☐ Hot Topic

Subject: Adding a "Blog Roll" to your site

Tags: Configuration, Homepage, Blog

Created On: 2009-06-30 16:31:37

Show Attachments
Show Advanced
Show HTML Options

The default template that comes with the blog template does not have a "blog roll" configured. However it is relatively straightforward to create one.

Adding links to the database

The actual links are added in the database under "Configuration/Links", and adding a new one involves clicking the "Add Link" button.
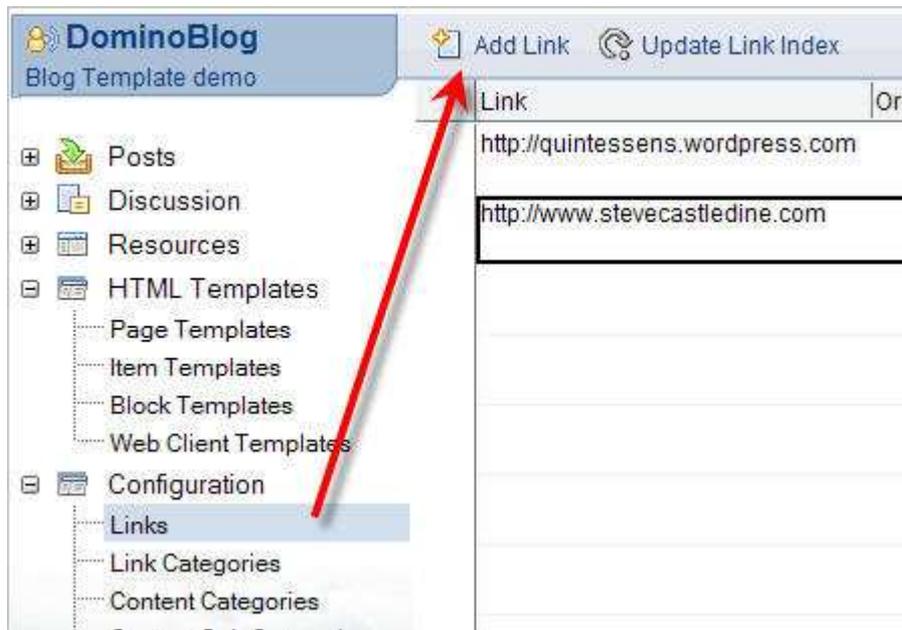
The important fields to complete are then "Link URL" and "Link Text".

We should then also complete the "Description" field within the "Advanced" tab.This will form the text for the "hover over" within your site.

Adding the blog roll to the site design

From within the default design we have a "Block Template" - "RightSidebar" that controls what appears on the sidebar. The important tag to use here is "$DXLinks$".

So to position our blog roll we need the following html (within the default design):

```
<div class="list">
    <h3>Blog Roll</h3>
    <ul><$DXLinks$></ul>
</div>
```

Configuring the list html

In the above html you will notice the use of "Unordered List HTML tags" around the blog roll tag. We therefore needed to make sure each of our links was surrounded by the appropriate list item tags:

We do this within the configuration document (this is the default anyway) under "Formatting\Links\Lists". The fields to edit are "Link Prefix HTML" and "Post Text/HTML.

