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Introduction

About this Manual

This manual was created to document all of the features, functions and administration of the new SANBlaze.com website, developed by TISOAA in the summer of 2014. If you have a question or discover an error, please contact jess@tisoaa.com.

Site description

SANBlaze.com is the home for SANBlaze Technology, Inc., located at www.sanblaze.com. It is designed for display on mobile phones, tablets, laptops and desktop computers connected to the Internet. The site is divided into three primary information areas: Corporate, Storage Emulation and Embedded Computing. Each of the three areas has discrete navigation to pages within that area, including product information, support, solutions and sales.

Purpose

This site is a portal with information about SANBlaze and its two discrete lines of products, contact forms for assistance, and the ability to view and download essential documents and files. The site does not provide any ecommerce functionality nor the ability to purchase products directly from the site

Software

The website uses the WordPress content management system to store data and display pages and documents, with customizations for security, file management and appearance.

Audience

The site is designed for both prospective customers and current clients, with security features to prevent unauthorized file and document access. Clients may apply for a login, which will grant them access to files and documents relevant to their needs.

Site access

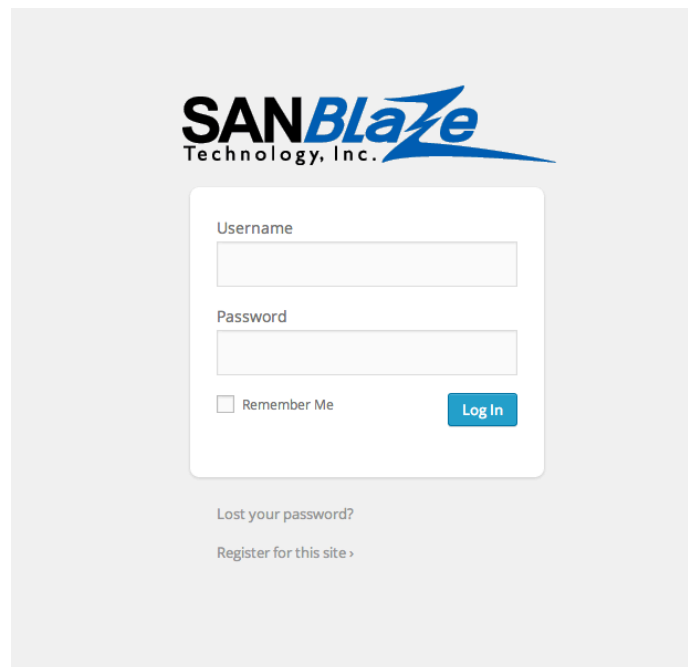
Non-logged in users

When new users visit the site on their device, they will have access to the basic content of the site, which includes all public product information- data sheets and catalogs, selected support documents, white papers and videos.

In certain areas of the site, including on support pages and product pages, non-logged in users will see indications of the availability of additional content, but will not be able to access that content directly. On-page messaging will encourage non-logged in users to login or register for an account for access to the obscured content. (See Registration Process for more information)

Logged in users

Users who have had their application for registration approved will be able to log into the site at www.sanblaze.com/wp-login.php.



The screenshot shows the login interface for SANBlaze Technology, Inc. At the top is the company logo. Below it is a white login box with a light gray border. Inside the box, there are two text input fields: 'Username' and 'Password'. Below the password field is a checkbox labeled 'Remember Me'. To the right of the checkbox is a blue 'Log In' button. Below the login box, there are two links: 'Lost your password?' and 'Register for this site >'. The entire login area is set against a light gray background.

This login page also provides links for registered users to reset their password and new users to register for the site.

Maintenance Mode

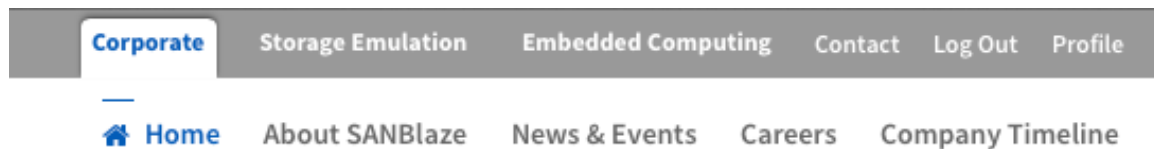
When Maintenance mode is turned on, only users with Administrator level access will be able to view the site. This mode is used when developing the site or making significant changes/updates which require the site to be static during the process.

Admin area

Logging in

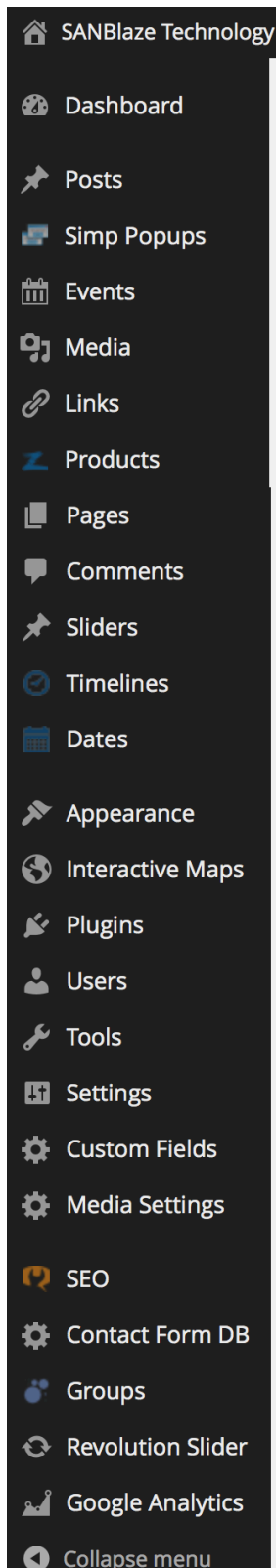


Authorized users may log in by clicking on the 'Log In' link at the top of every page. If they are not already an authorized user, the visitor may click the 'Register' link to request access.



When an Authorized user is already logged in, the links in the header change to allow the user to Log Out or view their profile and access their files.

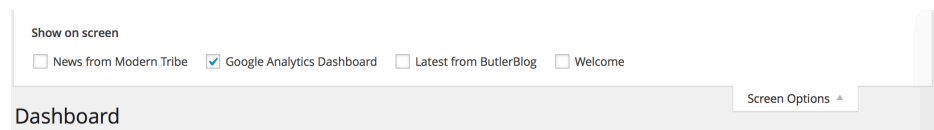
Dashboard



Users who have been granted Administrator permissions will be taken to the dashboard when they log into the site. This is the page where Administrators can access all the settings for the site, upload, enter, edit and delete content, and manage all other aspects of the site.

The graphic to the left shows the sidebar of the Dashboard; it provides links to all the different elements and settings used on Sanblaze.com. They are described in greater detail later in this document.

The Dashboard page has several modules that can be displayed on the page, but most of them are irrelevant and do not contain pertinent information to the site.



At the top right of the Dashboard there is a 'Screen Options' tab. When an administrator clicks on it, it should look like the above graphic, with only Google Analytics Dashboard checked.

The Google Analytics Dashboard provides information about who has visited the site, including what pages were viewed, how the user was referred to the site, and where the user is located. This information is constantly updated.

Appearance

The site appearance is controlled by a template system. For this version of the site, we are employing a modified version (known as a child theme) of a commercial theme called "3-Clicks." In most cases the appearance settings should not be changed, as they will affect the entire site. If a page or part of a page is not displaying correctly, please contact TISOAA to investigate and correct the issue.

Content

Post Elements

Title

The title of your post. You can use any phrases, words or characters. Avoid using the same title twice as that will cause problems. You can use commas, apostrophes, quotes, hypens/dashes, and other typical symbols in the post like "My Site - Here's Lookin' at You, Kid". WordPress will then clean it up to generate a user-friendly and URL-valid name of the post (also called the "post slug") to compose the permalink for the post.

Post Editing Area

The blank box where you enter your writing, links, links to images, and any information you want to display on your site. You can use either the Visual or the Text view to compose your posts. For more on the Text view, see the section below, Visual Versus Text View.

Preview button

Allows you to view the post before officially publishing it.

Publish box

Contains buttons that control the state of your post. The main states are Published, Pending Review, and Draft. A Published status means the post has been published on your blog for all to see. Pending Review means the draft is waiting for review by an editor prior to publication. Draft means the post has not been published and remains a draft for you. If you select a specific publish status and click the update post or "Publish" button, that status is applied to the post. For example, to save a post in the Pending Review status, select Pending Review from the Publish Status drop-down box, and click Save As Pending. (You will see all posts organized by status by going to Administration Panels → Posts → Edit). To schedule a post for publication on a future time or date, click "Edit" in the Publish area next to the words "Publish immediately". You can also change the publish date to a date in the past to back-date posts. Change the settings to the desired time and date. You must also hit the "Publish" button when you have completed the post to publish at the desired time and date.

Publish box

Visibility - This determines how your post appears to the world. Public posts will be visible by all website visitors once published. Password Protected posts are published to all, but visitors must know the password to view the post content. Private posts are visible only to you (and to other editors or admins within your site)

Save

Allows you to save your post as a draft / pending review rather than immediately publishing it. To return to your drafts later, visit Posts - Edit in the menu bar, then select your post from the list.

Publish

Publishes your post on the site. You can edit the time when the post is published by clicking the Edit link above the "Publish" button and specifying the time you want the post to be published. By default, at the time the post is first auto-saved, that will be the date and time of the post within the database.

