

eTAS – News Module

(v1.1 – 2009-11-11)

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1. Abstract

The News System can be used for informing the user about important issues for their job, like a new e-learning or some tidings about their company. It represents an important tool to inform user what is happening in their surroundings. The main advantage is that all users will see the news entries. They can also be informed via email that new messages have been added. Another benefit is that it is integrated in the eTAS system and so, no other programs need to be used to inform the users.

2. News System

The News system is separated in three sections:

- News Administration
- News Groups
- Area where the news is presented

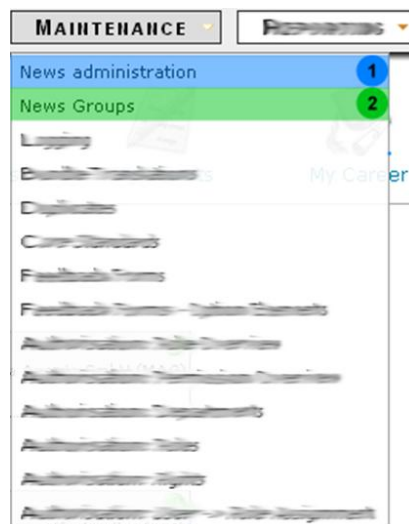
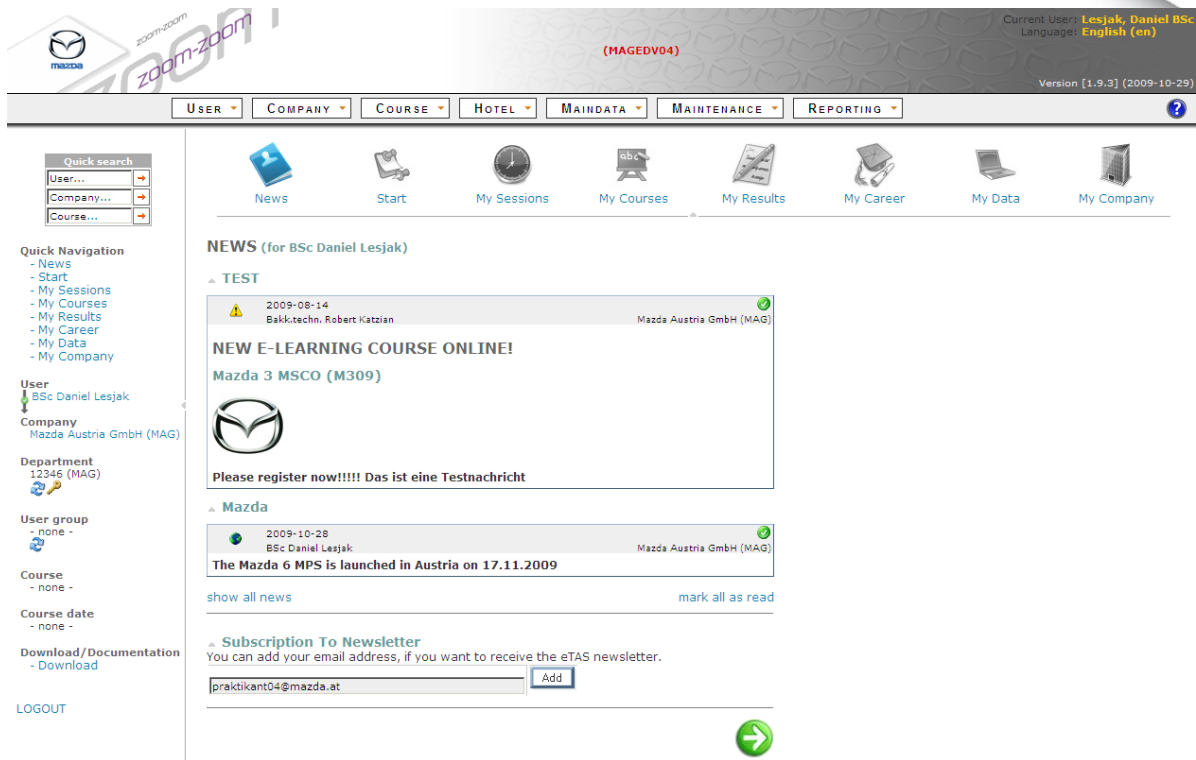


Figure 1 shows the two menu points for the News Module in eTAS

The user gets into the news area right after login to eTAS. If there is no news (for a user) in the system, then the user is transferred to the welcome screen.

