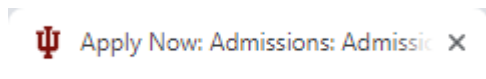


WCMS SITES: Page Layout

The screenshot shows a configuration panel for a page layout. At the top, there is a navigation bar with buttons for 'Content', 'Metadata', 'Configure', 'Fullscreen', 'Close', and 'Save & Preview'. The main configuration area includes the following fields and options:

- Display Name ***: A text input field containing 'Apply Now'.
- Keywords**: A text input field containing 'apply online iun, admissions indiana'.
- Description ***: A larger text area containing 'Undergraduates seeking a certificate, associate, or bachelors at IU Northwest apply online. Current students relocating use intercampus transfer application.'
- Short Display Name**: A text input field containing 'Apply Now'.
- Navigation Set**: Radio buttons for 'Primary' (selected) and 'None'.
- Wide Page? (applies only when there is no section navigation)**: Radio buttons for 'Yes' and 'No' (selected).

Display Name – A brief description title for your page. Name the same name as the title of the page and left navigation title. The title shows in the browser’s search results and also is the browsers tab.



Keywords – for Search Engine Optimization (SEO) purposes. Keywords should be unique to each page. Three to four keyword phrases is recommended. Separate keyword phrases with commas.

Description – A brief description about the page. Should be 150 characters. This description will show in the browsers search engine results.

Apply Now - Indiana University Northwest

<https://www.iun.edu/admissions/apply/> ▼

Undergraduates seeking a certificate, associate, or bachelors at IU Northwest **apply** online. Current students relocating use intercampus transfer **application**.

[Short Display Name](#) - an alternate navigation label. For example, if you have a long Display Name, you can enter a shorter name in Short Display Name to appear in the navigation.

[Navigation Set](#) - This two options allows for the page to either show or hide in the left navigation menu. By selecting **Primary**, the page shows up on the site's left navigation. By selecting **None**, the page will not show up.

Navigation Set

Primary None

Office of Admissions	
Apply Now	+
Students	+
Pay for College	
Degrees & Programs	
Campus Information	+
Visit	+
Contact	+

[Wide Page](#) - Wide Page can be used when there is no section navigation. This makes the Section wider.

Sections

- To add a new section, click the green plus icon
- To remove a section, click the marron minus icon.

- To move section up or down, use the arrow icons.



Internal Label: Name of your section. This name can only be seen internally, and will help when you update your site. Pages can have multiple sections, so this will help make it easier to locate the section of your page you would like to update.

Section Type – Leave as **“On Page”**.