Post Tags

Refers to micro-categories for your blog, similar to including index entries for a page. Posts with similar tags are linked together when a user clicks one of the tags. Tags have to be enabled with the right code in your theme for them to appear in your post. Add new tags to the post by typing the tag into the box and clicking "Add".

Categories

The category under which the product or post is filed, it is used to determine where on the site the post/product will be displayed. Always select the most specific subcategory- i.e. for the SB-ATCA2000, which is an AdvancedTCA storage blade, it is filed in the 'Storage Blade' subcategory of AdvancedTCA Blades. It is not necessary to add it to the parent category as well.

To add a new category, click the "+Add New Category" link in this section. You can manage your categories by going to Administration Panels → Posts → Categories

Featured Image

The featured image can be used in several ways, most commonly as the primary image on a page, and as a thumbnail in a listing. After clicking the "Set featured image" link follow the same steps as inserting images in Posts and Pages. Once you have selected the featured image and determined the image settings, click on the blue "Set featured image" button, to set it as the featured image for your page or post.



Featured Image metabox

Set featured image

"Set featured image" button

Products

Overview

Products are a custom post type. As such, they operate and are managed like other posts in WordPress, but they also contain additional fields for information specific to SANBlaze products. When viewing a product page in the editor, make sure you set up the screen options as shown, by clicking the 'Screen Options' tab at the top right of the editor:

Screen Options

Show on screen

☒ Categories ☒ Tags ☐ Attributes ☒ Data Sheet ☒ Weight ☒ Featured Image ☐ Revolution Slider Options ☐ WordPress SEO by Yoast

☒ Product Data ☒ Manuals ☒ White Papers ☒ Additional Documents

Screen Layout

Number of Columns: ☐ 1 ☒ 2

Edit Product [Add New](#) Screen Options ▲

Check or uncheck the appropriate boxes as necessary to make sure the necessary controls are shown in the editor.

SANBlaze Product Attributes

Product Data

▪ *Product Name*

This is the English language name of the product, not the part number. (e.g. ATCA® 10Gb RAID Storage Blade, not SB-ATCA2000). The part number should be entered in the first field at the top of the editing screen.

▪ *Technical Specifications*

Should be formatted as a bullet point list, and should contain the relevant technical details of the product in an easily-scanned format.

▪ *Applications*

Also should be formatted as a bullet point list, should contain the list of appropriate applications/uses for the product.

Manuals

This generates a list of manuals associated with the product. It is acceptable to leave this empty, in which case it will not display on the page. If it does display, it is available to all users, whether or not they are logged in.

To add a manual to the product, click the 'Add Manual' button and then click the 'Add File' button. The WordPress media library will be displayed. Select the 'Upload Files' tab to upload a new manual. If the manual has already been uploaded, to help navigate among the files more quickly, select the appropriate category of manuals from the 'All Media Categories' pulldown menu, or use the search box to find the correct manual. Highlight the correct document and click the 'Select' button. You will be returned to the editor page, and the filename will display in the 'Manual Link' column, linked to the correct document. In the text box to the left, assign the title for the manual. In many cases this title should be "Manual: Installation and Use."

To remove a manual, move your cursor over the last column on the right, next to 'Manual Link.' + and – buttons will appear; click the – button in the row of the manual you want to remove and it will be removed from the product.

To reorder the list, move your cursor to the left column over the line number. Your cursor will change and you will be able to drag and drop the entry to any other position in the list.

When the product page is updated, these changes will be committed.

White Papers

This generates a list of white papers associated with the product, and is also acceptable to leave empty. White papers are available to all users whether or not they are logged in. You may add, reorder and remove white papers in the same way described above for manuals.

Additional Documents

Additional Documents are Secure Documents that are only to be viewed by authorized, logged in users. Ability to view these documents are based on the User's permission levels, which are usually set when the user is approved. They are only visible and accessible when the following conditions are met:

- User is a member of a group with permission to see the document
- User is logged into the system

If these conditions are not met, the documents will not be displayed and a message urging the user to register or sign in will be displayed.

To add a Secure Document to a product, first go to Groups > Files from the dashboard and locate the document you wish to add. Note the Document ID # and return to the product page. Click the 'Add Document' button and enter the Document ID.

To remove a Secure Document, move your cursor over the last column on the right. + and – buttons will appear; click the – button in the row of the Secure Document you want to remove and it will be removed from the product.

To reorder the list, move your cursor to the left column over the line number. Your cursor will change and you will be able to drag and drop the entry to any other position in the list.

When the product page is updated, these changes will be committed.

Data Sheet

Every product has a data sheet associated with it. To assign the correct data sheet to the product, click the 'Add File' button. The WordPress media library will be displayed. Select the 'Upload Files' tab to upload a new data sheet. If the data sheet has already been uploaded, to help navigate among the files more quickly, select the 'Data Sheet' category from the 'All Media Categories' pulldown menu, or use the search box to find the correct data sheet. Highlight the correct document and click the 'Select' button. You do not need to assign a title to the datasheet.

You can edit the current data sheet or remove it and attach another by moving your cursor over the document icon- click on the pencil icon to make changes, or the x icon to delete and attach another data sheet.

When the product page is updated, these changes will be committed.

Weight

The Weight attribute is used to control the placement of the product in listings and categories. The higher the weight, the more priority the product receives.

Adding new

To add a new product to the site, you can select the 'Add New' button from any product editing screen, select 'Product' from the '+ New' dropdown menu in the admin menu bar, or navigate to 'Products → Add New' in the sidebar from the dashboard. Make sure to fill in all the appropriate SANBlaze-specific product information as well as the appropriate Category, which determines where the product will display on the site and Featured Image, which will be the primary image associated with the product.

Deleting

To simply delete a product from the site, on its editing page, select the 'Move to Trash' link in the Publish box in the right column, and click the 'Update' button. The page will be removed from the site, and moved to the Trash folder, where it can be rescued, if necessary, or deleted permanently.

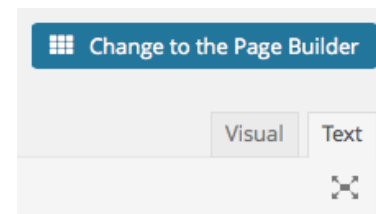
Entry

Default Editor vs Page Builder

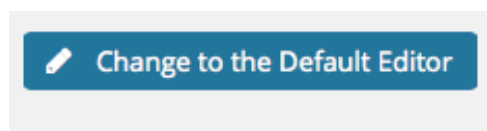
When writing your post, you have the option of using the Visual or Text mode of the editor. The visual mode lets you see your post as is, while the Text mode shows you the code and replaces the WYSIWYG editor buttons with quicktags. These quicktags are explained as follows.

- **b** - `` HTML tag for strong emphasis of text (i.e. bold).
- **i** - `` HTML tag for emphasis of text (i.e. italicize).
- **b-quote** - `<blockquote></blockquote>` HTML tag to distinguish quoted or cited text.
- **del** - `` HTML tag to label text considered deleted from a post. Most browsers display as striked through text. (Assigns datetime attribute with offset from GMT (UTC))
- **link** - `` HTML tag to create a hyperlink.
- **ins** - `<ins></ins>` HTML tag to label text considered inserted into a post. Most browsers display as underlined text. (Assigns datetime attribute with offset from GMT (UTC))
- **ul** - `` HTML tag will insert an unordered list, or wrap the selected text in same. An unordered list will typically be a bulleted list of items.
- **ol** - `` HTML tag will insert a numbered list, or wrap the selected text in same. Each item in an ordered list are typically numbered.
- **li** - `` HTML tag will insert or make the selected text a list item. Used in conjunction with the ul or ol tag.
- **code** - `<code></code>` HTML tag for preformatted styling of text. Generally sets text in a monospaced font, such as Courier.

The current site theme provides a third option, called Page Builder. Users can select among them using these controls on the editing page:



When the user is in the Page Builder, the controls change to reflect this:



For most users, it is not necessary to use the Page Builder; it is best for creating custom page structures and layouts, and is not used on most pages. Please contact jess@tisoaa.com if you need help using the Page Builder.

Posts

Press Releases

Press Releases are simple Post types, distinguished by their assigned Category. They use the same editing system as Products, but have different elements.

When you first edit or create a post, take a moment to set up your screen options as follows, by clicking the 'Screen Options' tab at the top right of the editor and checking or unchecking boxes until it matches the following:

Screen Options

Show on screen

☒ Revisions ☐ Excerpt ☐ Send Trackbacks ☐ Custom Fields ☐ Discussion ☐ Comments ☐ Slug ☐ Author ☐ Revolution Slider Options

☐ WordPress SEO by Yoast ☐ General Settings ☐ Single Page Options ☐ Video ☐ Audio ☐ Format ☒ Categories ☒ Tags ☐ Relation Tags

☒ Featured Image ☒ Menu Swapper ☐ Post Restriction

Screen Layout

Number of Columns: ☐ 1 ☒ 2

Edit Post Add New

This will help you focus on the necessary elements of a Press Release post.

Press releases can be categorized as 'Emulation News' or 'Embedded News'; this determines on which side of the site the posting will appear. Press releases should also be assigned the category of 'Press Release.'

New posts will automatically generate their own page, and will be added to listings of news around the site based on which side of the business it pertains to, as well as the main News and Events page.

You will be able to add text and images as with any other post, as well as tags that specify the particular content of the post.

