

# Bitrix Site Manager 4.0

News Creation Quick Start Guide



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## Introduction

This manual describes an example of using the Information Blocks module as a media for creating the site news section.

This system module offers vast capabilities in creating different news block on your site. For example, if your site contains a partner section, you can create a special section "Partner news" and make it available to users of a specific group only. If you want to inform your visitors about new products added to the Catalog, you can create the **Catalog News** information block in which you can advertise new items in stock.

This guide offers an example of creating the **Company News** block in the **Company** section of the site.

The following actions are to be performed to accomplish this task:

- § create a new information block type - **News**;
- § create an information block **Company News**;
- § create news sections: **Services** and **Product News** (optional step);
- § add news;
- § display the information block in the public section.

## Creating a News Block

### Create a new information block type

- To create a new information block type, you have to switch to the administrative section and open the **Information blocks** module settings page. You can do it in the following two ways:

§ go to **Information blocks** -> **Module settings** (button  on the control toolbar)

or

§ menu **System settings** -> **Settings** -> **Information blocks**.

- On this page, you have to adjust the **Information blocks** module settings and create the new information block type: **News**.

- Common settings of the module:

Use visual editor	<input checked="" type="checkbox"/>
Show code from external DB source	<input type="checkbox"/>
Modify titles on the list pages	<input type="checkbox"/>
Path to exported RSS files	<input type="text" value="/upload/"/>

§ Check the box **Use visual editor...** If you want to edit your information blocks in the visual HTML editor which offers text format options, adding images, creating links and so on.

§ The field **RSS export path** should contain a valid path relative to the site root to the directory in which the RSS files containing latest data on the information block contents will be stored. RSS files enable to exchange information with other information systems in the RSS format.

- The following form is used to create a new information block type:

Code: news	Delete: <input type="checkbox"/>		
Contains sections:	<input checked="" type="checkbox"/>		
Use RSS export:	<input checked="" type="checkbox"/>		
Sorting index:	<input type="text" value="100"/>		
Save operation handler:	<input type="text"/>		
File with element editing form:	<input type="text"/>		
Language	Name	Sections	Elements
Russian:	<input type="text" value="Новости"/>	<input type="text" value="Группы"/>	<input type="text" value="Новости"/>
English:	<input type="text" value="News"/>	<input type="text" value="Groups"/>	<input type="text" value="News"/>
German:	<input type="text"/>	<input type="text"/>	<input type="text"/>

- § the **New code** field should contain the unique symbolic code that uniquely identifies a new information block type in the system. Latin symbols are only allowed;
- § checking the box **Contains sections** means the information blocks of this type may have hierarchal structure, i.e. they may contain sections. For example, the **Company news** information block may contain the sections **Services** and **Product news**;
- § to enable the RSS data exchange, check the box **Use RSS export**;
- § the field **Sort index** may contain the “weight” of this information block. The weight defines the information block position in the list of information blocks;
- § the fields **Name**, **Sections**, **Elements** should have the **name of information block type**, name of sections and name of elements respectively. You need to provide names in all languages in which the entity name will be displayed. For example, the information block type **News** may contain sections **Groups** and elements **News** for the English language;

- Click **Save** to save all settings.
- After you have saved the newly created information block type, the latter becomes available in the **Information blocks** section of the administrative menu.



## Create a new information block

1. To create a new information block **Company News**, switch to the **News** information block page (**Administrative section** -> **Information blocks** -> **News**). Click **Add**.
2. The new page will display a form that you can use to create a new information block.
3. Specify parameters of the new information block in the **Parameters** section:

Parameters	
Record active:	<input checked="" type="checkbox"/>
Mnemonic code:	<input type="text" value="comp_news"/>
Sites:	<input checked="" type="checkbox"/> [ru] DemoSite <input type="checkbox"/> [en] International
*Name:	<input type="text" value="Company news"/>
*Sorting index:	<input type="text" value="100"/>
Element list page URL (#SITE_DIR#, #SERVER_NAME#, #IBLOCK_ID#)	<input type="text" value="#SITE_DIR#/news/index.php?ID=#IBLOCK_ID#"/>
Section page URL (#SITE_DIR#, #SERVER_NAME#, #IBLOCK_ID#, #ID#, #EXTERNAL_ID#, #CODE#, #IBLOCK_CODE#, #IBLOCK_TYPE_ID#, #IBLOCK_EXTERNAL_ID#):	<input type="text" value="#SITE_DIR#/news/list.php?ID=#ID#"/>
Detailed view page URL (#SITE_DIR#, #SERVER_NAME#, #IBLOCK_ID#, #ID#, #EXTERNAL_ID#):	<input type="text" value="#SITE_DIR#/news/detail.php?ID=#ID#"/>

- § check the box **Record active** to make the new block active (active information blocks can be displayed in the public section);
  - § specify a unique symbolic code in the field **Mnemonic code** (can be used to select information from the database). Latin symbols are only allowed;
  - § select a site that will display this information block in the field **Sites**;
  - § type the name of the new information block in the field **Name**;
  - § the field **Sort index** contains the “weight” of this information block. The weight defines the information block position in the list of information blocks;
  - § the **URL** fields should contain valid paths to pages that will display lists of elements (in our case, **news**), list of section elements (in our case, list of **news** from one **group**) and the detailed view of elements (in our case, **news text**).
4. The **Properties** section can be used to define properties related to all elements (**news**) of the created information block:

Properties							
(click the button beside property to edit details):							
ID	Name	Active	Type	Mult.	Sorting	Code	Modif. Delete
	publication date	<input checked="" type="checkbox"/>	String	<input type="checkbox"/>	500	date	...
		<input checked="" type="checkbox"/>	String	<input type="checkbox"/>	500		...
		<input checked="" type="checkbox"/>	String	<input type="checkbox"/>	500		...
		<input checked="" type="checkbox"/>	String	<input type="checkbox"/>	500		...
		<input checked="" type="checkbox"/>	String	<input type="checkbox"/>	500		...

In our case, we create a property **Publication** date for all elements of the **Company news** information block.

- § Specify the name of the property in the **Name** field.
- § Check the box **Active** to activate the property.
- § Select the property value type in the **Type** field.
- § As the new property does now assume multiple values, clear the box **Mult.**
- § Specify the weight of the new property in the field **Sorting**. This parameter defines the position of the property in the property lists.
- § Type the property unique symbolic code in the field **Code**.

If you want to set the default property value for all elements (**news**), click the **Modif.** button to switch to the property editing page:

Detailed property preferences:	
ID:	New
Mnemonic code:	<input type="text" value="date"/>
Name:	<input type="text" value="publication date"/>
Property active:	<input checked="" type="checkbox"/>
Type:	<input type="text" value="String"/>
Multiple:	<input type="checkbox"/>
Sorting:	<input type="text" value="500"/>
Default values:	<input type="text"/>
Input field size (Rows and Columns):	<input type="text" value="1"/> x <input type="text" value="30"/>
Property values will be used in search:	<input type="checkbox"/>
Use property field in a filter on the element list page:	<input type="checkbox"/>
Display value description field:	<input type="checkbox"/>
<input type="button" value="Continue..."/> <input type="button" value="Reset"/>	

If you have provided the default value, all newly created news will have the property set to the specified default value.

Click **Continue...** to switch back to the information block creation page.

- In the **Description** section, provide the information block description and (if needed) the image that will be displayed beside the information block text in the public section. You can add the description text by using either the simple text editor or the HTML editor. The latter allows applying any styles to the text. To select between the text and HTML editing modes, choose the corresponding radio button.

