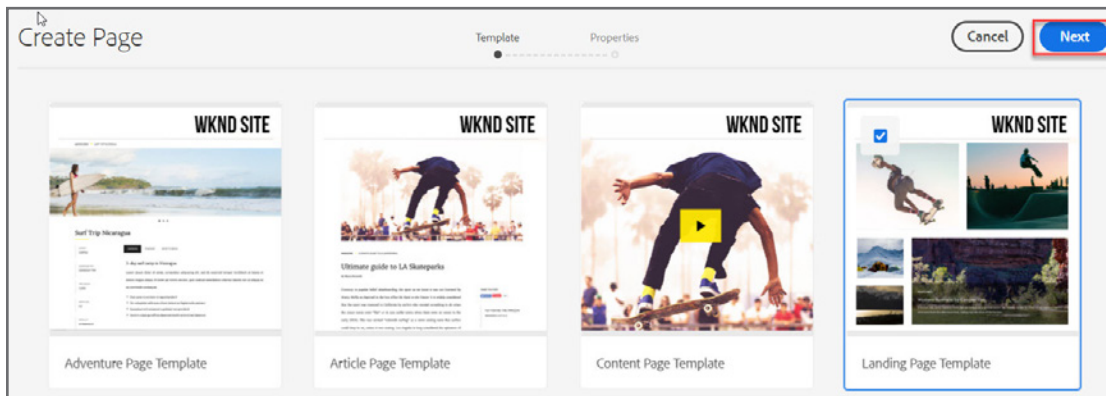


4. Click **Create > Page**, as shown.



After you click **Page**, a wizard appears where you need to select a template for your page.

5. Click the **Landing Page Template** to select it and then click **Next**, as shown.



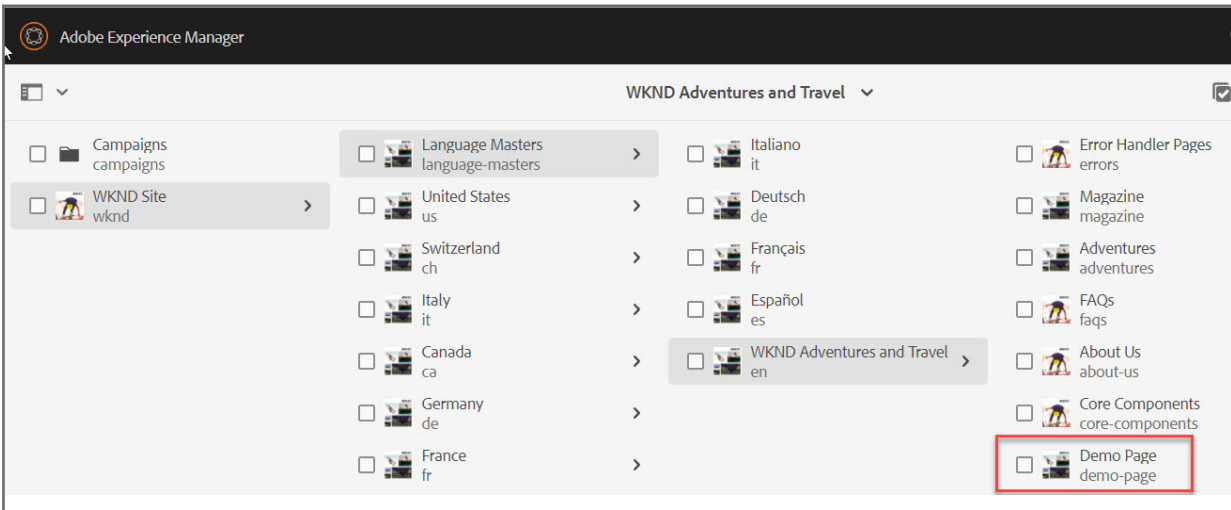
6. In the **Properties** step of the page creation wizard, provide the following value for the corresponding field:

a. Title: **Demo Page**

The screenshot shows the 'Create Page' dialog box in the 'Properties' step. The 'Basic' tab is selected. Under the 'Title and Tags' section, the 'Title' field is filled with 'Demo Page'. The 'Name' and 'Tags' fields are empty. At the bottom right, there is a 'Back' button and a 'Create' button.

7. Click **Create** in the upper-right corner to create the page. A **Success** dialog box is displayed with a message that your page has been created.

8. Click **Done**. The new page appears as a child page of WKND Site. The page title (**Demo Page**) appears in the column view. You can see the page name **demo-page** below the page title.

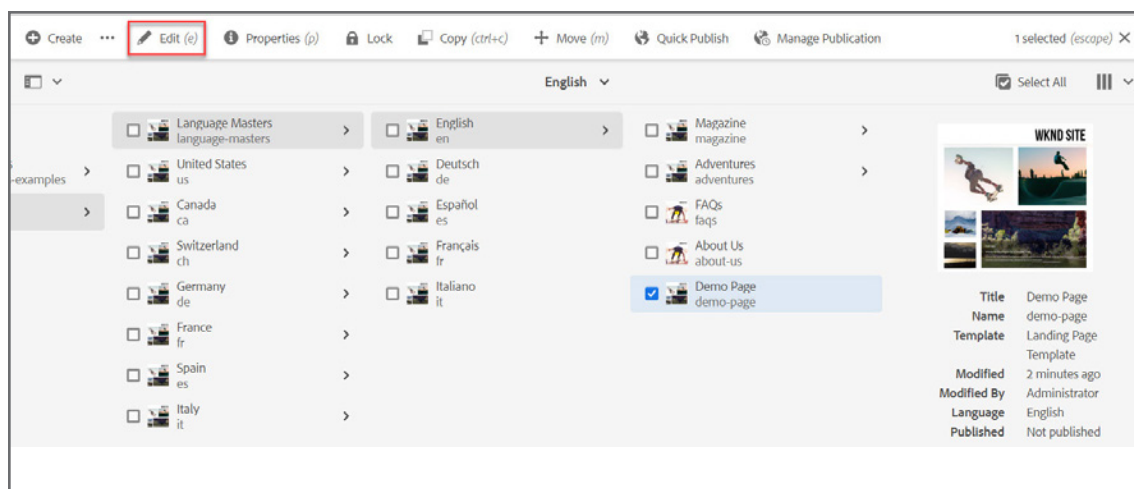



You can create subpages of any page using the same process.

