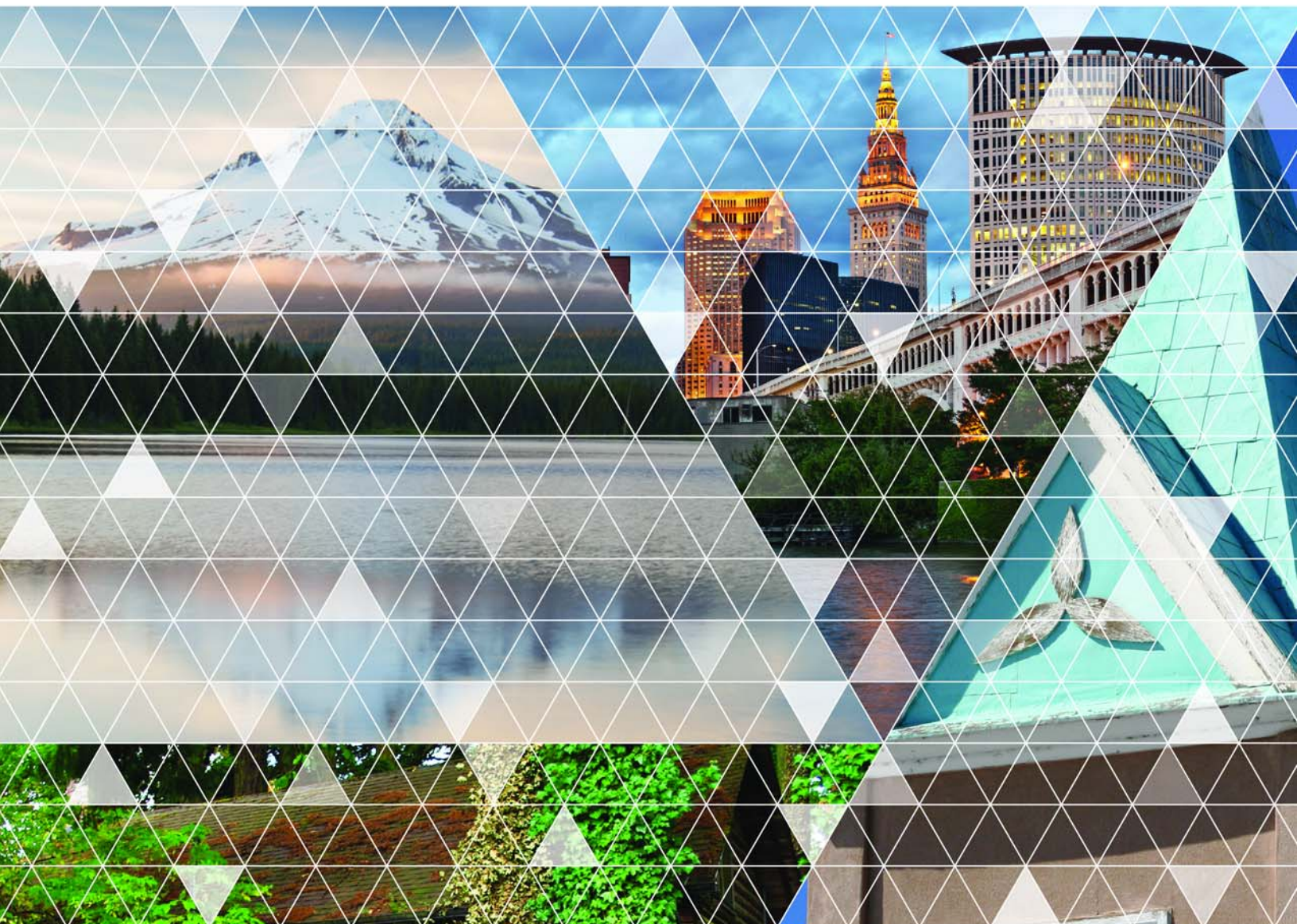


Accela Citizen Access®

Agency Branding



Preview - Not a general release

Accela Civic Platform Release Notes

© 2018 Accela, Inc. All rights reserved.

