



CNIC Website Redesign

Guide to New Templates

Oracle Universal Content Management (OUCM) 10g

June, 2010

*Commander, Navy Installations Command... Supporting **Command** to the Warfighter*



Homepage Templates

- Available Templates
 - Installation Home
 - Region Home
- All Regions will use the Region Home Template for their site homepage
- All Installations will use the Installation Home Template for their site homepage
- Installation and Region Home Templates should only be used for homepages for Installation and Region sites



Region Homepage Template Overview

Page Title and intro text

Primary visual element (editable by contributors)

“About” text and navigation items

Links to installations in region

Region content area

The screenshot shows a web page for the Commander Navy Region Northwest. At the top, there is a navigation bar with links for 'About', 'Fleet & Family Readiness', 'Region News', and 'Installations'. Below this is a 'Welcome to CNR Northwest' section with a large image of a sailor on a ship. To the right is a 'Northwest News' section with three news items, each with a thumbnail and a title. Below the news is a 'Popular Links' section with several links. At the bottom, there is a 'Region content area' with a large image and text. The page also features a search bar and a 'Change your region' link.

News area, with optional thumbnails

Link to region newspaper(s)

Popular links

Region content area



Region Homepage Template Overview

- All region sites use the same template
- Layout is controlled by the template, but majority of content is driven by contributors
- News articles on this template are no longer system-driven – contributors choose which articles to display, how many to display, and order of display
- Primary visual element replaces banners on current site - contributors can update these themselves!
- Popular links replace Quick Links. Should be limited to most frequently accessed links on the site (can be determined from Analytics). Should not be links to external sites.
- New newspaper functionality - will link to a page that displays any available online newspapers for installations in the region



Installation Homepage Template Overview

Page Title and intro text

Carousel with 3-5 images or video

Basic Installation information

Link to installation newspaper (and others)

News area, with optional thumbnails

The screenshot shows a web page for the Naval Air Station Whidbey Island. At the top, there is a navigation bar with links for 'Home', 'Jobs', 'Contact Us', 'CNR Northwest', and 'CNIC Headquarters'. Below this is a search bar and a 'Change your region or installation' link. The main header features the station's logo and name: 'CNIC // NAVAL AIR STATION WHIDBEY ISLAND'. A secondary navigation bar includes 'About', 'Operations & Management', 'Installation Guide', 'Fleet & Family Readiness', and 'News'. The main content area is divided into several sections: a 'Welcome to Naval Air Station Whidbey Island' section with placeholder text; a 'Popular Links' section with a list of links; a 'Base Content Title' section with a video player and placeholder text; another 'Base Content Title' section with a photo and placeholder text; a 'News' section with a link to the installation newspaper and a dropdown menu; a 'NAS Whidbey Island News' section with a 'View more +' link; and a 'News Story Title' section with a thumbnail and placeholder text. The page is framed by a blue border with a yellow and blue arrow at the bottom.

Popular links

Installation content area

Link to photo and video galleries



Installation Homepage Template Overview

- All installation sites use the same template
- Layout is controlled by the template, but majority of content is driven by contributors
- News articles no longer system-driven – contributors choose which articles to display, how many to display, and order of display
- Carousel replaces banner concept on current site - contributors can update these themselves! Carousels handle 3 to 5 images and/or video.
- Popular links replace Quick Links. Should be limited to most frequently accessed links (can be determined from Analytics). Should be not be links to external sites.
- New newspaper functionality - will link to the installation's newspaper (if available online)
- Optional link to photo and video galleries, if available at the specific installation



Landing Page Templates

- Available Landing Page Templates:
 - Landing Page 1
 - Landing Page 2
 - Landing Page 3
 - Landing Page 4
 - Landing Page 5
 - FFR Landing Page
- Landing pages should only be used for the pages on the top level navigation
 - Examples:
 - About
 - Who We Are
 - What We Do
 - Operations & Management
 - Fleet and Family Readiness



Landing Page 1 Template Overview



Page Title

Main Content

Subsection Title

Subsection Text

Inset Image



Landing Page 1 Template Overview

- The page title, main content region, inset image, Subsection Title and Subsection Text are editable by contributors
- Inset image can vary in size, within a designated range
- Subsection Title and Text
 - Title links to subsection page
 - Titles are pulled from the titles for the subsections that exist
 - Titles are based on the existing site structure
 - Number of subsections is limited by the sitemap and the subsection pages that have been created by the contributors
 - Subsection text is created by contributors