It is important for site continuity to remember to set the correct navigation menu for the page. Whether or not the news relates to embedded or emulation, all press releases are part of the corporate area of the site. To make sure the correct navigation is set for each post, in the right hand column, locate the 'Menu Swapper' box. Select 'Primary Navigation' in the upper dropdown menu, and 'Corporate' in the lower. This will make the Corporate navigation appear correctly on the page.

Events

Explanatory video: <http://youtu.be/uFThATrqsVA>

If you watched the video above, hopefully the process of setting up an event is a bit clearer. Let's review it in greater depth.

To set up an event navigate to the Dashboard and select Events → Add New. You'll notice that this looks very similar to the page you see when adding a regular post. To create an event:

- Title, description (entry body), tags, categories and featured image operate identical to a regular blog post. Assign and configure them accordingly before moving into The Events Calendar section, which appears below the entry body field.
- Once you begin configuring event details, the first thing you'll need to decide is whether or not this will be an all day event. If it is, hit the checkbox; you'll see the start/end time fields disappear upon doing so. If it isn't an all-day event, leave this field unchanged.
- Select the start date/time; start date will default to today and start time/end time will default to 8 a.m. / 5 p.m. respectively. However — assuming you haven't set this event as all day — you can change these to whatever fits your event criteria using the dropdowns.
- Event Location Details will determine the venue for your event. You can either use a saved venue from the dropdown or create a new one on the spot. If you do create a new one now, it'll be saved in the dropdown for use on any future event you create. It's also worth noting that you can add as many or as few venue details as you see fit; whether it's a specific address or just a country, the plugin will accommodate your needs. You can also leave these fields entirely blank if you don't want any venue information to display. However, you will need a full address if you want to make use of the Google Maps options, Map View, and/or Location Search.
- If you check the "Show Google Maps Link" box, it will include a nice button that links your readers to view the venue information at maps.google.com. If you check the "Show Google Maps" box, it will embed a map of the venue into the events page directly. You can include one, both or neither of these on an event-by-event basis. Keep in mind these options will only show if you have Enable Google Maps checked in the Settings.
- Event Organizer Details are similar to the venue details we added above, only these focus on the person putting the event together. Once again you have the option to pick from existing organizers via the dropdown or to add a new one using the fields available; and once again, you can add as many or as few organizer details as you wish.

- Event Website allows you to enter a URL if the event itself has a separate website. Otherwise you can leave it blank.
- The Event Cost options allow you to set a cost for the event and change the currency symbol you use. You can set a default currency symbol in the Settings panel, and this option allows you to change it on an individual event. The next field, Cost, is how much your users can expect to pay for the event. If you leave it blank, no cost field will appear. If you enter a "0", it will say the cost is "Free". Otherwise just enter the numeric value you deem appropriate.
- The last field on the page is "Excerpt." If you add any text here, it will appear in various views either in list form or tool tips, followed by a link to the full entry. If you leave this field blank the list & grid view will pull their preview directly from the entry body.

Media: Documents and files

This site treats media in two different ways: any media intended for viewing by anyone regardless of permission level is managed by WordPress' native media functionality, and any media that requires a particular permission level to view is managed by the Groups File Access plugin.

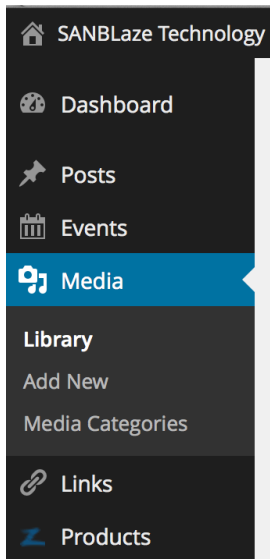
This distinction is important for both uploading and displaying the media because different code is employed in their management. Details for each are listed below.

Unprotected media

WordPress features a robust media management system for uploading, describing and displaying a variety of files, including images, PDF documents, video and file archives. Files uploaded with this system are stored on the server and are available to be added to any post or page and viewable by anyone. Currently this system is used to display:

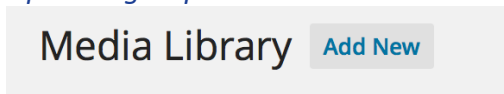
- Product photos
- Company Logos
- Data sheets
- White papers
- Manuals
- Catalogs

The functions to manage unprotected media can be found on the site admin page in the left navigation bar as follows:

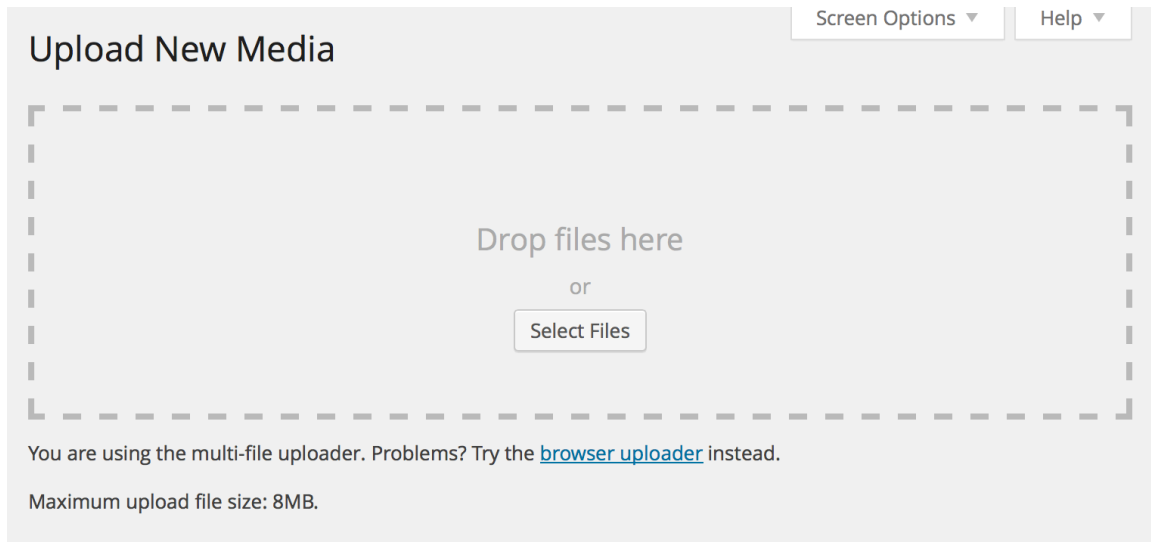


- Library- A catalog of all unprotected media uploaded to the site
- Add New- In-browser upload to the site, singly or in bulk
- Media Categories- Management of categories that may be assigned to media (i.e. data sheet or white paper or...)

Uploading Unprotected Media

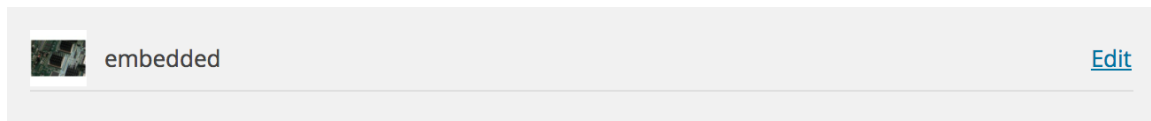


WordPress allows for easy media upload from your browser. By selecting the 'Add New' button at the top of the media library page or in the left sidebar, the user will be brought to the upload page:



From that page, users can either drag the file(s) to be uploaded right into the browser window or press the 'Select Files' button to navigate through their local file system to choose the file(s). Files up to a maximum of 8MB can be uploaded this way.

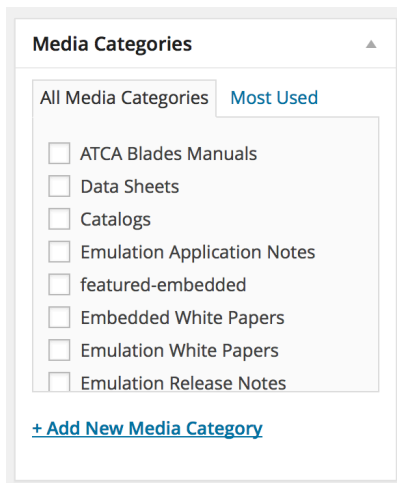
A progress bar will display as the file uploads, and if uploaded correctly, the file will be indicated by showing the file name, a small thumbnail and an edit link as shown below.



Clicking on the 'Edit' link brings the user to a page where the title of the image can be modified and the file's address and other information such as sizing is displayed.

Categorizing Unprotected Media

On that same 'Edit' page, functionality is provided to categorize media into groupings. This is not required for images and video, it is primarily for PDF documents. This categorization is necessary for these documents to allow them to be listed by category on the site, as well as within the media library for easier access.



Media Categories

All Media Categories [Most Used](#)

- ☐ ATCA Blades Manuals
- ☐ Data Sheets
- ☐ Catalogs
- ☐ Emulation Application Notes
- ☐ featured-embedded
- ☐ Embedded White Papers
- ☐ Emulation White Papers
- ☐ Emulation Release Notes

[+ Add New Media Category](#)

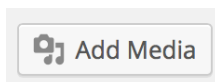
On the right hand side of the edit page is a module with a list of Media Categories. Select the appropriate category by checking the box next to the name of the category, then press the 'Update' button.

