# **Website Baker Manual**

Getting Started Guide	3
Installation	3
So you want to give Website Baker a try?	3
1. Prepare	3
2. Download	3
3. Transfer	3
4. Install	4
Your First Page	4
Logging in	4
Welcome	5
Creating the First Page	5
Adding Content	6
Viewing the Page	7
Page Management	7
More Pages	7
Modify and Delete	8
Change Settings	8
Page Order	9
Enough for a start	9
More On Pages	10
Page Settings	10
Settings when Adding Pages	10
Settings screen	11
Modules	12
What is a module?	12
WYSIWYG - what you see is what you get	12
Menu link	13
Wrapper	13
Form	13
How to install additional modules	13
Sections	14
Another word to learn - but an easy concept	14
Every page has a section - only the brave want more	14
Modifying sections - be careful	14

lemplates	15
Concerning the looks	15
Change the template for one page	15
Change the template for all pages	15
Install additional templates	15
Create custom templates	15
Users, groups & permissions	16
Users and Groups	16
Sharing the work	16
Creating a new group	16
Creating a new user	16
Frontend Login and Sign-up	17
Enable Login and Sign-up	17
Advanced Howto's	18
Create additional editable content blocks	18
What is this about?	18
The template side of things	18
Enable content blocks	18
Assign sections to the blocks	18
Frequently Asked Questions	20
What is Website Baker?	20
What does the term 'Free Software' mean?	20
What is the GNU General Public License?	20
What is the 'Pages' section for?	20
What is the 'Media' section for?	20
What is the 'Modules' section for?	20
What is the 'Languages' section for?	21
What is the 'Templates' section for?	21
What is the 'Preferences' section for?	21
What is the 'Settings' section for?	21
What is the 'Users' section for?	21
What is the 'Groups' section for?	21
What is the 'Log-out' link for?	21

# **Getting Started Guide**

#### **Installation**

How to get Website Baker up and running

### So you want to give Website Baker a try?

You are all set if you follow these simple steps

- 1. Prepare
- 2. Download
- 3. Transfer
- 4. Install

#### 1. Prepare

To use Website Baker you need to have access to a webserver that has PHP (version 4.1 or higher) and MySQL (version 3.2.3 or higher) installed. At present, **Website Baker does not run on servers that have "Safe Mode" turned on - also, session support has to be enabled**. If you're unsure, please ask your system administrator if it these requirements are met before you post support questions in the forum.

You also need to have a database installed on your account (you can also reuse one that is already present - the old data will be unaffected if you're careful later). Also, you need to have the following information about the server:

- path to your web pages (e.g. /www/user123/)
- your web address (e.g. http://www.myexamplepage.com)
- name of the MySQL database
- MySQL user name
- MySQL password

#### 2. Download

Next you need to get the current version of Website Baker from <u>Sourceforge</u>. Under Website Baker 2 (Stable) get the file websitebaker-x-x-x.zip file with the highest version number. Save it to your computer and extract it.

#### 3. Transfer

Now you have to upload all the files to your web server. For example, if you want Website Baker to be installed in the subdirectory "wb", just copy the directory with that name to the root directory of your web server using an ftp-client. Also within the ftp-client, make the following files and directories writeable for the web server (probably you will have to make them world-writeable):

- config.php
- languages/
- media/
- modules/
- pages/
- temp/
- templates/

#### 4. Install

We're already at the last step of the installation instructions! You only need to start a web browser and point it to the wb installation script. In our example, this would be http://www.myexamplepage.com/wb/install. Just follow the instructions to finish the installation process.

- Step 1: System check if all messages appear in green, your serve meets all the system requirements (probably). If one of them is read, please ask your hosting service about it.
- Step 2: File permission check: if you set all the permissions as was described, there should be just a couple of friendly green lines confirming that all files are writeable and you can go on. If any of them are not writeable, please change that before going on.
- Step 3: Check the paths and the timezone (you will probably want to adjust this)
- Step 4: Now the first step where you actually have to do something choose under which operating system your server runs hosting services usually use a Linux/Unix based system. Also, insert the requested information about the database. If you are reusing a database created for some other purpose, you should choose a table prefix (that is distinct from the other tables used!) to make sure you don't erase original data.
- Step 5: Enter a Website Title.
- Step 6: Very important, choose the standard e-mail address of the administrator. If you have forgotten your password, or want to receive for example feedback form data, this is where it will be sent. Also, choose a password for the administrator account.
- Step 7: Read and accept the GNU license. If you disagree with this license, do not use Website Baker!

