

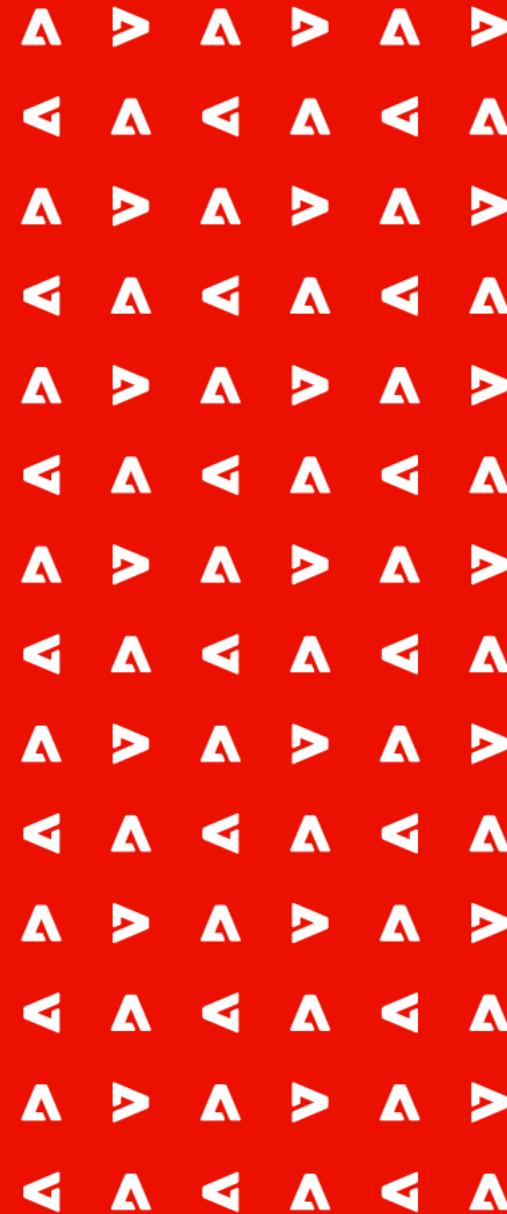


Learn From Your Peers: A Deep Dive into Tools for AEM Sites

September 28th, 2023



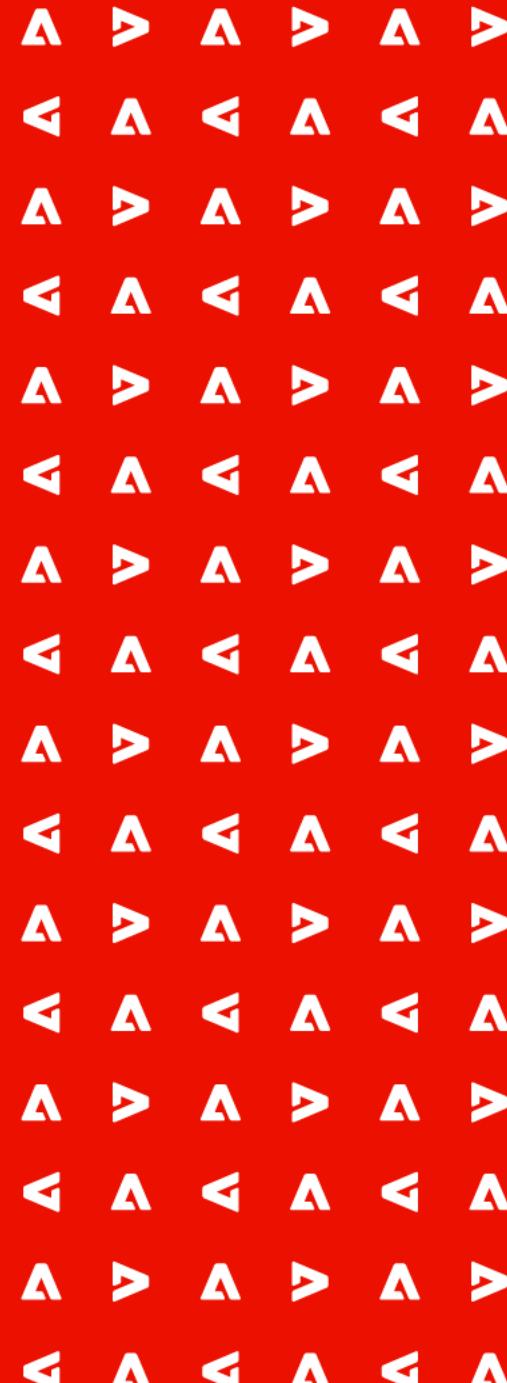
Our webinar will begin shortly.
While we wait, say hello to your fellow attendees in the chat!





Learn From Your Peers: A Deep Dive into Tools for AEM Sites

Silvia Underwood | LPL Financial
Senior Consultant Digital Content



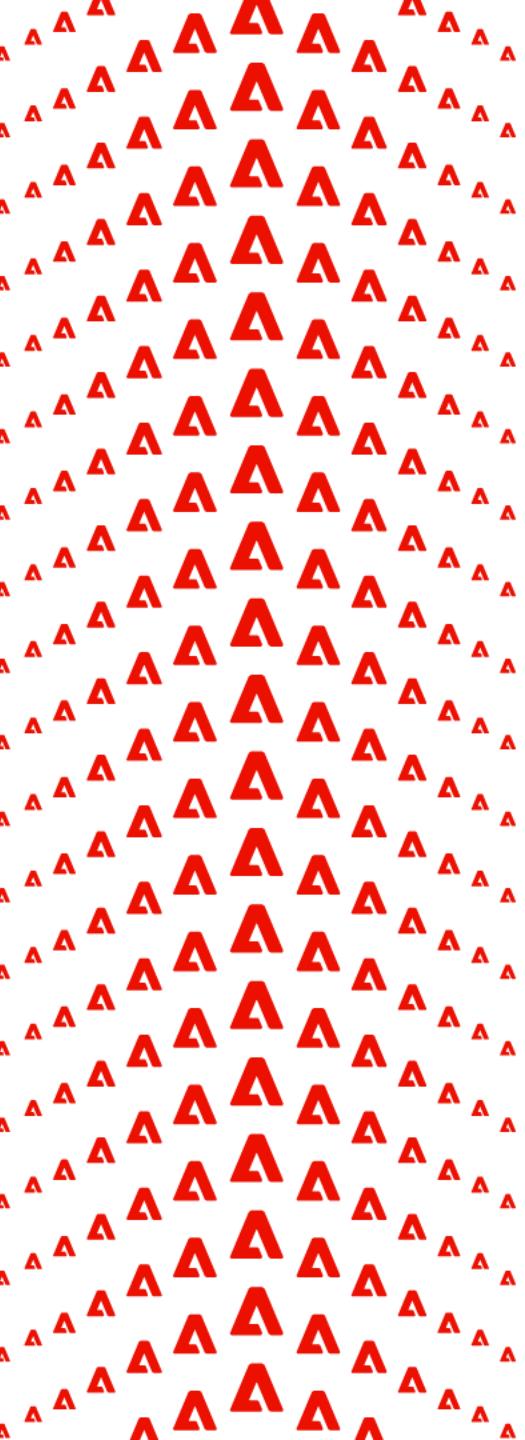


Share in chat:

- Where are you joining us from?
- What are you hoping to learn today?

Agenda

Time (PST)	Topic
8:00 a.m.	Welcome and agenda
8:05 a.m.	A Deep Dive into Tools for AEM Sites
	 A portrait photograph of Cindy Underwood, a woman with short blonde hair, wearing a blue shirt and a necklace. She is smiling and resting her chin on her hand.
	Cindy Underwood Sr. Consultant Digital Marketing LPL Financial
8:45 a.m.	Ask the Experts! Audience Q&A
8:55 a.m.	Wrap-up and next steps





Cindy Underwood

25 Years of AEM and Adobe CC experience

Implemented AEM both cloud based and on-premise

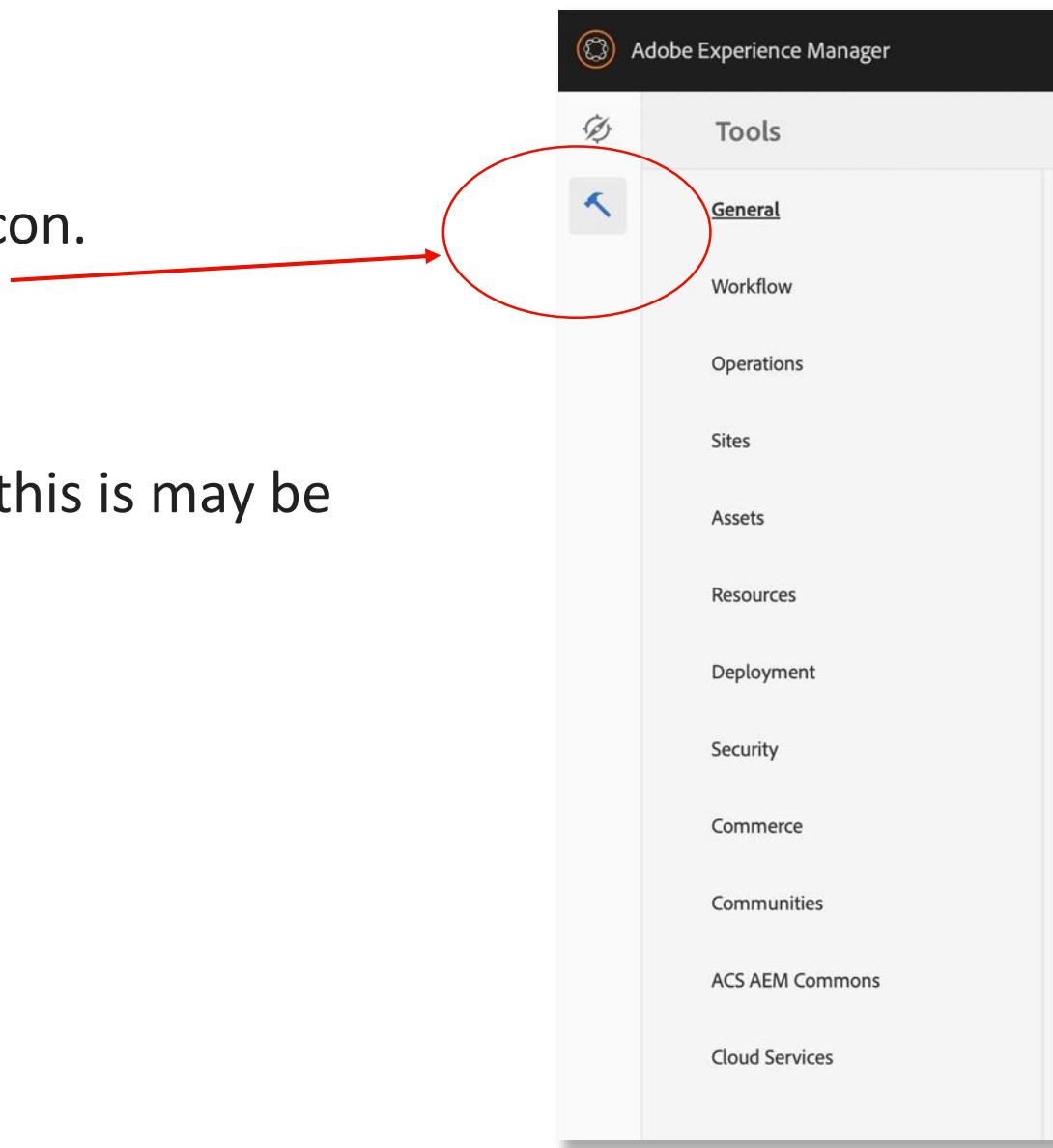
AEM experience in travel and financial services



