

Community Center™ Site Manager Manual

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This document describes a series of procedures that you will typically use as Site Manager of a Community Center web site. This information is accurate for version 4.0 beta.

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Site Management Fundamentals

A Site Manager is necessary to keep a Community Center web site working properly. Though actual responsibilities may vary from site to site, Site Managers are typically responsible for the following:

- User Management
- Site Organization
- Site Security
- Site Configuration
- Advanced Editing Needs
- Site Reporting and Management
- End User Support

This document will discuss the strategies and procedures for each of these areas.

User Management

Any user that wants to modify or participate in a Community Center web site must have a user account. Community Center recognizes four types of users:

- **Anonymous** – Users who are not currently logged in.
- **Self-Registered** – Users who have created their own accounts. Allowing Self-Registered user accounts for your site is optional. Self-Registered user accounts are usually made available when you wish to have the general public participate in some areas of your site. Self-Registered user accounts may also be used as limited access accounts in a more complex security setting.
- **Editor** – Users who will provide the bulk of the content for your site. Editor user accounts must be created by a Site Manager (or upgraded from a Self-Registered user account). If there is an area of your site to which you wish to limit editing access, you should use Editor accounts for the users of that area.
- **Site Manager** – Users who can perform management functions. Site Managers have full access to all areas of the web site, unless they voluntarily limit their access to certain areas.

As the number of user accounts on your site grows, it is helpful to begin to organize them into functional or organizational groups. A Group is simply a named set of user accounts. They can be used for security and communications purposes. You will probably be using groups primarily for security purposes. There are several types of groups in Community Center:

- **Restricted Groups** must have members assigned by a Site Manager. These are primarily used for specifying access rights. Only Editor and Site Manager accounts may participate in Restricted Groups.
- **Limited Groups** allow users to join the group themselves. These can be used for organizational purposes, and for specifying access rights when you need accountability but not security. Self-Registered, Editor and Site Manager accounts can participate in Limited Groups. Users join a Limited Group by checking a box on their User Profile form.
- **Debit Groups** require that a user pay a fee or be assigned by an account manager in order to be a member of the group. For security purposes, Debit Groups work just like Restricted Groups. There are several types of Debit Groups:
- **Pay Per View** requires a user to establish a positive account balance, then debits a specified amount from that account each time an item secured by the group is viewed.
- **Pay Per Item** also requires a user to establish a positive account balance, then debits a specified amount from that account the *first* time an item is viewed. Their account is not debited for subsequent viewings of that item.
- **Subscription** requires that the user maintain a specified balance in their account for a specified time to maintain their group membership. When the specified time has expired, their account is debited the specified amount.
- **Membership** does not require any fees. Rather, a assigned account manager, which does not have to be a Site Manager, can assign members to the group. In this way, access to web site resources can be given to local users rather than always controlled by the Site Manager.
- **Approver Groups** allow the Site Manager to assign web site users the task of approving content. See Site Organization on page 7 for more about approval.

The most frequent task a Site Manager will be asked to perform with regard to User Accounts is to create accounts and assign groups. Once an account is created, users can manage most other account tasks themselves.

Create an Account

Why? Only Site Managers can create accounts for Editors and other Site Managers.

1. Click **My Profile**. The *Login* window appears displaying the **Site Manager System Tools**.
2. Click **User Manager**. The *User Manager* window appears.
3. Click **Add Editor** or **Add Site Manager**. The *User Profile* window appears.
4. Fill in the **Account Information** for the new account.

Note: When creating a new account, we recommend only filling in the required fields (First and Last **Name**, **Email Address** and **Password**). The user's profile is displayed the first time the user logs in, and they can provide accurate contact information at that time.

5. If the user is to be a member of any existing groups, you may assign them at this time by checking boxes next to the group name in the **Groups** section(s) of the form.

Note: If you are adding several user accounts, it may be easier to assign them to groups after the accounts are created by using Group Manager.

6. Click **Submit**. The *User Profile* window appears with a message informing you that the user account has been created.
7. To create another account, click **Create Another Account** and begin again at step 4.

Upgrade an Account

Why? There may be times when you wish to promote a Self-Registered user to Editor or an Editor user to Site Manager.

