

Working with Components

Joomla arrives with eleven default components such as advertising banners and contact forms. Some of the default Joomla components are :

1. **Banners:** Shows advertising banners.
2. **Contacts:** Creates contact forms.
3. **Search:** Allows people to search your site.
4. **Smart Search:** Allows people to search your site in more advanced ways.
5. **Tags:** Allows you to organize your content in a more flexible way than categories.

1. Banners Component

The Banners component has two main tasks:

- It shows advertising banners.
- It collects all the data about those banners, such as the number of times each one has been shown and the number of times each one has been clicked on.

Banners uses the CASH workflow of Categorize, Add, Show.

2. Contacts Component

The Contacts component has one main task: It allows visitors to contact you.

Contacts allows you to easily set up forms. If you just want one contact form for the whole site, that's easily done. You can also set up a whole directory of contact forms for different people or different departments.

The CASH workflow applies to contacts, just as much as for content, menus, and banners. We're going to Categorize, Add, and then Show.

Advanced Contact Options

There are some useful features you can use to improve your form. For example, you can add more data about your organization:

- Go to "Components", then "Contacts" and edit "Joomlaville Mayor". You will see a variety of contact fields, including Address, City or Suburb, State or Province, Telephone, and Website.

3. News Feeds Component

- The News Feeds component allows you to automatically show news from other websites.
- News Feeds uses a technology called RSS or Real Simple Syndication to pull in the feeds from other sites.

4. The Search and Smart Search Components

- The Search component allows people to search for keywords on your site.
- Of all the components this is the one that is guaranteed to be used on almost every Joomla site.
- The "**Gather Search Statistics**" option allows you to track all the searches that people have made on your site.

5. Tags Component

- The Tags component is a flexible and useful alternative to categories.
- Tags are more flexible than categories because an article can have multiple tags, but only one category.
- Tags are also more flexible because they apply to articles, but also to Banners, Contacts, News Feeds, Users and more.
- With tags, you can organize almost anything on your site and place it on the same page.