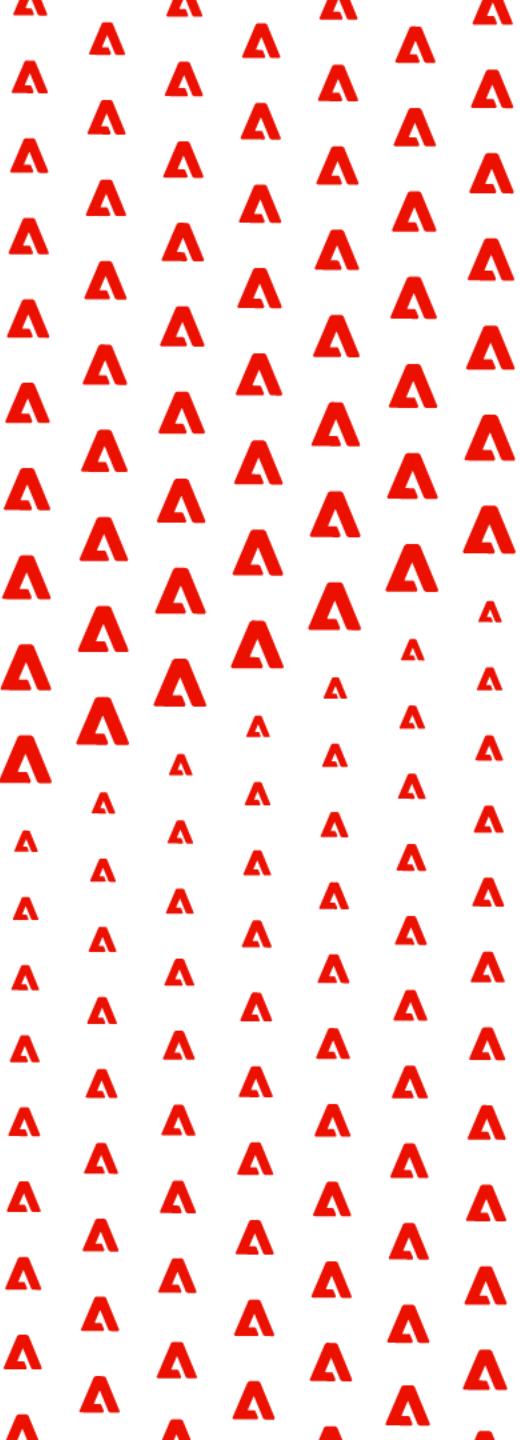
- I live in Orlando, FL with my husband, daughter, 2 very large dogs and a kitten who rules us all.
- I enjoy travel, home design and renovations.

Welcome to the AEM Tools

In the AEM main menu select the Tools Icon.
Then you will see the Tools side rail.



Tools Overview



AEM Tools Overview

General – Configure much of AEM Asset and Sites

The screenshot shows the Adobe Experience Manager (AEM) interface with the title bar "Adobe Experience Manager". On the left, a sidebar titled "General" lists various AEM components: Workflow, Operations, Sites, Assets, Resources, Deployment, Security, Commerce, Communities, ACS AEM Commons, and Cloud Services. The main area is titled "Tools" and contains six cards arranged in a 2x3 grid:

- CRXDE Lite**: Full repository access with code editor and nodes/properties management. Icon: gear and pencil.
- Search Forms**: Customize your search forms. Icon: magnifying glass.
- Tagging**: Organize your tags and their namespaces. Icon: tag.
- Configuration Browser**: Browse and manage your configurations. Icon: camera.
- Templates**: Manage page templates and content policies. Icon: document with dashed lines.
- Components**: Manage components and content policies. Icon: grid of squares.

AEM Tools Overview

Workflows – Create and manage workflows.

The screenshot shows the AEM Tools interface with the "Workflow" tab selected in the sidebar. The main area displays five tools: Models, Instances, Launchers, Archive, and Failures, each with a corresponding icon and brief description.

Tool	Description
Models	Manage workflow definitions
Instances	View and manage running workflow instances
Launchers	Manage how workflows are to be launched
Archive	View history of workflows that completed successfully
Failures	View history of workflows that completed with errors

AEM Tools Overview

Operations – System overviews, Web console, monitoring and diagnostics

The screenshot displays the Adobe Experience Manager (AEM) Operations interface. At the top, there's a navigation bar with the AEM logo and a search bar. Below the navigation bar is a sidebar containing links to General, Workflow, **Operations** (which is currently selected), Sites, Assets, Resources, Deployment, Security, Commerce, Communities, ACS AEM Commons, and Cloud Services. The main area is titled "Tools" and contains several cards:

- System Overview**: The status of your instance at a glance.
- Web Console**: Manage the OSGi application platform and capability configurations.
- Testing**: Run tests defined for your application.
- Configuration**: Manage application and system configurations.
- Backup**: Carry out backup tasks.
- Health Reports**: Get information on the health of an AEM instance through Sling health checks.
- Monitoring**: Create your own custom monitoring reports based on available JMX beans.
- Diagnosis**: Find and troubleshoot root causes of the warnings coming from the Health Reports.
- Jobs**: View and track Jobs.
- Maintenance**: View and track recommended maintenance tasks scheduled for periodic execution.

AEM Tools Overview

Sites – Content launches, External link checker, Contexthub and Site reports

The screenshot shows the AEM interface with the following elements:

- Header:** Adobe Experience Manager
- Top Right:** Search icon, three-dot menu, help icon, notifications (100+), and user profile.
- Left Sidebar:** Navigation menu with sections: General, Workflow, Operations, Assets, Resources, Deployment, Security, Commerce, Communities, ACS AEM Commons, and Cloud Services. The "Operations" section is expanded, and "Sites" is selected.
- Tools Section:** Titled "Tools" and located under the "Operations" section. It contains four items:
 - Blueprints:** Manage Blueprint configurations. Icon: gear and document.
 - Launches:** Manage content launches. Icon: paper airplane.
 - ContextHub:** Manage ContextHub configurations. Icon: person in a frame.
 - External Link Checker:** Manage external links. Icon: linked circles with a checkmark.
 - Page Reports:** Create and Manage Page Reports. Icon: bar chart.

AEM Tools Overview

Assets – Manage Content Fragments, Metadata, Desktop Tools and reports

The screenshot shows the AEM Tools Overview page. The top navigation bar includes the AEM logo, search, and user profile. The left sidebar lists categories: General, Workflow, Operations, Sites, **Assets** (selected), Resources, Deployment, Security, Commerce, Communities, ACS AEM Commons, and Cloud Services. The main content area is titled "Tools" and contains eight cards:

- GraphQL**: Manage GraphQL endpoints.
- Content Fragment Models**: Manage Content Fragments Models.
- Metadata Profiles**: Manage your metadata profiles.
- Folder Metadata Schemas**: Manage your folder metadata schemas.
- Metadata Schemas**: Manage metadata schema forms.
- Desktop Tools for AEM**: Download additional desktop tools for AEM.
- Insights Configuration**: Configure Adobe Analytics for Asset Insights.
- Reports**: Create and Manage Asset Reports.

AEM Tools Overview

Resources – Documentation and Development resources

The screenshot shows the Adobe Experience Manager 6.5 Documentation page. At the top, there's a navigation bar with links for Experience League, Learn, Documentation, Community, and Support. A search bar and a 'All' dropdown are also present. On the left, a sidebar titled 'Adobe Experience Manager' lists various tools: General, Workflow, Operations, Sites, Assets, **Resources** (which is selected), Deployment, Security, Commerce, and Communities. The main content area has a title 'Adobe Experience Manager 6.5 Documentation'. Below it, a sub-section titled 'AEM Tools' is shown with two cards: 'Documentation' (with a list icon) and 'Developer Resources' (with a code icon). To the right, there's a sidebar titled 'ON THIS PAGE' with links to Guides, Tutorials, Release Information, and Related Resources. Further down, a section titled 'A Deep Dive into Tools in AEM Sites' is described, along with a 'Register' button.

Experience League Learn Documentation Community Support

Search Experience League All

Documentation > AEM 6.5

Adobe Experience Manager 6.5 Documentation

Adobe Experience Manager (AEM) is a comprehensive content management solution that makes it easy to manage your marketing content and assets. If you page will help.

From content management system (CMS) to videos, tutorials, with the following AEM docs.

Tools

- General
- Workflow
- Operations
- Sites
- Assets
- Resources**
- Deployment
- Security
- Commerce
- Communities

Documentation
View the Web Experience Management documentation

Developer Resources
Developer resources and downloads

AEM Assets
Create, manage, process, and distribute digital assets.

AEM Forms
Create, manage, publish, and update digital forms.

ON THIS PAGE

Guides

Tutorials

Release Information

Related Resources

A Deep Dive into Tools in AEM Sites

LEARN FROM YOUR PEERS

Thursday, 28 Sept | 8:00am PT

Join AEM Expert, Cindy Underwood, as she shares her tips and best practices for leveraging Tools in AEM Sites. Cindy will providing insights for creating and applying tags & schemas, building reports, and more!

Register

AEM Tools Overview

Deployment – Configuration and Delivery

The screenshot shows the AEM Tools interface with the following layout:

- Header:** Adobe Experience Manager
- Left Sidebar:** A navigation menu with the following items:
 - General
 - Workflow
 - Operations
 - Sites
 - Assets
 - Resources
 - Deployment** (highlighted)
 - Security
 - Commerce
 - Communities
 - ACS AEM Commons
 - Cloud Services
- Top Bar:** Tools
- Tools Grid:** A 3x3 grid of tools:

	Livefyre Configuration	Replication	Distribution
	Livefyre Configuration Livefyre Configuration		
	Packages Manage installed packages and applications		
	Topology View the instances topology		Offloading Manage instances offloading

AEM Tools Overview

Security – Administer Users, Groups and Permissions, plus OAuth, SSL and Trust Store management

The screenshot shows the AEM Tools interface. The top navigation bar includes the AEM logo, the title "Adobe Experience Manager", a search icon, a grid icon, a help icon, a notifications icon with a "100+" badge, and a user profile icon.

