



**Web**  
publishing **for**  
**complete** success

**DynAg SB**

# Introducing the DynAg SB

DynAg SB is a system of general web publishing tools created by Trust-IT. The DynAg SB series are targeted to the small and medium businesses.

DynAg SB enables easy creation and publishing of content through the web and has special features that are targeted to the small to medium service providers that want to ensure their online and continuous presence on the Internet.

## What you need to know about DynAg SB

DynAg SB is a product that enables easy creation and delivery of webpages and web application. Using DynAg SB you will be able have your company's website up and running in just a few hours. DynAg SB lowers the amount of effort required to create and run a successful website by allowing you to concentrate on what is important: creating and editing the content for that website.

DynAg SB is based on the open source systems Plone and Zope, which enables us to offer a high quality product at prices which are considerably smaller than similar products created through classic development processes. The extensions brought by us to the Plone

and Zope systems guarantee to our customers more features, ease of use and most important, quality support for the products we deliver.

Using DynAg SB doesn't require any special training. If your employees are able to write an email using a web service such as Yahoo or Hotmail, they are already trained to create content and web pages using DynAg SB. If they know how to use Microsoft Word to create rich text formatting, they will have all the necessary knowledge to do the same thing using DynAg SB.

DynAg SB works on a system of users and access levels. To be able to add or edit content you need to login with a username and a password and have the necessary access level required. Using this system, all the members or employees in your organisation will be able to create and edit only the content that they are allowed. Even more, a workflow system is in place, making possible to have a review stage before making the content public on the website.

DynAg SB is more than just a static website, it enables you and your visitor to interact with it and exchange information using dynamic pages. For example, visitors can register for services on your website, that information will be saved and you will be notified through email by their registration. The site visitors have the possibility to search your website and they will be able to subscribe to news feeds provided by DynAg SB.



An example of the DynAg SB system in action.

Copy and paste formatted text from Microsoft Word and other web pages

## Make your presence felt on the Internet

The Internet is one of the fastest growing industries, with an enormous impact in the last 10 years that is affecting the world on all its levels. Originally intended as a medium for scholar knowledge, it has been adopted by commercial entities as they favorite medium of communication and trading information. Following the spread of personal computers usage and low communication carrier prices, the Internet connection is among the most widespread utilities that exist in any household. Having an online presence ensures that your businesses attracts customers and will provide credibility for your projects.



In this side by side image you can see content from Microsoft Word being posted in the DynAg SB visual editor, preserving the original formatting.



## Editing and creating content with DynAg SB

You may have heard of HTML as the language of the Internet, the knowledge that you need to have to be able to create web pages. Well, the good news is that working with DynAg SB will not require you to know anything else besides basic computer and Internet navigation skills. In fact, creating and editing pages of information with DynAg SB uses very similar concept to those with which you work on your computer.

You will be able to organize information using folders, move and delete documents and folders with the cut/copy/delete mechanism and you will be able to edit and format text with an editor that resembles Microsoft Word. To create a new document, you will need to choose from the toolbar the type of content you want and instantly you'll be able to edit the new document.

### Content types in DynAg SB

The DynAg SB system is structured around content types. When you add new content inside the system, that content follows some rules determined

by its content type. Thus, the fields necessary to create a news item are different to those necessary to create an image or a simple page. The following is a list with standard content types that you will find in DynAg SB

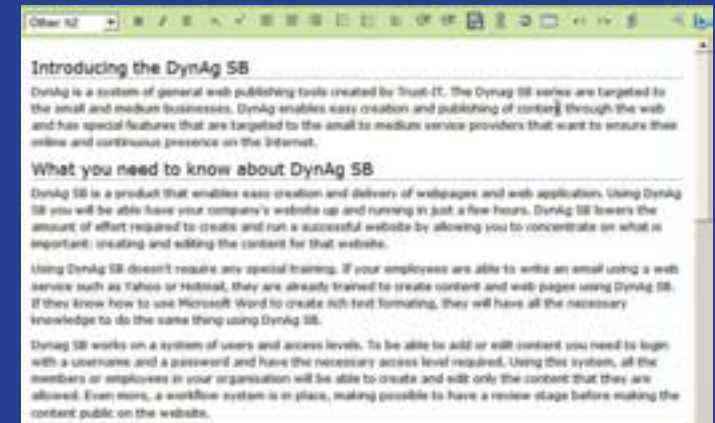
### Remote administration

A key feature of DynAg SB is remote, through the browser, administration, meaning that you'll build and modify your website using nothing but your browser. This has the advantage of lowering the amount of knowledge required to build your company website and makes it possible to work on the website from any location.