Exercise 2: Edit a page in AEM

In this exercise, you will edit the page you just created by adding text and image components.

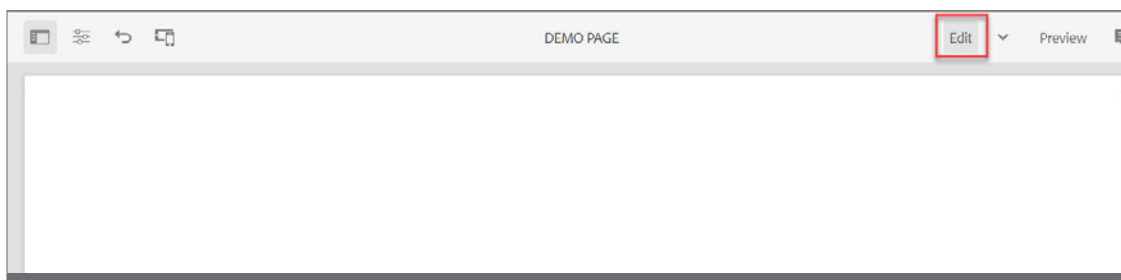
1. Click checkbox for the **Demo Page** (thumbnail) you just created to select it, and click **Edit (e)** from the actions bar. Be patient as it may take a few minutes to load the AEM page editor the first time.



 **Note:** You will notice the shortcut keys in the header bar. After you have selected a page, you may use the keyboard shortcuts such as **e** to edit the page, **p** to view page properties, and **Ctrl+C** to copy the page.

The Demo Page opens in a new tab in your browser. A Modes window may display, click **Close** to close it.

Ensure the page is open in edit mode by checking in the upper-right corner to see if the **Edit** mode is highlighted, as shown:



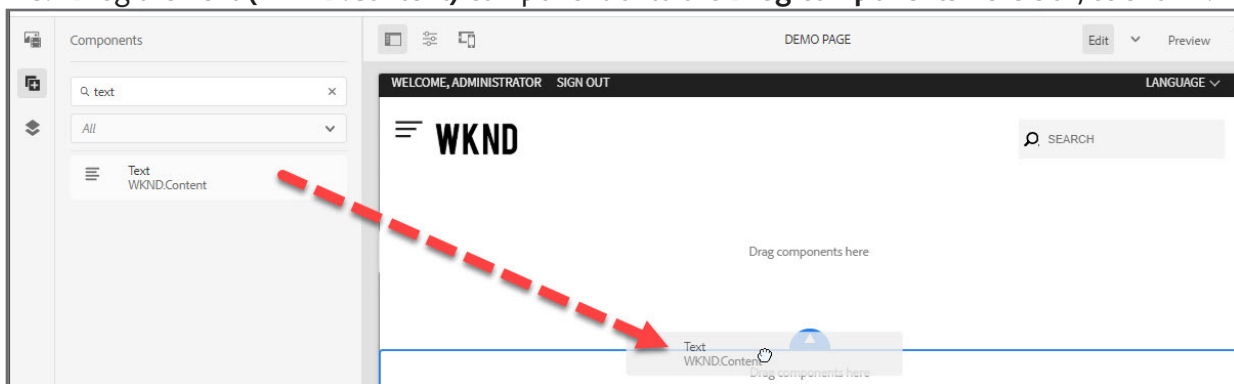
To add a text component to the page:

2. Click the **Toggle Side Panel** icon in the upper-left corner, as shown.

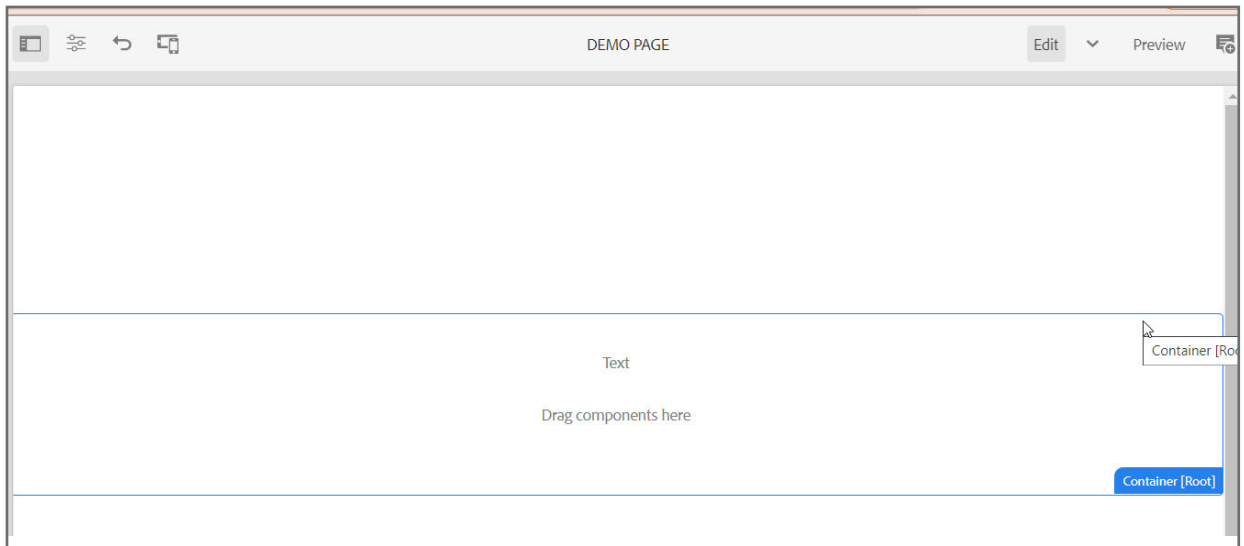


The side panel is displayed.