The left sidebar lists various tools: General, Workflow, Operations, Sites, Assets, Resources, Deployment, **Security** (which is selected and highlighted in blue), Commerce, Communities, ACS AEM Commons, and Cloud Services.

The main area is titled "Tools" and contains a 3x3 grid of icons:

- Users**: Manage your users (Icon: Person)
- Groups**: Manage your groups (Icon: Two people)
- Permissions**: Manage user and group permissions (Icon: Person with key)
- OAuth Clients**: Manage OAuth Clients (Icon: Briefcase)
- SSL Configuration**: SSL Configuration Wizard (Icon: Gears and pencil)
- Trust Store**: Manage the global Trust Store (Icon: Trophy)

AEM Tools Overview

Commerce – Administer payment and shipping

The screenshot shows the AEM interface with a dark header bar. The header includes the AEM logo, the text "Adobe Experience Manager", a search icon, a grid icon, a help icon, a notifications icon with a red badge showing "100+", and a user profile icon.

The main content area has a sidebar on the left with the following navigation items:

- General
- Workflow
- Operations
- Sites
- Assets
- Resources
- Deployment
- Security
- Commerce** (The "Commerce" item is highlighted with a blue underline.)
- Communities
- ACS AEM Commons

The main panel is titled "Tools". It contains two cards:

- Payment Methods**: Manage configuration for payment method guis. It features an icon of a credit card with a checkmark.
- Shipping Methods**: Manage configuration for shipping method guis. It features an icon of a shipping box.

AEM Tools Overview

Communities – Configuration for storage, communities, and templates

The screenshot shows the AEM interface with the title bar "Adobe Experience Manager". On the left, a sidebar menu lists various categories: General, Workflow, Operations, Sites, Assets, Resources, Deployment, Security, Commerce, **Communities** (which is underlined and highlighted with a blue border), ACS AEM Commons, and Cloud Services. The main content area is titled "Tools" and contains six cards arranged in a grid:

- Storage Configuration**: Configure the default storage option for UGC. It features a database icon with a pencil.
- Community Functions**: Configure functions for Communities sites. It features a folder icon with a gear.
- Component Guide**: All community components with their default configuration to experiment with. It features three gears and a pencil icon.
- Site Templates**: Configure templates for creating Community Sites. It features a square icon.
- Group Templates**: Configure templates for creating Community Groups. It features two overlapping square icons.
- Community Badges**: Manage badges for community sites. It features a ribbon or badge icon.

AEM Tools Overview

ACS AEM Commons – Open-source library of pre-built AEM tools and functionality

The screenshot displays the AEM Tools interface. On the left, a sidebar lists various categories: General, Workflow, Operations, Sites, Assets, Resources, Deployment, Security, Commerce, Communities, ACS AEM Commons (which is selected and highlighted in blue), and Cloud Services. The main area is titled "Tools" and contains a grid of 16 tool components, arranged in four rows and four columns. Each tool has an icon, a name, and a brief description.

Category	Icon	Name	Description
ACS AEM Commons		Dynamic Deck Dynamo	Create InDesign deck from AEM assets and metadata via InDesign Server.
		Tags to CSV Exporter	Export tags to CSV.
		Manage Redirects	Manage redirects.
		Sort Nodes	Sort nodes by name or title.
ACS AEM Commons		Dispatcher Flush	Manually flush the AEM Dispatcher cache.
		Reports	Create, execute and view reports.
		Audit Log Search	Search for audit log events.
		Content Packagers	Create Query, ACL and Authorizable packages.
ACS AEM Commons		Automatic Package Replication	Tooling to automatically replicate AEM packages.
		Version Compare	Compare AEM page version content and structure.
		Redirect Maps	Define redirect Apache httpd redirect maps.
		Version Replicator	Replicate specific versions of content.
ACS AEM Commons		Page Compare	Compare AEM pages content and structure.
		JCR Compare	Compare JCR content trees across AEM instances.

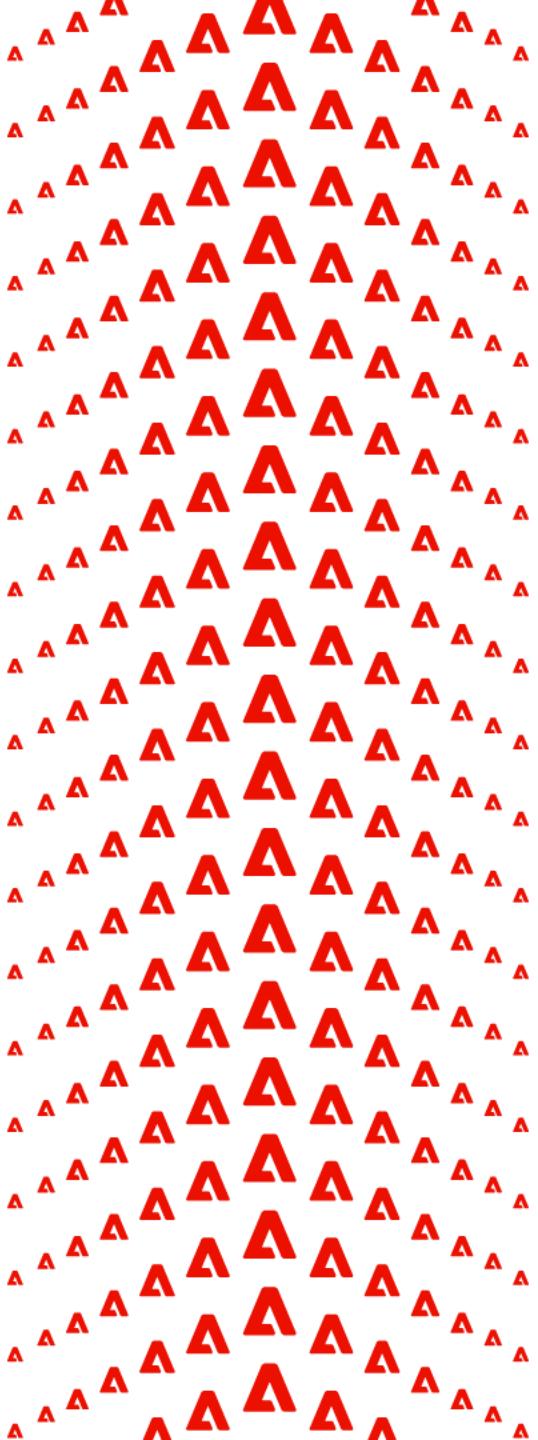
AEM Tools Overview

Cloud Services – Administer Instances that are updated and managed in the Adobe Cloud

The screenshot shows the Adobe Experience Manager (AEM) Tools interface. On the left, a sidebar lists various categories: General, Workflow, Operations, Sites, Assets, Resources, Deployment, Security, Commerce, Communities, ACS AEM Commons, and Cloud Services. The 'Cloud Services' category is currently selected, indicated by a blue border around its row. The main area is titled 'Tools' and contains a grid of tiles. The tiles represent different cloud services:

Category	Service	Description
Assets	Legacy Cloud Services	Connect to Adobe Experience Cloud
	YouTube Publishing Configuration	YouTube Publishing Configuration
Deployment	Scene7 Configuration	Scene7 Configuration
	Adobe Launch Configurations	Adobe Launch Configuration Console
Commerce	AEM Brand Portal	Configure AEM Brand Portal for publishing
	Adobe Stock	Configure Adobe Stock to access all your licensed assets and search new ones
Community	Adobe Fonts	Configure Adobe Fonts to use your fonts in adaptive forms, documents, and themes
	Marketo	Marketo's powerful marketing automation software helps marketers master the art and science of digital marketing to engage customers and prospects.
ACS AEM Commons	reCAPTCHA	Configure Google reCAPTCHA to use it in adaptive forms
Cloud Services	Facebook Social Login Configuration	Facebook Social Login Configuration
	Twitter Social Login Configuration	Twitter Social Login Configuration
	Pinterest Social Login Configuration	Pinterest Social Login Configuration

Deep Dive – General, Assets & Security Tools



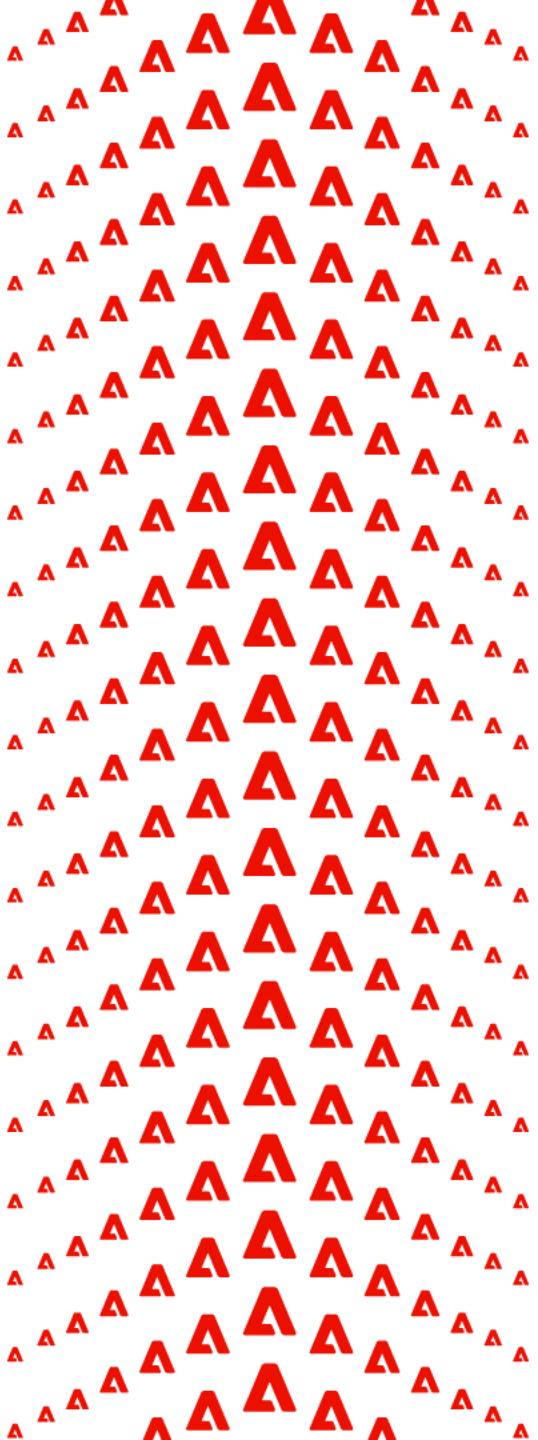
Tools for Today

General Tools - Tags Panel

Assets Tools - Metadata, Reports Panels and Desktop tools

Security Tools - Users, Groups and Permissions Panels

Tags



Tools > General > Tags Panel

The screenshot shows the Adobe Experience Manager (AEM) interface. At the top, there's a navigation bar with the AEM logo and the text "Adobe Experience Manager". On the right side of the bar are icons for search, dashboard, help, notifications (with a count of 100+), and user profile.