It is possible to create a new category via the link below this box if needed. This functionality is also present in the 'Media Categories' tab in the left sidebar. That page allows additional controls, including viewing the number of documents associated with a category, renaming categories, and deleting categories. Media categorization is provided by an extension to WordPress, as this function is not provided natively.

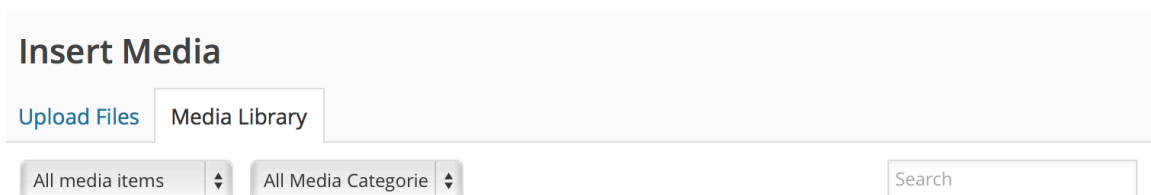
Displaying Unprotected Media

Any unprotected media can be displayed on the site by calling it from its File URL, displayed on the Edit page, or by inserting it into a post or page with the editor.

When editing or adding a post/page to the site, this button is displayed above the text editor:



When this button is pressed, an overlay to the page is displayed containing the media library. These controls are displayed at the top of that overlay:



Insert Media

[Upload Files](#) [Media Library](#)

All media items All Media Categories

The two drop-down menus allow the user to filter available media in several ways. The menu on the left (All media items) provides filters to show media uploaded to that

specific post/page, or by file type, including Image, Audio, Video and PDF. Selecting a choice from this menu will display only the media that fits that description.

The second menu on the right allows the user to filter media by the media categories, including different kinds of manuals, white papers, data sheets and catalogs, among others. Selecting a choice from this menu will display only the media that belongs to that category.

A search box on the right side of the window allows the user to filter media by entering a partial or full name of the file desired.

If the desired file/image is not available in the library, the user can upload it by selecting the 'Upload Files' tab.

Once the desired file has been found and selected, a new panel appears on the right side of the screen, showing the details of the file to be attached to the post/page. This information includes a thumbnail of the image, its filename and upload date, dimensions as well as information assigned to it via WordPress, including its Title and Media Category. Further down that same column include display settings, including alignment and sizing if it's an image, and where the media should link to.

Some of these settings are necessary, and some may be ignored as follows:

- **Title:** Give the file a descriptive name. This is the text that will be used whenever the document is displayed on the site, so use the relevant product name, and include type of document and subject matter when appropriate. If this is left blank, the file name (without suffix) will be used instead.
- **Caption:** Not utilized
- **Alt Text:** When a file is displayed, the title is automatically inserted as Alt Text to identify it for accessibility for disabled users. This text can be modified to something more descriptive if desired, but is not required.
- **Description:** Only used for featured documents, explained [HERE](#).
- **Media Categories:** If a file already has a media category, it will be shown with a checkmark in this list. The category can be changed here, but is not advisable.
- **Type:** should always be "regular attachment"
- **Access Restrictions – Enforce read access:** Not utilized
- Attachment display settings
 - **Alignment:** determines the position on the page for images, choices include left, center, right, and none. When an image is aligned to left or right, text will flow around it
 - **Link to:** Never use 'Attachment page.'
 - For documents, this should be set to 'Media File.'
 - For images, this should be set to None. If the image displayed on the page is a small image, and the ability to view the image at a larger size

is desired, then this setting may be changed to 'Media File.' The Custom URL setting should only be used if the image should be a link to another page.

- **Size:** Images are automatically resized to several different sizes when uploaded. If the original file is more than 1000px wide, it is advisable to choose one of the smaller sizes listed in this dropdown menu. The site is designed to reduce images that are too wide when they are displayed, but the larger file size causes longer download times for users.

Once all of the appropriate choices have been selected, press the 'Insert into Page/Post' button at the bottom of the right hand column to add the image to the page or post being edited. The image will now appear in the post/page editor, either as code if using the text view or as the desired image if using the visual view.

The display of the image is editable by clicking on the image in the visual view of the editor and clicking on the pencil icon, or by modifying the code in the text view of the editor manually.

Protected Files

Protected files are handled differently than other media in the site. To ensure only authorized users access files, they are uploaded to a private directory and displayed using URLs that obfuscate their true address. This allows downloads to be tracked and prevents unauthorized users from determining the location of the file.

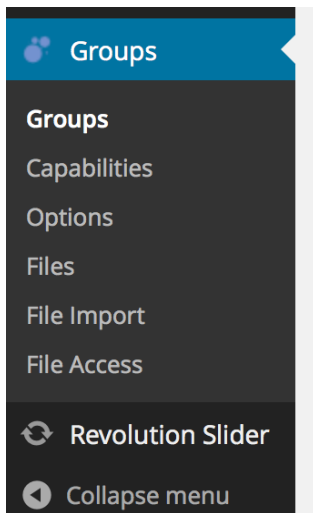
To be able to view protected files, authorized users must be assigned to a group by the site administrator. These groups are based on product types, file types, or the authorized user's employer.

When an unauthorized user visits the site, that user will see messaging when lists of protected files are displayed encouraging the user to login or register for the site to see additional content. The files will not be visible to them at all.

An authorized user who is not a member of the specific group will see the list of protected files, but will not be able to download them successfully.

Only authorized users who are members of the group allowed to view the protected files will be able to successfully download the files. The site administrator will be notified when a successful download occurs.

Protected media is managed via the 'Groups' tab at the bottom of the left-hand sidebar on the Admin Dashboard:

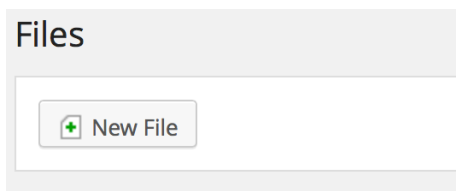


Uploading Protected Files

Uploading protected files is handled in two different ways: through the web-based interface for individual files under 8MB in size, and via FTP upload for bulk uploads and for files larger than 8MB.

Web Interface

Uploading individual protected files is similar to the process of uploading other media, but is handled through the 'Files' tab in the 'Groups' menu. On the Files page, a button appears at the top for uploading new files:



Clicking this button brings the user to the 'Add a new file' page with the following functions

- A button to choose the file from the user's local file system. (Handy tip- in many browsers is it possible to drag the desired file into the window and drop in on the 'choose file' button, alleviating the need to navigate the file system)
- Name- Give the file a descriptive name. This is the text that will be used whenever the document is displayed on the site, so include the relevant product name(s), type of document and subject matter whenever appropriate. If this is left blank, the file name (without suffix) will be used instead.
- Description- not utilized
- Max #- not utilized

- Groups- This is where access to the file is granted to particular user groups. In most cases it will only be necessary to select one category, but it is possible to assign a protected document to more than one group.
- 'Add' button will upload the file with the assigned data and return the user to the 'Files' page.

The file is now uploaded to the system and available from the 'Files' page.

FTP Interface

FTP uploads are useful for bulk uploads and for files larger than 8MB. The process involves several steps. They are described in detail via the 'File Import' page listed under the 'Groups' tab.

- Login to the SANBlaze FTP server and navigate to /wp-content/uploads/groups-file-access/ in the directory that contains the site
- Upload the desired file(s) to that directory
- On the 'File Import' page, scroll down to the bottom panel titled "Scan for Files"
 - In that panel, make sure the "Exclude Existing File Entries" box is checked. This ensures that you will only be working with the files that were just uploaded to the FTP server.
 - It is not necessary to fill in the 'Description' or 'Max #' fields
 - If all the files currently being uploaded to the site belong to the same group, that group name can be entered in the 'Groups' field
- Press the 'Scan' button
- A text file containing information about the files that were just uploaded will be downloaded to your computer.
- Find this file and open it in a text editor.
 - Each entry in the file will have a line with five pieces of associated data, tab-separated:
 - filename (i.e. 'xyz_manual.pdf')
 - name (this is generated from the file name, i.e. 'xyz manual')
 - description (this should be blank)
 - max_count (this should be 0)
 - group_names (this will be the group name if you indicated it previously)
 - Although all the data is editable, it is only advisable to edit the name and group name at this time. This step is not required, but can be a time-saver. DO NOT CHANGE THE FILENAME OR THE FILE WILL NOT BE FOUND.
- Save the updated file and note its location
- Return to the 'File Import' page on the website and go to the top panel titled 'Import Files.'

- If you're unsure you have processed the text file correctly, check the 'test only' button, which will only read the file, not process the contents.
- Leave the 'delete replaced files' button unchecked unless replacing existing files as described below.
- Choose the text file with the file information by pressing the 'Choose File' button (or dragging the file onto the button as described previously)
- Press the import button to read the file
 - If 'Test' was checked, a message will appear describing what the results would be.
 - If 'Test' is unchecked, a message will appear which lists how many files were imported, and how many entries were added/updated.
- The files are now available in the 'Files' tab in the group menu. Each file has been assigned a unique ID.

Editing / Deleting Protected Files

Editing

All of the data associated with a file can be edited by finding the file in the 'Files' page under the 'Groups' menu. Click the pencil icon on the right side of the screen to bring up the individual file's data.

All the associated data will be displayed on a page in a manner similar to how the data is entered when uploaded via the web interface. The name displayed with the file and the group(s) allowed to access the file can be modified here.

Deleting

It is possible to upload a new version of a document on this page (under 8MB in size) to replace the previous version previously uploaded. If a file is uploaded from this page, the previous version of the file will be deleted.

