

How "Metadata" works in Ektron to bring in content from other pages

The content in this home page (hr.nv.gov)...

The screenshot displays the homepage of the Nevada Human Resource Management website. At the top, the logo for the Department of Administration Human Resource Management is visible, along with the NV.GOV logo and a search bar. A navigation menu includes links for HOME, ABOUT, SECTIONS, SERVICES, CAREERS, RESOURCES, TRAINING, BOARDS/COMMISSIONS, and CONTACT US.

The main content area features a large image of a document titled "Central Payroll" with the text "Providing payroll services to state agencies. click for more." To the right, there is a section for an "Employee Management Committee Meeting" on July 11, 2013, at 09:00 AM, with a list of topics: Free Workshop - Apply for Job, Job Announcements, Merit Award Board, Employee Assistance Pgm (EAP), Statutes/Regulations, and Agency Memos.

Below this is a "WELCOME TO HUMAN RESOURCE MANAGEMENT" section with four columns of services:

- JOB SEEKERS:** Current State Job Openings, How to Apply for a State Job, Information for State Applicants, Job Resources, Click for more...
- STATE EMPLOYEES:** Employee Assistance Program, Employee Development, Class Specifications, Employee Handbook, Click for more...
- HR AND PAYROLL PROFESSIONALS:** Mediation Program, Board Meetings and Agendas, Central Payroll, Central Records, Click for more...
- MOST REQUESTED:** NVAPPs, HEATS & Data Warehouse, Personnel Procedures & Rules, State Holidays, Click for more...

The footer contains four columns of links: STATE OF NEVADA (Home, Directory of State Agencies), DEPARTMENT OF ADMINISTRATION (Home, Directory of Divisions), QUESTIONS? (Feedback Form), and CONTACT (Phone, FAX, Hours and Location, Carson City Location, Las Vegas Location, Email, Nevada State Employees Directory).

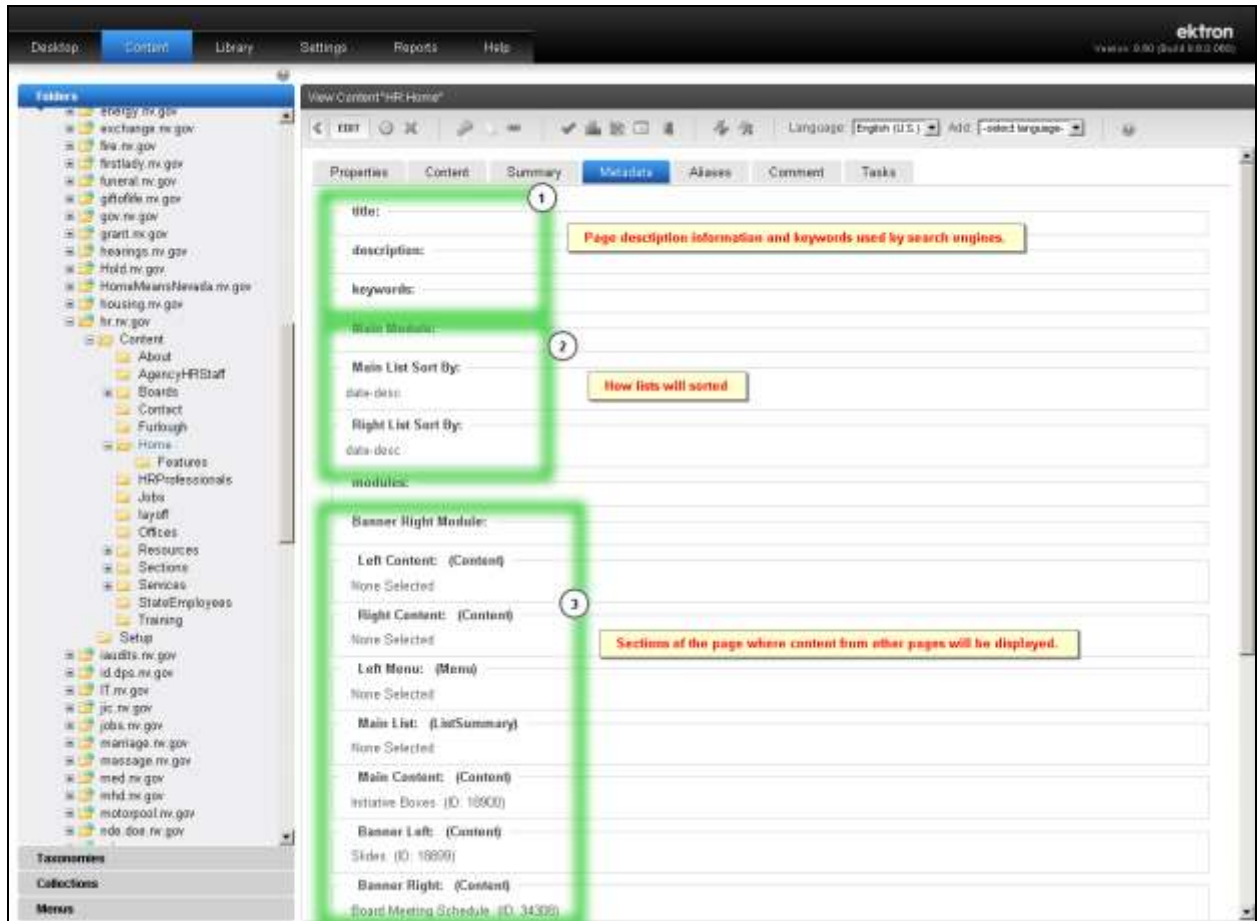
...looks like this in the Ektron workspace for the hr.nv.gov home page.

