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IBM Workplace Web Content Management

WebSphere Portal Server v5.1

Lotus software



ON DEMAND BUSINESS™

IBM Proof of Technology

IBM Product Introduction + Exploration Organization

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Session Objectives

- After completing this session, you should be able to:
 - ▶ Work with Workplace Web Content Management to develop a web content environment
 - ▶ Use the Web Content Management authoring portlet to create the components required for a web content environment
 - ▶ Understand how to create a web content environment
 - ▶ Create content portlets in WebSphere Portal to deliver content to site visitors

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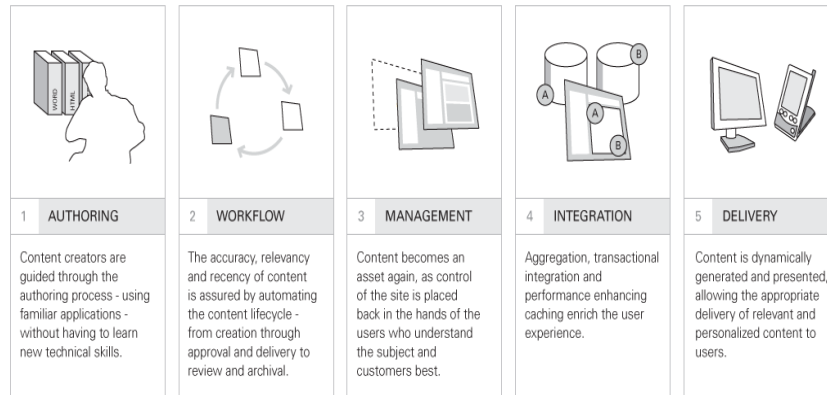
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Agenda

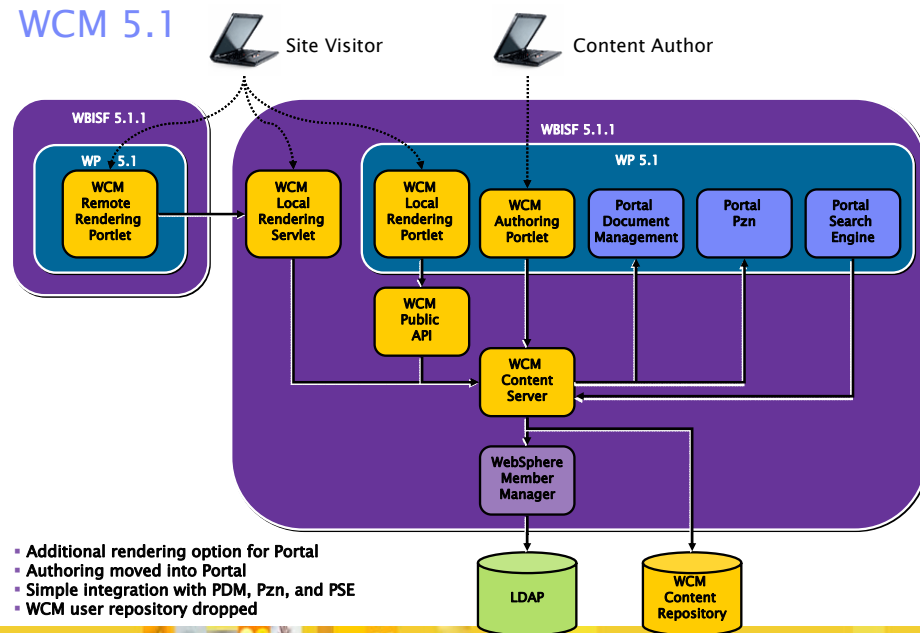
- IBM Workplace Web Content Management V5.1
 - ▶ System architecture – version 5.1
 - ▶ Users of Web Content Management
 - ▶ Components
 - ▶ Dynamic Component Architecture
 - ▶ Features
- The IBM Workplace Web Content Management Authoring Portlet
- Introduction to the Web Content Management user interface (UI)
 - ▶ Lotus Workplace Web Content Management Authoring Portlet
 - ▶ Creating content
 - ▶ Configuring the Authoring Portlet
- Summary