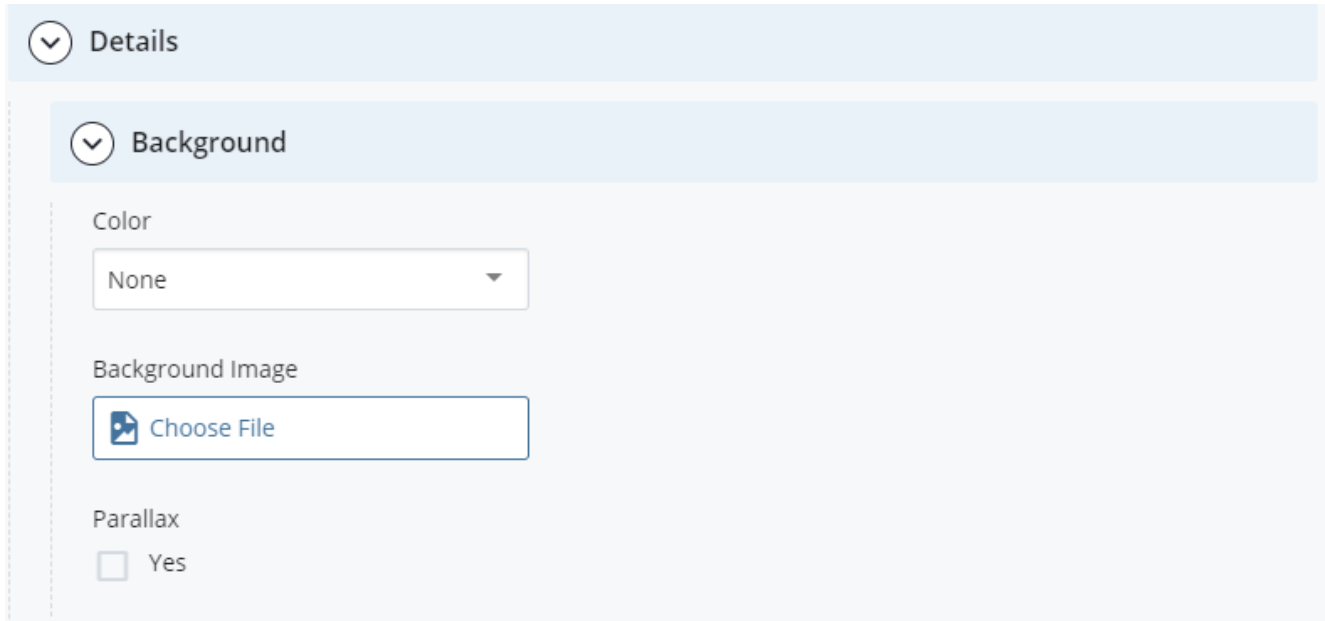
Grid - By default, chunks are full width, but you can arrange chunks into halves or thirds.

Breakout - Use the breakout option to become the full width of the page.

Bottom Style - You can add extra space or a horizontal rule at the end of a section.

Section header and level - You can give the section a title and choose a heading level for the title.

Section >> Details >> Background



Details

Background

Color

None

Background Image

Choose File

Parallax

Yes

Color – Choose a background color for your section background. It can be crimson, secondary, or light gray. This background color will expand the *entire* width of the page.

Image: ****COMPRESS YOUR IMAGE--** If you would like an image instead of a color background. Images 1800px X 600px

ALL IMAGES MUST BE COMPRESSED before uploading to WCMS

Websites that compress images

<https://tinypng.com/>

<http://www.shrinkpictures.com/>

You can size and compress with shrink pictures

Web services does run tests on IU Northwest webpages to see if the pictures have been compress.

Parallax: Full width by default. Parallax allows the image to scroll in the backgrounds.

