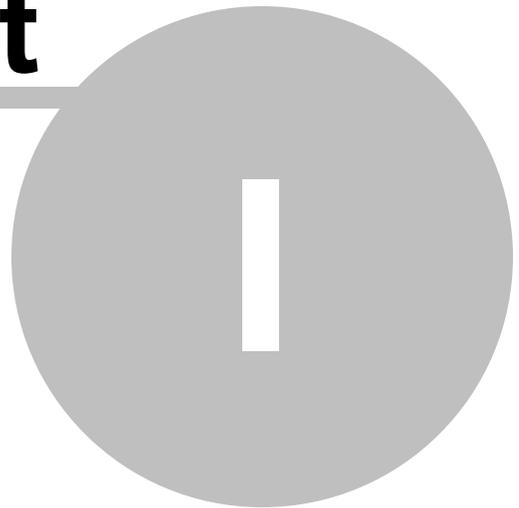


Kentico CMS 6.0 Personal Site Guide

Table of Contents

Personal Site Guide	4
Overview.....	4
Getting Started	6
Editing content.....	6
Adding a blog post.....	8
Adding a photo gallery.....	11
Adding a forum.....	15
Adjusting Design	19
Changing website theme.....	19
Editing CSS stylesheets.....	23
Adding web parts	30
Adding text.....	30
Adding a poll.....	33
Further reading	38

Part



Personal Site Guide

1 Personal Site Guide

1.1 Overview

Kentico CMS **Personal Site** allows you to easily run your own personal website. It comes with several design templates and you can easily change the graphics.

The Personal Site is built with Kentico CMS and it comes with following features out-of-the box:

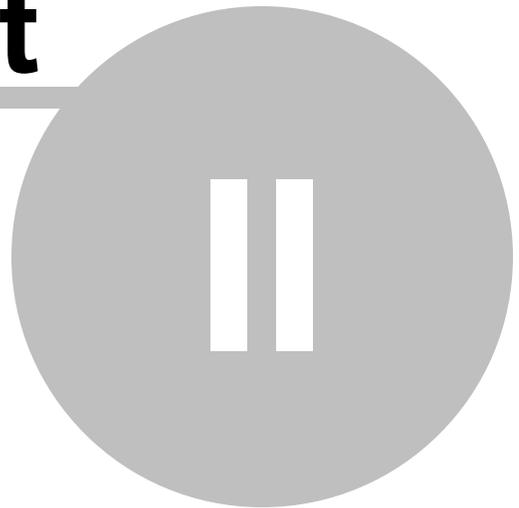
- **Content editing**
- **Blogs**
- **Forums**
- **Photo Galleries**

You can also use other Kentico CMS modules (such as newsletter, polls or forms) as you need.

To learn about other features and capabilities of Kentico CMS, please refer to other Kentico documentation, such as **Kentico CMS Tutorial** (<http://www.kentico.com/devnet/documentation.aspx>).

You can contact our technical support at <http://www.kentico.com/Support.aspx>.

Part



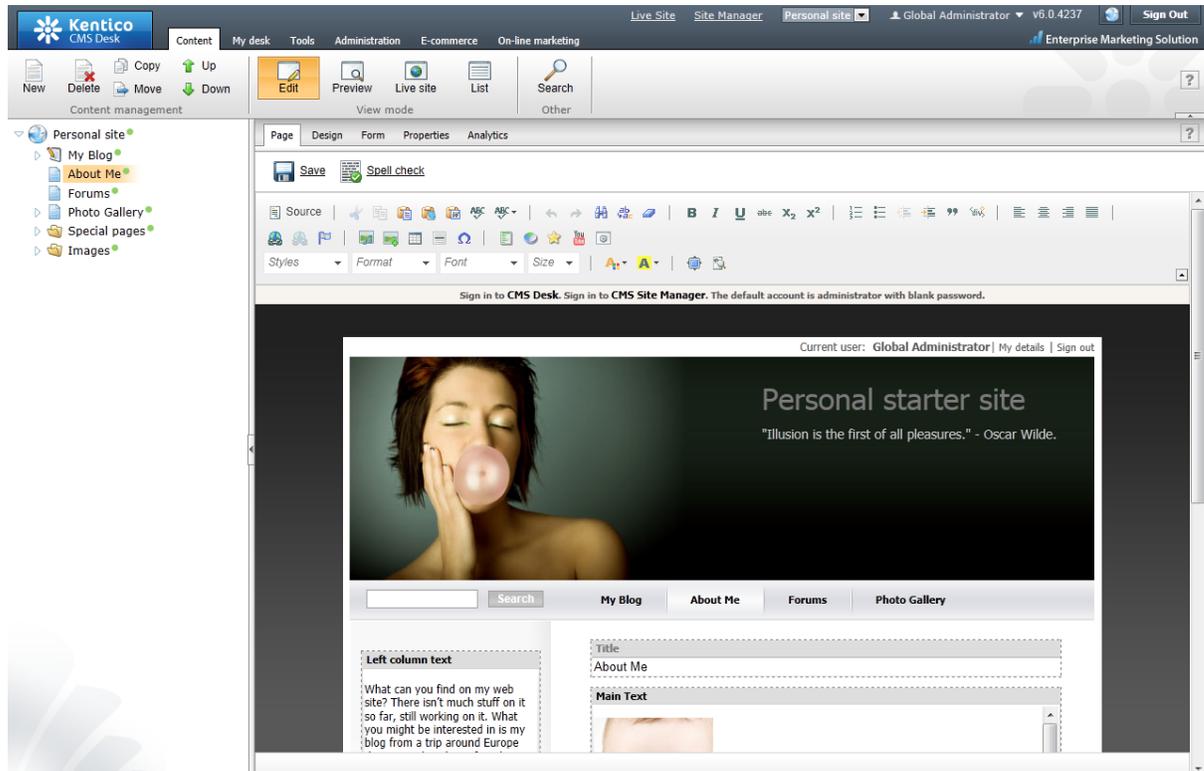
Getting Started

2 Getting Started

2.1 Editing content

In this chapter, you will learn how to change the **About** text on your website.

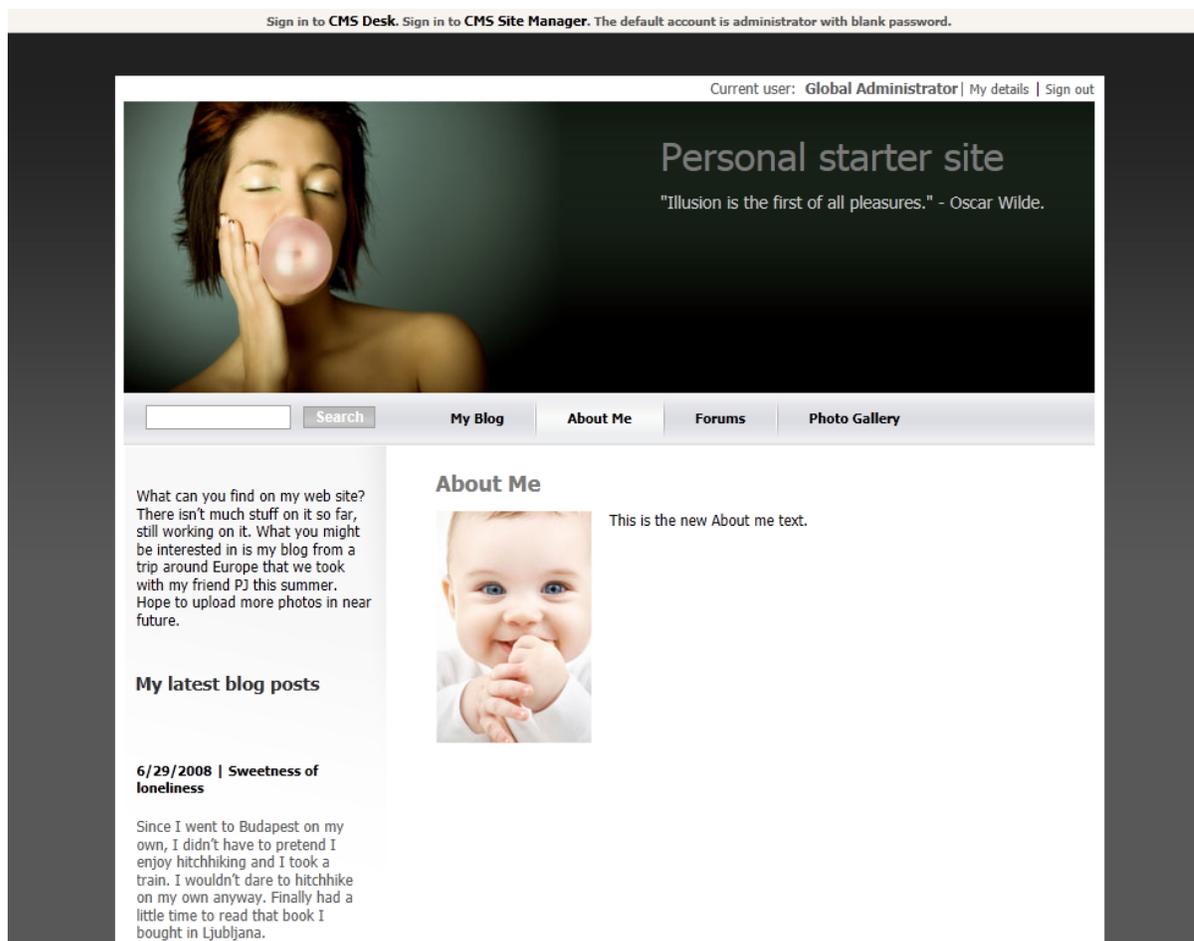
1. Go to **CMS Desk -> Content -> Personal Site -> About me.**



2. Make sure you are on the **Page** tab and click into the **Main text** text box. Erase the text from the text box and enter *This is the new About me text.* Then click **Save** at the top-left.