New courses and e-Learning documents are shown in the news page (see Figure 2). All new messages or news marked as 'not read' are displayed. When a user marks some news as read with the check icon (✓), the message disappears from the list.

As you can see, there are different sections available: TEST and Mazda. This section will be later called "News Group".



The screenshot shows the eTAS web interface. At the top, there is a navigation bar with tabs for USER, COMPANY, COURSE, HOTEL, MAINDATA, MAINTENANCE, and REPORTING. Below this is a row of icons for News, Start, My Sessions, My Courses, My Results, My Career, My Data, and My Company. The main content area is titled "NEWS (for BSc Daniel Lesjak)" and contains several news items. The first item is a test announcement from 2009-08-14. The second item is a news article from 2009-10-28 titled "The Mazda 6 MPS is launched in Austria on 17.11.2009". At the bottom of the news area, there is a "Subscription To Newsletter" section with a text input field containing "praktikant04@mazda.at" and an "Add" button. A green arrow points to the "Add" button.


Figure 2 shows the start page of eTAS with the news area

You can subscribe to newsletter by clicking the "Add" button beside your e-Mail address. You will receive a new mail each time, when new messages are available.

3. News Administration

The News Administration area is the main part of the news system and can be reached in the eTAS main menu – category “maintenance” (see Figure 1). Only users with the adequate permissions have the ability to get in the News Administration to create and edit news. If you don't have these permissions, please contact an authorized person.

In Figure 3 some parts are marked which are now explained in more detail:

1. In the blue area of Figure 3 you can choose the market and the news group. Depending on the settings, the corresponding messages are shown in the orange marked area.
2. With the “new” icon () in the green area, new messages can be created.
3. In the orange marked area all news are presented, which meet the preferences from the two drop down lists.

NEWS ADMINISTRATION

Here you can create, edit or delete news. Choose a market and news group to specify, who should see the news.

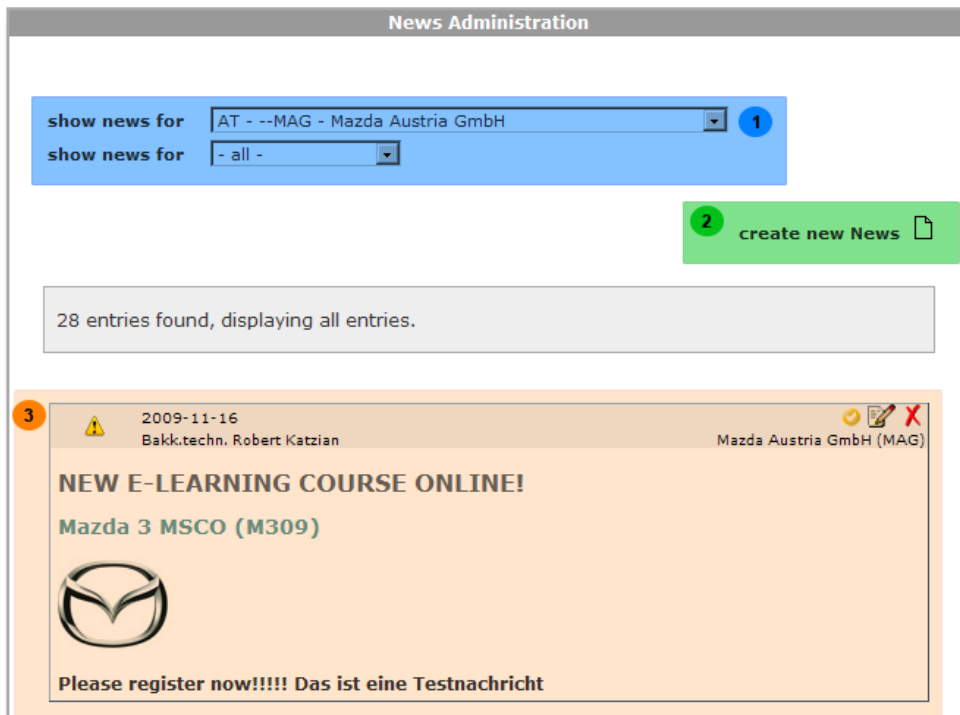


Figure 3 shows the News Administration part of the news system

Each news item provides the following icons (cf. orange marked area in Figure 3):



Figure 4 shows the menu beside news in the start page of news administration



Active/Inactive: These icons display the status of a message. If the news is inactive it will not be shown on the news page.