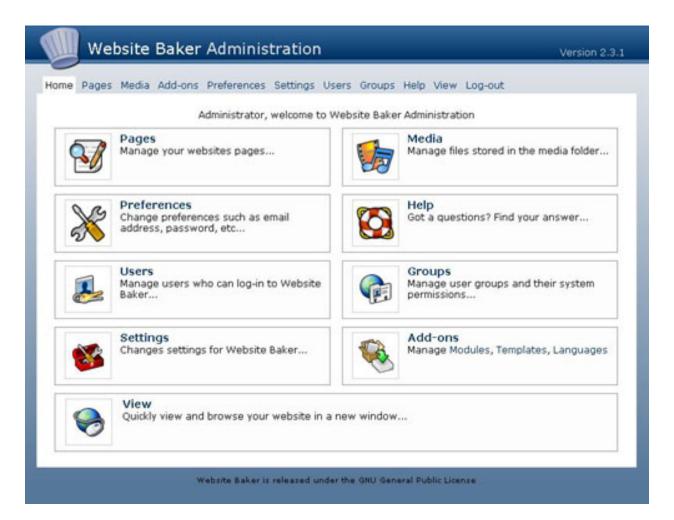
If you now click "Install Website Baker", you'll be taken to the administration area and you're actually done with the setup process! Once you have checked that Website Baker works, please delete the install folder from your server to make sure nobody runs the installation script again (remember it is publicly accessible)!

# Your First Page

It's time for the fun stuff: create your first web page!

### Logging in

We assume you have successfully completed the setup of your new Website Baker page so it's now time to add some content. If you've followed the link in the last step of the installation procedure you're already in the administration area. Otherwise, in our example of the previous guide, you just point your browser to "http://www.myexamplepage.com/wb/admin". After typing in "admin" and the password you supplied during setup, you'll see the admin main menu displayed:

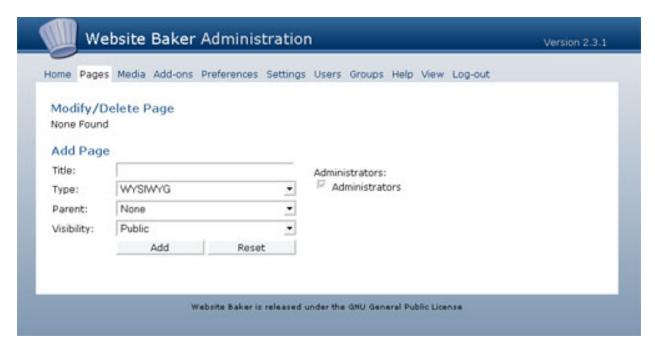


#### Welcome

As this is not a complete manual, but a task-oriented tutorial, we will not explain every feature of Website Baker now. Don't worry, with only minimal effort, you'll have your first Website Baker page! Just note that all the options displayed here are also present as links on the of the page.