3. Click the **Components** icon.
4. In the **Filter** field, type **text** and press **Enter** to search for the **Text** component. The search yields results that contain the word "text".
5. Drag the **Text (WKND.Content)** component onto the **Drag components here** box, as shown:

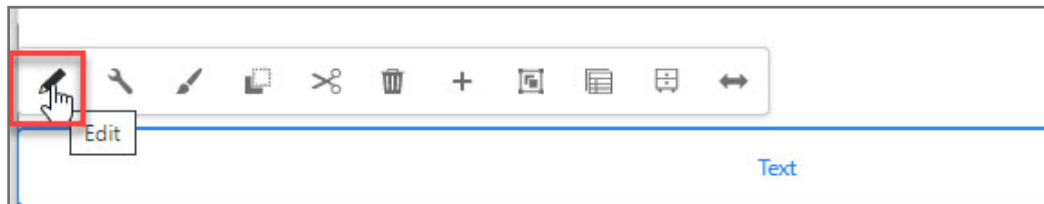


Your editor should look like the following:



Tip: If the ordering is not correct, just drag the text component again to the **Drag components here** box.

6. Click the **Text** component, and then click **Edit** (pencil icon) from the component toolbar as shown. A text editor opens in the same tab.



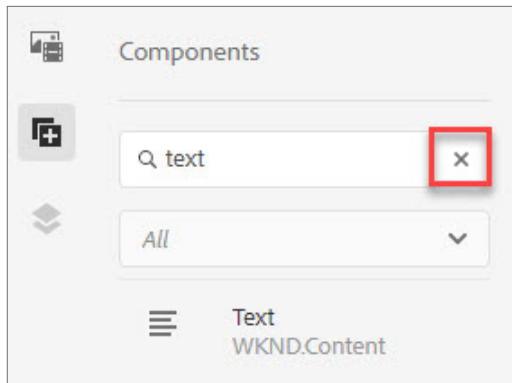
7. Add sample text of your choice in the text editing form that appears and click **Done** (checkmark icon) to save the changes. The text is added to the page.



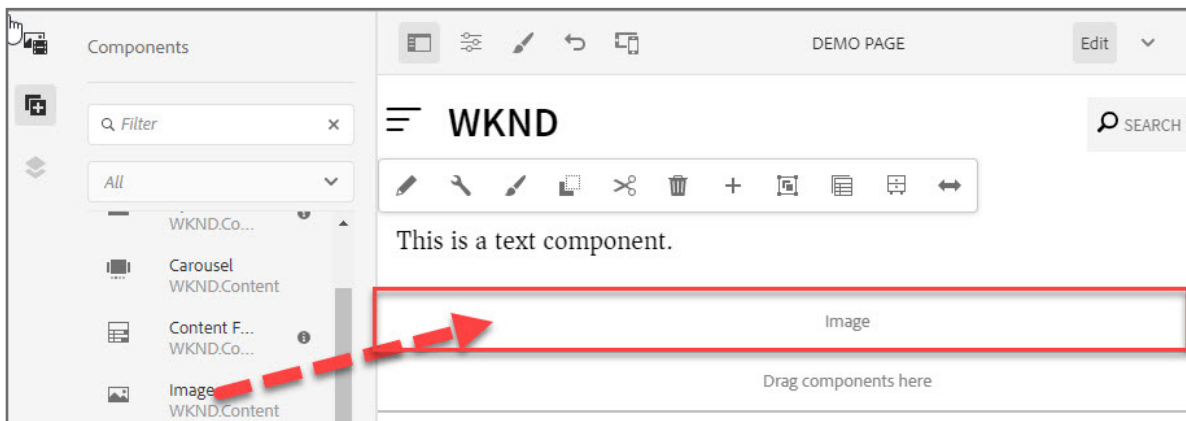
You have now added the first component to your page!

To add the image component to your page:

8. In the side panel, click **X** to clear the search, as shown.:



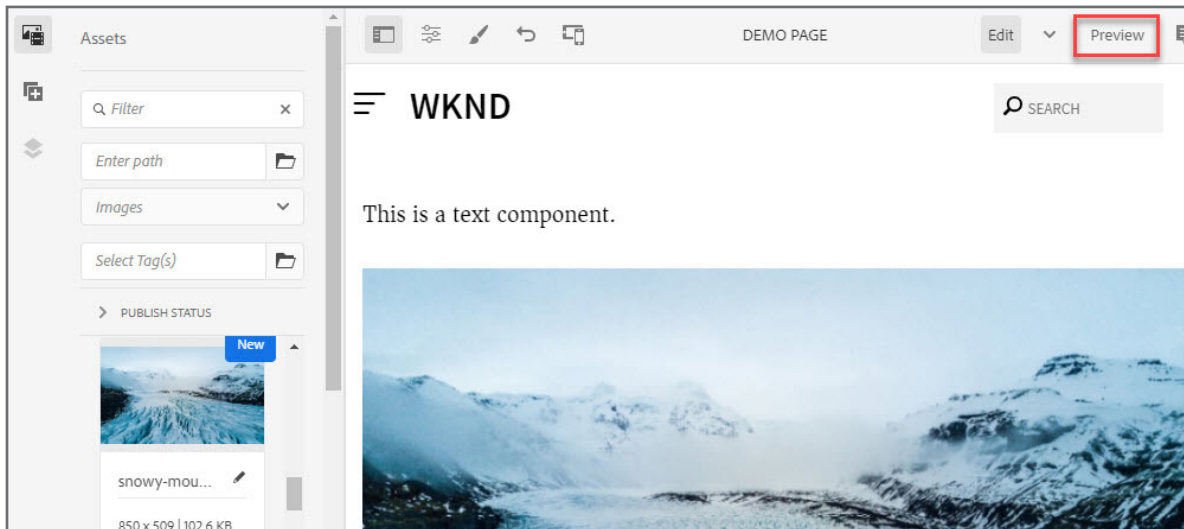
9. Scroll down and drag the **Image (WKND.Content)** component onto the **Drag components here** box as shown:





10. Click the **Assets** icon in the side panel as shown:




11. Drag any image from the **Assets** tab onto the **Image** component. AEM will add the image to the page.
12. Click **Preview** in the upper-right corner to preview the changes to your page, as shown.



13. Press **CTRL+SHIFT+M** to go back to the edit mode. You can use this method to toggle between **Preview** and **Edit** mode, as you may need to switch often when adding and testing page content.

 **Note:** This keyboard shortcut is AEM-specific and does not depend on the operating system or the browser. In other words, this shortcut is universal to AEM. The only variation to this is the use of . This key is specific to macOS, and is equivalent to the **CTRL** key in Windows.

 **Note:** At this time, your page has been edited, but is not yet live. In order to push content changes to the web, your page must be published ("activated") to a publish service of AEM.

Author with Core Components

In AEM, Core components:

- Are production-ready components that Adobe provides as a base for site creation
- Provide robust and extensible base components built on the latest technology and best practices adhering to accessibility guidelines
- Are compliant with the Web Content Accessibility Guidelines (WCAG) 2.0 AA standard

You can find that the code on Core component development exists outside of the AEM code base. This enables you to update and enhance the components more often than the product releases. Developers can extend core components to offer custom functionality.

Core components provide the rich-authoring functionality and several advantages to authors when adding content to pages. Components are available on the **Components** tab of the side panel of the page editor when editing a page.

Components are grouped according to categories called component groups to easily organize and filter the components. The component group name is displayed along with the component in the component browser, and it is also possible to filter components by group to easily find the right component.

Pre configuring Core Components

With Core components, a template author can configure a number of capabilities through the Template Editor or in the design mode. For example, if an image component should not allow image upload from the file system or if a text component should only allow certain paragraph formatting features can be enabled or disabled with a simple click.

As the Core components can be pre-configured by template authors to define what options are allowed as part of a template, and further configured by the page author to define actual page content, each component can have options in two different dialogs:

- Edit dialog: Provides the options that a page author can modify during page editing for the placed components. For example, formatting of content text and rotating an image on a page.
- Design dialog: Provides the options that a template author can modify when configuring a page template. For example, text formatting and image in-place editing options.

The styles of most Core components can be defined by using the AEM style system.

- A template author can define which styles are available for a particular component in the design dialog of that component.
- The content author can then choose which styles to apply when adding the component and creating content.



Note: As a developer, understanding the Core components authoring capabilities and leveraging the Core components is vital for rapid project development. After you know the authoring features of the Core components, you can create a development plan for designing and customizing the components further, if required. To test the authoring capabilities of the Core components, you must create proxy components and add the Core component client libraries to your project to test the authoring capabilities.

Exercise 3: Explore core component authoring (Optional)

Core components provide the toolset to quickly start your projects with minimal component development. In this exercise, you will explore the authoring capabilities of different core components. WKND uses the core components through proxy components, which follows best practices. This is a good exercise to come back to after completing this class to fully understand the capabilities of some of the core components.

This exercise includes the following tasks:

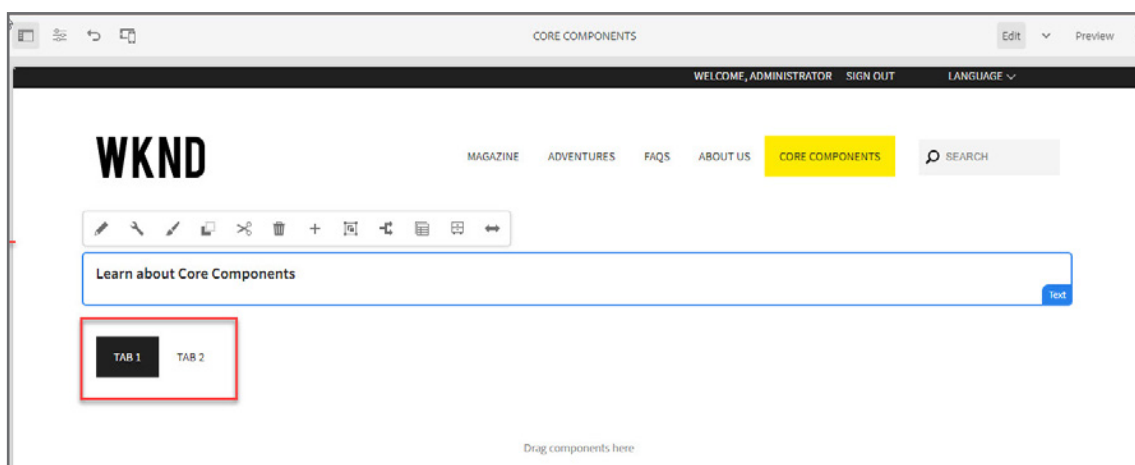
1. Create a Page
2. Explore different components

Task 1: Create a page

1. In your AEM author instance, navigate to the **Sites > WKND Site > United States > WKND Adventures and Travel** page.
2. Click **Create > Page**. The **Create Page Template** wizard opens.
3. Select the **Content Page Template** and click **Next**. The **Create Page Properties** wizard opens.
4. In the **Title** field, type **Core Components**, and click **Create**. The **Success** dialog box is displayed.
5. Click **Open** to open the page.

