

A Garden Story

Includes:

**Final Report for the Website
CD of Radio Broadcast**

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For our project, we were responsible for creating a website for the Trent's vegetable gardens. This is the outline for working on the website which is the only written part we were supposed to do aside from the website.

Working on the Trent Vegetable Garden's Website

This guide walks you through the steps in first setting up the website, which is beneficial to know which programs must be downloaded in order for Joomla to run. It then walks you through how to change things on the website after it has become live.

To Start working on the Website

1. Download Joomla from JumpBox at this link - the program will start downloading right away.
http://www.jumpbox.com/post-download?application=joomla15&download_url=http%3A%2F%2Fdownloads2.jumpbox.com%2Fjoomla15-1.1.15.zip
2. What is now required is to copy and paste the normal Joomla file from the Joolma.zip file which is downloads. Simply open the .zip file, and copy and paste the single file available to either the desktop or another file.
3. Then you have to download VirtualBox from the website.
<http://www.virtualbox.org/wiki/Downloads>
The first option - VirtualBox 3.1.2 for Windows hosts - is what you should download, if using a PC.
4. Once the two programs are downloaded there is a very helpful video on the following link that will tell you how to extract the required files to start the Virtualization that will run the website.
<http://demo.joomla.org/jumpbox.html>
5. When you have extracted the correct files, and completed the instructions given in the video, you will be ready to start working on your website.

When it comes to updates and changing the content on the website a very helpful file created for the TCCBE, when their website was being completed. (This article is quite long, and will be e-mailed for convenience)

The following link leads to a very helpful, step-by-step instructions on how to manage and create new pages on the website.

<http://www.scribd.com/doc/2299418/Joomla-15-Quickstart>

We found this article to be very helpful, but a lot of what it describes has already been completed within the website.

The main thing that will need updating is the information within the Articles on the website. **To update Articles use the following steps.**

- 1) After logging in to the Joomla editing website with the username: admin and the password: rooftop09 along the top options scroll over Content. Select Article Manager. There is the list of all the Articles available to be placed on the website.
- 2) Open the Article you wish to edit by selecting the appropriate name. Once opened you will see the main body of the article, where you can edit and change whatever you wish.
- 3) Click Save to end the editing session for that article, or click Apply to save your updates but continue working on that same article.

To add a new article is very similar to editing one.

- 1) On the Article Manager page in the top right corner, select New.
- 2) Give the article a name, filling in the Alias is not that important.
- 3) Select the appropriate Section and Category names for the article. Selecting these names defines where the article will be placed within the website, so be sure you select the exact Section and Category you would like.
- 4) Once finished with the website Save to exit, and check out the updates on the actual website.

To put a picture into the website a few steps need to be completed first.

- 1) On the top options bar scroll over Site, and select Media Manager.
- 2) At the bottom of the screen there is an upload bar, click Browse and search for the picture you wish to upload.
- 3) Click the Upload button.
- 4) Wait for the page to reset and fill in the thumbnails of each picture.
- 5) Right click on the picture you wish to put into the Article you are working on, select Copy Link Location.
- 6) Now head back to the article you are editing. Along the top functions bar in the large text box there is a little picture of a green landscape (in between the anchor and the paintbrush), click this button.
- 7) A small screen will open, Ctrl V (paste) the link you copied into the Image URL option. Give the picture a description and make the size a little smaller, so it is easier to handle. The Justification is best to be put in the middle option. Click the insert button.
- 8) Once the picture is uploaded to the large text box you are working in, you can drag it anywhere within the box, and change the size by clicking and dragging any of the corners of the picture.

Getting the website live

How to get the website name you want for the Trent Garden Website

Go to godaddy.com

Search the URL name you wish the website to have (most options with Trent and gardens in the name are still available).

Select the desired URL name, and complete the registration and payment.

The URL now needs to have a host site in which the Trent Gardens website will run through – this will be easiest if it is the Trent Website (contact the IT department)

From here, I am sure the IT department at Trent University will be able to help you from here to get the website live.

Working on the Website from the TTCBE computer

- 1) Turn on the computer and log into the Trent Center Staff option. The password is TCSpas8
- 2) Open Sun Virtual Box by double clicking on the Sun Virtual Box shortcut, located on the desktop
- 3) Virtual box will then pop up. Click start to the upper left of the screen
- 4) Open up the regular firefox internet browser and put <http://192.168.56.101/administrator/index.php> in the address bar. This will open up the admin website to be able to work on the website. Enter in the username (admin) and password (rooftop09)
- 5) Open up another firefox internet browser and type <http://192.168.56.101> into the address bar to view the current website.

