

Articles (classic sites)

Overview

Articles differ from static content in that they can change based on posted date, start, and finish date. For example, a promotional article could be published which would disappear at the end of the promotional period.

This guide outlines how to publish Articles, which can be displayed across various sections of the website, often in a 'Latest News' layout.

🏠 Article List Title

This is Article 2

31 Jul 2014



🔗 Read Full Article

This is Article 1

18 Jul 2014



Here is where a short summary or teaser from the Article could appear.

🔗 Read Full Article

🏠 > Article View

🔗 Back

🖨️ Print

This is Article 1

18 Jul 2014



Pellentesque habitant morbi tristique senectus et netus et malesuada fames ac turpis egestas. Vestibulum tortor quam, feugiat vitae, ultricies eget, tempor sit amet, ante. Donec eu libero sit amet quam egestas semper. Aenean ultricies mi vitae est. Mauris placerat eleifend leo. Quisque sit amet est et sapien ullamcorper pharetra. Vestibulum erat wisi, condimentum sed, commodo vitae, ornare sit amet, wisi. Aenean fermentum, elit eget tincidunt condimentum, eros ipsum rutrum orci, sagittis tempus lacus enim ac dui. Donec non enim in turpis pulvinar facilisis.

Ut felis. Praesent dapibus, neque id cursus faucibus, tortor neque egestas augue, eu vulputate magna eros eu erat. Aliquam erat volutpat. Nam dui mi, tincidunt quis, accumsan porttitor, facilisis luctus, metus. Pellentesque habitant morbi tristique senectus et netus et malesuada fames ac turpis egestas. Vestibulum tortor quam, feugiat vitae, ultricies eget, tempor sit amet, ante. Donec eu libero sit amet quam egestas semper. Aenean ultricies mi vitae est. Mauris placerat eleifend leo. Quisque sit amet est et sapien ullamcorper pharetra. Vestibulum erat wisi, condimentum sed, commodo vitae, ornare sit amet, wisi. Aenean fermentum, elit eget tincidunt condimentum, eros ipsum rutrum orci, sagittis tempus lacus enim ac dui. Donec non enim in turpis pulvinar facilisis. Ut felis. Praesent dapibus, neque id cursus faucibus, tortor neque egestas augue, eu vulputate magna eros eu erat. Aliquam erat volutpat. Nam dui mi, tincidunt quis, accumsan porttitor, facilisis luctus, metus

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Step-by-step guide

To create an article:

1. Upload the required image files to the server via FTP. For further information, see [Loading site content via FTP using FileZilla](#).
2. Login in as an Administrator.
3. Navigate to '**Content**' -> '**Article Maintenance**'.
4. Click the '**Article Maintenance**' tab.
5. Click '**New**'.
6. Enter values for the following fields (any fields not listed below may be left blank):

| Prompt | Value | Notes |
|----------------------|-------------------------------------|--|
| Article Type | Article | This option should be available in the drop-down list. |
| Alert Name | Article identifier /name | Generally for Administrator use; this field isn't displayed by default. |
| Description | A short description of your Article | This is normally the Article heading. |
| SEO URL | The URL path required | <div>This should be formatted as "/required-url". This will ensure the URL of the Article is user and SEO-friendly, rather than the system default of '/ArticleView.aspx'.</div> <div> The URL Routing for Articles needs to be configured in order for this field to work correctly.</div> |
| Article Template | (Optional) | If this article has additional content that needs to be rendered, create a new article template. (This field is only used by sites not on Best Practice Design) |
| Article Text / HTML | Actual Content of the Article | This is the content of the Article, displayed once the user clicks the 'Read' button on the front /news page. |
| Summary | A short summary | This content displays near the 'Read' button in Article list view. (Only available from version 3.74+). |
| Article Posted | The Date of the Post | This is used for sorting purposes so that the latest posted appears first . |
| Start Date | Start Date of the Article | The article will automatically appear on this start date. |
| Expiry Date | End Date of the Article | The article will disappear after the end of this date. |
| Article Image Name | Image name including file path. | This is the large image that appears in Article view. |
| Thumbnail Image Name | Image name including file path. | This is the thumbnail image that appears in Article list view. |
| Article Page Type | Articles - Articles | This option should be available in the drop-down list. |

