CHRONOS

A publishing framework for WordPress

Provided by:

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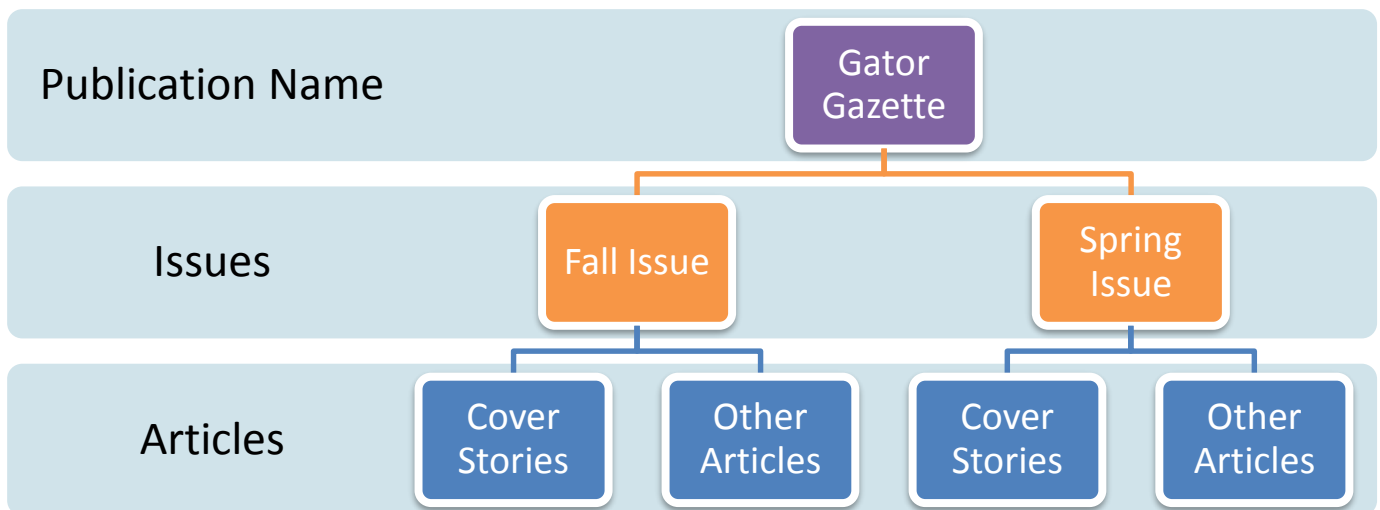
Welcome to Chronos!

Chronos is a publishing framework that offers an easy-to-use online magazine publishing tool using WordPress. Because Chronos uses WordPress, creating an online magazine is similar to creating a webpage. Best of all, Chronos offers its users the ability to easily customize much of the layout, color scheme, and look of their magazine, all without the need for separate software.

How Does Chronos Help Me Build a Magazine?

Chronos allows you to create *Articles* which are combined into *Issues* as part of an overall *Publication*. It also allows you to build *author biography* pages so visitors to the site can learn more about the author of an article they just read.

Where Do I Start?

At this point, you will need to start plotting out your content for the magazine you will be creating. Planning ahead at this stage will make the whole magazine building process go smoothly.

Publication Name	Gator Gazette	
Issues	Fall Issue	Spring Issue
Articles	Cover Stories / Other Articles	Cover Stories / Other Articles

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Getting Started: The Basics of Chronos

Dashboard Navigation

If you are familiar with WordPress, the *Dashboard navigation menu* is very similar. There are two additions to the Dashboard navigation menu that are not available using our website template, Apollo. These options are **Issues** and **Authors**.

Creating Authors

When you create an **Author** for your magazine, you are creating a profile that will be the public face for that person. An author profile is *not the same* as a user account. Authors do not need to be given access to the back-end of your magazine's website and users aren't always authors. *These are mutually exclusive roles*.

