



# **SC WebTools Version 10.0**

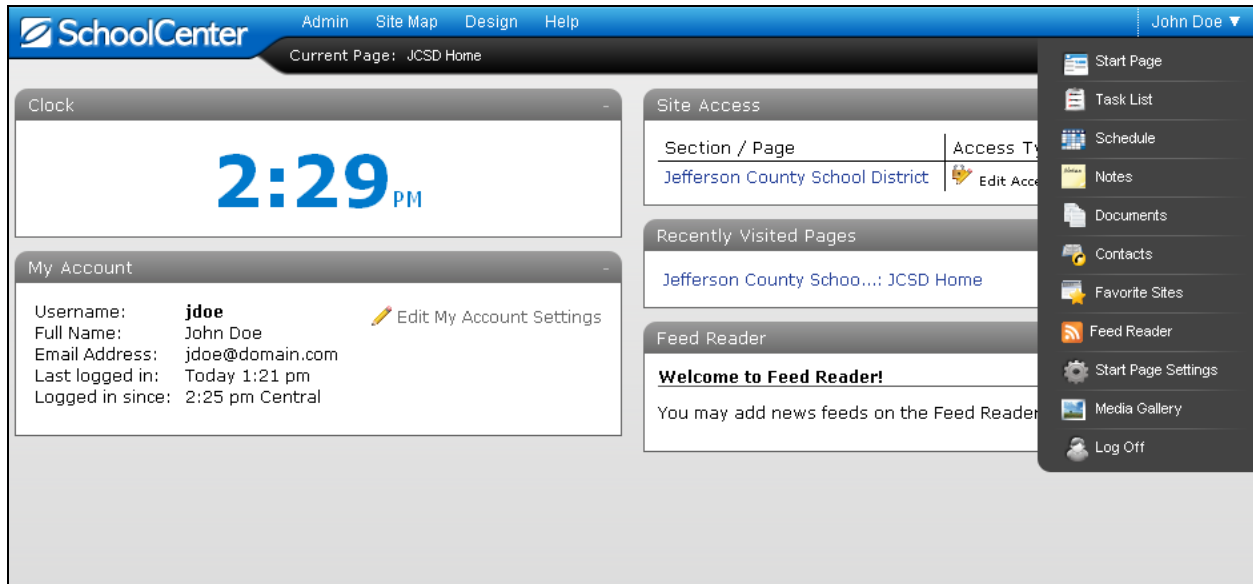
## **Delta Documentation**

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# Facelift

The Facelift of SC WebTools 10 is made up of many important stylistic and functional updates. We started by freshening the overall look with new buttons, icons and colors throughout all page and administrative features. We then looked at the main editing workflows within WebTools and thought long and hard about how we could maintain power and flexibility, while reducing the number of clicks needed to perform common tasks. We accomplished this by implementing a new *Menubar* and *Toolbar* that work in tandem to make web page editing easier than ever.



