

# A designers guide to creating & editing templates in EzPz

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## Introduction

EzPz is a client friendly, easy to use hosted content management system (CMS). Using only HTML, CSS and JavaScript you can create endless combinations of web templates. Creating and editing templates is quick and straight forward, requiring no server side coding, just use your standard HTML, CSS and JavaScript code.



### Note

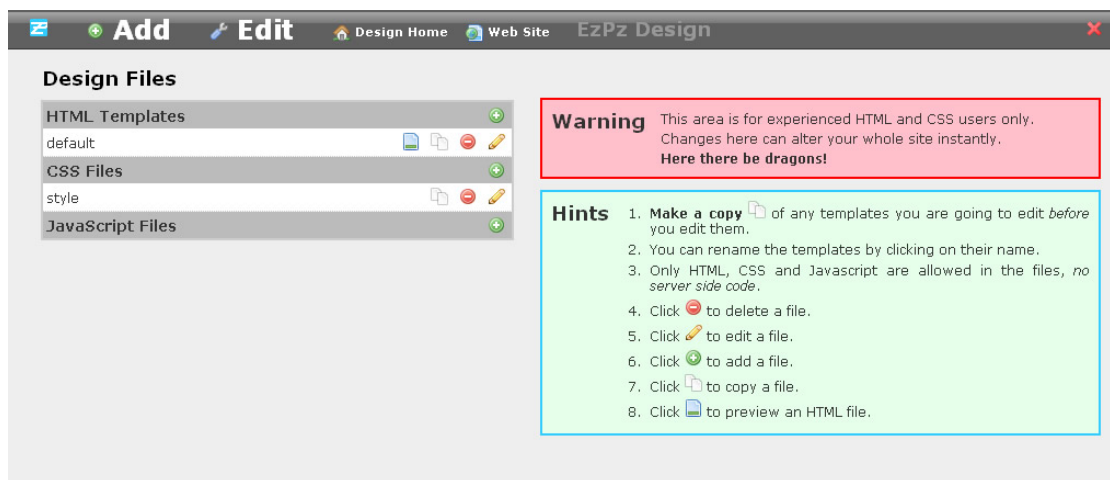
Only HTML, CSS and JavaScript are allowed in the files, Server side code will be ignored.

## Getting started

To access the design area; first you need to log into the site. Then select "Site Design" from the EzPz menu bar.



You will then go to the template design home page. By default the site will have a "default" HTML template and a "style" CSS template. These files can be modified.



## Actions

Click "Add" or to add a new template.  
Click "Edit" or to edit an existing template.  
Click to delete a file.  
Click to copy a file.  
Click to preview an HTML file.



### Tip

Make a copy of any templates you are going to edit before you change them. Just in case.

## File Upload

You can upload as many files as your design requires.

1. Click the "Browse" button to find and select the images to upload. Use the *Ctrl/Shift/Command* keys to select multiple files to simultaneously upload.
2. These images are then listed out with the option to delete them from the upload list.
3. Click the "Upload" button to upload the files. Once the file is fully uploaded its name will disappear from the list.

### Acceptable file types

.avi	.mp3	.swf
.dcr	.mp4	.tar
.doc	.mpeg	.txt
.gif	.pdf	.wmv
.gz	.png	.xls
.gzip	.qt	.xml
.jpeg	.rar	.zip
.jpg	.rtf	
.mov	.sit	

**Note:** These files are only available in the design area and will not be available for use in the "normal" site administration area. The files are not resized or changed in anyway when they are uploaded – so it is important you optimised the size and quality of the files prior to uploading into the design area. Images are renamed. The new names are slightly different from the original file names but include the original file name.

## Tokens

Tokens are added into the HTML template file and are in turn replaced with content when the web page is loaded.

To insert a token:

1. Click in the template code where you want the token to be inserted.
2. Click on the token link.

## Menu

The menu token: `[[ezpz_menu]]` generates a complete unordered list of all pages. The subpages are contained as nested unordered lists.

The `ul` tag attribute "`id`" is set to `:"nav-one"` with a "`class`" attribute of `"nav"`.

```
<ul id="nav-one" class="nav">
  <li>
    <span><a href="/ezpz/Page+name">Page name</a></span>
    <ul class="head">
      <li>
        <span><a href="/ezpz/Page+name/Sub+page">Sub
          page</a></span>
      </li>
      :
    </ul>
  </li>
  :
</ul>
```

*Top Level Menu* token: `[[ezpz_menu_top_level]]` gives an unordered list of just the top level pages. It does not contain any of the sub pages. The `ul` tag attribute "`id`" is set to: "`nav-two`" with a "`class`" attribute of "`nav`".

