

User Guide

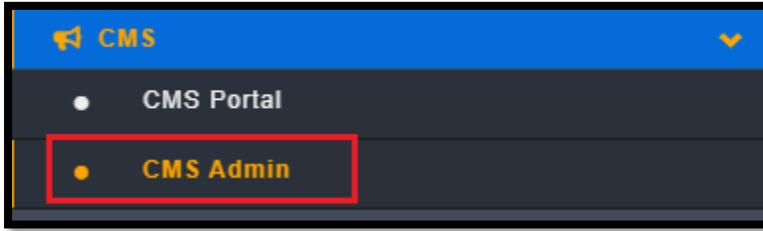
CMS Admin

Article

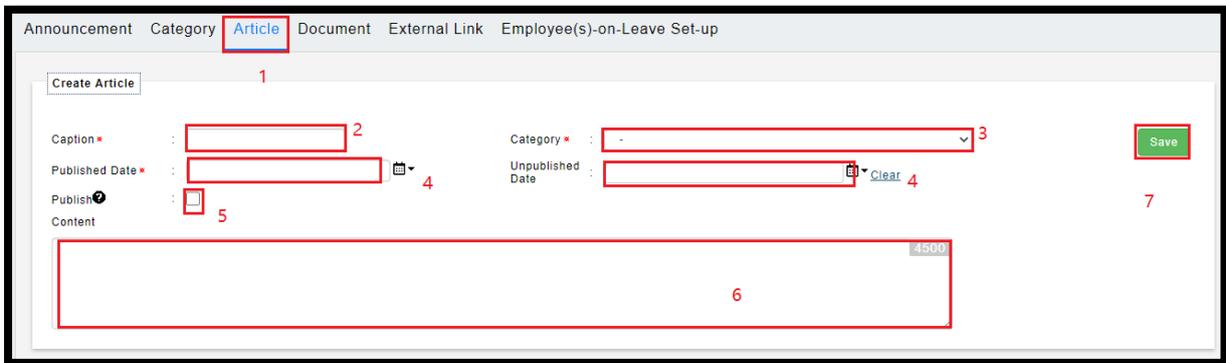


HOW TO CREATE A NEW ARTICLE

1. CMS – CMS Admin

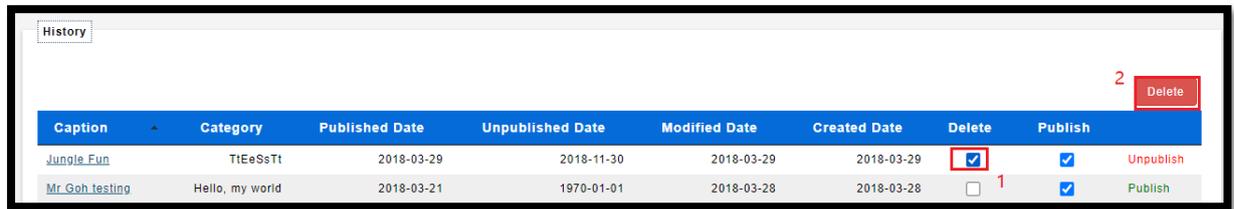


2. Please fill in the caption – select the category – Please select the published / unpolished date – tick Public (Optional) – please fill in the content – click save

A screenshot of the 'Create Article' form in the CMS Admin interface. The form is titled 'Create Article' and has a tabbed interface with 'Article' selected. The form contains several fields: 'Caption' (text input, labeled 2), 'Published Date' (calendar icon, labeled 4), 'Publish' (checkbox, labeled 5), 'Category' (dropdown menu, labeled 3), 'Unpublished Date' (calendar icon, labeled 4), and 'Content' (text area, labeled 6). A 'Save' button is located on the right side (labeled 7). The 'Unpublished Date' field has a 'Clear' button next to it. The 'Content' field has a character count of 4500.

HOW TO DELETE ARTICLE

1. Tick on the Delete – click Delete



The screenshot shows a table titled "History" with the following columns: Caption, Category, Published Date, Unpublished Date, Modified Date, Created Date, Delete, and Publish. The first row, "Jungle Fun", has its "Delete" checkbox checked (indicated by a red box and a red '2' above it) and its "Publish" checkbox checked. The second row, "Mr. Goh testing", has its "Delete" checkbox unchecked (indicated by a red '1' below it) and its "Publish" checkbox checked. A red "Delete" button is visible in the top right corner of the table area.

Caption	Category	Published Date	Unpublished Date	Modified Date	Created Date	Delete	Publish
Jungle Fun	TIEeSsTt	2018-03-29	2018-11-30	2018-03-29	2018-03-29	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> Unpublish
Mr. Goh testing	Hello, my world	2018-03-21	1970-01-01	2018-03-28	2018-03-28	<input type="checkbox"/>	<input checked="" type="checkbox"/> Publish