The screenshot shows a web design tool interface. At the top, there are tabs for 'Page', 'Design', 'Form', 'Properties', and 'Analytics'. Below the tabs, there is a 'Save' button (highlighted with a red circle) and a 'Spell check' button. A message below the buttons reads 'The changes were saved.' Below this is a toolbar with various icons for editing and formatting. Below the toolbar are dropdown menus for 'Styles', 'Format', 'Font', and 'Size'. The main workspace is divided into two columns. The left column contains a section titled 'Left column text' with a paragraph of text, and a section titled 'My latest blog posts' with a date and title, and a paragraph of text. The right column contains a section titled 'About Me' with a photo of a baby, and a section titled 'Main Text' with a paragraph of text.

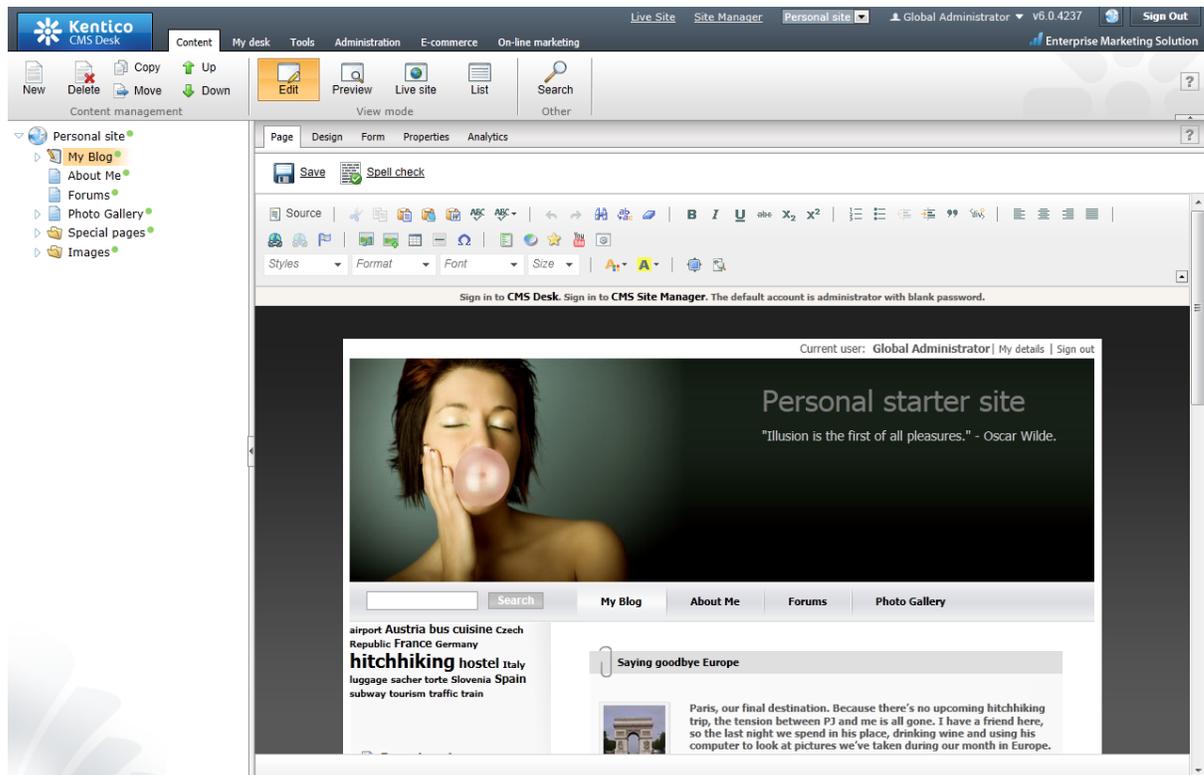
3. Now switch to the **Preview** viewing mode. You can see that the **About me** text has been updated.



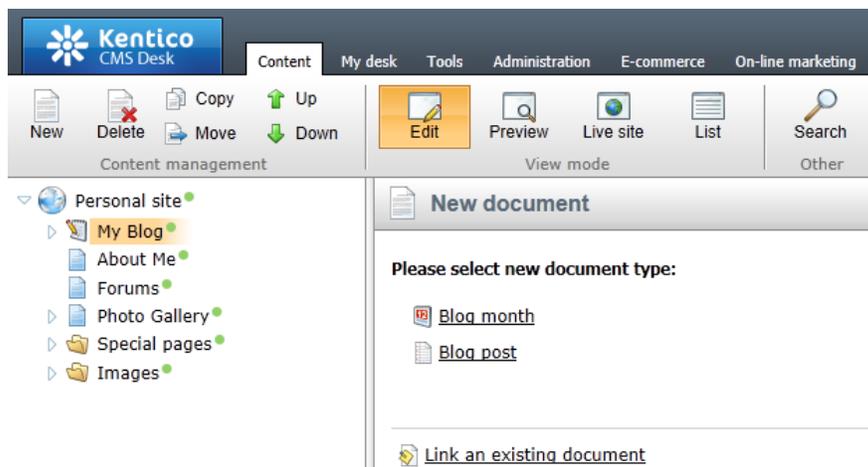
2.2 Adding a blog post

In this chapter, you will learn how to add a new post to your blog.

1. Go to **CMS Desk -> Content -> Personal Site -> My Blog** and click **New** in the document action toolbar.



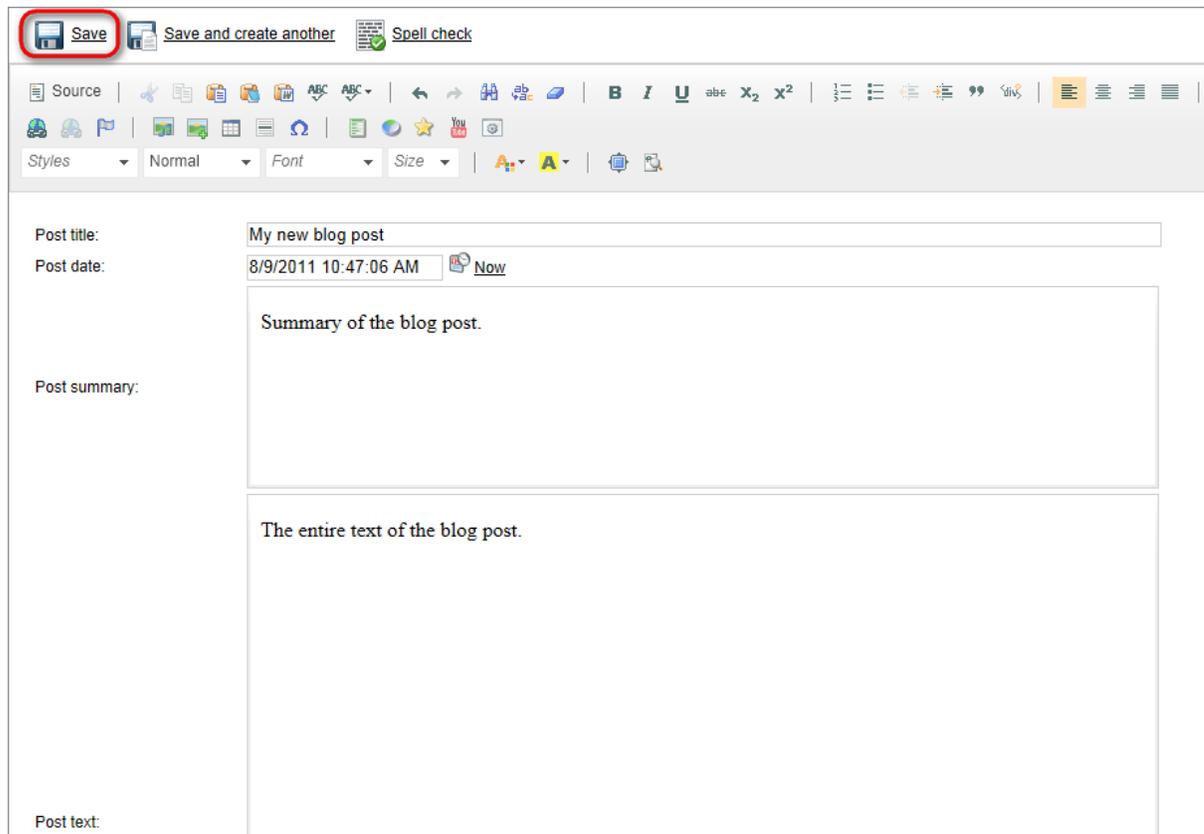
2. Choose **Blog post** as a new document type.



3. Next, enter information for your new blog post.

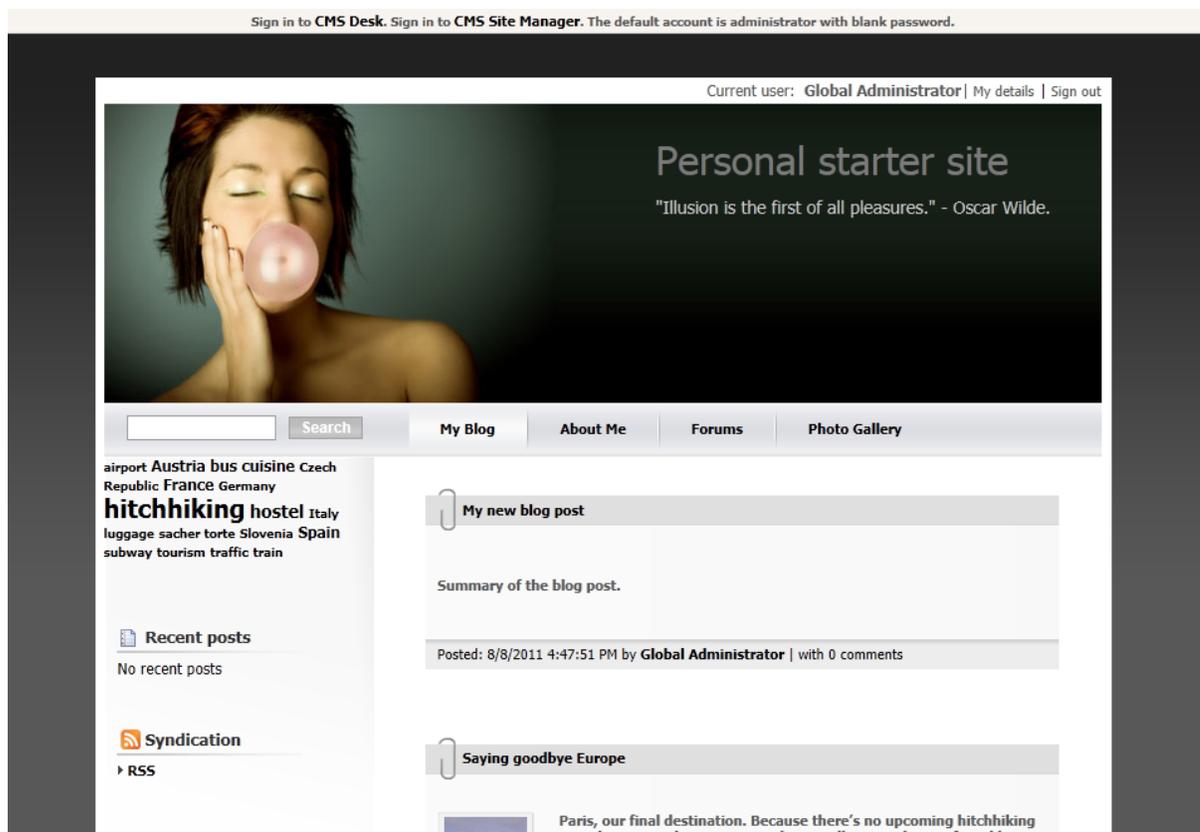
- **Post title:** My new blog post
- **Post Summary:** Summary of the blog post.
- **Post text:** The entire text of the blog post.