So, you ask (hopefully), "I don't see anything other than the page heading. Where is the other content coming from if it isn't here?"

This text in the page's workspace ...
...appears here on the web page.

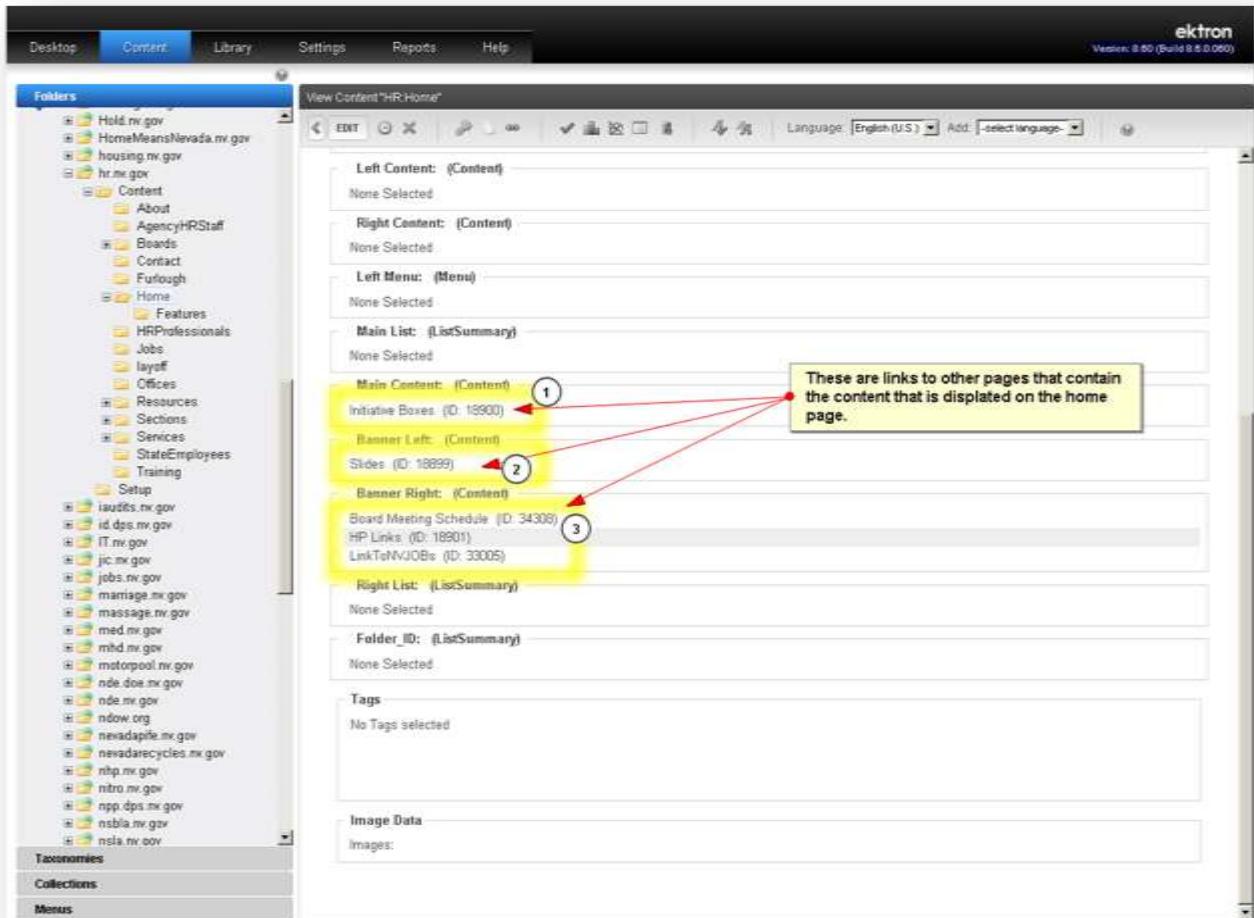
The image shows a side-by-side comparison. On the left is the Ektron workspace interface, displaying a file tree on the left and a central workspace area containing the text "Welcome to Human Resource Management". On the right is the final web page for hr.nv.gov. The page features a header with the NV logo and navigation tabs. Below the header is a profile picture of a woman and a list of links. A yellow box highlights the heading "WELCOME TO HUMAN RESOURCE MANAGEMENT" on the page, with an arrow pointing from the workspace text to it. The page also includes a grid of service tiles and a footer with contact information.