IBM Workplace Web Content Management V5.1

IBM Workplace Web Content Management

End-to-End Content Management

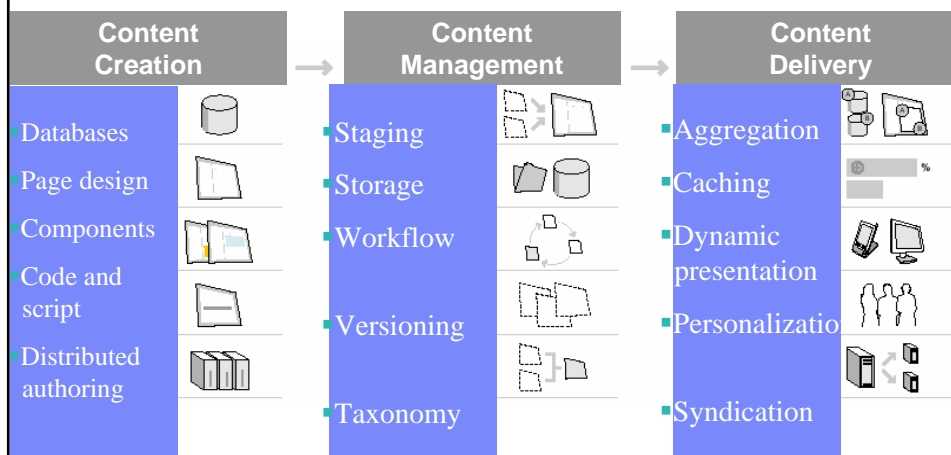
WCM 5.1



Lotus Workplace Web Content Management Users

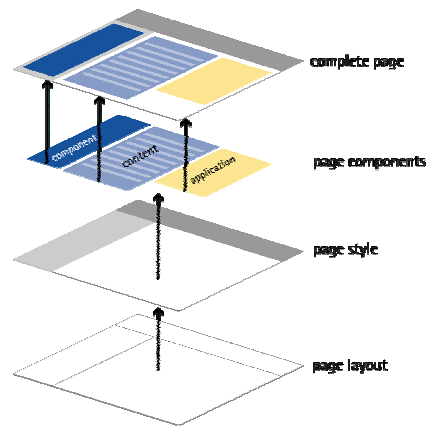
- Content Authors
 - Create content
- Site Developers
 - Implement site structure and taxonomies
 - Build site
 - Implement workflows and security
- Lotus Workplace Web Content Management Administrators
 - Configure the Lotus Workplace Web Content Management Authoring Portlet
 - Configure syndication
 - Manage the Web site cache
- Site Visitors
 - View content through a Lotus Workplace Web Content Management Rendering Portlet or Servlet
- Portal Administrators
 - Grant access to the Lotus Workplace Web Content Management Authoring Portlet via Portal Access Control (PAC)

ILLWCM Components



Dynamic Component Architecture

Web Content Management components are configurable, reusable objects



Features

Features

- Content Creation
 - Templates
 - Content Creation UI
- Sitemap
- Taxonomies
- Delivery
 - Page Design
 - Components
- Workflow
- Security

Content Creation

- Integrated into WebSphere Portal UI
- All content based on user defined templates

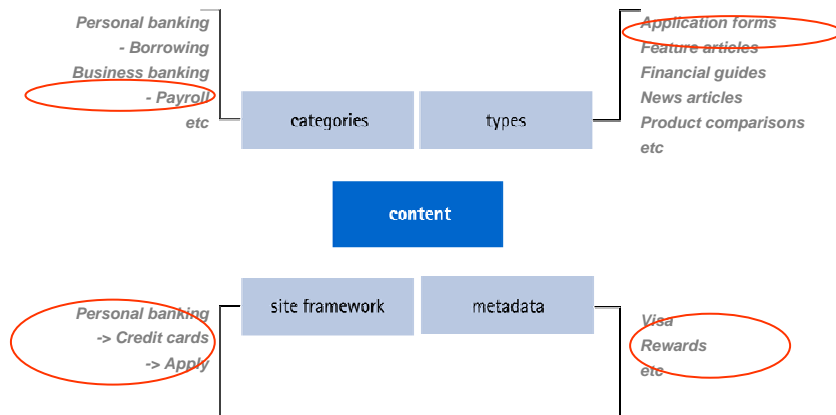
Sitemap

- The site map can be created and managed via Administration
- The site area documents can hold meta information
- The site map is used to generate the navigation for the site

Taxonomies

- Hierarchical Categories
- All content categorized
- Navigation can be from categorization as well as Site Map
- Similar Links, i.e. related pages