Landing Page 2 Template Overview

NWS Earle Home | Jobs | Contact Us | CNR Mid-Atlantic | CNIC Headquarters

CNIC // NAVAL WEAPONS STATION EARLE [Change your region or installation](#)

[About](#) | [Operations & Management](#) | [Installation Guide](#) | [Fleet & Family Readiness](#) | [News](#)

[Home](#) > [Section Title](#)

Section Title
 Lorem ipsum perfecto phaedrum mei ea, aliquip honestatis at vix, sea at viris discere. Ne sed sumo quidam.

Sub-Section Title **Sub-Section Title** **Sub-Section Title** **Sub-Section Title**

- o Lorem ipsum perfecto at vix
- o Mei ea, aliquip honestatis
- o Sea at viris discere
- o Ne sed Umo quidam

Sub-Section Title **Sub-Section Title** **Sub-Section Title** **Sub-Section Title**

- o Lorem ipsum perfecto at vix
- o Mei ea, aliquip honestatis
- o Sea at viris discere
- o Ne sed Umo quidam

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Page Title

Page Intro Text

Subsection Title

Subsection Image

Subsection Text



Landing Page 2 Template Overview

- The page title and page intro text are editable by contributors
- Subsection Title, Image and Text - editable by contributors
 - Subsection Title links to subsection page
 - Subsection Title will be pulled from the titles for the subsections that exist
 - Subsections are based on the existing site structure
 - Number of subsections is limited by the sitemap and the subsection pages that have been created by the contributors
 - Contributors can format subsection text with basic formatting (bold, bullets, etc) or links to subpages
 - Subsection images must be exact in size



Landing Page 3 Template Overview

Page Title

Page Intro Text

Large Carousel

Subsection Title

Subsection Text

NWS Earle Home | Jobs | Contact Us | CNR Mid-Atlantic | CNIC Headquarters

NAVY WEAPONS STATION EARLE
CNIC // NAVAL WEAPONS STATION EARLE

Change your region or installation

About | Operations & Management | Installation Guide | Fleet & Family Readiness | News

Home > Section Title

Section Title
Lorem ipsum perfecto phaedrums mei ea, aliquip honestatis at vix, sea at viris discere. Ne sed sumo quidam.

Highlighted Content Title
Lorem ipsum perfecto phaedrums mei ea, aliquip honestatis at vix. [Learn more >>](#)

Sub-Section Title

- o Lorem ipsum perfecto at vix
- o Mei ea, aliquip honestatis
- o Sea at viris discere
- o Ne sed Umo quidam

Sub-Section Title

- o Lorem ipsum perfecto phaedrums.
- o Mei ea, aliquip honestatis at vix, Sea at viris discere. Ne sed Umo quidam.

Sub-Section Title

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- o Ne sed Umo quidam

Sub-Section Title

- o Lorem ipsum perfecto phaedrums.
- o Mei ea, aliquip honestatis at vix, Sea at viris discere. Ne sed Umo quidam.

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Landing Page 3 Template Overview

- The page title and page intro text and large carousel are editable by contributors
- Carousel may contain 3-5 images; currently being enhanced to accommodate video
 - “Teaser” text on carousel images can link to additional content
 - Image sizes are exact in the carousel
- Subsection Title and Text are also editable by contributors
 - Title will be pulled from the titles for the subsections that exist
 - Subsections are based on the existing site structure
 - Subsection Text will be pulled from the “section intro text” metadata assigned to the subsection pages
 - Number of subsections is limited by the sitemap and the subsection pages that have been created by the contributors
 - Contributors can format subsection text with basic formatting (bold, bullets, etc) or links to subpages



Landing Page 4 Template Overview



Page Title

Page Intro Text

Large Carousel

Subsection Title

Subsection Image

Subsection Text



Landing Page 4 Template Overview

- The page title and page intro text and large carousel are editable by contributors
- Carousel may contain 3-5 images; currently being enhanced to accommodate video
 - “Teaser” text on carousel images can link to additional content
 - Image sizes are exact in the carousel
- Subsection Title and Text are also editable by contributors
 - Subsection Title will be pulled from the titles for the subsections that exist
 - Subsections are based on the existing site structure
 - Subsection Text will be pulled from the “section intro text” metadata assigned to the subsection pages
 - Number of subsections is limited by the sitemap and the subsection pages that have been created by the contributors
 - Subsection images must be exact in size



Landing Page 5 Template Overview

NWS Earle Home | Jobs | Contact Us | CNR Mid-Atlantic | CNIC Headquarters

NAVAL WEAPONS STATION EARLE
COLTS NECK, N.J.