The main area is titled "Tools". On the left, a sidebar lists categories: General (which is selected, indicated by a blue border), Workflow, Operations, Sites, Assets, Resources, Deployment, Security, and Commerce. Below the sidebar, there are four tool cards:

- CRXDE Lite**: Full repository access with code editor and nodes/properties management. It features a gear and pencil icon.
- Search Forms**: Customize your search forms. It features a magnifying glass icon.
- Tagging**: Organize your tags and their namespaces. This card is circled in red. It features a tag icon.
- Other tools**: These are partially visible and include a camera icon, a document icon, and a grid icon.

Tools > General > Tags Panel

The screenshot shows the AEM Tags panel interface. At the top left is the Adobe Experience Manager logo. The top right features a search icon, a grid icon, a help icon, a notifications icon with a '100+' badge, and a user profile icon. Below the header is a toolbar with a 'Select All' checkbox and a 'Create' button. The main area is titled 'AEM Tags'. On the left, a sidebar displays a tree structure of namespaces: 'Core Components Ex...', 'EnterpriseDAM' (which is highlighted with a red oval and a red arrow labeled 'Namespace'), 'Content Tagging', 'UX and UI', and 'About'. The 'About' node is currently selected. The right side of the panel lists various tags under the 'About' category, each with a delete icon and a dropdown arrow. The tags listed are: About, Account Program Type, Account Task, Application or Platform, Audience, Business, Client Management, Compliance and Legal, Content Type, Design Style, Distribution Channel, General, Governing, Careers, Contact, Culture, Executive, History, News, Social Responsibility, and Thought Leadership.

AEM Tags	
Content Tagging	>
EnterpriseDAM	>
UX and UI	>
About	>
Account Program Type	>
Account Task	>
Application or Platform	>
Audience	>
Business	>
Client Management	>
Compliance and Legal	>
Content Type	>
Design Style	>
Distribution Channel	>
General	>
Governing	>
Careers	
Contact	
Culture	
Executive	>
History	
News	>
Social Responsibility	
Thought Leadership	

Tools > General > Tags Panel

H_0426.jpg

Basic Rights Talent IPTC IPTC Extension Insights References

Title i
Description i
File Format
Publish Destination i

 i
Tags
Date Uploaded
Date Modified
Created By i

Scheduled (de)activation
On Time
Off Time
References
Related
Subassets
Assets For Public Use
Review Status
Language
Compliance Requirement i
Original File Name i
Resolution

Type to search ...

Distribution Channel

Sort by None ▾ | ↑ 2 selected X

	AdvisorWCM >		Content Tagging >	
	Content Hub >		UX and UI >	
	EnterpriseDAM >			Application or Platform >
	LPL >			Audience >
	Core Components Exa... >			Business Maturity >
	Facebook >			Client Management >
				Compliance and Legal >
				Content Type >
				Design Style >
				Distribution Channel >
				General >
				Governing Entities >
				Automated Campaign Tool (A... >
				Blog >
				 Digital Signage >
				 Direct Mail >
				Email >
				eNewsletter >
				Event >
				Fax >
				LPL.com >
				Omnichannel >

Creating New Tags

Create Tag

Title *

Name *

 i

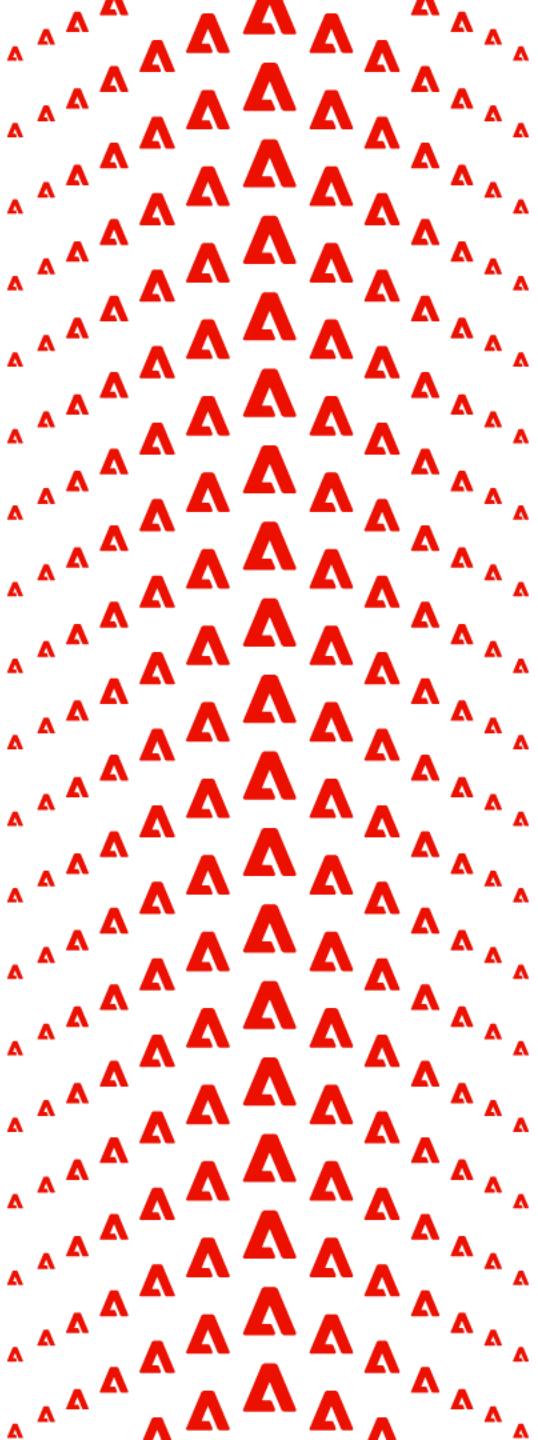
Description

Tag used to identify financial advisors|

Tag Path

 po

Metadata



Tools > Assets > Metadata

General

Workflow

Operations

Sites

Assets

Resources

Deployment

Security

Commerce

Communities

ACS AEM Commons



GraphQL
Manage GraphQL endpoints



Content Fragment Models
Manage Content Fragments Models



Metadata Profiles
Manage your metadata profiles



Folder Metadata Schemas
Manage your folder metadata schemas



Metadata Schemas
Manage metadata schema forms



Desktop Tools for AEM
Download additional desktop tools for AEM



Pool - CW Bay
Bay CW AM 045.jpg

General Usage + Copyright IPTC **Resort Details**

Resort Specific (inherited from resort folder)

Resort Name

Bay Inn

Brand

CW

CW Product ID

R00000000043

WbW Product ID

R00000000043

SVC Product ID

715

MGVC Product ID

715

Holidays Product ID

8832

CI Product ID

4154

CI Product ID 2

9912

Product ID 3

54875

Collection Product id

123797

Address

15 Cornelius St

Address Line 2

City

Jamestown

State

RI

Country

United States

Zipcode

28735

Phone Number

401-555-5513

Longitude

-71.36437799

Latitude

41.50173

Amadeus

WPOVDTD

Sabre

50

Galileo

91795

Worldspan

WPOVDTD

Pegasus

4121

Travelweb-Net

Asset Specific

JobStatus Id

11EB828E6E6EBFB608A2D6D93F9BB

Id

136049428

Status

Synced

Room Codes

AMENITY

Room Name

Amenity

Asset Sequence

3

Tools > Assets > Metadata



Beach Day Image
beach day camera.jpg

Beach Day Image

Title: Beach Day Image

Description: Images to be used for web gallery and Social Media

File Format: image/jpeg

Publish Destination: Select Option

Tags: (checkbox checked)

Date Uploaded: 2023-09-18 21:09

Date Modified: 2023-09-18 21:10

Created By: Select Option

Asset Steward: Select Option

Business Unit: Select Option

Dimensions: 6000 x 4000 px

Aspect Ratio: 3:2

Scheduled (de)activation:

- On Time: (calendar icon)
- Off Time: (calendar icon)

References:

- Related
- Subassets

Assets For Public Use: Select Option

Review Status: Select Option

Language: Select Option

Compliance Requirement: (info icon)

Original File Name: (info icon)

Resolution: 72

Tools > Assets > Metadata

The screenshot shows the 'Basic' tab of the metadata editor for an asset titled 'Beach Day Image'. A red oval highlights the 'Hub Metadata' section at the top, which includes tabs for Clients, Web, and Chatbot. Another red oval highlights the asset title 'Beach Day Image' and its description 'Images to be used for web gallery and'. To the left is a thumbnail image of a beach scene with a striped blanket, a hat, a book, and sunglasses.