A file may also be deleted from the 'Files' page by clicking the red X icon to the right of the file.

Bulk Actions

There are several ways to edit protected files in bulk:

- On the 'Files' page, there is a checkbox next to each file. In the header of the list of files, in addition to pagination controls, are controls which allow for quick deletion or adding/removing from categories:

Apply to selected

Remove

 |

Add

Remove

 to / from

AMC-PMC-Firmware

⬆⬇⬆

These controls will be applied to any file on the page that has been checked.

- On the 'File Import' page, there are instructions on how to download text file containing list of protected documents that can be edited and re-uploaded.
 - Note the control which allows for files which are replaced by new ones (by editing the filename in the text file) to be deleted.

Displaying Protected Files

A URL for a protected file on the SANBlaze website follows this format:

<http://www.sanblaze.com?gfid=XXX>. XXX is the ID assigned to the file when it was uploaded. This ID is easily located in the description of each file on the 'Files' page in the 'Groups' menu.

Except for SANBlaze Products, a protected file may be added to any page or post by using this short code:

```
[groups_file_link file_id="XXX"]
```

This will display the file's name on the page, hyperlinked to the file. It will only be accessible to those in the group(s) associated with the file.

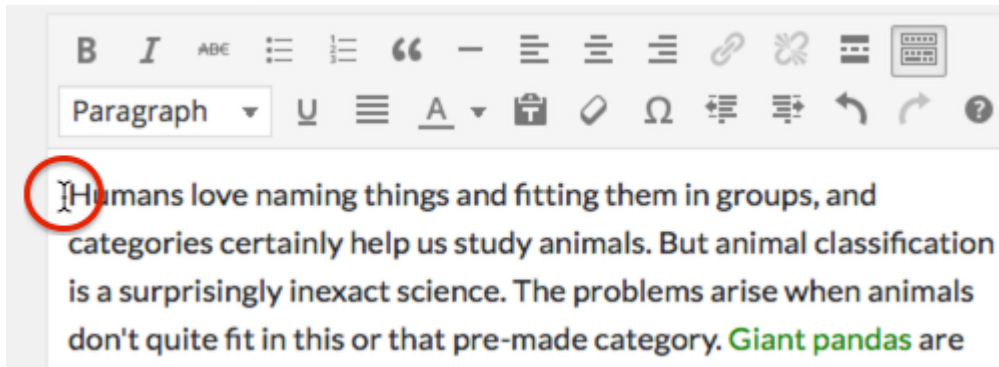
For SANBlaze Products, protected files may be added to individual products by scrolling down to the bottom of the Product's admin page to the 'Additional Documents' panel. In that panel is a control to add protected files- click the 'Add Document' button and enter the ID associated with the secure file you wish to display. Additional files can be added by clicking the 'Add Document' button again. When you are finished adding secure files, remember to scroll up and click the 'Update' button (or 'Publish' button for a new product) to permanently associate the file(s) with the product.

To remove protected files from a product, click the '-' button next to the secure file in the 'Additional Documents' panel and update the product.

Adding Images

Step 1 – Placing your cursor

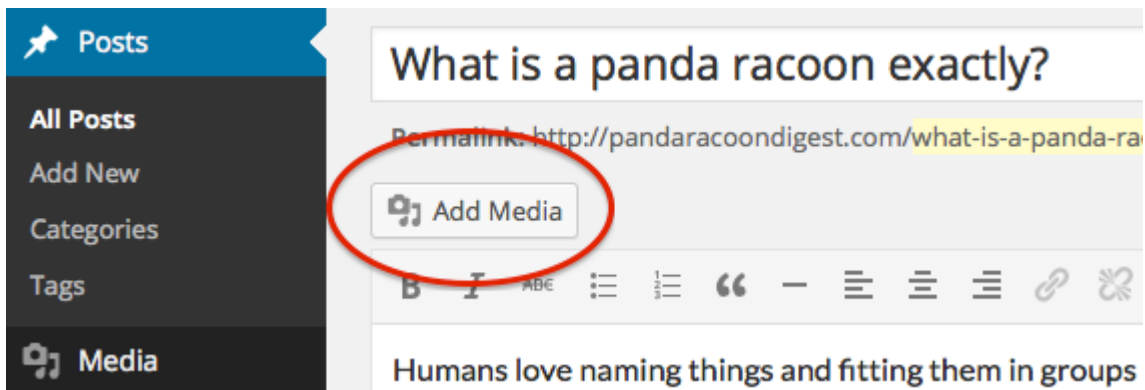
In order to add an image to your page or post, you must first insert your cursor in the place in the text where you want the image to appear. By placing your cursor within your text, you can add images inline with your content. You can also place your cursor on a blank line if you want the image to appear by itself instead.



Tip: It's a good idea to place your cursor on the left margin of your text, even if you want the image to appear on the right. That's because there is a special setting called Alignment that allows you to control whether the image appears on the right or the left side of the text. It even controls how text flows around the image automatically.

Step 2 – Click the Add Media button

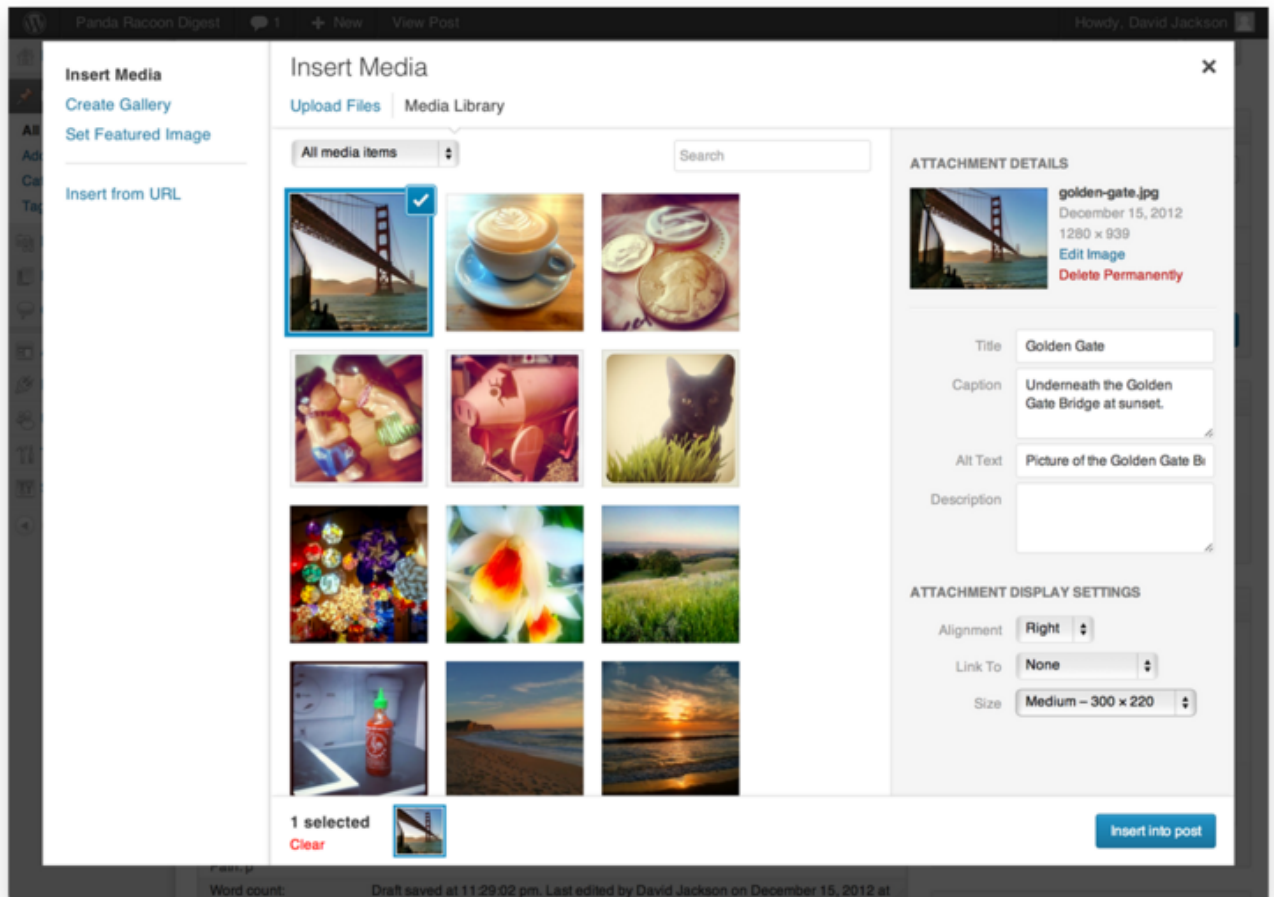
Once you've placed your cursor on the line where you want your image to appear, click on the Add Media button to launch the media uploader interface, and then select the Insert Media option from the list of actions in the left side of the media uploader window.



Step 3 – Add or Select Your Image

You can add or select the image you want to add to your page or post by choosing from either of the following options in the center of the media uploader window:


- Upload Files: Upload the image you want to use from your computer by dragging it into the upload area.
- Media Library: Select from any previously uploaded images in the media library by clicking on the one you wish to add to your page or post.



Once you have selected or uploaded the image you want to add, You will see a checkbox next to the thumbnail confirming your selection, and see information about it displayed in the Attachment Details pane on the right hand side of the media uploader interface.