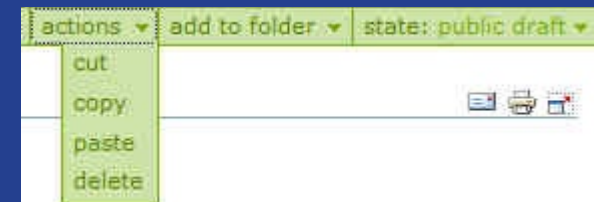
### Multiple users

DynAg SB uses the concept of users and access rights to allow or restrict access to content and remote editing and administration. This will allow your company to create a system in which employees are able to view and modify only the content that they're allowed.

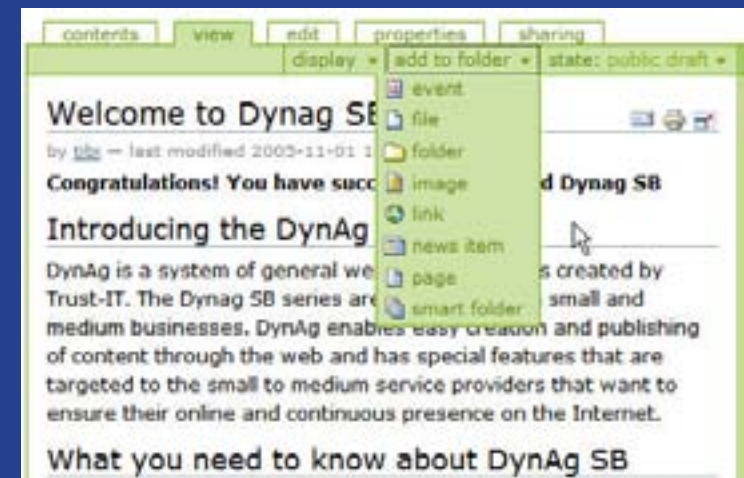
Also, DynAg SB does not limit the number of users that can work on the website at the same time.



This picture displays the visual editor used on the DynAg SB system to create richly formatted documents



The standard actions that can be used to manipulate the location of the document by using the cut, copy, paste and delete mechanism.

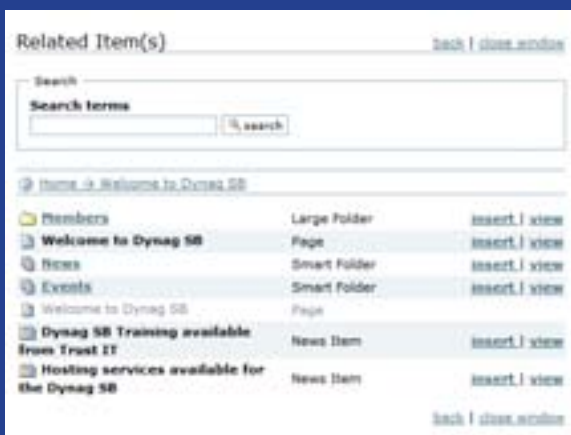


In this image you can see how easy it is to add in any folders a specific content type.

## Extending content types

DynAg SB is a system that enables us to easily create and add new content types. We have a catalog of such extensions that you can order for your system and our programming team can create brand new features and content types, adapted to your needs. Please consult our promotional materials for a list of these additional features.

## The related mechanism



DynAg SB has a mechanism to tag different content types as related to each other. Using the related Browse button will open a new window with which you can select the new content item that you want to signal as related. When viewing the document, the related content will appear as links at the bottom of the page.