To create an **Author profile**, go to your magazine's **Dashboard navigation menu** and click on **Authors**, then choose **Add Author**.
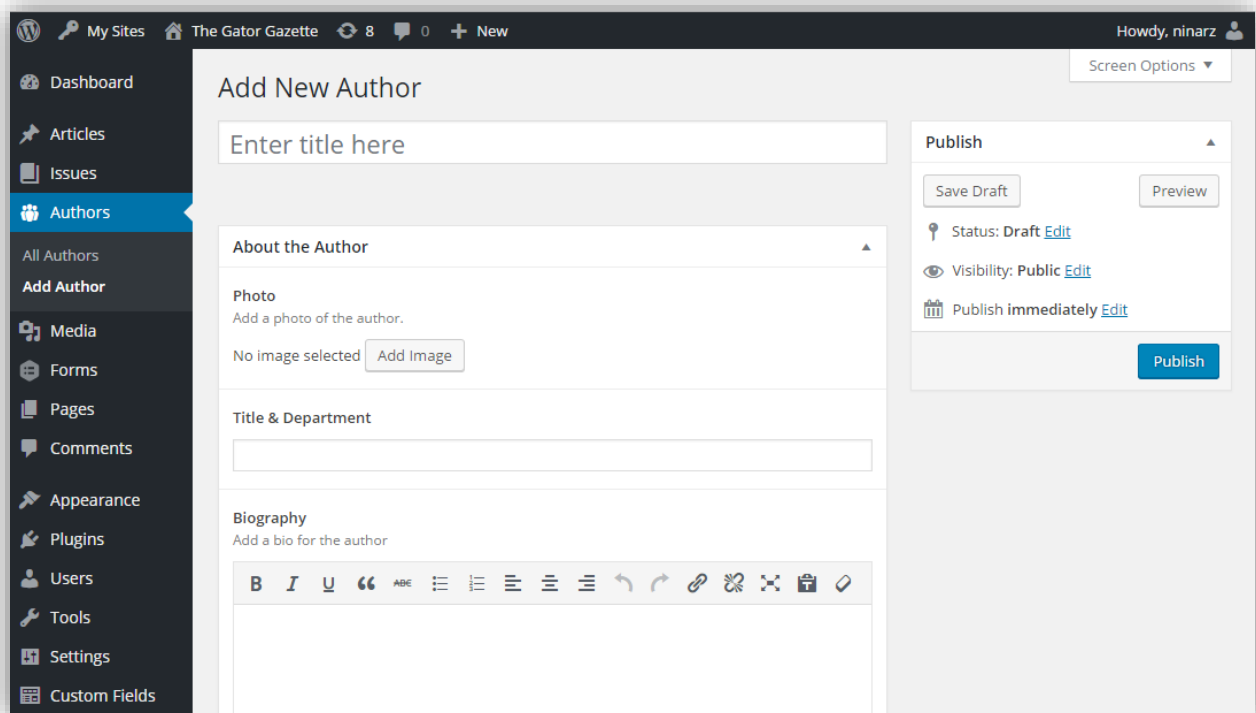
In the **Title field**, type in the *author's first then last name*. This is how their name will appear under their articles and in their public profile.

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You have the option to include an **image** of the author, by clicking on the **Add Image button**, and choosing their picture from the **media gallery**, or **uploading an image** from your computer.

In the **Title & Department** field, enter the author's **official title** and their **home department**.