Content Intelligence: Taxonomies



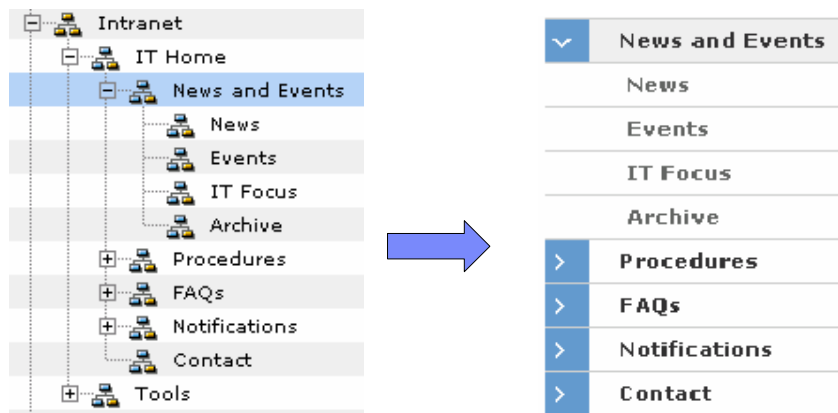
Delivery: Page Design

- To display an item of content use a page design
- Page design contains:
 - ▶ Mark-up (HTML)
 - ▶ Components:
 - Navigation from sitemap
 - Menus for similar links
 - Presentation components for re-use

Content Delivery: Components

- Reusable elements that can:
 - Contain static HTML
 - Produce dynamic HTML
- Static useful for branding and shared elements such as copyright
- Dynamic for:
 - Navigation
 - Related links
 - Personalization

Component: Navigator



Workflow

- A workflow is a collection of stages
- The stage defines who can:
 - ▶ Read
 - ▶ Edit
 - ▶ Approve/Decline
 - ▶ Delete
 - ▶ View on the Web
- All content must go through a workflow before being published

Security

- Users and Groups
 - ▶ Managed by WebSphere Member Manager
- Authoring Portlet Access Control
 - ▶ Determines who has access to the Authoring Portlet
 - ▶ The views a user can access within the Authoring Portlet
 - ▶ What level of access a user has to each view they can access
- Web Content Management Item Security
 - ▶ Determines what items a user has access to within the Authoring Portlet
 - ▶ Defines the level of access a user has for each item
 - ▶ Determines who has access to items on a live web site


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The IBM Workplace Web Content Management Authoring Portlet

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Overview of the Authoring Portlet

- Authoring Portlet is the interface for creating and managing Web site and content
- Two main sections for item management:
 - ▶ Web Content page
 - ▶ Item Form
- Filter and sort items
- Open and edit multiple items concurrently
- Select multiple items and perform an action on all items at one time
- Buttons disabled when not applicable to batch-selected items
- Edit available items from any view
- Link to edit content from the Web page view (Rendering Portlet)
- Preview content and Web page components

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Accessing the Authoring Portlet

- **Portal administrator** grants access to Authoring Portlet:
 - User – can access the Web Content Management user interface
 - Administrator – can access the Web Content Management configuration page
- **Web Content Management administrator** grants access to:
 - Web Content Management user interface views
 - Web Content Management user interface buttons
- **Site developer** grants access to:
 - Content via workflow
 - Site areas
 - Components

Authoring Portlet User Interface

The screenshot displays the Authoring Portlet User Interface. Key components are labeled with callouts:

- Open Items Bar:** Points to the top navigation bar containing links like 'Welcome', 'My Workplace', and 'Web Content Management'.
- Button Bar:** Points to the toolbar below the Open Items Bar, containing buttons for 'New', 'Read', 'Edit', 'Delete', 'Preview', 'Link To', 'Move to', 'Add Link', 'Remove Link', and 'Edit Security'.
- Selected view:** Points to the 'News' view selected in the left-hand 'Views Navigator'.
- Index Toolbar:** Points to the toolbar above the main content area, containing 'Filter' buttons and a 'Showing 1 - 7 of 7' indicator.
- Index of selected view:** Points to the main content area displaying a list of news items with columns for Name, Status, Date Saved, and Author.
- Views Navigator:** Points to the left-hand pane showing a tree structure of site areas and components.