Accela, the Accela logo, the Accela logo with "Government Software" notation, Accela Automation, Accela Asset Management, Accela Citizen Access, Accela Mobile Citizen Access, Accela ERS, Accela GIS, Accela IVR, Accela Land Management, Accela Licensing, Accela Mobile Office, Accela Public Health and Safety, Accela Service Request, Accela Wireless, Kiva DMS, Kiva Development Management System, 'PERMITS' Plus, SiteSynch, Tidemark Advantage, Civic Platform, Civic Cloud, Civic Hero, E-Boardroom, EnvisionConnect, Envista, GEOTMS, IQM2, Mediatraq, Minutetraq, PublicStuff, Trusted To Do More, VelocityHall, Vantage360, and other Accela logos, devices, product names, and service names are trademarks or service marks of Accela, Inc. Brava! Viewer is a trademark of Informative Graphics Corporation. Windows is a registered trademark of Microsoft Corporation. Acrobat is a trademark of Adobe Systems Incorporated. Portions copyright 2009 Ching-Lan 'digdog' Huang and digdog software. All other company names, product names, and designs mentioned herein are held by their respective owners.

Version 9.3.0 - Preview March 2018

Corporate Headquarters

2633 Camino Ramon
Suite 500
Bishop Ranch 3
San Ramon, CA 94583

Tel: (888) 722-2352
Fax: (925) 659-3201

www.accela.com

Preview - Not a general release

Contents

Agency Branding Overview..... 4

Enabling the Agency Branding Tool.....6

Using the Agency Branding Tool..... 7

Agency Branding Overview

Agency Branding provides agency administrators with the ability to tailor branding elements and website look and feel. Use of this tool removes a dependency on third party developer resources to code and maintain these files as well as the necessity to use IT resources to update files in production. This reliance on IT contributes to overhead for the agency and places a burden on IT resources. In addition, it often introduces issues that are outside of the scope of original product.

This feature enables you to select font sizes, color schemes, icons, and themes. The two principal areas of Agency Branding are the Header and Footer Designer and Theme Builder.