1. Click **My Profile**. The *Login* window appears displaying the **Site Manager System Tools**.
2. Click **User Manager**. The *User Manager* window appears.
3. Find the user account(s) you wish to upgrade in the list of users, then check the box(es) next to the user's name.
4. Click **Upgrade Checked**. The *User Manager* window refreshes with a message informing you of the number of accounts upgraded.

Downgrade an Account

Why? There may be times when a user will no longer serve as a Site Manager or Editor, but wishes to retain their account on the site.

1. Click **My Profile**. The *Login* window appears displaying the **Site Manager System Tools**.
2. Click **User Manager**. The *User Manager* window appears.
3. Click the name of the user you wish to downgrade. The *User Profile* window appears.
4. Change the **User Type** to the appropriate user type. Then, click **Submit**. The *User Profile* window refreshes with a message informing you that the account has been updated.

Enable an Account

Why? Any account may be automatically disabled if a user does not agree to the User Agreement. The only other way an account can be disabled is if a Site Manager disables the account.

1. Click **My Profile**. The *Login* window appears displaying the **Site Manager System Tools**.
2. Click **User Manager**. The *User Manager* window appears.
3. Find the disabled account in the list of user accounts. It will say **(DISABLED)** next to it.
4. Check the box next to the disabled account.
5. Click **Enable/Disable Checked**. The *User Manager* window refreshes with a message informing you that the account has been updated.

Delete an Account

Why? When a user is no longer part of your web site, you can remove their account. Before removing an account, though, please verify that other users have access to the items this user owned.

1. Click **My Profile**. The *Login* window appears displaying the **Site Manager System Tools**.
2. Click **User Manager**. The *User Manager* window appears.
3. Check the box next to the account you wish to delete.
4. Click **Delete Checked**. A message appears asking if you are sure.
5. Click **OK**. The *User Manager* window refreshes with a message informing you that the account has been deleted.

Create a Group

Why? To apply security to a component using only a small subset of user accounts, you must create a group and make those accounts members of the group. Also, if you want to use the user directory feature to help users communicate among themselves, groups help to sort out the various constituencies on your site.

1. Click **My Profile**. The *Login* window appears displaying the **Site Manager System Tools**.
2. Click **Group Manager**. The *Group Manager* window appears.
3. Click **Add Group**. The Group Editor window appears.
4. Type a **Group Name** and select a **Group Type**. All other settings are optional. The **Description** field can be used to provide some notes about the Group to other Site Managers (it is not displayed anywhere else). The **Group Prompt** field is shown on the user profile for Limited and Debit groups to explain why a user may want to join the group. Select a set of users to **Allow User Directory Access To**. All users in that set you select will see all contact information for the members of this group. When done, select **Next >>**. The *Group Editor* window returns, this time with a list of users at the bottom.
5. Select one or more names from the **Users** list (hold the Ctrl key to select more than one). Then, click the >> button. The names move from the **Users** list to the **Members** list. Then, click **Submit**. The *Group Editor* window disappears and the *Group Manager* window refreshes showing your new group.

Note: For Debit groups, the user list boxes define Account Managers rather than group members. Also, additional information must be supplied for a debit group.

Delete a Group

Why? When a group is no longer necessary, you can delete it. Make sure other groups have access to any components the deleted group had access to.

1. Click **My Profile**. The *Login* window appears displaying the **Site Manager System Tools**.
2. Click **Group Manager**. The *Group Manager* window appears.
3. Check the box next to the group you wish to delete.
4. Click **Delete Checked**. A message appears asking if you are sure.
5. Click **OK**. The *Group Manager* window refreshes with a message informing you that the group has been deleted.

Site Organization

Before a Community Center web site becomes available for editing, a Site Designer must create a look and feel for the site. This is accomplished through the creation of a set of partially complete web page designs called templates. Templates include most of the HTML code to create the pages of the site, but reserve spaces for end users to provide the content that completes the page. Page content consists of varying combinations of text and computer files, especially pictures but other types of documents may be included as well. The melding of the template designs and content supplied by the end user is accomplished through the Community Center Page Management Tool (PMT).

The PMT creates web forms to accept content from users, stores that content in a database, then generates the web pages that web site browsers will see. The fundamental building block of this system is the PMT Database. A Community Center web site can be built using a single PMT Database, or it can have several. The web site design, the amount of content expected and the lifecycle of the content all need to be considered when determining how many PMT Databases a site will have. The general characteristics of a PMT Database are that it has a unique set of templates, and that the pages stored within it are generally aware of each other.

