

Q2D CMS Manual

Run the Website locally.....	1
Adding the new "page" to the Start-Page.....	2
Working with Start-page pages.....	2
Page construction essentials	2
Working with "ARTICLES"	3
Creating an Article	3
Linking to an Article.....	3
2 Types of Articles	3
Creating a Template-Bound Article	3
Creating a CUSTOM Article.....	4
Dealing with Languages.....	4
Switching the default language	4
Enable/Disable the "Switch-Lang" Control/Button	4
Adding English to content	4
Create / Edit user accounts	4
Changing password	4
Creating new user.....	5
Access Levels	5
Writing HTML with Bootstrap grids.....	5
Glossary	6

Run the Website locally

- install Node.js
- install Mongoddb
- Now we need to import/restore the mongo dump. The mongo dump is found in the project folder named "ProjectDocs" -> "mongo_dumps". choose the one with the latest date.
- Navigate first to the dir where mongorestore.exe is stored, run mongorestore from cmd,:
Example: **mongorestore -d q2d c:/dump/q2d**
- Clone Git repository
- Run npm install (*get all node modules*)
- In project folder find file named "SettingsConstr.js" -> find "MONGOOSE" -> "host" property, make sure that the ip is the correct one

- Run npm start

Adding the new "page" to the Start-Page

When you complete this step, a new [page](#) will be added to the start-page and a new option will become visible from the menu.

To go to Admin page navigate to www.q2d.se/login. Make the login.

From Admin page -> **CONTENT ALL** -> click "Add new" Button -> in the row named "**LINK**" write the name of page/link -> skip all other rows -> click **OK**

Now, go to -> Admin page -> **LINKS** -> "Add new" Button -> in the row named "LINK" write the **same name** as in the previous step. In the row named "NICKNAME" specify the nickname for the "LINK" -> skip all other rows -> click **OK**.

*Example: we have a link named "**products**" but the nickname we want set to **Product2017** or whatever you wish. This nickname will be visible as a link from the menu.*

Now take a look at the column named "SERIAL" in the same table. The numbers in the column represent the position of a page on the start-page. So if you prefer to have our newly created page as the last page simply click on the column SERIAL corresponding to this page and give it the highest number. To have it first - the lowest number.

Take a look at the columns named "HIDDEN-MENU" & "HIDDEN-START-PAGE". By default both are set to "false". Setting "HIDDEN-MENU" to true will make that the "link" will not be visible from the menu. Setting "HIDDEN-START-PAGE" to true will make that the page will not be shown on the start-page.

Working with Start-page pages

You have access to the pages on the [Start-page](#) from the Admin page -> Section: *FIRST-PAGE-RELATED-STUFF*. The most common pages (utbildning, remix, lorawan) are separated into single links/buttons. Please note that **all** of the pages are accessible via the "ALL-PAGES" link/button.

Page construction essentials

It's very important to understand what a page construction look like. Go to Admin page -> click on link "UTBILDNING" under the *FIRST-PAGE-RELATED-STUFF* Section.

Now let's consider the columns which a page is built of. The first and the main important column named "LINK" is a sort of identification and is a very essential part of the page construction. A page may but must not consist of **several** entries with the **same** link name. This is done to be able to split up a page into several logical parts in case if the page have large amount of content. The page "UTBILDNING" is an example of a page built of several links.

Let's consider this page (UTBILDNING), the first link has "**SERIAL**" column set to "0" which means that it will be displayed first. The second link has the same name (utbildning) and the "SERIAL" column set

to 1. Note, you are free to change the "SERIAL" column at any time as any other parameter in the table.

Now let's take a look at the column named "**HIDDEN**". It might sometimes be handy to be able to not show the content while you work on it or some other reason. Having the "HIDDEN" column set to "true" will hide this piece of content from displaying it on the website.

Working with "ARTICLES"

[Article](#) is a stand-alone piece of content which is **not** visible from the [Start-page](#) but is made visible by linking to it in the same way as for the **HTML <a>** tag.

Articles are accessed from the Admin page, section "ARTICLES - STANDALONE-PAGES". Let's open articles and take a look at the columns. The first column named "LINK" is the basic part of the article and is used to link to a particular article. **NOTE:** there link name is unique. Creating of duplicates is restricted and prevented. So unlike "pages" an article can only consist of one entry with an unique link name.

Creating an Article

Go to -> Admin page -> click "ARTICLES" link/btn -> press "Add new" button. In the row named "LINK" write the name of the link without white spaces. In the column named "CONTENT" write `<h1>This is a test Link</h1>` (as example only). Now press the "Ok" button at the bottom of the form. The article is now ready and we can link to it.