Name	Status	Date Saved	Author
News		Dec 12, 2003 2:13:55 AM GMT	
New Domino Product		Nov 24, 2003 2:42:56 AM GMT	
New WebSphere Product		Oct 21, 2003 11:34:07 PM GMT	
IBM acquires Aptix		Dec 8, 2003 10:06:17 AM GMT	
Sample News Article 4		Nov 25, 2003 10:38:52 PM GMT	
Clean Desk Policy		Nov 25, 2003 10:50:35 PM GMT	
New Offices - Sydney		Dec 8, 2003 10:38:59 PM GMT	

Views Navigator: Views of the User Interface

- Content Library
 - Content By Title
 - Content By Site Area
 - Content By Category
 - Content By Workflow
 - Content By Authoring Template
- Design and Development
 - Presentation Templates
 - Presentation Templates by Workflow
 - Authoring Templates
 - Authoring Templates by Workflow
 - Component Library
 - List of all Component types
 - Components by Workflow
 - Search Rules
 - Category
 - Keyword
- Site Management
 - Site Framework
 - Category Management
- Workflow Management
 - Workflows
 - Workflow Stages
 - Workflow Actions
- Version Management
 - Version Library
- Administration
 - Syndicators
 - Subscribers
 - Cache Management
 - Processing Cache
 - Data Cache
 - Advanced Web Content Management Cache
 - Basic Web Content Cache

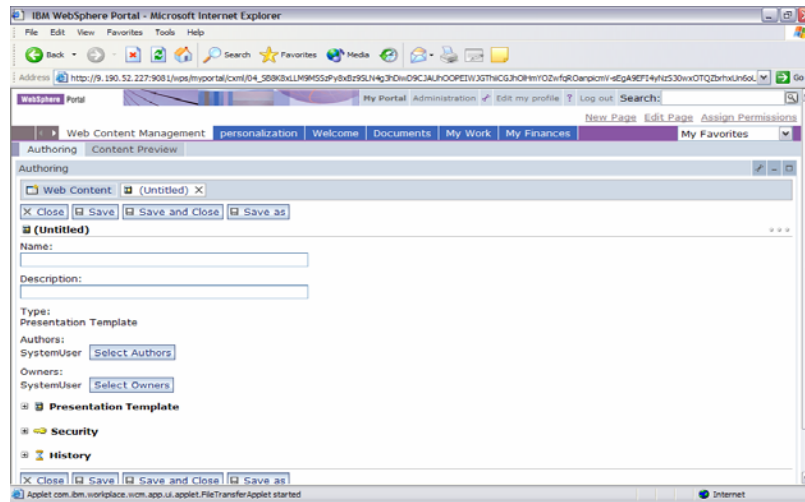
Item Form

Button Bar

Open Items Bar with button of currently displayed item highlighted

Collapsible section

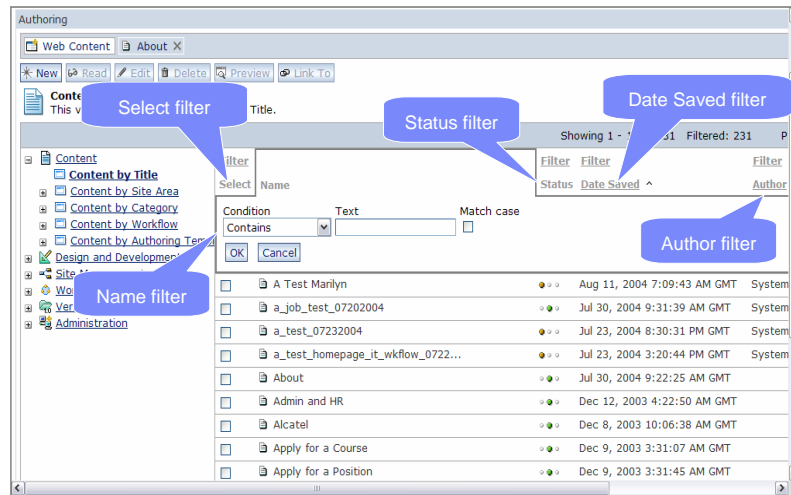
Presentation Template Form



Filter and Sort Items in the Authoring Portlet

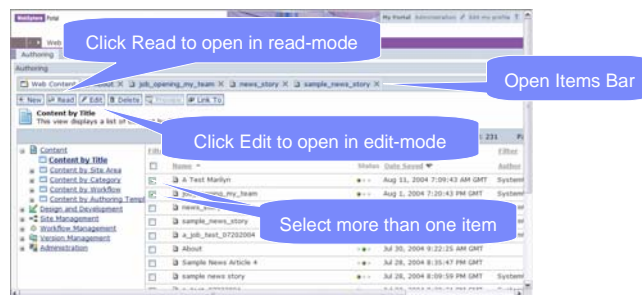
- Find items more easily in the Authoring Portlet by filtering and sorting
- Different filter for each column:
 - ▶ Selection – Selected, Not selected, All
 - ▶ Name – Contains, Does not contain, Starts with, Ends with
 - ▶ Status – All, Draft, Published, Expired, Locked
 - ▶ Date Saved – All dates, Dates until, Dates from, Dates between
 - ▶ Author – Contains, Does not contain, Starts with, Ends with
- Apply filters simultaneously to multiple columns
- Sort content in ascending or descending order