Forcing the Blog Roll List to update

Sometimes your blog roll does not update immediately, especially if you have made configuration changes. To force an update use the "Troubleshooting\Rebuild Site Indexes" button that can be found within the link view.
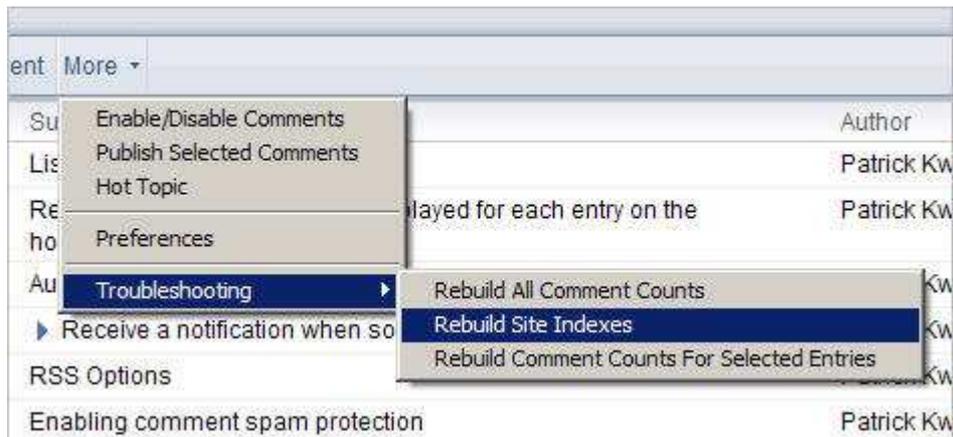
Here is an example how the result could look like:
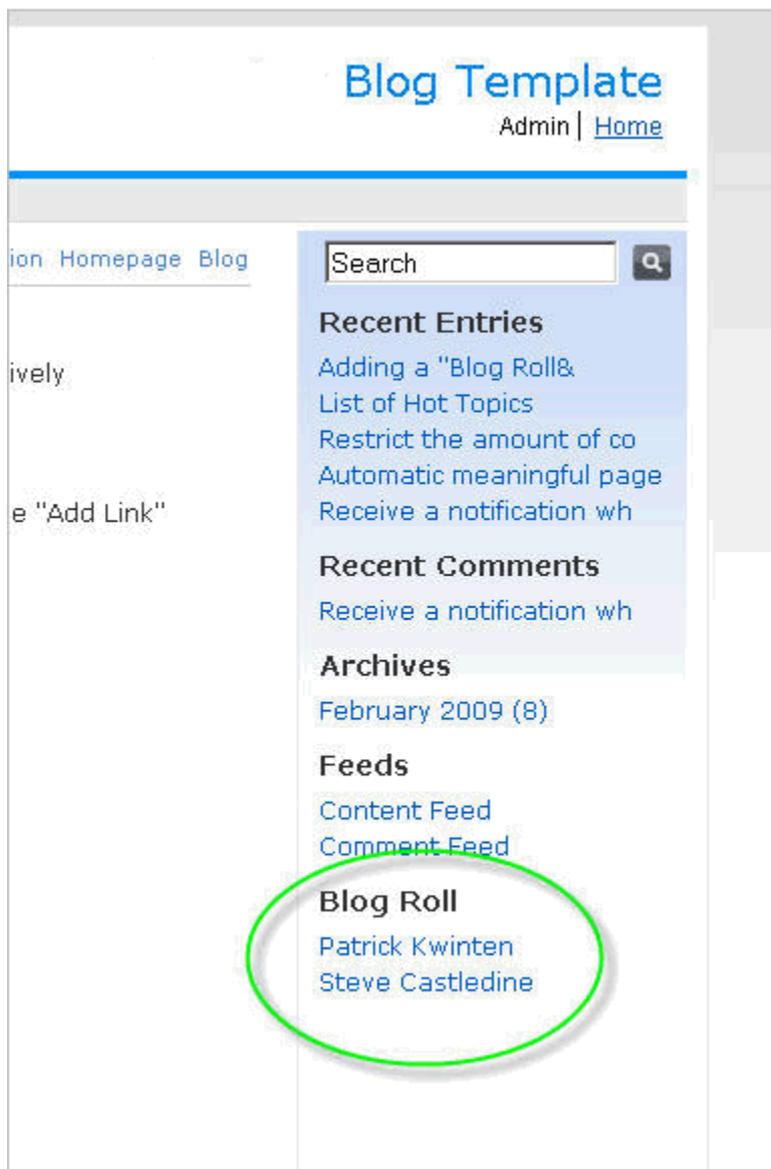
⊠ Hot Topic

Subject: List of Hot Topics

Tags: Homepage, Hot topics, Instructions

Created On: 2009-06-30 16:31:37

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One of the things you can add to your blog is a list of "Hot Topics". There is a two stage process to this. First adding the html to your sidebar to display these "hot topics" and then marking individual documents to become part of this list.

Adding the HTML to display your Hot Topics .

The tag <$ DXHighlighted $> works in the same way as the tags for recent entries, recent comments etc. You place the tag in your html surrounded by unordered list html and the application does the rest for you .