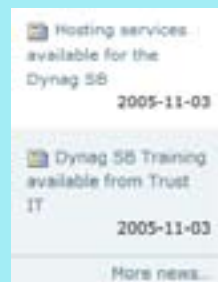
## Simple Page (Document)

This is the standard document type inside DynAg SB. Using it you can create freely formatted content that can contain images and links to other pages on your website.



## News Item

The news item is a special form of simple page that will appear listed on your front page and in the news folder listing. The news can be syndicated and made available to visitors as an RSS feed. In this image you can see the news portlet that is visible on the side of the website. Also you can enable to have them displayed on your front page of your website.

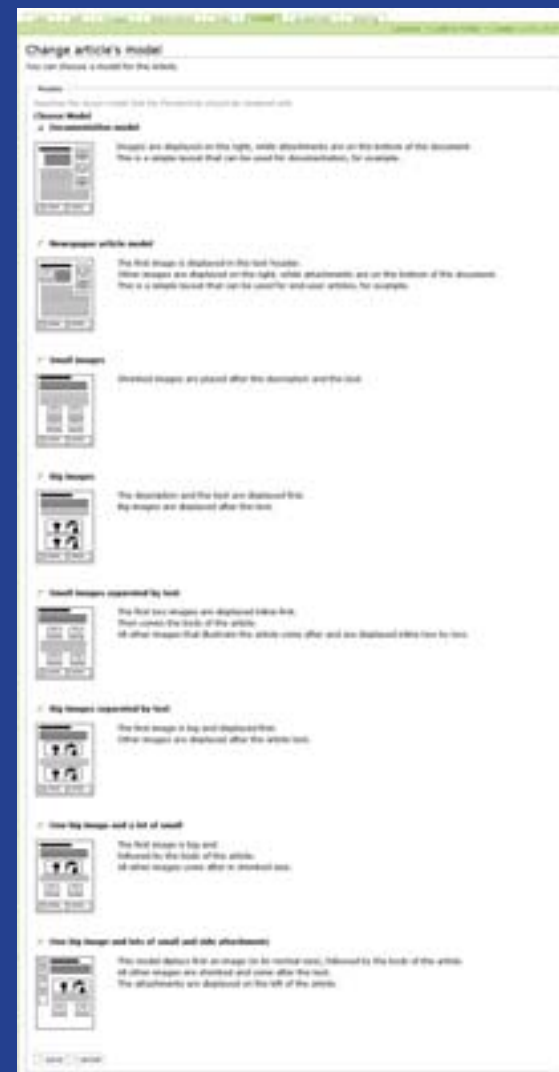


## Links

The links inside DynAg SB can be used to create shortcuts to either an external address or to an internal resource, from inside the DynAg SB website.

## Article

The article is an advanced type of document that has several facilities in place to help layout the content, images and attachments. It can even help you create multi-page articles, complete with Table of Contents.



Choosing the display model for an article.

## Large folder

If you need to store an unusual amount of items inside a folder, the Manager can enable the Large Folder, which is optimized to store hundreds of thousand of items.

## Indexing PDF and Word files

One of the best features of DynAg SB is that you can search inside the files you upload on the website. Imagine building an Intranet where you can share your documents with your colleagues or search their uploaded documents. DynAg SB will index and make searching possible inside PDF, Microsoft Word, RTF and LATEX files.

## Photo albums



Creating a foto album in DynAg SB is a matter of simply adding the pictures inside a folder and choosing photo album as default view for that folder.

## The calendar portlet



The calendar portlet highlights the current events, the days that have events, and can be accessed from one of the portlet columns.

## File

Using this content type you can make files and document available to your viewers. The link to the file will have an icon attached that depends on the type of content for that file, making it easy for your visitors to spot on what type of file they should expect. The content of the file can be indexed by the internal search engine, so when searching for something on the portal, it's possible to find content inside that file.

## Folders

In today's personal computing paradigms, folders inside DynAg are basic containers for items. Using them you can organize content into related sections on the website. Inside DynAg, folders have several additional features: first, you can choose from several display modes, how should the folder be viewed: as a simple listing, as a table with the content inside, as a photo album, when you have many pictures inside, and you can even choose the content item from inside the folder that would act as a default view for that folder.