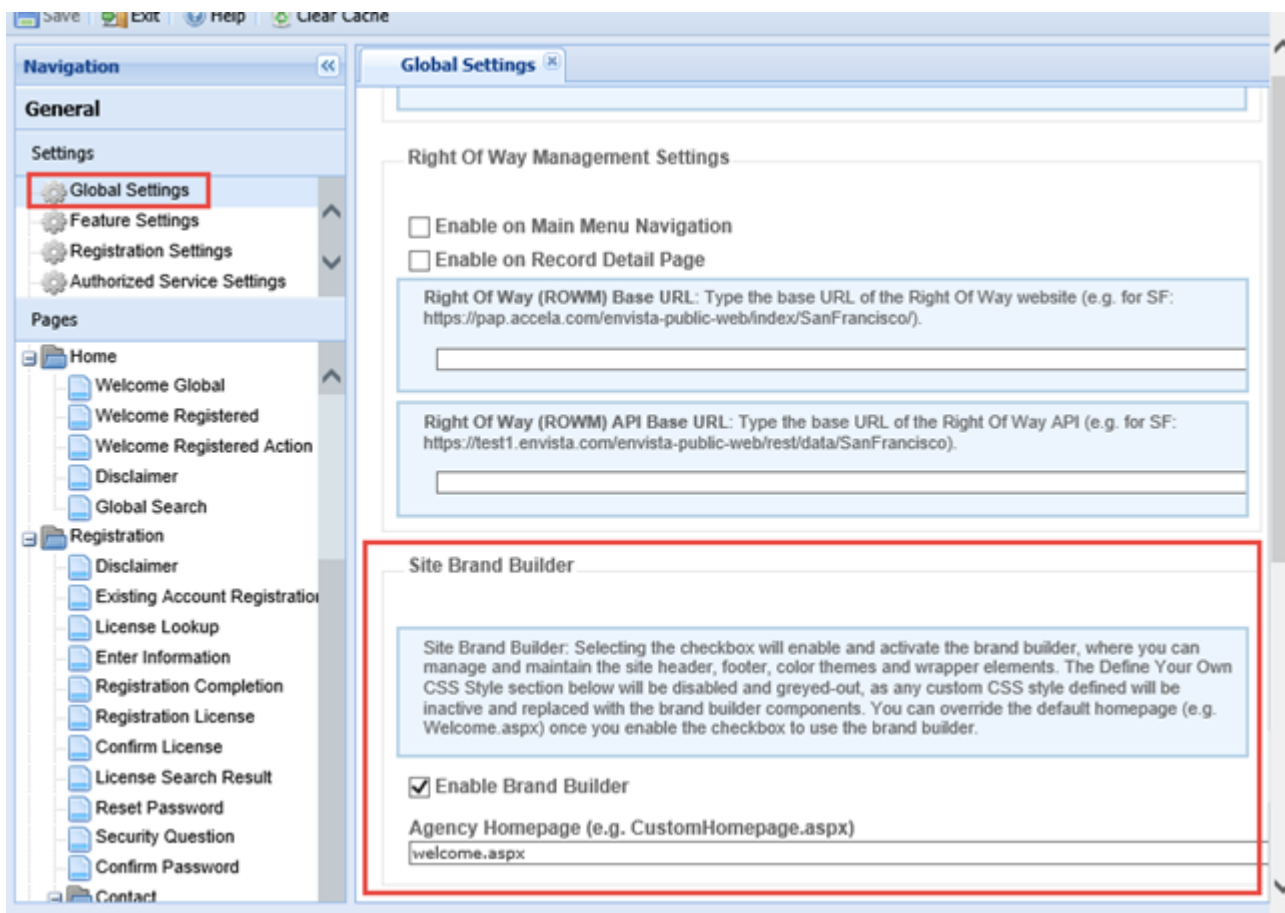
- **Header and Footer Designer**
 - Set Title** - Provides the agency's home page title.
 - Set Contact Number** - Provides the agency's contact number.
 - Logo Image** - Upload an agency logo image.
 - Show Return to Website Link** - Hide or display the "Return to" button.
 - Button Title** - Provides a label for the "Return to" button.
 - Navigate to URL** - Provide a URL that is enabled by the "Return to" button.
 - Set Footer Text** - Provide footer text for the website.
- **Theme Builder**
 - Banner** - Control website banner design elements such as banner background, banner title color, banner sub title color, banner height, logo size, logo position, return link background color, and return link color.
 - Footer** - Control website footer design elements such as footer background, footer text, and footer height.
 - General** - Control website design elements such as body background, text color, link control color, login panel background, and welcome panel background.
 - Navigation menu** - Control navigation menu design elements such as menu background, menu font color, menu hover color, menu on hover text color, sub menu background color, sub menu font color, sub menu top border color, sub menu bottom border color, and sub menu hover color.
 - Button** - Control website button design elements such as button background, button hover background, and button text color.
 - Grid view** - Control website button design elements such as header background, header text color, odd row color, even row color, row text color, page bar background color, page bar border color, page number disable text color, page number enable text color, and page number selected color.
 - Breadcrumb Navigation** - Control website breadcrumb navigation design elements such as background, text color, border bottom color, and selected border bottom color.
 - Theme Templates** - Provides an integrated template with pre-selected fonts, font sizes, and color themes.

Preview - Not a general release

Enabling the Agency Branding Tool

To enable the Agency Branding Tool, follow the steps below.

1. Sign into Citizen Access as an Administrator.
2. Under **Settings**, click **Global Settings** and in the right panel scroll to the **Site Brand Builder** section.



3. Click the **Enable Brand Builder** check box.
4. Click **Save**.
5. Click **Clear Cache**.

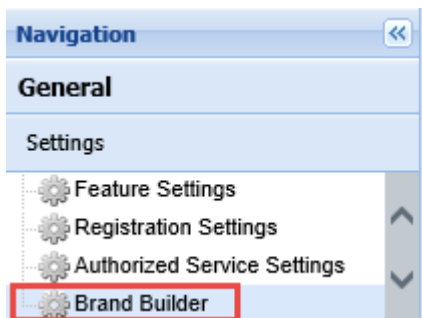
Proceed to the next section in this document, *Using the Agency Branding Tool*.

