An overview of new features & improvements

March 7, 2014
New Dashboard

Contains content relevant to your group including Page Analytics. Replaces the Welcome page.
Shortcuts

Allows you to “bookmark” your most used pages for speedier access (includes filters).
Shortcuts

Good morning, Christine!

Analytics
Popular pages
University of Pennsylvania Law School (12787 views)
JD Admissions (1566 views)
The NCCUSL Archives (1330 views)

Notices
Recent page notes
Nothing to display yet.

Community
Upcoming Events
Your Events | Add Event
March 10th, 2014
Mar
10
ITS Planning Week (Canceled)

Feedback?
Have a question, or having trouble? Contact support using the form below.

Name
Pagination

- Content manager lists now use traditional pagination for navigation.
- Remembers your page even after editing content.
- Allows the ability to view all.

![Pagination Example](image-url)
A new “Save and View” button has been added to most sections to immediately preview your content after saving.
Galleries

- It is now possible to add images shared from other groups to your own galleries.

Demo Gallery

- Star content to be called out or featured on the public site
- Share content to allow borrowing and reuse by other content managers

Description

Here is a demo gallery

Tags

Show all tags  Separate tags with commas

Gallery date

03/07/2014

Choose images from your library:

golk  All images

Plot this gallery on a map?

Penn Law Logo Golkin Signage

Create a new Place
Social Media

• Facebook and Twitter accounts can now be assigned to each group. These can be used as group defaults for social media widgets.

• The Twitter widget now supports favorite tweets for specific usernames.

• The Twitter widget now supports showing only tweets containing pictures.
Profiles

• Profiles now support a range of additional field types.
• Allows for very customizable forms that limit choices to your specifications.
New User-Level Permissions

User permissions and roles have been greatly expanded.

- New permission options include:
  - Allow/restrict editing public live pages.
  - Allow/restrict publishing dynamic content (stories, blurbs, events, galleries, profiles).
  - Allow/restrict widget creation.
  - Allow/restrict file browser.
Pages

Technology
Directory: /its/
ID: 30
Edit navigation details

Collapse all Expand all

ITS Online View page

Dashboard Pages Stories Events Galleries Forms Blurs Profiles Pipeline

Navigation Your Pages Notes Errors (10+)

Technology
Directory: /its/
ID: 30
Edit navigation details

Collapse all Expand all

ITS Online View page
Solutions View page

Pages and navigations in LiveWhale
View navigation: Technology or create a new one
Add a top-level page or link

Rename Hide Remove Add sub-link

Penn Law
University of Pennsylvania Law School

Information Technology Services
## Your Pages

- Includes all pages you have access to manage in one spot (regardless of group).
- See which pages have a draft.

<table>
<thead>
<tr>
<th>Path</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>/administration/fss</td>
<td></td>
</tr>
<tr>
<td>Contact</td>
<td>/administration/fss/contact.php</td>
</tr>
<tr>
<td>Faculty Support Staff</td>
<td>/administration/fss/index.php</td>
</tr>
<tr>
<td>Services</td>
<td>/administration/fss/services.php</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Path</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>/admissions</td>
<td></td>
</tr>
<tr>
<td>ABA Information</td>
<td>/admissions/ABA.php</td>
</tr>
<tr>
<td>Admissions</td>
<td>/admissions/index.php</td>
</tr>
<tr>
<td>Admitted Students</td>
<td>/admissions/admitted-students.php</td>
</tr>
<tr>
<td>Contact Admissions</td>
<td>/admissions/contact-admissions.php</td>
</tr>
<tr>
<td>Diversity</td>
<td>/admissions/diversity.php</td>
</tr>
<tr>
<td>Housing</td>
<td>/admissions/housing.php</td>
</tr>
<tr>
<td>List of schools</td>
<td>/admissions/list-of-schools.php</td>
</tr>
</tbody>
</table>
Page Editing/Groups

- New logic to upload image/file to the group the page belongs to (even if you are not currently in that group).
Page Editing/Groups
Groups

Still important to switch groups when using other tools (Events, Galleries, Forms, etc.) as well as the various libraries (Images, Files, Tags, Places).
Stories

- News items are now labeled as “Stories”.
- It is now possible for a news widget to show both current and archived news, instead of one or the other.
Events & Calendaring

- LiveWhale now supports an improved set of repeating event options.
- Repeating options include Daily, Weekly, Weekday, Monthly and Yearly schedules.
- You can now make an existing event repeating.
Events & Calendaring

You can now duplicate events via the dropdown menu on your list of events, just like you can with forms.
Events & Calendaring

You can now mark an event as canceled.

Test Event ITS

Start Date & Time * □ All Day
03/21/2014 3:30pm
End Date & Time (optional)
03/21/2014 6:30pm

Summary

Open to: Students, Faculty and Staff
Speaker: Test E. Tester, Penn Law ITS

Event description or link to another page

There will be a reception following the event. More event description information here. More event description information here. More event description information here. More event description information here.

Tags

ITS

Category (or categories) for this event
□ Alumni Events
□ CLE Events
□ Conferences & Lectures
□ Faculty Events
□ Staff Events
□ Student Events

This event is Live
□ This event is canceled

Last modified on February 28 by Christine.
Restore an earlier version

Delete event
Events & Calendaring

Canceled events are still displayed to the public, but show a “Canceled” status next to the event.

Friday, March 21

All Day

Just-In-Time Communications Coaching with Ann Fischer

One-on-one communications sessions with Wharton Communications expert Ann Fischer

3:30pm - 6:30pm

Test Event ITS (canceled)

Open to: Students, Faculty and Staff
Speaker: Test E. Tester, Penn Law ITS
Events: RSVP Enhancements

Limit RSVPs

- Restrict event registration by one or more email hosts (@law.upenn.edu).
- When setting a total limit on attendees for RSVP’d events, you can now also set a limit per each registration.
Events: RSVP Enhancements

- Receive notifications when a visitor RSVP’s for your event.
- Phone number is no longer a required field for RSVP’d events.
Events: RSVP Enhancements

Comments about event RSVPs are now divided into two fields instead of one: comments from the registrant, and comments from the event manager (not visible to registrant). Included in the Excel export as well.

Manage Event Registrations
Questions?

ITS Online – For Web Providers:
• https://www.law.upenn.edu/its/its-for/web-providers.php

We are here to help!
Email: itshelp@law.upenn.edu
Phone: 215-898-9140
https://twitter.com/pennlawits
https://www.facebook.com/pennlawits