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## **User's Manual**

**Project name: TrueLoaded**

**Module: Info System**

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version 1.2

o s C o m m e r c e m o d u l e s  
I n t e g r a t i o n w i t h E R P s y s t e m s  
S e r v i c e s  
S k i n s

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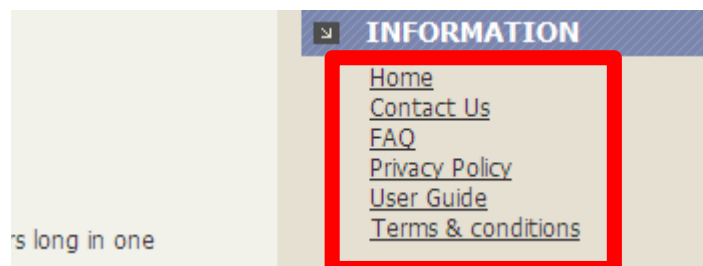
## Introduction

From the Admin Panel > Catalog > Information System page you can manage the Information links which can be displayed in the **Information** box, as well as in Header and Footer on frontend.

### In the Admin Panel:

No	Title	ID	Public
1	Home	17	<input checked="" type="radio"/>
2	Contact Us	16	<input checked="" type="radio"/>
3	FAQ	8	<input checked="" type="radio"/>
4	Privacy Policy	13	<input checked="" type="radio"/>
5	User Guide	12	<input checked="" type="radio"/>
6	Terms & conditions	9	<input checked="" type="radio"/>

### On the front end:



## Creating Information Box Items

1. From the Admin Panel > Info System section click the **New** button.

	No	Title	ID	Public	Action
Administrator	1	Home	17	<input checked="" type="radio"/>	
Configuration	2	Contact Us	16	<input checked="" type="radio"/>	
Catalog	3	FAQ	8	<input checked="" type="radio"/>	
<b>Info system</b>	4	Privacy Policy	13	<input checked="" type="radio"/>	
<b>Info manager</b>	5	User Guide	12	<input checked="" type="radio"/>	
NewsDesk	6	Terms & conditions	9	<input checked="" type="radio"/>	

- The *English* screen is open by default. That means an information should be added in English. Here you can specify sort order, page scope, page title, page type, description, etc. of your information note.

In the **Queue** field, specify a number defining a position of info page link in the list.

**Add information to queue**

English German

Queue

Visible  ( To Do visible )

Header

If there are a few items with the same Queue number, these will be sorted by an ID number. The ID number is set by the system automatically. For example, there are two items with identical Queue number = 1, but these have different ID numbers: 3 and 6. The item with ID=3 will be displayed at the first position, the item with ID=6 – at the second position.

- To show up the info page link on the website, select the **To Do Visible** checkbox. If you wish to disable it, unselect this checkbox.

**Add information to queue**

English German

Queue

Visible  ( To Do visible )

### Setting Up Page Scope

Select the checkboxes opposite the **Page scope** names: **Header**, **Infobox**, and **Footer**. This will define where on the webpage the info page link should be displayed.

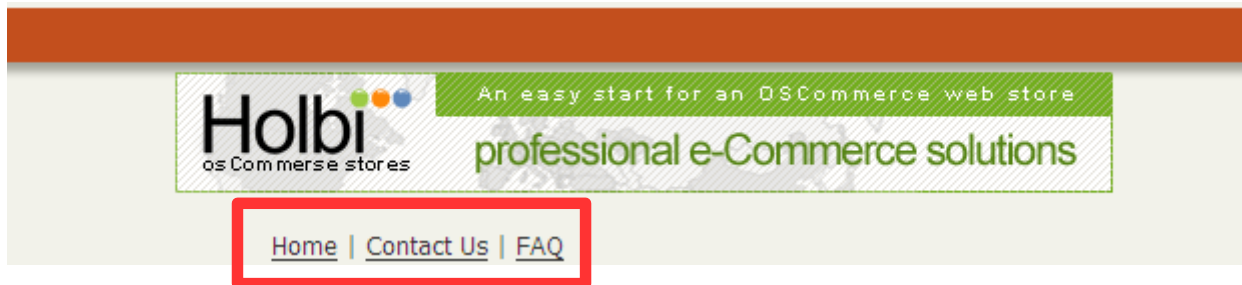
Page scope:

Header

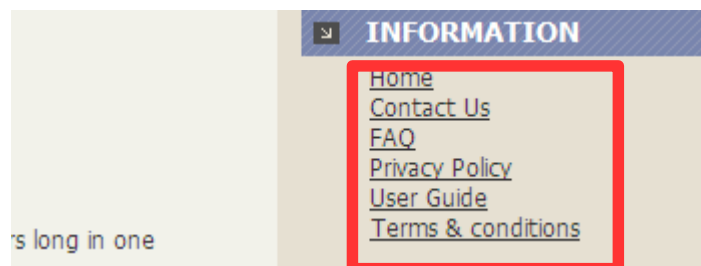
Infobox

Footer

For example, if the **Footer** checkbox is selected, the info page link will show up in the footer of webpage.