## Menubar

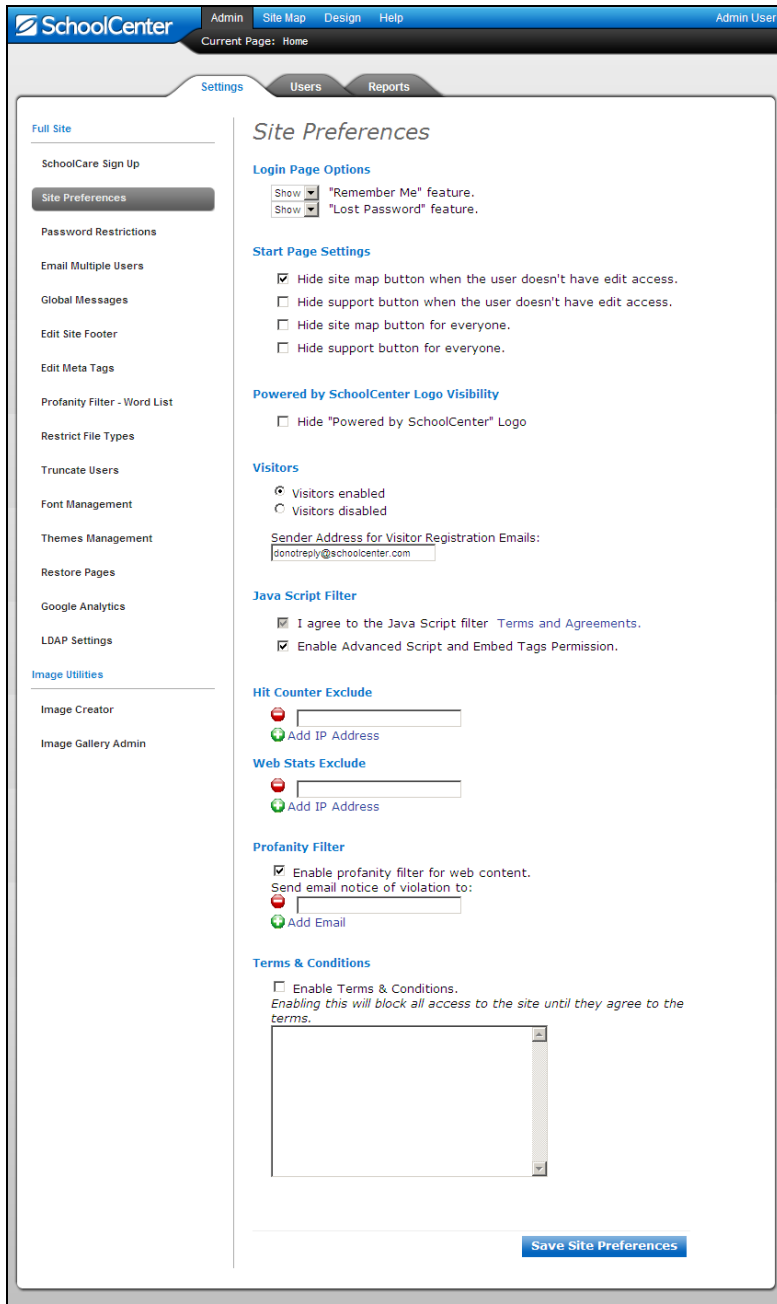
The new SC WebTools Menubar is anchored to the top of the page, ensuring that primary functions are only a click away (even on tall, vertically scrolling pages). Intuitively labeled menu choices present the user with access to site-level editing and management functions in a clean, simple manner. In addition, reducing the overall footprint of the Menubar has maximized the available page viewing/editing area.

## Profile Menu & Help

Organizer tools are now conveniently accessed through a new Profile Menu that is located in the top right corner of the Menubar. Controls to access the Start Page and Log Off are also now located on the Profile Menu. The Customer Portal is now accessed by clicking the Help menu item.

# Admin Console

Web Tools powerful site Admin functions ease the burden of managing large, sophisticated websites. In Web Tools 10 we've simplified site management by reorganizing Admin functions so that they are easier to find and use. Primary Admin functions now appear on tabs for: Settings, Users, Reports, and E-Mail (SC Mail customers only). For each of these primary Admin functions, a new left-hand navigation area logically categorizes possible actions into a series of related pages. The result for Site Administrators is that less time is spent finding and using Admin functions.



## Toolbar

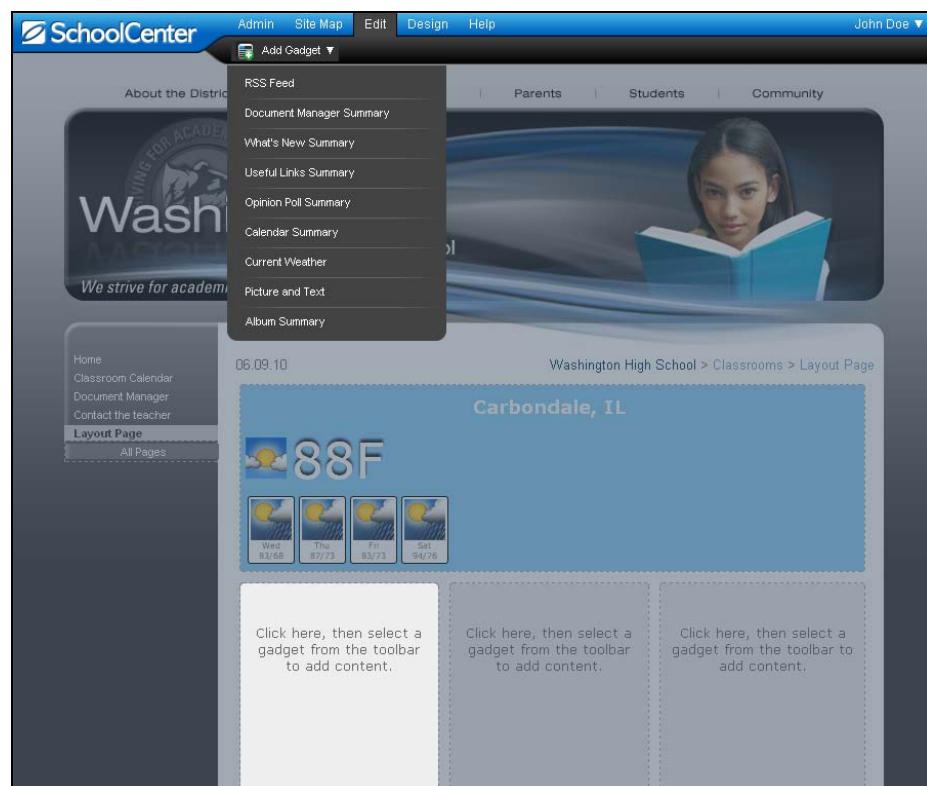
The Toolbar, which appears directly under the Menubar when users are in Edit mode, provides Page-level editing functions. For consistency and ease of use, common page functions like New Page, Copy Page, and Delete Page appear in the top row of the Toolbar. Functions that are specific to a page's type appear in the second row of the Toolbar. With the new Toolbar, users have greater visibility and easier access to features because they are a single-click away.