Example: Filtering and Sorting Content



Open and Edit Multiple Items Concurrently

- Use the Select checkbox to select multiple items and click Edit to open all selected items in one action
- Open items are represented by a button in the Open Items Bar
- Click Read to open multiple items in read-mode
- Click Edit to open multiple items in edit-mode



Perform an Action on Multiple Items

- Select multiple items using the checkbox in the Select column
- Click Delete to delete all selected items
- Click Link To to link all selected content items to another site area
- Click Move To to move all selected content items to another site area
- Click Edit Security to batch-edit security on selected items
- **Note:** Buttons that are not applicable to multiple selections are greyed out.

Batch-Edit Security

WebSphere Portal

My Portal Administration Edit my profile - Screen Edit my profile - Portlet Log out

Welcome My Workplace My Work My Finances My Newroom Web Content

Authoring Content Preview

Web Content

New Read Edit Delete Preview Link To Edit Security

Content by Title
This view displays a list of Content by Title.

Showing 1 - 15 of 220 Filtered: 220 Page 1 of 15 Go to Page

Filter	Filter	Filter	Filter
Name	Status	Date Saved	Author
<input checked="" type="checkbox"/> About		Nov 27, 2003 9:47:24 PM GMT	
<input checked="" type="checkbox"/> About and HR		Dec 12, 2003 4:22:50 AM GMT	
<input checked="" type="checkbox"/> About		Dec 10, 2003 10:06:38 AM GMT	
<input checked="" type="checkbox"/> Apply for a Course		Dec 10, 2003 1:31:07 AM GMT	
<input checked="" type="checkbox"/> Apply for a Position		Dec 10, 2003 1:31:45 AM GMT	
<input type="checkbox"/> ApplyUI_Blank		Jul 20, 2004 1:38:18 PM GMT	
<input type="checkbox"/> ApplyUI_Index		Jul 20, 2004 1:38:16 PM GMT	
<input type="checkbox"/> ApplyUI_Launch		Jul 20, 2004 1:38:18 PM GMT	
<input type="checkbox"/> ApplyUI_LinkContentInfo		Jul 20, 2004 1:38:16 PM GMT	
<input type="checkbox"/> ApplyUI_Main		Jul 20, 2004 1:38:18 PM GMT	

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Edit Security Screen

The screenshot shows the 'Edit Security' screen in the WebSphere Portal. The interface includes a navigation bar at the top with links like 'Welcome', 'My Workplace', 'My Work', 'My Finances', 'My Newsroom', 'Web Content Management', 'My Tasks', and 'My Favorites'. Below this is a 'Change the Security level of selected items.' section. It features a search bar, a list of 'Selected Users / Groups' with an 'Add' button, and a table with columns for 'Title' and 'Access Level'. Below the table, there are dropdown menus for 'Grant users / groups:' (set to 'The same Security level'), 'Access Level' (set to 'No Access'), and 'Permission Set' (set to 'System Defined'). At the bottom, there is a checkbox for 'Only change access for existing users / groups. Do not add any users / groups.' and 'OK' and 'Cancel' buttons. Five blue callout boxes provide instructions: 'Click Add to select users or groups' points to the 'Add' button; 'Define whether all selected users/groups have the same or different security level' points to the 'Grant users / groups:' dropdown; 'Select the required security level' points to the 'Access Level' dropdown; 'Select where on the item form the new security will appear' points to the 'Permission Set' dropdown; and 'Define whether security is edited for existing or new users/groups' points to the checkbox at the bottom.

