

CONFIGURING COMPLIANCE — PUBLISHING & DELIVERY

CONFIDENTIAL

CONFIGURE PUBLISHING AND DELIVERY

Configure Defaults

- Set default extension
- Set default filenaming convention
- Set delivery locations (FTP, SMTP, HTTP)

Configure Packages

- Set Live and Stage Packages
 - Shared and Individual packages

Workflow Configuration

- Link workflow steps to packages

Publishing Properties

- Configure site publishing properties
- Refine template rules (filename.aspx, url.aspx)
- Multiple outputs
- Imports

Defaults - Configure default filenaming conventions and extension

FTP - Define all servers available for publishing

Package - Link FTP to publishing group that can include other protocols

Workflow - Define the states when publishing can occur

Publishing Properties - Link files and folders to packages

All are required for publishing

Filename.aspx

- Most robust method for configuring

- Full programmatic control by using template code in filename.aspx

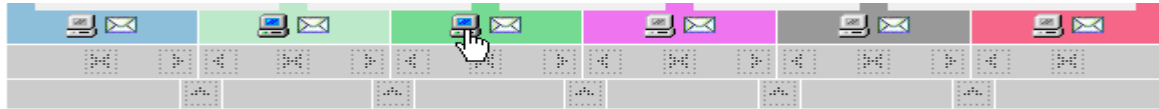
Url.aspx – controls URL programmatically

- Takes package setting from either folder or file configuration

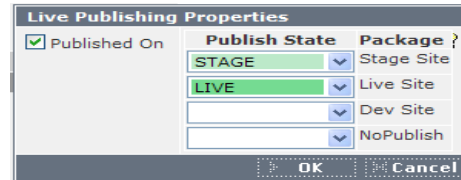
- Overrides all other settings

CONFIGURE WORKFLOW FOR PUBLISHING

For each step in workflow, publishing can be enabled



Toggle publishing on, and select state to push content from CMS



Toggle publishing off, and select state to remove content from server



PUBLISHING PROPERTIES ASSETS AND FOLDERS

Final area where publishing is configured

Two groupings of settings

“HTML”: for any text file published out:
HTML, ASPX, JSP, XML, RSS, etc.

“Media”: for any binary file: Images,
PDF, Word, SWF, etc.

The screenshot shows the CrownPeak WCM interface for configuring publishing properties. The breadcrumb path is Sandbox TDW > TDW Example > Example Page. The main heading is "Publishing". Below it, a message states: "This asset currently Inherits its Publishing Properties from /Sandbox TDW/". There are two buttons: "Add HTML" and "Add Media". Below these is the "Publishing Destination" section, which is a table with the following content:

Filename(s)	Stage Site
	ftp://50.19.210.147/stage/sandbox/tdw-example/example-page.aspx
Live Site	
	ftp://50.19.210.147/live/sandbox/tdw-example/example-page.aspx
Url(s)	Stage Site
	http://stagetraining1.cp-access.com/sandbox/tdw-example/example-page.aspx
Live Site	
	http://training1.cp-access.com/sandbox/tdw-example/example-page.aspx

At the bottom, there is a button "Also Applies To" followed by "(0) additional items will be affected". The footer of the interface includes the CrownPeak logo and "File View" and "Page View" tabs.

PUBLISHING PROPERTIES ASSETS AND FOLDERS

Easy/"Hard Coded"

Manually fill in Package, Path,
Filename

Most often used for Homepage

Layout – used for assets that
publish more than one file...

... RSS, Printer version, XML, etc.

The screenshot shows a 'Publishing' configuration window with a table of entries. The table has four columns: Package (Required), Path, Filename, and Layout File. There are two rows for HTML and two rows for MEDIA. Each row has a dropdown for Package, a text field for Path, a text field for Filename, and a dropdown for Layout File with a close button. Below the table are 'Add HTML' and 'Add Media' buttons. At the bottom, a 'Publishing Destination' section lists the Stage Site and Live Site with their respective URLs.