- Text editor:

Description:	
Image:	<input type="text"/> <input type="button" value="Browse..."/>
<input checked="" type="radio"/> Text / <input type="radio"/> HTML <input type="checkbox"/> Use visual editor	
<input type="text" value="The latest news about company products and services"/>	

- HTML editor:

**Description:**

Image:

Text /  HTML  Use visual editor

(no style) Times New Roman 3

The latest news about company products and services

- In our case, we do not use the RSS exchange options, so we do not provide any information in the RSS section.
- Assign the desired permissions to the user groups in the **Access rights** section. You can set the permission to access, read or modify the information block contents.

**Access rights:**

Everyone [2]:	<input type="text" value="Read"/>
Registered users [11]:	<input type="text" value="Read"/>
Partners [5]:	<input type="text" value="Read"/>
Customers [6]:	<input type="text" value="Read"/>
Content editors [4]:	<input type="text" value="Workflow"/>

As the news can be created in the workflow mode, you can select which user groups to give the workflow permission.

**Note!**

The workflow mode is only available if the **Workflow** module is installed.

- Click **Add** to save the created information block.
- After the save, you can access the created information block in the list of information blocks of this type. The **Company News** information block will be displayed on the page containing the information blocks of the type **News**.

## Create the information block sections

Creating the news sections is not a mandatory condition required to publish the news. You can skip this step. In this case, when you add news, they will be added to the information block Company News without grouping (i.e. these news will have the **top level** as the **parent section**).

1. To add sections to the information block, switch to the section adding page by clicking the link titled after the section name (e.g. **Groups**):

ID ▲ ▼	Modif. ▲ ▼	Active ▲ ▼	Site ▲ ▼	Sort. ▲ ▼	Name ▲ ▼	Actions
27	10/04/2005 16:33:21	<input checked="" type="checkbox"/>	ru	100	Company news	<a href="#">Groups (0) +</a> <a href="#">News (0) +</a> <a href="#">Modify</a> <a href="#">Delete</a>

2. Click **Add** to create a new **Group**.
3. In the section creation form, specify the new section parameters:

Record active:	<input checked="" type="checkbox"/>
Parent level:	Upper level ▼
*Name:	Services
Sorting index:	100
Mnemonic code:	service
Image:	<input type="text"/> Browse...
Large picture:	<input type="text"/> Browse...
<b>Description:</b>	
<input checked="" type="radio"/> Text / <input type="radio"/> HTML <input type="checkbox"/> Use visual editor	
Company services	

- § Check the **Record active** box to activate the section.
- § As the section has no any parent section, select **Top level** as the parent section level.
- § Type the section name in the field **Name**.
- § Specify the weight of the new section in the field **Sorting**. This parameter defines the position of the section in the section lists.
- § Specify a unique symbolic code in the field **Mnemonic code**. Latin symbols are only allowed.
- § Upload any images for this section, if required..
- § Type the section description in the **Description** section, by using either the simple text editor or the HTML editor. The latter allows applying any styles to the text. To select between the text and HTML editing modes, choose the corresponding radio button.

4. Click **Add** to save the new section.
5. The section **Product News** can be created in the similar way.

## Add news

1. To add the news, click the link titled by the information block element name (**News**). This link can be found in the **Actions** column of the table of information blocks or information block sections:

ID ▲ ▼	Modif. ▲ ▼	Active ▲ ▼	Sort. ▲ ▼	Name ▲ ▼	Actions
141	10/04/2005 16:45:56	<input checked="" type="checkbox"/>	100	Services	<a href="#">Groups (0) [+]</a> <a href="#">News (0) [+]</a> <a href="#">Modify</a> <a href="#">Delete</a>

2. Click **Add** in the list of elements (news) to add a new element.
3. In the news creation form, specify parameters of the news as well as its contents:

Status:	[1] Published ▼
Record active:	<input checked="" type="checkbox"/>
Active period:(MM/DD/YYYY)	10/01/2005 [1] ... 10/31/2005 [1]
Link (multiple):	<ul style="list-style-type: none"> <li>Upper level</li> <li>. Services</li> <li><b>. Product news</b></li> </ul>
*Name:	Special solution for small business
Sorting index:	500
Mnemonic code:	sp_sol

- § To make the news visible (published) right after it is created, set its **Status** to **Published**.