## Layout Page

Our new Layout page is designed to enable users to simply and creatively layout their web pages using 12 different multi-column and multi-row layouts. The Layout page reduces the need for users to employ tables within content boxes to control where text, images and dynamic content appear on the page. Instead, users simply select a layout that fits their needs and add text, images or Gadgets within the Layout. This new component expands on and simplifies the capabilities of our popular "Newsletter Style" page.

## Gadgets

We've also implemented a new way for users to make use of dynamic content. Gadgets are small controls that can be easily added to Layout pages and configured to display various types of dynamic content from your Web Tools site. Gadgets can also be used to pull in external content using RSS feeds, or to display the current weather. SC Web Tools 10 currently has 8 gadgets, with more on the way!



# Inline Editing

Editing content on a page has never been simpler. This is because we completely revolutionized the editing workflow. Users can now edit content directly on the web page, without popups, by simply clicking in a content box. This activates the content box for editing, and causes the Toolbar to expose its text editing controls. Users can easily add or update content and apply formatting via the toolbar. By implementing Inline Editing we've reduced the number of clicks needed to edit a content box by half! Inline Editing is also available for Picture & Text Gadget on the Layout Page.

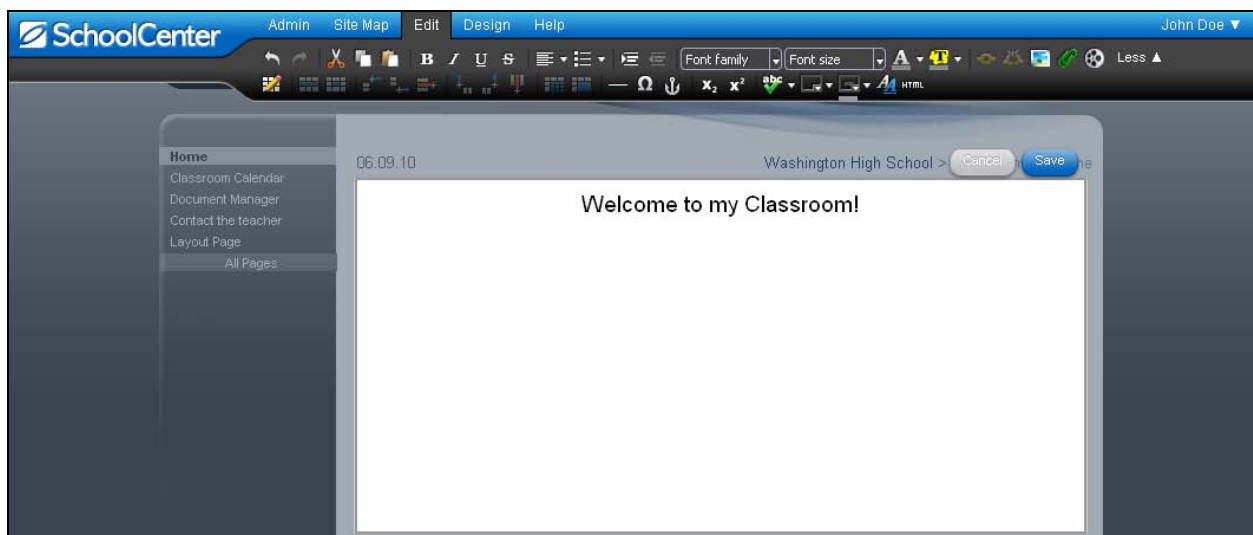
## Advanced Editor

The Advanced Editor combines all the controls from the Advanced Content Editor with formatting options from the Styles Tab of the Simple Editor into one Toolbar. Formatting text, styling box background/border colors, adding images, and inserting tables and hyperlinks can all be accomplished on the page.