Then click **Save** at the top.



The screenshot displays the Kentico CMS 6.0 Personal Site Guide interface. At the top, there is a toolbar with three buttons: 'Save' (highlighted with a red box), 'Save and create another', and 'Spell check'. Below the toolbar is a rich text editor with various icons for source, undo, redo, bold, italic, underline, link, unlink, list, and image. The editor is set to 'Normal' style and 'Font' size. The main content area contains a form for creating a new blog post. The 'Post title' field is filled with 'My new blog post'. The 'Post date' field is filled with '8/9/2011 10:47:06 AM' and has a 'Now' button next to it. The 'Post summary' field contains the text 'Summary of the blog post.' and the 'Post text' field contains the text 'The entire text of the blog post.'

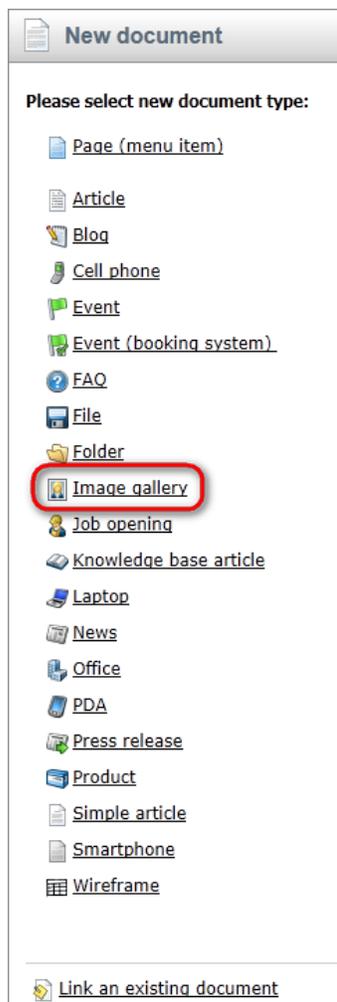
Your new blog post has been added to **My Blog**.



2.3 Adding a photo gallery

In this chapter, you will learn how to add the new photo gallery and upload some photos.

1. Go to **CMS Desk** -> **Content** -> **Personal Site** -> **Photo Gallery** and click **New** in the document action toolbar.
2. Choose **Image gallery** as a new document type.



3. Enter *New gallery* into the **Name** text box and click **Browse ...** . Choose some **Teaser image**. Then click **Save** at the top.

The screenshot shows a document editor interface. At the top, there is a toolbar with icons for 'Save', 'Save and create another', and 'Spell check'. Below the toolbar is a rich text editor with various formatting options like bold, italic, underline, and text color. The main form area contains the following fields:

- Name:** A text input field containing 'New gallery'.
- Description:** A large empty text area.
- Teaser image:** A table with columns 'Actions', 'Update', 'Name', and 'Size'.

Actions	Update	Name	Size
		testImage.jpg	548 kB
- Publish from:** A dropdown menu with 'Now' selected.
- Publish to:** A dropdown menu with 'Now' selected.

4. Now, go to **Properties -> Template** and click **Select** to choose template to use. Choose **Personal Site\Personal Site - Photo Gallery**. Click **Save** at the top.

The screenshot shows the 'Properties' dialog box with the 'Template' tab selected. The left sidebar contains a navigation menu with options like General, URLs, Template, Metadata, Categories, Menu, Workflow, Versions, Related docs, Linked docs, Security, and Attachments. The main content area is divided into two sections:

- Template:** A dropdown menu showing 'Personal Site - Photo Gallery' with a 'Select' button next to it. Below the dropdown are links for 'Save as new template...', 'Inherit template', 'Clone template as ad-hoc', and 'Edit template properties'.
- Inherit content:** A section with four radio button options:
 - Use page template settings
 - Do not inherit any content
 - Inherit only master page
 - Select inherited levels

5. Your new gallery is ready. All you have to do is to add some pictures into your new created gallery. Make sure **New gallery** is selected in the content tree and click **New** in the document action toolbar. Choose **File** as the new document type.

 **New document**

Please select new document type:

 [Page \(menu item\)](#)

 **File**

 [Link an existing document](#)

6. Click the **Upload file** () icon and choose a picture to upload.

 **Save**  **Save and create another**  **Spell check**

Upload file:  **Upload file**

File description:

Then enter *The description of the first picture.* into the **File description** text box and click **Save** at the top.

 **Save**  **Save and create another**  **Spell check**

Upload file:

Actions	Update	Name	Size
 		 Penguins.jpg	760 kB

File description:

The description of the first picture.

Congratulations, you've just learned how to create a new gallery and add some pictures into it.

Current user: [Global Administrator](#) | [My details](#) | [Sign out](#)



Personal starter site

"Illusion is the first of all pleasures." - Oscar Wilde.

[My Blog](#) [About Me](#) [Forums](#) [Photo Gallery](#)

About my photos

Alright, let's be clear on this.

I'm far from being a professional photographer. Therefore, if you're looking for mesmerizing pictures, I advise you to search somewhere else.

List of galleries

In these galleries, you can find pictures I took in past few months. I'm planning to upload more pictures in near future.

European Trip



Set of pictures, we've taken on our hitchhiking trip around Europe with my friend PJ. Additional pictures are to come.

New gallery



Sweet Home Arizona



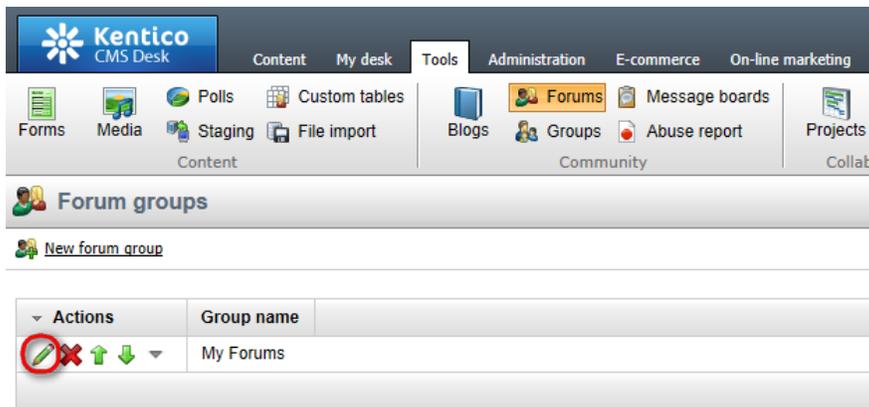
Nothing compares to smell of desert after moonson rain.
Nothing compares to sound of coyote howling at the Moon.
Nothing compares to view of blossoming saguaro.
Nothing compares to Arizona.

Please note that you can take advantage of the **File Import** module to upload more images and files. The **File Import** module can be found at **CMS Desk -> Tools -> File import**.

2.4 Adding a forum

In this chapter you will learn how to create a new forum, create new thread and post a message.

1. Go to **CMS Desk -> Tools -> Forums** and click **Edit** next to the **My Forums** group.



2. In the **Forum group properties**, click **Add forum** ()

3. Add the following information for the new forum:

- **Forum display name:** New forum
- **Forum code name:** newForum
- **Description:** The description of the new forum.

Then click **OK**.

The screenshot shows the 'Forum group properties' dialog box. The 'New forum' tab is selected, and the 'General' sub-tab is active. The form contains the following fields and options:

- Forum display name:
- Forum code name:
- Description:
- Forum base URL: Inherit from forum group
- Forum unsubscription URL: Inherit from forum group
- Require e-mail addresses: Inherit from forum group
- Display e-mail addresses: Inherit from forum group
- Enable WYSIWYG editor: Inherit from forum group
- Use security code (CAPTCHA): Inherit from forum group
- Forum is open:
- Forum is locked:
- Forum is moderated:

At the bottom, there is an **OK** button.

4. The forum has been added as you can see in the following screenshot.

Current user: **Global Administrator** | [My details](#) | [Sign out](#)



Personal starter site

"Illusion is the first of all pleasures." - Oscar Wilde.

[My Blog](#) [About Me](#) [Forums](#) [Photo Gallery](#)

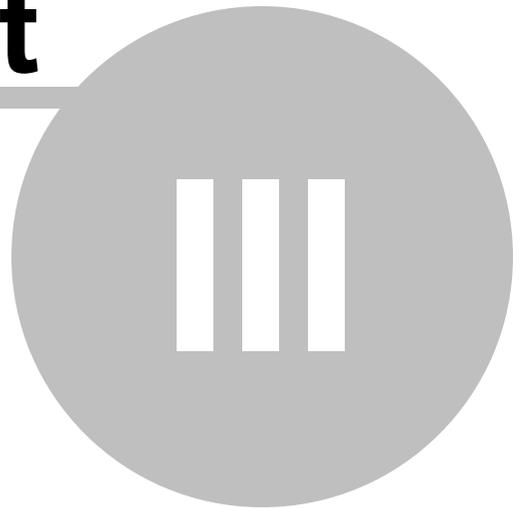
Forums

Welcome to my forums. You can use these forums to discuss different topics. If you want to add new post or reply to a post you have to be **signed in**. You can use the sign in link in the top right corner.