Step 4 – Attachment Details

ATTACHMENT DETAILS



golden-gate.jpg
December 15, 2012
1280 x 939
[Edit Image](#)
[Delete Permanently](#)

Title

Golden Gate

Caption

Underneath the Golden Gate Bridge at sunset.

Alt Text

Picture of the Golden Gate Br

Description

The Attachment Details pane displays a small un-cropped thumbnail of the image, as well as important information such as the filename, date uploaded, and image dimensions in pixels.

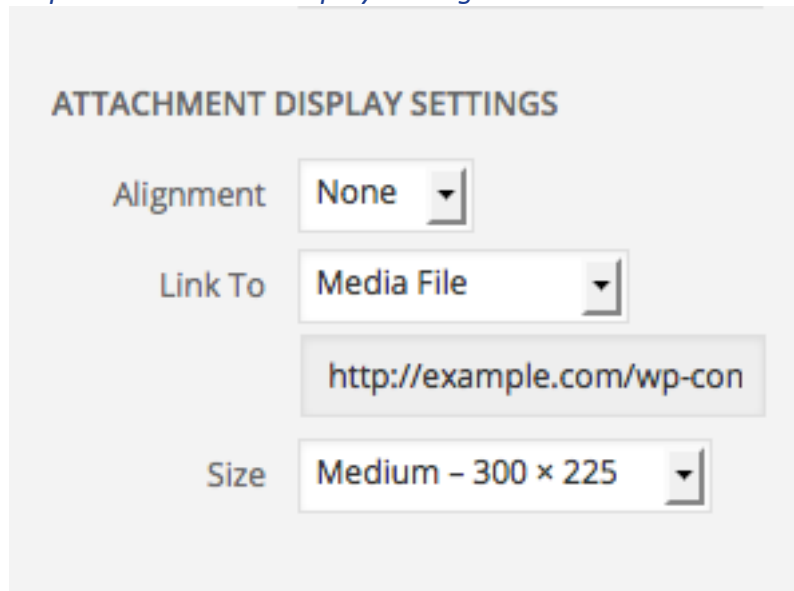
There are also action links that allow you to Edit Image, which takes you to the Edit Image page, or to Delete Permanently to remove the image from your site.

In addition, you can edit the following media information:

- Title: The title of this media.
- Caption: The caption for this image. The text you enter here will be displayed below the image.
- Alternate Text: Enter the Alt text for the image, e.g. “The Mona Lisa” to describe the media.
- Description: A description for this particular media.

For more information on these media settings, see the [Edit Media](#) page.

Step 5 – Attachment Display Settings



The screenshot shows a light gray rectangular pane titled "ATTACHMENT DISPLAY SETTINGS" in bold, uppercase letters. Below the title are four settings, each with a label and a dropdown menu:

- Alignment:** The dropdown menu is set to "None".
- Link To:** The dropdown menu is set to "Media File". Below this dropdown is a text input field containing the URL "http://example.com/wp-con".
- Size:** The dropdown menu is set to "Medium - 300 × 225".

The Attachment Display Settings pane controls how the image is displayed when viewed on the site.

You have options to set how you would like the image aligned on the page (in relation to the text and margins) and what the link behavior of the image will be. In addition you can set what size image you would like to display on your page.

Image Alignment

The Alignment setting allows you to determine where you would like the image to appear in your content area and how it interacts with any text on the page. You have the following image alignment options to choose from:

- **Left:** Aligns the image on the left hand margin, and any text that is on the page wraps (or flows) around the image to the available space on the right.
- **Right:** Aligns the image on the right hand margin, and any text that is on the page wraps (or flows) around the image to the available space on the left.
- **Center:** Aligns the image to the center of the page, with no text displayed around it.
- **None:** Inserts the image in to the page with no alignment

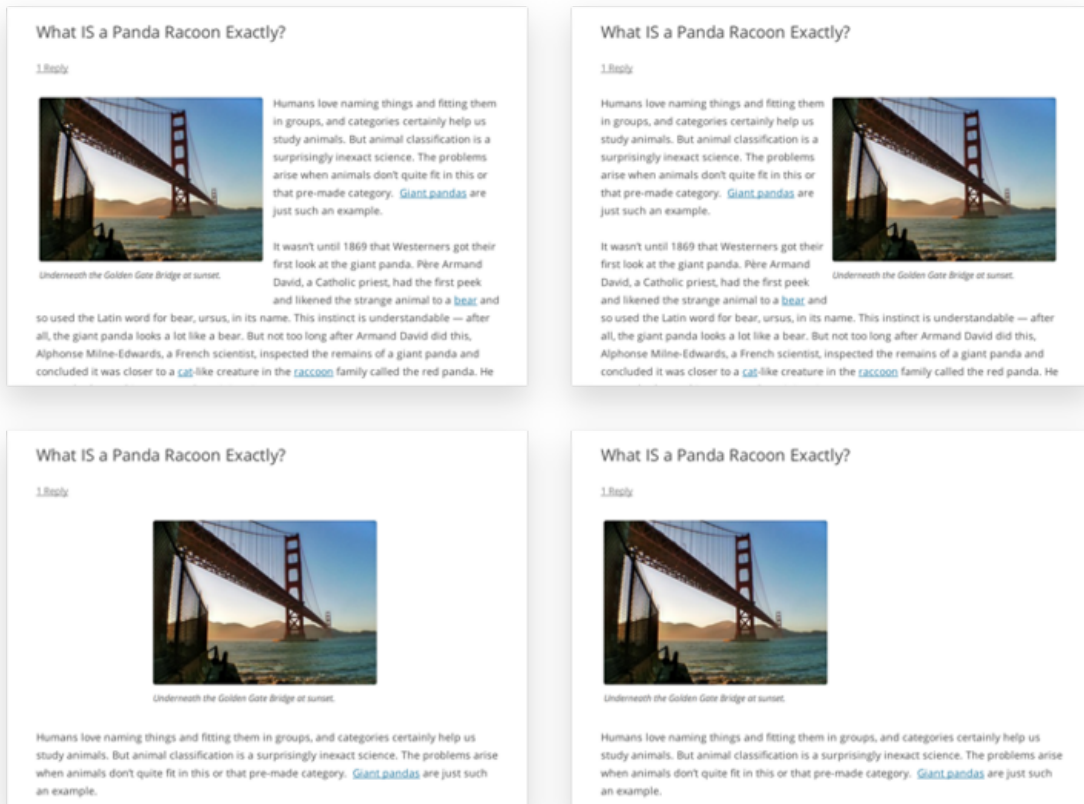


Image Link

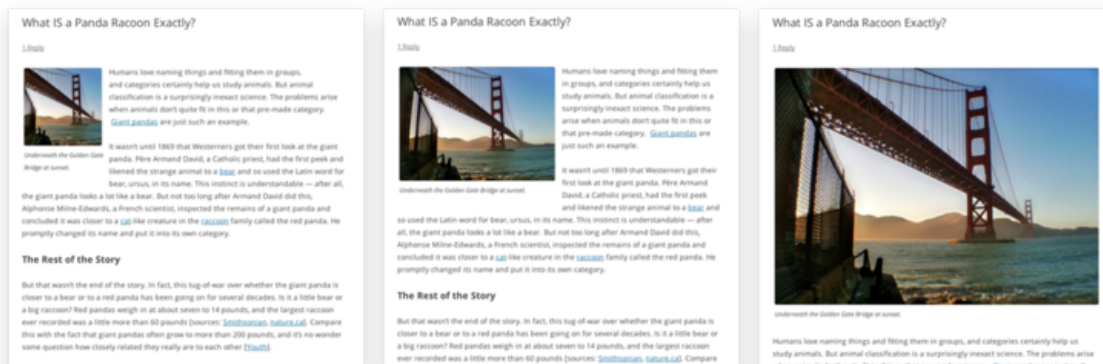
The Link To settings determine the URL/web address to which the image will be linked when clicked on by a visitor to your site. You can specify the following image link settings:

- Attachment Page: Links your inserted image to its WordPress media attachment page.
- Media File: Links your inserted image directly to the original, full-size version of the file.
- Custom URL: Allows you to set a custom link URL for your inserted image to link to when clicked.
- None: This setting will remove the link completely, rendering the image “un-clickable”.