Hub Metadata Clients Web Chatbot

Beach Day Image

Basic Rights Talent IPTC IPTC Extension Insights References

Title: Beach Day Image

Description: Images to be used for web gallery and

Scheduled (de)activation

On Time

Off Time

References

Related

Subassets

Tools > Assets > Metadata Schemas

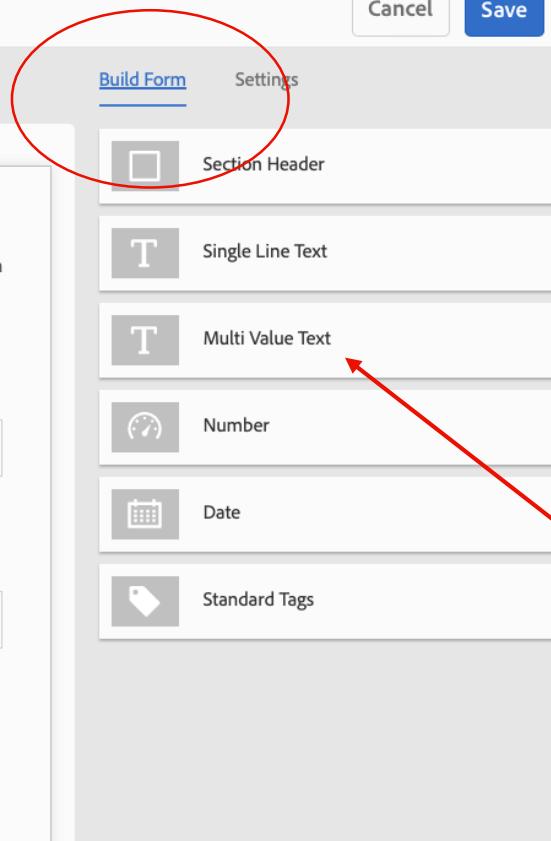
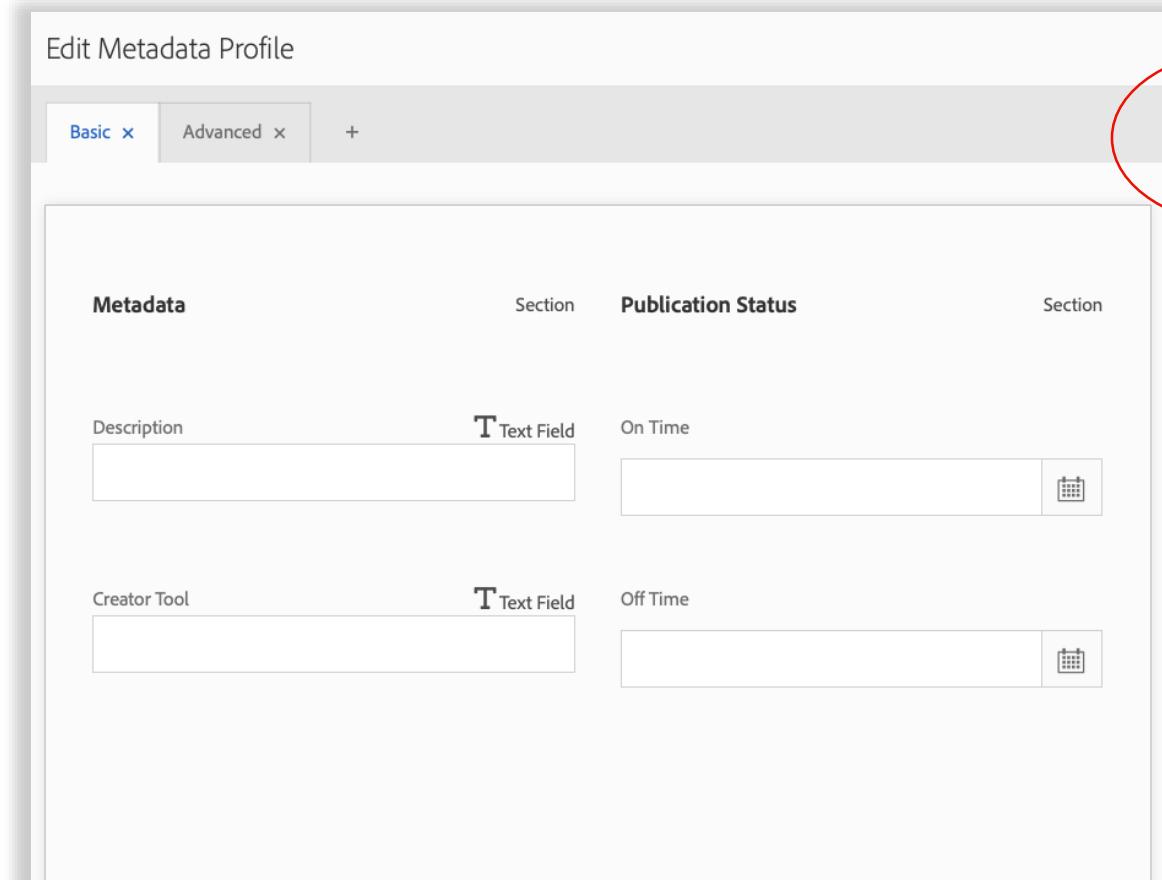
Edit Metadata Profile

Basic Advanced +

Metadata Section Publication Status Section

Description Text Field On Time Calendar

Creator Tool Text Field Off Time Calendar



Beach Day Image

Title Beach Day Image

Description Images to be used for web gallery and Social Media

File Format image/jpeg

Publish Destination Select Option

Tags

Date Uploaded 2023-09-18 21:09

Date Modified 2023-09-18 21:10

Created By Cindy Underwood

Asset Steward Select Option

Business Unit Business Development (BD)

Dimensions 6000 x 4000 px

Aspect Ratio 3:2

Scheduled (de)activation

On Time

Off Time

Assets For Public Use

Select Option

Review Status

Select Option

Language

Select Option

Compliance Requirement

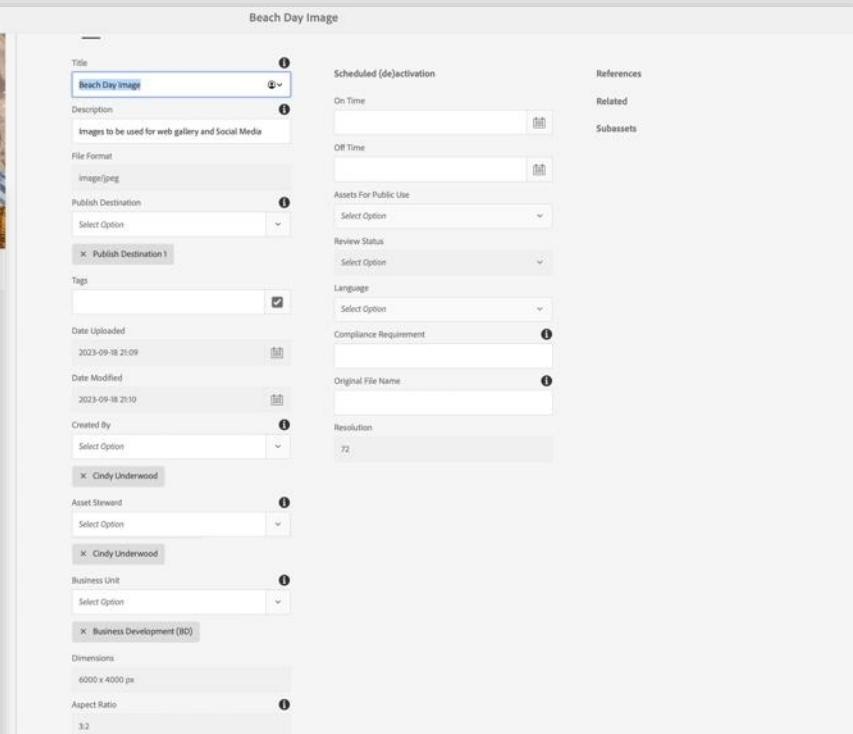
Original File Name

Resolution 72

References

Related

Subsets



Drag and drop from list on right to build the form. The forms are what you will see in the properties panel.

Tools > Assets > Metadata Schemas

Metadata Schema Form Editor

Cancel Save

Unnamed-1 X +

Build Form Settings Rules

Field Label

Field Label

Map to property

`./jcr:content/metadata/default`

Placeholder

Description

instructions for the user

Field Label

T Multi Value Text Field

Unamed-1 X +

Build Form Settings Rules

Field Label

Field Label

Map to property

`./jcr:content/metadata/default`

Placeholder

Description

instructions for the user

Field Label

T Multi Value Text Field

trash can icon

Tools > Assets > Metadata Schemas

Metadata Schema Form Editor

CancelSave

Unnamed-1 x

+

Field Label T Multi Value Text Field



Build Form

Settings

Rules

Field

Show Empty Field In Read Only

Requirement

Not Required

Required

Required, based on new rule

 Add Rule

Visibility

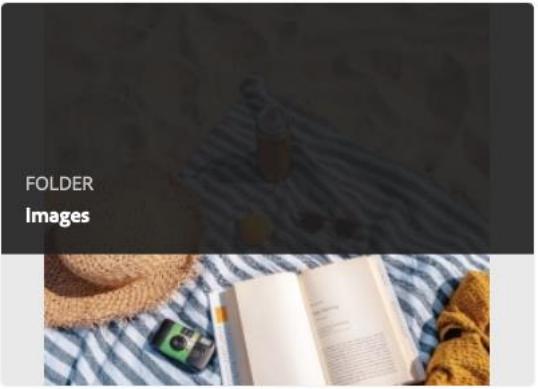
Visible

Visible, based on new rule

 Add Rule

Tools > Assets > Folder Metadata

Images



Change Thumbnail

Details Metadata Profiles Image Profiles Video Profiles Cloud Services Permissions Policies

Folder Title
Images

Orderable

Enable Smart Tags

Make Folder Private

Tools > Assets > Folder Metadata Schemas

Folder Metadata Schema Form Editor

Build Form Settings Rules

Cancel Save

Section Header

Single Line Text

Multi Value Text

Number

Date

Dropdown

Standard Tags

Hidden Field

Change Thumbnail

Images

FOLDER
Images

files Image Profiles Video Profiles Cloud Services Permissions Policies

The screenshot displays the 'Folder Metadata Schema Form Editor' within the AEM interface. The main workspace on the left is currently empty, indicated by a large white area. To the right of this workspace is a vertical list of field types, each accompanied by a small icon: Section Header (square), Single Line Text (T), Multi Value Text (T), Number (clock), Date (calendar), Dropdown (list), Standard Tags (tag), and Hidden Field (square). Above this list are three tabs: 'Build Form' (which is selected and underlined in blue), 'Settings', and 'Rules'. At the top right of the editor are two buttons: 'Cancel' and 'Save', with 'Save' being highlighted in blue. In the top right corner of the entire interface, there is a preview window titled 'Images' showing a thumbnail of a folder named 'FOLDER Images' containing a photo of a book and a hat. Below the preview window are several navigation links: 'files', 'Image Profiles', 'Video Profiles', 'Cloud Services', 'Permissions', and 'Policies'.