7. Click 'OK' to save.

8. Repeat Steps 4 - 6 as required to create additional Articles.

| Article Search | Article Maintenance | Alert / Article Types | Banner Types | Banner Locations |
|--|---------------------|-----------------------|--------------|------------------|
| << <Prev Next> >> Record 1 of 6 Modify New Copy Delete Cancel OK | | | | |
| Article Type : <input type="text" value="Article"/> | | | | |
| Article Details | | | | |
| Alert Name : <input type="text" value="Article 1"/> | | | | |
| Description : <input type="text" value="This is Article 1"/> | | | | |
| Article Template : <input type="text"/> | | | | |
| Article Text / HTML : <div><div>Pellentesque habitant morbi tristique senectus et netus et malesuada fames ac turpis egestas. Vestibulum tortor quam feugiat vitae, ultricies eget, tempor sit amet, ante. Donec eu libero sit amet quam egestas semper. Aenean ultricies mi vitae est. Mauris placerat eleifend leo. Quisque sit amet est et sapien ullamcorper pharetra. Vestibulum erat wisi, condimentum sed, commodo vitae, ornare sit amet, wisi. Aenean fermentum, elit erat tuncidunt condimentum, eros ipsum rutrum, orci, sagittis</div><div>Design HTML Preview</div><div>Words: 456 Characters: 2975</div></div> | | | | |
| Summary : <input type="text" value="Here is where a short su"/> | | | | |
| Article Posted : <input type="text" value="18-Jul-2014"/> | | | | |
| Start Date : <input type="text" value="17-Jul-2014"/> | | | | |
| Expiry Date : <input type="text" value="18-Jul-2018"/> | | | | |
| Customer Type : <input type="text"/> | | | | |
| Customer Warehouse : <input type="text"/> | | | | |
| Customer Code : <input type="text"/> | | | | |
| Bill To Customer Code : <input type="text"/> | | | | |
| User's Email Address : <input type="text"/> | | | | |
| Document Name : <input type="text" value="Please Select .."/> | | | | |
| ArticleImageName : <input type="text" value="/Themes/BPDTHEME01/theme-base/img/placeholder/stati"/> | | | | |
| Thumbnail Image Name : <input type="text" value="/Themes/BPDTHEME01/theme-base/img/placeholder/stati"/> | | | | |
| Article Page Type : <input type="text" value="Articles - Articles"/> | | | | |

Article Display

To display the articles, create a template referencing the Article system. Refer to the sample code below.

(This step is only required for sites not using 'Best Practice Design'; BPD sites will utilise the Article widget and will not require a separate template.)

Sample Code

Attach the data source Articles,Article.GetArticlesNotExpiredForCurrentUser(null,-1,2,"") with the sample code below:

```
@foreach (Article article in Model.Articles) {  
    <div class="news-item">  
        <h4>@Raw(article.Description)</h4>  
        <p>@Raw(article.ArticleText)</p>  
    </div>  
}
```

Additional Information



Articles can also be targeted to specific customers or users. Simply populate the relevant field with the required Customer Code, Type, or User Email Address, for instance. The article will then be restricted to that user or group. Leaving these fields blank will default to ALL users.

| | |
|------------------------------|-----------|
| Minimum Version Requirements | ** ** * |
| Prerequisites | -- |
| Self Configurable | Yes |
| Business Function | Marketing |
| BPD Only? | No |
| B2B/B2C/Both | Both |
| Third Party Costs | n/a |

Related help

- [Use a Linked PDF for an Article](#)
- [FAQs Page](#)
- [Carousel Options](#)
- [Layout Creator](#)
- [Code Editor](#)