Well, if you select the 'Metadata' tab for the page (at the top) each section (bolded headings) in the Metadata tab page corresponds to different locations on the home page.

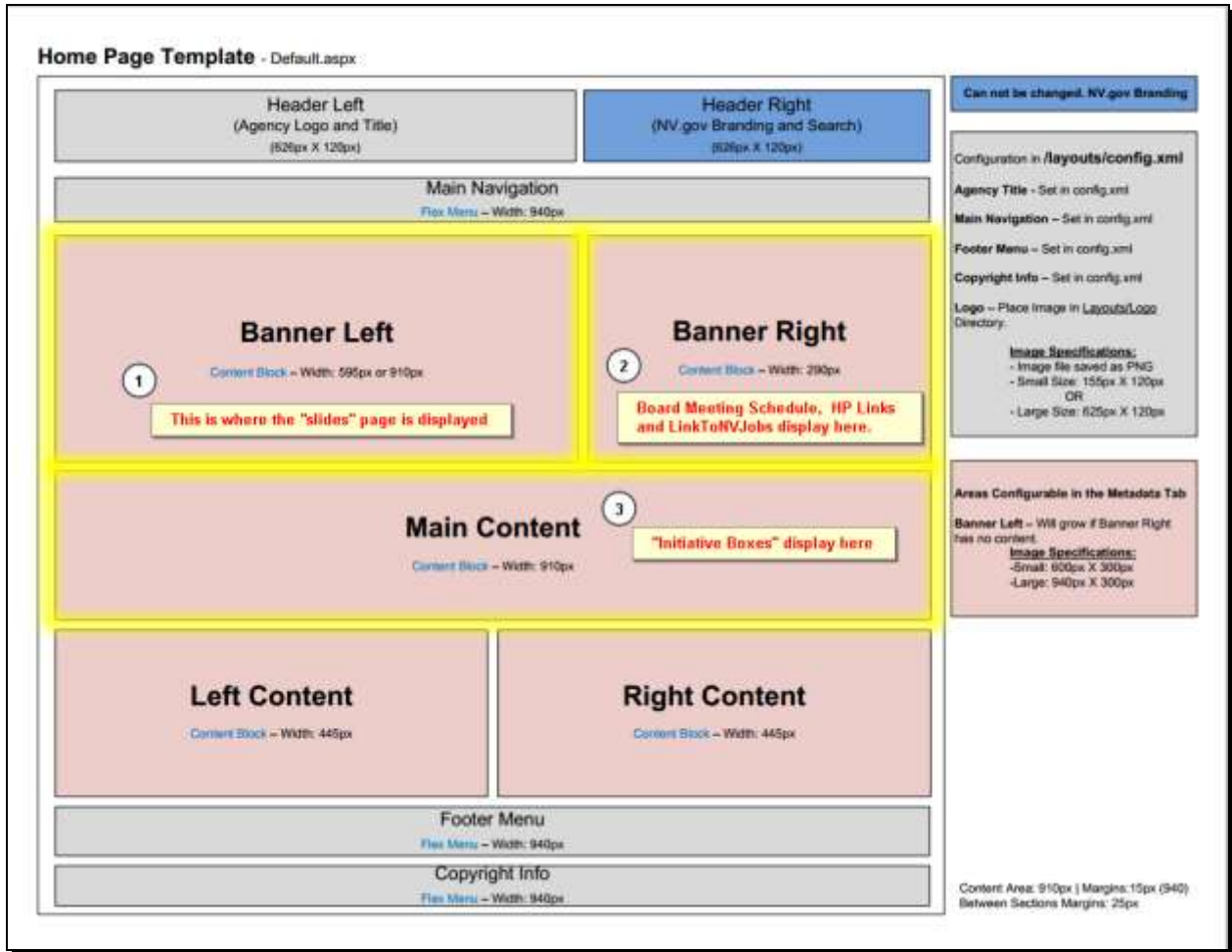


When you scroll down you will find a several sections where that contain links to other pages.

Any section that contains links to other pages basically is telling the system to display whatever is on the other pages in the home page.



Finally, to know where the content will appear you need to have a 'map' of the home page design/template you are using. Here's the template for this site's home page. (found at http://it.nv.gov/uploadedFiles/IT.nv.gov/Content/Sections/Application_Development/Web/Templates.pdf)





Department of Administration

Human Resource Management

EMPLOYMENT OPPORTUNITIES

NV.GOV

Agencies Jobs About Nevada

The Site Only State-Wide

HOME ABOUT SECTIONS SERVICES CAREERS RESOURCES TRAINING BOARDS/COMMISSIONS CONTACT US

Our **MISSION** is to provide exceptional Human Resource services with integrity, respect and accountability.

Our **VISION** is to be recognized as a leader and partner in the management of Human Resources.

Lee-Ann Easton, Administrator
Human Resource Management



1 This is the content from the "Slides" page

Division of Human Resource Management