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Edit Content from Rendering Portlet

- In-Line Editing or In-Context Editing
- From Web page in Rendering Portlet:
 - ▶ Link appears in Web page in Rendering Portlet
 - ▶ Site visitor clicks link to launch Content Form
 - ▶ All site visitors with Live access to the link component will see the link
 - ▶ All site visitors with Edit access to the content can edit the content after it opens in the Authoring Portlet
 - ▶ Link appears only for content; no links for other page components
- Link is inserted in presentation template:
 - ▶ Site developer creates the link as a navigator component
 - ▶ Site developer inserts link (navigator component) in presentation template
 - ▶ All content that uses presentation template will include the link

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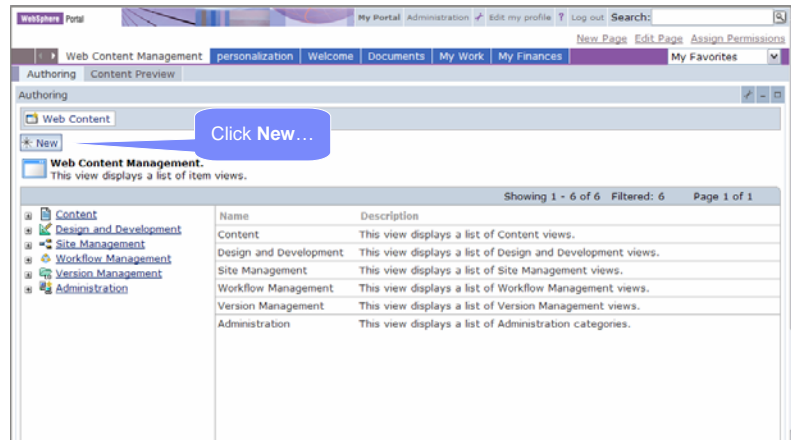
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Preview Web Page Components

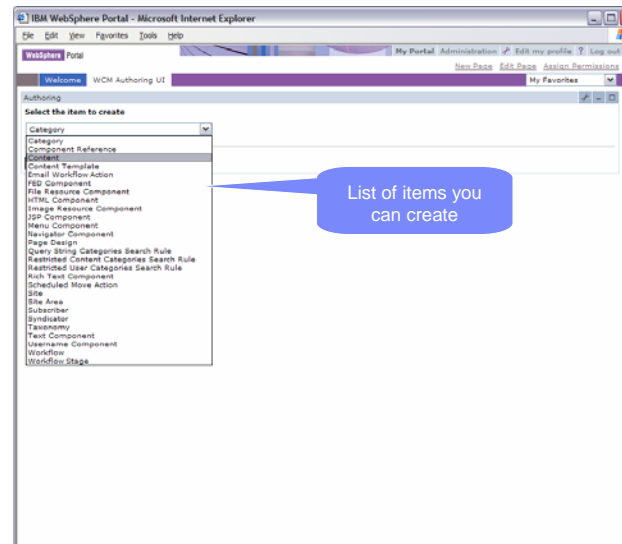
- Preview:
 - Presentation Templates
 - Library Components
 - Site Areas
- Preview Web page components from index or from component form