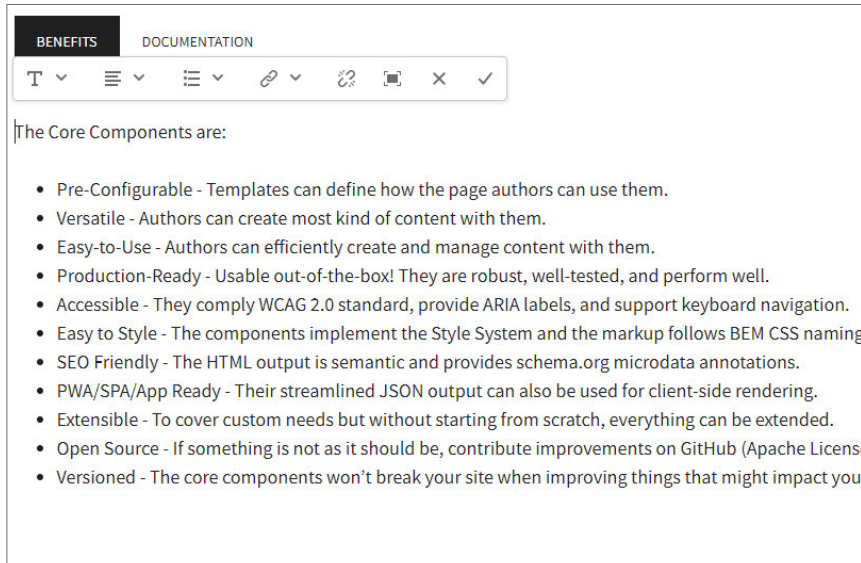
Task 2: Explore different components

1. On the page you created in the previous task, ensure you are in the **Edit** mode, and click the **Toggle Side Panel**.
2. Click the **Components** icon in the left panel. The list of available components is displayed.
3. Drag the **Title** component onto the **Drag components here** area.
4. Double-click the **Title** component you added to edit it. The **Title dialog** box opens.
5. In the **Title** field, type **Learn about Core Components**, and click the **Done** (checkmark) icon in the upper right. The title is updated.
6. From the Components browser in the left panel, drag the **Tabs** component onto the **Drag components here** area. Two tabs, Tab 1 and Tab 2, are added, as shown:



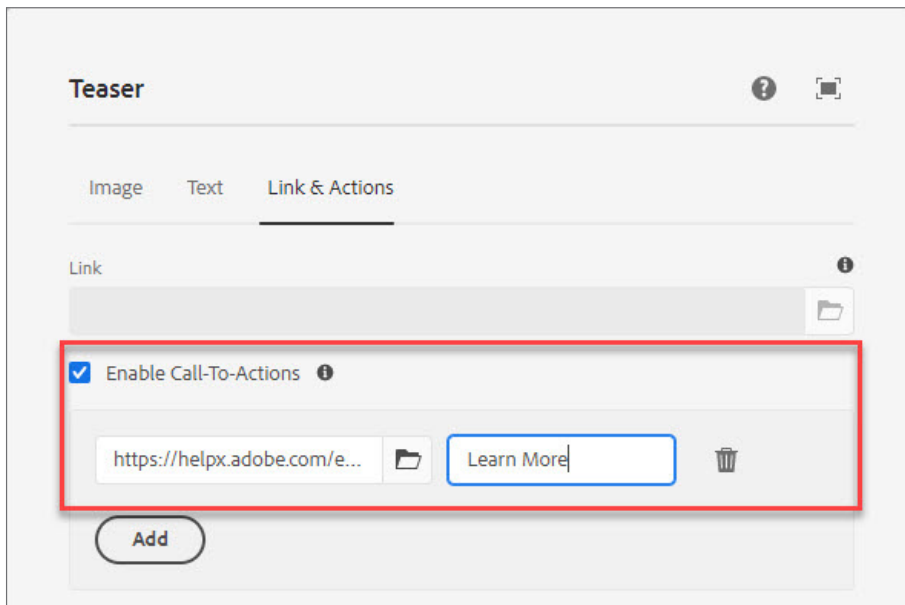
7. Double-click the tabs component. The **Tabs** dialog box opens.
8. On the default **Items** tab, rename **Tab 1** as **Benefits**.
9. Rename **Tab 2** as **Documentation**.
10. Click **Done** to save the changes.
11. On the **Benefits** tab, click the **Drag components here** area.
12. Click the **Insert component** icon (the + icon) and add a **Text** component.

13. Navigate to the **Sites Authoring Basics** exercise files provided to you and copy the content from `\Exercise_Files_TB\Sites_Authoring_Basics\Benefits.txt`.
14. On the **Components** page, double-click the **Text** component. The **Text** dialog box opens.
15. Paste the content and apply the bullet list format to the text, as shown:

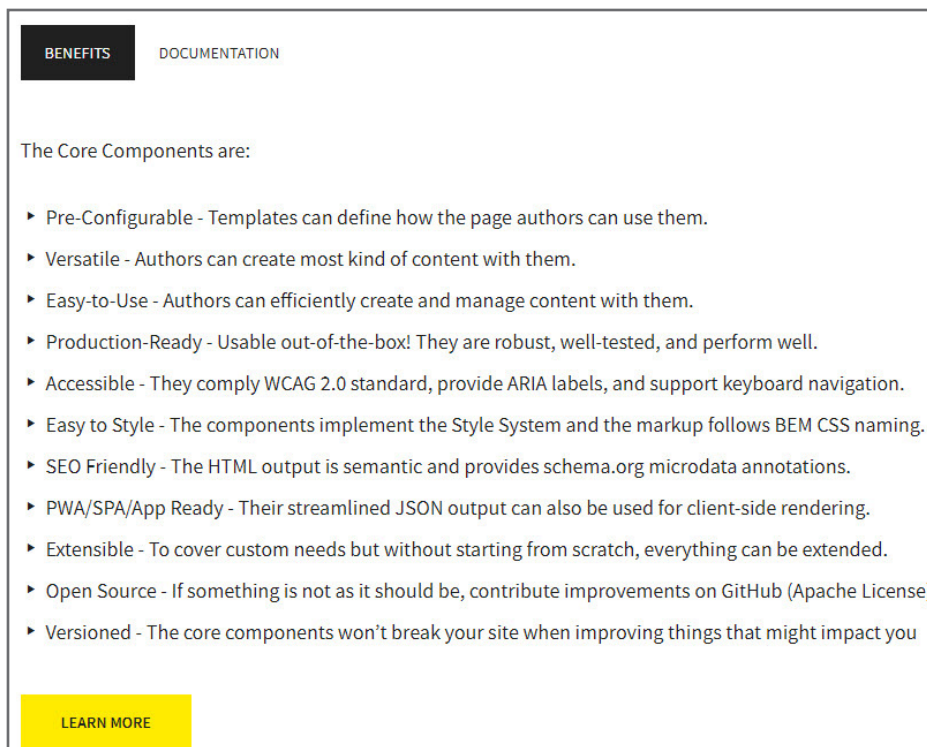


16. Click **Done** to save the changes. The text is added to the **Benefits** tab.
17. Click the **Drag components here** area below the text you added in the previous step.
18. Click the **Insert component** icon (the + icon), and add a **Teaser** component.
19. Click the **Teaser** component, and click the **Configure** icon (the wrench icon). The **Teaser** dialog box opens.
20. On the **Link & Actions** tab, select the **Enable Call-to-Actions** checkbox.
21. In the **Link** field, type <https://helpx.adobe.com/experience-manager/core-components/using/introduction.html>.