Edit News: With this icon you can modify existing news.



Delete News: Click here, if you want to delete a message

Create News

To create new messages you have to click on “News Administration” in the “Maintenance” menu (c.f. blue marked area in Figure 1). Afterwards, you have to press the “New” icon (📄), which can be seen in the green marked area in Figure 3.

NEWS

Edit a existing Newsentry or create a new one.

Figure 5 show the area for creating news

Now the fields from Figure 5 will be described in more detail:

- **Id**
This field can not be filled out. It will be set automatically.
- **Market (mandatory)**
“Market” is a drop down list with all markets. Only employees who belong to the selected markets will see the news. Depending on your permissions you will see more or less elements available.

➤ **News Group (mandatory)**

“News Group” is also a drop down list, which displays all selectable news groups in the system. “News groups” is the other main part of the news system and will be explained later.

➤ **Subject (mandatory)**

This field should describe the main content of your news briefly.

➤ **Text (mandatory)**

Here you have to place your message text. It is possible to add images, headlines or some other HTML elements, but it is forbidden to write them in normal HTML style. If you click on the “Help” icon (i), you will find an overview of all allowed elements. Furthermore, a description is given in which way your text must be written, so that the system will accept it.

➤ **active**

With this checkbox the whole message will be set as active or inactive. Only active news will be displayed in the news page to the user.

➤ **Send an information mail**

Check this box to send out an information mail to all users, who belong to the selected market and news group. Only these users will later see the news.

➤ **Copy to me**

If you want to receive an information mail about the current edited news, you can click on the “Copy to me” checkbox. This is helpful, when you create news for other news groups and markets.

At the end there are two buttons. The “Overview” button takes you back to the start area of the news administration. Be aware, that all modifications will be lost! By clicking the “Save” button the news will be stored in the database. Now every time a user logs in or navigates to the news area, the created news will be ranked first.

Edit News

The screen for creating and editing news is quite the same. For editing news you have to switch to the “News Administration” in the “Maintenance” menu. First, you have to find the corresponding news with the two drop-down lists by choosing the market and the

news group. Then press the “Edit” button (✎) on the desired news (c.f. Figure 3) to see the form shown in the figure below.

NEWS

Edit a existing Newsentry or create a new one.

News

Id 2188148

* **Market** AT - --MAG - Mazda Austria GmbH

* **News Group** (company)mazda

* **Subject** New Mazda 6 MPS

* **Text**
The Mazda 6 MPS is launched in Austria on 17.11.2009

active

send an information mail (21 User(s))

Copy to me

The items marked with an * are required.

PREVIEW

2009-10-28
BSc Daniel Lesjak
The Mazda 6 MPS is launched in Austria on 17.11.2009
Mazda Austria GmbH (MAG)

Figure 6 shows the form when editing news

You can edit now the existing message. A preview can be seen at the end of the page. This gives you an impression of how the message will later be displayed to the users. If you are ready, press the “Save” button and the news is stored in the database.

Delete News

First, go to the “News Administration”, which can be found in the “Maintenance” menu. Select the appropriate market and user group to narrow down the number of news. Click on the “Delete” icon (✖), to remove the message entry (c.f. Figure 3). Afterwards, you will be redirected to a confirmation page.

DELETION

Delete an object from the database - the reason is required for traceability.