Image Size

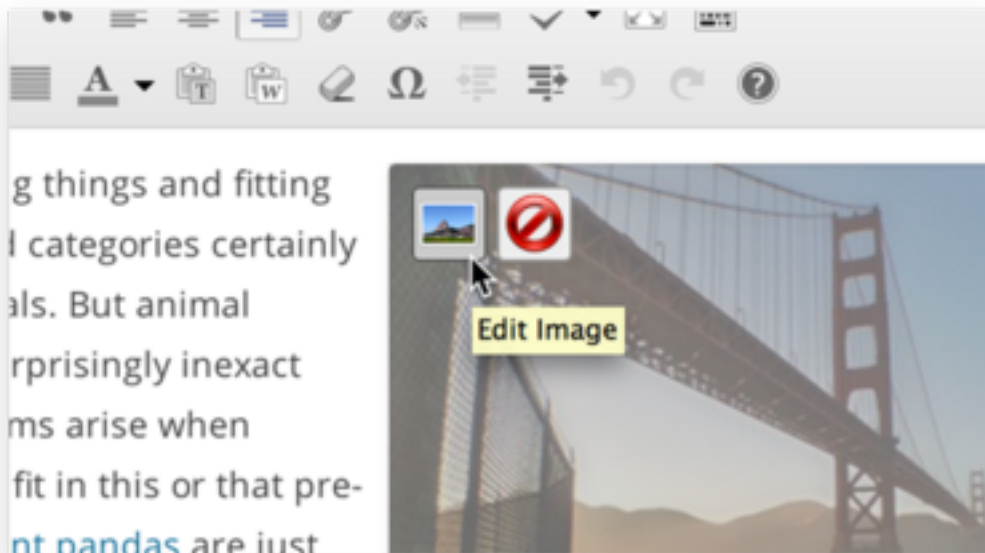
The Size settings determine the size of the image you are adding to your site. By default WordPress creates a range of four image size for you to choose from:

- **Thumbnail:** Displays a small thumbnail-sized version of your image on the page/post. Note, by default the Thumbnail size is a square, so some cropping of your original image may occur.
- **Medium:** Displays a medium-sized version of your image on the page/post. This is a good size to use with Left/Right alignments, as it leaves sufficient space for legible text to either side.
- **Large:** Displays a large-sized version of your image on the page/post. Note: WordPress will determine the width of the content column of your theme, and display the largest possible image for that space.
- **Full Size:** Displays a full-sized version of your image on the page/post. Note: WordPress will determine the width of the content column of your theme, and display the largest possible image for that space. If your original image is larger than this column width, the full size of the image may not be displayed.



You can visit the Settings→Media section of your WordPress dashboard to customize the above image sizes.

Step 5 – Inserting the image



Once you have determined your image settings, click on the blue Insert into post or Insert into page button, to add the image to your page or post. After the image uploader window closes, you will see the image in the text editor window, including a preview of the alignment of the image, if you have specified an image alignment.

At any time, you can edit the image settings by clicking on the Edit Image button in the upper left hand corner. You can remove the image from your page/post by clicking on the Remove Image button.

Other Content

Videos

Video content is found on the Video Training library pages in the support sections for both the embedded and emulation sides of the site. The videos are hosted in the SANBlaze channel on YouTube.

To add a new video to one of the training libraries, open up the page in the Wordpress editor in the 'text' view. Each video is listed in a separate box, and the code for each looks something like:

```
[one_third valign="top" animation="none"]  
[box style="simple"]
```

```
<h4>Configuring VirtuaLUN for use in VMWare VVOL  
Environment</h4>
```

This video shows how to configure the SANBlaze VirtuaLUN to support the new capabilities in a VMWare VVOL environment.

```
[youtube id="32mpNmM9rnM"][/youtube]  
[/box]  
[/one_third]
```

[one_third] is the tag used to indicate a 1/3 width column. The default for video pages is to vertically align all the columns to the top, and not to show animation. When the column in question is the last of the three, the tag then becomes [one_third_last], to indicate that it is the final column in the row.

[box] is the tag which generates a box to enclose the content. The default for video pages is to use the simple style.

<h4> is the HTML tag which indicates that the following content is a 4th level header.

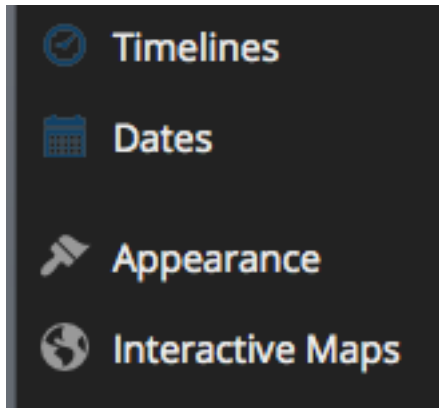
[youtube id="32mpNmM9rnM"] is the tag which inserts the video. The ID is found at the url of the video on YouTube- i.e. <https://www.youtube.com/watch?v=32mpNmM9rnM>

Each of these tags requires a corresponding /tag to close it, i.e. [/one_third] to show the end of the column content, or </h4> to show the end of the header.

The easiest way to add a new video is to copy the code from another video on that page and paste it in at the end of the page, making sure that if it's the third video in the row, the [one_third] tags are amended to read [one_third_last]. It is NOT necessary to do this if the first or second video in the row is the last one. Then you can update the title, description and ID of the video and update the page.

Timelines

Timeline functionality for SANBlaze.com is provided by a plugin called 'Chronos.' Controls for adding timelines and dates are located in the dashboard sidebar.



There is one timeline for SANBlaze at this time; the Timelines menu would be used to create more.

screen options help

Add New Date

Headline

[Change to the Page Builder](#)

[Add Media](#) [Embed Video](#)

Visual Text

b i link b-quote del ins img ul ol li code more close tags []

Word count: 0

Image

[Add image](#)

Media

You can add media from other sources like Google Maps, Twitter, YouTube, Flickr, Instagram, TwitPic, Wikipedia, Dailymotion, SoundCloud and Vimeo.

Caption

Credit

Timeline

Timeline

Select Timeline

Dates

Era? ☐

Start Date

YYYY, mm, dd B.C.

End Date

YYYY, mm, dd B.C.

Publish

[Save Draft](#)

Status: Draft [Edit](#)

Visibility: Public [Edit](#)

[Publish Immediately](#) [Edit](#)

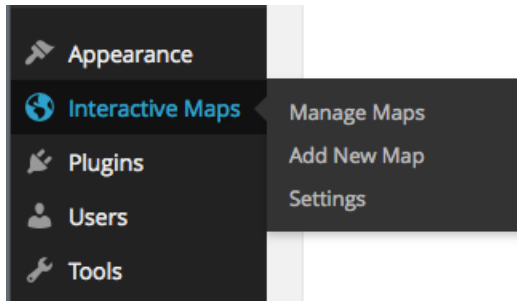
[Move to Trash](#) [Publish](#)

Adding Dates to a Timeline

- To add new dates/milestones to the SANBlaze timeline, select 'Dates → Add Date' from the dashboard sidebar. The editing page of a Date is similar to editing other post types on the site, with some different elements and some removed:
- Give your date a name in the Headline box
- Give your date a description in the main editor
- Select the timeline you are adding the date to in the Timeline box
- You must give your date a start date in the Dates box. You don't need to fill the whole date out, but the year is needed
- You can give your date an optional end date in the Dates box.
- You can add an image to the date by clicking on the Add Image button. You can also add a caption and image credit in the Image box
- You can also link to external media instead of adding an image. You can use links from Google Maps, Twitter, YouTube, Flickr, Instagram, TwitPic, Wikipedia, Dailymotion, SoundCloud and Vimeo.
- Once you are ready you can publish the timeline

Maps

Maps are used on the Sales pages on the emulation and embedded sides of the site to show which representative is responsible for each sales territory around the world.



Separate maps have been created, for the Americas, Europe and Asia/Middle East, for each side of the business and are clearly labeled as such.

Default Settings

This is the plugin's Default Settings page

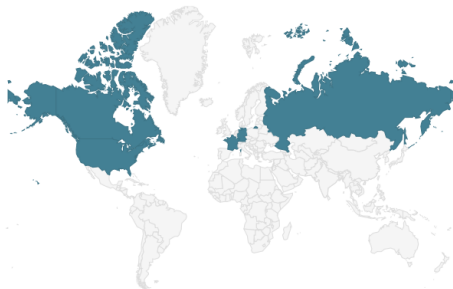
Default Settings

Edit the default settings for the maps.
When creating a map, you can choose to use the default visual settings or create custom ones.

Default Visual Settings

Background Color	<input type="text" value="#FFFFFF"/>
Border Color	<input type="text" value="#CCCCCC"/>
Border Width (px)	<input type="text" value="0"/>
Inactive Region Color	<input type="text" value="#F5F5F5"/>
Active Region Color	<input type="text" value="#438094"/>
Marker Size (px)	<input type="text" value="10"/>
Width (px)	<input type="text" value="600"/>
Height (px)	<input type="text" value="400"/>
Keep Aspect Ratio	<input checked="" type="checkbox"/>

Preview



Map Settings

Values will be pre-selected when creating a new map.

Region to Show	<input type="text" value="World"/>
Display Mode	<input checked="" type="checkbox"/> Regions
Interactivity	<input checked="" type="checkbox"/> Enable <input checked="" type="checkbox"/> Show Tooltip

Read the [Documentation](#) or visit the [Plugin Demo Site](#) for more information and tips on how to use it.

Other Settings

Responsive (Beta Feature)
<input type="checkbox"/> Redraw Map when viewport size changes
<small>This is a feature still in beta. It will ignore the width/height settings of the map and occupy 100% of the available space. When the window size changes it will try to redraw the map again to fit the available size. You might experience speed problems if you are using Coordinates (Text Values) mode.</small>

[Save Changes](#)

These are the settings that the plugin will load, when you choose the map to have the default settings. They are the following:

Visual Settings

Background Color: The background color for the main area of the chart. Can be either a simple HTML color string, for example: 'red' or '#00cc00'. Tip: you can set it to transparent so it doesn't have any solid background color;

Border Color: The color of the map border, as an HTML color string.

Border Width: The border width, in pixels. Tip: you can set it to 0 to display no border.

Inactive Region Color: Colors to assign to regions with no associated data. Tip: you can set it to transparent so it doesn't have any solid background color;

Marker Size (px): Number in pixels for the size of the bubbles, when the Markers display mode is chosen.

Width (px): Width of the visualization, in pixels. Will be the default, unless the height option is specified and keepAspectRatio is set to true - in which case the width is calculated accordingly.