Tools > Asset > Metadata Profiles

Edit (e) Copy (⌘+c) Delete Metadata Profile(s) Apply Metadata Profile to Folder(s) Remove Metadata Profile from Folder(s) 1 selected (escape) X

vcmoprofile Future Information

Edit Metadata Profile

Basic x Advanced x +

Build Form Settings

Section Header

Single Line Text

Multi Value Text

Number

Date

Standard Tags

Metadata Section **Publication Status** Section

Description	Text Field	On Time	Text Field
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Creator Tool	Text Field	Off Time	Text Field
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>



Pool - CW Bay
Bay CW AM 045.jpg

Pool - CW Bay

General Usage + Copyright IPTC Resort Details

Resort Specific (inherited from resort folder)

Resort Name: Bay Inn

Brand: CW

CW Product ID: R0000000043

WbW Product ID: R0000000043

SVC Product ID: 715

MGVC Product ID: 715

Holidays Product ID: 8832

CI Product ID: 4154

CI Product ID 2: 9912

Product ID 3: 54875

Collection Product id: 123797

Address: 15 Cornelius St

Address Line 2:

City: Jamestown

State: RI

Country: United States

Zipcode: 28735

Phone Number: 401-555-5513

Longitude: -71.36437799

Latitude: 41.50173

Amadeus: WPOVDTD

Sabre: 50

Galileo: 91795

Worldspan: WPOVDTD

Pegasus: 4121

Asset Specific

JobStatus Id: T1EB828E6E6EBFB608A2D6D93F9BB

Id: 136049428

Status: Synced

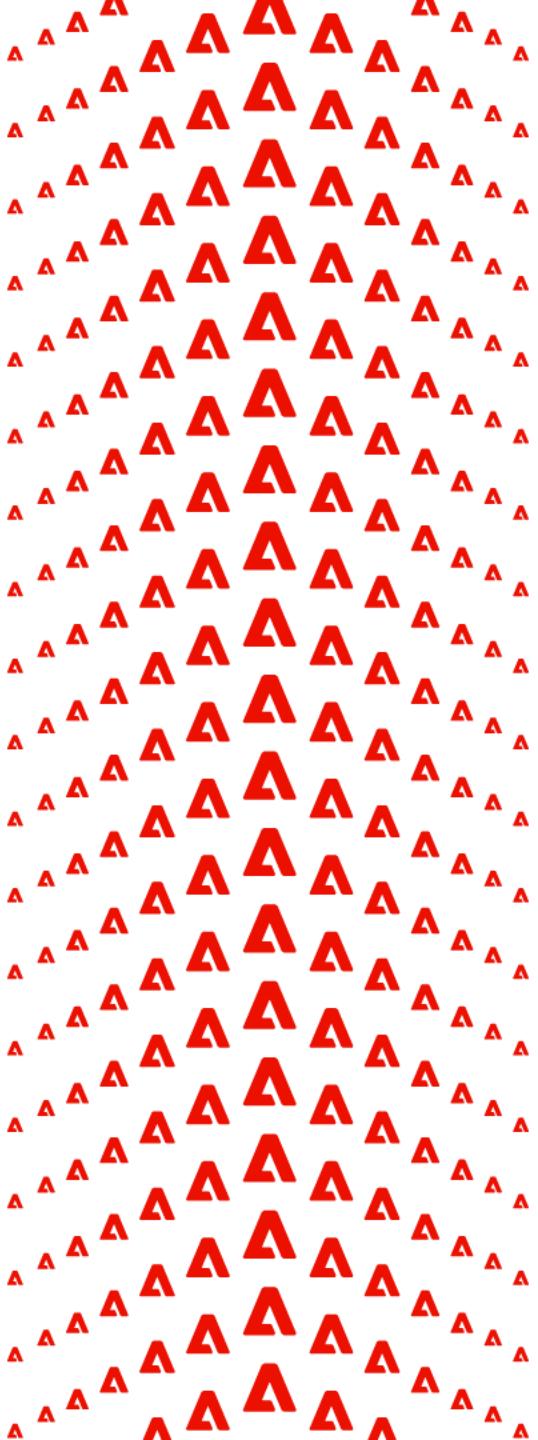
Room Codes: AMENITY

Room Name: Amenity

Asset Sequence: 3

Travelweb-Net

Reports



Tools > Sites > Reports

The screenshot shows the Adobe Experience Manager interface. On the left, a vertical navigation bar lists various categories: General, Workflow, Operations, Assets, Resources, Deployment, Security, Commerce, Communities, ACS AEM Commons, and Cloud Services. The 'Operations' category is currently selected, with 'Sites' highlighted under it. A red arrow points from the 'Sites' link in the navigation bar to the 'Create Report' dialog window.

The 'Create Report' dialog is titled 'Create Report' and displays the first step: 'Choose Type (1/3)'. It contains four report types:

- Expiration**: Report of expired Pages
- Modification**: Report of modified Pages
- Publish**: Report of published Pages
- Audit**: Audits Reports

Below the report types, there are three management sections: Blueprints (Manage Blueprint configurations), Launches (Manage content launches), and ContextHub (Manage ContextHub configurations). A red circle highlights the 'Page Reports' section, which includes the 'External Link Checker' (Manage external links) and 'Page Reports' (Create and Manage Page Reports).

Tools > Assets > Reports

The screenshot shows the Adobe Experience Manager (AEM) interface with the title bar "Adobe Experience Manager". Below the title bar is a navigation bar with icons for search, grid, help, notifications (100+), and user profile. The main area is titled "Tools". On the left, there is a sidebar with the following menu items:

- General
- Workflow
- Operations
- Sites
- Assets** (highlighted with a red underline)
- Resources
- Deployment
- Security
- Commerce
- Communities
- ACS AEM Commons
- Cloud Services

The "Assets" item in the sidebar has a red arrow pointing to it from the top-left. The main content area is divided into four quadrants:

- Manage GraphQL endpoints**: Icon of a folder with a gear.
- Manage Content Fragments Models**: Icon of a document with a gear.
- Manage your metadata profiles**: Icon of a computer monitor.
- Folder Metadata Schemas**: Manage your folder metadata schemas. (Icon: folder with gear)
- Metadata Schemas**: Manage metadata schema forms. (Icon: briefcase)
- Desktop Tools for AEM**: Download additional desktop tools for AEM.
- Insights Configuration**: Configure Adobe Analytics for Asset Insights. (Icon: chart with arrow)
- Reports**: Create and Manage Asset Reports. (Icon: briefcase)

A large red circle highlights the "Reports" section in the bottom-right quadrant.

Tools > Assets > Reports

Create Report

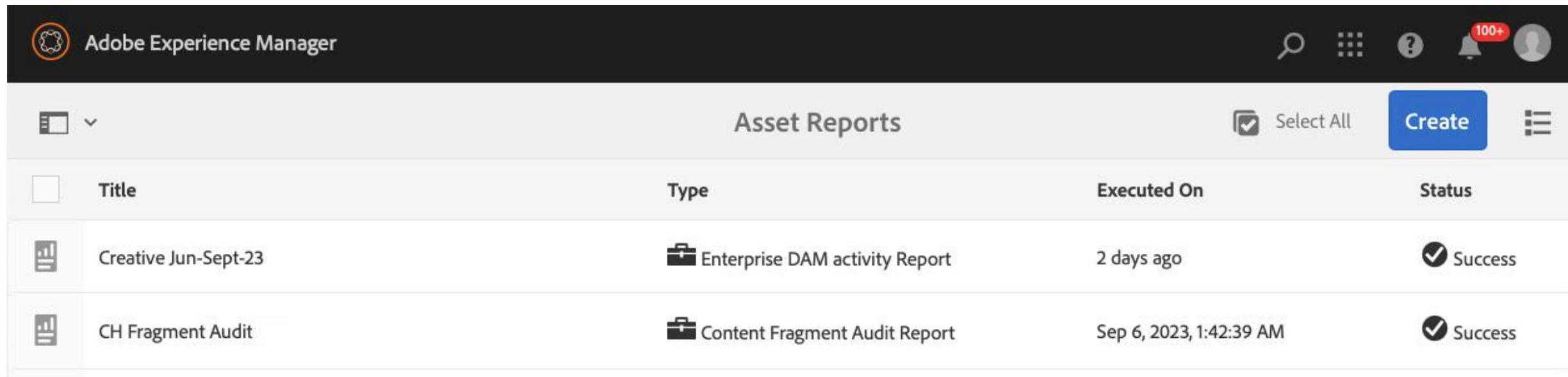
Choose Type (1/3)

Cancel Next

The interface shows a progress bar at the top indicating 'Choose Type (1/3)'. On the left, a large blue box highlights the 'Content Fragment - Audit Report' option, which includes a briefcase icon with a checkmark and the sub-label 'Content Fragment - audit report'. To the right are three smaller boxes: 'Generic Asset Report' (briefcase icon), 'Content HUB - Activity Report' (document with pencil icon), and 'Enterprise DAM - activity report' (document with pencil icon). Each of these three has a corresponding sub-label below it: 'Generic Asset Report', 'Content hub - activity report', and 'Enterprise DAM - activity report' respectively. On the far right are 'Cancel' and 'Next' buttons.

- Content Fragment - Audit Report
Content Fragment - audit report
- Generic Asset Report
Generic Asset Report
- Content HUB - Activity Report
Content hub - activity report
- Enterprise DAM - activity report
Enterprise DAM - activity report

Tools > Assets > Reports



The screenshot shows the 'Asset Reports' page in Adobe Experience Manager. The top navigation bar includes the AEM logo, search, grid, help, notifications (with 100+), and user icons. Below the header is a toolbar with a dropdown, a 'Create' button, and a grid icon. The main area is titled 'Asset Reports' and contains a table with two rows of data.

<input type="checkbox"/>	Title	Type	Executed On	Status
	Creative Jun-Sept-23	Enterprise DAM activity Report	2 days ago	Success
	CH Fragment Audit	Content Fragment Audit Report	Sep 6, 2023, 1:42:39 AM	Success

Tools > Assets > Reports

Create Report

Add Details (2/3)

Back Next



Content Fragment Audit Report
Content Fragment - audit report

Change Thumbnail

Title and Description

Title *

CH Audit 9-21-23

Description

Audit Content Fragment

Folder Path

Select Folder Path

/content/dam/content-hub

Adjust Date

2023-09-01 15:34

2023-09-21 15:34

Schedule Report

Now

Later

Select Date & Time

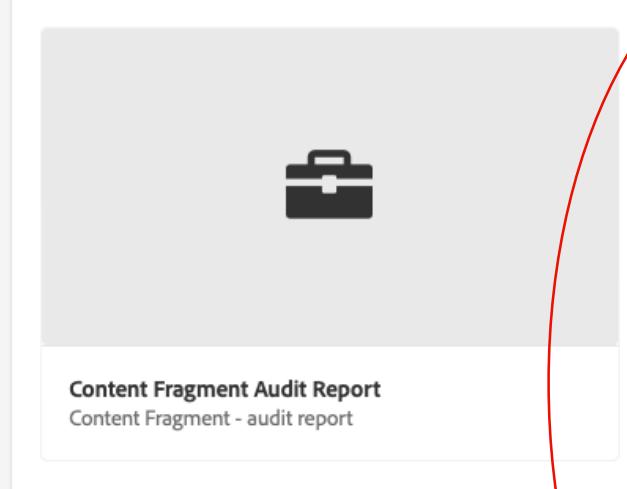
Tools > Assets > Reports

Create Report

Configure Columns (3/3)

Back

Create



Default Columns

- Type
- Title
- Path
- Added
- Size
- Modified
- Expires
- Published
- Brand Portal Published

Custom Columns

Column Name Delete

Property to map

Add

Tools > Assets > Reports

Select Property

Cancel Select

The dialog displays a hierarchical list of properties. The 'jcr:content' node is selected and expanded. The 'authorKeywords' property under 'prefillService' is selected and highlighted with a blue border and checked status.

