









Project Website Guidelines

Outputs

21 Feb 2020 - Version 0.1



SUMMARY



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- 4. Add Outputs File
- 5. Edit Outputs File
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<u>Home</u> > Outputs

OUTPUTS

- Transnational Joint Strategy for the management of priority species in Natura 2000 sites
- Conservation plans in the involved areas
- Conservation pilot actions focused on selected habitat/species
- Awareness campaign on stakeholders





LINKAGES



Autumn meetings with children in the Park of Coastal Dunes

more

Outputs

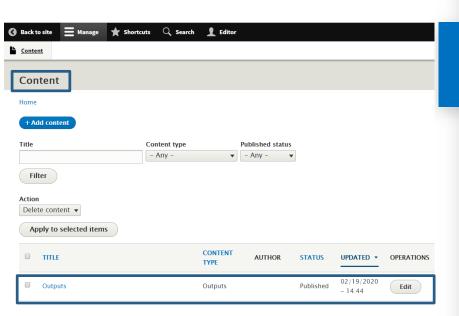


The **Outputs** section contains all the files and links related to the achievement of the set objectives.

In each project site, the "Outputs" type of content is already present.

The Web Editors of the project sites can modify the contents, by accessing the section: "Content".





Access Outputs section



To access the **Outputs** section:

- Log in to the project site
- 2. Place the mouse on the black navigation bar and click the "Manage" button:
- 3. Click on the "Content" button: Content
- 4. Type the term "Outputs" in the "Title" search field and click the "Filter" button: Filter

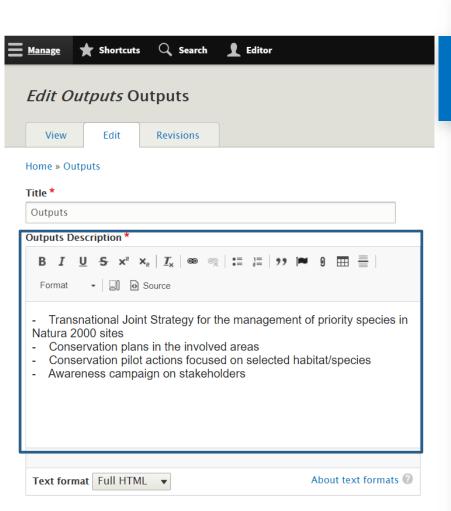


the content with the title "Outputs" will appear in the table

5. Click on the "Edit" button Edit







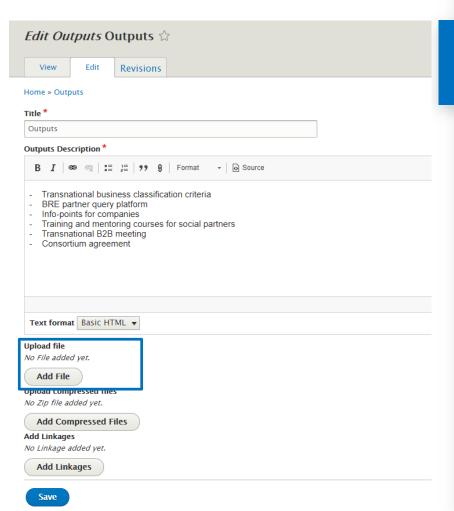
Edit Outputs Description



To edit the text contained in the "**Output Description**" field:

- Select the text
- 2. Type the new text
- 3. Click on the "Save" button save if no other changes are necessary





Add Outputs File



To **add a file** (.txt, .pdf, .doc, .docx, .xls, .xlsx, .ppt, .pptx):

- Click on the "Add file" button Add File
- Digit the date in the related "Date" field:

Date *

3. Digit the file name in the related "File Name" field:

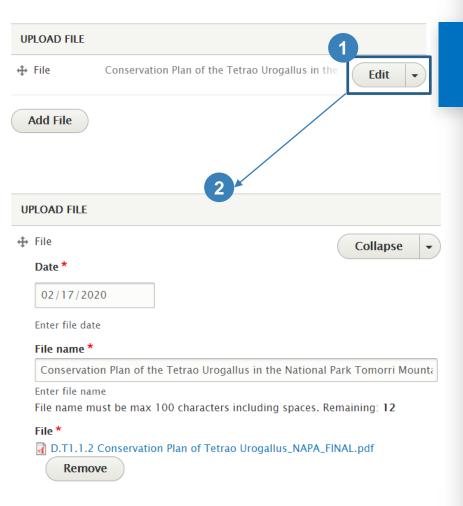
ile Name *
nter file name
ile name must be max 100 characters including spaces. Remaining: 100

4. Click on the "Choose File" button to upload the file to be added: File *

Choose File No file chosen

- 5. To add another file, click on the "Add File" button: Add File and repeat the operation
- 6. At the end of the file adding operations, click on the "Save" button: Save





Edit Outputs File



To **edit** a file (.txt, .pdf, .doc, .docx, .xls, .xlsx, .ppt, .pptx):

- Click on the button: Edit
 - Date *
- 2. Edit the date in the related "Date" field: 🛂 🕬 🚉
- Buit the file name in the related "File name" field:

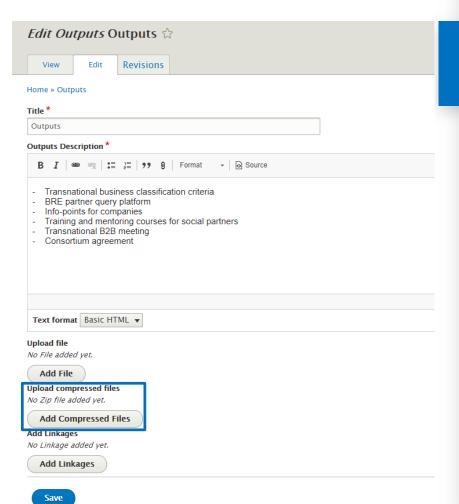
File name *

Conservation Plan of the Tetrao Urogallus in the National Park Tomorri Mounta

- 4. Click on the "Remove" button : to delete the existing file;
- 5. Click on the "Select file" button to upload the file to be added File *

 Choose File No file chosen
- 6. If necessary, to add another file, click on the "Add file" button: Add File
- 7. Click on the "Save" button: Save





Add Outputs Compressed Files



To add a **compressed file** (.zip):

- 1. Click on the "Add Compressed Files" button: Add Compressed Files
- Digit the date in the "Date" field: [20/02/2020]
- 3. Digit the file name in the "Compressed file name" field:

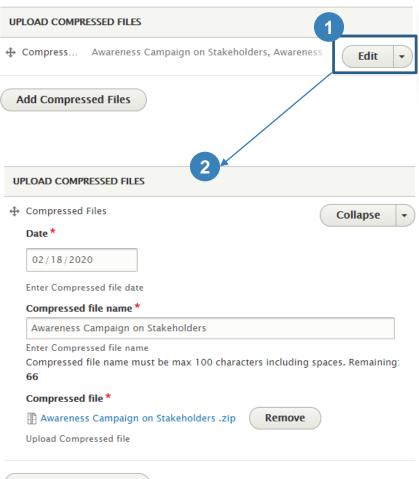
ompressed file name *	

4. Click on the "Choose file" button to upload the file to be added:

Choose File No file chosen	

- 5. If necessary, to add another .zip file, click on the "Add compressed Files" button: Add compressed Files and repeat the operation
- 6. Click on the "Save" button: Save





Edit Outputs Compressed Files



To edit a compressed file (.zip):

- Click on the "Edit Button":
- 2. Edit the date in the "Date" field: 20/02/2020
- 3. Edit the file name in the "Compressed file name" field Compressed file name *
 Awareness Campaign on Stakeholders
- 4. Click on the "Remove" button: Remove to delete the existing .zip file
- Click on the "Choose file" button to upload the file to be added

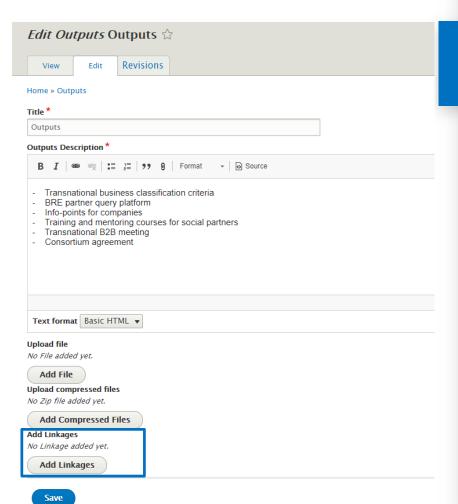
 Compressed file *

 Choose File No file chosen
- If necessary, to add another .zip file, click on the "Add compressed Files" button:

 Add Compressed Files

 and repeat the operation
- 7. Click on the "Save" button:





Add Outputs Linkage



To add **Linkages**:

- 1. Click on the "Add Linkages" button: (Add Linkages
- 2. Select a content type from the "Linkages Type" drop down menu: Linkages type *



Digit one or more letters related to the content name to search and select the one to be added to linkages: inkages:

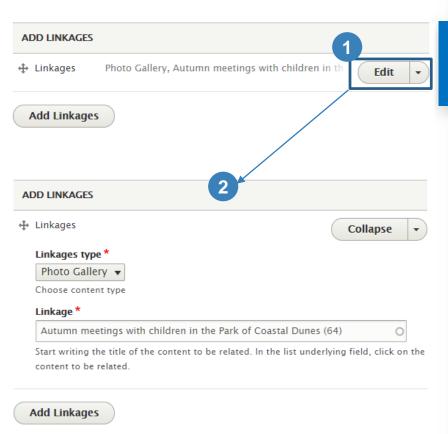


- 4. If necessary, to add another linkage, click on the "Add Linkages" button:

 Add Linkages and repeat the operation
- 5. Click on the "Save" button: save







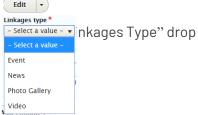
Edit Outputs Linkages



To edit Linkages:

1. Click on "Edit" button:

2. Select a content type down menu:



5. Digit one or more letters related to the content name to search and select the one to be added to linkages:



- 4. Click on the "Add Linkages" button: Add Linkages
- 5. Click on the "Save" button:

