

Tridion 2013 Content Management System

Quick Start

Steve Klaus
steve.klaus@state.mn.us

Introduction to Tridion

The Content Manager runs in a familiar web browser.

You will use the Content Manager to:

- create
- edit
- organize
- publish content

Creating content

- Content is created separately from design elements, then combined to create publishable Pages
- Teams in your organization can concentrate on appropriate roles (*Content creators, designers, developers*)

Managing content

- Content is reusable, yet maintained in one place
- All versions of content components and pages are saved

Global Roles

Defines what a user can do

Role	Description and general permissions
Everyone	Not a role that is assigned, but simply indicates what affects all users.
Author	Can read and write components
Editor	Can read, write, delete, and localize components
Chief editor	Same as editor but includes permissions to manage pages; if workflow is integrated they would approve content.
Publisher: staging	Access to staging publication target
Publisher: live	Access to live publication target
Page manager	Ability to read, write, delete, and localize pages
Template designer	Can read, write, delete, and localize component templates and template building blocks.
CSS designer	Can read, write, delete, and localize CSS and LESS components and page assemblies
Javascript developer	Can read, write, delete, and localize JS components and page assemblies

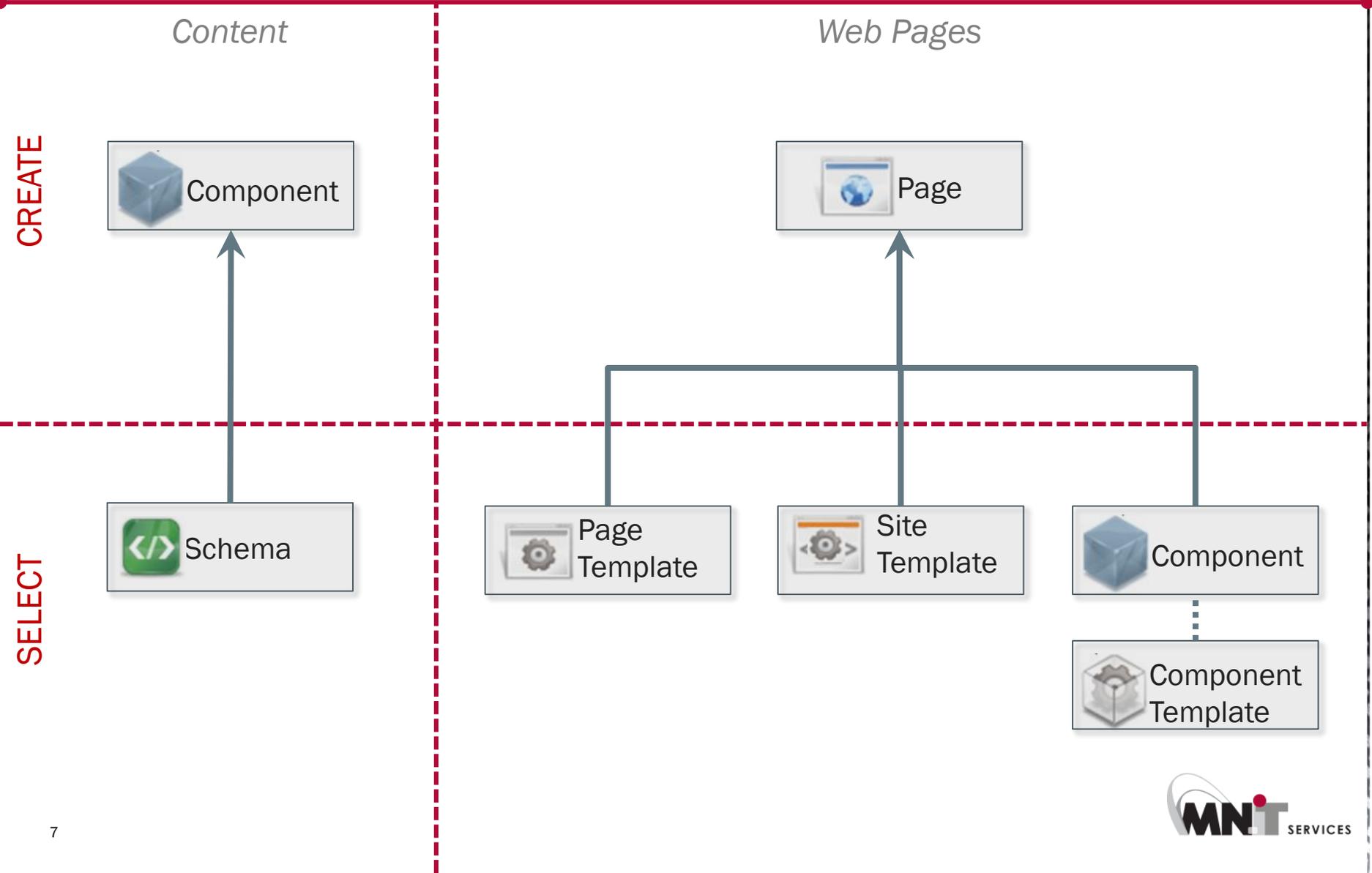
Agency-Specific Roles

Defines what publication a user can work in

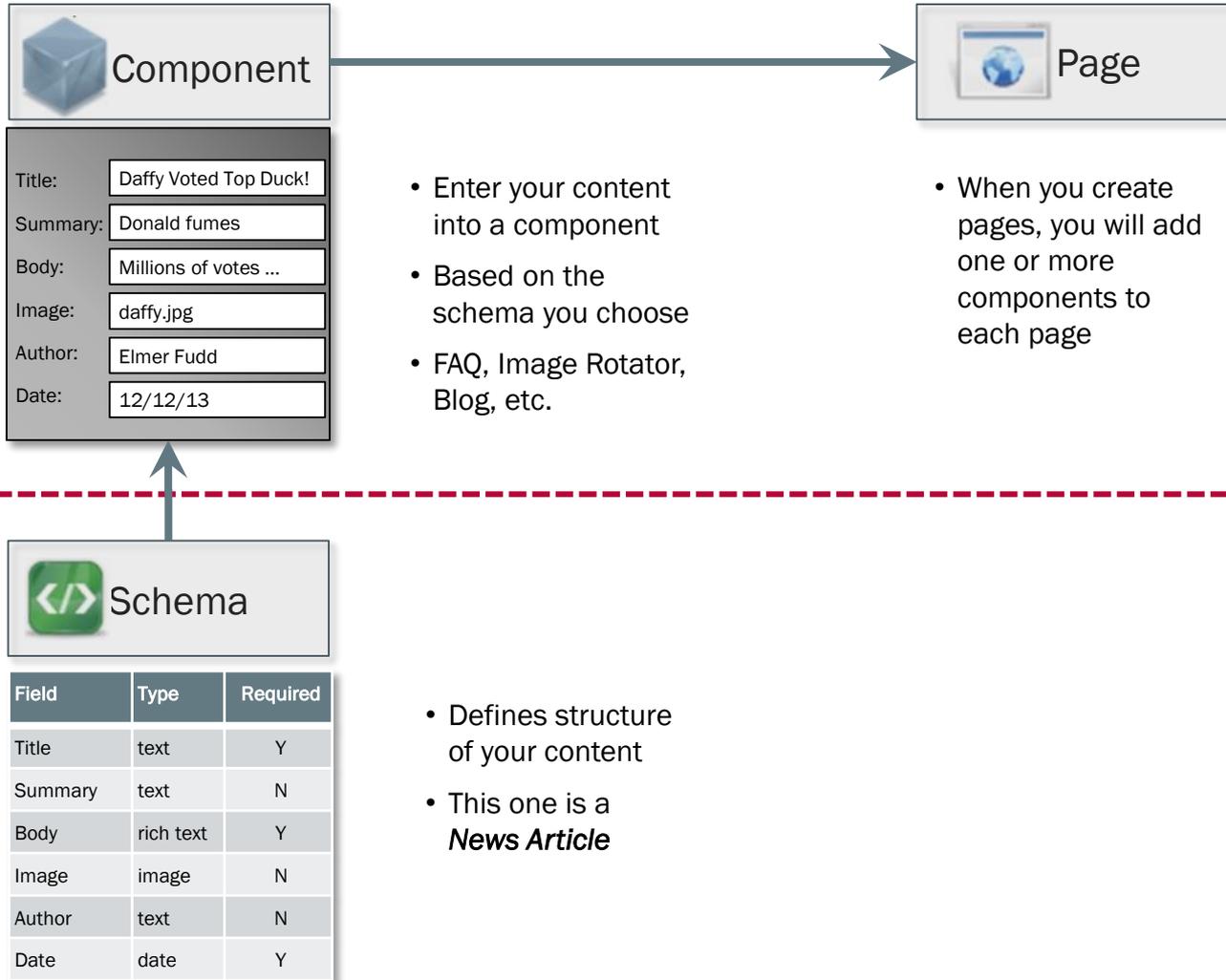
Role	Description and general permissions
Agency Name (contributor)	Anyone within an agency that contributes content at the 020 level and might possibly manage pages at the 050 level
Agency Name (developer)	Any developer within an agency that might work on component templates, template building blocks, page templates, and schemas at the 020 level and 050 level