Search forums:

Forum	Threads	Posts	Last post
My Forums			
 <u>New forum</u> The description of the new forum. <div style="background-color: yellow; padding: 2px; display: inline-block;">Lock</div>	0	0	(1/1/0001 12:00:00 AM)
 <u>Where to go in Europe</u> <div style="background-color: yellow; padding: 2px; display: inline-block;">Lock</div>	1	5	Kate (5/22/2008 8:16:15 PM)
 <u>Goodbye party</u> <div style="background-color: yellow; padding: 2px; display: inline-block;">Lock</div>	1	6	Abi (5/28/2008 3:57:25 PM)

Part



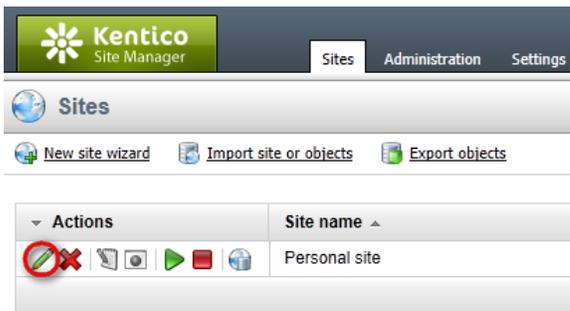
Adjusting Design

3 Adjusting Design

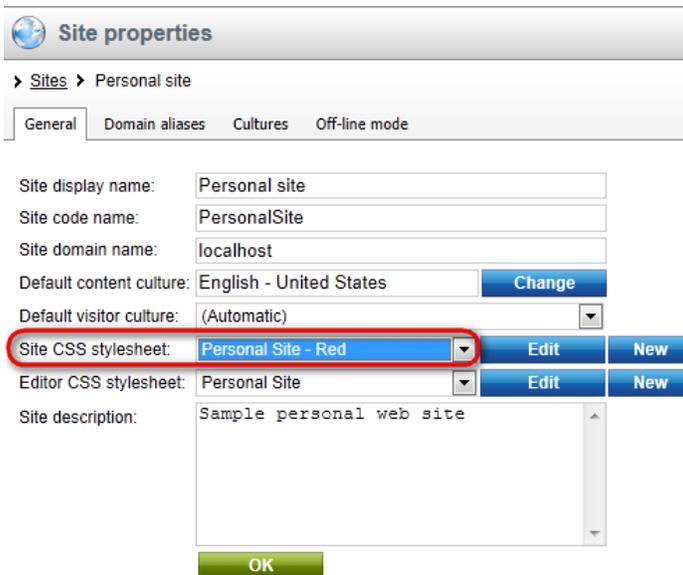
3.1 Changing website theme

The sample Personal Site comes with several predefined CSS stylesheets. In this chapter, you will learn which stylesheets are available and how you can choose the CSS stylesheet you want to use on your website.

To choose the CSS stylesheet for your website, go to **CMS Site Manager** -> **Sites** and click **Edit site** next to the **Personal Site**.



In the **Site Properties**, choose your CSS stylesheet from the **Site CSS stylesheet** drop-down list.



The following CSS stylesheets are available in the sample **Personal Site**:

Personal Site

Current user: **Global Administrator** | [My details](#) | [Sign out](#)

Personal starter site

"Illusion is the first of all pleasures." - Oscar Wilde.

[My Blog](#) [About Me](#) [Forums](#) [Photo Gallery](#)

Tags

airport Austria bus cuisine
Czech Republic France Germany
hitchhiking hostel
Italy luggage sacher torte
Slovenia Spain subway
tourism traffic train

Recent posts

- ▶ [Saying goodbye Europe](#)
- ▶ [Wir sind Berliners](#)
- ▶ [Disappointment in Prague](#)
- ▶ [Sweetness of loneliness](#)
- ▶ [Sacher torte and Austrian capital](#)

Syndication

My new blog post

Summary of the blog post.

Posted: 2/16/2010 10:02:43 AM by **Global Administrator** | with 0 comments

Saying goodbye Europe



Paris, our final destination. Because there's no upcoming hitchhiking trip, the tension between PJ and me is all gone. I have a friend here, so the last night we spend in his place, drinking wine and using his computer to look at pictures we've taken during our month in Europe.

Today, PJ went to do some shopping and we've promised each other go out have dinner tonight.

Personal Site - Blue

| My details

Personal starter site

"Illusion is the first of all pleasures." - Oscar Wilde.



[My Blog](#) [About Me](#) [Forums](#) [Photo Gallery](#)

Tags

- ▶ [airport](#) ▶ [Austria](#) ▶ [bus](#) ▶ [cuisine](#)
- ▶ [Czech Republic](#) ▶ [France](#)
- ▶ [Germany](#) ▶ **hitchhiking**
- ▶ [hostel](#) ▶ [Italy](#) ▶ [luggage](#) ▶ [sacher](#)
- ▶ [torte](#) ▶ [Slovenia](#) ▶ [Spain](#) ▶ [subway](#)
- ▶ [tourism](#) ▶ [traffic](#) ▶ [train](#)

Recent posts

- ▶ [Saying goodbye Europe](#)
- ▶ [Wir sind Berliners](#)
- ▶ [Disappointment in Prague](#)
- ▶ [Sweetness of loneliness](#)
- ▶ [Sacher torte and Austrian capital](#)

 [Syndication](#)

Saying goodbye Europe



Paris, our final destination. Because there's no upcoming hitchhiking trip, the tension between PJ and me is all gone. I have a friend here, so the last night we spend in his place, drinking wine and using his computer to look at pictures we've taken during our month in Europe.

Today, PJ went to do some shopping and we've promised each other go out have dinner tonight.

Posted: 7/5/2008 1:56:04 PM by **Abigail Woodwarth** | with 3 comments

Wir sind Berliners



Berlin, after a long time the city we both wanted to see. And as we're almost done with our trip, we're getting much more relaxed in

Personal Site - Green

| [My details](#)

Personal starter site

"Illusion is the first of all pleasures." - Oscar Wilde.



[★ My Blog](#)
[★ About Me](#)
[★ Forums](#)
[★ Photo Gallery](#)

Tags

- ▶ [airport](#) ▶ [Austria](#) ▶ [bus](#) ▶ [cuisine](#)
- ▶ [Czech Republic](#) ▶ [France](#)
- ▶ [Germany](#) ▶ **hitchhiking**
- ▶ [hostel](#) ▶ [Italy](#) ▶ [luggage](#) ▶ [sacher torte](#)
- ▶ [Slovenia](#) ▶ [Spain](#) ▶ [subway](#)
- ▶ [tourism](#) ▶ [traffic](#) ▶ [train](#)

Recent posts

- ▶ [Saying goodbye Europe](#)
- ▶ [Wir sind Berliners](#)
- ▶ [Disappointment in Prague](#)
- ▶ [Sweetness of loneliness](#)
- ▶ [Sacher torte and Austrian capital](#)

[Syndication](#)

Saying goodbye Europe



Paris, our final destination. Because there's no upcoming hitchhiking trip, the tension between PJ and me is all gone. I have a friend here, so the last night we spend in his place, drinking wine and using his computer to look at pictures we've taken during our month in Europe.

Today, PJ went to do some shopping and we've promised each other go out have dinner tonight.

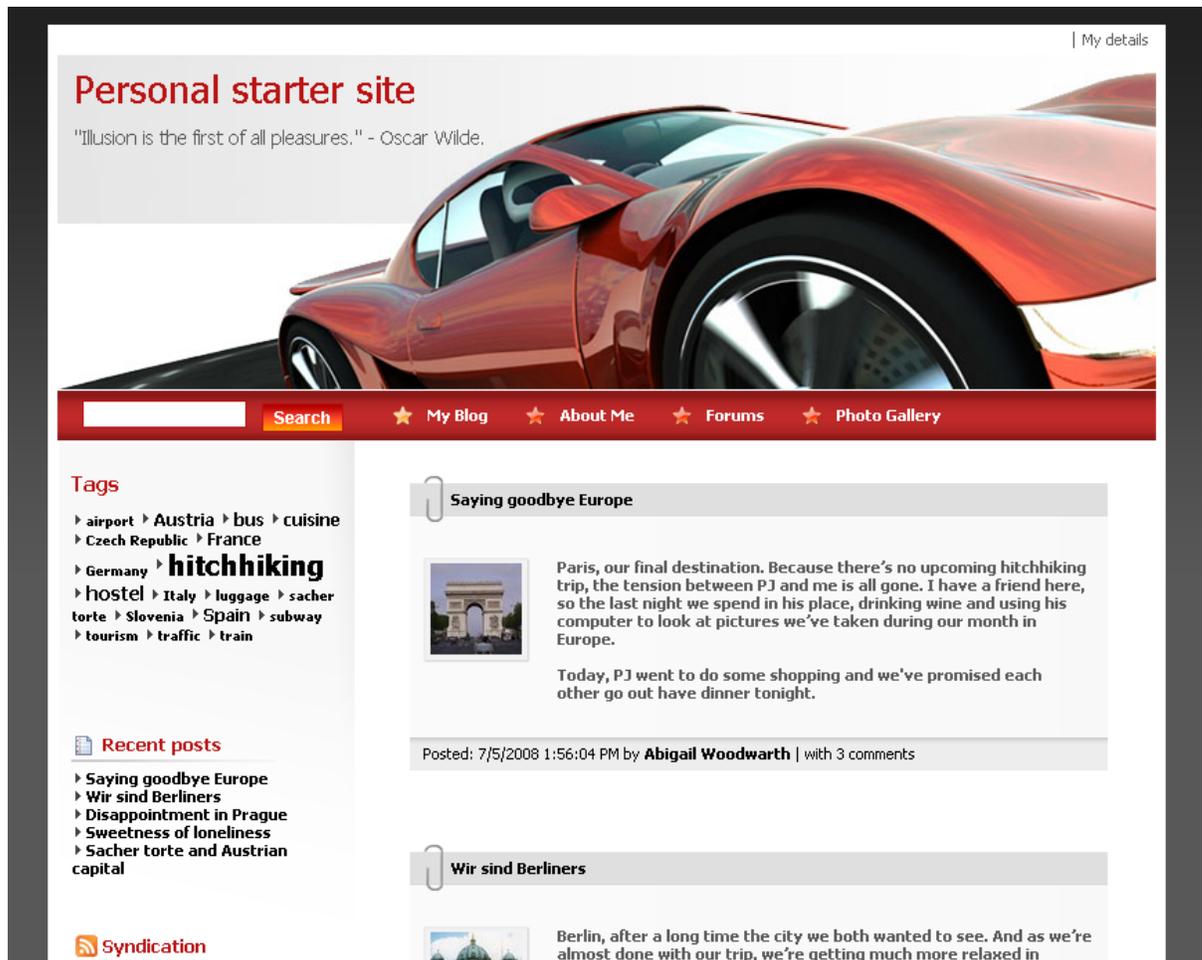
Posted: 7/5/2008 1:56:04 PM by **Abigail Woodwarth** | with 3 comments