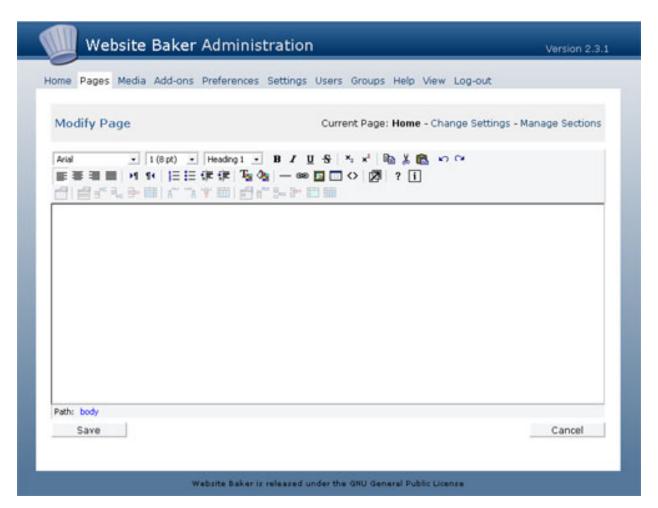
#### **Creating the First Page**

The first thing we want to do is create a single page, so you have something to look at. As you might have guessed already, we will have to go to the "pages" area to do that, so click on that button or the link in the menu. On the new page, we first see the message "none found" under Modify / Delete Page. This makes sense, because we have not yet created one! So let's change that and type a name for your first page in the textbox 'Title'. For example, "home". You can leave the other options at their standard values ('Type': WYSIWYG, 'Parent': None, 'Visibility': Public) for now, we will come back to them later.



#### **Adding Content**

Click on "Add" and you will be taken to the "Modify Page" view, because you have just created a new blank page that waits to be filled with some content! Now you see a big white textarea where you can directly write some text. Yes, go ahead, and try it out! But the cool thing about this is, it is actually WYSIWYG (=what you see is what you get). If you've worked with a word processor like Word before, you will quickly find out how it works - letting the mouse pointer stay over a button for a while makes a small info text come up what the purpose of this button is. Play around with this editor for a little while and write some text. You can also have images, hyperlinks and much more. We'll cover that in another manual. Once you're happy with your result, click on the save button. After the reassuring information that the page was successfully saved, you're back at the same screen.



### **Viewing the Page**

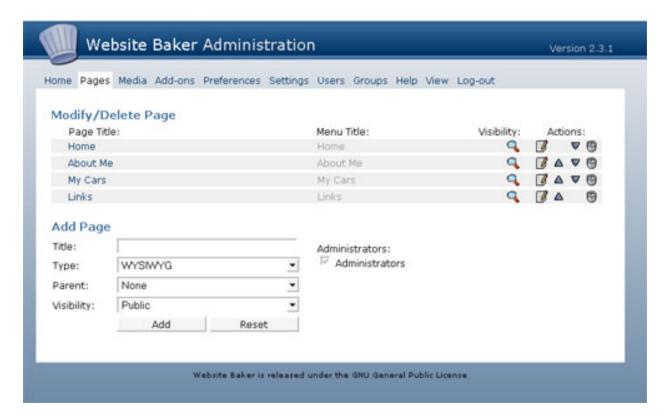
Now that we have created our first page, let's have a look at it. In the menu, click on the 'View' link. This will open another browser window and you can see what your web page now looks like. Pretty cool, eh? Close this window and you'll see the 'modify page' screen again. You could edit and preview your page now for a while, but there's still more to learn, so let's do the polishing later. Instead, continue with the next tutorial!

## Page Management

Add, delete, order, rename pages

## **More Pages**

Let's first create some more pages to have a good basis for the next lections. Just repeat the steps that you've learned in the previous tutorial. For now, stick with the standard settings and just make up some good names. As soon as you've finished writing the content (and have saved, naturally!), click on 'Pages' to go back to the overview page.

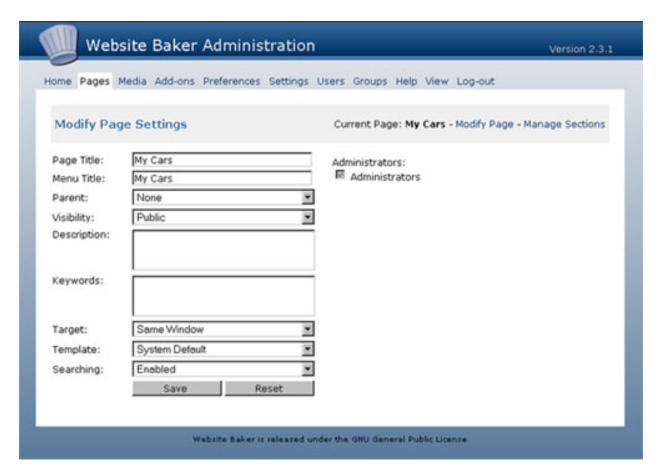


#### **Modify and Delete**

If you want to change the content of a page, just click its name in the page list. You will be redirected to the 'Modify Page' screen again, where everything works as described in the previous guide. But for now, we're happy with this impressive list of pages, so let's delete some of them again (well, if you've actually made pages with real content, just create another one for deletion only)... Locate the delete symbol at the end of the line for a page that you want to do delete. Click it, confirm your evil plans in the popup dialog box and whoops, it's gone. Forever. There is no way of bringing it back, so be careful with the delete feature!

