

RedDot CMS Version 7.5 Release Notes

We are in process of upgrading from RedDot CMS version 6.5 to version 7.5. These release notes explain changes in the features available and procedures used within the SmartEdit interface. The User Guide has been updated to include the new features and procedural changes. Within the User Guide, footnotes were used to indicate new features and procedural changes.

Zoom Bar



A slider allows you zoom in and out of the Text Editor in SmartEdit, with zoom percentages ranging between 50 and 150. The display is only enlarged or reduced for your use within RedDot CMS. It does not affect the published page. To reset the zoom to 100 %, double-click the slider.

New Search Function Interface and Features

Using the Search Function



The RedDot CMS Search option in the RedDot left navigation menu lets you search your project for specific pages. You can combine different search criteria for a complex search. The search page status lets you search your project for tasks, which you can then edit directly in the search result.

The search result is shown in a clearly structured list, which you can organize and sort as required. The last search result is saved. You can access it again through the RedDot CMS Search, provided you have not logged out of RedDot in the meantime.

RedDot CMS allows you to search for pages based on various criteria and settings. You can also view the results list from your previous search.

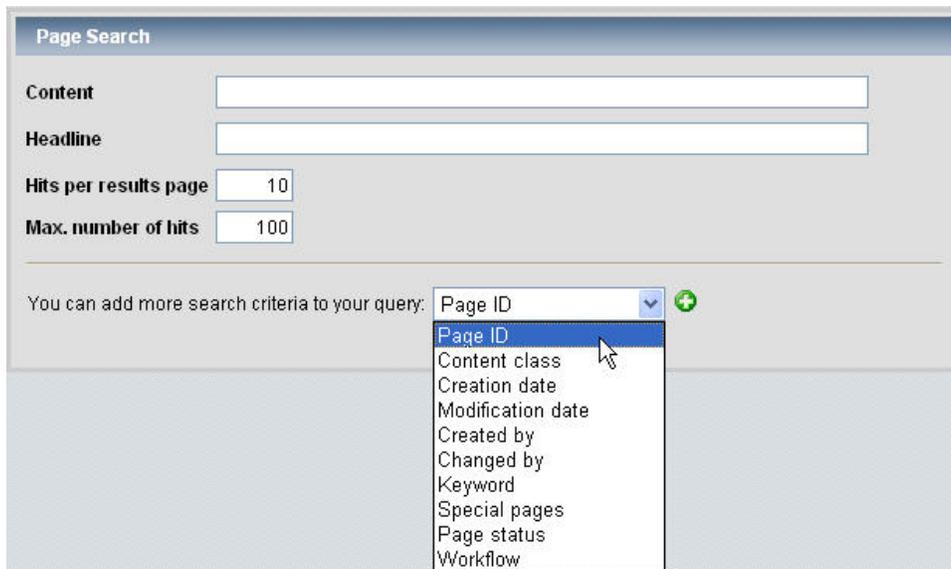
You can access the page search from the RedDot CMS left navigation menu, or from different actions (such as Connect Existing Page). The options available in the dialog window are the same in each case.

Search Options

Option	Description
Show last search results list	Click this link to view the results list from your previous search. The last search result is deleted when you log out of RedDot CMS.

Option	Description
Content	Specify one or several words that occur in the text of the page you are looking for. The following elements are searched: Text, Standard Field, and Image (file name of the image). You can leave this field blank.
Headline	Specify one or several words that occur in the headline of the page you are looking for. You can leave this field blank.
Hits per results page	Specify the number of pages to be shown in the results list.
Max. number of hits	Specify the maximum number of pages to be shown in the results list.

You can choose additional search criteria from the drop-down list and click  to add them to your search.



The search result lists pages matching all the search criteria. For each search criterion you add, you have to select an operator and specify a value. You cannot leave the value field blank. If you decide not to use a search criterion you have previously added, delete the criterion before running your search. The following search criteria are available.

Search Criteria

Criteria	Description
Page ID	Choose an operator from the drop-down list and specify a page ID in the value field. To list all pages whose IDs are in a particular value range, add the search criterion.

Criteria	Description
Page ID twice	Choose the operator greater than for the first criterion and specify the minimum value of the value range. Choose the operator less than for the second criterion and specify the maximum value of the value range.
Content class	Click to choose a content class.
Creation date	Click to select a creation date. To find pages that were created in a particular time period, proceed as described for the Page ID search criterion.
Modification date	Click to select a modification date. To find pages that were changed in a particular time period, proceed as described for the Page ID search criterion.
Created by	Click to select an original author.
Active user	Select this check box to find pages created by the user currently logged on.
Changed by	Click to select an editor.
Active user	Select this check box to find pages changed by the user currently logged on.
Keyword	Click to select a category and keyword. <i>NOTE: Only the EnergyGov project uses keywords.</i>
Special pages	Choose the page types you wish to search. You have the following options. <ul style="list-style-type: none"> • Active pages - The search includes only pages that are linked within the project structure or located below the Unlinked Pages tree item. • Linked pages - The search includes only pages that are linked within the project structure. • Unlinked pages - The search includes only pages that are not linked within the project structure. These pages are listed below the Unlinked Pages tree item.
Pages in Recycle bin	The search includes only pages that are located in the Recycle bin.
All pages	The search includes all project pages except those located in the archive.