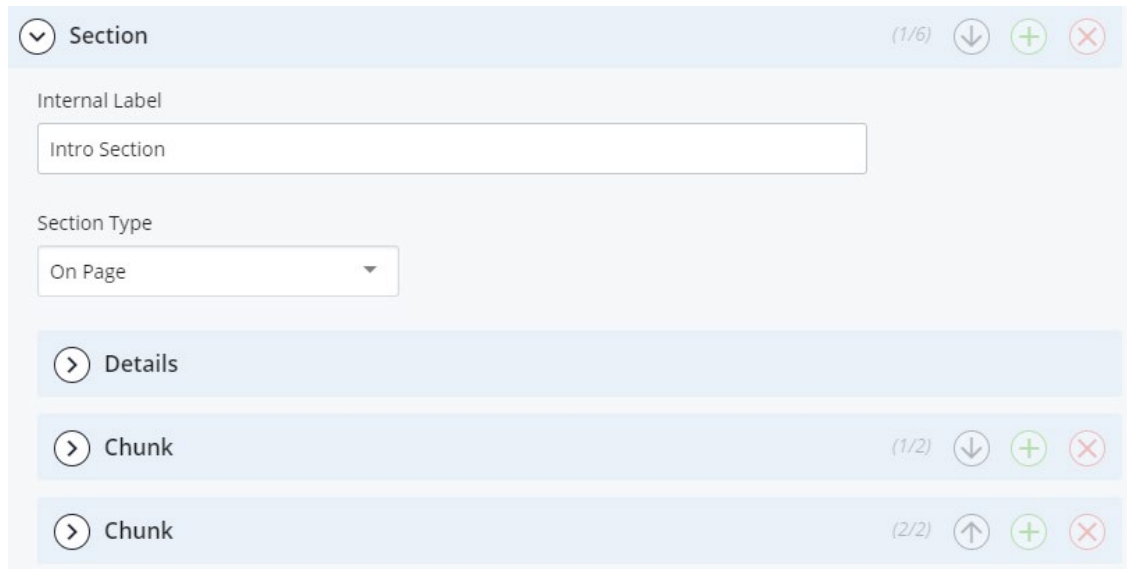
Chunks

- To add a new **Chunk** in a **Section**, click the green plus icon.
- To remove a **Chunk** in a **Section**, click the marron minus icon.

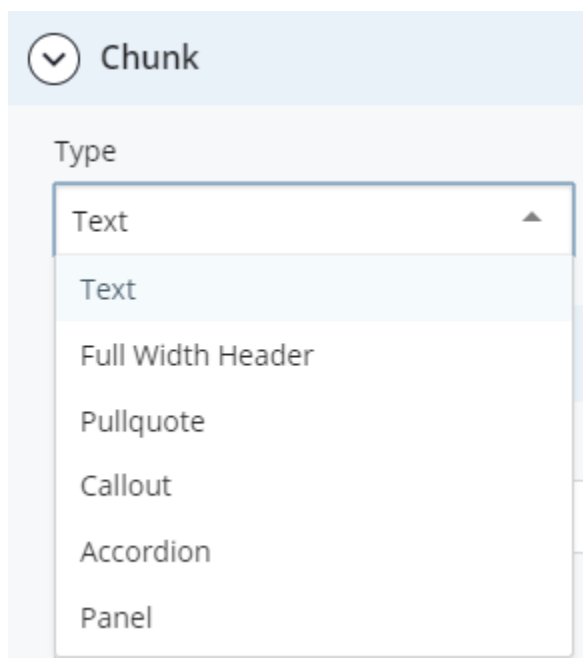
- To move **Chunk** in a section up or down, use the arrow icons.



NOTE: ** Chunks can only be moved up or down the section they are in



Chunk Types



Commonly used types: Text, Full Width Header, Accordion, and Call to Action (buttons).

Chunk examples:

Text Chunk

The text chunk is the most frequently used chunk. It can have a header, but it is not required. The text chunk has a WYSIWYG editor for formatting and styling. Visit the [email and links page](#) and [buttons page](#) for additional formatting options.

Full Width Header

Full width header chunk

The full width header chunk may be used to add a header in the middle of content without creating a new section. A full width header will not work in a section with a grid.