The second type of building block for a Community Center web site is the Component. Components are storage areas for specific types of data. This data is visually represented on the web site by placing Component Views on PMT pages. Types of components include:

- **Calendars** – Used to store date-specific event information.
- **News** – Used to post articles with optional pictures in a searchable, compact area.
- **Standard Databases** – Used to allow the presentation and querying of coherent sets of data.
- **Forums** – Used to solicit public comments on displayed topics.
- **Forms** – Used to gather feedback or information from any user.
- **Links Groups** – Used to create and manage PMT pages.
- **Stores** – Used to specify payment options for fees and other payment related issues.

Each component has many unique characteristics, but they all share the following:

- **Unique Access Rights** – Each component can be configured to be seen or used by a specific set of users. More detail about Access Rights will be presented in the Site Security section (page 11).
- **Notification** – Each component can be configured to allow registered users to subscribe to the component and be notified via email each time it is changed.
- **Approval** – A component can be configured to notify a unique group of users each time it is changed. None of the changes will be visible to browsers of the site until one member of the approval group visits the component and approves the change.
- **Item Ownership** – The user that creates an item in a component is known as the Owner of that item. The owner of an item may modify or delete that item, regardless of the Access Rights the Site Manager has specified for that component.

The Links Group is an especially important type of component because it is used to create the pages on which all other content and component views are displayed. Because each page on a Community Center web site must be created from a Links Group, each PMT Database has a hidden page in the web site that contains a single Links Group. This page is called the Master Root Page. Each page created from the Links Group on the Master Root Page is called a Root Page. The Home Page of the web site is always a Root Page, and Root Pages may be used to create main section pages for the web site.

A Community Center web site is created just like it is browsed. The first page that is created is the Home Page. Then, Links Groups are added to the Home Page, and subordinate pages are created from those Links Groups. When planning a site, it is best to create an outline for the site before beginning to create pages. This is useful because it makes initial page creation simpler, but it is also wise to plan ahead because once a page is created you cannot change the template of a page, and you cannot move the page to a different Links Group. You *can* move Links Groups to different pages, however.

Create a PMT Database

Why? When you have an entirely new set of content to present on your site, it may be necessary to create a new PMT Database.

1. Click **My Profile**. The *Login* window appears displaying the **Site Manager System Tools**.
2. Click **Add PMT Database Wizard** in the Site Designer Component Tools section. The *Page Management Tool -- Add a New Page Management Database!* window appears.
3. In the **Step 1** box, type a database name. Then, click **Submit**. The *Page Management Tool -- Add a New Page Management Database!* window reappears to verify the database name.

Note: The database name must be 12 characters or less and contain no spaces or punctuation, except the underscore character.

4. Click **Submit**. The *Component Editor* window appears.
5. Specify the initial security for the Master Root Page links group. Then, click **Next >>**. The *Page Management Tool -- Add {database name} Database!* window appears displaying a Database Creation Report.
6. Click **Back** to Administrator to begin adding a Root Page.

Add a Root Page

Why? The first page you create in a new PMT Database must be a root page. In addition, root pages can be created when a high-level page in your site outline is needed.

1. Click **My Profile**. The *Login* window appears displaying the **Site Manager System Tools**.
2. Click **PMT Database Manager**. The *Page Management Tool Database Manager* window appears.
3. Click the link for the master page in which you want to create the root page. The *Master PMT Page* appears.
4. Scroll down to the **ROOT PAGES** links group in the lower left corner. Then, click **Add**. The *Add a Web Page* window appears.
5. Continue adding a page just as you would any other page. You will probably want to use a Home Page template for your Root Page.

Pack and Regenerate a PMT Database

Why? PMT Databases should be packed and regenerated periodically to remove deleted pages, links groups, images and documents from the site. If a page has experienced a regeneration error (i.e. a page you can edit from a links group displays a 'File Not Found' error when you try to access it), regenerating the database will usually bring it back. Finally, a PMT Database should be regenerated if any changes are made to page templates.