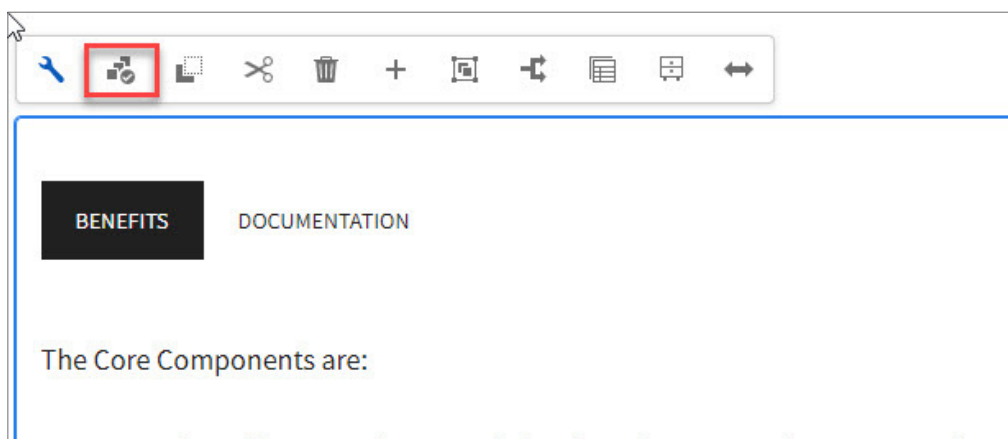
22. In the **Text** field, type **Learn More**. The **Teaser** dialog should look, as shown:



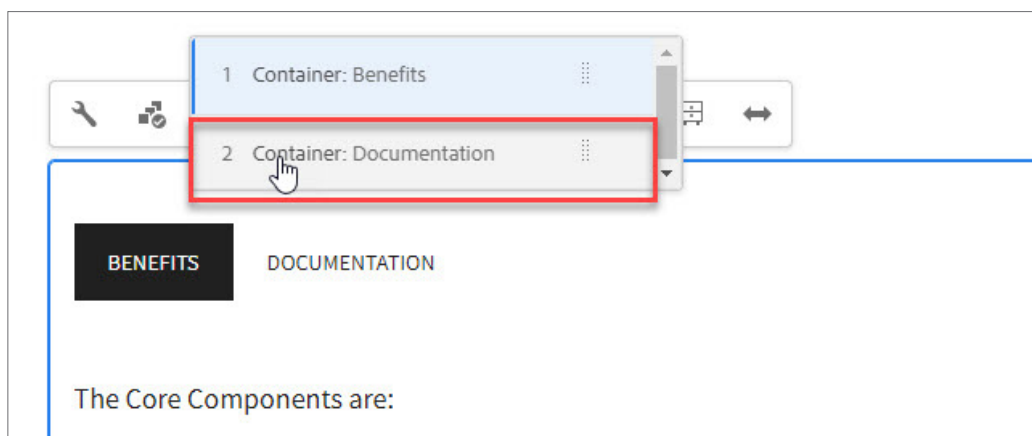
23. Click **Done** (checkmark icon) to save the changes. The **Learn More** button is added to the page. The Benefits tab should look, as shown:



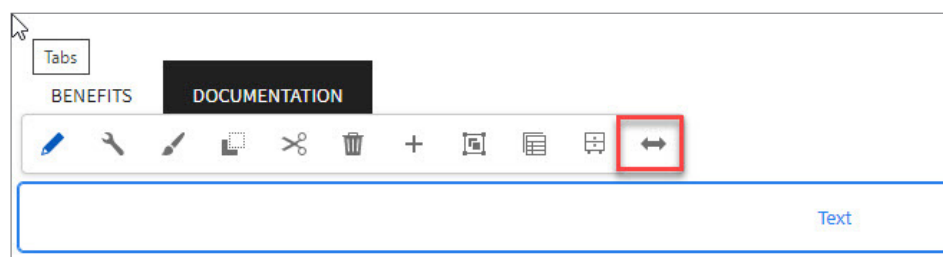
24. To add components and content on the **Documentation** tab, click the **Tabs** component and click **Select Panel**, as shown:



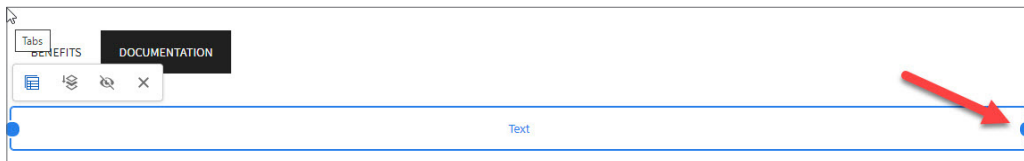
25. Click **Container: Documentation**, as shown. The components and content you insert now will be added under Documentation.