Category	Property	Description
channels	cq:lastReplicated	
cq:tags	jcr:description	
dc:rights	jcr:lastModified	
jcr:content	jcr:lastModified@TypeHint	
jcr:created	jcr:title	
jcr:createdBy	metadata	
jcr:description	offTime	
jcr:title	onTime	
jcr:uuid	performance	
xmpRights:Owner	prefillService	
xmpRights:UsageTerms	schemaRef	
	availableInMobileApp	
	activationDate	
	allowInSearch	
	allowedRenderFormat	
	archiveDate	
	assetAge	
	audioBitrate	
	audioChannels	
	audioCodec	
	audioSampleRate	
	author	
	authorKeywords	

Tools > Assets > Reports

View Download Delete (backspace)

Title

Creative Jun-Sept-23

A	B	C	D	E	F	G	H	I	J
TYPE	TITLE	FILENAME	PATH	CREATED BY	ASSET OWNER	EXPIRES	METADATA	MRR	ORIGINALFILENAME
DOCUMENT	Auto-Master-Title-Placeholder Could be Replaced MC-0000327-0232	E:\Master\Assets\Placeholder	E:\Master\Assets\Placeholder	John Doe	John Doe	2025-06-15T12:33:00-00:00	MC-0000327-0232	\$1,000.00	MC-0000327-0232
DOCUMENT	E:\Master\Assets\Placeholder	E:\Master\Assets\Placeholder	E:\Master\Assets\Placeholder	John Doe	John Doe	2025-06-15T12:33:00-00:00	MC-0000327-0232	\$1,000.00	MC-0000327-0232
DOCUMENT	L:\Master\Assets\Placeholder	L:\Master\Assets\Placeholder	L:\Master\Assets\Placeholder	John Doe	John Doe	2025-06-15T12:33:00-00:00	MC-0000327-0232	\$1,000.00	MC-0000327-0232
DOCUMENT	F:\Master\Assets\Placeholder	F:\Master\Assets\Placeholder	F:\Master\Assets\Placeholder	John Doe	John Doe	2025-06-15T12:33:00-00:00	MC-0000327-0232	\$1,000.00	MC-0000327-0232
DOCUMENT	F:\Master\Assets\Placeholder	F:\Master\Assets\Placeholder	F:\Master\Assets\Placeholder	John Doe	John Doe	2025-06-15T12:33:00-00:00	MC-0000327-0232	\$1,000.00	MC-0000327-0232
DOCUMENT	V:\Master\Assets\Placeholder	V:\Master\Assets\Placeholder	V:\Master\Assets\Placeholder	John Doe	John Doe	2025-06-15T12:33:00-00:00	MC-0000327-0232	\$1,000.00	MC-0000327-0232
DOCUMENT	Z:\Master\Assets\Placeholder	Z:\Master\Assets\Placeholder	Z:\Master\Assets\Placeholder	John Doe	John Doe	2025-06-15T12:33:00-00:00	MC-0000327-0232	\$1,000.00	MC-0000327-0232
DOCUMENT	F:\Master\Assets\Placeholder	F:\Master\Assets\Placeholder	F:\Master\Assets\Placeholder	John Doe	John Doe	2025-06-15T12:33:00-00:00	MC-0000327-0232	\$1,000.00	MC-0000327-0232
DOCUMENT	F:\Master\Assets\Placeholder	F:\Master\Assets\Placeholder	F:\Master\Assets\Placeholder	John Doe	John Doe	2025-06-15T12:33:00-00:00	MC-0000327-0232	\$1,000.00	MC-0000327-0232
DOCUMENT	F:\Master\Assets\Placeholder	F:\Master\Assets\Placeholder	F:\Master\Assets\Placeholder	John Doe	John Doe	2025-06-15T12:33:00-00:00	MC-0000327-0232	\$1,000.00	MC-0000327-0232
DOCUMENT	V:\Master\Assets\Placeholder	V:\Master\Assets\Placeholder	V:\Master\Assets\Placeholder	John Doe	John Doe	2025-06-15T12:33:00-00:00	MC-0000327-0232	\$1,000.00	MC-0000327-0232
DOCUMENT	V:\Master\Assets\Placeholder	V:\Master\Assets\Placeholder	V:\Master\Assets\Placeholder	John Doe	John Doe	2025-06-15T12:33:00-00:00	MC-0000327-0232	\$1,000.00	MC-0000327-0232
DOCUMENT	V:\Master\Assets\Placeholder	V:\Master\Assets\Placeholder	V:\Master\Assets\Placeholder	John Doe	John Doe	2025-06-15T12:33:00-00:00	MC-0000327-0232	\$1,000.00	MC-0000327-0232
DOCUMENT	V:\Master\Assets\Placeholder	V:\Master\Assets\Placeholder	V:\Master\Assets\Placeholder	John Doe	John Doe	2025-06-15T12:33:00-00:00	MC-0000327-0232	\$1,000.00	MC-0000327-0232
DOCUMENT	V:\Master\Assets\Placeholder	V:\Master\Assets\Placeholder	V:\Master\Assets\Placeholder	John Doe	John Doe	2025-06-15T12:33:00-00:00	MC-0000327-0232	\$1,000.00	MC-0000327-0232
PRESENTATION	C:\Master\Assets\Placeholder	C:\Master\Assets\Placeholder	C:\Master\Assets\Placeholder	John Doe	John Doe	2025-06-15T12:33:00-00:00	MC-0000327-0232	\$1,000.00	MC-0000327-0232
IMAGE	E:\Master\Assets\Placeholder	E:\Master\Assets\Placeholder	E:\Master\Assets\Placeholder	John Doe	John Doe	2025-06-15T12:33:00-00:00	MC-0000327-0232	\$1,000.00	MC-0000327-0232

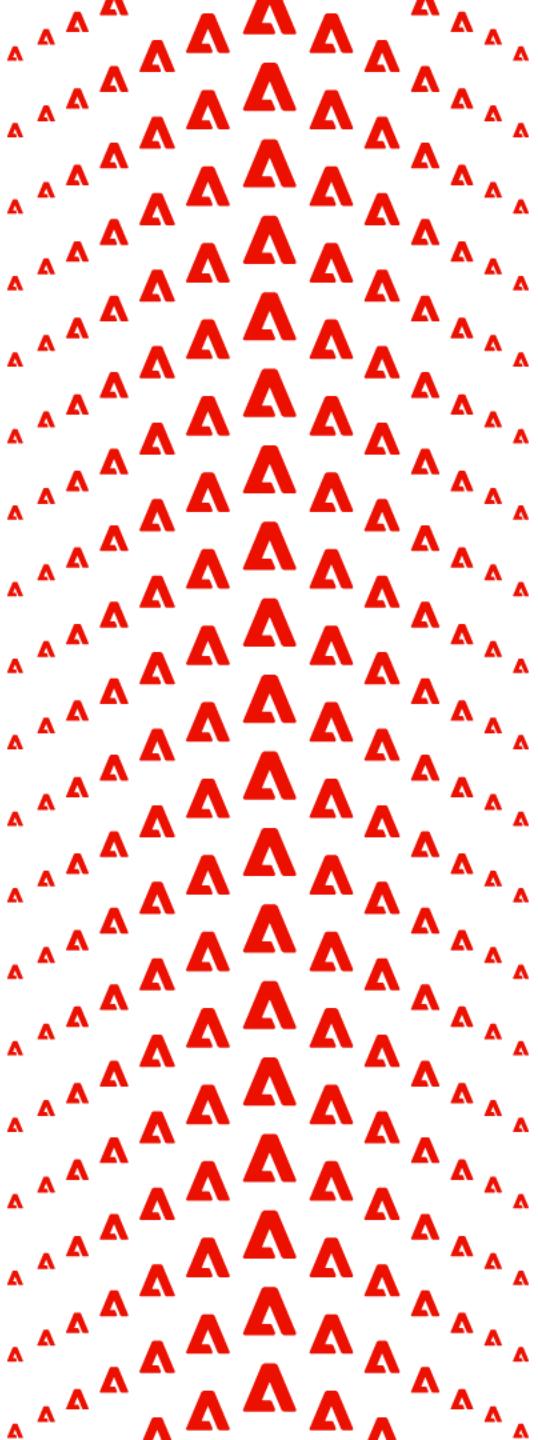
Tools > Assets > Reports

Overview ▾ Creative Jun-Sept-23 ▾

Select All  Download 

REPORT PROPERTIES	Type	Title	Filename	Path	Created By	Asset Owner	Expires	Metadata	MRR	Original Fi
Title Creative Jun-Sept-23	 DOCUMENT	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Type	 DOCUMENT	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Columns Configured	 DOCUMENT	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Type, Title, Filename, Path, Created By, Asset Owner, Expires, Metadata, MRR, Original Filename, Keywords, Keywords 2	 DOCUMENT	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Created 2 days ago	 DOCUMENT	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
	 DOCUMENT	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
	 IMAGE	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
	 IMAGE	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

Users, Groups and Permissions Panels



Tools > Security

The screenshot shows the 'Tools' menu on the left with various categories listed vertically. A red arrow points from the 'Security' category to the 'Users' management screen on the right. The 'Users' screen features a large circular icon with a user profile icon, the title 'Users', and the subtitle 'Manage your users'. Three other circular icons are partially visible: one for 'Groups' (two people), one for 'Permissions' (key and gear), and one for another feature.

- General
- Workflow
- Operations
- Sites
- Assets
- Resources
- Deployment
- Security**
- Commerce
- Communities

Users
Manage your users

Groups
Manage your groups

Permissions
Manage user and group permissions

Tools > Security > User

Cancel Save & Close ▾

Edit User Settings


New Photo

Account settings

Password

Change Password

Account Status

Details

ID *

Email

Title

First Name

Cindy

Last Name

Cancel Save & Close ▾

Edit User Settings

Details Groups Keystore

Add User to Groups

Select Group

Type Group Name

Groups that this user is a member of

 Admin	X
---	---

Adobe

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Tools > Security > Security > Group

The screenshot illustrates the Adobe Experience Manager (AEM) interface for managing security groups. It shows two main windows: a user profile card on the left and a group management dialog on the right.

User Profile Card (Left):

- Edit User Settings:** A red oval highlights the "Edit User Settings" link above the account settings.
- Account settings:** Includes fields for Password (Change Password button), Account Status (activated), and a placeholder for a New Photo.
- Details:** Fields for ID*, Email, and Title.

