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# **DIGIMAKER 6.0**



## Digimaker 6.0 How to guides

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## 1.1 Adding and Managing Banners

A banner is an advertisement displayed on specific pages of your site. Banners can be configured to appear only during a specific time period. Digimaker also gives you the functionality to track the number of times a banner has been clicked on.

**To add a new banner to the library,**

**Step 1:** Click on **Libraries** from the main menu tab. This displays the **Library Workspace**, which displays commonly used links.

**Step 2:** In **Library Workspace** click **New Banner**.

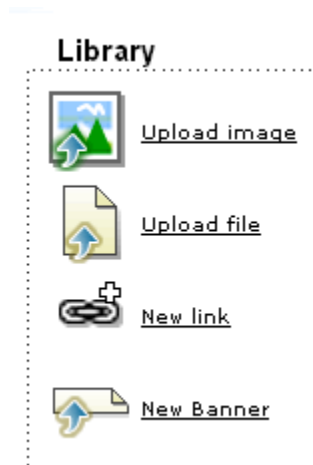


Figure 1: Add New Banner – Library Workspace

You can also access the **Add new banner** command from the **Library Submenu**. Position the mouse over **Banner** under the **Library Submenu**. From the menu choose **Add new banner**.

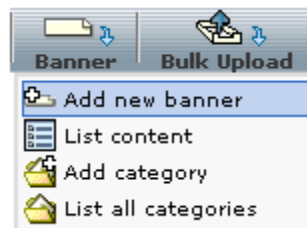



Figure 2: Add New Banner – Library Submenu

Clicking the icon  next to the **Banner Categories** element in **Library Explorer** displays a menu. From the menu choose **Add new banner**.

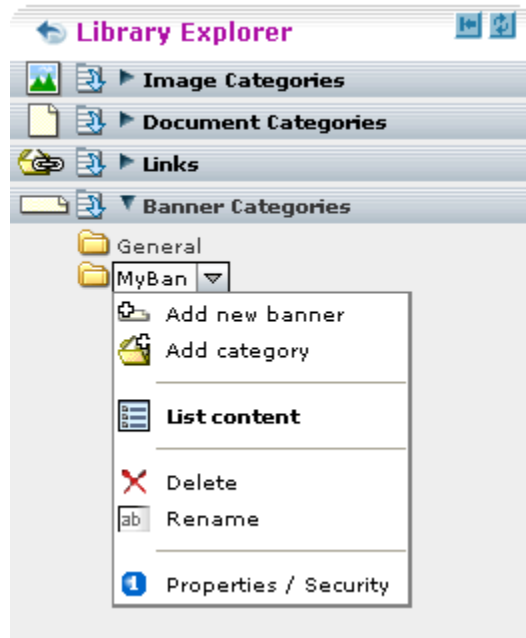


Figure 3: Add New Banner – Library Explorer

**Step 3:** This displays the **Add new banner Workspace**.

The **Add new banner Workspace** allows us to upload a banner and enter information about the banner in the **Properties** and **Relations** tabs.

### **Properties**

The **Properties** tab of **Add new banner Workspace** is displayed by default (**Figure 4**). This screen is divided into the **Banner settings** and **Display times** sections.

**Add new banner**

**Properties** **Relations**

**Banner settings**

**Banner Name \***

**Banner Type \*** Image

**Select image \***

**Select Category \***

**Banner Link**

**Display times**

Show Date   15  : 00

Expire Date   00  : 00

**Meta Keywords**   
Example: car, sky, blue

**Max impressions**

**Max clicks**

**Preview**

Figure 4: Add new banner – Properties Tab

## BANNER SETTINGS

- **Banner name** allows us to enter a name for the banner.
- **Banner type** let's you choose the format of the banner. A banner can be an image, flash or html file. Choose the format of the banner from the drop-down list. By default, **Image** is selected.
- **Select image** allows you choose between uploading a new image, or search for an image already uploaded. If you want to remove selected images, click on the Remove button.
- **Select category** allows you place the banner in a category by clicking on the **select category** button and choosing an appropriate location for the banner. This will help you group related banners apart from maintaining directory structure.
- **Banner link is the** URL of the web page the users will be sent to when they click on the banner. You can also specify the target for the new link (new browser window, same browser window etc). Use the **Search** button to locate a link already defined in the link library.

## DISPLAY TIMES

- **Show/Expire date** let you schedule your banner to run for a specific time period. You can schedule to run the banner between the start and expire dates. **Show date** is the date the banner is published. **Expire date** is the time when the banner will be removed from the web site. To set the **Show/Expire date** use the date picker and choose appropriate times from the time drop down list.
- **Meta keywords** are words that describe the article you are writing. Search engines use these to classify the web page in their search index.
- **Max impressions** sets the maximum number of times a banner is shown before it is removed.
- **Max clicks** sets the maximum number of times a banner can be clicked on before it is removed.
- **Preview** let you see a banner. After you have selected a banner you may preview it at the bottom of the screen.
- **Relations** the **Relations** tab is where you relate an article and menu item to the banner.



Figure 5: Add new banner – Relations Tab

### Related articles

To add related articles to a banner in Digimaker, choose **Select related Articles**. This displays a pop up window. Clicking on a menu group will display all articles under it. Mark the articles by clicking on the check box and then click **Apply**.

If you are not sure about where the articles you want to relate are published you can search for it. To search for an article, enter the name of the article in the search field and click search. For more refined search options click on the advanced tab at the top of the window. For an overview of advanced search, see section the **User Manual**.

You can also search for articles. When the search results are displayed you can choose which articles you want to relate to by clicking in the checkboxes.



Figure 6: Relate a banner to an article

### Related menu items

You may also relate a banner to a menu item. The banner will then be shown in all the articles within this menu item. To add related menu items to a banner in Digimaker, choose **Select related Articles**. This displays a pop up window. Mark the menu item by clicking on the check box and then click **OK**. Click **Cancel** if you do not want to proceed with this action.

The banner is now connected to a specific menu group. How the banner is displayed depends upon the design template for the menu group you have selected.