Wir sind Berliners



Berlin, after a long time the city we both wanted to see. And as we're almost done with our trip, we're getting much more relaxed in

Personal Site - Red

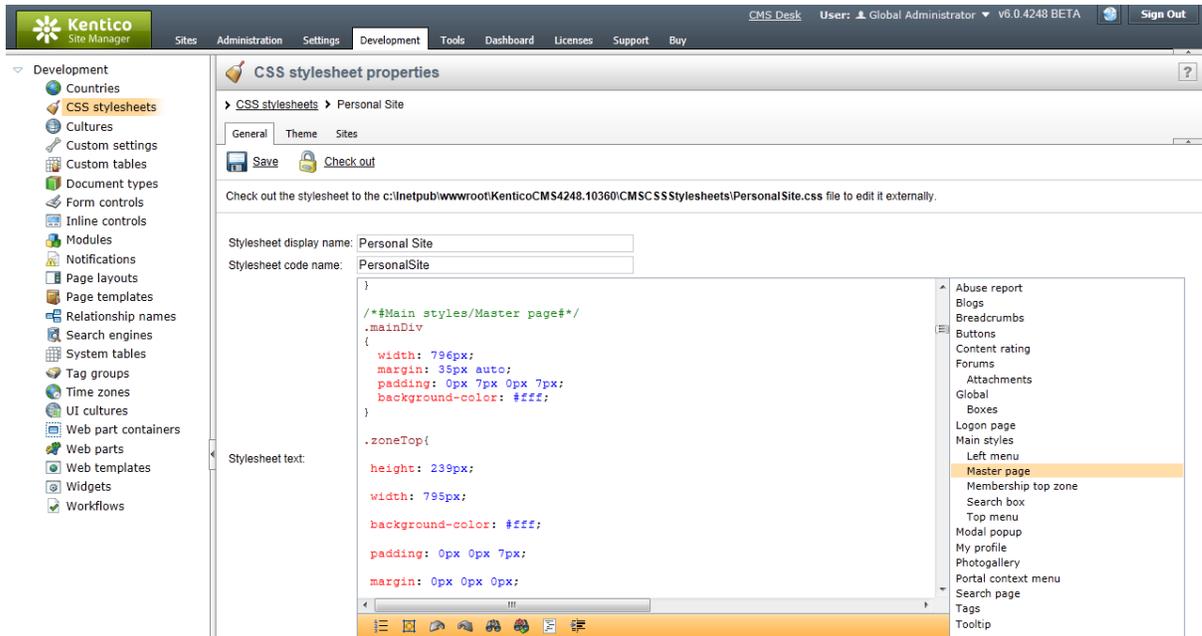


3.2 Editing CSS stylesheets

In this chapter, you will learn how to change the design of your website by modifying the CSS stylesheets.

Changing the header picture

1. Go to **CMS Site Manager -> Development -> CSS stylesheets**, click **Edit** next to **Personal Site** and choose **Main styles -> Master page** section in the text box on the left side.



2. In the `.zoneTop` style, change the url of the background image to `../App_Themes/PersonalSiteGreen/Images/bg_head.jpg` so that the entire style reads as follows:

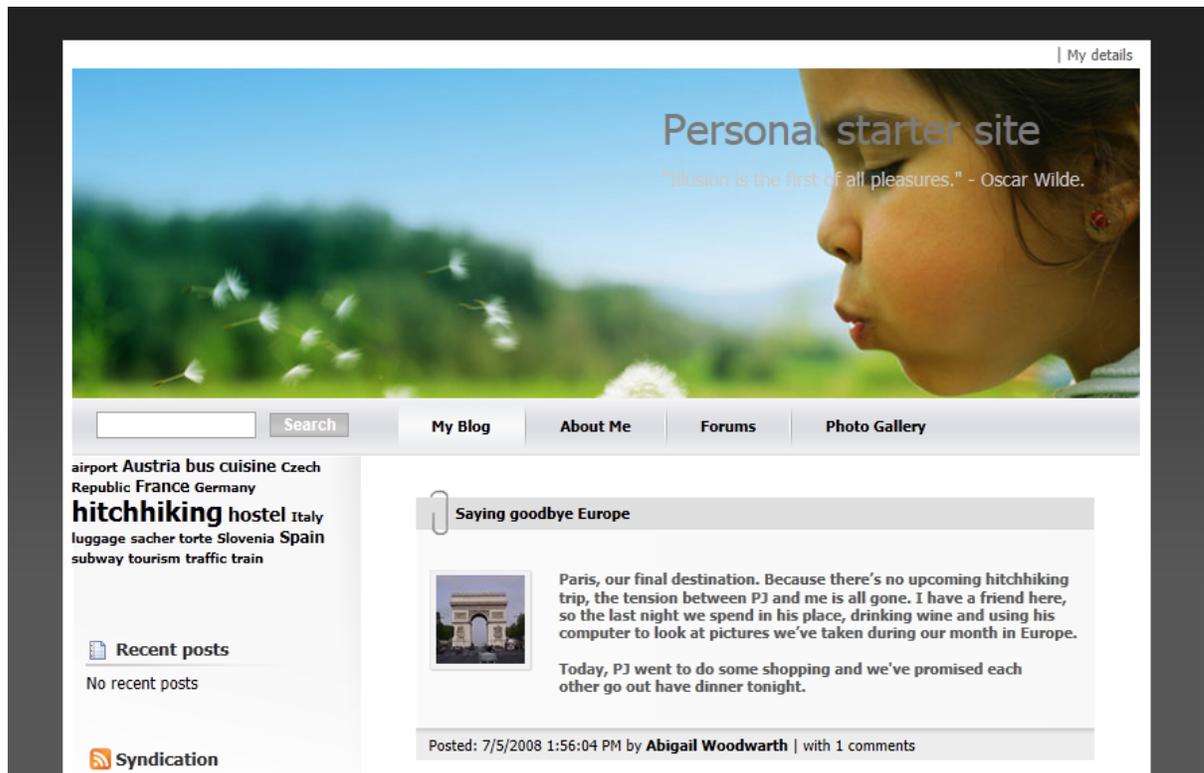
```

}
.zoneTop
{
    height: 239px;
    width: 795px;
    background-color: #fff;
    padding: 0px 0px 7px;
    margin: 0px 0px 0px;
    background: #fff url(../App_Themes/PersonalSiteGreen/Images/bg_head.jpg)
    no-repeat top left;
}

```

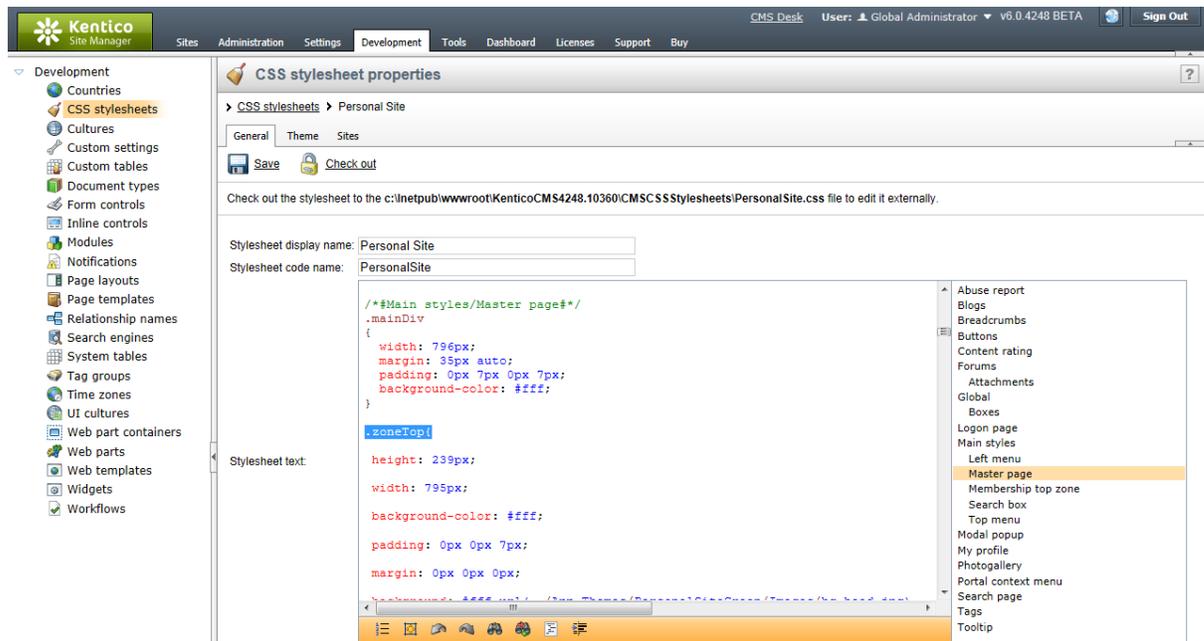
Then click **Save** at the top-left.

3. Now click **Sign out** at the top-right. You can see that the header image has been changed.



Changing the top menu

1. Go to **CMS Site Manager** -> **Development** -> **CSS stylesheets** and choose **Main styles/Master page** section in the text box on the left side.
2. Scroll down to see **.zoneTopMenu** style.