So we edit our "Block Template" - "LeftSideBar" (from the default template).
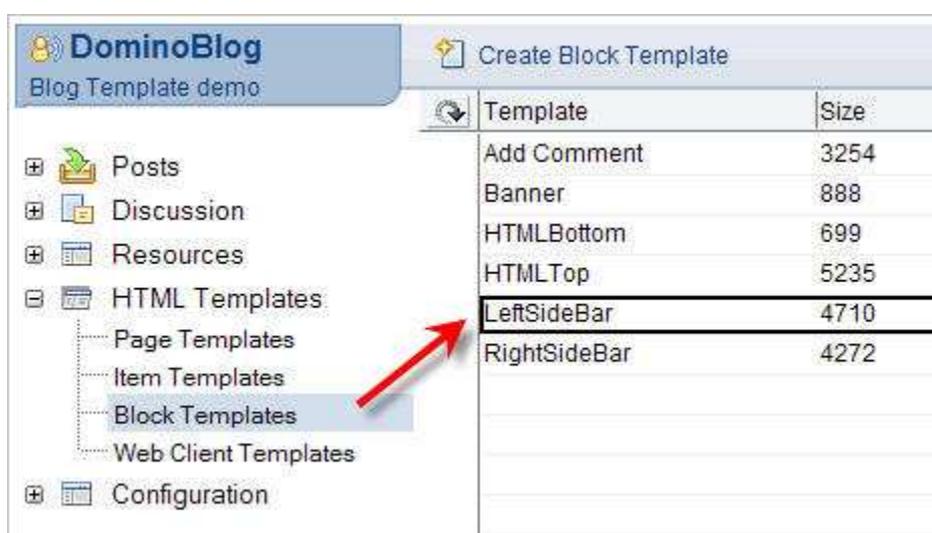
I will add the following code where I want my hot topics to appear (important part in bold):

```
<div class="list">
    <h3>Hot Topics</h3>
    <ul><$DXHighlighted$></ul>
</div>
```

I can place this anywhere on the document, but in this example we place it right below the Tags box. This will result in this:

Marking entries to appear on our "Hot Topics" list

We have setup our "Hot Topics" list, so now we need to mark entries/documents to appear in it. There are two ways of doing this.
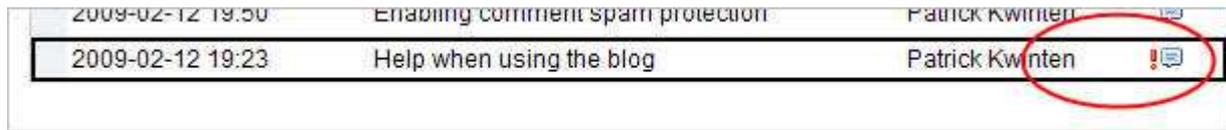
- Firstly when we create new content we can goto the "Categories/Tags" tab and select the "Highlighted" option:

- The second way is to do it from any of our Content views by using the menu "Mark Highlighted" (we also have "Mark NOT Highlighted" to turn off). This can be used on a single document or multiple documents selected in the view:

Highlighted documents then appear in the view like this:

Remember that the index may not update immediately (for caching purposes it may take 10 minutes). In order to force an update use the option "Rebuild Site Indexes" from the "Wizards/Administration" menu:

Changing the Configuration

As with all lists on your site you can change the formatting and number of items etc. This can be achieved within the configuration document, tabs "Formatting/Lists/Content/Highlighted":

CONFIGURATION DOCUMENT Sandvik Blog Template

SEDLNS25 Blog Template demo

Site Settings | Templates | Search | Formatting | Syndication etc | Discussion | Logging | Web

Lists | Categories | General |

Content | Comments | Links |

Recent | Months | Podcast | Highlighted | Revised | Recent Edits |

Max Number of 'Highlighted Entries'	5
Template for List: (Rest of settings ignored if used)	
Prefix Text/HTML:	
Post Text/HTML:	
Include tag after each entry?:	○ Yes ● No
Link to Just Document or with Inline Comments?	○ Document ● Inline
Number of Characters Width in Highlighted List	25
HTML/Text for Highlight Icon:	*

☐ Hot Topic

Subject: Restrict the amount of content displayed for each entry on the homepage

Tags: Configuration, Homepage

Created On: 2009-06-30 16:31:37

By default when you create new entries in the blog database, the full entry is displayed on the homepage. Sometimes it might be preferable to show a small amount of the text and/or have users click a "continue reading" link to read the rest.