The **Biography** field where is you can add a small bio for the author. In this field you can format text as usual, and use hyperlinks.
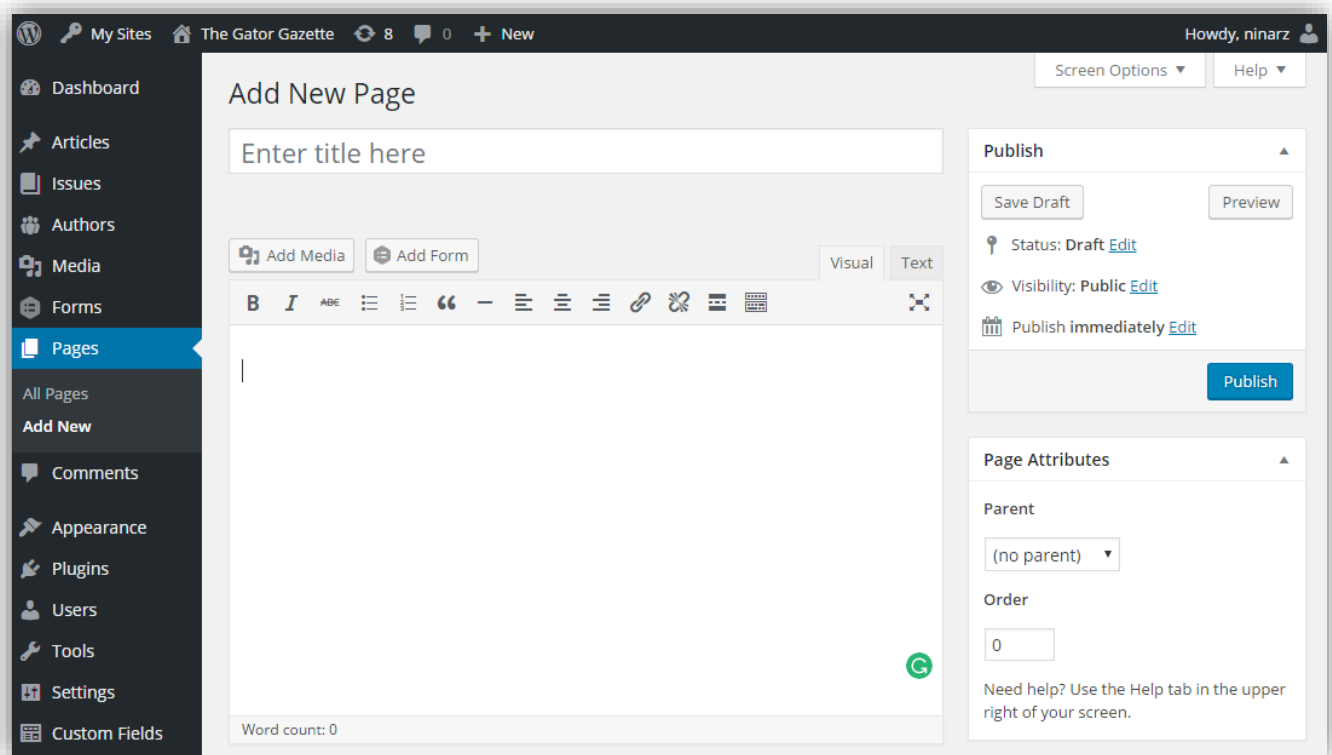
Social Media profile links can be included in the fields below the Biography field.

Click **Save Draft** to save this profile as a draft and therefore *not publicly viewable*, or **Publish** it which makes the profile *public immediately*. As with any WordPress site, you can also **schedule author profiles** to self-publish on a specific date by clicking on the **Edit** link next to Publish Immediately in the **Publish box**.
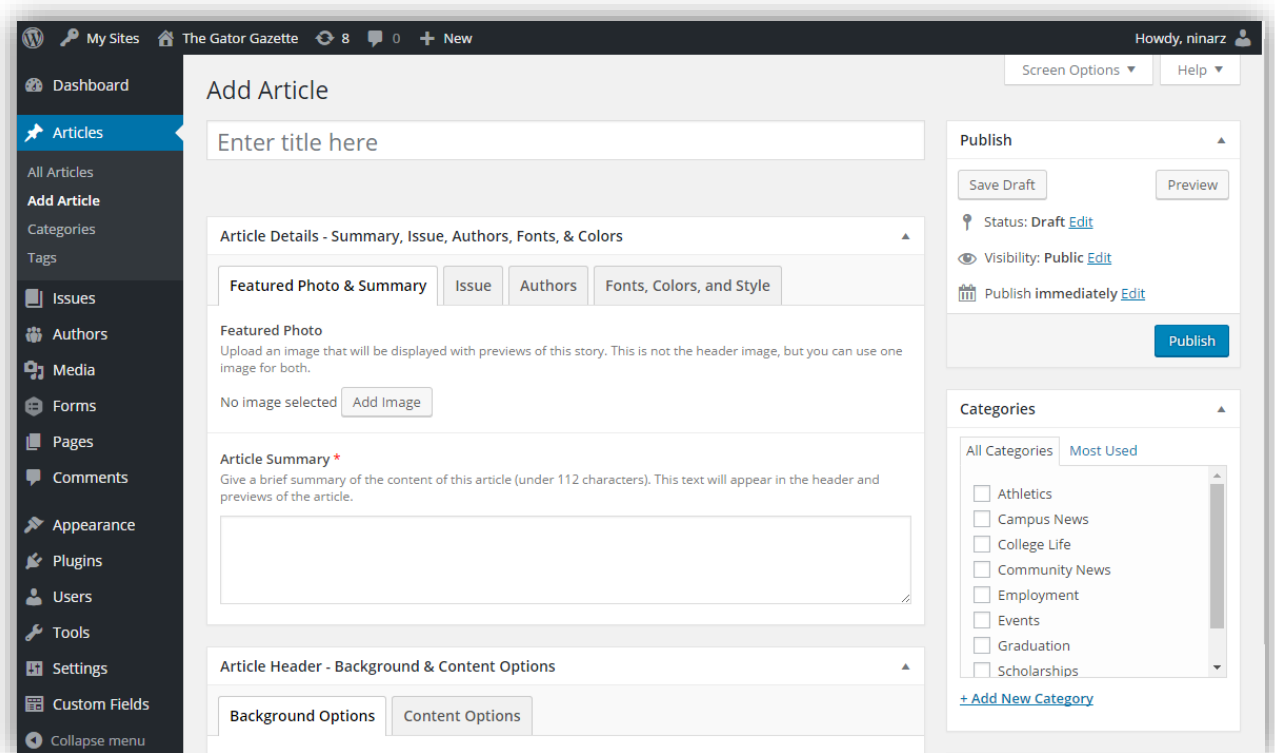
Creating Pages