Users can choose to work with the basic formatting controls or display more advanced controls by clicking More. The next time you enter Inline Editing mode in a content box, the software will remember and display the version of the toolbar you worked with last.

## HTML Editor

If you are a user who previously used the Simple Editor to enter HTML or Javascript code to a content box, you can click on the HTML control from the Advanced Editor and you will invoke the HTML editor. In this basic mode, you can enter customized or embedded code for your page.

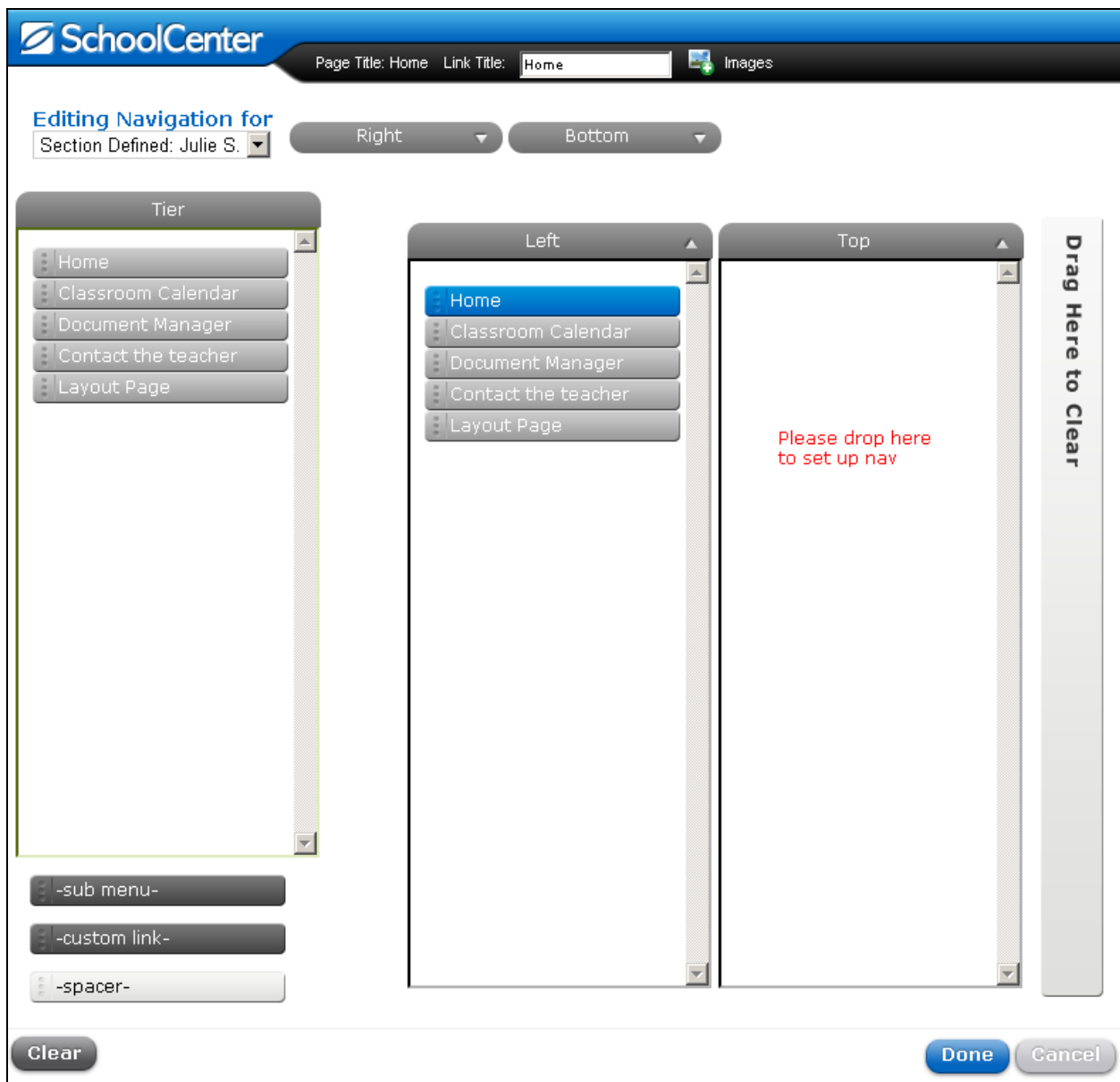


**NOTE:** Inline Editing is only available at this time in Content Boxes and Picture & Text Gadgets.

# Navigation

Navigation is a key feature for any content management system because it allows content authors to provide a logical way for viewers to find and interact with the copious amount of content in large sites. Web Tools has always had powerful features to help Site Administrators automatically manage navigation.