1. Click **My Profile**. The *Login* window appears displaying the **Site Manager System Tools**.
2. Click **PMT Database Manager**. The *Page Management Tool Database Manager* window appears.
3. Click the link for the master page in which you want to create the root page. The *Master PMT Page* appears.
4. Click the **Pack and Regenerate All from Latest Templates** button. The *Page Management Tool -- Pack PMT, Regenerate Pages* window appears displaying a Page Creation Report.

Note: Packing and Regenerating a PMT Database can take a long time. If a "timeout" message is displayed, there is no need to worry. The pack and regenerate process continues on the web server and will complete properly.

5. Click **Close This Window**.

Create a Component

Why? When an Editor wants to add a new component view to one of their pages, you need to create a new component.

1. Click **My Profile**. The *Login* window appears displaying the **Site Manager System Tools**.
2. Click **Add Component Wizard** in the Site Designer Component Tools section. An *Add Component Wizard* window appears asking for a component name.
3. Type a **Name** for the component. Then, click **Next >>**. The *Component Editor* window appears.
4. Specify initial security settings for the component. Then, click **Next>>**. A *Component Preferences* window may appear.
5. Provide preferences as necessary (see Site Configuration on page 13 for details).
6. When done, click **Finish Add Component** or **Close This Window**.

Add or Edit a Dropdown Menu

Why? If your site has dropdown menus for navigation purposes, these menus must be updated as new pages and sections are added to your site.

1. Click **My Profile**. The *Login* window appears displaying the **Site Manager System Tools**.
2. Click **Menu Editor** in the Site Manager Component Tools section. The *Menu Editor* window appears.
3. To add a new menu, click **Add New Menu**. To edit an existing menu, click the Menu Name. The *Menu Settings* window appears.
4. Provide or verify the **Name** of the menu. This name must not contain any spaces or punctuation.
5. Provide the **Location** coordinates. Unless your design specifically requires other values, enter 0 in both of these boxes.
6. You may specify the **Width** of the menu if you desire. Note that the site designer can use or ignore this value when the look and feel of the web site is determined.
7. Your site designer may provide you with more than one set of text and color styles for the menus on your site. If necessary, select a **Menu Style Class** from the list.
8. Now you are ready to add items to your menu:
 - a. Click **Add**. A new item is added to the existing **Menu Items** list.
 - b. In the **Display Text** box, type the text the end user will see or click on to activate the menu item.
 - c. If necessary, you may select a **Group** from the list provided. If selected, only members of the specified group will be able to view and use that menu item. To allow all users to view and use the item, leave the **Group** box blank.
 - d. In the **Link Text** box, type the file name of the page or the full URL of the page or web site users will be sent to when the menu item is clicked.

Note: To create a flyout menu, type menu: then the menu name in the Link Text box first, then type a space followed by the page file name or URL the user will be sent to when the item is clicked. Adding a page file name or URL is optional when creating a flyout menu.

- e. Click **Submit**. The *Menu Settings* window refreshes.
9. When done, click **Close This Window**.

Site Security

Maintaining component Access Rights serves two primary purposes in a Community Center web site. It ensures that the experts in a particular area are providing the content for that area, and it simplifies the editor's job by only exposing editing interfaces in areas where they should be editing. In addition, Access Rights can be used to display information relevant to each individual user.

Each Component has three areas to which Access Rights can be assigned:

- **Anonymous Access** is applicable only to anonymous users. Only two rights can be applied to anonymous users: View (which allows the user to see the component view) and No Access (which removes the view from the display).
- **Open Access** is applicable to all registered and logged in users. All rights can be applied to Open Access.
- **Group Access** is applicable to members of groups. All rights can be applied to Group Access.

Access Rights that can be assigned include (in order from least access to most access):

- **No Access** – The component view does not appear on the display.
- **View** – The component view appears on the display, but no changes can be made.
- **Add** – The user can add new items to the component. They can edit and delete the items they create, but they cannot edit or delete items created by another user.
- **Edit** – The user can add new items to the component, and can modify any item in the component. They can only delete items they created, though.
- **Delete** – The user can add new items to the component, and can modify or delete any item in the component.
- **Change Security** – The user can add new items, and modify or delete any item and can modify the Access Rights for all users. This right should only be used in extraordinary cases, as this task should be reserved for the Site Manager.

Configure Component Security

Why? Modify component security when a new group needs access rights to a component, or an existing group needs a different level of access rights to a component.

1. Navigate to a page displaying a view of the component.
2. Click the **Security** button. The *Component Editor* window appears.
3. Adjust security settings as necessary.