## Images

Another standard content type that you can add inside DynAg SB are images. The image will be available in sizes, which are automatically generated. Also, if the image has Exif information (generated for example by a digital camera), that information will be imported and made available.

## Event

Using this content type you will be able to announce special events, where people can participate. These events will appear in a special calendar box on the left column of the website. Because DynAg SB uses standard mechanism for publishing the events, visitors will be able to download and import the events from the website to their Personal Information Manager software (such as Outlook, Notes, etc) and have the events appear in their personal calendar software.



## Several folder listing modes



Summary view



Standard view

	title	author	type	modified
[-]	Home	...	Large Folder	2005-11-02 13:59
[+]	Documents in DynAg SB	...	Page	2005-11-02 14:32
[+]	News	...	Smart Folder	2005-11-02 13:59
[+]	Events	...	Smart Folder	2005-11-02 13:59
[+]	Documents in DynAg SB	...	Page	2005-11-02 14:32
[+]	DynAg SB Training available from Trud IT	...	News Item	2005-11-02 14:32
[+]	Meeting process available for the DynAg SB	...	News Item	2005-11-02 14:34
[+]	DynAg SB Training	...	Event	2005-11-02 14:32
[+]	DynAg SB	...	File	2005-11-02 14:34
[+]	Photo Albums	...	Folder	2005-11-02 14:49
[+]	Smart Folder	...	Smart Folder	2005-11-02 17:29

Tabular view

## Iconic Folders

The iconic folder behaves in most ways as a regular folder, but its additional features enable you to create “product sections” for your website.

One of its special features is the “logo” that you assign to this folder. This logo will appear inside its view, and in several places where the Iconic Folder will be listed: an iconic tile view that you can choose for folders and in an iconic folder listing that shows the iconic folder inside the current container. This mechanism creates a flexible way for you to create “products” or “services” sections for your website and have these sections appear anywhere, including the front page.



Iconic folder tile view, suitable for front pages



Iconic folder listing



A sample registration form customized for a travel agency, as viewed by the visitors

## Registration system

The registration system is a flexible mechanism inside DynAg SB that allows you to create registration areas for your visitors, enabling them to “register” for your services. You are not limited to a single registration area in your website and this will become a flexible mechanism that will allow you to easily create, for example, registration for trainings. It is possible to configure each registration area to notify you of each registration through an email, and you will be able to approve or reject each individual registrant, with an email sent to the registrant’s email address as a result. Another advanced option that you can set is to permit the registration only starting at a specific time and date.

Use cases: registration system for trainings, travel agencies, hotel rooms, etc.

Special use case demonstration: combine a smart folder with a folder that has registrations inside to create a training registration system.

## Smart Folders

Smart folders are perhaps the most advanced content types available on DynAg SB, but they are also the most flexible. You can use them to create listing of content according to specified criteria, something like a “saved search”. For example, you can create a “Content added in the last 1 month by me” listing, or “All the items published in the last week”, or “All images added today”. Another feature is that they provide RSS feeds for their content, so you’ll be able to generate feeds according to your special needs, and not be limited by the system’s default offer.



## Discussions

The discussions are a mechanism that you can enable for each content item inside your website. Enabling discussion will allow visitors to post threaded comments on your pages.





## The workflow mechanism

The workflow mechanism is a flexible way of dealing with security inside DynAg SB. Using it you'll be able to automatically allow or forbid access to certain elements, by setting them in a particular workflow state. For example, to allow visitors to view an item, one of your Reviewers or Managers will have to set that item to "published". If you want to restrict access to an item, just set it yourself on "private". When you've finished editing a document, "submit" the item for publication. The Reviewer will look at your document and either "publish" it or "reject" it. If you want to edit an item that is published, you'll need to "retract" it so that it's not accessible to visitors anymore, and you'll be able to edit the content, "submit" it again for publication and the Reviewer will make it again accessible to the public.