Pages play a similar role in Chronos as they do for a traditional website. **Pages** are used to create *static content* that is part of the main site navigation, and it needs to be placed in a heirarchal structure.

To create a new **Page**, click on **Pages** in the *Dashboard navigation menu* on the left side and choose **Add New**.

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Creating Articles

To create a new **Article**, click on **Articles** in the *Dashboard navigation menu* on the left side and choose **Add Article**.
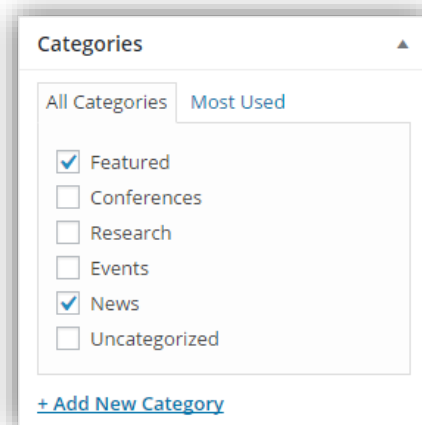

Give your article a **Title** by typing the title into the box that says, "Enter title here." This is the title your readers will see.

Article Categories

Articles can be added to **Categories**. Using the category functionality, you can display the articles of a particular category as part of a section on your front page.

Articles are not used for navigation menus, and do not have a parent/child hierarchal structure.

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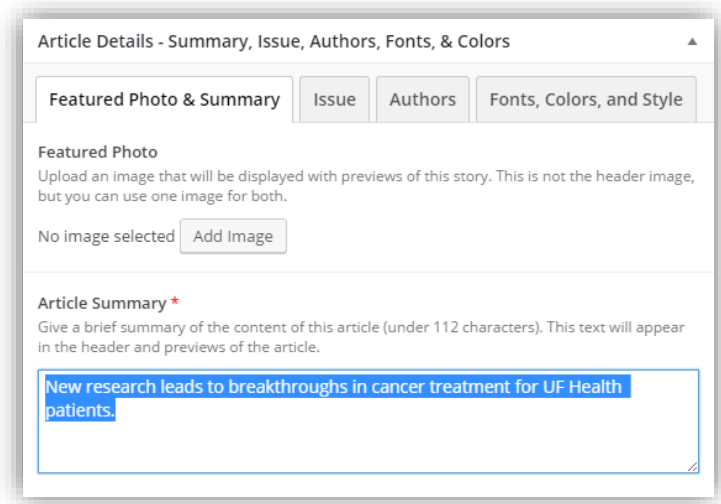
Building Your Article

Chronos allows you to adjust a number of formatting options and settings for many elements of your article. This gives you the freedom to finely tailor each article you build.