Change your region or installation

About | Operations & Management | Installation Guide | Fleet & Family Readiness | News

[Home](#) > Section Title

Section Title

Lorem ipsum perfectum phaedrum mei ea, aliquip honestatis at vix, sea at viris discere. Ne sed sumo quidam. Quodsi repudiare ex quo, dolorum sapientem dissentiunt sit in. Ad per vivendo tractatos. His iuaret mentium periculis ad. Saperet corpora pertinax pro eu, quod affert sit id, duo graecis voluptua cu.

Eos et sint quidam utamur. An enim stet commune sed. Has everti quaestio contentiones in, falli aeterno ne qui.

[Sub-Section Title](#)
[Sub-Section Title](#)
[Sub-Section Title](#)
[Sub-Section Title](#)
[Sub-Section Title](#)
[Sub-Section Title](#)
[Sub-Section Title](#)



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Page Title

Inset Image

Main Content

Subsection Title



Landing Page 5 Template Overview

- The page title and main content, inset image and subsection title are editable by contributors
- Inset image can vary in size, within a designated range
- Subsection Title
 - Links to subsection page
 - Subsection title will be pulled from the titles for the subsections that exist
 - Subsections will be based on the existing site structure
 - The number of subsections is limited by the sitemap and the subsection pages that have been created by the contributors



FFR Landing Page Template Overview

The screenshot shows a landing page for Fleet & Family Readiness (FFR) with various sections and links. Red arrows point from text labels on the left and right to specific elements on the page.

- Page Title:** Points to the "Fleet & Family Readiness" header.
- Intro Text:** Points to the introductory paragraph below the header.
- Medium Carousel:** Points to the "Mariners Navy Night - M's vs Indians" image carousel.
- In-page Navigation:** Points to the "Find Fleet & Family Readiness Services" section, which includes "Support Services" (Families, Counseling & Assistance, Military Support, Life Enrichment), "Things to Do" (Entertainment, Tickets, Travel & Tours, Recreation, Liberty Programs, And more...), "Housing & Lodging" (Family Housing, Bachelor Housing, Navy Inns & Suites, Recreational Lodging), and "Fitness & Sports" (Fitness Programs, Fitness Centers & Gyms, Aquatics, Courts & Fields).
- FFR Content Areas:** Points to three content blocks, each with a "Content Title", a short paragraph of text, and a "Learn more" link.
- Feedback Link:** Points to the "Have a comment or suggestion? Complete our feedback form" link at the bottom left.
- Popular Links Header:** Points to the "Popular Links" header.
- Popular Links List:** Points to the list of links under the "Popular Links" header.
- FFR News Header:** Points to the "Fleet & Family Readiness News" header.
- FFR News List:** Points to the first news story in the "Fleet & Family Readiness News" section.
- More FFR News Link:** Points to the "More FFR News" link below the news list.
- Calendar Link:** Points to the "Download the NWS Earle Calendar (PDF)" button.
- Extra Content Areas:** Points to two content blocks in the right sidebar, each with a "Base Content Title", an image, and a "Learn more" link.
- Newsletter Link:** Points to the "Get NWS Earle FFR Newsletter" button.
- ICE Link:** Points to the "ICE Interactive Customer Evaluation" button.



FFR Landing Page Template Overview

- This Template was developed specifically for use on the FFR landing page, but any landing page template can be used if preferred
- Section Title, In-page Navigation, Feedback Link, ICE Link, FFR News Link and Popular Links Header are not editable by contributors
- The section intro text is editable by contributors
- There are 5 editable contribution regions that can contain a title, text, image, video (optional), and a link
- A minimum of 3, and a maximum of 10 Popular Links can be added to a page
- A minimum of 2, and a maximum of 5 news stories can be added under the Fleet & Family Readiness News Section
- The Newsletter, feedback and calendar links are optional and can be edited by contributors