3. Change the **background** color to **#B0C4DE** and erase the URL part so that the entire section reads as follows:

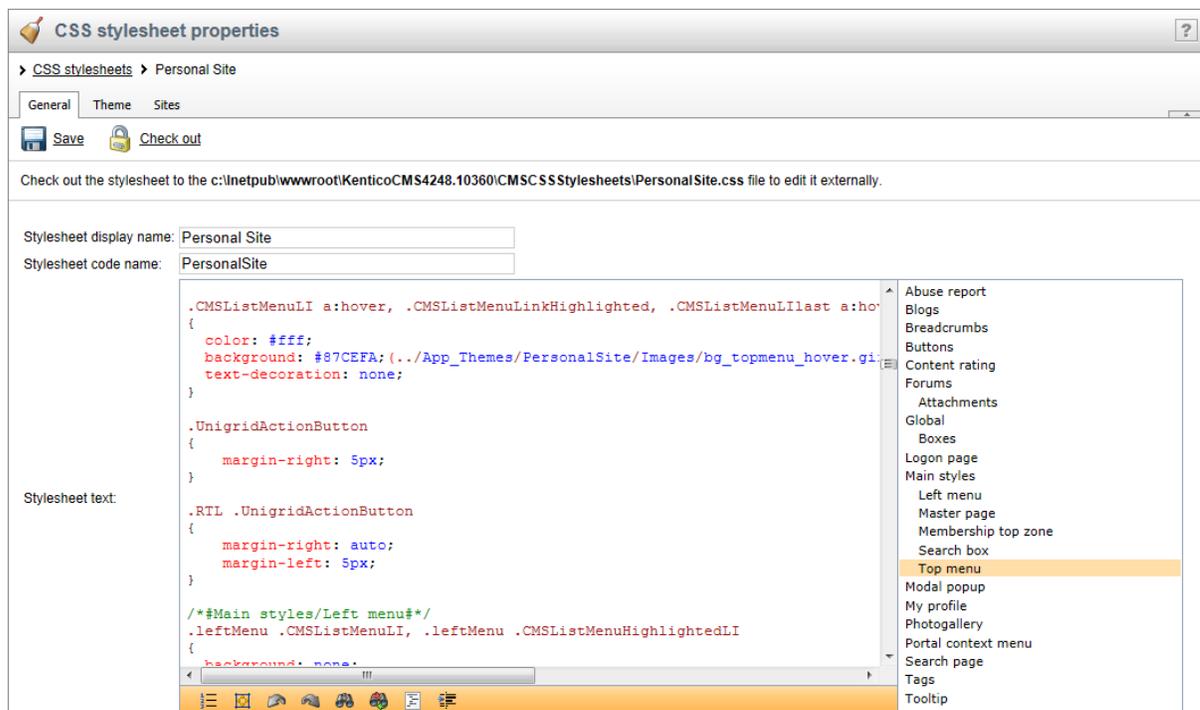
```

.zoneTopMenu
{
  height: 43px;
  width: 795px;
  background: #B0C4DE;
  padding: 0px;
  margin: 0px;
}

```

This will change the background of the navigation at the top to dark blue.

4. Now, switch to the **Top menu** section and find **.CMSListMenuLI a:hover** style. This style modifies the appearance of menu item when mouse is over it.



5. Change **color** to **#fff** and replace the url part with **#87CEFA**. The entire style should read as follows:

```
.CMSListMenuLI a:hover, .CMSListMenuLinkHighlighted, .CMSListMenuLIlast a:hover,
.CMSListMenuHighlightedLIlast a, .CMSListMenuHighlightedLI a
{
    color: #fff;
    background: #87CEFA;
    text-decoration: none;
}
```

This will change the background of the menu item to light blue and its font color to white when mouse hovers above it.

You've just learnt how modify CSS stylesheets to change design of your website.

My details

Personal starter site

"Illusion is the first of all pleasures." - Oscar Wilde.

Search

My Blog About Me Forums Photo Gallery

airport Austria bus cuisine Czech Republic FRANCE Germany
hitchhiking hostel Italy
luggage sacher torte Slovenia Spain
subway tourism traffic train

Recent posts
No recent posts

Syndication

Saying goodbye Europe

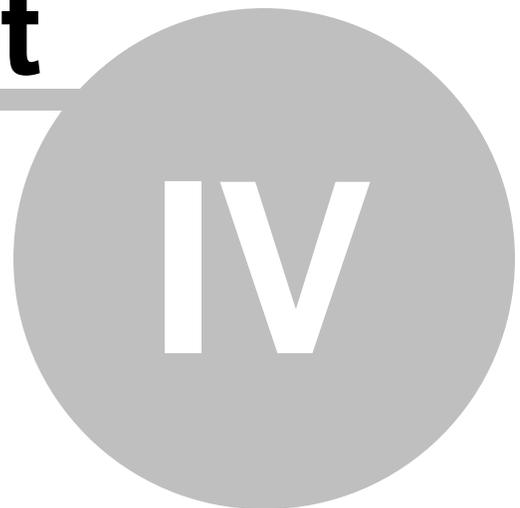


Paris, our final destination. Because there's no upcoming hitchhiking trip, the tension between PJ and me is all gone. I have a friend here, so the last night we spend in his place, drinking wine and using his computer to look at pictures we've taken during our month in Europe.

Today, PJ went to do some shopping and we've promised each other go out have dinner tonight.