### **Change Settings**

Now suppose you have created a page and want to change its name, but don't want to lose the content. Click on the 'Settings' button and you will find all the options you need. The first options you find here are textfields for the menu title and the page title. The menu title is what is displayed on your site's menu whereas the page title is diplayed in the browser's status bar. There is also another very interesting feature here, that we haven't mentioned yet: The visibility setting. With it you can publish and unpublish pages without having to create and delete them again. Just choose "public" if you want the page to be displayed in the menu. If you want to hide it, choose "none". This feature is very handy as you can create pages and save them in preliminary versions without everybody out there noticing. Once you're ready to release it to the public, change the visibility setting to "public". If you're done changing page settings, click 'save' and you will come back to the pages overview.



#### **Page Order**

Now that you have learned all buttons on the pages screen, why not just tell you what the arrows are for? Well, you might have just guessed (or tried it out), with them you can change the order of the menu items. There's not much to explain about it, so just go ahead and try it out! You have now learned all the basic features needed for creating, modifying, ordering and deleting pages.

### **Enough for a start**

Congratulations! You have gathered enough information to get started with Website Baker. You can now go ahead and create a simple site with a couple of static html pages that are easily updated. As you might have guessed, there is quite a few features yet to explore, but this is a different story...

# More On Pages

## **Page Settings**

Everything about page settings

### **Settings when Adding Pages**

When you add a page to your site, there are four settings that you can change:

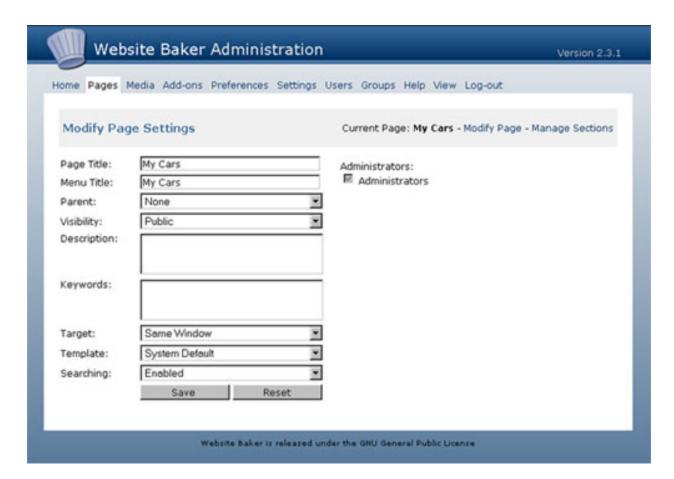
- **Title**: This setting affects both the page title and the menu title you can change both of them separately later on the settings page.
- **Type**: As we haven't talked about modules nor sections yet, we'll leave it at a very short explanation: This decides which kind of content will be on the page the standard webpage is called "WYSIWYG" (stands for "what you see is what you get"), but you can also have a feedback form page, a news page and other content which we will explain in the module section in more detail.
- **Parent**: This decides the position of the page in the site's page tree. If you choose "none" (which is the default setting), the page will be created at the level, if you choose an existing page as the new page's parent, it will be a subpage of its parent how this is handled actually differs among the different templates, but usually it means that the page will be visible in the menu only when its parent (or a subpage) is active. Best thing is to play around with this setting to get some feeling for it.
- **Visibility**: This is a very handy setting that allows you to work on pages without having them publicly viewable right away (use visibility "none") for this. Also, if you're using the login functionality (this is covered in the group features tutorial), you can restrict the group of people that is allowed to view the page by using the setting "private". The standard setting is "public" so usually all pages are published right away (which means even when you're still editing them for the first time!).