Package (Required)	Path	Filename	Layout File	
HTML	Stage Site	/simple/	index.aspx	output.aspx
HTML	Live Site	/simple/	index.aspx	output.aspx
MEDIA	Stage Site	/simple/		
MEDIA	Live Site	/simple/		

Publishing Destination

Filename(s)	Stage Site
	ftp://50.19.210.147/stage/simple/index.aspx
	Live Site
	ftp://50.19.210.147/live/simple/index.aspx

Folder - Inheritance

Assets with no publishing properties set will inherit them from a folder

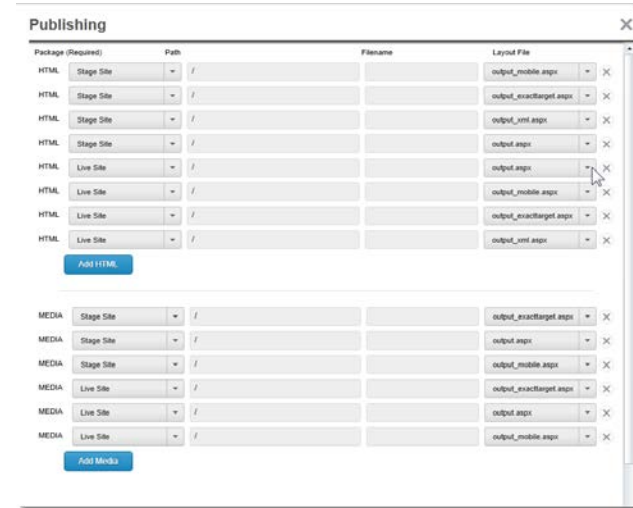
Can use this technique to set properties on top level folder...

...And now all your content is configured for publishing

Uses existing CMS folders and labels for path and filename

Settings > Publishing > Filename preferences do the rest

Best Practice: Configure publishing at the highest folder level possible.



The screenshot shows a 'Publishing' configuration window with a table of publishing properties. The table has four columns: Package (Required), Path, Filename, and Layout File. There are two sections: HTML and MEDIA. Each section has a 'Add' button below it.

Package (Required)	Path	Filename	Layout File
HTML	Stage Site	/	output_mobile.aspx
HTML	Stage Site	/	output_exacttarget.aspx
HTML	Stage Site	/	output_intl.aspx
HTML	Stage Site	/	output.aspx
HTML	Live Site	/	output.aspx
HTML	Live Site	/	output_mobile.aspx
HTML	Live Site	/	output_exacttarget.aspx
HTML	Live Site	/	output_intl.aspx
Add HTML			
MEDIA	Stage Site	/	output_exacttarget.aspx
MEDIA	Stage Site	/	output.aspx
MEDIA	Stage Site	/	output_mobile.aspx
MEDIA	Live Site	/	output_exacttarget.aspx
MEDIA	Live Site	/	output.aspx
MEDIA	Live Site	/	output_mobile.aspx
Add Media			

CONFIGURE PUBLISHING PROPERTIES



Go to your folder in
/Sandbox/_InnovaThink/

Create a new folder

Select Properties > Publishing
from right rail

CONFIGURE PUBLISHING PROPERTIES



Configure HTML publishing for the Dev Site package.

Enter `/ {Your Name} /` for the path

Leave filename blank

Leave layout file blank (CrownPeak will automatically select `output.aspx`, the default layout file)

Select Add HTML button and repeat these steps for Stage Site and Live Site

Configure media publishing for Dev, Stage, and Live Sites by selecting Add Media button

Enter `/ {Your Name} /media/` for the path

Click 'Save'

VERIFY PUBLISHING CONFIGURATION



Navigate to your folder and Create a new **File** from the new menu, Enter a file name

Select the System/Templates/Sandbox/Example Template

Select Basic workflow and click 'ok'

Select the asset by single-clicking on it.

VERIFY PUBLISHING CONFIGURATION



Select Properties > Publishing.

This asset is inheriting the publishing properties from the folder

Filename displays FTP location

URL links to published content
(based on package configuration)

VERIFY PUBLISHING CONFIGURATION



Information also visible in General Properties as well as a record of actual files published, which can be helpful in verifying configurations and/or troubleshooting.

Review output of publishing page using View > Output

- Shows what the code will look like

- Has correct links

Test publishing by moving through content lifecycle