

Working with HTML pages

The HTML page manager allows you to view all your HTML pages:

Html Page Manager ?

Add new page...

Blank page

Go

TITLE	FRIENDLY URL	LAST UPDATED	PREVIEW	EDIT	DELETE
2016 Fan Survey Follow Up	/2016-Fan-Survey-Follow-Up.aspx?w=c	8 Apr 16 11:05AM			
AuctionSite (Diamonds)	/AuctionSite-Diamonds.aspx?w=c	14 Oct 14 12:17PM			
Club Finder	/Club-Finder.aspx?w=c	8 Jul 16 2:58PM			
Discusses	/Discusses.aspx?w=c	12 Nov 14 11:23AM			
Event Signup	/Event-Signup.aspx?w=c	3 May 16 11:05AM			
Facts	/Facts.aspx?w=c	29 Feb 14 12:18AM			
Get Started	/Get-Started.aspx?w=c	11 Sep 16 4:22PM			
Learning Requirements	/Learning-Requirements.aspx?w=c	9 Dec 15 5:28PM			
MSG Update	/MSG-Update.aspx?w=c	8 Sep 17 6:15AM			
MyNetball E News Kiosk	/MyNetball-E-News-Kiosk.aspx?w=c	22 Dec 14 4:07PM			
MyNetball Learning Bulk Email	/MyNetball-Learning-Bulk-Email.aspx?w=c	6 Apr 16 1:48PM			
MyNetball Newsletter May 2016	/MyNetball-Newsletter-May-2016.aspx?w=c	1 Jun 16 10:08PM			
Newsletter Menu Info Page	/Newsletter-Menu-Info-Page.aspx?w=c	26 May 16 11:02AM			
NETBALL360group	/NETBALL360group.aspx?w=c	1 Aug 16 12:48PM			
MSG Newsletter Banner	/MSG-Newsletter-Banner.aspx?w=c	29 May 16 1:49PM			
PROJECT PAGE	/PROJECT-PAGE.aspx?w=c	16 Apr 16 4:17PM			
MSG Games	/MSG-Games.aspx?w=c	21 Mar 16 9:52PM			
MSG Finder	/MSG-Finder.aspx?w=c	1 Jul 16 6:27PM			
Outcomes to MyNetball	/Outcomes-to-MyNetball.aspx?w=c	11 Apr 16 4:40PM			
OneNetballBDM	/OneNetballBDM.aspx?w=c	2 Jul 14 1:48PM			
OneNetballBDM 2	/OneNetballBDM-2.aspx?w=c	16 Aug 14 2:18PM			
Page	/Page.aspx?w=c	2 Sep 16 12:02PM			
Partial Use in In Action	/Partial-Use-in-In-Action.aspx?w=c	17 Nov 16 9:57PM			
Sponsor Finder	/Sponsor-Finder.aspx?w=c	9 Aug 14 1:48PM			
UEN Club Logos	/UEN-Club-Logos.aspx?w=c	26 May 17 9:10PM			
Simple Learning Showcase	/Simple-Learning-Showcase.aspx?w=c	21 Nov 15 12:19PM			
What is Netball	/What-is-Netball.aspx?w=c	14 Oct 14 2:22PM			
Why Play Netball?	/Why-Play-Netball.aspx?w=c	14 Oct 14 12:21 PM			

Total Records: 28

Hint: To sort the table, click on a table heading.

Clicking the heading again reverses the sort order.

Select a page in the Page Manager and click **Edit** to open the page.

The **HTML Page Maintenance** screen displays.

Html Page Maintenance ?



An error has occurred
Error: File not found (42218a.htm)

[Back to Html Page Manager](#)

Hint: You may first need to [upload](#) any images you wish to include within this page, or files you wish to link to within this page.

Page Identifier:

2016 Fan Survey Follow Up

The Identifier does not appear on the page unless the checkbox below is checked.

Enter text that uniquely describes the page - e.g. 'Our History'

Use page identifier as page heading

☐

Page Content:

The editor interface includes a toolbar with icons for text formatting (bold, italic, underline, strikethrough), alignment, indentation, bulleted and numbered lists, link and unlink, image insertion, table creation, and undo/redo. Below the toolbar is a status bar showing the current font (Times New Roman), size (16px), and other settings. The main area is a large text editor with a vertical scrollbar on the right. At the bottom, there are tabs for 'Design', 'HTML', and 'Preview', and a word/character count: 'Words: 0 Characters: 0'.

Preview Current

Export

Preview Published

Reload

Save As Draft

Save

Any number of Html pages can be created within SportzVault, and can then be assigned to the menu. Pages can contain as much, or as little content as is necessary, about any topic that makes sense for your club or association to publish.

After creating an Html Page, assign it to the [site menu](#) to make it available on your SportzVault site.

Creating a new Html page

1. In the **HTML Page Manager**, select **Blank Page** from the **Add New Page** list and click the **Go** button.

2. The **Html Page Maintenance** screen opens.
3. Enter a meaningful name in the **Page Identifier** field. This will be used to identify the page later (for example when linking the page to the site menu).
4. If you wish the page identifier to also be automatically added to the top of the page as the page heading, check the box **Use page identifier as page heading**. If this box is checked, you will not see the heading when editing the page, but it will display when the page is viewed on the public site. If the box is not checked, you will need to provide your own heading within the page (if required), and the identifier text will not appear within the page.
5. Add your content in the **Page Content** area. (or load from a Template). [More information](#) about using the **Html Editor**.
6. Click **Save** to save changes, which will be immediately be available on the public site.
To abandon changes and reload the current page, click **Reload** To abandon changes, simply exit the page
The content can also be saved as a Template, for reuse in other pages. [More information](#) about **Html templates**.

Creating a new Html page using a Template

1. In the **HTML Page Manager**, select the name of the Template you wish to use from the **Add New Page** list and click the **Go** button.
2. The new page will contain a copy of the template's contents.
3. Continue as per **Creating a new HTML page** above, steps 3-6.

Previewing content within a Html page

The Editor's **Design** tab gives a good preview of how the content will look.

However, to get an accurate preview of the page content in the actual SportzVault site, click the **Preview** button at any time. This will launch your content in an newSportzVault window, complete with menus, headers etc. You do not need to save your content before previewing, and previewing does not save any content you have entered in the editor.



Images uploaded may not appear in the preview until up to 5 minutes after uploading.

Editing an existing Html page

1. In the **HTML Page Manager**, click the **Edit** link of the page to be edited.
2. The **Html Page Maintenance** screen opens and loads the Page Identifier and content for that page.
3. Please see the help topic [Html pages](#) for more information

Previewing an existing Html page

1. In the **HTML Page Manager**, click the **Preview** link of the page to be edited.
2. Click the **Preview** link of the page .
3. A preview of the page pops up. This gives the content of the page, but does not include headers, footers or menus.
4. Click the **Close** link within the popup to close.
5. For a more complete preview (including menus etc), edit the page and click the **Preview** button

Deleting an existing Html page

1. In the **HTML Page Manager**, click the **Delete** link of the page to be deleted.
2. Click **OK** when the confirmation box displays to confirm the deletion.



When you choose this option your content is permanently deleted. If the page has been assigned to a menu item, the menu item is not modified automatically, and it will point to a file that no long exists (giving a Page Not Found error). The menu should be edited in this case to remove, or re-target, the item.