#### **Settings screen**

As we have already mentioned in the "Getting started" tutorial, the Settings button on the page overview leads you to the settings screen. Here, you will find some more advanced options regarding your page.

- **Page Title**: You have already entered a title for your page and this title is set as the page title and menu title by default. Now, what is the difference between these two? The page title will be displayed in the browser's status bar whereas the
- Menu Title: is displayed in the menu quite easy, isn't it?
- Parent see above
- **Visibility** see above
- **Description**: pretty self-explanatory, I think...
- **Keywords**: useful for search-engines for example.
- **Target**: here you can choose whether clicking the menu link to this page is supposed to load the page in the same browser window or if another browser window should be opened.
- **Templates:** we will come back to this point in greater detail later, but go ahead and try out some different templates. Templates are the layout, the behavior, the graphics of your page. Content management systems are all about dividing content from presentation, and templates are the presentation part. Usually you will use one template for the complete site so you will not need to change this setting for individual pages, but, hey, you can do whatever you want, so you can assign every page a specific template.
- **Searching**: This setting affects the behavior of the internal search engine. If it's enabled, the content of the page will be included in searches, if not, well, you guess it...



#### **Modules**

Here you find out everything about modules.

#### What is a module?

You might wonder why it is necessary to introduce an abstract word like this into a content management when all you want to do is create pages that look good, will be easy to maintain and where the layout can be modified independtly from the content. Well, it is necessary as soon as different kind of content comes into play. You might want to have a simple web page for example a description of your company or a list of upcoming events. But what about a feedback form? This needs additional settings and in order to keep the interface nice and clean, in Website Baker different kind of pages can be accomplished by using modules, where every module knows what it needs in terms of options, content and so on. Let's go through some of the standard modules that come with the Website Baker package and you'll get a feeling for this concept.

### WYSIWYG - what you see is what you get

This is the standard web-page and the default selected module. You have hopefully played around with this already and should feel quite comfortable with it. There is no special settings page so there is actually not much to explain. Just type and use it like a word processor, include tables, images, links, change the color, style and size of your text. All of this without knowing html! Easy, isn't it?

#### Menu link

If you want to have a link in your menu that leads to a website outside of your website baker site, you use this page type. As soon as you have created a page of this type, you will find two options, "link" and "target". Link is just the webpage that should be displayed on clicking, and target again says whether it should be opened in a new window or in the same window. This module is actually different from all the others as there is no page content coming with it, and it is the only one of the standard modules that cannot be combined with the others (we will come back to this point when we discuss "sections").

#### Wrapper

This one will be very helpful if you want to include another webpage in your own Website Baker tree. Just use the wrapper and a different page will be displayed in an inset of the window. You can set the source URL (the page's web address) and the size of the browser inlay - once again, this is something to be played with to get nice results.

#### **Form**

If you want feedback from the user's of the page, you can use the form module. This one will actually need some explanation as it is the first module that comes with an individual settings page. This has nothing to do with the page settings but holds preferences of the form module only. But let's first get fields where the user can actually fill in something. We will create a little feedback form so click on "Add Field", and in the next page choose "Name" as a title and "Short Text" as the type. You can make it a required field, so that Website Baker will complain if somebody wants to submit the form without having this filled in. Click "Save Field". Now create another short text field with the name "E-mail" and a long text field called "Message". Now you already have a nice little form. Next, we will look at the settings - click the button (not the text link called "Change Settings" - this will lead you to the page settings again). This looks guite confusing at first but you won't have to do much here for now. The most important setting is the "E-Mail To" field here you can decide where the form data will be sent. The rest of the fields is for individualization of the form page. Change the displayed text or even play with the html-code if you feel like it.

#### How to install additional modules

One of the beautiful things about Website Baker is the possibility of easily adding functionality to it. In the Module Downloads page you will find additional modules that may just give you what you have been looking for. The list is constantly growing and you can find additional information on ongoing projects in the forums. To install a module, first get the zip file and save it to some location on your computer. Then, in the menu of the administration interface, click on "Add-ons" and then "Modules". Click on browse, choose the zip file and confirm. Next, click on "Install" and the module will be automatically installed for you. From now on you can use it just like the modules that were included in the package.