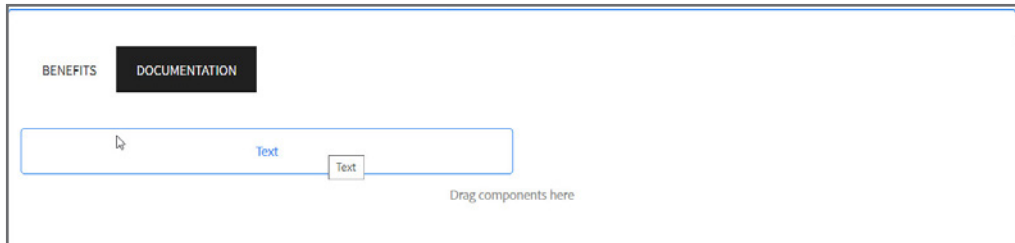
26. On the **Documentation** tab, click the **Drag components here** area.
27. Click the **Insert component** icon (the + icon), and add a **Text** component.
28. Click the **Text** component, and click **Layout**, as shown. The layout is now editable.



29. Drag the blue circle and adjust the layout to 6/12 columns, as shown:



30. Click **Close**. The component should look, as shown:



31. Navigate to the **Sites Authoring Basics** exercise files provided to you and copy the content from `\Exercise_Files_TB\Sites_Authoring_Basics\Documentation.txt`.

32. Click the **Text** component in AEM, and click the **Edit icon** (pencil icon) to add content.

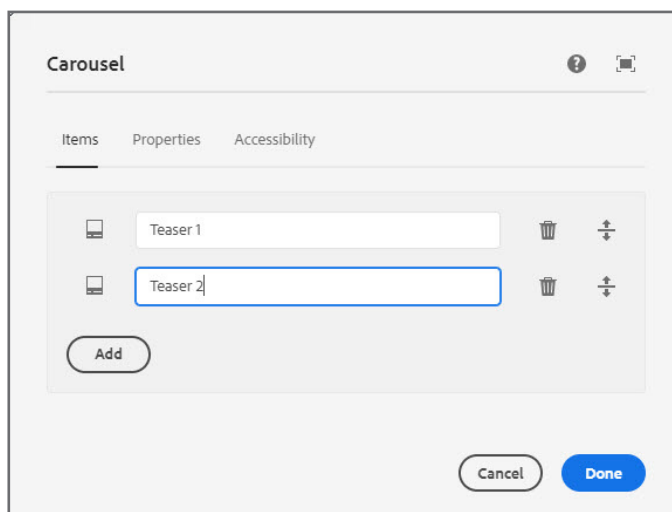
33. Paste the content you copied in step 30 and click **Done**. The text is added under the **Documentation** tab.

34. Add a **Carousel** component under the Text component in the **Documentation** tab.

35. Select the **Carousel** component and click the configure icon.

36. Under the **Items** tab, add two Teasers.

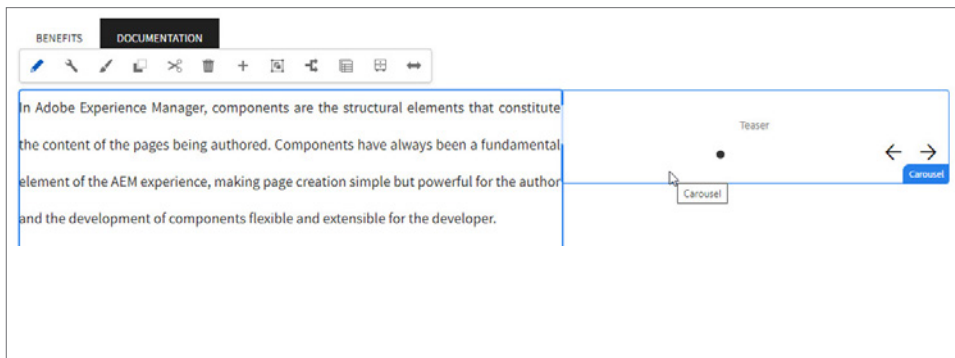
37. Name them as **Teaser 1** and **Teaser 2** respectively, as shown:



38. Click **Done**.

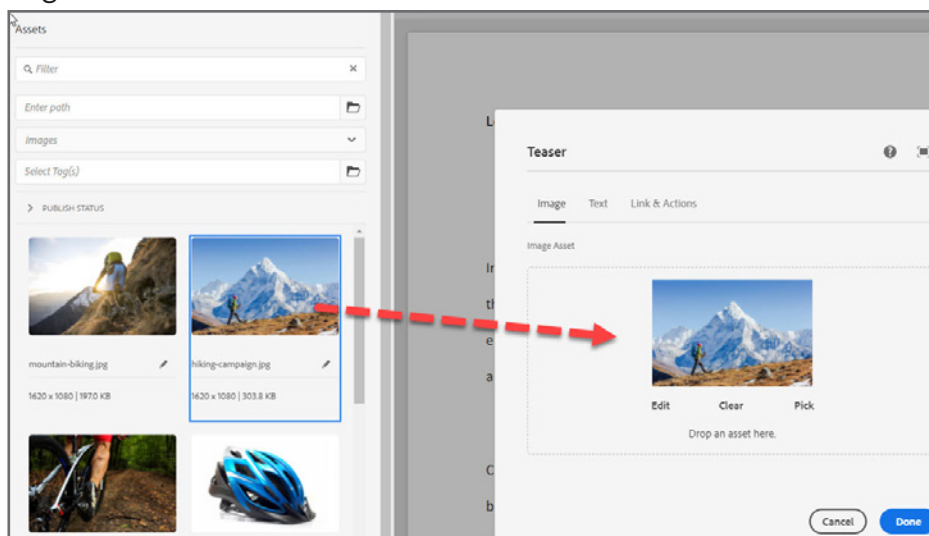
39. Click the **Carousel** component, and click **Layout**. The layout is now editable.

40. Drag the blue circle and adjust the layout to 6/12 columns. The two components are now placed next to each other, as shown:



41. Select the **Teaser 1** dialog box and click **Configure**. The **Teaser** dialog box opens.

42. On the **Image** Tab, drag an image from the **Assets** tab onto the **Drop an asset here** area. The image is added.