Note: If the component is a Links Group, there is an extra check box at the end of the form labeled Apply security changes to all subordinate Links Groups. Check this box to have the security settings shown on the form applied to all Links Groups on all pages created from the edited Links Group.

4. Click **Submit**. The *Component Editor* window disappears and the main page refreshes reflecting your security changes.

Note: You may also access the Component Editor window for a component by using the Component Manager or the individual component managers on the Site Manager System Tools screen.

Configure a Component for Approval

Why? If you are going to allow Self-Registered users to have Add or better access to a component, you should configure the component for approval.

1. Follow the Create a Group procedure on page 6 to create an Approver Group if necessary.
2. Navigate to a page displaying a view of the component.
3. Click the **Security** button. The *Component Editor* window appears.
4. From the **Approver Group** list, choose an appropriate Approver Group. Then, check the **Enable Notification** box.

Note: Approval only works when notification is enabled.

5. Click **Submit**. The *Component Editor* window disappears and the main page refreshes reflecting your security changes.

Configure a Component for Notification

Why? To allow users to subscribe to a component and be notified when it is updated.

1. Navigate to a page displaying a view of the component.
2. Click the **Security** button. The *Component Editor* window appears.
3. Check the **Enable Notification** box.
4. Click **Submit**. The *Component Editor* window disappears and the main page refreshes reflecting your security changes. A Subscribe button should now be available on the component view.

Site Configuration

As a Site Manager, you will be called upon to prepare the Community Center web site for use by editors and browsers. Generally, tasks in this area include the creation and configuration of components, specifying site preferences and modifying menus on the site.

Before an Editor can place a component view on a page, the Site Manager must create the component. Each type of component is created and configured somewhat differently. Here are the configuration characteristics of each component:

Calendar Component Configuration

To configure a Calendar Component, click on a Component Name in the Calendar Manager.

- **Categories** – Can be used as a way to group events in a calendar component. Users may search for events of a selected category. Component views can be configured to display one or several categories from the component, rather than all events.

News Component Configuration

To configure a News Component, click on a Component Name in the News Manager.

- **Mode** – The news component can be set to display in News or Classifieds mode. In Classifieds mode, articles are called ads and the article title is called the item name.
- **Allow Pictures** – Check this box to allow users to display pictures in their articles.
- **Picture Maximum Width** – This specifies the maximum width, in pixels, of pictures displayed in articles.
- **Picture Maximum Height** – This specifies the maximum height, in pixels, of pictures displayed in articles.
- **Abstract Picture Maximum Width** – This specifies the maximum width, in pixels, of pictures when shown on the article edit form.
- **Allow Archiving** – Check this box to allow users to determine what happens to an article on its expiration date. If left unchecked, all articles will be deleted on their expiration date. Articles without an expiration date will be archived regardless.
- **Default Sort** – Choose to sort articles in views by Date, alphabetically by Author Name or alphabetically by Category.
- **Date Sort** – If Default Sort is set to Date, choose whether you want the Oldest First or Newest First.
- **Categories** – Can be used to assist user searches for specific articles. Also, component views can be configured to display one or several categories from the component, rather than all articles.

Forum Component Configuration

To configure a Forum Component, click on the Component Name in the Forum Manager.

- **Display User Name** – Choose “Always” to require display of the submitting user’s name with a comment. Choose “If User Allows” to allow the user to decide to post a comment anonymously or not. Choose “Never” to require all users to post anonymously.
- **Sort Messages** – Comments (or Messages) are always sorted by date. Choose Newest First or Oldest First to determine how the comments are sorted.
- **New Topics Must Be Approved** – Check this box to require new Topics to be approved, if an approver group is specified for the component.

- **New Comments Must Be Approved** – Check this box to require new Comments to be approved, if an approver group is specified for the component.
- **Who can assign Moderator to a topic?** – A Moderator is a Community Center user account that other users can contact with questions or complaints about the comments in a Forum. Each topic can have its own Moderator. This setting determines who can choose the Moderator. Choose “Do Not Use Moderator” to not allow Moderators, choose “Any Topic Editor” to allow users who can add topics to choose the moderator for those topics, or choose “Site Managers Only” to require a Site Manager to choose the moderator for a topic. Generally, if you use approval for a Forum component and Moderators, the Moderators should be members of the approver group. Otherwise, the Moderator should have Delete rights to the Forum component.
- **Only send notification with New Comment** – If the Forum is configured for notification, check this box to only send notification messages with new comments, rather than every time a Topic is added or changed.
- **Change Message Template** – The default notification message only indicates that something was added to the Forum component. You can enter a custom notification message in this box. Use the codes shown below the box to include information from the submitted comment in the notification message.
- **Topics** – Add topics to start comment threads.