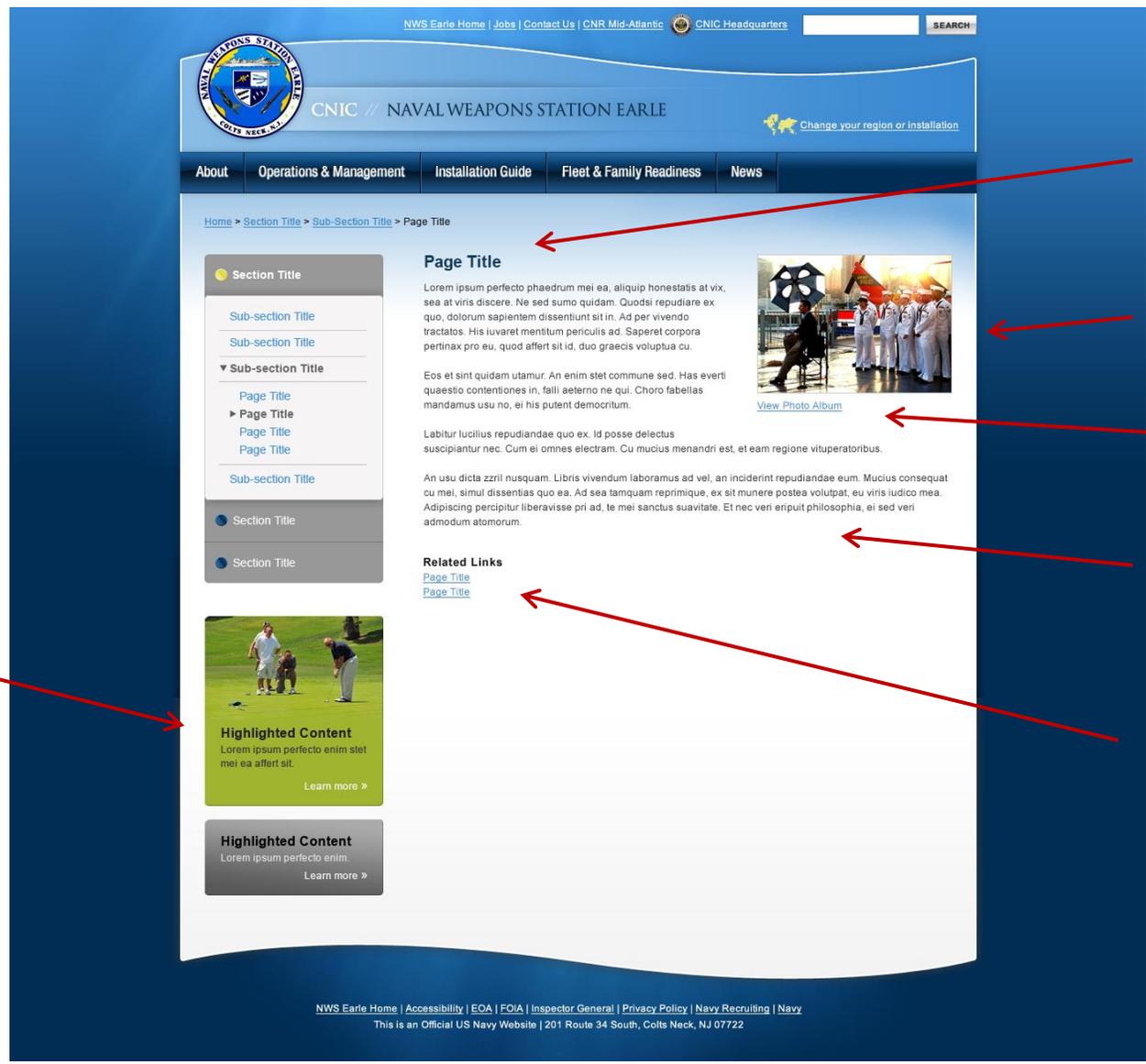
Subpage Templates

- Available Templates
 - Basic Template
 - Subpage 4
 - Subpage 5

Note: there are no missing subpage templates – the numbers aren't contiguous because we were able to combine some of the initial wireframes into a single template (Basic Template) in OUCM



