



# SMART MATURE RESILIENCE

A PROTOTYPE OF AN INTEGRATED RESILIENCE  
INFORMATION PORTAL THAT PROVIDES A COHERENT  
FRAMEWORK TO SUPPORT COMMUNICATION AND  
ENGAGEMENT IN RESILIENCE BUILDING ACTIVITIES

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#### D4.4. RESILIENCE INFORMATION PORTAL



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## EXECUTIVE SUMMARY

This document is the placeholder for deliverable 4.4 (D4.4) of the Smart Mature Resilience (SMR) project. D4.4 is a demonstration deliverable, as it denoted a prototypic software, namely the Resilience Information Portal. The short text included here gives hints how the prototype can be accessed, and how users are supported it utilizing it.



# 1 PROTOTYPE OF THE RESILIENCE INFORMATION PORTAL

## 1.1 INTRODUCTION

D4.4 goes along with Milestone 4.2 (M4.2) – the *development of the Resilience Information Portal*. The milestone is reached when an “information portal [...] is ‘up and running’”, which it is per the date of this deliverable<sup>1</sup>. All details regarding the development and the background of Work Package 4 (WP4) has been given in D4.1, D4.2, and D4.3. This short report merely summarizes how to access the portal, and how to get support in using it. Moreover, the second part of it summarizes the usage of main administrative functions.

## 1.2 APPLICATION URL

The Resilience Information Portal is a web application on the cloud as described in D4.3. The basic concepts of the application are explained in the status page (see 1.2) and there is also a tutorial of the main functions of the application (see 1.3)

The URL of the Prototype of the Resilience Information Portal:

The portal can be accessed through <http://smr-project-test.appspot.com/>

In order to gain a user name and password, please contact the SMR team through the SMR Web site<sup>2</sup>.

## 1.3 STATUS PAGE URL

The basic concepts of the application are explained in the status page. This page is created with the application and can be accessed in the following URL. The actual version of the page is in the annex I.

The URL of the Status Page of the Prototype of the integrated Resilience information portal:

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<sup>1</sup> Actually, since we followed an agile approach with continuous integration of code, a prototype is up and running for much longer. *The* prototype is finished now.

<sup>2</sup> <http://www.smr-project.eu/>

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<http://smr-project-test.appspot.com/status.page>



### 1.4 TUTORIAL PAGE URL

There is a tutorial with step by step instructions of the main functions of the application. This tutorial is a page is created with the application and can be accessed in the following URL. The actual version of the tutorial is in the annex II.

The URL of the Manual of the Prototype of the integrated Resilience information portal:

A comprehensive online tutorial is provided through <http://www.smr-project-test.appspot.com/tutorial.page>

### 1.5 SCREENCASTS

Screenscasts for using the Information Resilience portal are provided through <http://smr-project.eu/media/>



## 2 ANNEX I: STATUS PAGE

### ELEMENTS OF THE RESILIENCE INFORMATION PORTAL

---

This document explains some of the elements of the Resilience Information Portal of the Work-Package 4 of the [SMR Project](#).

**Tutorial:** If you want to read the tutorial, it is in [this link](#).

This document has been built with the own Resilience Information Portal, and can be edited with the [current link](#) when you are logged as admin.

## 2.1 ORGANIZATIONS AND SECURITY

The Resilience Information Portal allows to create a hierarchy of organizations (they are also referred as entities in this document). You can see the current organizations with their users and pages in this link: [Nodes](#).

The structure of the hierarchy is defined when you create a new entity. The new entity depends on the entity where you were logged when you created the entity. You can create a new entity with this link: [Create a new entity](#).

Another way to see the list of entities is this link: [List of entities](#). This list doesn't show the structure but allow to edit the entities that depend on the current entity. From this page you also have the link to create new entities in the link [Add](#).

When you create a new entity, a new user is also created. The new user has the email of the entity and the password 123.

### 2.1.1 SECURITY

The form to create a new Entity, allows to define the permissions for this entity:

- Create pages (section of Create and edit a page)
- Create Structures of data (section of Data)
- Create other Entities (this section)

Every Page has its own security about who can see and edit these pages (section of Create and edit a page)

## 2.2 CREATE AND EDIT A PAGE

To edit or create a page go to the [list of pages](#).

You can create a new page clicking the Add link. You can also create a web page with [this link](#).

To edit and existing one, you must click the edit button in the list of pages (on the right of the row).

The page when you create or edit a web page has three areas:

- Identifier

## D4.4. RESILIENCE INFORMATION PORTAL

- Web editor
- Advanced configuration



### 2.2.1 IDENTIFIER

Name: The name appears in the main bar of the browser when the final user sees the page.