Pullquote

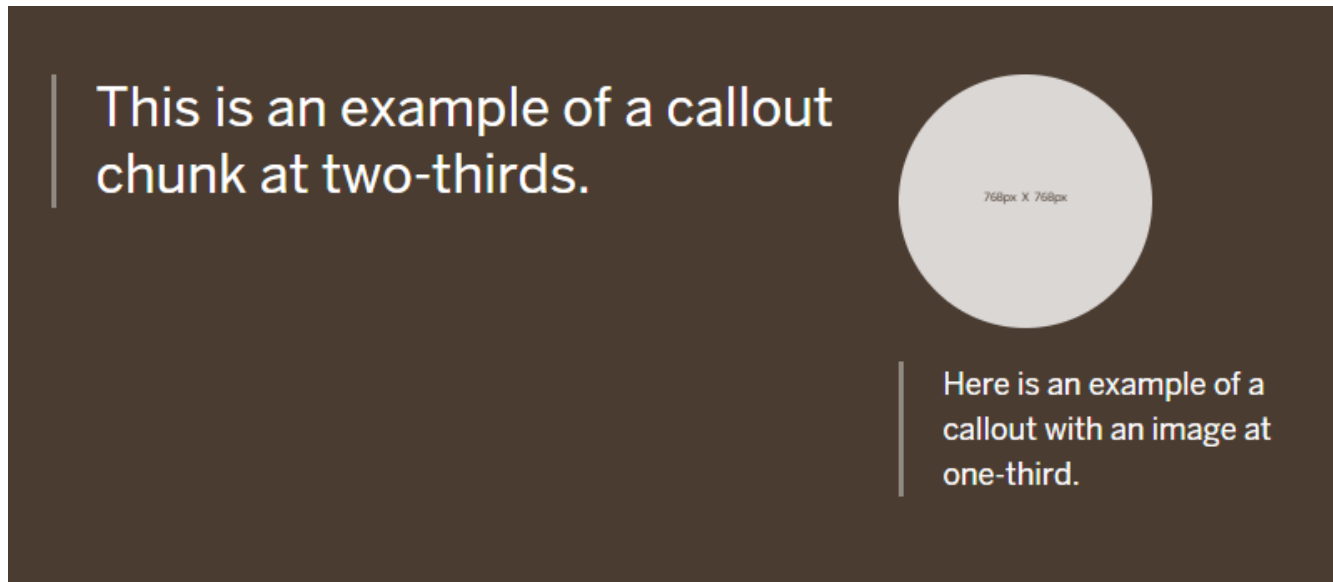
Example of a pullquote with image



“ “ What the people need and demand is that their children shall have a chance...”

William Lowe Bryan

Callout



Accordion

Example

Accordion Fold One	+
Accordion Fold Two	+
Accordion Fold Three	+

Panel

Panel example one

This is the first example. These panels are [in a grid](#).

Panel example two

This panel contains a call to action (CTA) button.

Call to action

Interactive Panels

Example

The first interactive panel
This is the subhead of the first interactive panel.

The second interactive panel
This is the subhead of the second interactive panel.

The third interactive panel
This is the subhead of the third interactive panel.

Call to Action (buttons)

Example of a call to action chunk



Feature



This is an example of a feature header.

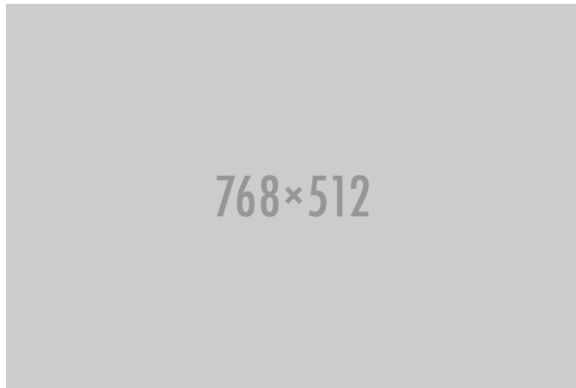
THIS IS A SUBHEAD.

This is the text area for a feature.

This is an example of a link label

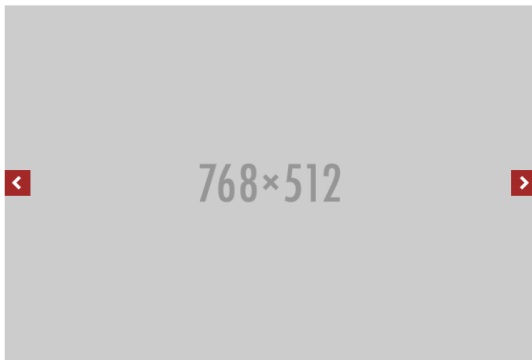
Images

Image chunk—Single Image



This is an example of an image essay with the large horizontal image above the two smaller images. Blinky

Example of a slideshow



This is the first slide of the slideshow. Ms. Awesome

Stat

30%

HERE IS AN EXAMPLE
OF A STAT

[Link Label](#)

TOP 10

THE STAT CHUNK HAS
BEEN NAMED ONE OF
THE TOP CONTENT
CHUNKS BY IU.

1 IN 2

STUDENTS LIKE PIZZA.