### Note!

The field **Status** is only visible if the module **Workflow** is installed. You can create and customize status, assign permissions to user groups according to the status in the **Workflow** module.

- § Check the box **Active** to make the news display in the public section.
- § The field **Active period** is used to specify the period during which the news will be displayed in the public section.
- § In the field **Link**, select the news section in which the news is to be created. In our case, select the **Product News** section.
- § Type the news title in the field **Name**.

- § Specify the news weight in the field **Sorting Index**. The *less* is the weight, the *higher* is the news positioned in the list.
  - § Specify a unique symbolic code in the field **Mnemonic code**. Latin symbols are only allowed.
4. Provide the default values of properties specified for all elements of this information block (see [Create a new information block](#), pt. 4).

Property values:	
publication date:	<input type="text" value="10/01/2005"/>

5. In the **Brief description** section, provide the news brief text and image used to announce the news in the public section.

Brief description:	
Image:	<input type="text" value="C:\box_4_smb.jpg"/> <input type="button" value="Browse..."/>
<input type="text"/>	
<input checked="" type="radio"/> Text / <input type="radio"/> HTML <input type="checkbox"/> Use visual editor	
<div style="border: 1px solid gray; padding: 5px; min-height: 100px;">           Bitrix Site Manager Small Business edition is the special solution for small and medium scale companies.         </div>	

6. The **Full Description** section is used to provide the full text and image of the news which will be displayed on the news details page.



Full description:	
Image:	<input type="text" value="yнкитbox_4_smb_s.jpg"/> <input type="button" value="Browse..."/>
<input type="text"/>	
<input checked="" type="radio"/> Text / <input type="radio"/> HTML <input type="checkbox"/> Use visual editor	
<div style="border: 1px solid gray; padding: 5px; min-height: 100px;">           Bitrix Site Manager Small Business edition is the special solution for small and medium scale companies. Small Business edition enables launching an E-shop with a minimum of capital expenditures. Now the small-scale companies can entirely utilize possibilities of Internet sales.         </div>	

7. Click **Add** to save the news.
8. Add more news in the same way.

**Note!**

If a user does not need all fields of this form, or if some other information block fields are required to be added, you can alter the information block element creation form. See the product help section for more information.

## Publishing the news in the public section

You can publish the created news in the public section by using the visual editor and the information block components. To launch the visual editor, you can click the button  (create a new page in the current section) or  (edit current page) on the control toolbar.

You can create the following pages devoted to handle the news information block in the public section:

- § all news view page (grouped by information blocks);
- § a single information block news view page;
- § page with list of news of one information block section;
- § news details view page;
- § news RSS export and import page.


Examples of such pages can be found in chapter [Results](#).

In this chapter you will learn how to create a page containing a list of news of a single information block and add the detailed news view function to it.