*Sub Level Menu* token: `[[ezpz_menu_sub_level]]` gives an unordered list of just the top level pages. It does not contain any of the sub pages. The `ul` tag attribute "`id`" is set to: "`nav-three`" with a "`class`" attribute of "`nav`".

For all the different menu tokens the current page's `li` tag in the menu is given the class of "`currentPage`".

```
<li class="currentPage">Home</li>
```

## Head Tokens

These are the standard HTML tags for the *head* tag of your HTML template.

**Page Title** inserts `[[ezpz_title]]` this goes in the `title` tag.

```
<title>[[ezpz_title]]</title>
```

**META Keywords** inserts the complete *meta* tag for META keywords.

```
<meta name="keywords" content="[[ezpz_meta_keywords]]" />
```

**META Description** inserts the complete *meta* tag for META Description.

```
<meta name="description" content="[[ezpz_meta_description]]" />
```


## CSS and JavaScript included files

As you create CSS and JavaScript templates they are listed out as links here. Clicking the link will insert a complete *insert* or *script* tag linking to the CSS or JavaScript file.



```
<link type="text/css" href="/css/style" rel="stylesheet" />  
<script type="text/javascript" src="/js/myjs.js"> </script>
```

## Page area tokens

The page area tokens create editable areas in the template. Click on the page area name to insert the token at the Caret. To add further content areas:

1. Click 
2. Give the area an alphanumeric name (underscores also allowed).
3. Click "Add"

## Images

By hovering your cursor over the image name you will get a preview tooltip of the image. Click on  to insert the image into the template at the Caret. Click on  to delete the image from the system.

**Note:** make sure you save the template after the find and replace

### Warning

Make sure you use *MAIN* page area token in every template.

### Tip

Finding and replacing original file names with new file names and locations by simply clicking:

#### Find and replace images

(in the Images tab). All the image references in the current template will be updated.

## Flash

Flash is allowed in templates, but EzPz currently cannot update the content of Flash and is therefore unsuitable for purely Flash based sites. To make sure all administration areas work, the *wmode* of the *embed* and/or *param* tags need to be set to "opaque".

```
<object
  width="600"
  height="480"
  title="a flash file"
  codebase="http://download.macromedia.com/pub/
    shockwave/cabs/flash/swflash.cab#version=9,0,28,0"
  classid="clsid:D27CDB6E-AE6D-11cf-96B8-444553540000">
  <param name="movie" value="http://www.flashurl.com/swf" />
  <param name="quality" value="high" />
  <param name="wmode" value="opaque" />
  <embed src=" http://www.flashurl.com/swf" "
    quality="high"
    pluginspage="http://www.adobe.com/shockwave/download/
      download.cgi?Pl_Prod_Version=ShockwaveFlash"
    type="application/x-shockwave-flash"
    height="480"
    width="600"
    wmode="opaque"
  />
</object>
```

## Example HTML template

```
<!DOCTYPE html PUBLIC "-//W3C//DTD XHTML 1.0 Transitional//EN"
"http://www.w3.org/TR/xhtml1/DTD/xhtml1-transitional.dtd">
<html xmlns="http://www.w3.org/1999/xhtml">
  <head>
    <meta http-equiv="Content-Type"
          content="text/html; charset=utf-8" />
    <meta content="[[ezpz_meta_keywords]]"
          name="Keywords" />
    <meta content="[[ezpz_meta_description]]"
          name="Description" />
    <link href="/css/style" rel="stylesheet"
          type="text/css" />
    <title>[[ezpz_title]]</title>
  </head>
  <body>
    <div id="wrapper">
      <div id="menu">[[ezpz_menu]]</div>
      <div id="left">[[ezpz:LEFT]]</div>
      <div id="main">[[ezpz:MAIN]]</div>
      <div id="right">[[ezpz:RIGHT]]</div>
      <div id="footer">[[ezpz:FOOTER]]</div>
      <div id="ss">
        <a href="/ezpz/sitemap">site map</a>
        <a href="/ezpz/search">search</a>
      </div>
    </div>
  </body>
</html>
```