Table

Examples of tables

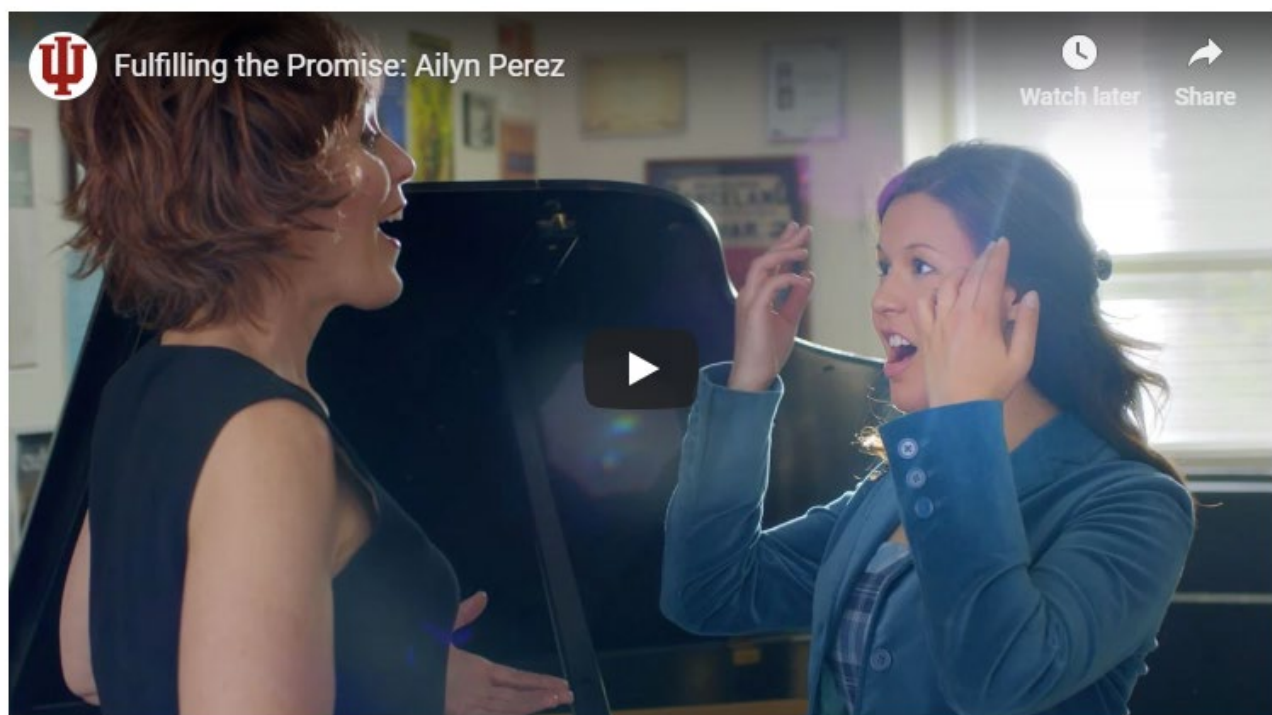
April 8, 2018 Meeting Agenda

Time	Location	Attendees
10 a.m.–12:30 p.m.	Metz Suite, Indiana Memorial Union	Trustees, President, Vice Presidents
1:00 p.m.–2:15 p.m.	Alumni Hall, Indiana Memorial Union	Open
2:30 p.m.–4:00 p.m.	Alumni Hall, Indiana Memorial Union	Open

Video

Add a video using the Video chunk using the following types:

- HTML5 file - upload and attach the files
- Externally hosted sites such as YouTube, Vimeo, and Kaltura.



This is an example of a YouTube video.

Audio

An audio recording can sometimes convey the emotion or feeling of a message much better than text. Refer to the [Web Style Guide](https://styleguide.iu.edu/pattern-library/chunks/video-audio.html) - <https://styleguide.iu.edu/pattern-library/chunks/video-audio.html> for more information about the audio chunk.

For more information regarding chunks, please refer to these page:
<https://framework.iu.edu/creating-content/chunks/index.html>