As an administrator of the website you'll be able to choose the workflow system used for each content type. In DynAg SB there are several workflows for you to choose from, each suitable to the purpose of your website: a simple workflow with two states (private/public), suitable for a simple company website and a multiple state workflow, suitable for a medium sized company. The registration system uses a special workflow and allows you to tag a registration area as "opened for registration" or "registration closed".

## Advanced workflow

Using the advanced workflow form, it is possible to set the effective and the expiration date for a content type.

## Security inside DynAg SB

At its core, DynAg SB is a multi-user content management system. Inside DynAg SB you can have multiple users, each with its own global rights. Every piece of information is owned by an user, typically the creator of that content item. Modifying an item that is not owned by you will be impossible, unless the owner specifically gives you rights to do this.

To make it easier to deal with users, the administrator will be able to partition the users into groups and assign global rights to those groups. For example, you can have a group called "Reviewers" that will be able to approve the publication of all content on your website, or a group called "Translators" that will be able to edit content only in a specific section of your website.



## Too complicated for you? Log in as manager

If you don't need these advanced features, or you don't need to have different access right in your workgroup, just make sure you are logged in with manager rights and give everyone else manager rights and you'll be able to work unrestricted everywhere on the website.

## Search

Searching has become one of the major requirements in modern website deployments. DynAg SB offers one of the most powerful search systems that indexes and allows visitors to search for your content and even allows searching inside uploaded PDF and Word files. The search system will restrict its findings to only those items that the visitor is able to access, so that it does not represent a security problem with your website. Also the website administrator will be able to restrict which items are able to be searched through the search system.

There is also an Advanced search system, enabling visitors to specify different criteria for the search. Another feature is that RSS feeds are generated for the search results, enabling your visitor to choose the items that they want to be kept current by your website.

## The navigation system

Navigating inside a DynAg SB website is very easy, no matter if you're a casual visitor or Manager. DynAg SB offers a navigation tree that helps visitors easily understand the structure of your website. The navigation tree will display the folders on the website and any documents that it's configured by the Manager to show. When visiting a folder inside the website, the navigation tree will open at that folder and will show the content inside that folder.

Just like Hansel and Gretta used the bread crumbs to mark their path, DynAg SB offers a breadcrumb bar available near the top of the page that will display the path necessary to reach the current page. This will help visitor retrace their steps and and helps them understand the structure of your website.



## Unlimited Undo

DynAg SB uses a transactional model for every operation, which gives you the possibility to undo every operation that you have made and the certainty that, in case of any error, your website will remain in the working state before the error.

## Live search

The live search is one of those features that set apart DynAg SB from other similar products. This feature, similar to Spotlight in OS X, is activated when you start typing in the search box and will display and refresh the search results for each additional letter that you type.

## Sharing a folder

If you want to grant access to another member to your content, access the Sharing tab of your particular folder. Search for the user and grant him the necessary rights. To make him able to add content inside that folder, make him Owner for the folder.



## Examples of use cases for personal folders

Instead of sharing a folder with a member, so that he can create content in that folder, you can ask that member to create the document in his folder, and after he finished editing it, you'll be able to move it in the destination folder.

But the best use case for the personal folders is to have a community type of website, allowing the members to create their own personal content.

Personal folders give you the chance to better integrate external employees or work groups in a very simple and cost efficient way.

## Document actions

For each page inside DynAg SB you will see a small area where different buttons are offered with actions that are relevant to the page. You'll find there several actions available:

- a print button, that will offer a special version of the page, ready for print,
- a "send link" form that enables visitors to advertise your website to their friends by sending an email with the link,
- a PDF button that offers a PDF version of the document for download,
- several language flags, which enable multilanguage document versions on your website,
- a "view full screen" button, which will maximize the content area and enable you to concentrate on editing the content

Microsoft Small Business Server 2003

Die sichere und verlässliche Umgebung für den gemeinsamen Zugriff auf Geschäftsdaten

## Personal folders for members

By default, DynAg SB will create a personal folder for each of the website members. Inside this folder each member will have his own personal workspace where he/she can freely create, edit and delete most types of documents. The workflow systems will be the same, meaning that the reviewer will have to first approve the content before it is available to casual website visitors.