### Note!

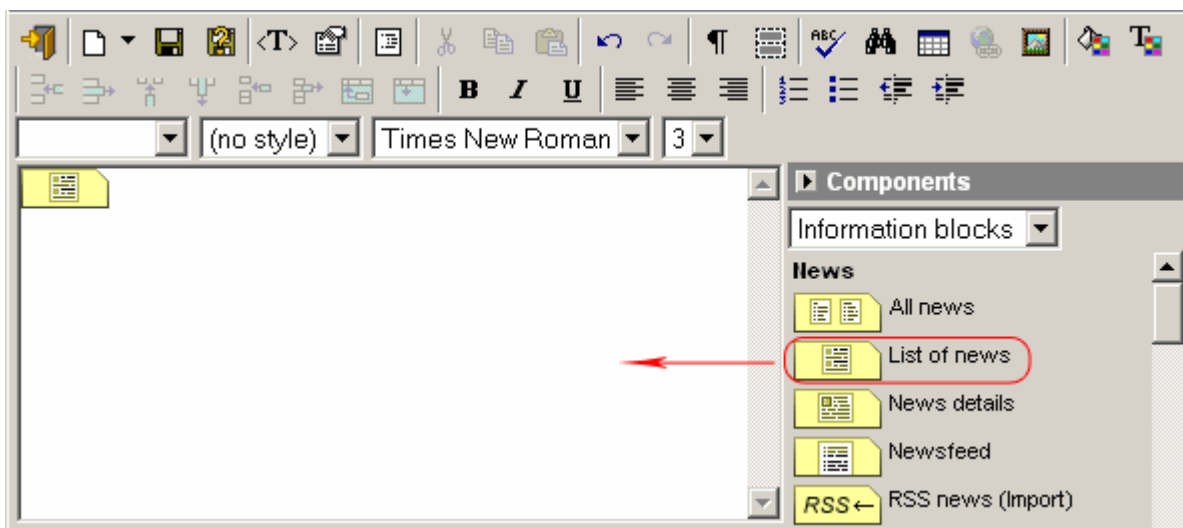
The information block components are the tools used to publish information blocks in the public section of the site. These tools expose properties which can be used to customize the appearance of an element list. The components can be customized in the public section by adding or removing fields in the component customization toolbar. These changes do not affect the system kernel.

Perform the following steps to publish the news.

1. Switch to the public section of the site.
2. Before you start allocating an information block, please first switch to the section where it is to be published. In our example, the **Company News** information block will be placed in the section **Company**.
3. Now that you are in the desired section, click the button  (create a new page in the current section).
4. In the drop-down list on the **Components** bar select the **Information blocks** option.

### Create a page with the list of news

1. Select the component **List of news** and drag-and-drop it into the page.



2. After that, the component properties bar will be shown at the bottom of the page. If you cannot see the properties bar, click on the component you have just added to the page.

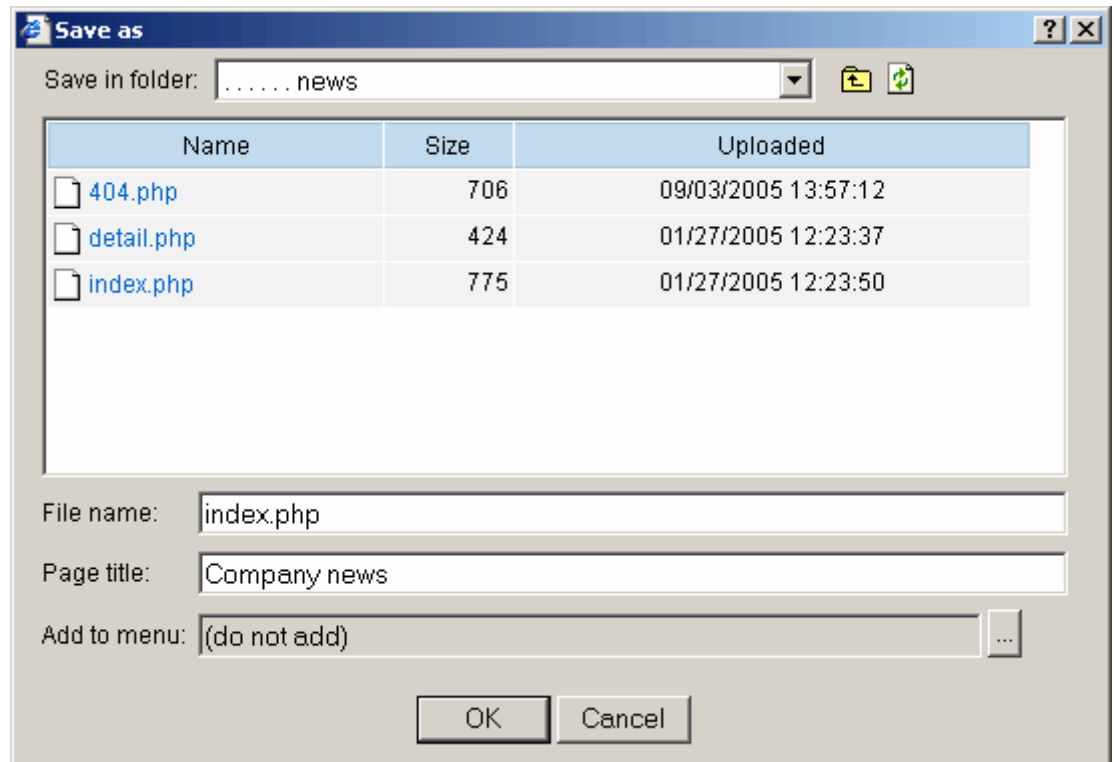
List of news - [Information blocks]	
Type of information block (used for verification only):	News <input type="button" value="OK"/>
Information block code:	Company News <input id"]}"="" type="text" value="=\${_REQUEST["/>
News per page:	<input type="text" value="20"/>
Field for the news first sorting pass:	Date of last change <input type="text"/>
Direction for the news first sorting pass:	Descending <input type="text"/>
Field for the news second sorting pass:	Name <input type="text"/>
Direction for the news second sorting pass:	Ascending <input type="text"/>
Time to keep the cached result (0 - do not cache):	<input type="text" value="0"/>

