

Using the “Rotating Stories” flash inside the CMS.

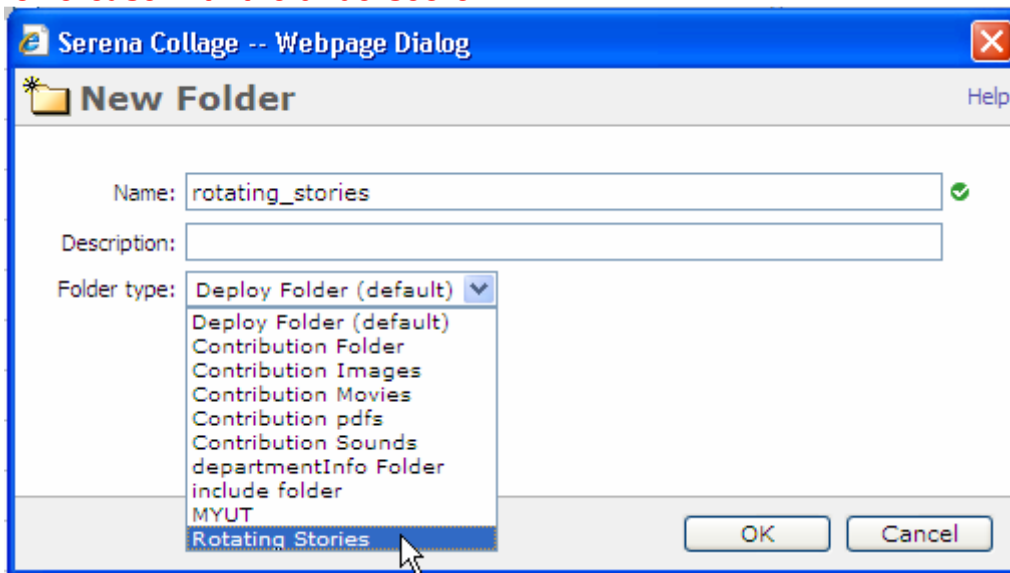
The rotating stories feature has been designed so that it can reside on the top of a page in the CMS, and the page will still have all editing capabilities as it originally did. This allows any CMS user to edit the page without having to deal with HTML or other advanced coding.

The applet is currently designed to display the most recent item first. The items will then display for around 45 seconds before moving to the next item. Once the oldest item is displayed, the applet will restart from the beginning.

You currently cannot add the applet to a page that already has a 3rdMenu.

To add the flash...

Select the folder within the WebSite that holds your current project. In our demonstration we want to add the flash to our websites homepage (index.xml). Within our alumni folder we need to create a new folder to hold the images and captions for the flash. In **Deploy Folders view**, click the **New Folder** icon and select the “Rotating Stories” folder type. **You must name your folder “rotating_stories” all lowercase with the underscore.**



The next step....

In order to add the flash to your page we need to copy a few customized files to your site. The files that we need to add are...

daily.swf

imagerotate.html

3rdMenu.xml

daily.swf- This is the actual flash file that will be embedded onto your page. You should **copy** this file from /WebSite/alumni/ to the **folder that holds your index.xml file (or whatever file you wish to add the flash to).**

imagerotate.html- This is a small HTML file that holds code that specifies what to do with your captions and images. This should be copied from **/WebSite/alumni/rotating_stories/** and **copied into your newly created rotating_stories folder.**

3rdMenu.xml- this is a modified 3rdMenu that will execute some code which embeds the daily.swf file onto your page. This must be copied from **/WebSite/alumni/** to the **folder that holds your index.xml file (or whatever file you wish to add the flash to).**

DO NOT OPEN THIS FILE, IT WILL JUMBLE THE CODE AND CAUSE IT TO STOP FUNCTIONING PROPERLY.

Note: Just like any 3rdMenu file in the CMS, this file is pulled by any other pages in the folder or in subsequent folders, so the flash will be added to all other pages in your site. In order to fix this make sure that there are no other pages in the folder that holds the page you want the flash added to. Also, make sure any subsequent folders either have their own 3rdMenu, or copy another customized 3rdMenu that will display nothing. This alternative 3rdMenu can be copied from **/WebSite/alumni/awards/**.

Creating your stories...

Now that we have added the necessary files to add the flash we can begin to add stories to the flash. Inside your rotating_stories folder the process to add stories is as follows. **Enter Contribution view**

Upload an image

The uploaded image must be a **400pixels wide by 230pixels tall jpg file**. Any image smaller or larger than this will not display as intended. You can name the image whatever you would like, the file name will be automatically formatted to pict#.jpg (with the # being a unique number).

Create a caption

You now can create the caption for your previously uploaded image. **Click New Document.** By default your rotating_stories folder will only allow you to create one document type, a **caption**. Name the caption whatever you would like (I recommend you name your images and captions with corresponding titles.) Once you create the caption document, you can then add text for the story, as well as a link to any page within the CMS or an external site. Just as in the image file, your caption filename will be caption#.xml(with the # being a unique number).

Note: You must create your stories in this manner. You cannot upload multiple images, and then create captions for them. You must do them sequentially as stated above.

Your story rotation should now be set-up! If you have any question or issues email donald.curtis@utoledo.edu or robb.nardecchia@gmail.com