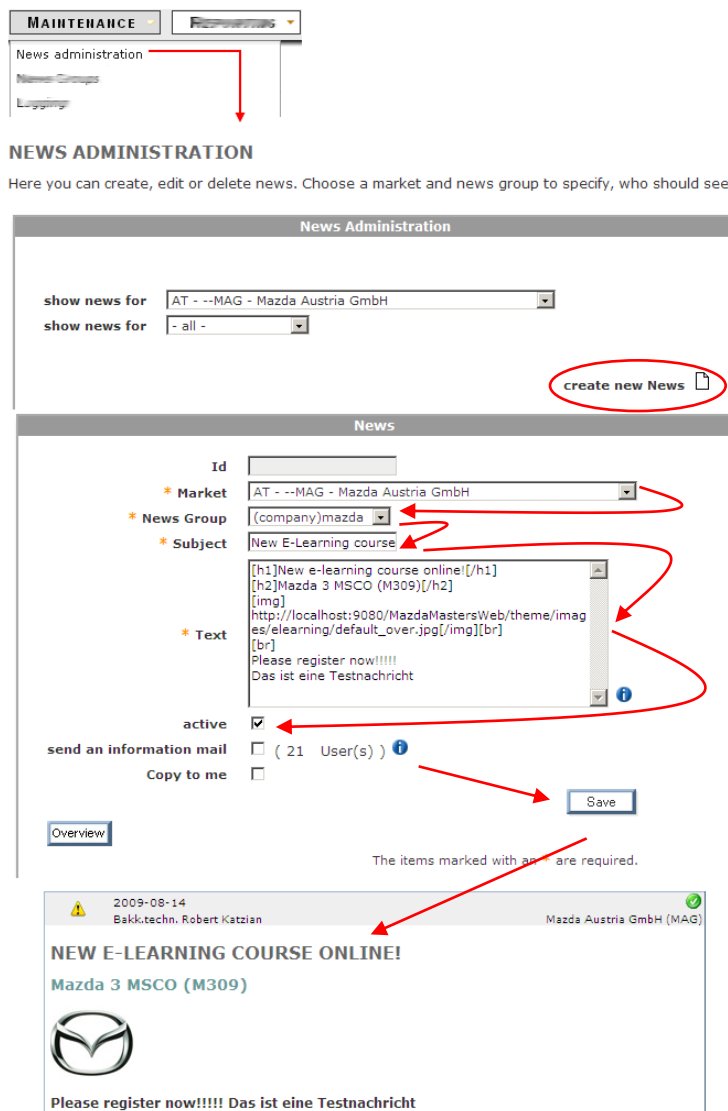
Figure 7 shows the deletion screen for news

Allowed HTML Elements in a news

- **[img] [/img]**
With this tag, images can be presented in the news. After the opening tag [img] a URL can be denoted.
Example: [img]http://www.mazda.at/images/mazda_logo_vi.png[/img]
- **[b] [/b]**
This tag can format text in bold.
Example: [b]This Text will be bold[/b]
- **[u] [/u]**
This formats the text between the tags as underlined.
Example: [u]This Text will be underlined[/u]
- **[i] [/i]**
This displays text as italic.
Example: [i]This text between the tags will be italic[/i]
- **[h1] [/h1] - [h3] [/h3]**
These tags can set different kinds of headlines. Some visual examples can be seen in Figure 8.
Example: [h1]This is the biggest headline[/h1]
[h2]This is a smaller headline[/h2]
[h3]This is smaller than the h2 headline[/h3]
- **[br]**
This tag defines a line break. The [br] tag is also used in the news shown in Figure 8.
Example: This is text in the text field.[br]This text will be in the next line!

Example News

Go to the “News Administration” in the “Maintenance” menu and click on the “New” icon (📄). The entry mask for the news will come up. Now fill out all necessary fields. In Figure 8 one example message is shown. The figure shows the whole process of creating news. If the news is ready, it is possible to send out an information mail to the users of the selected news group. At the third screen in Figure 8 eTAS shows how much users will see the news and gives also the possibility to send these users an information mail. After pressing the “Save” button the message is stored and is immediately visible for the users.