Linking to an Article

Linking to an article is very simple and is done exactly in the same way as when linking from an **HTML <a>** tag. Example of making a link to an article: `Link to article`. Pay attention at the `"/article/"` prefix. This one is obligatory to make it possible to link to an article.

2 Types of Articles

It is very important to mention that there are two different types of articles. The first type and the most common is article which is bound to a template. The template is build of **article title**, **image** and the **article content**. The template-bound article type makes it really easy to create new articles.

The second type is a custom type and not bound to any template where everything is done manually with HTML tags.

This article type is enabled by setting the column "CUSTOM / NOT TEMPLATE BOUND" to **true**. When this setting is set to **true** the columns "IMAGE" & "TITLE" are ignored and the only column which is taken into account is "CONTENT". *Please ignore columns ending with -ENG for the moment.*

Creating a Template-Bound Article

Go to -> Admin page -> click "ARTICLES" link/button -> press "Add new" button. In the row named "LINK" write the name of the link without white spaces. Press the "Ok" button at the bottom of the form. Find the newly created article in the list of articles. Now we need to fill out the following columns: TITLE, IMAGE, CONTENT.

In the column "TITLE" write the title for the article.

In the column "IMAGE" write **only** the file name of the picture with extension (*pic1.jpg*).

All the pictures are stored in folder: www/images.

In the column "CONTENT" write the content of the article using the basic HTML tags like <p>, , etc.

Creating a CUSTOM Article

Go to -> Admin page -> click "ARTICLES" link/button -> press "Add new" button. In the row named "LINK" write the name of the link without white spaces. Set the column named "CUSTOM" to **true**. Press the "Ok" button at the bottom of the form. Find the newly created article in the list of articles. Now the only column we need to edit is the "CONTENT" column.

Read section: [Writing HTML with Bootstrap grids](#)

Dealing with Languages

The website supports **two** languages.

Switching the default language

The default website language is set to "swe". It can be changed by entering link "LANG" in the Admin page and setting the option "LANG" to "eng".

Enable/Disable the "Switch-Lang" Control/Button

This button is found in the navbar next to the menu.

Go to link "LANG" in the Admin page.

You can disable the switch language button by setting the "SWITCH LANG BUTTON" column to **false**.

Adding English to content

Go to Admin page -> click "ALL PAGES" link. Consider any of the entries and pay attention to the column named "CONTENT-ENG". To make it easy copy the content from the column named "CONTENT" and paste it into column "CONTENT-ENG" and then translate the text into English.

Adding English for the [Articles](#) is almost the same procedure. The only difference is the additional column "TITLE-ENG" which is used in case if you are using the [template-bound](#) article type.

Create / Edit user accounts

To open user accounts go to Admin page -> "SECURITY AND ACCESS" section -> ACCOUNTS

Changing password

To change a password for a user simply click the "PASSWORD" column for some user and type the new password. *Note all passwords are stored encrypted and you can't see them after saving. But changing is allowed at any time.*

Creating new user

To create a new user click "Add new" button. Type the name of the new user in the "USERNAME" column. Now let's consider the "LEVEL OF ACCESS" column. You can choose between two levels of access. Read more about access levels below. Fill in the remaining field "PASSWORD" and click "Ok".

Access Levels

Access Level "2" means that the user will be able to **create** and **edit**.

Access Level "3" means that the user will be able to **create**, **edit** and **delete**.

Writing HTML with Bootstrap grids

It's suggested to use Bootstrap rows and columns as wrappers for the content.

Example with 2 columns in all modes except mobile:

```
<div class='row'>
  <div class='col-sm-6 col-12'>

  </div>

  <div class='col-sm-6 col-12'>

  </div>
</div>
```

col-sm-6 (A)	col-sm-6 (B)
col-12 (A)	
col-12 (B)	

Example with 2 columns always full-size:

```
<div class='row'>
  <div class='col-12'>

  </div>

  <div class='col-12'>

  </div>
</div>
```

col-12 (<i>always full-size</i>)
col-12 (<i>always full-size</i>)

More information on using bootstrap grids can be found here: <https://v4-alpha.getbootstrap.com/layout/grid/>

Glossary

Article

Is a stand-alone piece of content which is **not** visible from the Start-page but is made visible by linking to it in the same way as for the <a> tag.

Example Link to someArticle.

Pay attention to the "**/article/**" prefix, this is one is to be able to link to an article.

Page

One of pages on the Start-page. Example "ReMix" page.

Start-page

A page which consists of several other pages which are considered to be the most important pages on the website