

Welcome to the

UVU Web Community

Where all things web happen

What We Will Be Covering

- How and when to use tables (and when not to)
- New file and folder naming standards
- Update on new OUCampus v10 (summer)
- New snippet – Accordion content
- Q & A

Web Community Meeting Time

Reminder

Every other month, 4th Fridays, 10am

SC206 or Library Lakeview each time

Next meeting: **July 26, 10am SC206a/b**

Tables and Responsive Design

Tables

- When to use tables
- When NOT to use tables
- How do I make tables responsive and adaptive for all devices?
- Demo

New File / Folder Naming Standards

File Naming and File Management

- Will be enforced via OU Campus for sites in the new template
- OU Campus will prompt upon file upload or file naming if these conventions aren't met

File Naming and File Management

- Standards for file naming and file management:
 - Help provide more consistency throughout our websites
 - Help prevent broken links
 - Help remedy other issues that occur when “camel case,” unusual punctuation, or spaces are present in file names.
- Filenames and folders:
 - Lowercase
 - Letters and numbers with hyphens and underscores
 - No spaces, capitalization, or special characters.

File Naming and File Management

- File management will help:
 - Keep our sites organized by using a similar file structure throughout all sites
 - Make it easier to find files when creating links, inserting images into pages, etc.
- All images will be in the /images/ section
(and its subsections)
- All doc files will be in the /docs/ section
(and its subsections)

File Types – Site Level

File types allowed at root level of department sites – i.e. <http://www.uvu.edu/web/>

- HTML
- PCF
- CSS
- JS
- PHP

File Types – Images Section

File types allowed in images section – i.e.
<http://www.uvu.edu/web/images/>

- JPG
- PNG
- GIF
- SVG (not yet available)

File Types – Docs Section

File types allowed in docs section – i.e.
<http://www.uvu.edu/web/docs/>

- PDF
- DOC, DOCX
- PPT, PPTX
- XLS, XSLX

Customization Needs

- Some of these settings can be modified to meet the needs of individual departments, upon discussion of those needs with WDS.

Who We Call For Help

- WebSupport@uvu.edu
- 801-863-7975
- We will get you to the right resources for anything Web!
- **NEXT MEETING: July 26, 10am, SC206a/b**

Questions and Answers

THANK YOU