If the **Infobox** checkbox is selected, the info page link will show up in the **Information** box.



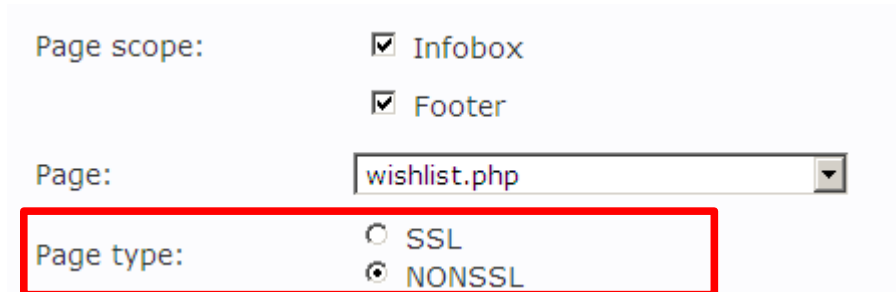
## Setting Up A Page

1. From the Info Page Edit mode you can select a page which will open by clicking on the info page link on frontend. Click the «down» arrow adjacent to the **Page** field and select a page name in the dropdown, for example, *wishlist.php*

Page scope:	<input checked="" type="checkbox"/> Infobox	
	<input checked="" type="checkbox"/> Footer	
Page:	<input type="text" value="wishlist.php"/>	
Page type:	<input type="radio"/> SSL	
	<input checked="" type="radio"/> NONSSL	

*Note: This will create a link to a real page of the web-store. The Description settings will not be used in that case.*

2. Opposite the **Page type**, select either **SSL** page type or **NONSSL** by clicking in appropriate button. **SSL** - Secure Sockets Layer - is a cryptographic protocol providing secure data transmission via Internet (HTTPS protected). If you select **NONSSL** your transfer line will not be protected by SSL protocol.



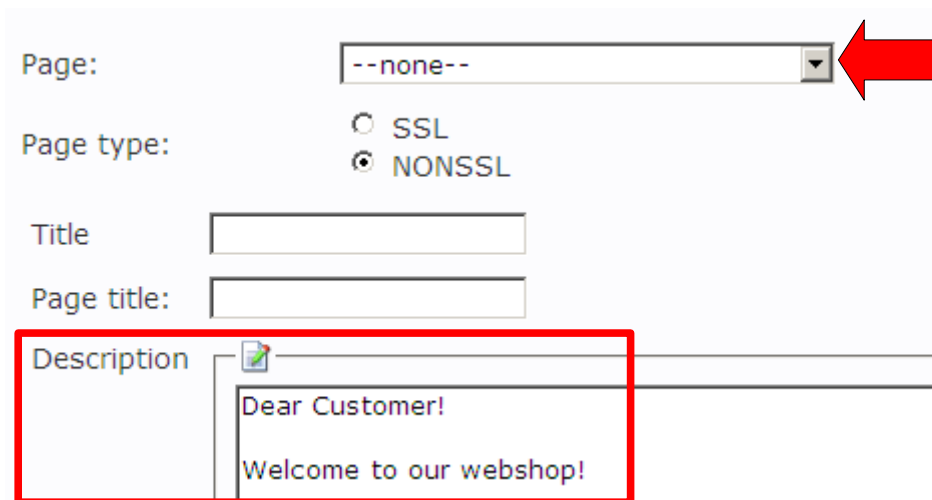
Page scope:  Infobox  
 Footer

Page:

Page type:  SSL  
 NONSSL

## Creating A Description

1. Form the Info Page Edit mode you can create a description which will show up as the info page content, if NONE page is selected. For example:



Page:

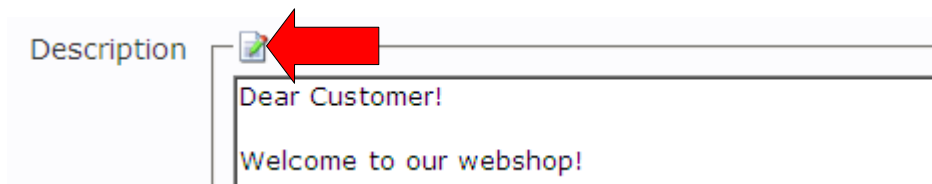
Page type:  SSL  
 NONSSL

Title:

Page title:

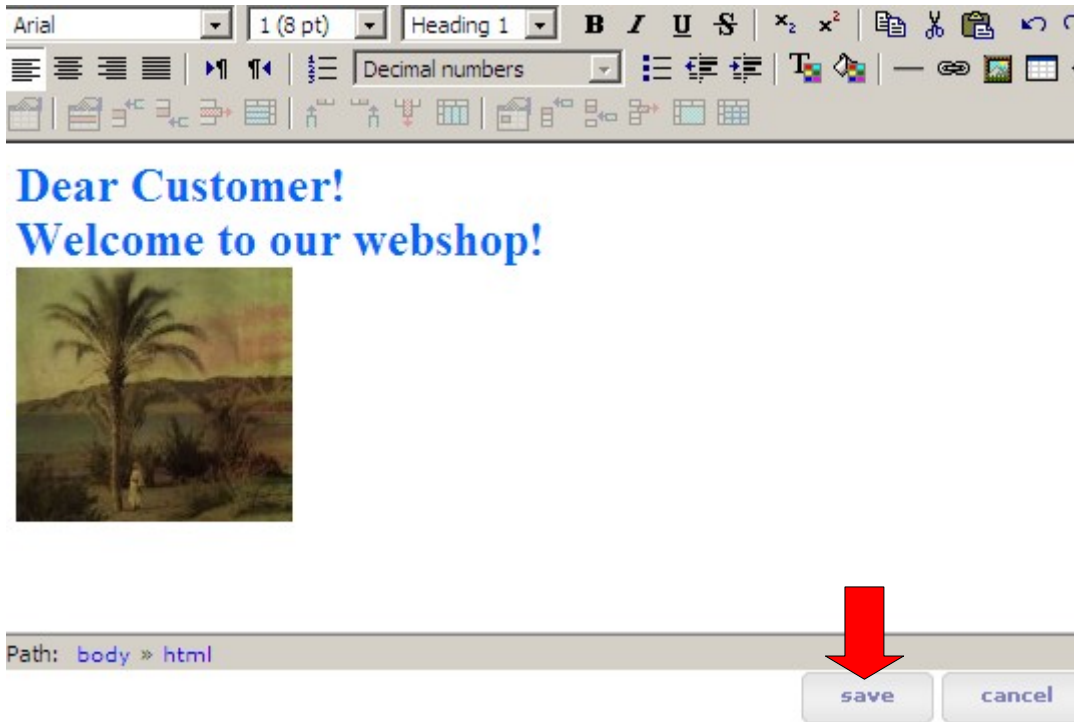
Description:

2. You can also use the **WYSIWYG Editor** to design your text. To open the editor in a popup window, click the “WYSIWYG” icon at the top of the **Description** box.

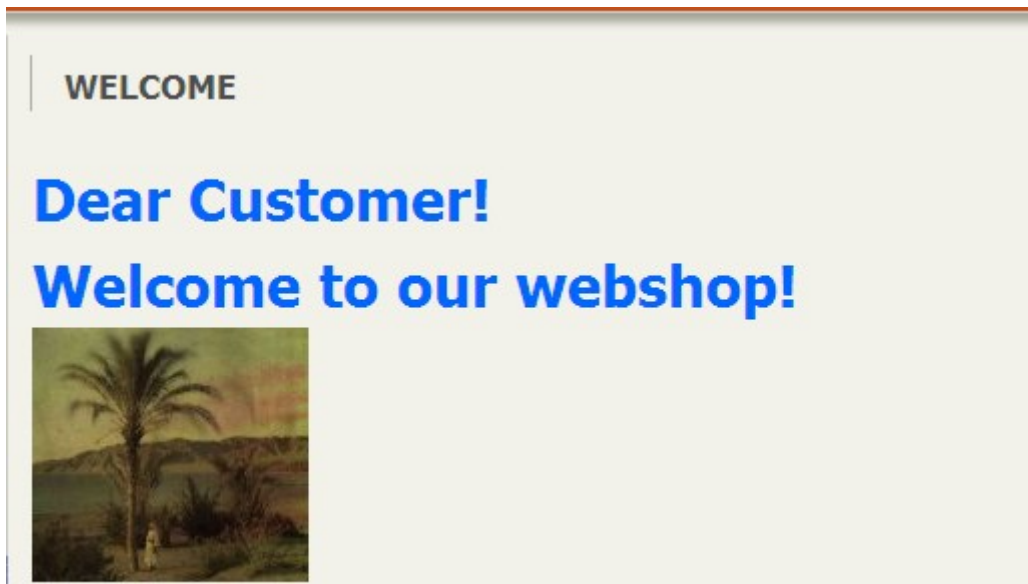


Description:

3. In the WYSIWYG Editor you can change the font, size, and color of your text, as well as insert image, web link, etc. Make your changes and click the **Save** button.