Basic Template Overview



Page Title

Inset Image or Video

Link to Photo Gallery

Main Content

Related Links – a maximum of 10 related links are allowed

Promotional Content – a maximum of two items allowed



Basic Template Overview

- The page title, main content region and the inset image are editable by contributors
- Inset image can vary in size, within a designated range
- Video can be used in place of the inset image
- Contributor can create a link to a photo gallery, placed under the inset image
- Promotional items – up to 2 allowed
 - Intended to highlight a particular topic and link to a sub-page with more information
 - Image sizes must be exact to maintain integrity of design
- Related links – up to 10 allowed
 - Intended as a consistent way to provide links to external websites (as approved by PAO), other similar content within the site, or to launch related documents (such as PDFs, word docs, etc)



Subpage 4 Template Overview

NWS Earle Home | Jobs | Contact Us | CNR Mid-Atlantic | CNIC Headquarters

NAVY WEAPONS STATION EARLE
CNIC // NAVAL WEAPONS STATION EARLE

Change your region or installation

About | Operations & Management | Installation Guide | Fleet & Family Readiness | News

Home > Section Title > Sub-Section Title > Page Title

Section Title

- Sub-section Title
- Sub-section Title
- ▼ Sub-section Title
 - Page Title
 - ▼ Page Title
 - Sub-page Title
 - Sub-page Title
 - Sub-page Title
 - Sub-page Title
 - Page Title
 - Sub-section Title
- Section Title
- Section Title

Page Title

Inset Image

Main Content

Subpage Links – a maximum of 20 subpage links are allowed

Highlighted Content

Related Links

Related Links – a maximum of 10 related links are allowed

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Page Title

Promotional Content – a maximum of two items allowed

Inset Image

Main Content

Subpage Links – a maximum of 20 subpage links are allowed

Related Links – a maximum of 10 related links are allowed



Subpage 4 Template Overview

- Very similar to the Basic Template, but with the addition of Subpage links/descriptions
- Subpage links/descriptions
 - User driven (unlike left navigation, which is system generated)
 - Generally subpage items should match the left navigation (there may be exceptions)
 - Best used on a page where there are multiple pages below that page in the navigation, and you want to give the user more information about the subpages so that they can determine where to look for particular content



Subpage 5 Template Overview

Page Title

The screenshot shows a website subpage for 'Navy Sports'. At the top, there is a navigation bar with 'Who We Are', 'What We Do', 'Regions & Installations', and 'News & Current Information'. Below this is a breadcrumb trail: 'Home > What We Do > Fleet & Family Readiness > Fleet Readiness > Fitness, Sports and Deployed Support > Navy Sports'. The main content area features a large video player with a play button and a 'nowplayer' watermark. Below the video are two small promotional boxes: 'Navy Sports Application' and '2010 Navy Sports Calendar'. The central part of the page is a grid of sport categories, each with a small image and a link: Basketball, Bowling, Boxing, Cross Country, Golf, Marathon, Soccer, Rugby, Softball, Triathlon, Volleyball, and Wrestling. At the bottom left, there is a 'Highlighted Content' section with a small image and a 'Learn more' link.

Buttons – a maximum of four allowed

Promotional Content – a maximum of two items allowed

Video, Inset Image or Carousel (containing 3-5 images)

Main Content

Subpage Images/Links – a maximum of 12 subpages are allowed



Subpage 5 Template Overview

- Intended as a more “flashy” page to introduce a section of the site
- Carousel may contain 3-5 images; a video or static image may be also be used in place of the carousel
 - “Teaser” text on carousel images can link to additional content
 - Image sizes are exact in the carousel
- Buttons – Used to add links to calendars, applications, etc
 - A maximum of four allowed
 - For each button contributors need to add the following
 - Icon – choose from icons already in content server or contact SC for new icons
 - Button Text
 - Link
- Subpage images/links
 - User driven (unlike left navigation, which is system generated)
 - Generally subpage items should match the left navigation (there may be exceptions)
 - Best used on a page where there are multiple pages below that page in the navigation, and you want to give the user more information about the subpages so that they can determine where to look for particular content
 - Subpage images must be exact in size



Other Templates

- Available Templates:
 - Phone Directory Template
 - News Template



Phone Directory Template Overview

The screenshot shows the website for Naval Weapons Station Earle. At the top, there is a navigation bar with links for 'NWS Earle Home', 'Jobs', 'Contact Us', 'CNR Mid-Atlantic', and 'CNIC Headquarters'. Below this is a search bar. The main header features the station's logo and the text 'CNIC // NAVAL WEAPONS STATION EARLE'. A secondary navigation bar includes 'About', 'Operations & Management', 'Installation Guide' (highlighted), 'Fleet & Family Readiness', and 'News'. The main content area is titled 'Naval Weapons Station Earle Phone Directory' and includes a sidebar with links to 'Installation Map', 'Phone Directory', 'Gate Hours', 'Getting Here', 'Checking In', 'Facilities & Resources', and 'Navy College'. The main content displays contact information and a table of departments and extensions.

