

## SBTC Content Management System

## Content Management

- Administrator Management Module
- Content Management Module
- Banner/Slider Management Module
- News Management Module
- Event Management Module
- Bulk Removal Management Module
- Photo Gallery Management

## Administrator Management Module

- Add New Administrator
- Administrator Management
- Administrator Activity Log

### Add New Administrator

- Able to create administrator login credential
  - Must have the practice of inputting real detail for security purpose
- Able to create different service group for the administrator
  - Means certain admin able to access to certain page, only super admin able to access to all function
- Need to generate authenticator every time creating new admin
  - For security purpose, this will be the best practice, to prevent unknown admin creation

### Administrator Management

- Able to change the service group of every individual admin
- Able to delete / edit the particular or even password of individual admin
- Freeze account of the admin also will be available thru this management module
  - Once account freeze, admin unable to login
  - Account was not deleted
  - Super admin able to unfreeze / freeze the admin account
- Need authenticator whenever any editing of the admin particular including freeze / unfreezing

### Administrator Activity Log

- Able to check the log for each admin
  - Able to filter base on admin's name
  - Able to filter base on date
- Able to see:
  - Content editing
  - Add new admin

- Banner / Slider update
- New event input
- News update

## Content Management Module

- Edit Menu Content

### Edit Menu Content

- Only able to edit content that is appear in the menu via front-end
- There is a preview function, to allow admin to preview before publishing the content
- Must be word editor function
  - Admin will be easier to config or edit the content
- Save as draft function which allow admin to save draft and not replacing the actual content
  - Once the content been replacing, the draft will be deleted

## Banner/Slider Management Module

- Add New Banner / Slider
- Banner / Slider Management

### Add New Banner / Slider

- Able to upload banner / slider
  - Maximum will be 10 sliders
- Able to save as draft
  - Once show in front-end when admin click on publish button

### Banner / Slider Management

- Able to delete / edit banner slider
- Arrange banner / slider which will be appear first

## News Management Module

- News Management
- Add News

### News Management

- Able to edit / delete news
  - Whenever news edit, the system will capture the date and day and publish to the front-end
  - Once the news been published, the draft will be delete / replace

- Must be word editor function
  - Admin will be easier to config or edit the content
- Able to upload display picture thru different news

#### **Add News**

- Able to save as draft and not publish
  - Once publish, the draft will be replace
- News adding will be capture the date and day to publish

### **Event Management Module**

- Able to add event base on date / day and year
- Able to add display picture base on different event
- Able to delete / edit event
- Able to save as draft and not publish
  - Once the news been published, the draft will be delete / replace

### **Bulk Removal Management Module**

- Pending Cases
- Arrange Cases
- Reject Cases

#### **Pending Cases**

- All new form will be fall under pending cases
  - It will also be sending email to the admin
- Able to reject / arrange cases

#### **Arrange Cases**

- All approve / complete will be fall under arrange case
- Will be able to see which admin approve the case

#### **Reject Cases**

- All reject cases will be fall under this category
  - Able to have remark of why rejecting cases
- Will be able to see which admin reject the case

## Photo Gallery Management

- Add New Album
- Upload New Photo
- Album Management

### Add New Album

- Allow admin to add in more album
  - The purpose of the album is to host the photos
- Album display picture
- Album's Name

### Upload New Photo

- Upload photos to album selected

### Album Management

- Able to delete photos in the album
- Able to delete the whole album
- Able to edit the album's name
- Able to change the album's display picture