#### **Sections**

How to have more than one module on a page

### Another word to learn - but an easy concept

So you now know what a module is and you can create pages of different types using the appropriate modules. But what if you want to have more than one type of content on a page? That's were sections come into play.

Let's say you want to have a normal text (WYSIWYG module) and a feedback form (form module) on the same page. With what you've learned so far, you cannot achieve this, so we need the new concept of "sections". Every content item on the page just is a section, so in our example you would have one section with a WYSIWYG module and another section with the form module. You can have as many sections as you want and the content of one section is completely independent of the other sections.

## Every page has a section - only the brave want more

Actually, you have already been using sections without even noticing. As soon as you create a new page, you create a page with one section (filled with the module you have chosen). Not very exciting, you think? So it's time to add another section and play with this. You have probably already noticed where you'd have to go to achieve this: there is a link called "Manage Sections" right next to the "Page Settings" - click it and you'll see the section overview page.

Just choose another module from the list below "Add Sections" and click on "Add" and you've already succeeded in creating another section. Pretty easy, isn't it? You can change the order of appearance of the sections by using the arrows and you can delete individual sections. Both works just like with pages and thus needs no further explanation. If you want to modify the content of a section, you can do that by clicking on a section's module name (WYSIWYG for example).

### Modifying sections - be careful

Now that you have a page with more than one section, you can modify the content of every section individually, but as you will notice after clicking a section, **all** sections will be presented to you for modification! This is a nice feature as you get an overview of all the content of a particular page but a word of caution has to be given: Never change more than one section at once as the save button affects only the section right above it. All changes to other sections will be lost! So if you want to make multiple changes at once, please remember to modify and save every single section separately.

# **Templates**

How to change the appearance of your website

### **Concerning the looks**

You've had some time to play around with Website Baker and you probably have an idea by now why it's called a content management system - it's just an easy way to organize your web pages. But at this point in time you may be wondering how you can achieve your individual website style. This document will not be concerned with the customization of the pages, but we still need to introduce "templates" to give you the missing part of the concept of separating content from presentation. Website Baker already comes with a selection of templates and there are a lot more that you can download from the main page or from Stefan's resource page (here you can also preview them). Also, keep an eye on the forum for brand-new templates out of the community.

### Change the template for one page

If you've carefully read the manual up to this point, you already know how to do it. In the page settings, choose a different template from the drop-down menu. This affects only the appearance of the one page you are working on. This way you can have different pages appear in different designs.

### Change the template for all pages

It is more common to change the template for all your web-pages at once because you usually want just one design for your internet appearance. To do this, you have to go to "Settings" in the menu of the administration interface. You will be presented with a long list of options that will be discussed in another manual, but for now just scroll down to the template entry under "Default Settings". You can choose one of the templates here and save it. Preview your webpage to see what it looks like!

### **Install additional templates**

If you're not happy with the built-in templates and want to add more, you just have to go to "Add-ons" and click on "Templates". Choose the zip-file that you have downloaded and click "Install" just like for modules.

#### **Create custom templates**

All of this might sound nice, but at some point in time you probably want create a custom template for your site. We will soon have a manual on how to do that, but for now, just a small tip: Take one of the ready-made templates (AllCSS is probably the easiest to modify as it uses CSS code, so you don't even have to look at the template code if you're lucky), check out how everything is done and modify it to suit your needs. Have fun playing around!

# **Users, groups & permissions**

Some details about Website Baker's built-in community features.

# **Users and Groups**

Create accounts so that other people can contribute to your site.

### **Sharing the work**

Content Management Systems are built on some reasonable principles - you have learnt about separation of content and presentation already (which is achieved in Website Baker through the use of templates). Another pillar is to enable different people to work on the same web project. For this purpose, Website Baker has the concepts of "Users" and "Groups". Every person who works on your projects is a user, whereas groups are there for you to grant and restrict the rights of people based on there position in the project. Let's not get this too abstract, instead we'll have an example and learn all the important features along the way.

