

Project Website Guidelines

Tips to better manage the Project Website

20 May 2019 - Version 0.1

SUMMARY



“News” and “Event” content types: which one to choose?

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How to upload an image:

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**“News” and “Event” content types:
which one to choose?**



Bari

25 MAY 2018

Training seminar for First Level Controllers

Overview

Eligibility rules, Public procurement, Financial reporting, First level control requirements, FLC activities and management control system

Speakers



Mr. Mauro Novello
JS coordinator



Mr. Antonio Agrosi
JS Financial officer



Mrs. Mara Naviglio
MA officer



Mr. Davide Marcianò
JS Legal Officer



Mr. Fabrizio Errico
Technical assistance to MA

Agenda

09:30 – 13:30 **Session 1**

Introduction National Control in Interreg IPA CBC Italy-Albania-Montenegro Eligibility and Verifications along Budget Lines

13:30 – 14:30 **Break**

14:30 – 16:30 **Session 2**

FLC activities and management control system Public Procurement basic rules and principles FLC procedures in EMS platform

DOCUMENTS



09 November 2018

FLC Seminar Agenda

Download



14 November 2018

Checklist. External FLC clearance verification

Download



14 November 2018

Checklist. Internal FLC clearance verification

Download

EVENT



The **EVENT** content type is used only for the publication of **future events** and if the Editor is provided with the information below:

- Name, surname and role of the speaker (s)
- Timetable and title of their speech

If this information is not available, please use the **News** content type.



2. How to upload an image

1. Uploading an image



News Image

Choose File No file chosen

Upload image size 800px (width) x 400px (height)

One file only.

4 MB limit.

Allowed types: png gif jpg jpeg.

Images must be exactly **800x400** pixels.

An image, to be uploaded during the creation of a content, has to comply with the following dimensions:

- **800px width**
- **400px height**

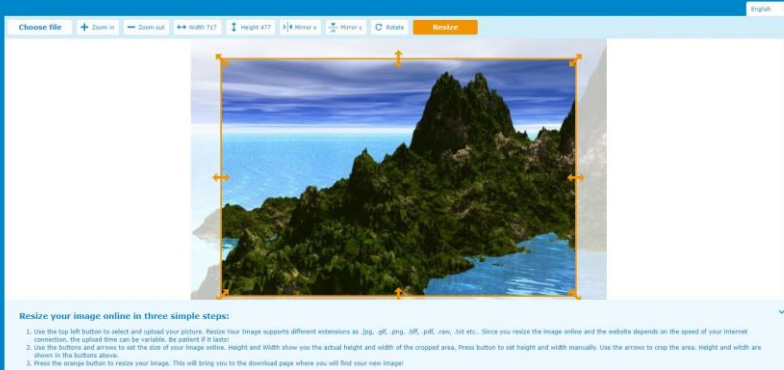
If the image were of different sizes, the portal will not allow the content to be saved.



2. Link to resize an image



Resize Your Image



Choose file Zoom in Zoom out Height 477 Width 600 Reset Resize

Resize your image online in three simple steps:

1. Use the top left button to select and upload your picture. Resize Your Image supports different extensions as .jpg, .png, .gif, .pdf, .raw, .tiff etc... Since you resize the image online and the website depends on the speed of your internet connection, the upload time can be variable. Be patient if it lasts!
2. Use the buttons and arrows to set the size of your image online. Height and width show you the actual height and width of the cropped area. Press button to set height and width manually. Use the arrows to crop the area. Height and width are shown in the buttons above.
3. Press the orange button to resize your image. This will bring you to the download page where you will find your new image!

To resize an image, click on the link below:

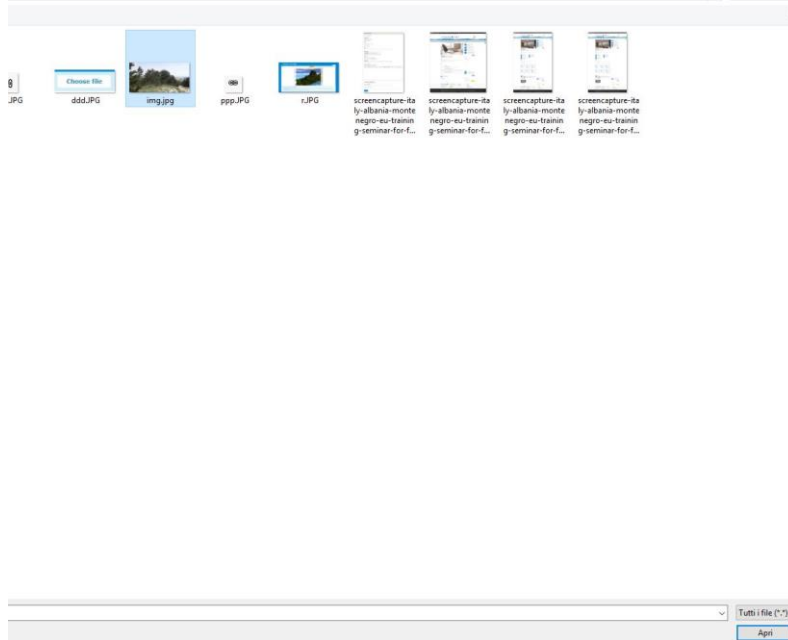
<https://resizemyimage.com/EN/>



Interreg - IPA CBC
Italy - Albania - Montenegro



3. Choose the image to resize



Click on the **Choose file** button, to select the image to resize;

4. Set the Width




- Click on the  button
- Enter «**800**» in the dialog box

- Click on the  button



5. Set the Height



- Click on the  button
- Enter «**400**» in the dialog box

resizeyourimage.com dice

Enter new height (in pixels)

400

- Click on the  button



6. Center the image

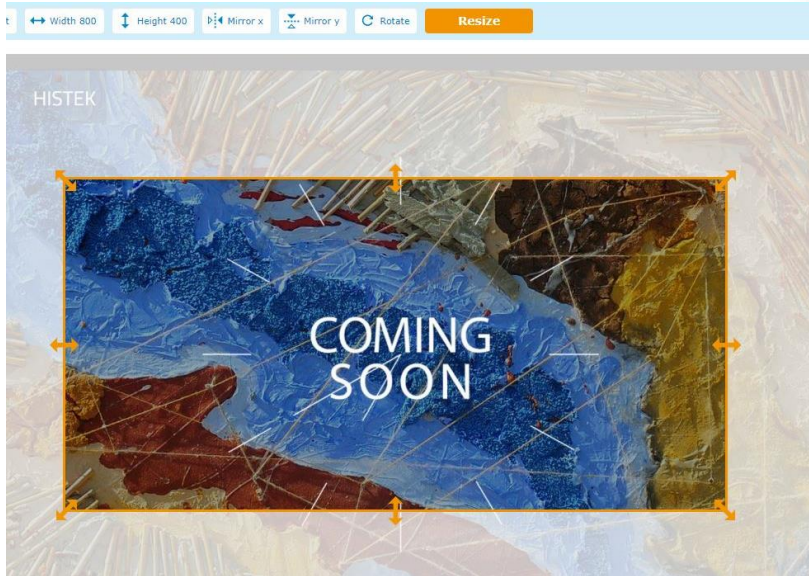


If the image is not centered:

- place the mouse in the orange box
- holding down the left mouse button, move the orange box to the desired position

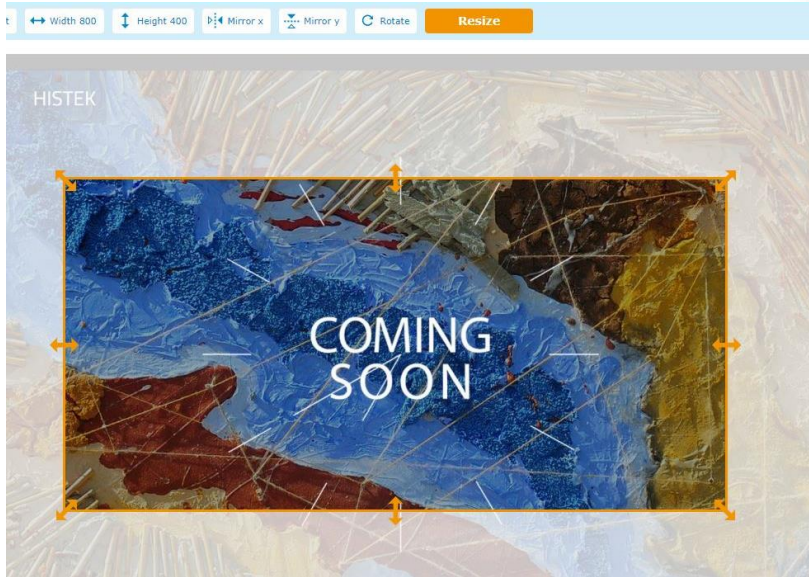


7. Resize



Click on the **Resize** button, to resize the image.

8. Save



Click on the  button, to save the image.