The screenshot illustrates the 'NEWS ADMINISTRATION' process in three stages:

- MAINTENANCE:** A menu where 'News administration' is highlighted with a red arrow.
- NEWS ADMINISTRATION:** A form titled 'News Administration' with the following fields:
 - 'show news for': AT --MAG - Mazda Austria GmbH
 - 'show news for': - all -
 - 'create new News' button (📄 icon, circled in red)
- News:** A form titled 'News' with the following fields:
 - 'Id': [empty]
 - 'Market': AT --MAG - Mazda Austria GmbH
 - 'News Group': ((company)mazda)
 - 'Subject': New E-Learning course
 - 'Text': [h1]New e-learning course online[/h1][h2]Mazda 3 MSCO (M309)[/h2][img]http://localhost:9080/MazdaMastersWeb/theme/images/elearning/default_over.jpg[/img][br]Please register now!!!! Das ist eine Testnachricht
 - 'active':
 - 'send an information mail': (21 User(s))
 - 'Copy to me':
 - 'Save' button
- Result:** A displayed news item with the following content:
 - Date: 2009-08-14
 - Author: Bakkittechn. Robert Katzian
 - Company: Mazda Austria GmbH (MAG)
 - Subject: NEW E-LEARNING COURSE ONLINE!
 - Category: Mazda 3 MSCO (M309)
 - Image: Mazda logo
 - Text: Please register now!!!! Das ist eine Testnachricht

Figure 8 shows the whole process of creating news and the displayed result

4. News Groups

A news group is used to make a distinction between the users, which should see new created news. There are three types of news groups which will be explained in the next section.

To switch to the news group area, the “News Groups” item in the “Maintenance” menu has to be clicked (c.f. Figure 1). In Figure 9 the currently available news groups are shown. The last row in the table can be used for adding another group to the system. Beside every “News Group” item, two action icons are available: The “Edit” icon (✎) modifies an existing news group and the “Delete” icon (✖) removes a group completely.

NEWS GROUPS

Edit existing news groups or add a new one.


























group name	company group 	default group 	global group 	icon name		
TEST22	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	attention.gif		
a1	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	comment.jpg		
Hallo	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	attention.gif		
sdfsd	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	comment.jpg		
TEst	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	alert.gif		
test1	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	alert.gif		
glib	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	time.gif		
newTest	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	crown.gif		
TEST	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	warning.gif		
Tiffy	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	comment.jpg		
<input type="text"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	- please choose -	<input type="button" value="Add"/>	

Figure 9 shows the “News Groups” in the system




Add a News Group

There are three properties, which can be set for a news group. The first part is the group name. This entry has to be unique, so it is not possible to add two news groups with the name “Mazda” for example. In the second part are three different radio buttons available, which define the domain of the news group.

- **Company group**
Only those users, who are in the same market (no sub companies), will see the message.
- **Default group**
All users, who are in the same market or a sub-company, will see the message.
This is default setting.
- **Global group**
All users in the system will be able to see the message.

The chosen domain always relates to the selected market of the created news. At the third part, an icon for the news group has to be set. There are several images available, which can be used. After setting up all these properties the news group can be added by using the “Add” button.

Edit a News Group

To edit a news group you have to be in the “News Groups” section, which can be found in the “Maintenance” menu (c.f. Figure 1). Each row represents a news group. Here again two action icons can be found on the right side. When the “Edit” icon () is used for a news group, the selected news group gets modifiable. In Figure 10 the news group “Mazda” is being edited. The “Save” icon () stores all changes and the “Cancel” icon () aborts the editing process.

Edit existing news groups or add a new one











group name	company group 	default group 	global group 	icon name	
TEST22	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	attention.gif	 
mazda	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	earth.gif	 
Hallo	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	attention.gif	 

Figure 10 shows the site for news groups while an entry is edited

Delete a News Group

If you want to delete a news group, you have to go to “News Groups” section, which can be found in the “Maintenance” menu. Each row provides two action icons, which belong to the corresponding news group. Make sure, that there are no messages assigned to this news group. Otherwise the news group cannot be deleted and an error is displayed. Continue to delete all news, which belong to this news group (see chapter Delete News) until you can securely erase the news group. Select the row with the news group you want to delete and click on the “Delete” icon () to remove the item. After you have clicked the icon, you get a confirmation message. Press the “OK” button to confirm this dialog. Now the news group has been deleted and cannot be used anymore.