Form Component Configuration

Form Components have two areas of configuration: Preferences and Elements. To configure a Form Component, click on the links in the Form Manager.

Form Preferences

- **Form Name** – This is a reference name for the Form. It is only shown when creating Form views and in notification emails.
- **Email To** – A list of email addresses to which submitted form data will be sent.
- **Mail form results rather than data** – Check this box to have the form results (the information shown to the user after the form is submitted) rather than the raw data sent to the addresses listed in the Email To box.
- **Anonymous user can submit form** – Check this box to allow anonymous users to participate in the form. An anonymous user can only submit the Form once during their browser session. However, if you want to guarantee that a user only submits the Form once, you must require users to have an account.
- **Unconditional return to form** – Check this box to allow anonymous users to return to a submitted but incomplete form, rather than having to start all over again.
- **Users can edit previous answers** – Check this box to allow users to change their answers. If a logged in user returns to a Form they have submitted and this box is checked, their previous answers will be shown in the form.
- **Verify data before saving** – Check this box to show the user a review of their answers that they have to submit before the data is saved. Basically, this makes submitting a form a two-click rather than a one-click process.
- **Clear answers after successful submit** – Check this box to not save the information the user has provided in the form. This should only be used if the data is emailed.
- **Show user names on reports** – Check this box to display the names of registered users who have used the form on form results. This setting is not necessary if Anonymous users can submit the form.
- **Results Access** – Choose the access level a user must have to view the results interface for the Form.

- **Completed Form Message** – The text entered into this box will be displayed when the user successfully submits the form. This should not be used if you want form results to be displayed.
- **Store** – To attach fees to form elements, select the Store Component where the fees will be configured. If no fees will be used, then do not choose a Store.

Element Preferences

- **Name** – The name of the element is used as a reference when choosing to display the element and as the field name in reports.
- **Prompt** – This is the question text displayed to the user.
- **Help Text** – If the question requires additional explanation, type some text here. If there is text in this box, a small question mark icon will be displayed near the question. If the user clicks on the icon, this text will be displayed in a popup box.
- **Default Value** – Supply a default value for the answer here. It must be of the correct data type for the question.
- **Display Style** – Choose “Under/Over” to have the Prompt appear above the form item(s). Choose “Side by Side” to have the Prompt appear to the left of the form item(s).
- **Save Answer** – Check this box to have the user’s answer stored in the database. (This item is here in anticipation of a Survey view of the Form component, which will allow questions to be used to send users to a specific part of the survey.)
- **Required Text** – If an answer to this question is required, provide some text that will be displayed if the user fails to give an answer.
- **Response Text** – Provide some text that will be displayed after the user answers the question.
- **Repeat prompt when displaying response text** – Check this box to continue displaying the Prompt after the user has answered the question.

Site Preferences

Access to the Site Preferences is available by clicking Edit Preferences in the Site Manager Tools. Here are some highlights of the major preference sections:

- **Application Identification** – The Application Name and Application Email are important here. The Application Name is used in notification emails and on forms. The Application Email is the email address that all notification emails sent by Community Center appears to be from.
- **Application Resource Locations** – These items reference various resources on the web server. They should not be changed unless you are quite sure of the information you are changing.
- **Application Settings** – These items are used to configure the behavior of some Community Center features. Important here are the Log Hits checkbox (to initiate hit logging), the Feedback Email box (usually enables a Comments link and specified the email address to which comments should be sent), the Picture dimension boxes, used to specify the maximum size of a picture on the site.
- **MyCC Feature Settings** – Used to enable the MyCC feature.
- **User Settings** – These items specify preferences for user accounts. Important here is the Allow Self-Registered Users checkbox, which enables or disables Self-Registered user account creation on your site.
- **User Profile Settings** – Each type of user account can have a varying set of contact information collected on the user profile.

To be continued....