The bar contains the following fields.

- § **Type of information block:** select the type of the information block. In our case, select **News**;
- § **Information block code:** select the information block that you want to place on the page (e.g. **Company News**);
- § **News per page:** this field contains the number of information block elements (news) that can be displayed on a page simultaneously;
- § **Field for the news first sorting pass:** select the property by which the news are to be sorted in the first place;
- § **Direction for the news first sorting pass:** select the sort direction. For example, if you select **Descending** and select **Modification Date** as the field for the news first sorting pass, latest news will be placed on top of the list.;
- § **Field for the news second sorting pass:** select the property by which the news are to be sorted secondly. Used when values of news parameters for the first sorting pass are the

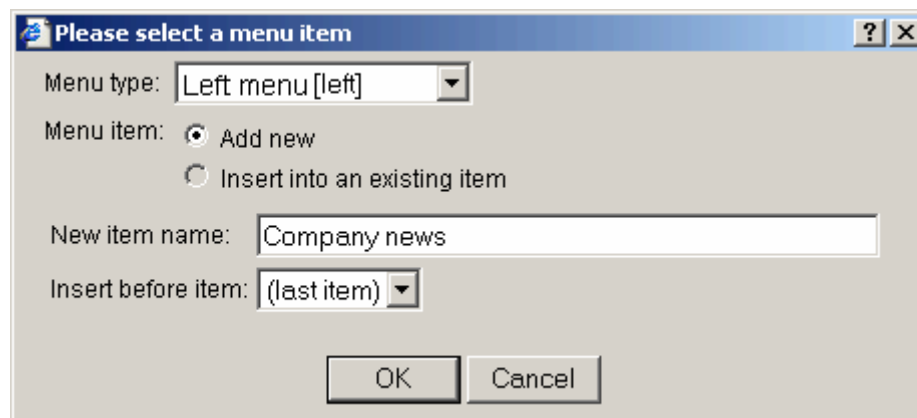
same. For example, if some news have the same modification date, they can be sorted by their titles.

- § **Time to keep the cached result:** specify here how long the news is to be cached (seconds). If you set this field to **0**, no caching will be performed.
3. When you are through, please remember to save the page. The **Save As...** button shows the file dialog in which you can select the folder to save the new page, set the page file name and the title to be displayed in the public section.




We have to save our page in the folder that we have specified in the **Element list page URL** parameter of the information block properties (see [Create a new information block](#), pt. 3). For example, we can create a folder **news** in the folder **about**, and save the file with the name **index.php** in **news**.

