

## User Guide

# How to work with Admin Panel

By SBND Technologies

# Main sections description

## System > Languages

**1) Default language is English. To add new language click the Add button on the right.**

### **2) Add new Language**

- Code - it's usually two letters

For example: English is en, French is fr, German is de

- Title - name of the Language

- Encoding - the encoding for this Language. The default utf-8 encoding is ok for most popular Languages.

- Published - to appear in the language bar or not

- Flag Image - upload a flag image that will appear in the language bar

**3) Edit Language** - edit the properties of a Language

**4) Language Variables** - list of all system strings on your website with there translations in this Language.

If some word is shown in [square brackets] in the fronend or backend of your website that means that it doesn't have a Value for its translation. Go to Language Variables, find it in the list, click edit, and add a Value for its translation.

**5) Import from a File** - you can import a Language if you have .ini file with all Language Variables.

**6) Export to a File** - you can export a Language in .ini file.

If you want to translate faster (for example form English to French) you can export the English .ini file open, it with text etitor, add all the translations (while keeping the document structure),

and import it back with Import from a File option for French Language.

## **System > Settings**

### **1) SITE\_THEME**

- Value - path to theme folder
- Multi Language Variable - activate Multi Language for this component

### **2) SITE\_TEMPLATE**

- Value - main template file
- Multi Language Variable - activate Multi Language for this component

### **3) SITE\_START\_PAGE**

- Value - choose a start page of the site
- Multi Language Variable - activate Multi Language for this component

### **4) SITE\_OPEN**

- Value - If set to Yes, site is live. If set to No, site is under construction and you can leave a custom message in the editor below.
- Multi Language Variable - activate Multi Language for this component

### **5) SITE\_NAME**

- Value - choose a website name that is shown in the title bar of the browser window
- Multi Language Variable - activate Multi Language for this component

### **6) SITE\_LOGIN\_MODE**

- Value:
  - Site login none - no need to log in to see the content of the

website

Site login box - log in is optional. Login box is shown on the top of the frontend

Site login total - log in is mandatory to see the content of the website

- Multi Language Variable - activate Multi Language for this component

## **7) SITE\_LANGUAGE**

- Value - Choose a default language from the drop-down list

- Multi Language Variable - activate Multi Language for this component

## **8) SITE\_KEYS**

- Value - enter meta keywords for the website, separated with comma

- Multi Language Variable - activate Multi Language for this component

## **9) SITE\_EMAIL**

- Value - enter the e-mail address of the administrator of the website

- Multi Language Variable - activate Multi Language for this component

## **10) SITE\_DESK**

- Value - enter meta description for the website

- Multi Language Variable - activate Multi Language for this component

## **11) SITE\_CHARSET**

- Value - enter encoding (utf-8 is default)

- Multi Language Variable - activate Multi Language for this component

## **12) session\_time**

- Value - duration of the session for a logged user, measured in seconds.
- Multi Language Variable - activate Multi Language for this component

### **13) list\_max\_rows**

- Value - default number of rows in a list in the backend
- Multi Language Variable - activate Multi Language for this component

## **System > Pages**

### **1) Page**

- New page - Click the Add button on the right to create a new page.
- Edit page - Click the Edit link below the page title
- Preview Page - Click the Preview link below the page title
  
- System name - should be one or more words, no spaces and special characters allowed.
- Parent - if the item is a subpage choose the parent page from the drop-down list, else leave blank.
- Public name - title of the page that will show in the frontend
- Subtitle - subtitle of the page that will show in the frontend
- Include in menu - select which menu you want the page to appear in (from the list on the left) and use the arrows to add the selected menu (to the list on the right)
- Content - main content (formatted text and images) of the page if there is any
- Permalink - use it to redirect the user outside of the current domain (For Example: <http://google.com>)
- Open in - how you want the page to open:
  - self - in the same window
  - blank - in new window/tab
  - top - use it if the page is open in iframe

popup - in popup window and you can add the size in the Open in - settings below

- Modal - it looks like you click on photo in Facebook. You can add the size in the Open in - settings field
- META Key - add meta keywords for the page
- META Description - add meta description text for the page
- Component Name - if you want to show a component in this page choose it from the drop-down list
- \* Note - the component should be registered beforehand in order to appear in the drop-down list
- Show in language version - choose to show or hide this page for the current Language

## 2) Menu Positions

You can create and edit menu positions. There are two default menu positions - top which is the main header menu position and bottom which is a footer menu position.

To create new menu position click the Add button on the right.

To delete a menu position use the checkbox to select it and click Delete on the right.

## System > Templates

### 1) Templates

- This area is for editing the template files (.tpl) of the theme.

### 2) Create new template

- click the Add button on the right
- Name - type the name of the new file without spaces or special characters and with the .tpl extension at the end
- Content - add your code in this field

### 3) Edit template

- Click the Edit link below the template name
- Name - you can change the name of the file. Keep the .tpl

extention

- Content - you can review and edit the code

#### **4) Import from a File**

- To replace a template file click the Import from a File link below the template name
- Use the browse button to navigate to your computer and choose the file that you want to import

#### **5) Export to a File**

- To export a template file click the Export to a File link below the template name

#### **6) Delete a template**

- to delete a template use the checkbox to select it and click Delete on the right

### **System > Users**

**1) Users** - you can register users and control their access permissions

**2) Create new user** - click the Add button in the right

**3) Edit user** - click the Edit link in front of the user name

**4) Delete user** - use the checkbox to select the user and click Delete on the top right

**5) Manage Roles** - you can change users' permissions and add or edit user roles

**6) Permissions** - to change the permissions of an existing role use the Permissions link in front of the role name

**7) Role name** - to edit a role name click the Edit link in front of the role name

**8) Create new role** - click the Add button in the right

**9) Delete role** - use the checkbox to select the role and click Delete on the top right

## System > Components

**1) New Components** – every component has an install.txt file where you can find detailed instructions for installation and usage. This file is located in the main folder of the component.

**2) Delete Component** – use the checkbox to select the component and click Delete on the top right