Continue Reading functionality

One method you can use is the Continue Reading functionality. To use this, you have the menu option "Insert/Continue Reading Marker".
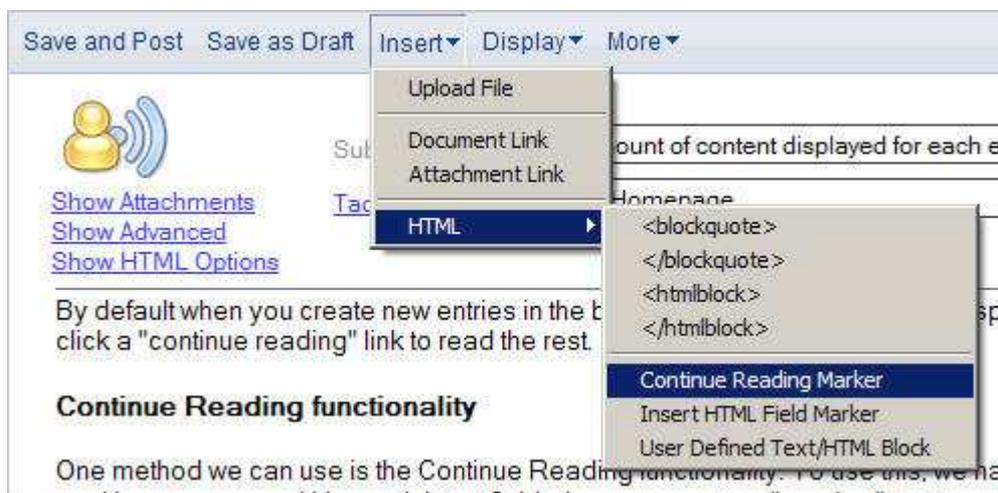
You position our cursor within our rich text field where you want our "preview" text to end and select "Insert/Continue Reading Marker". This then inserts a special tag "<$ DXContinueReading $>" at that position which instructs the application to only show the content up to that point on your homepage.

The system then also creates a link to the full article automatically positioned at the start of the rest of the content.

A final thing you can do is to configure the text positioned around the title of the content. So instead of having "Continue Reading" we could have something like "Read More>" instead. To edit this text you go to the configuration document tabs "Formatting/General/Continue Reading" fields "Prefix Text/HTML" and "Post Text/HTML".
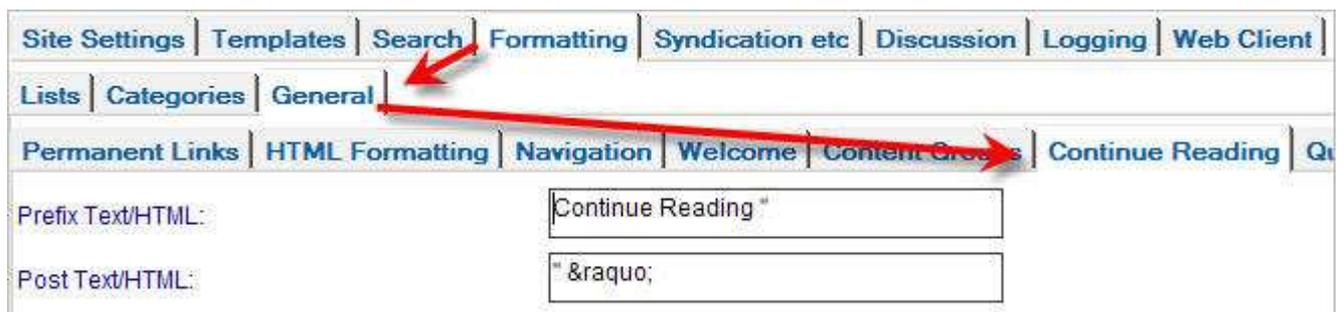
☐ Hot Topic