Article Details

This area contains basic detailed information for the overall article.

FEATURED PHOTO AND ARTICLE SUMMARY

This tab allows you to upload a **Featured Photo** for the article, and include a brief summary of the article's content. The **Featured Photo** you choose will be displayed in article previews, but not in the article's header. The **Article Summary** is a *required field* and should be less than 112 characters in length. The summary will appear in the article header under the article's title.

Article Details - Summary, Issue, Authors, Fonts, & Colors

| Featured Photo & Summary | Issue | Authors | Fonts, Colors, and Style |

Featured Photo
Upload an image that will be displayed with previews of this story. This is not the header image, but you can use one image for both.

No image selected   Add Image

Article Summary *
Give a brief summary of the content of this article (under 112 characters). This text will appear in the header and previews of the article.

New research leads to breakthroughs in cancer treatment for UF Health patients.

ISSUES

Assign your article to the **Issue** you want it to be included in. If the Issue has not been created yet, you can come back and assign the article to an Issue at a later time.

AUTHORS

Choose the author(s) of the article. If more than one person is listed as an author, their names will appear on the article in the order you selected them, not alphabetically.

FONTS, COLORS, AND STYLE

You can select a **Font Combination** and **Color Palette** unique to *this article*. This will override the overall publication font and color scheme settings. You can also upload a special image that can be used as a section separator.

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Article Header Options

The **Article Header Options** area allows you to enable settings for your **article header**.

BACKGROUND OPTIONS

You can **add an image** or **a video** as the **background** for your **article header**, or set a specific color as the background color. A background color is chosen from the color palette you selected for the publication or the article itself. Videos must be under 800KB and use the .webm format.

CONTENT OPTIONS

Content options allows you to choose settings that format the article header's text such as the color and alignment.

> The *Article Header options* allow you to enable settings that offer you a number of ways to display your article heading background and colors. Pictured below are screenshots showing that an image has been selected as the header background image, and how that might look in the actual article.

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Article Content

ARTICLE BUILDER AND LAYOUT DESIGNER

These two features help you create, organize, and stylize your article's content using **Sections** and **Content Blocks**. To use the **Article Builder**, you must **select the checkbox** under "Use Article Builder?" Layout Designer is enabled automatically once Article Builder is enabled.

SECTIONS

Building content in Chronos is a two-step process. First, you create a section by clicking on the **Add New Section** button. Within that section you can add a number of **Content Blocks**. Sections can be reorganized by dragging and dropping the them in the order you want them to appear.
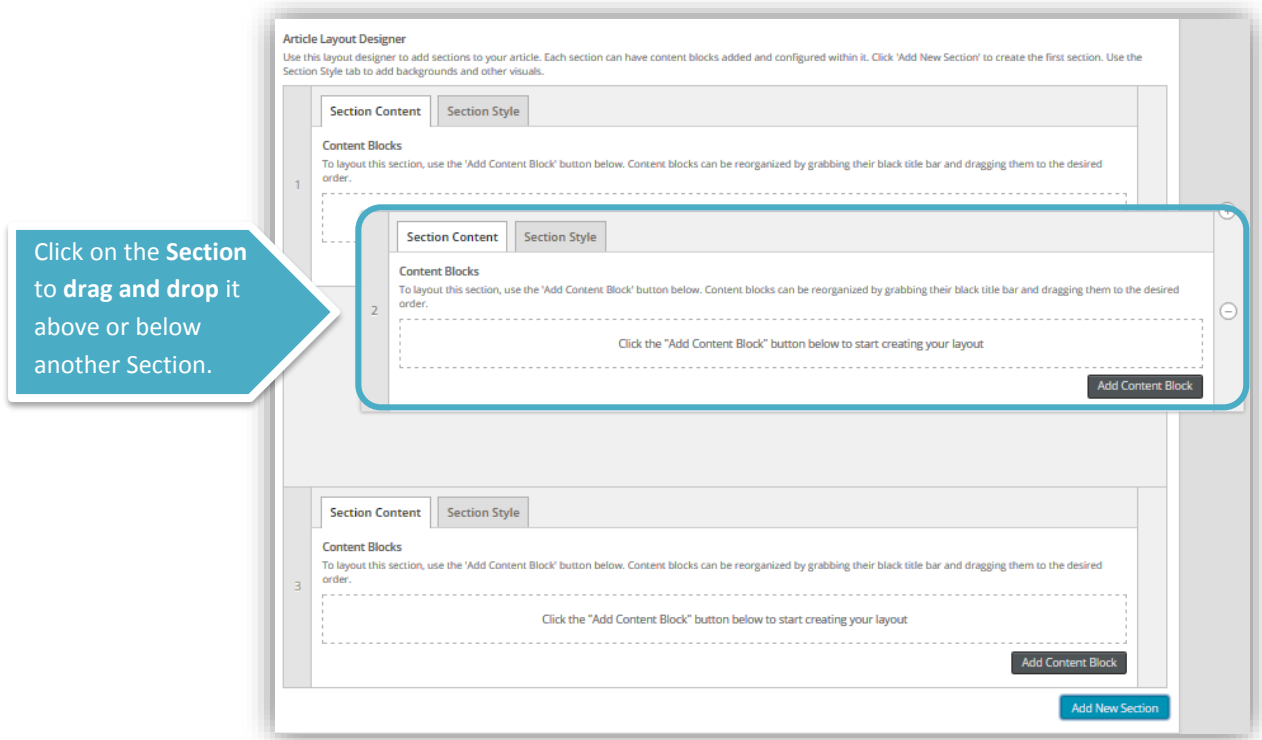
SECTION CONTENT AND STYLE