Preview - Not a general release

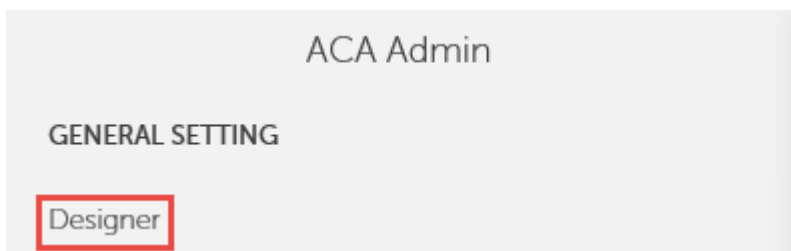
Using the Agency Branding Tool

To use the Agency Branding Tool to change the look and feel of your agency's Citizen Access website, follow the steps below.

1. In the **Settings** area, click **Brand Builder**.



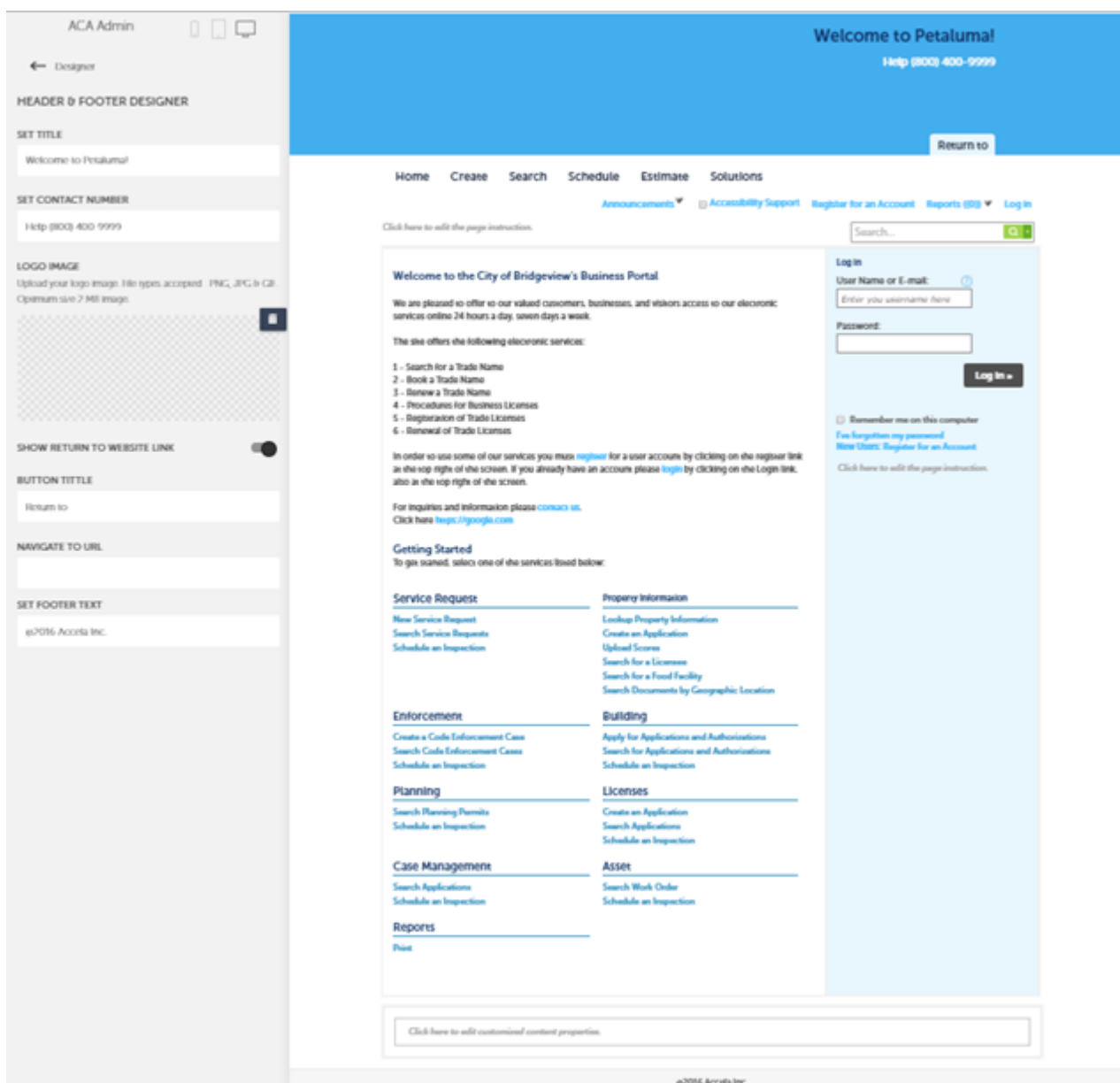
2. Click **Designer**.