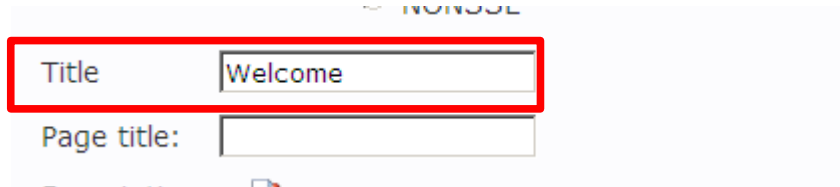


4. Go to the website frontend and click an appropriate link in the **Information** box. Your description will be shown on the info page.



3. In the **Title** field, specify the info page link title which will show up as a link name and as a page title. For example:

In the «back end»:

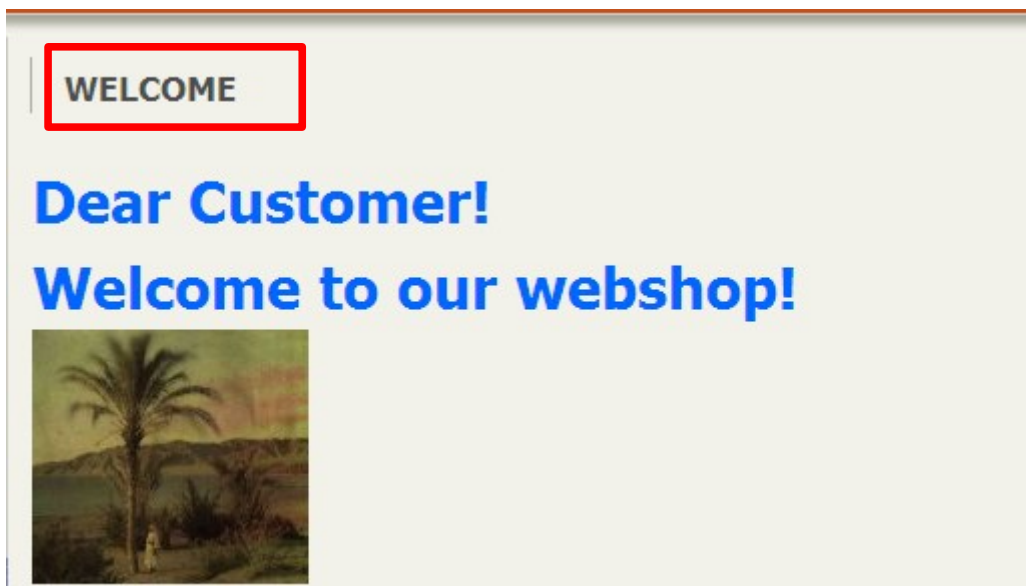


A screenshot of a web application's back-end interface. It shows a form with two input fields. The first field is labeled 'Title' and contains the text 'Welcome'. The second field is labeled 'Page title:' and is empty. A red rectangular box highlights the 'Title' field and its content.

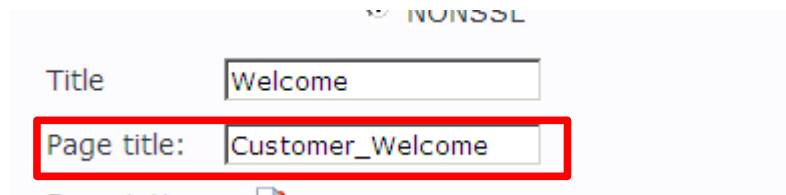
In the «front end» as a link:



In the «front end» as a page title:



4. In the **Page title** field, specify a page name for SEO (Search Engine Optimization).



NONSSL

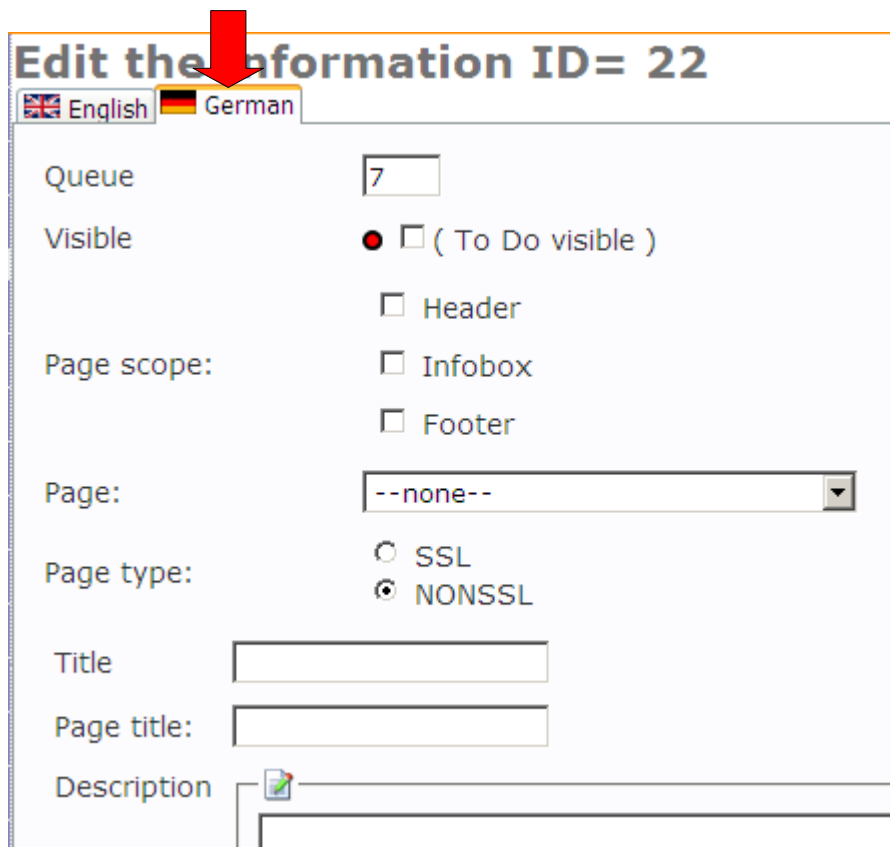
Title

Page title:

SEO optimizes a webpage so that the search engines will rank it higher in their index of sites. A page title for SEO helps to achieve 2 goals:

- (1) The search engines will find this page faster because the URL is shorter.
- (2) The URL will look readable and users will be able to easily memorize it.

5. The same way you can describe this product in German. To do that, click the **German** tab and add all necessary information in the fields.



**Edit the information ID= 22**

English German

Queue

Visible   ( To Do visible )

Page scope:  Header  Infobox  Footer

Page:

Page type:  SSL  NONSSL

Title

Page title:







Description

6. Click the **Insert** button at the bottom of the page to save your settings.

## Setting Up A Status





























From the Information Manager page you can set up either Active or Inactive status to the Info Page item.

- ◆ From the Information Manager page click the «green traffic light» icon in the **Public** column to show the info page link on the website frontend.
- ◆ Click the «pink traffic light» icon to disable item on the website frontend.















Information Manager				
No	A Z	Title	ID	Public
1	0	Home	17	 
2	1	Contact Us	16	 
3	3	FAQ	8	 
4	4	Privacy Policy	13	 
5	5	User Guide	12	 
6	6	Terms & conditions	9	 
7	7	Welcome	22	 

## Editing/Deleting Information

- ◆ You can edit the Info Page item by clicking the «pencil» icon in the list.

No	A Z	Title	ID	Public	Action
1	0	Home	17	 	 
2	1	Contact Us	16	 	 
3	3	FAQ	8	 	 
4	4	Privacy Policy	13	 	 
5	5	User Guide	12	 	 
6	6	Terms & conditions	9	 	 
7	7	Welcome	22	 	 

- ◆ You can delete the Info Page item by clicking the «recycle bin» icon in the list.

No	↓	Title	ID	Public	Action
1	0	Home	17	<span style="color: green;">●</span> <span style="color: red;">●</span>	 
2	1	Contact Us	16	<span style="color: red;">●</span> <span style="color: green;">●</span>	 
3	3	FAQ	8	<span style="color: green;">●</span> <span style="color: red;">●</span>	 
4	4	Privacy Policy	13	<span style="color: green;">●</span> <span style="color: red;">●</span>	 
5	5	User Guide	12	<span style="color: green;">●</span> <span style="color: red;">●</span>	 
6	6	Terms & conditions	9	<span style="color: green;">●</span> <span style="color: red;">●</span>	 
7	7	Welcome	22	<span style="color: green;">●</span> <span style="color: red;">●</span>	 

Click the **Delete** button on the right to confirm deletion:

### Delete Confirmation information ID= 17

Title Home