The **Section Content tab** is where **Content Blocks** are added. Next to the Content tab is the **Section Style tab** which offers a number of options that change the design of this section *only*. Options include: background image, background color, adding separators, and adjusting the content layout.

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CONTENT BLOCKS

Adding **Content Blocks** within each **Section** is the second step of building your content. To create a **Content Block**, click on the **Add Content Block** button. Within that same section you can add any number of **Content Blocks**. Specific Content Blocks have been created to make it easier for you to add content, and reorganize it by dragging and dropping the content blocks in the order you desire.
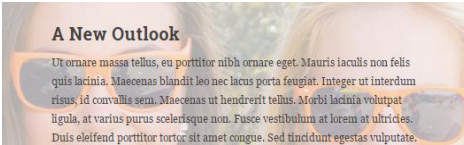

Click on the **Content Block** to **drag and drop** it above or below another Content Block

CONTENT STYLE

The **Content tab** is where content is added such as images, video, text. Next to the **Content tab** is the **Style tab** which offers a number of options that change the design of this **Content Block** only. Each Content Block has options available for selection that are specific to the type of content that block is designed for.

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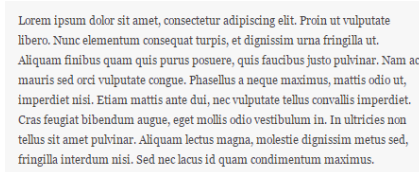# A Visual Guide to Content Blocks
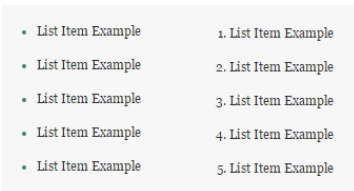
Heading

Adds a heading

Text

Text that can be formatted and hyperlinked.

List

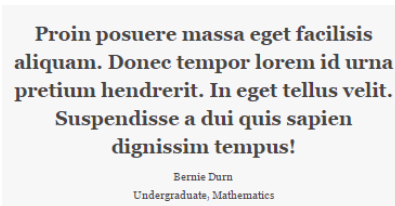**Creates custom bulleted and numbered lists**
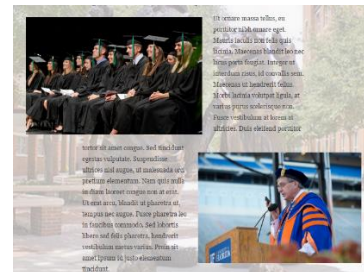

Timeline

Visually represent a timeline of events

Quote

Highlights a quote for more emphasis

Single Image

Single image that can be aligned and resized

Video

Embeds a video from Youtube, Vimeo, and most other embedded video services

Audio

Upload an mp3 file and embed it into the article

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Creating an Issue

Issues

Like an Issue of a standard printed magazine, you are able to create your own Issue of your publication with Chronos. First, you will create your Issue by clicking on **Issue** in the *Dashboard navigation menu*, then select **Add New**.