Create Content

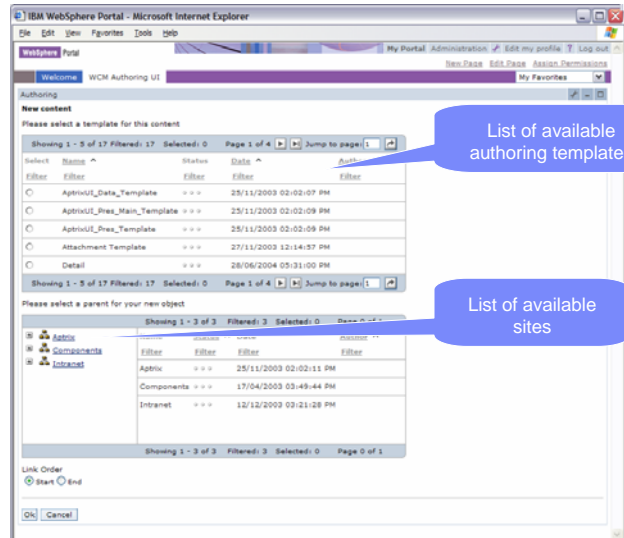
Web Content Page



Items You Can Create



Authoring Template and Site Area

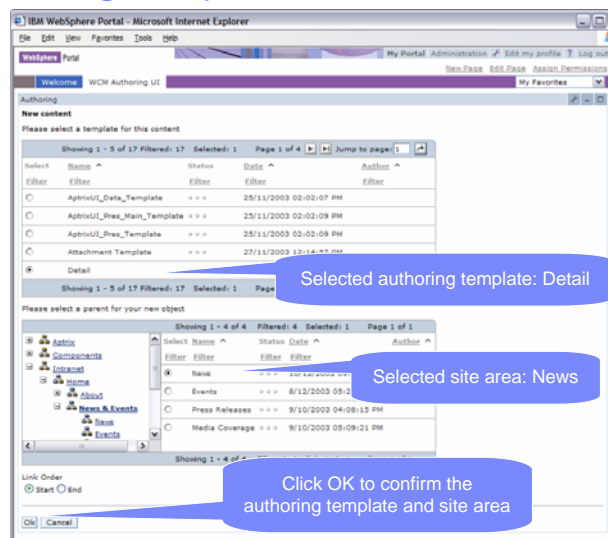


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Select Authoring Template and Site Area



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New Content Item Form

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Define the Item's Profile

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Entering Content

IBM WebSphere Portal - Microsoft Internet Explorer

Content

Display Title

WCCM 2.1 Beta Program Announced

Summary

IBM announces beta program for Lotus Workplace Web Content Management 2.1.

Body

IBM today announced that the beta program of WebSphere Portal Server 5.1 will include Lotus Workplace Web Content Management 2.1.

Lotus Workplace Web Content Management 2.1 reaches new levels of integration with WebSphere Application Server and WebSphere Portal Server platforms providing a seamless environment for business users to create effective web content.

Jeff Mills, a long time user of Lotus Workplace Web Content Management, stated "I'm very excited."