Subject: Receive a notification when someone adds a comment

Tags: Discussion, Configuration, Mail
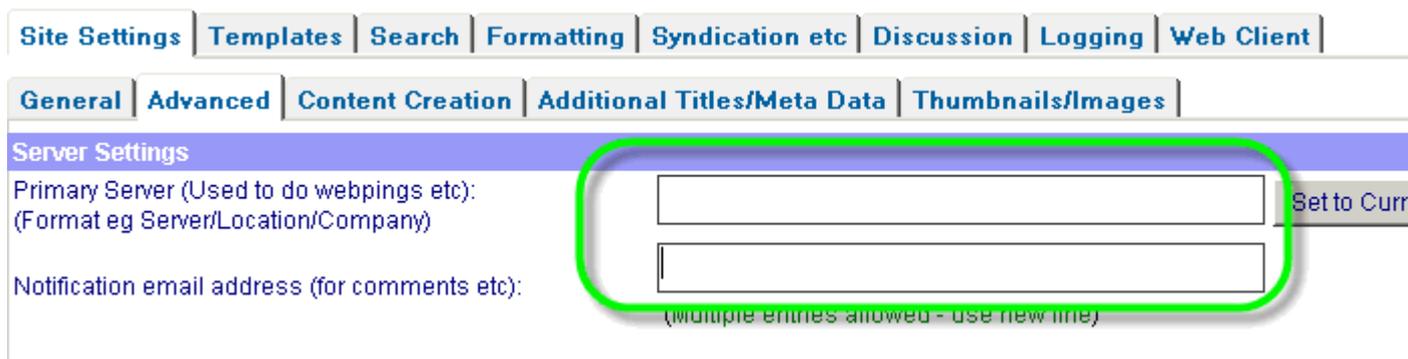
Created On: 2009-06-30 16:31:37

The blog template has the facility to notify you or a group of people when someone has added a comment to your site.

There are two stages to setting this up. The first is to specify who gets emailed, and the second is switching the feature these are performed within the configuration document.

Creating a notification list

The first step is to specify who should be notified. You specify this in the configuration document tabs "Site Settings" - "

Enter your notification list within the field "Notification email address (for comments etc)". Each separate entry is just a press enter after each one).

Turning the feature on

Again within the configuration document go to tabs "Discussion" - "Basic". Switch the field "Notify via Email of Site Com to enable:

Save and Close the configuration document and you are done!

Subject: RSS Options

Tags: RSS, Configuration

Show Attachments
Show Advanced
Show HTML Options

Created On: 2009-06-30 16:31:37

By default the blog template provides RSS feeds out of the box and on the default theme you can see links to these on the right side:

Modern browsers like Firefox will pick up this feed automatically because the template injects some code into your page source to notify the browser:

RSS Settings

RSS is switched on by default, and presents an abstract of your content. You can change the length of this abstract or switch to providing full content within your feed and/or adjust the number of entries to include in your RSS feed etcetera within the configuration document.

These settings are stored within the tabs "Syndication etc \ RSS Feeds":

Here is a summary of each option:

Enable RSS
- Determines whether RSS is allowed. Default is "Yes".

Content RSS Link Text
- Sets the link text/html for the "Content" RSS as you can see in the first screenshot above.

Comments RSS Link Text
- Sets the link text/html for the "Comment" RSS as you can see in the first screenshot above.

Recently Revised RSS Link Text
- Sets the link text/html for the "Recently Revised Content" RSS.

RSS Output method
- This option controls how the main RSS content (the one hit the most) is created on the server side. The default here is "Agent (Feed.rss)". This means that an agent is being used to generate the RSS and the resulting URL ends with feed.rss.

It is recommended to stick with the default but other options are:
- Agent (blog.rss) - This is here for backwards compatibility. Originally the template had this as its default but as the template was used for non blog purposes "blog.rss" was replaced by "feed.rss".
- View - Potentially using this option reduces the burden on your server as it removes the requirement for an agent to display the RSS. From experience however the RSS agent does not cause any performance issues and this has been demonstrated by some high volume sites using this method. Should a view be used then the end part of the URL is "content.rss".
  In addition the view does not create any RSS logging.
- Document - This option is again designed at reducing server burden as the RSS is pre-calculated and stored in a notes document. You can also assign a name for your feed using the "RSS File Name" field. Again no RSS logging is available for this option.

Send Description as Link
- Default is "No". If set to "Yes" then the RSS output will include no content just a link back to your webpage.

Show Full Entry in RSS ? (Content Encoded)

- Default is "No". If set to "Yes" then full content is sent with RSS feed rather than just a short abstract.

Description Source - Web Pages
- See next option - but for "Web Pages" rather than standard content.

Description Source - Content
- This setting decides where the default content is retrieved from. The default is the standard Rich Text field. You can also select "Auto from HTML" which is the "Text/HTML" field that can be located within the "Text/HTML< head >" tab (this allows you to paste in html that will not be changed/parsed by the system).

You can also select "Manual" which will take any content you type in the "Short Description" field which can also be found within the "Text/HTML/< head >" tab.

Length of Description String
- If you want the option to have an abstract of the RSS (default) rather than full content then this field controls the number of characters the system will use to auto generate this from the field determined by "Description Source".