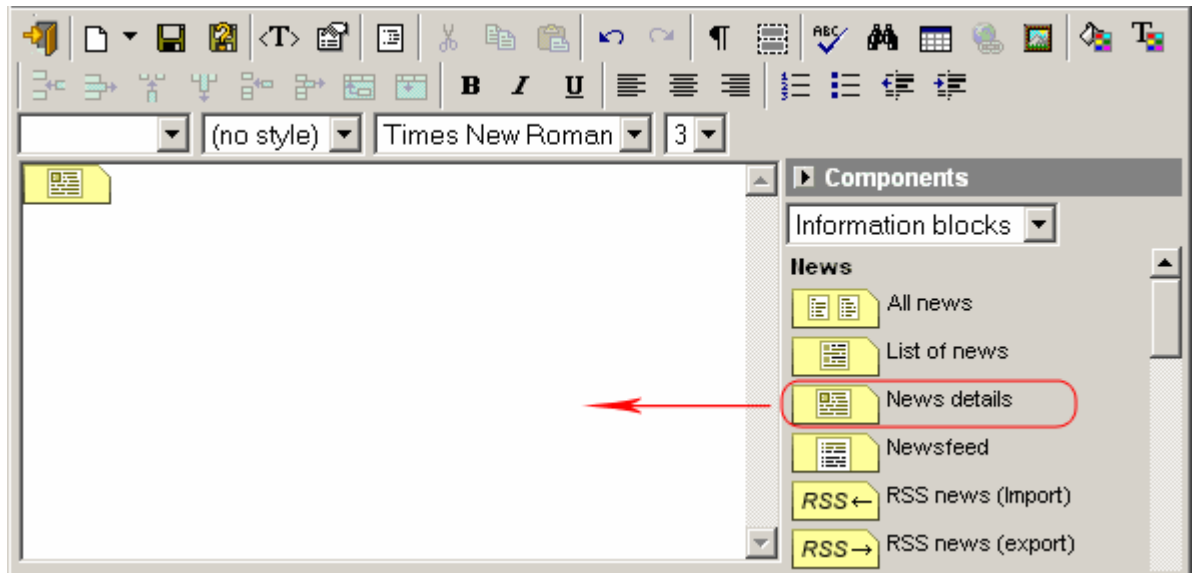
You can select the menu in which a link to the created page will be added. To do so, click the button beside the **Add to menu** control.



## Create a news details page

This page will contain a **News details** component allowing to view any news from the news list.

1. Being in the same site section, click the button  (create a new page in the current section) to create a new page that we shall use to display the detailed information on the news.
2. Select the component **News details** and drag-and-drop it into the page (the **Components** bar, select **Information blocks** from the drop-down list).