Naval Weapons Station Earle Phone Directory

COMM: 425-304-XXXX
DSN: 727-XXXX
ON-BASE: 4-XXXX
Emergency: 911
Fire: 911
Security: 3211/3212
Quartermaster: 3366
Telephone Information: 3000

DEPARTMENT	EXTENSION
Administrative Department:	
Administrative Officer	3280
Administrative Leading Petty Officer	3242
Administrative Staff	5657
Pass Liaison Representative	3456
Customer Assistance	1234
Admin Fax	2423
Bowling Alley:	
Information	1234
Party Reservations	2313
Chaplains:	
Command Chaplain	2342
Facilities/Environmental:	
Program Manager	5667
Safety	8887
EEO Office	9943
Medical Clinic:	
Health Promotions Wellness	6311
Health Records Office	3757
Outpatient Customer Information	2640
Appointment Desk	2480
Security Department:	
Security Office	3211/3212
Investigations	4324
Operations Shift Lieutenant	2434
North Gate	2343
Main Gate	2342

Phone Directory Title

HQ, Installation or Region Main Contact Information

Phone Directory Header

Phone Directory Listings



Phone Directory Template Overview

- Phone Directory Title, Main Contact Information and Phone Directory Listings are Editable by Contributors
- Phone Directory Header is not editable by contributors
- Users have the ability to add additional sections in the directory for different departments within the Installation or Region



News Template Overview

News Articles Header

News Articles List

Current Events Header

Current Events List

Court Dockets Header

Court Dockets List

More News Articles, Current Events and Court Dockets Links



News Template Overview

- The News Articles, Current Events and Topics, and Court Dockets headers are not editable by contributors
- The News Articles, Current Events and Topics and Court Docket lists are automatically populated with documents that are checked in using the appropriate news category
- The News Articles, Current Events and Topics and Court Docket links will take users to a page displaying a full list of items based on the category selected



Image Sizing and Optimization

- To maintain the integrity of the new design and promote consistency across the site, image size restrictions are enforced across the site
- Some images must fall within a range of sizes, others must be exact
 - Inset images on most content pages can vary within a range
 - Carousel images and promo items must be exact
- Picnik (<http://www.picnik.com>) is a free tool that can be used to adjust the size and optimize the appearance of images, if you don't have other tools, such as Photoshop, available to you
- Specific image requirements are shown on the next slide



Image Size Guidelines

Template	Item	Width (Pixels)	Height (Pixels)
HQ	Carousel	603	250
HQ, Installation, Region, FFR,	News Article Image	91	65
Region, Installation, FFR	Main (Static) Image	300	580
Region, Installation, FFR	Carousel (In place of Main Image - optional)	480	250
Region and Installation	Misc Content Items (Right Side of Page)	85 to 280	85 to 150
Region	Misc Content Item (Lower Left Side)	85 to 200	85 to 150
FFR	Content Items (Right Side of Page)	85 to 280	85 to 150
FFR	Content Items (Lower Left Side)	143	87
Landing Page 1	Inset Image	150 to 350	150 to 350
Landing Page 2, 3 and 4	Sub Section Images	183	85
Landing Page 3 and 4	Carousel	480	250
Landing Page 5	Inset Image	150 to 550	150 to 350



Image Size Guidelines - Continued

Template	Item	Width (Pixels)	Height (Pixels)
Basic	Inset Image	150 to 650	85 to 350
Subpage 4	Inset Image	150 to 350	150 to 350
Subpage 5	Carousel	307	210
Subpage 5	Inset Image	150 to 305	150 to 400
Subpage 5	Images for Sub Items	183	85
Subpage 5	Buttons	50	50
Basic, Subpage 5, Subpage 4	Promotional Item Image	180	115
News	Image with News Article	119	85
HQ, Region, Installation	Newspaper Thumbnail	83	99
HQ Newspaper Gallery	Newspaper Thumbnail	165	153
Photo Gallery	All Images	150 to 750	150 to 750