You're now ready to use the **Header & Footer Designer** and **Theme Builder** to customize the branding of your Citizen Access website. Refer to the following sections for complete details on the Header & Footer Designer and Theme Builder.

Header & Footer Designer

When you click **Header & Footer Designer** from the **Designer** menu, the following page displays. The left pane contains the controls for individual header and footer design actions. The right pane is a preview pane where you may view your changes in real time.



In the above screen, the **Header & Footer Designer** controls display on the left. The current configuration elements are detailed on the right side of the page and in the table below.

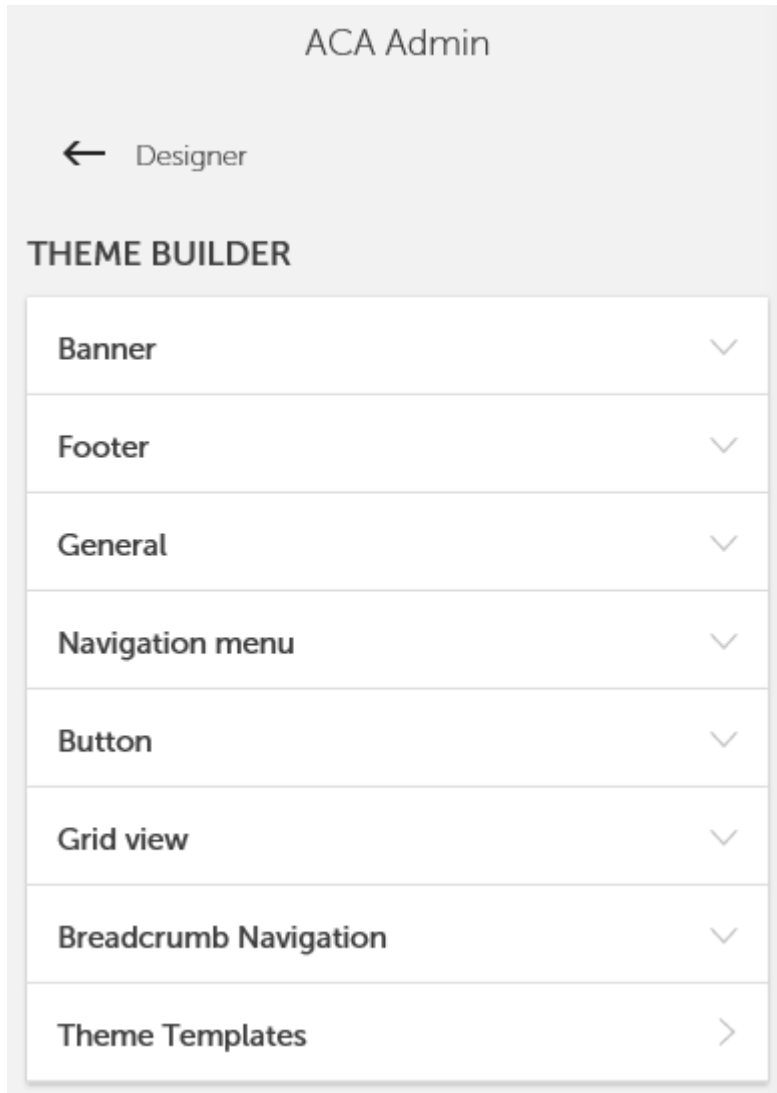
Control	Preview area
Set Title	Welcome to Petaluma!
Set Contact Number	Help (800) 400-9999
Logo Image	Upload an image by clicking the Logo Image area. Discard the image by clicking the trashcan icon.
Show Return to Website Link	A switch that either displays or removes the Return to button.
Button Title	Modifies display text in the Return to button.
Navigate to URL	Enter a URL that is activated by clicking the Return to button.
Set Footer Text	@2016 Accela Inc.