Website Building Blocks

A Tridion website is easily built by creating and assembling simple building blocks

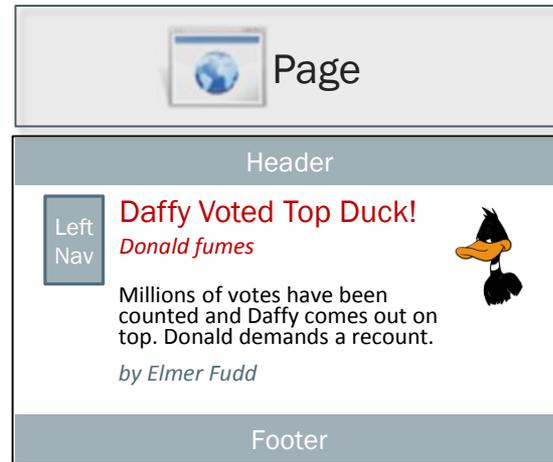


Building Blocks: *Create a Component*

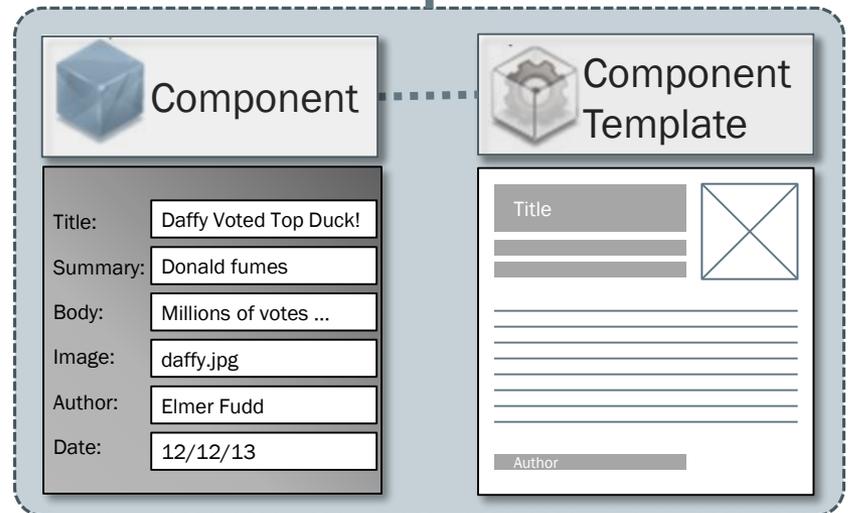
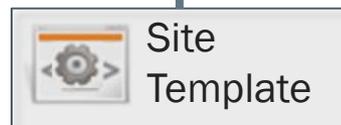
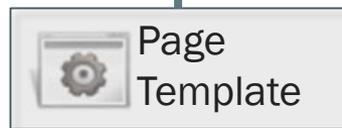


Building Blocks: *Create a Page*

CREATE



SELECT



Hands-on Lab

Content Management

- Create folders
- Create a new General Content Component
- Create a new Multimedia Component
- Edit content – add image
- Edit content – add hyperlink to work document



Folders

➤ Organize your content

- Folders in Tridion are much like folders in Windows
 - A way to organize your content in the Tridion CMS
- Folders contain
 - Content components
 - Multimedia components
- Content folders will typically mirror your structure groups

Hands-on Lab

Website Management

- Create structure groups
- Assemble a page
 - Metadata
 - Adding components
- Publish the page to stage
- Updating the navigation



Structure Groups

➤ Organize your website

- Structure Groups
 - organize pages
 - provide a URL structure for pages
- Each Structure Group represents a separate (sub)section of the resulting web site
- Pages can be added to each level of a Structure Group and then publish either the entire Structure Group or parts of the Structure Group