43. On the **Text** Tab, select the **Get title from linked page** checkbox.

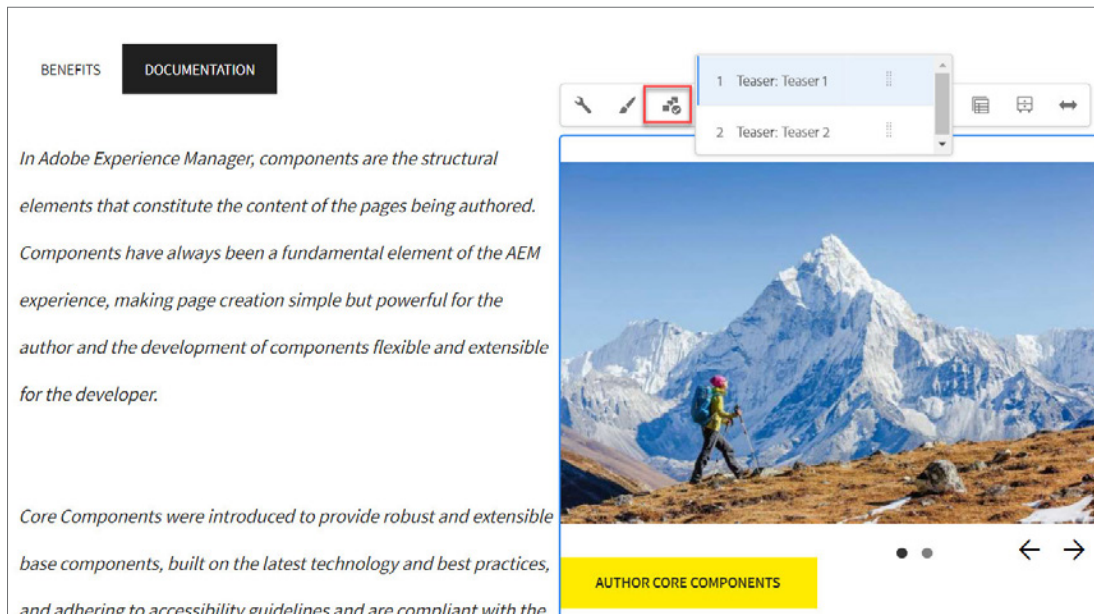
44. On the **Links & Actions** tab, select the **Enable Call-to-Actions** checkbox.

45. In the **Link** field, enter <https://helpx.adobe.com/experience-manager/core-components/using/authoring.html>

46. In the **Text** field, enter **Author Core Components**.

47. Click **Done**.

48. Select the **Carousel** component and click the **Select Panel** icon, as shown:



49. Click **Teaser: Teaser 2** to add content under Teaser 2.

50. Click the **Toggle Side Panel** icon to access the options in the left panel.

51. Select **Teaser 2** dialog and click the **Configure** icon. The **Teaser** dialog box opens.

52. From the **Assets** tab, drag an image onto the **Drop an asset here** area.

53. On the **Text** tab, select the **Get title from linked page** checkbox.

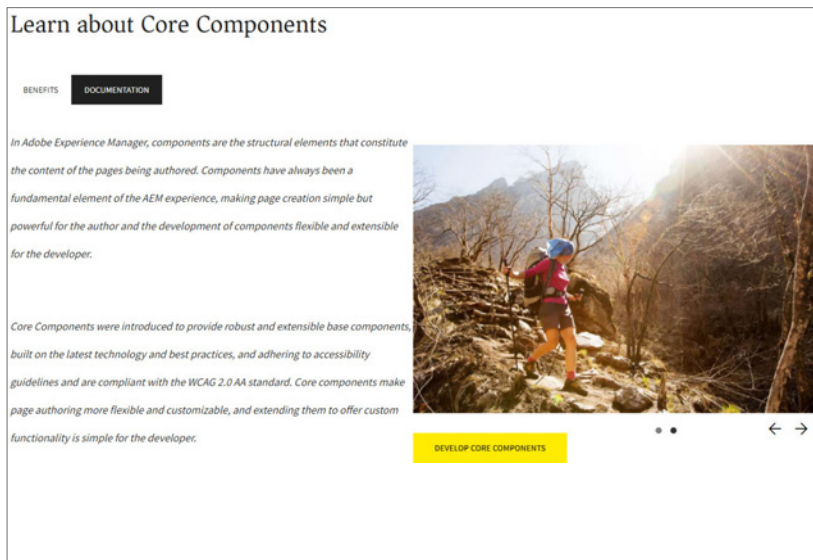
54. On the **Links & Actions** tab, select the **Enable Call-to-Actions** checkbox.

55. Click the **Done** icon (checkmark in the upper right).

56. In the **Link** field, type <https://helpx.adobe.com/experience-manager/core-components/using/developing.html>


57. In the **Text** field, type **Develop Core Components**.

58. Click **Done** to save the changes. The **Documentation** tab should look, as shown:



59. To view your completed work, click **Preview** in the upper-right corner of the page. Click all tabs and links to check if all the elements are working correctly.

60. Optional: The AEM core components also has set of form components. You can enable these on the WKND Site by going into the Template Editor and modifying the Container Policy to include **WKND.FORM** component group.

 **Note:** You can see the completed version of this exercise by uploading and installing the **core-component-authoring-in-xf.zip** content package from the exercise files. This content package has an Experience Fragment called **Core Components**. You can view this fragment by adding an Experience Fragment component onto the page and dragging the Core Components fragment onto the page.

References

You can use the following links for more information on:

- Authoring Pages:
<https://docs.adobe.com/content/help/en/experience-manager-cloud-service/sites/authoring/getting-started/quick-start.html>
- You can download the latest release of the Wknd site using the following link:
<https://github.com/adobe/aem-guides-wknd/releases>
- Core components introduction:
<https://docs.adobe.com/content/help/en/experience-manager-core-components/using/introduction.html>
- Component library:
<http://opensource.adobe.com/aem-core-wcm-components/library.html>
- Core components versions:
<https://docs.adobe.com/content/help/en/experience-manager-core-components/using/versions.html>
- Author with Core components:
<https://docs.adobe.com/content/help/en/experience-manager-core-components/using/get-started/authoring.html>
- Using Core components:
<https://docs.adobe.com/content/help/en/experience-manager-core-components/using/get-started/using.html>