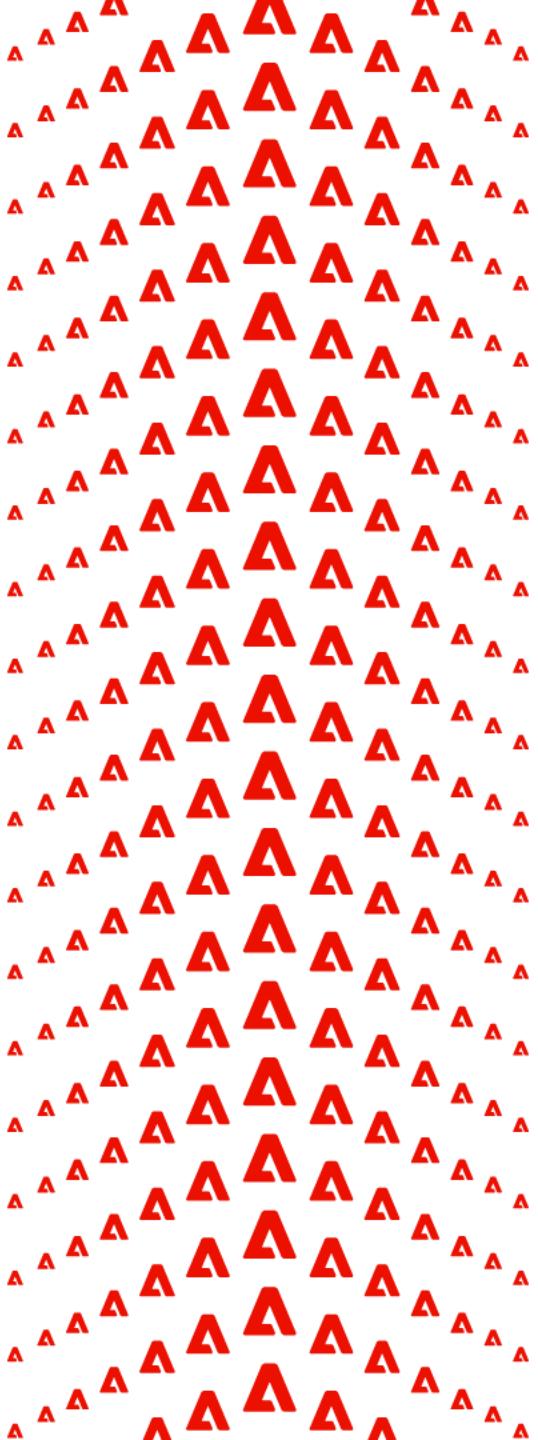
Group Management Dialog (Right):

- Edit Group Settings For Admins:** A red oval highlights the "Members" tab in the group details section.
- Add Members to this Group:** A search bar for "Type User or Group Name".
- Group Members:** A list of current members with their names and profile pictures, each with a delete icon (X).
- Group Details:** Shows the group name "Admins" (4 members, Not Published, Not Modified), "Members" (18 members, Not Published, Not Modified), and "Moderators" (5 members, Not Published, Not Modified).

Tools > Security > Permissions

Capability	Admin	Content Admin	Channel Publisher	Web Channel Publisher	Content Strategist	DAM User	View Only
Create Content Fragment	✓	✓	✓	✓			
Create Content Fragment - Content Mapper	✓	✓					
Create Folder	✓	✓					
Manage Tags Content Fragment	✓	✓					
Tagging EDAM	✓	✓	✓	✓		✓	
Tagging Content Hub	✓	✓	✓	✓			
Move Operation	✓	✓	✓	✓			
Move Operation DAM	✓	✓	✓	✓		✓	
Check out/in	✓	✓				✓	
Publish to Brand Portal	✓	✓				✓	
Reorder in list view	✓	✓					
Initiate eDAM approval workflow	✓	✓	✓	✓		✓	
Create Collection	✓	✓	✓	✓	✓	✓	
Impersonate	✓						
DAM Archive and Expired assets – restore, download, move, reorder	✓	✓					
DAM Archive and Expired assets - download (Future)						✓	
Publish to .com workflow	✓	✓	✓	✓			

Desktop tools



Tools > Assets > Desktop Tools > Desktop App

Discover & Search	Open & View	Reveal & Place	Edit & Upload	Bulk Updates
Browse, Search & Preview Assets	Asset downloads when viewed in Desktop App	Reveals in Finder	Edits in native apps	Bulk Uploads even assets in nested folders
Sort by Name, Date & Size	Opens in native desktop app	Place Assets in Adobe CC apps	One-click upload of assets, even those edited	Uploads edited assets at one time
Preview Thumbnails	Indicates Transfer Status	Pre-downloads placed assets	Check-out status indicator when assets are being edited Reconciles changes made by others	Available quick actions for selected assets

Tools > Assets > Desktop Tools

What Asset Link enables users to do:

Adobe Asset Link is an extension that works within Adobe Creative Cloud applications:

- Adobe InDesign
- Adobe Photoshop
- Adobe Illustrator
- Adobe XD

Place, download, or drag-n-drop assets into layouts including Drag-and-drop assets directly into InDesign frames

Browse and search for digital assets in DAM, including collections from the Asset Link panel

Access file details for assets living in AEM from with the panel:

- Thumbnail
- Basic metadata
- Versions

With Adobe Asset Link you can temporarily place a low resolution (FPO) image of the original asset from AEM

Support for Business storage for teams and enterprise accounts

Automatic authentication to AEM using Adobe Enterprise ID or Federated ID

Support for using the Adobe Asset Link CEP Plugin in environments with proxy servers.

Final Tips

Explore the tools – they have so much to offer.

Plan your user groups and permissions. Think beyond read, create, modify, delete and publish to all the capabilities

If you have a lot of information to add to assets consistently – Create a Metadata Profile, apply it to the folder so the assets will inherit all the information when created

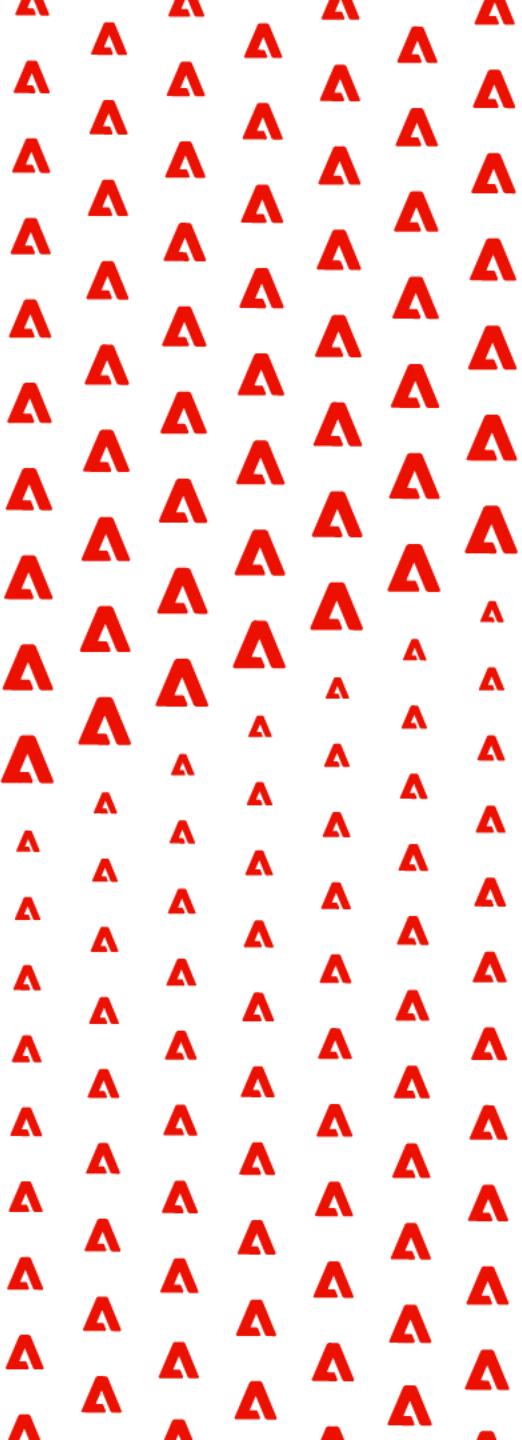
Questions?



Thank you!



Appendix



Additional Information

Administering tags:

<https://experienceleague.adobe.com/docs/experience-manager65/administering/contentmanagement/tags.html?lang=en>

AEM sites as a Cloud Service for here is great information on Tag properties:

<https://experienceleague.adobe.com/docs/experience-manager-learn/sites/integrations/experience-platform-data-collection-tags/create-tag-property.html?lang=en>

Metadata Profiles:

<https://experienceleague.adobe.com/docs/experience-manager-learn/assets/configuring/metadata-profiles.html?lang=en>

Instructions for integrating the AEM Desktop app:

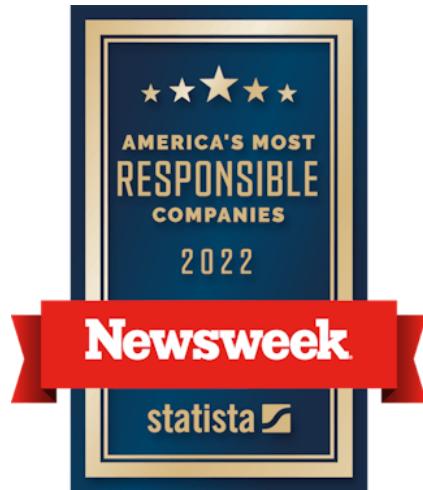
<https://experienceleague.adobe.com/docs/experience-manager-desktop-app/using/install-upgrade.html?lang=en>



LPL Company Snapshot

- We are a values-driven company that believes a better investment experience begins with independent, personalized advice.

**FORTUNE
500**




>21K
Financial Professionals


>1,100

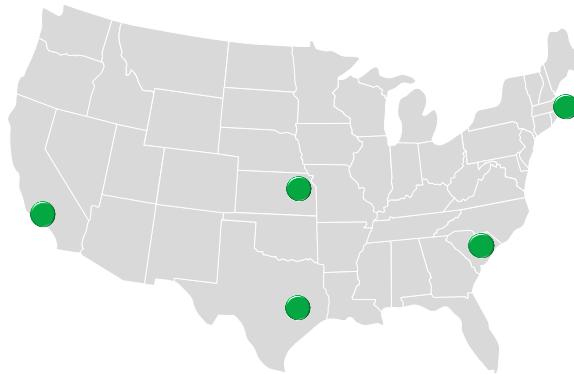
Financial Institutions


>6,500
Employees

>\$1T

Total Advisory &
Brokerage Assets

LPL Primary Offices



Leading Provider to Advisor-Mediated Market

#1 Independent Broker/Dealer in the U.S.¹

#3 RIA Custodian in the U.S.²

#1 Provider of 3rd Party Investment Services³

¹ As reported by Financial Planning magazine, June 1996-2022, based on total revenue.

² Cerulli Associates, 2022 U.S. RIA Marketplace Report

³ 2019/2020 Kehrer Bielan TPM Survey. Based on financial institution market share