In SC Web Tools 10, we've developed a new interface for creating and managing navigation. This interface revolves around representing pages and other navigation objects visually. Users simply drag available pages or groups of pages from a list onto the desired navigation structure for that area of the site. External links and link separators can be added in the same way: simply drag and drop. Users can easily change the order that links appear in navigation by using the same drag and drop paradigm.



## Section Defined Navigation

Users can edit Section-Defined navigation from any page in a section. For example, if Ms. Jones wants to add a new page to her classroom site, she can Edit Navigation from any page in the classroom. Selecting to edit navigation for the current section will apply changes to all pages in the section that do not have custom navigation. If Ms Jones choose to edit navigation for the current page, the changes to navigation will only apply to that page.

## Drag & Drop

Navigation can be easily built for any of the four navigation areas by dragging pages from the current section into the desired navigation pane. Items can also be easily removed from a pane by dragging to the Drag to Clear bar.

## Toolbar

This contextual toolbar allows the user to access controls and settings related to the selected items, whether it be an entire navigation pane or an individual navigation item in a given pane.

## Clear and Move

Users have the ability to Clear all navigation panes or individual panes with a single click. This allows users a quick way to clear previously built navigation. We have also added the ability to move navigation built in one location to another by using the Move menu.

## Custom Links

Custom Links can now be added directly to navigation without the extra work of creating a page. Simply drag the Custom Link control into the working pane and edit settings, such as the Title and URL, or browse for an existing page on your site. All existing Custom Link pages will be converted to simple navigation items.

## Submenu

You can easily create a custom menu by adding a Submenu control to a navigation pane. Click the control to edit contents of the submenu and then simply drag or add items into your menu. Customize the title of your men and select the submenu type (floating or expanding) using controls on the Toolbar.

**NOTE:** The tool for creating image maps for navigation has been deprecated in the 10.0. Existing image maps can still be utilized and edited.

# Forms

Following in the footsteps of our new Inline Editing and Navigation features, we've completely revamped how users build interactive forms within Web Tools 10. In our new form builder, users create custom forms from scratch or using one of our predefined templates. Elements like text fields, drop down lists, radio buttons and check boxes can easily be added to the page and sorted by dragging and dropping. The available settings for each field are displayed by selecting the field directly on the form. We've eliminated the need to switch between "create" and "preview" modes.

**NOTE:** Contact Forms and Custom Forms are now created with one Form page. Existing forms will be converted and editable in the new form builder interface.

The screenshot displays the SchoolCenter web interface. At the top, there is a navigation bar with 'SchoolCenter' logo, 'Admin', 'Site Map', 'Edit', 'Design', and 'Help' menus. A user profile 'John Doe' is visible in the top right. Below the navigation bar is a toolbar with icons for 'Heading', 'Text Box', 'Text Area', 'Drop Down', 'Radio Button', 'Check Box', 'Quick Format', and 'Special'. The main content area shows a form configuration window for a 'Name' field. The window has a title bar with 'Name' and a close button. Inside, there is a 'Required:' checkbox which is checked, and a 'Size:' dropdown menu set to '30'. To the right of these settings is a 'Description:' text area. Below the configuration window, the form fields are visible: 'Email', 'Address', 'City', 'State', 'Zip', 'Phone', and 'Comments'. A 'Send Now' button is located at the bottom of the form.

# Browser Support Changes

Due to new technologies WebTools will no longer be supporting Internet Explorer 6 and Firefox 2. Although you may still be able to use these browser versions, any reported problems that occur only in these versions will not be fixed. If you use one of these older browsers we ask that you please upgrade to a more current version from your browser or using one of the following links. A full list of supported operating systems and browsers can be found on the Main Page of the Customer Portal.

[Update Internet Explorer](#)

[Update Firefox](#)

## SchoolCare Community Program

Through an exclusive partnership with WeCare, The SchoolCare Community Program leverages the power of online shoppers to earn revenue for your school/district. Friends and families in the community can help your school/district earn donations from the more than 1,000 online merchants and retailers through their regular online shopping activities. Participating merchants/retailers donate a portion of the purchases and transparently transmit the donations to school districts. This extra revenue can be helpful in keeping school programs going that would have otherwise been eliminated by budget constraints.

WebTools 10.0 provides a quick way for schools and districts to sign up with WeCare and set up the SchoolCare page. Visitors to the page can then download a cookie that will allow them to shop online at any of the participating merchants. A predetermined portion of the sale is automatically donated to your school/district. SchoolCenter will even provide you with pre-designed marketing materials for to print and distribute to your community to increase awareness of this new feature on your website.