### 2.2.2 WEB EDITOR

The Web editor used is the [TinyMCE v4.0](#) similar to most editors in web applications.

### 2.2.3 ADVANCED CONFIGURATION

When you click the "Show advanced" button, the next elements of configuration appear.

BasePageKey: defines the page to be used as template. (technically: the page can use the head area and foot area of a previous page, usually defined for this purpose. It works in a recursive way.)

Head area: the code included in the web page, previous to your content (usually here is the style of the page or / and elements that appear in all the pages such as too bars, menus, etc.)

Foot area: the conde included in the web page after your content (usually here is the elements that appear in all the pages at the bottom of the page)

### 2.2.4 SECURITY

The form to create a new Page, allows to define the permissions for this page:

- Logged: anyone logged can see the page
- See Anyone: anyone logged can see the page
- See descendent: Users of the pages below to this page (in the node tree) can see the page
- Edit Anyone: anyone logged can edit the page
- Edit descendent: Users of the pages below to this page (in the node tree) can edit the page

## 2.3 DATA

The Resilience Information Portal allows to define different register structures and insert data on them.

### 2.3.1 DEFINING REGISTER STRUCTURES

To see the existing register types and create new ones, you can go to the [list of register types](#).

You can create or edit register types in the same way explained to create and edit pages.

In this case, each register type has a list of register fields. For example, here you can see [the fields of the record type "contacts"](#).

To insert a new field, you click on the Add link and define the name, order (optional) and type (String, int, Date, ...) of this field.



## 2.3.2 INSERTING REGISTERS

To insert a register you can use the general form, for example for contacts: [use this link](#). Or define specific forms for this purpose. This general form provides the basic structure.

## 2.4 INSERTING DATA IN PAGES

The records inserted in the data store can be used in the different web pages, and when the data are updated, these data appear on the web page.

This can be done with different tools. For example, the page [Donostia](#) uses the library app-m1 to define the data of the news, warnings and contacts. We'll provide other examples to use frameworks, for example [AngularJS](#) or plain JavaScript ([example of listing the data in a table with JavaScript](#)).

You can list all the registers with links to view, edit and insert new ones with the [datalist page](#).

The data can be shown in different formats, for example, here are presented in different graphs: [page with Graph](#).

## 2.5 ADMINISTRATIVE PAGES

Besides the user pages, there are also administrative pages, you can see them in the link of [list of pages](#).

To create an administrative page use [this link](#).

The administrative pages have a code that allows to create links with this name. For example, the link to this page with the code status is: <http://domain/status.page>. You must define a code and set the useCodeAsUrl checkbox.



## 3 ANNEX II: TUTORIAL PAGE

### MANUAL OF THE RESILIENCE INFORMATION PORTAL

#### 3.1 LIST OF ORGANIZATIONS

To show the List of Organizations in the menu go to Admin -> List of Organizations

Pages	Admin	Tools
	New organization	
	List of organizations	
	List of users	
	New user	
	List of Data structures	
	List of administration pages	

This is the list that will appear at the screen

[Support/support](#) [Logout](#) [Help](#)

[Pages](#)   [Admin](#)   [Tools](#)

**Entity\_List**

New	name	menuType	email	path	CreatePages	CreateStructure	CreateEntity
<a href="#">Detail</a>		menu		/5629499534213120/5726607939469312/5644309118320640	false	false	false
<a href="#">Detail</a>		menu		/5629499534213120/5726607939469312/5644309118320640	false	false	false

[First](#) [Previous](#) [Next](#)  
[New](#)

##### 3.1.1 CREATE A NEW ORGANIZATION

To create a New Organization Login in the Organization who is going to be the parent of the new organization.

In the menu go to Admin -> New organisation

Pages	Admin	Tools
	New organization	
	List of organizations	
	List of users	
	New user	
	List of Data structures	
	List of administration pages	

or push the button -> **New** in the list of Organizations

## D4.4. RESILIENCE INFORMATION PORTAL



Support/support Logout Help

SMR Smart Mature Resilience

Pages Admin Tools

Entity\_List

New	name	menuType	email	path	CreatePages	CreateStructure	CreateEntity
<a href="#">Detail</a>	menu		/5629499534213120/5726607939469312/5644309118320640	false	false	false	
<a href="#">Detail</a>	menu		/5629499534213120/5726607939469312/5644309118320640	false	false	false	

[First](#) [Previous](#) [Next](#)  
[New](#)

This is the new Organization Data that must be fulfilled

Support/support Logout Help

SMR Smart Mature Resilience

Pages Admin Tools

name:

email:

CreatePages:

CreateStructure:

CreateEntity:

[List](#)