### Creating a new group

Let's say we build a website for a sports club - you are the administrator of the site, but there are also club members who are responsible for the content. To get started, we first have to create a new group that we will call "Editors", because we expect members of this group to produce content. In the administration interface, click on "Groups" and below "Add Group" enter the name "Editors". We want them to be able to write articles and we should also give them access to the Media section, so they can upload the images they need, so just check the boxes "Pages" and "Media". As you take care of the site as an administrator and you don't want everybody messing around with the settings, let's not grant them any other rights. Click on "Add" and you got yourself a new group!

### Creating a new user

As you know who will be your editors, you can now go ahead and create a new user for every person working on the project. Click on "Users" and under "Add User" fill in all blanks. Under "Group" choose "Editors" and click on "Add". That's it! Go ahead and try to logout and login again as one of the new users. You will see only a limited set of menu options reflecting your privileges. Another way of creating users is to let them sign-up for themselves. This will be treated in the next part.

# Frontend Login and Sign-up

Users can create account for themselves if you allow it - you learn everything about this here.

### **Enable Login and Sign-up**

To use the frontend login and sign-up features you have to enable them separately in the Settings view. Click on "Settings", and look under "General Settings" for the option "Login" - enable it.

Also the frontend sign-up can be enabled right below the login option - note that both functions are independent of each other, but sign-up without login isn't supported in the standard templates.

Also, for frontend user sign-up you need to have set up a group beforehand, as you don't want users to create administrator accounts for themselves, do you? To enable the frontend sign-up you have to choose which group new users automatically join. View you're page, log out and sign up as a new user to get a feeling on how it works. Upon signing up, your new users automatically receive a confirmation e-mail with their new password.

# **Advanced Howto's**

Here you will find some small guides that teach you features that can be enabled in the advanced settings.

#### Create additional editable content blocks

This small tutorial teaches how to use sections and blocks to get more flexibility into your site's looks.

#### What is this about?

You have played around a bit with Website Baker? You're comfortable with using multiple sections on one page (for example, one of type WYSIWYG and one of type Form)? But you have seen so many pages on the web where there is more than one content area and would like to do something cool like that with Website Baker? Guess what, 'tis possible! In this tutorial, we will teach you how to have multiple editable content areas on your page. We will assume knowledge of html and some experience in creating standard Website Baker templates.

### The template side of things

Hopefully you have some idea in mind, what your site is supposed to look like. Let's assume you want a three-column template with the left column being the menu, the main content in the center, and a right column with some additional information on the currently viewed page. As soon as you have your html layout ready, go ahead, and insert the Website Baker specific php tags where you want everything to be displayed. Where the main content goes, just use "page\_content()" as usual or put in "page\_content(1)" to make it clearer that you're using the block feature. Both will give the same results. Inside the html tags of your right column, insert "page\_content(2)". This will make sure that all sections associated with the second block appear here, whereas all sections associated to the first block appear in the main part.

To tell Website Baker that there is a new block that can be used (the first one is enabled by default), we also have to add one line of php code into the template's info.php:

\$block[2]="Right Column";

#### **Enable content blocks**

Now that we have created a second block in the template, let's tell Website Baker that we want to use this feature. In the administration, go to Settings, click "Show Advanced Options" and enable the "Section Blocks" option. Also, make sure that you are using the modified template as the site's default template (or at least at the template of the page you want to create).

## **Assign sections to the blocks**

Now we have to create a page that utilizes this feature. We need to have at least two sections in it, which you might have guessed already, so create a page, add another section and fill both sections with some content. Now look at the section overview ("Manage Sections") and you find a new option box called "Block". Choose "Main" for the first section and "Right Column" for the second and preview your page. If you only see the "Main" block, please check that you're using the modified

template, and that you correctly copied the line above into info.php of this template. If you get the option, but it doesn't do what you expected, check the code in your template's index.php.

# **Frequently Asked Questions**

If any of the below does not answer your query, then please visit the official Website Baker website (<a href="http://www.websitebaker.org">http://www.websitebaker.org</a>), or the official Website Baker forum website (<a href="https://www.websitebaker.org/forum">https://www.websitebaker.org/forum</a>), and search/ask for help there.

#### What is Website Baker?

Website Baker is a PHP-based content management system which enables users to produce websites with ease. It has been designed from the ground up to simplify the task of creating and maintaining professional-looking websites.

