UF Health Web Services **NEWSLETTER**

University of Florida Health Communications & Information Technology

July 2019

Website Maintenance Planned for July 16 and 17

The development team will be performing maintenance to the websites on:

- Tuesday, July 16 11:30 pm 12:00 am
- Wednesday, July 17 11:30 pm 1:00 am

This maintenance is not expected to interrupt site traffic or take sites offline for longer than a few minutes. If you experience any problems, please let us know at <u>webservices@ahc.ufl.edu</u>.

Recent Apollo 2 Website Launches

New sites are ready to launch every week! Below are links to some of the latest sites launched in Apollo 2 to help inspire you!

- The College of Pharmacy
- <u>McKnight Brain Institute</u>
- <u>The Normal Fixel Institute for Neurological Diseases</u>
- <u>The College of Nursing</u>
- The Department of Urology

Apollo 2 is waiting for you!

There is still time to migrate your site to Apollo 2. <u>Take advantage of the new features</u> and kick your site into high gear by migrating to the Apollo 2 theme! Web Services is here to help you along the way including help with training, and strategies to put your best foot forward on your new homepage.

Request Apollo 2 migration

How to "Convert to Blocks"

When Apollo 2 was launched along with WordPress' new Block Editor there was, in general, that it was hard to use as most users who were familiar with the classic editing experience. To help with this transition, Web Services enabled the ability for our users to continue to edit their pages using the Classic

editor if they so choose. Unfortunately, this presents a problem for those pages where the content is housed within a "Classic block".

We suggest that any pages be converted to the block editor so they can continue to take advantage of updates as they become available, and the content is formatted correctly.

Follow these steps to convert your page to blocks:

- 1. Open your page in the Block Editor by clicking on "Pages" in the Dashboard Navigation Menu, and hovering your mouse over the title of the page you would like to edit.
- 2. Select the "Block Editor" option that appears below the title. This will open the page in the Block Editor.
- Click anywhere in the content of your page and this will select a "Classic block" (confirm in the panel on the right side of the screen).
- 4. With the block selected, look for a small three-dotted icon at the top of the screen, click the three-dotted icon and select "Convert to blocks" This will cause the site to read through the HTML on the page and attempt to convert the content to specific blocks as appropriate (ex. images will be included in Image blocks, and text will be included in Paragraph blocks).

If you need assistance with this process, please reach out to us at webservices@ahc.ufl.edu.

Some Blocks May Not Support Long-form Content

If you are attempting to use a specific block for a purpose outside of its intended design, you may find that your content will not look or behave as you would expect. The best approach to take in this situation is to use a more traditional approach for the content you need to include on your site because you may be including content on your site in a way that is not easy to access for your site visitors, or could cause technical problems for you and other site editors in the future. A traditional approach is not bad, it still has a place on your site.

Some blocks available in Apollo 2 are custom creations just for the theme and are not available to the WordPress community on whole. During Apollo 2 development great work was undertaken to develop blocks that were not only visually rich, but responsive, and accessible for disabled website visitors.

Image Dimensions in Apollo 2

For your Apollo 2 websites, keep a few things in mind for your images. Images you upload should be:

• **High resolution images** and of the highest quality you can get. This will ensure that any compression done to the image by the website's automatic processes don't drastically degrade the quality of your image.

• **Saved as a JPG file**. Other file types will not look as good on the site such as PNG or GIF files. JPG is the standard image file type you will want to use.

• Cropped in an orientation that fits its use. Most blocks will display the image in a landscape orientation rather than a portrait orientation. WordPress attempts to show as much of the image it can given the image's dimensions, so an image that is taller than it is wide may be cropped strangely in your block and this is easily fixed by using the media library's image editing options, or a stand alone program on your computer to crop the image.

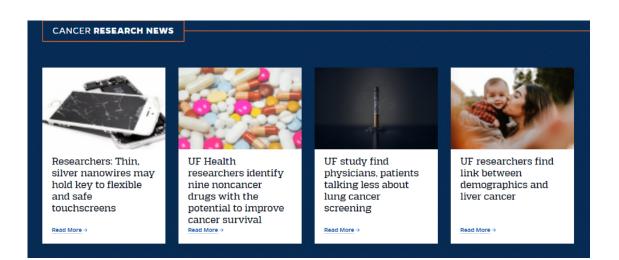
Learn more about cropping and resizing images in the Media Library.



The Dangers of Editing HTML

In Apollo 2, editing the HTML of your block is very risky! While you may be accustomed to editing the HTML in your Apollo 1 site, an update by the developers of WordPress may cause your page to break, and become un-editable in the future if errors in the HTML code is present. Errors are easy to do and often are not obvious. This warning only includes editing the actual HTML code for the blocks, and not any HTML included through the <u>Custom HTML</u>

<u>block.</u> If you are tempted to edit the HTML for your page, <u>please contact us first</u> and let us know what you are trying to achieve, and we will offer some helpful guidance.



UPDATES

RSS Block Updated to Cards Format

The RSS block received an update that changed the feed of articles from displaying as a list, and will now create a card for each item with the option to include the picture associated with each article at the top of the card. RSS feeds are an easy way for you use content from another site that pertains to your department or unit such as news involving a collaboration between two areas with separate websites.

UPDATES



Global Navigation Links Redesigned

A new feature of the Apollo 2 theme was made live on all Apollo 2 sites on the week of July 4th. The new global navigation appears once someone clicks on the downward-facing caret next to the UF Health logo at the top left side of the page. The global navigation is a redesign of the global links at the top of the original Apollo websites that should match the look and feel of your Apollo 2 website.

Welcoming new members to the Web Services team: James Young and Nicole Wiesenthal



Nicole Wiesenthal

Marketing and Communications Specialist

Nicole joins Web Services in July as the new Marketing and Communications Specialist. In this role, Nicole will work with the marketing team on content for UFHealth.org and provide content strategy and content optimization work for our other UF Health client websites.

Nicole is a lifelong Florida resident who relocated from Fort Lauderdale to Gainesville to pursue a major in Journalism at the

University of Florida (Go Gators!). After working in breaking news for a few years, she transitioned to a career in digital marketing, where she could use her analytics skills, eye for design, creativity and interest in understanding human behavior to help organizations thrive.

She gained an understanding of content and web design while honing her skills at Southeastern Integrated Medical and Pepine Realty before joining the UF Health team. Nicole is currently pursuing her MBA at the University of Florida while acting as a consultant on web design for UF Health departments.



James Young Web Designer

James brings more than a decade of experience conceptualizing, designing, and developing user interfaces for large-scale web initiatives in higher ed. He has played a key role in major projects for IFAS, The <u>Florida Museum of Natural History</u>, and UF Health. His background in graphic design drew him towards the visual corners of the web where he has enjoyed his journey adapting to its myriad challenges. James believes that digital experiences should be authentic, human, and inclusive — and that

design and technology are at their best when serving these goals.