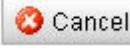
Criteria	Description
Page status	<p>Choose a page status from the drop-down list. Searching for pages by status is the same as opening your task list. For example, if your only search criterion is the page status Pages saved as draft, the search returns all pages listed under Pages saved as draft when you click the Tasks button in the Navigation Menu. The options available to you in the results list are the same as those in the corresponding task list.</p> <p><i>NOTE: Users with the Administrator role can also view other users' pages with the status specified.</i></p> <p>The following page statuses are available.</p> <ul style="list-style-type: none"> • Pages saved as draft - The search includes all pages that have been saved as drafts. • Pages waiting for release - The search includes all pages that have been submitted to you for release. • Pages waiting for correction - The search includes all pages that have been submitted to you for correction. • My pages in workflow - The search includes all pages that you have edited and submitted to the workflow. • Resubmitted pages - The search includes all pages that have been resubmitted to you. • Pages I released - The search includes all pages that you have already released but which still need to be released by other users. • All users' pages - Select this check box to search all users' pages with the status specified. <i>NOTE: This check box is available only to users who have been assigned the Administrator role.</i>
Workflow	Click to choose a content workflow.

Click  to add more search criteria to your query.

Click  to delete a search criterion.

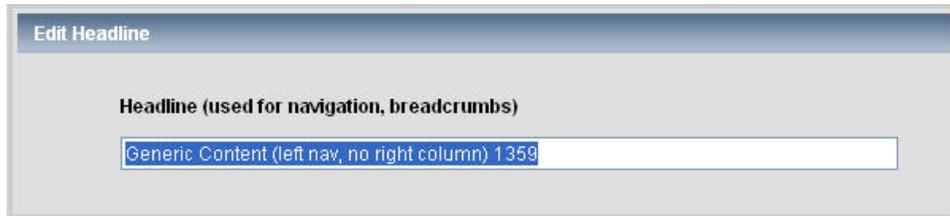
Click  to start your search.

Click  to specify new search criteria.

Click  to cancel the search.

Managing Headlines (No More GUIDs)

When you create and connect a new page, RedDot provides a temporary page name in the headline box. The temporary page name includes the page ID so now, you know the page ID while you are creating it. This is a new feature of RedDot CMS version 7.5 that should eliminate mistaken GUID creation. You must enter a new name for the page in the **headline** box.

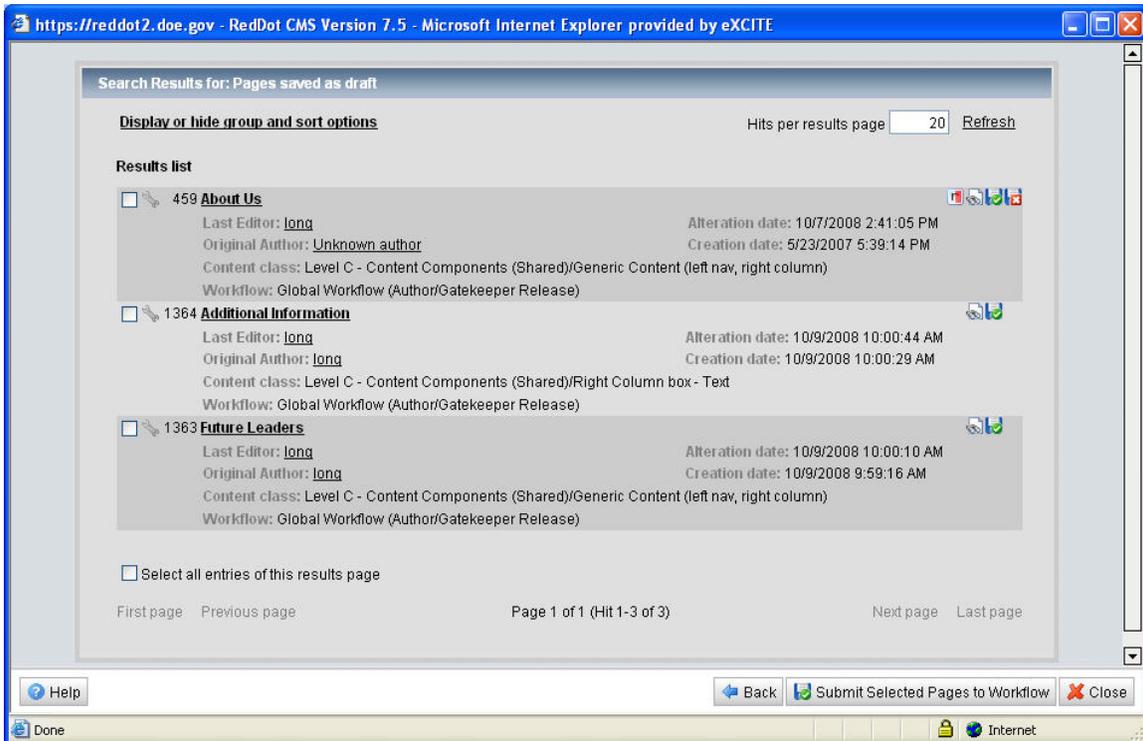


The screenshot shows a dialog box titled "Edit Headline". Inside the dialog, there is a label "Headline (used for navigation, breadcrumbs)" and a text input field. The text input field contains the text "Generic Content (left nav, no right column) 1359".

The text entered in the headline box is essentially a text name for the page, the same way the page ID is a numeric identifier for the page. It is useful to be able to assign a text name to a page. The pages can then be searched for by means of their page names (that is—headline text).

New Interface for Your Task Windows

When working with your Tasks, notice that the Task windows include more detailed information about each page, including the page ID. The Tasks windows are now tied into the Search interface providing additional functionality from within the Task windows.



You can group and sort the search result list by clicking **Display or hide group and sort options.**



Select the radio button next to the Group by or Sort by options that you want.

Replacing Content Classes

In version 6.5, content contributors were able to replace content classes (i.e., switch from one page layout to another).

Version 7.5 requires additional steps to replace content classes that are better performed within SmartTree. Therefore, if you need a content class replacement for a page, please contact the RedDot CMS administrator for assistance.