The Title of your Issue is *how you define* a Volume or Edition of your publication. For example, a *monthly edition* would be titled "June 2016" for the month of June in 2016, or "Fall 2016" if the publication is only released once a *semester*.

Some publications identify their editions using a *numerical value*. You would still use the edition/volume number and put it in the title field. For example, *Volume 42* is appropriate for the title.

FEATURED ARTICLES

Manually select which articles will be featured in the header of your Issue. However, only articles that are *assigned to the issue* will be available to choose. You may need to come back to this field once you've saved your issue, and edited your articles to include them in the Issue as well.
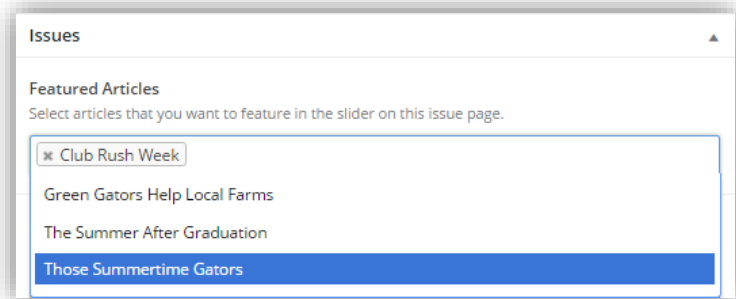
COVER IMAGE

This is the cover photo for this particular Issue of the publication. Visitors will see this when they view a list of issues on the Archives page or on the publication's main page.

ISSUE OVERVIEW

Include a brief summary of this Issue (under 140 characters). This is a required field before saving.

Once you've completed this field, you can save your Issue and assign it to individual articles.

ISSUE BUILDER

This area will allow you to build the layout of your current issue's front page. Similarly, to Articles, you will use **Sections** to display the articles in this issue using a few options. These sections will only allow you to add articles assigned to that specific issue and/or that have been categorized.

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SECTIONS

You have *4 options* for Sections on the front page. To add a Section, click on the Add Section button, and choose the layout option you want for that section.
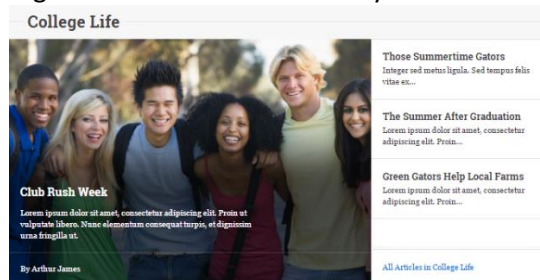

Horizontal Feature Story
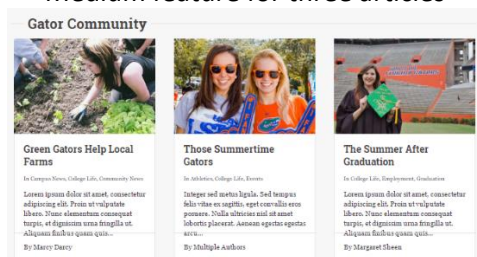Large feature for one article of importance
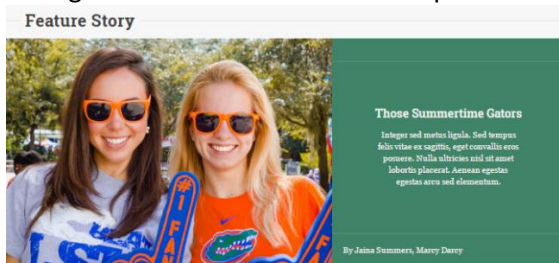
Category Feature
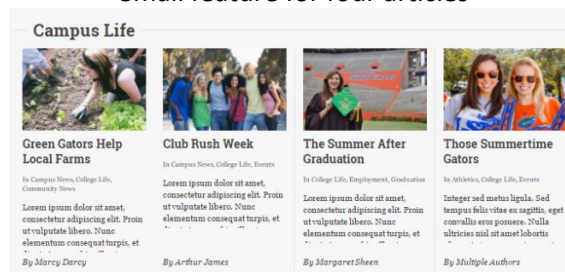Large feature for articles in story stacker format

Three-Column Grid
Medium feature for three articles

Four-Column Grid
Small feature for four articles

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Customizing the Publication

Customizing the Publication is done through the **Customizer**. This is where you can select options that affect the look of your publication as a whole, such as, a logo and the main navigation menu.