Lee-Ann Easton, Administrator

Employee Management Committee Meeting

July 11, 2013 @ 09:00 AM

2

Content from "Board Meeting Schedule", "HR Links" and "LinkToNVJobs" pages display here.

- Employee Assistance Pgm (EAP)
- Statutes/Regulations
- Agency Memos

JOBS State of Nevada
Career Opportunities

4 This heading is the text entered in the home page "Content" tab

WELCOME TO HUMAN RESOURCE MANAGEMENT

JOB SEEKERS



- Current State Job Openings
- How to Apply for a State Job
- Information for State Applicants
- Job Resources
- Click for more...

STATE EMPLOYEES



- Employee Assistance Program
- Employee Development
- Class Specifications
- Employee Handbook
- Click for more...

HR AND PAYROLL PROFESSIONALS



- Mediabn Program
- Board Meetings and Agendas
- Central Payroll
- Central Records
- Click for more...

MOST REQUESTED



- NVAPPS
- NEATS & Data Warehouse
- Personnel Procedures & Rules
- State Holidays
- Click for more...

3 This is the "Main Content" section of the Metadata page. The content of the "Initiatives" page is displayed here.

STATE OF NEVADA

Home
Directory of State Agencies

DEPARTMENT OF ADMINISTRATION

Home
Directory of Divisions

QUESTIONS?

Feedback Form

CONTACT

Phone, FAX, Hours and Location
Carson City Location
Las Vegas Location
State Holidays
Nevada State Employee Directory