Posted: 7/5/2008 1:56:04 PM by **Abigail Woodwarth** | with 1 comments

Part



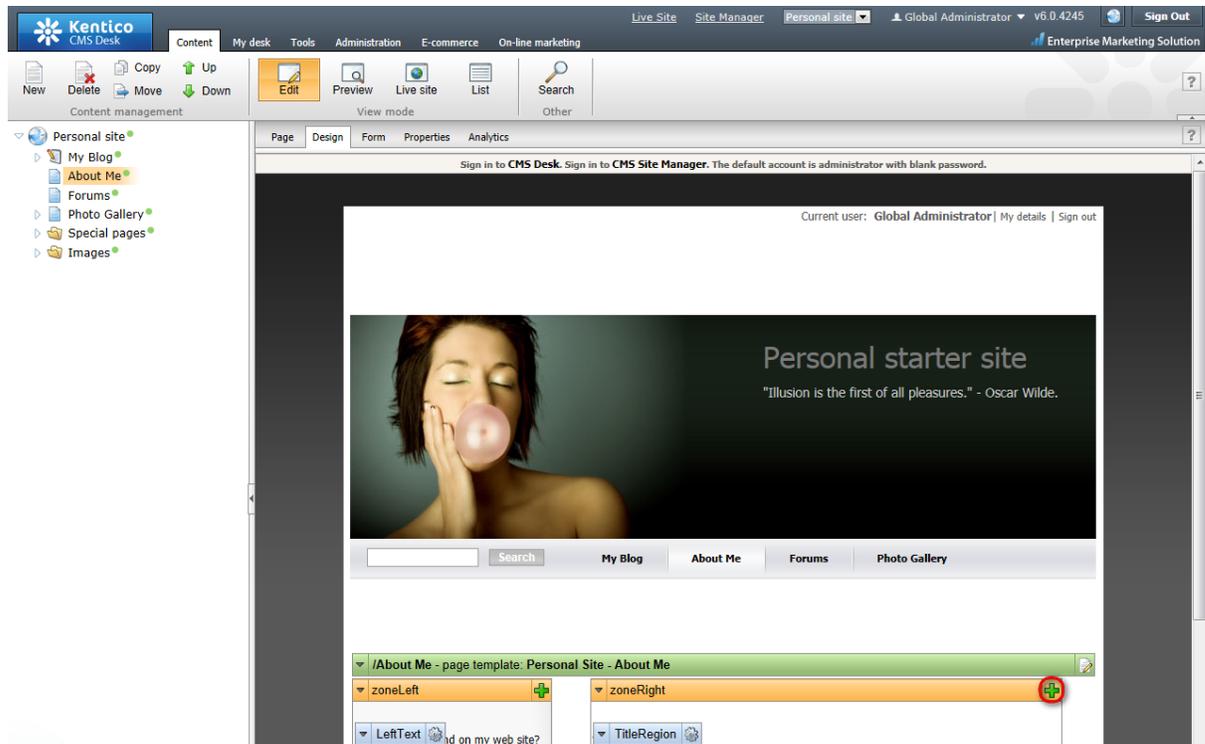
Adding web parts

4 Adding web parts

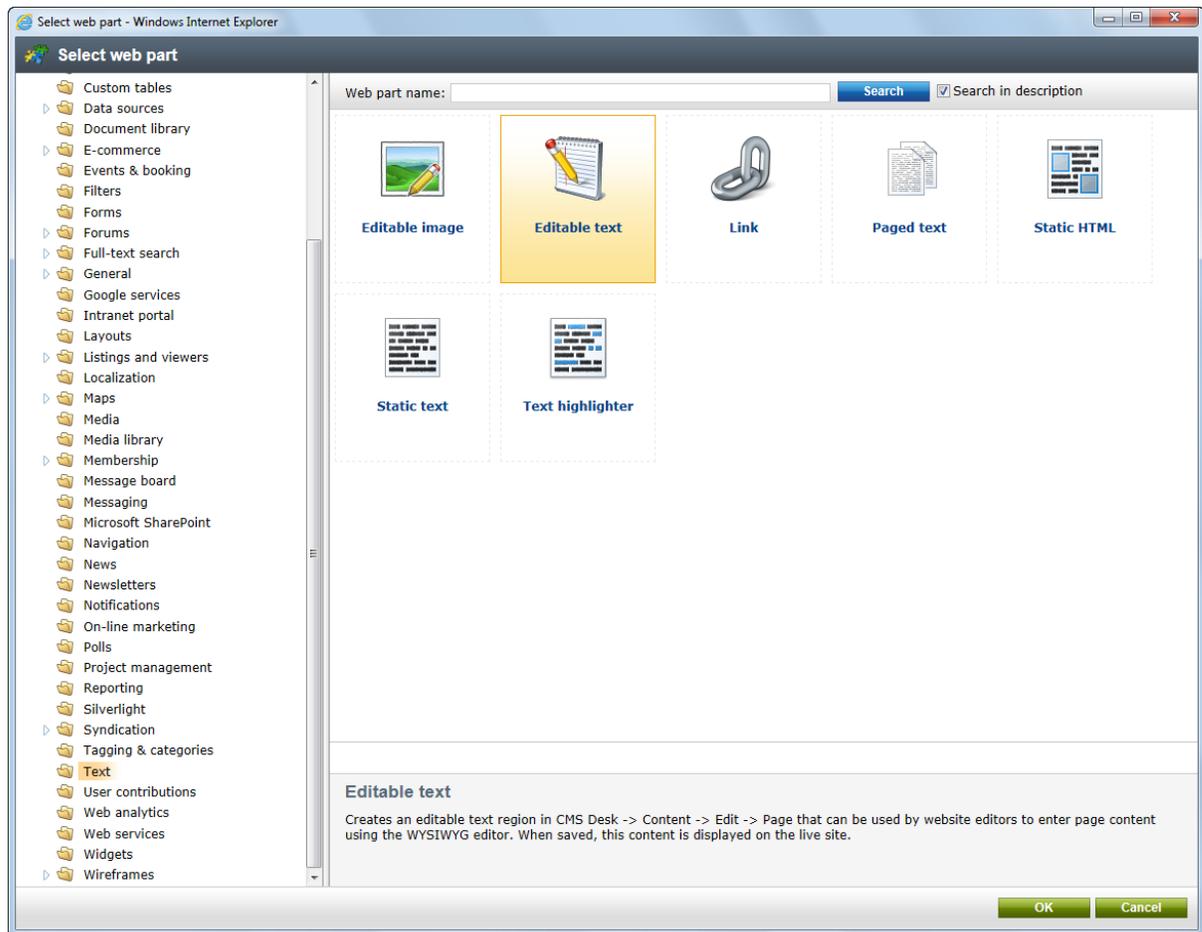
4.1 Adding text

In this chapter, you will learn how to add the new editable text region into your website.

1. Go to **CMS Desk** -> **Content** -> **About Me** and switch to the **Design** tab. Click **Add web part** in **zoneRight**.



2. Select **Text/EditableText** web part.



3. In the **Web part properties** dialog, enter the following information for the new web part.

- **Editable region title:** AboutWebpageTitle
- **Content before:** <h1>
- **Content after:** </h1>

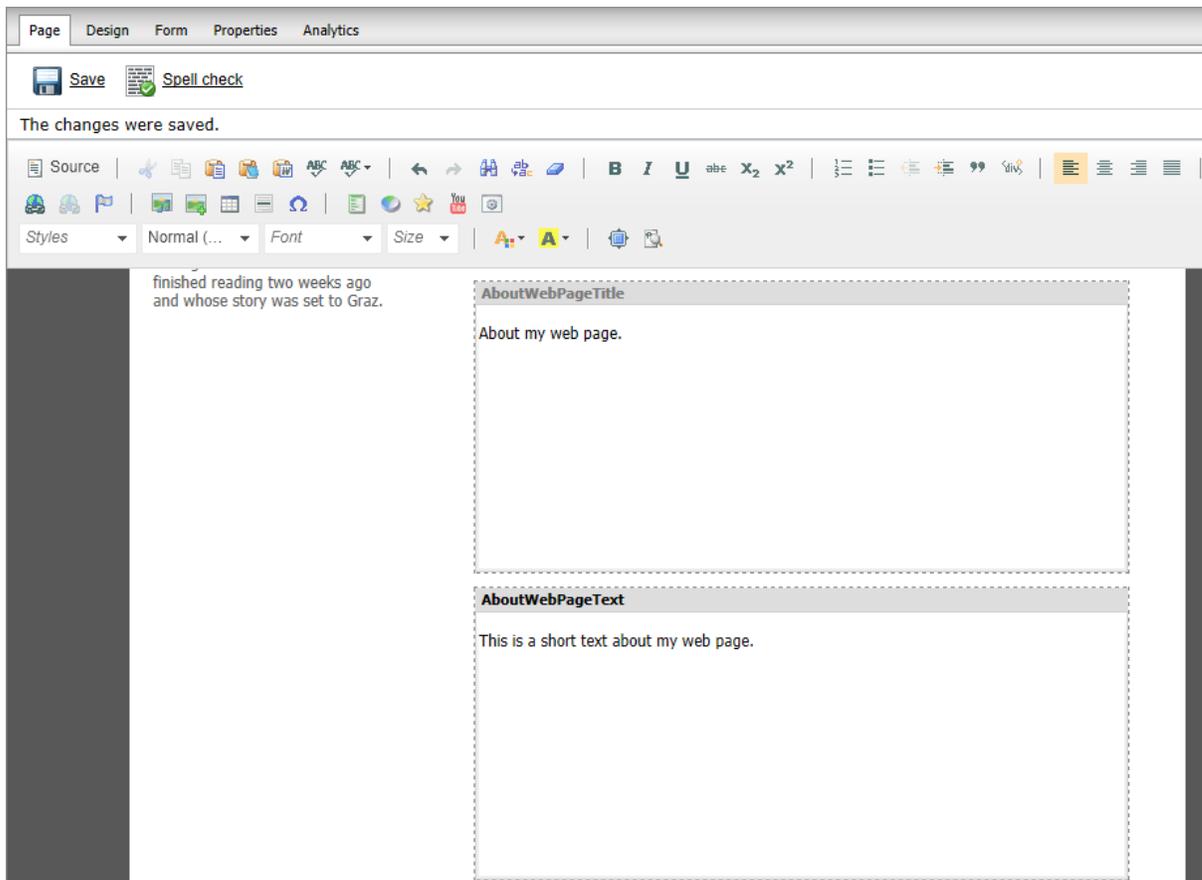
Then click **OK**.

4. Click **Add web part** again and select the same **Text/EditableText** web part.

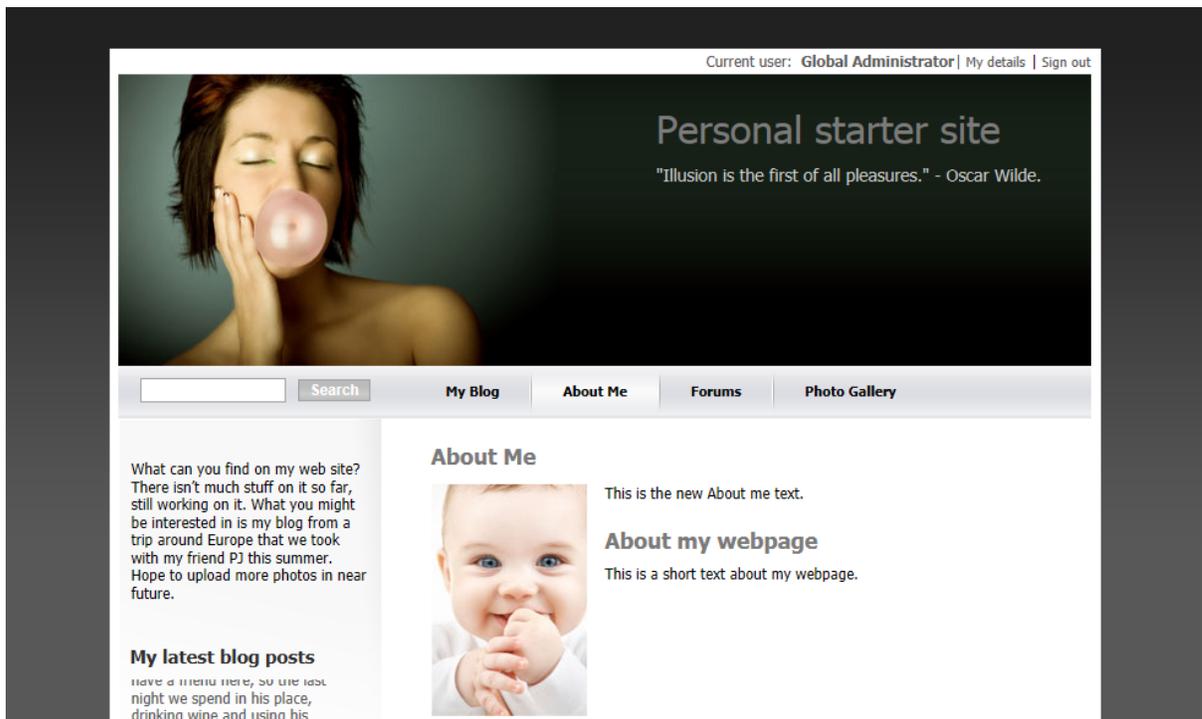
5. In the **Web part properties** dialog, enter *AboutWebPageText* into the **Editable region title** textbox. Then click **OK**.

6. Now you have the new web parts ready and you can enter some new text. Switch to the **Page** tab and click into the **AboutWebpageTitle** editable region. Enter *About my web page*. Click **Save** at the top.

7. Click into the **AboutWebPage** editable region and enter *This is a short text about my web page*. Click **Save** again.



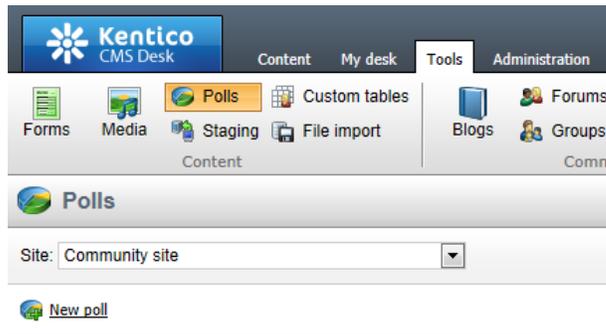
That is how you add a new editable region into your website.



4.2 Adding a poll

In this chapter, you will learn how to create a new poll and add it to your web page.

1. First of all we need to create a new poll. Go to **CMS Desk -> Tools -> Polls** and click **New poll** (🌐).



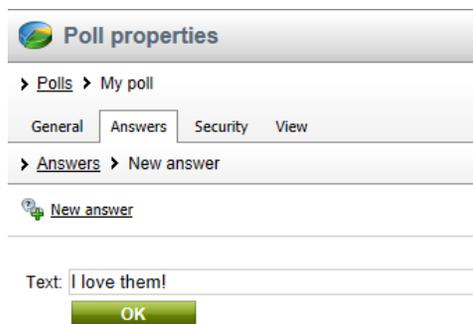
No data found.