Preview - Not a general release

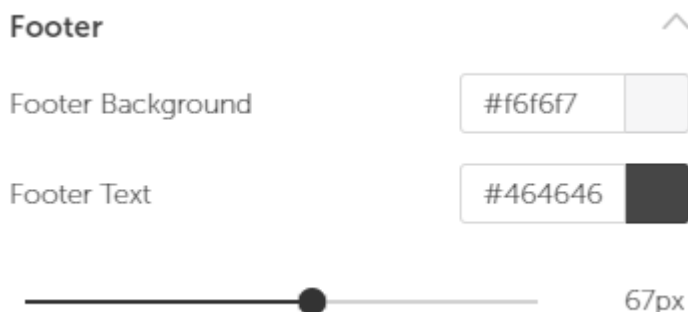
Theme Builder

When you click **Theme Builder** from the **Designer** menu, the **Theme Builder** page displays. Similar to the **Header & Footer Designer**, the left pane contains the controls for web page design actions and the right pane is a preview pane where you can view your changes in real time.

The **Theme Builder** design controls are within collapsible content panels. The collapsible content panels initially display as follows.



With the exception of **Theme Templates**, all the collapsible content panels contain the same general controls. A typical set of controls is shown below.



Preview - Not a general release

A slider control determines the dimensions (in pixels) for a design element or an image's location.

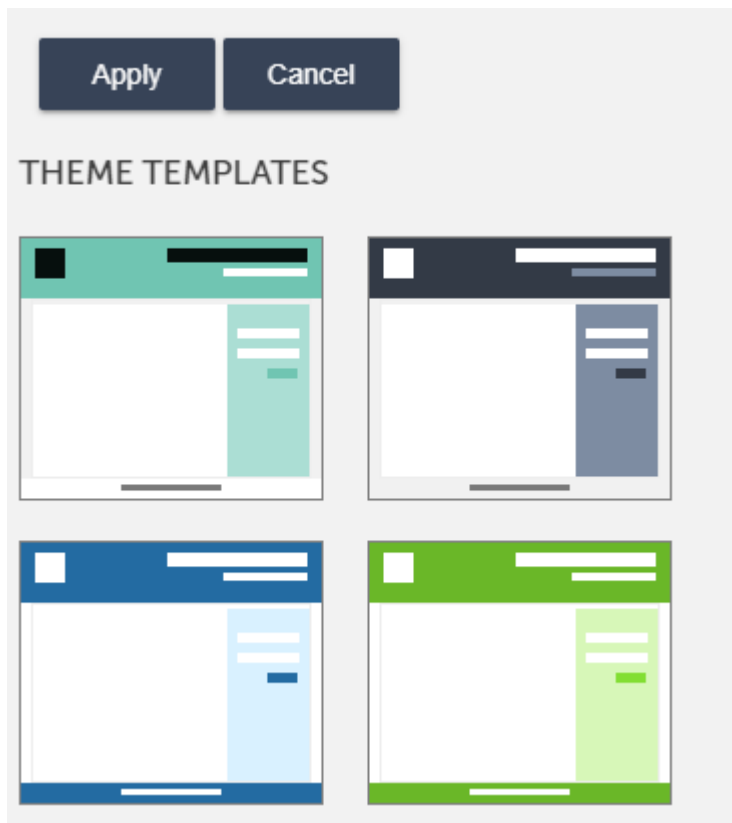
The color controls include a text box with the color's hex value adjacent to the equivalent color. There are also the standard controls for the color palate and spectrum.

Click on the color area of the control to open a color picker and click **OK** to apply the color selection to the web page element.



Theme Templates

Theme Templates provide an integrated color scheme and fonts for your website.



1. Click a Theme Template, then click **Apply**.
2. In **Theme Builder**, click **Submit**.

Preview - Not a general release