Item Description if empty
- If RSS description/content is empty send this string instead.

Number of Latest Items for Feed
- Controls number of item in feed. Default is "20"

Remove Formatting from Feed (Description)?
- Default is "Yes". This setting removes formatting from the description/abstract of your feed (not if full content). So the resulting fee is plain text only.

Remove Images From Description ?
- Default is "Yes". This setting removes images from the description/abstract of your feed (not if full content).

Replace Image Tags with (Description)
- If images are removed from your description/abstract, then they are replaced with this text.

Text for end of RSS Description tag
- When you use a short description in your RSS field this setting determines what goes at the end of the text. The default is "...". You may also wish to place a copyright notice at the end of each entry.

Wrap Description Tag with CDATA
- "CDATA" allows you to place formatted text within XML without breaking the XML structure. By default the full content and the short description is enclosed within this. This setting allows you to turn it off for the short description.

Number of Latest Comments for Feed
- This controls the number of entries within your "comment" feed.

RSS Item Prefix Text /HTML
- If your RSS feed is being used within another site or if you just wish to protect your RSS with a copyright (or place an ad), then this field allows you to set some fixed text that will be added to the beginning of each RSS entry.

RSS Item Post Text /HTML
- As above but adds this text to the end of each entry.

Use Technorati Tag for Categorization ?
- Setting this option to "Yes" (the default is "No") tells the system to use your "Tag" set within the "Categories/Tags" tab as the category within your RSS feed instead of the category field.

XML/Content Encoding
- Allows you to adjust the Content Encoding text sent with the RSS Feed.

Feed Language
- Allows you to adjust the Feed Language text sent with the RSS Feed.

☐ Hot Topic

Subject: Enabling comment spam protection

Tags: Spam, Discussion, Configuration

Show Attachments
Show Advanced
Show HTML Options

Created On: 2009-06-30 16:31:36

Spam protection is by default not enabled for a blog. When the blog is available from outside (internet) this is one of the
you would like to enable.

Enabling Spam Protection

To enable the spam protection you need to go to the configuration document tabs Discussion \ Validation. There you se
Spam Check?" setting to "Yes":

Link Throttle

This setting is a small defence against manual spammers who post a list of links on your site . This field restricts thus the
of links allowed before the comment is refused.

"Link Throttle" is set by default to "3" so people who post comments are limited to three links and will be rejected in such
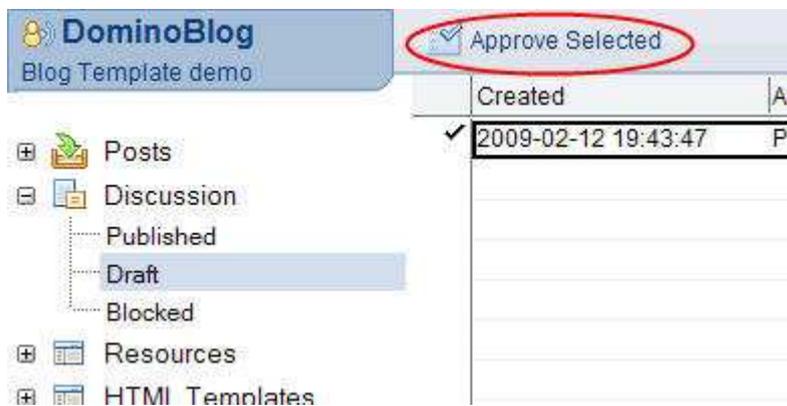

Approving Comments

The ultimate spam protection is however disabling the ability for comments to be automatically approved . This is achiev

setting the field "Default Status of Web Comments" to "Draft":

Comments will then be published until you go to the view "Discussion/Draft" and use the "Approve Selected" button.

⊠ Hot Topic

Subject: Help when using the blog

Tags: Help, Instructions

Created On: 2009-06-30 16:31:36

In the 'Help for Lotus Notes 8' is a section available that describes how to use the blog template :

▶ Contacts
▶ Instant messaging
▼ Web logs (blogs)
    ▶ Creating blogs
    ▶ Adding content to blogs
    ▶ Managing discussions
    ▶ Managing blog resources
    ▶ Managing HTML templates
    ▶ Configuring blogs
       Using the template Web browser client to administer the blog
▶ Searching for information
▶ Working with Notes documents
▶ Using Notes offline

Read it and improve your blog-writing!