If personal folders for members are not a feature that you need on your website, the Manager can turn off this behavior.

## The portlets mechanism

The boxes that you'll see on the side of a DynAg SB system are called portlets and they are a standard mechanism to incorporate various functionality that is easily accessible to visitors. In DynAg SB we have a few portlets available to be used, among them being the navigation tree, that provides a map of your website and eases navigation, calendar portlet, that will provide a view of the month and will highlight any event that you have, the review portlet, available to your Reviewers, showing them the latest content that needs their attention, the latest news portlet, the login portlet and many others.

Portlets appear in one of the two portlet columns, on the left and the right side of the main content area. Portlets can be configured on which side to appear, different pages can be configured to show a different set of portlets and they can be enabled and disabled by the Managers.

## Multilanguage features

Using DynAg SB it is possible to create a full multilanguage system, with language versions every possible piece of content. You'll be able to create translations of the existing content, and also have a translating team assigned to create different language translations.

The DynAg SB interface is fully translated in over 35 languages and it includes support for right-to-left writing languages. Among the languages available in DynAg SB are: English, Deutsch, French, Italian, Spanish, Romanian, Dutch, Swedish, Norwegian, Greek, Russian, Bulgarian, etc.

Another feature that can be enabled in DynAg SB is to have content available only in a language, which will not be available when viewing the website in a different language.





## Accessibility inside DynAg SB

DynAg SB is designed to be easily accessible to people with visibility or motion disabilities. Its accessibility features meet the AA W3C and the Section 508 define standards.

## Technology *neutral*

DynAg SB makes use of many standard features and communication mechanism, making it easy to be integrated in an existing system. Using DynAg SB you'll be able to interface with SQL, LDAP, FTP, WebDav, RSS, XML-RPC and many other communication protocols.

The DynAg SB server is available for many operating systems, including, among the more popular, Microsoft Windows servers, Linux, FreeBSD, OpenBSD, and Mac OS X. If you don't have your own service provider, we can host your services at very reasonable prices, including support contracts.

## Extensions available for the DynAg SB systems

The DynAg SB system can be easily extended with add-on products that offer new features. Among the multitude of add-ons available, we list here several that you can order for your website:

- Forum, with open or moderated message boards
- Knowledge Management: the help center will make it possible to create documentation and help documents for any type of product. You'll be able to add glossary, tutorials, manuals, video references and many others.
- Wikis – one of the most efficient ways of documenting and collaboration among peers is using a wiki system.
- Newsletters – this extension provides a complete system that will allow you to create several newsletters for your website to which visitors will be able to subscribe.
- Blogs – the blog extension can cover the needs of individuals or companies that wish to offer their employees the possibility to publish personal articles.
- Issue Tracker – if your company is developing software, you'll find that our Issue Tracker product can help you manage your product cycle and improve the communication between developers and

customer problems.

- Address book – this extension will allow you to have a list of contact information on your website that can be updated as needed.
- Online Shop – this system will allow you to offer products for sale, complete with integration with an online payment system such as Paypal.
- Online Personal Ads system that will enable visitors to register and post ads for buying, selling or renting
- House Market, that enables visitors to register and post ads for buying, selling or renting houses
- Business Directory – will allow companies to advertise themselves in a system of categories
- Web Directory – will allow visitors to post web links to promote their website.
- Job Market – enables employers to seek for potential employees, also allows visitors to register and post their own job requests and CVs.
- Portal Advertising – if your website is of general interest and you'd like to offer companies to contract advertising on your website, this product will enable you to manage the advertising space of your website.

## Web standards

The code generated by DynAg SB is strictly valid XHTML and CSS, enforced by the templating system. Because of this, DynAg SB will be accessible from any browser and will not turn away your visitors with a non-working website.

## Limits and performance inside DynAg SB

DynAg SB sits on top of an industrial performance database that can store millions of items inside and the size of this database is limited only by the size of the available disk.

If you need to host a very popular high performance, high availability website with hundreds of visitors and page views per second, DynAg SB can be integrated with systems for caching, replication and load balancing, making the system very scalable and affordable.

*Contact the following dealers  
for the DynAg SB system*



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