2. Enter the following information for the new poll.

- **Display name:** My poll
- **Code name:** MyPoll
- **Question:** How do you like my pictures?

Then click **OK**.

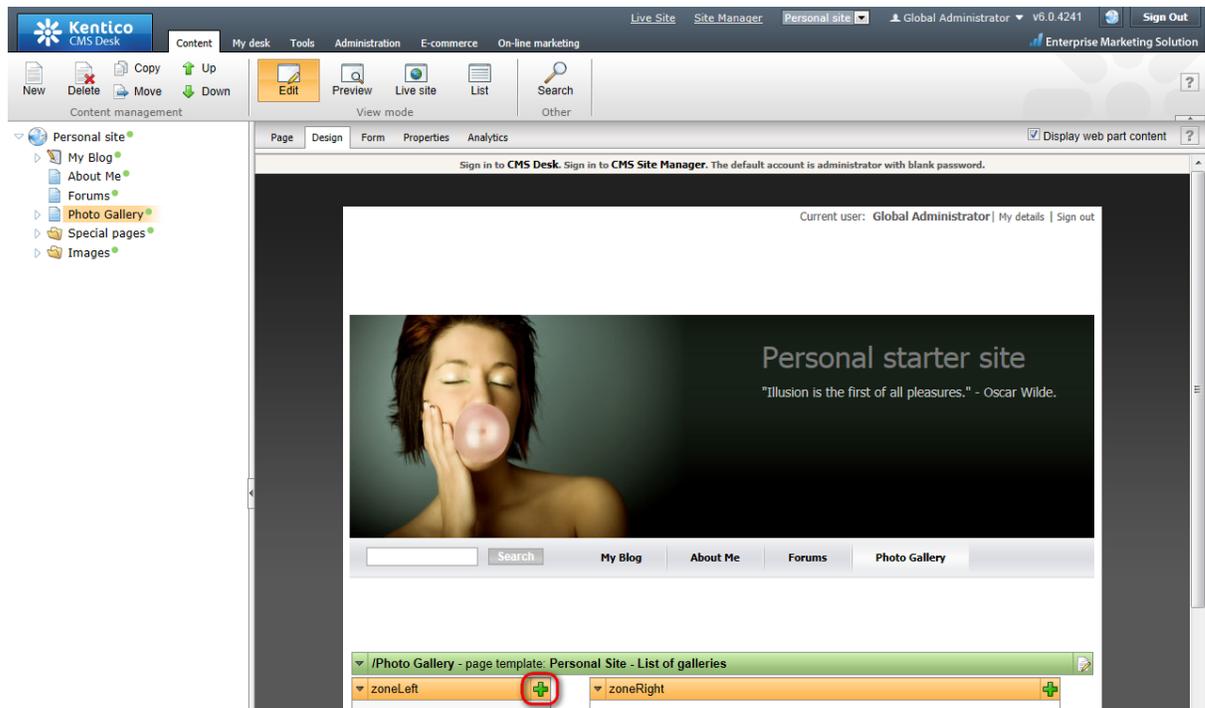
3. Now we need to defined some questions for your new poll. In the poll properties, switch to **Answers** tab and click **New answer** (🌐). Into the **Text** text box, enter *I love them!* and click **OK**.



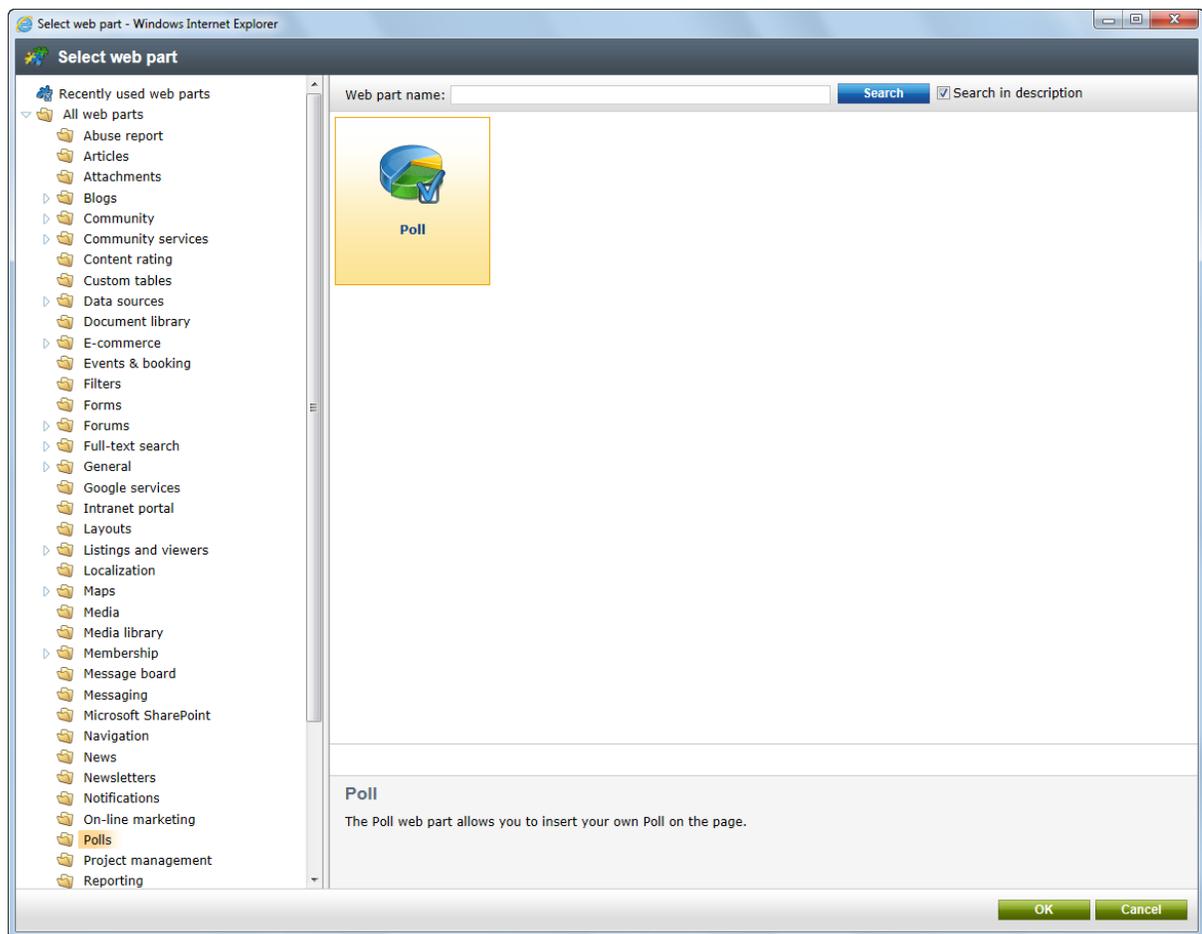
4. Click **New answer** again and enter *Not bad.* as **Text**. The **Enabled** check box should be checked. Then click **OK**.

5. Click **New answer** again and enter *Waste of time!* into the text box provided. Click **OK**.

6. Now we are ready to add your new poll to website. Go to **CMS Desk -> Content -> Personal Site -> Photo Gallery** and switch to the **Design** tab. Click **Add web part** in **zoneLeft**.



7. In the **Select web part** dialog, select **Polls\Poll** web part.



8. In the **Web part properties** dialog, make sure **My poll** is selected as **Poll name** and click **OK**.

Congratulations, you've just learned how to add a new poll to your website.

Current user: [Global Administrator](#) | [My details](#) | [Sign out](#)



Personal starter site

"Illusion is the first of all pleasures." - Oscar Wilde.

[My Blog](#) [About Me](#) [Forums](#) [Photo Gallery](#)

About my photos

Alright, let's be clear on this.

I'm far from being a professional photographer. Therefore, if you're looking for mesmerizing pictures, I advise you to search somewhere else.

How do you like my pictures?

I love them!

Not bad.

Waste of time!

List of galleries

In these galleries, you can find pictures I took in past few months. I'm planning to upload more pictures in near future.

European Trip



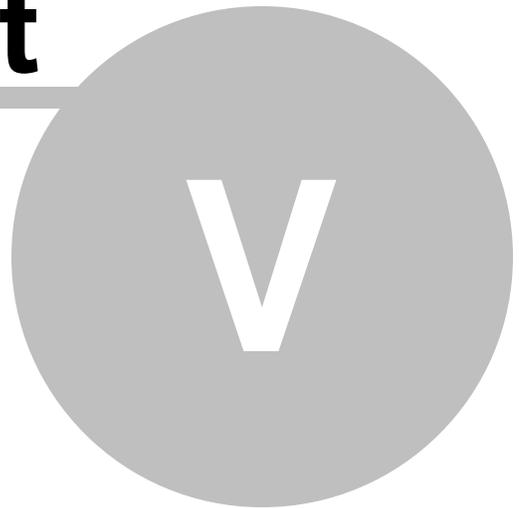
Set of pictures, we've taken on our hitchhiking trip around Europe with my friend PJ. Additional pictures are to come.

Sweet Home Arizona



Nothing compares to smell of desert after moonson rain.
Nothing compares to sound of coyote howling at the Moon.
Nothing compares to view of blossoming saguaro.
Nothing compares to Arizona.

Part



Further reading

5 Further reading

This guide has provided you only with a short introduction to some of the aspects of the Kentico CMS. For more detailed information about Kentico CMS please consult the following resources:

- **Kentico CMS Tutorial**
- **Kentico CMS Developer's Guide**
- **Kentico DevNet** at <http://www.kentico.com/DevNet.aspx>

Should you need any further assistance, please do not hesitate to contact us at <http://www.kentico.com/Support.aspx>.

Index

- A -

- Adding a blog post 8
- Adding a forum 15
- Adding a photo gallery 11
- Adding a poll 33
- Adding text 30

- C -

- Changing the theme 19

- E -

- Editing content 6
- Editing CSS stylesheets 23

- F -

- Further reading 38

- O -

- Overview 4

- S -

- Support 4, 38

- T -

- Technical support 4, 38