Height (px): Height of the visualization, in pixels. Will be the default, unless the width option is specified and keepAspectRatio is set to true - in which case the height is calculated accordingly.

Keep Aspect Ratio: If true, the map will be drawn at the largest size that can fit inside the chart area at its natural aspect ratio. If false, the map will be stretched to the exact size of the chart as specified by the width and height options.

Map Settings

Region to Show: The area to display on the map. (Surrounding areas will be displayed as well.) Can be one of the following:

- 'world' - A map of the entire world.
- A continent or a sub-continent.
- A country.
- A state in the United States.

This default setting works only to have one of these options selected by default when you are creating a new map. It will not prevail over a different option you might have chosen when creating a map, even if you choose to display the default visual settings.

Display Mode: Which type of map this is. The data entered for areas to active must match the value specified. The following values are supported:

- 'Regions' - This is a region map. It is the best option when you want to make a whole continent, country, province or US metropolitan area interactive.
- 'Markers (Text Location)' - This is a marker map. Best option to give interactivity to a city. It will create a colored bubble on the area specified. You can insert the location where you want the markers to appear as a text string. It will be a little bit slow loading the markers, if there are a lot of them, because they need to be converted to coordinates by the google api.
- 'Markers (Coordinates)' - This is the same as the option before, but the input should be a coordinates value. It is much faster. This is the recommended option if you're creating a map with more than 10 markers.

This default setting works only to have one of these options selected by default when you are creating a new map. It will not prevail over a different option you might have chosen when creating a map, even if you choose to display the default visual settings.

Other Settings

Responsive (Beta Feature) - This is a feature still in beta. It will ignore the width/height settings of the map and occupy 100% of the available space. When the window size changes it will try to redraw the map again to fit the available size. You might experience speed problems if you are using Coordinates (Text Values) mode.

The Preview

The Default Settings Page also has a preview map, so you can have an idea on how your maps will look like when using the default settings. It is loaded with some default data just for display only, this data will not take part of your maps.

This is the main screen when adding or editing maps:

Edit Map

To add this map to your website, just use the shortcode `[show-map id="1"]` on your posts, pages or widgets, or add `<?php build_t_world_map(1); ?>` to your template.

Details

Name:

Description:

Visual Settings

Visual Settings: ☐ Default ☒ Custom

Background Color:

Border Color:

Border Width (px):

Inactive Region Color:

Active Region Color:

Marker Size:

Width (px):

Height (px):

Keep Aspect Ratio: ☒

[UPDATE MAP](#)

Map Settings

Region to Display: Display Mode: Active Region Action:

World: To create your interactive regions, use a country name as a string, or an uppercase ISO-3166-1 code or its English text equivalent (for example, GB or United Kingdom). Check [Google's Countries and Capitals](#) list for additional references.

Regions: When using the regions display mode, the specified region will be colored. Only for countries, provinces and US metropolitan areas.

Interactive Regions

Simple ☒ Advanced ☐

Region Code	Title	Tooltip	Action Value	Color	
Portugal	Portugal	Born Here		#4380B4	Edit Delete
Hungary	Hungary	Lived here		#4380B4	Edit Delete
Spain	Spain	Visited		#4380B4	Edit Delete
USA	USA	Want to visit		#54284A	Edit Delete

Preview

The 'Active Region Action' will not work on this preview.

When an active region is clicked an alert message with the value (inserted) will display for debugging, or no alert, if no value exists.



Use the [Plugin Site](#) for more information and tips on how to use it.

Details

Name: Name for the map. It will be a reference to you when you manage the maps. It will not be displayed with the map.

Description: It will show when you are managing the maps. It's only a reference to you, it will not be displayed with the map.

Visual Settings

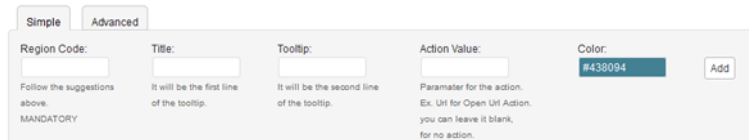
These are the settings that will define how your map will look like. You can choose to use custom settings, or use the defaults. Please refer to the Default Settings menu of the documentation for further information about the option fields.

Map Settings

Settings to define how your map will display and what kind of interactivity it will have. When choosing an option, a description of it will display. You will need to follow the tips on the description to know which kind of information you will have to place in the Interactive Regions entries. You have to be aware that different combinations of displayed regions, will need different kinds of data entry. For example, if you choose to display the region 'world' in 'regions' display mode, and if you insert Address text, it will not work, you will need to change the display mode to markers. If you want to color a continent or subcontinent, you will need to choose the proper region to display, and enter the corresponding data that will show up in the supporting information.

Interactive Regions

This is where you will insert the data to display. You can insert it one by one, or use the advanced interface to include a CSV text with the data. Follow the instructions displayed when doing so.



The screenshot shows a web form with two tabs: 'Simple' and 'Advanced'. The 'Simple' tab is selected. The form contains five input fields with labels and descriptions below them:

- Region Code:** A text input field. Below it, the text reads: "Follow the suggestions above. MANDATORY".
- Title:** A text input field. Below it, the text reads: "It will be the first line of the tooltip."
- Tooltip:** A text input field. Below it, the text reads: "It will be the second line of the tooltip."
- Action Value:** A text input field. Below it, the text reads: "Parameter for the action. Ex: Url for Open Url Action. you can leave it blank, for no action."
- Color:** A color selection field showing a blue swatch with the hex code "#438094". To its right is an "Add" button.

Data you will need to insert:

Region Code: This is the only mandatory field. Depending on your display mode and region to display, the Region Code needed will be different. Information on which codes or data to insert will display according to your choices.

Title: It will be the line of the tooltip. You can use the name of the Region for example. This was added, to ensure the value is human readable when you have to use ISO codes.

Tooltip: Second line of the tooltip. Complementary Information. Not mandatory.

Action Value: If you chose an action this is the field where you will have to put the value associated with it. For example, if you chose the 'Open URL' action, you will need to insert here the URL you want to open. If you choose 'Alert Message', you should insert the message here.

Color: color for the active region.

Important: remember to click 'update' or 'create map' after finishing filling out the forms.

Managing Users

Although a large amount of content is available to anyone who visits www.sanblaze.com, there is additional content that has been secured so that it is only available to registered and logged-in users. When content is obscured from a non-logged in user, a link is presented to allow users to register and/or log in. An additional registration link is available in the menu bar at the top of each page.


Registration process

When a new user clicks on the registration link, they are brought to a page where they are asked to fill in their information, including name, company, job title, email address, area of interest and level of interest. In addition, to reduce registration spam, prospective users must also complete a CAPTCHA form before submitting their registration request. Furthermore, the user will choose a username and password.

At this point, the user will be entered into the system, but the account will not be active until an administrator reviews the application. As a result of the registration the prospective user will receive an email reminding them of their username and password. In addition, the site administrator will be notified by email of the new application, including a link to approve them and assign their permission levels.

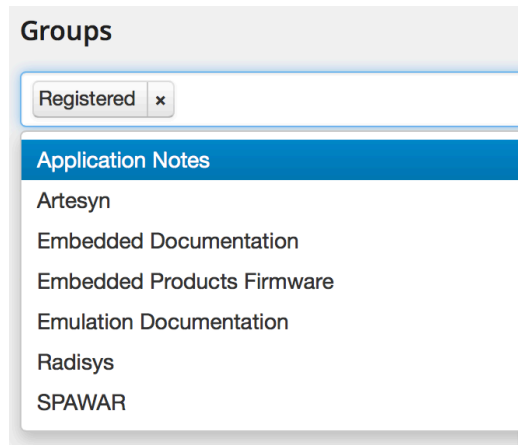
New users who have not yet been approved can also be reviewed by selecting 'Users' from the Dashboard sidebar, then clicking the link for 'Not Active' users.

Each of the users who have not yet been approved will be displayed in a list with the information they have submitted:

<input type="checkbox"/>		SanBlaze User	info@gilli.co	Subscriber	0	Registered	SanBlaze User	Gillico	415-225-5858	via_email
<div> <div>SANBLAZE USER</div> <div>Edit</div> <div>Delete</div> <div>Activate</div> </div>										

Activating New User and Assigning Permission Levels

When the Administrator is ready to approve new users, click on the 'Edit' link under the new user's username, which will open their user profile page. Scroll down the page to the 'Groups' field.



Groups

Registered x

Application Notes

- Artesyn
- Embedded Documentation
- Embedded Products Firmware
- Emulation Documentation
- Radisys
- SPAWAR

Users are automatically added to the 'Registered' group, but this does not grant them access to any additional content. By selecting one or more of the groups in the drop-down menu, the user will be assigned permission to views documents in that group. It is possible to assign users to multiple groups. To remove a user from a group, click the 'x' next to the group name.

When finished assigning groups, scroll down the bottom of the page and click the checkbox next to 'Activate This User?' Then click the 'Update User' button at the bottom of the page to save changes, grant the new user access to the site and send an email confirmation to the user.

Deleting Users

To remove a user from the system permanently, click the 'delete' link that is revealed when the cursor is over the username in the Users list. You will be brought to a page where you will be asked to confirm that you want to delete the user. At this time, you can choose to delete any content associated with the user or assign it to a different user. Then click the 'Confirm Deletion' button and the user will be permanently removed.