The Customizer

From the *Dashboard navigation menu*, click on **Appearance** and then choose **Customize** (either on the Themes page or from the drop down menu).
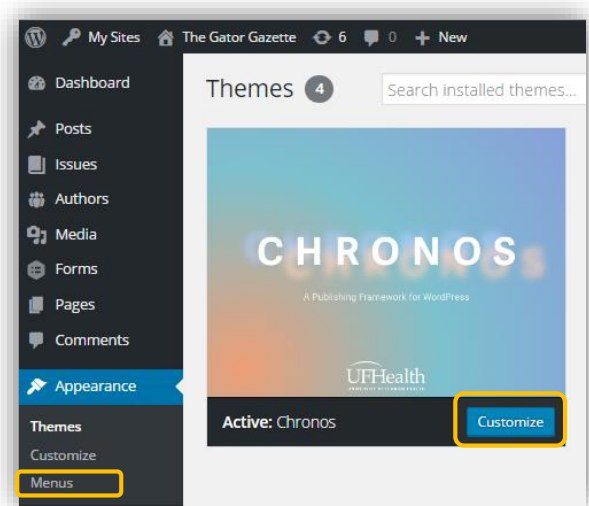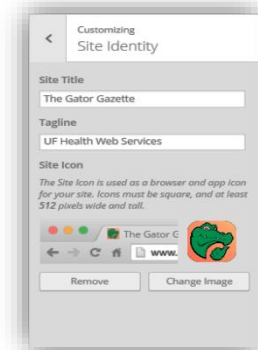

Customizer Options

SITE IDENTITY

Add your publication's name in the **Site Title** field. If you have an icon with your publication's logo on it, you can upload that here and it will appear as a **favicon** for site visitors.

> A **Favicon** is an icon associated with your publication that will be displayed in the browser's address bar or next to the site's name in a book mark list.

HOMEPAGE FEATURED ISSUE

Choose the Issue you want to appear on your publication's homepage. This will need to be updated manually with each new issue as they are released.

CONNECT TWITTER

Enter in your department's official Twitter user name in this area and visitors will be able to tweet your articles from their account.

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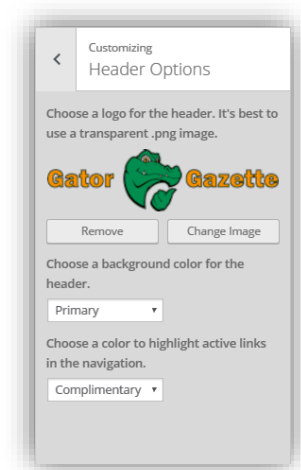
FONTS & COLOR PALETTES

This where you choose the **font combination and the color palette** for your *overall publication*. Think of this as the default design scheme for your publication. Font combinations and color schemes can be specifically set for individual articles if they need to look different from the main publication. For example, you might want to use the "Gator Nation" font setting for an article because it is relevant to the article's content, but the publication's fonts will not change.

Color palettes are a combination of 3 colors, with an added neutral color (typically white) and black. The colors are listed in the dropdown menu in the following order: Primary, Complimentary, Tertiary.

HEADER OPTIONS

This is where you can upload the logo image for your publication and choose a background color for the header. Logos will be resized to a specific height or width to fit in the header space.

FOOTER OPTIONS

You are given 4 color settings that change the placement of colors from your chosen color palette in the footer area. *Note:* If you do not want to see the border, choose a border color that is the same as the footer background color.

MENUS

In this area you can further customize the main publication's site navigation by adding pages, articles, links, etc, to the **main menu**. To add a new item to the **main menu**, click on the **Primary menu** option, then click on **Add Items**, select one *or more* items from options given, and a checkmark should appear once that item has been added. Then **Save & Publish** your customizations, and you should see the new item appear in the **main menu**.

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