Workflow

IBM WebSphere Portal - Microsoft Internet Explorer

Workflow

Content

Profile

Site Area Info

Content

Workflow

Document Status: DRAFT

Current Workflow: SOS

Administrators

Source

Workflow

Current Workflow Stage: Initiated

Submitted

Next Workflow Stage: Submitted

Next Workflow Stage: --

Publish Date: 1/07/04

Expiry Date: 12/22/25

General Date One: --

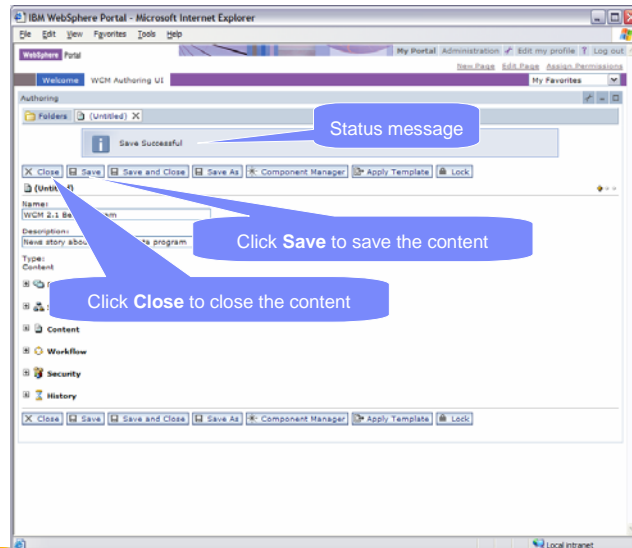
General Date Two: --

Additional Viewers When Published: --

Security

History

Save the Content

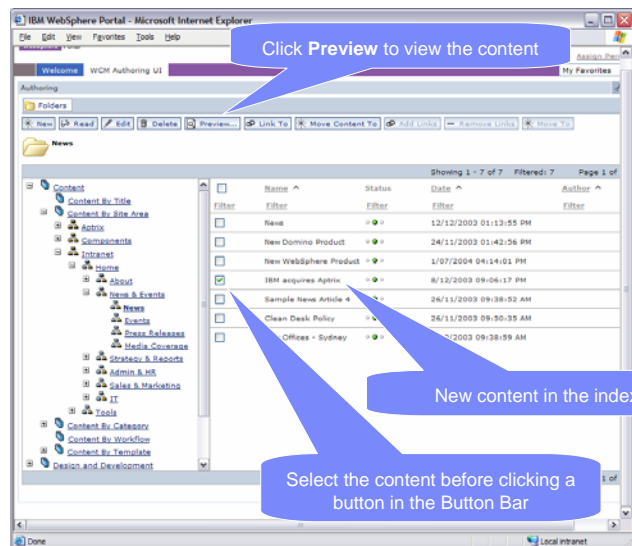


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Preview Content

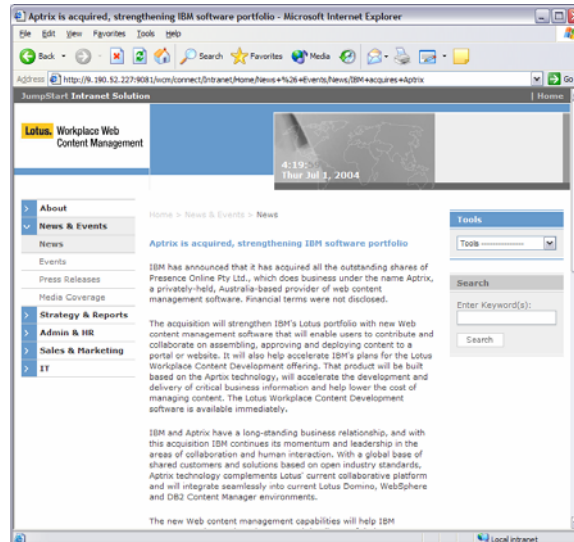


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Preview the Content



Configuration

Configuring the Authoring Portlet

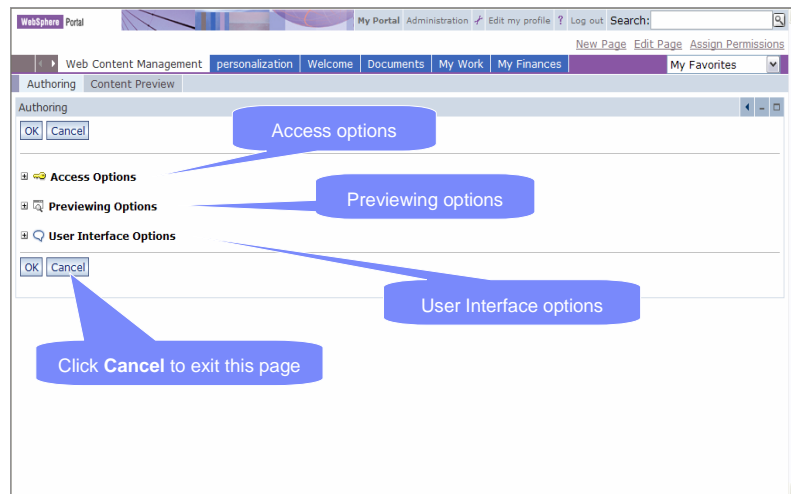
- Configure access control for an instance of the Authoring Portlet
- Configure access control to hide views and limit actions
- Configure multiple content preview modes
- Configure simultaneous user actions and people awareness

Accessing the Configuration Page

Web Content Management configuration page

Name	Description
Content	This view displays a list of Content views.
Design and Development	This view displays a list of Design and Development views.
Site Management	This view displays a list of Site Management views.
Workflow Management	This view displays a list of Workflow Management views.
Version Management	This view displays a list of Version Management views.
Administration	This view displays a list of Administration categories.

Web Content Management Configuration Page



Configuration: Access Control in the Authoring Portlet

- View access
 - Control what items a user can view in the Authoring Portlet
 - Hide views from users
- Manage access
 - Control who can create, edit and delete items
 - Prohibit operations by hiding buttons
- Per instance of the Authoring Portlet
- Set in the configuration mode for an instance of the Authoring Portlet
- Not Portal Access Control (PAC)

Configuration: Preview Content

- Preview content in context of the Web site
- Preview content in all stages of the workflow
- Three locations for previewing content:
 - ▶ In a browser window outside of the Portal page
 - ▶ In a Portal page on the local Portal server on which content is being authored
 - ▶ In a Portal page on a remote Portal server to the one on which content is being authored

Session Summary

- After completing this session, you should be able to:
 - ▶ Work with Workplace Web Content Management to develop a web content environment
 - ▶ Use the Web Content Management authoring portlet to create the components required for a web content environment
 - ▶ Understand how to create a web content environment
 - ▶ Create content portlets in WebSphere Portal to deliver content to site visitors

Lab Exercise

- In the lab you will:
 - ▶ Work with the new Authoring Portlet in WebSphere Portal to create a Web Content Management Environment
 - ▶ See how to create a workflow to control the movement of content
 - ▶ Create an authoring template for content contributors
 - ▶ Create a presentation template and menu component to deliver content to your site visitors
 - ▶ Enter new content using the authoring template
 - ▶ Create portlets in WebSphere Portal to display your content