#### What does the term 'Free Software' mean?

Free software, as defined by the Free Software Foundation (FSF), means "'Free software' is a matter of liberty, not price. To understand the concept, you should think of 'free' as in 'free speech', not as in 'free beer'. Free software is a matter of the users' freedom to run, copy, distribute, study, change and improve the software". More information on the definition of free software can be found at the link below:

http://www.gnu.org/philosophy/free-sw.html

#### What is the GNU General Public License?

The GNU General Public License, or more commonly known as the GPL, is the license which Website Baker is distributed under. For more information please visit the link below:

http://www.gnu.org/copyleft/gpl.html

#### What is the 'Pages' section for?

This section is where you manage your websites pages. To add pages fill-out the form under the 'Add Page' title, then click 'Add'. To modify a page, simply click on the title of a page in the pages list found under the 'Modify/Delete Pages' title. You will also find an up, down, and delete icons to the right of the page names. The two arrows allow you to re-order the page, and the delete icons enables you to completely delete the page and all of its contents.

#### What is the 'Media' section for?

The Media section is where you can completely manage all files and folders stored in the /media folder. This allows you to, for example, upload files which users can later download. Clicking on a folder name opens it. Clicking on the "Up" link (only shown when in a sub folder of /media) will open the parent folder. Clicking on a files name will open that file in a new browser window. When uploading files or adding folders you should select the target folder for the file or folder to be placed in. Other functions available in the Media section should be pretty self-explanatory.

#### What is the 'Modules' section for?

The Modules section is where you can manage and view details on Website Baker modules. Installed modules appear in the 'Type' field when adding pages. Thanks to the use of the PclZip library, installation of a module simply involves uploading a zip file. PclZip was written by Vincent Blavet (vincent@phpconcept.net), and for more information please visit the link below:

http://www.phpconcept.net

#### What is the 'Languages' section for?

The Languages section is where you can manage and view details on Website Baker languages. Installed languages appear in the 'Language' option in 'Preferences', as well as 'Default Language' in 'Settings'.

Thanks to the help from contributor's, translations can be downloaded from the Website Baker website (<a href="http://www.websitebaker.org">http://www.websitebaker.org</a>)

#### What is the 'Templates' section for?

The Templates section is where you can manage and view details on Website Baker templates. Installed templates appear on the 'Settings' section under the 'Template' field. The template is basically the decoration of the website front-end. Like in the Modules section, thanks the use of the PclZip library, installation of a template simply involves uploading a zip file. PclZip was written by Vincent Blavet (vincent@phpconcept.net), and for more information please visit the link below: http://www.phpconcept.net

#### What is the 'Preferences' section for?

The Preferences section is where you manage you preferences. This includes your display name, email address, and password. You display name should be your real name (first and last). This is used as a display name in Website Baker when showing messages on the screen which are directed to you e.g. "Hello Ryan Djurovich. Welcome to Website Baker". To change your display name and/or email fill-out the form under the 'My Details' title and press 'Save'. To change your password fill-out the form under the 'My Password' title and press 'Save', and the next time you login you can use your new password.

#### What is the 'Settings' section for?

The settings section is where you manage all of Website Baker's system settings. This includes the website title, description, keywords, template, environmental settings, etc. Be careful when changing these values as it could break the installation.

#### What is the 'Users' section for?

This is where you manage the user accounts for Website Baker. Once users are added, providing they are set to active, the can log-in. Users must belong to a group. You cannot add a user to the 'Administrators' group unless you are logged-in as a user in this group. For more information on groups please see the section below.

#### What is the 'Groups' section for?

This is where you manage the user groups for Website Baker. Groups enable you to limit permissions in which users can have. To make thing more manageable, permissions are handled on a per-group basis instead of a per-user basis. You cannot modify the 'Administrators' group as this could lock you out of the system.

#### What is the 'Log-out' link for?

The 'Log-out' link enables you to logout of Website Baker administration without having to completely close your browser window. This enables you to keep the window open and visit another website after using the administration without having to worry about security, because Website Baker will automatically destroy the temporary information used when your logged-in.