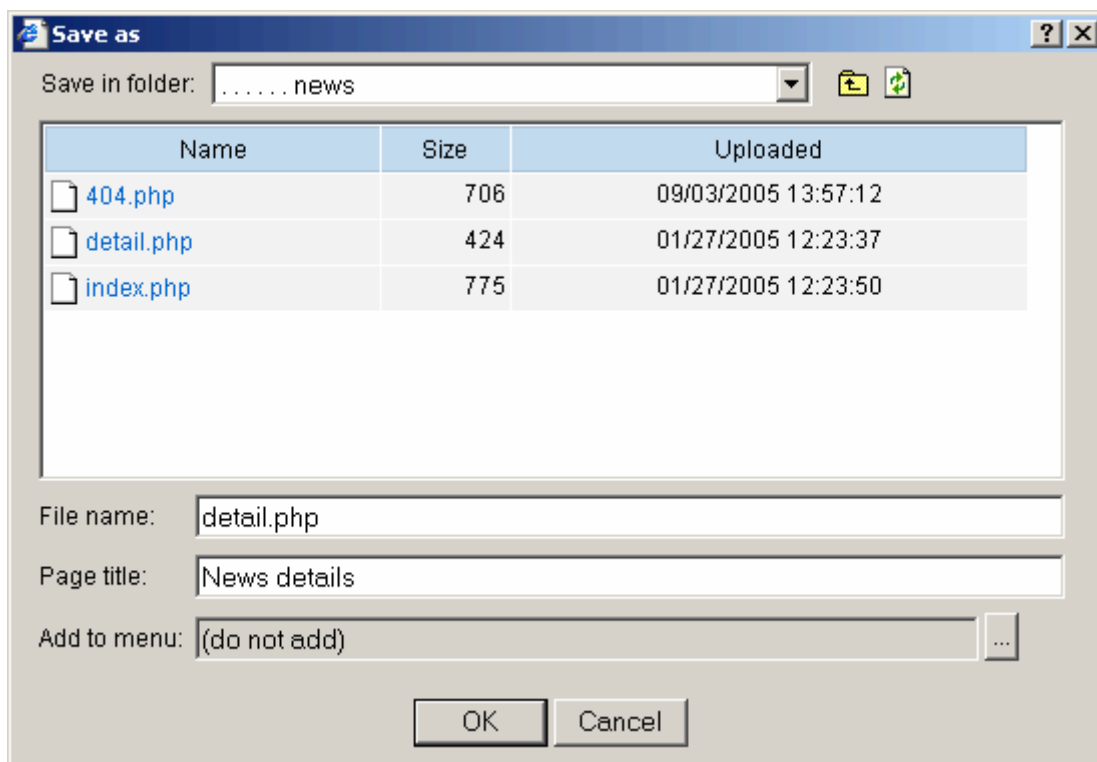


3. After that, the component properties bar will be shown at the bottom of the page. If you cannot see the properties bar, click on the component you have just added to the page.

News details - [Information blocks]	
News ID:	<input id"]}"="" type="text" value="={\$_REQUEST["/>
Type of information block (used for verification only):	<input type="text" value="News"/>
Time to keep the cached result (0 - do not cache):	<input type="text" value="0"/>

The bar contains the following fields.

- § **News ID:** this field contains a command called to obtain the information block ID (specified automatically);
  - § **Type of information block:** select here the information block type whose news will be viewed using this component;
  - § **Time to keep the cached result:** specify here how long the news is to be cached (seconds). If you set this field to **0**, no caching will be performed.
4. When you are through, please remember to save the page. The **Save As...** button shows the file dialog in which you can select the folder to save the new page, set the page file name and the title to be displayed in the public section.



Save this page in the folder that we have specified in the **Detailed view page URL** parameter of the information block properties (see [Create a new information block](#), pt. 3). For example, we can create a folder **news** in the folder **about**, and save the file with the name **detail.php** in **news**.

You can select the menu in which a link to the created page will be added. To do so, click the button beside the **Add to menu** control.


## Results


The result of the actions performed is as follows.


We have created the **Company News** information block of the type **News**. The new block contains two sections (groups): **Product News** and **Services**. We have added **News** (information block elements) to these sections.

We have placed the created information block on the page **Company news** in the site section **Company**. Additionally, we have created the page to display the detailed view of the **Company news** information block elements (**News**).

1. The page with the list of the **Company news**:

 [Print version](#)


 [RSS 2.0](#)



10/01/2005

**[Company brings services to Russia](#)**

We are glad to offer our services in Russia.



10/01/2005

**[Special solution for small business](#)**

Bitrix Site Manager Small Business edition is the special solution for small and medium scale companies.

2. The news details page:

 [Print version](#)

01/12/2005



Back to the news list

Company works closely with its local partners to determine and satisfy customers' needs. Company discusses with local partners details of the product delivery, consults the partners' staff and more. There are four product range categories for the Russian market: Mobile phones, professional Wireless equipment, palm PC. Company products can be used as technological base for creating the corporate effective communication environment.