Fill the fields

After finishing with the New Organization creation, to save the changes, must be clicked the button-> **submit**

The new organization will be created with the mail as username and a default password

To go back to the list of Organisations, go to the button-> **list**

### 3.1.2 EDIT AN EXISTING ORGANIZATION

To Edit an existing Organization go to the button -> **Detail** in the list of Organization (on the right of the row) of the Organization you want to modify

Support/support Logout Help

SMR Smart Mature Resilience

Pages Admin Tools

Entity\_List

New	name	menuType	email	path	CreatePages	CreateStructure	CreateEntity
<a href="#">Detail</a>	menu		/5629499534213120/5726607939469312/5644309118320640	false	false	false	
<a href="#">Detail</a>	menu		/5629499534213120/5726607939469312/5644309118320640	false	false	false	

[First](#) [Previous](#) [Next](#)  
[New](#)

This is the screen that allows editing an already generated organization

To edit an existing organization push **Edit**

To create a new organization push **New**

To go back to the list of Organisations, go to the button-> **list**

Support/support Logout Help

Smart  
Mature  
Resilience

Pages Admin Tools

SMR Smart Mature Resilience

Edit New

name:

email:

CreatePages: false

CreateStructure: false

CreateEntity: false

Edit New

List

Fill the fields

After finishing with the edition of the Organization, to save the changes, must be clicked the button-> **submit**

### 3.1.3 NODES

The Resilience Information Portal allows to create a hierarchy of organizations.

To show the Nodes in the menu go to Tools -> Nodes

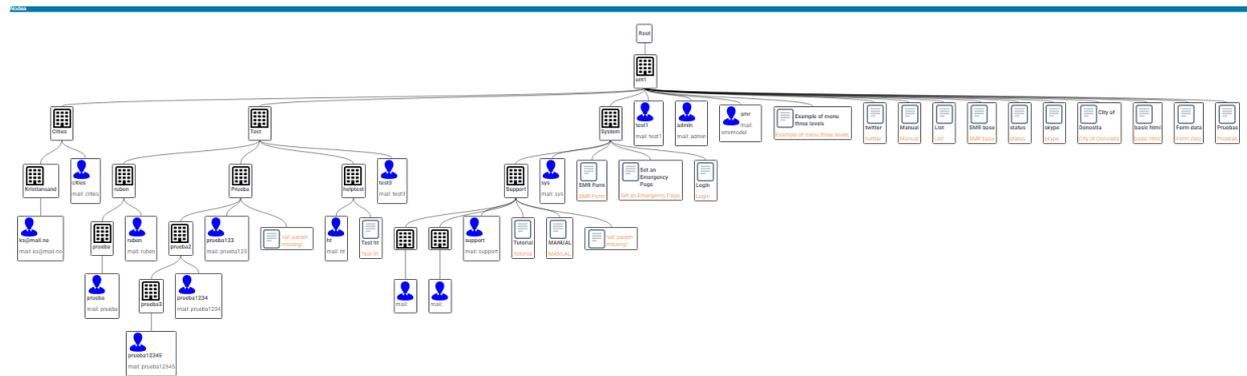
Pages Admin Tools

Search

Nodes

Set emergency page

This is the nodes screen.



### 3.2 LIST OF USER PAGES

To show the list of pages in the menu go to Pages -> List

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Pages	Admin	Tools
New Page		
List		
Examples		
City home		
Skype contacts		
Twitter widget		
Graph from data		
View data		

This is the screen that shows the list of User Pages

[Support/support](#) [Logout](#) [Help](#)

[Pages](#)   [Admin](#)   [Tools](#)

**UserPage\_List**

New	GoToPage	name	logged
<a href="#">Detail</a>	<a href="#">UserPage</a>		false
<a href="#">Detail</a>	<a href="#">UserPage</a>	City of Donostia	false
<a href="#">Detail</a>	<a href="#">UserPage</a>	Create user	true
<a href="#">Detail</a>	<a href="#">UserPage</a>	Example of menu three levels	false
<a href="#">Detail</a>	<a href="#">UserPage</a>	Form data	false
<a href="#">Detail</a>	<a href="#">UserPage</a>	List	false
<a href="#">Detail</a>	<a href="#">UserPage</a>	MANUAL	true
<a href="#">Detail</a>	<a href="#">UserPage</a>	Manual	false
<a href="#">Detail</a>	<a href="#">UserPage</a>	Pruebas	false
<a href="#">Detail</a>	<a href="#">UserPage</a>	SMR base	false
<a href="#">Detail</a>	<a href="#">UserPage</a>	Search	false
<a href="#">Detail</a>	<a href="#">UserPage</a>	Tutorial	false
<a href="#">Detail</a>	<a href="#">UserPage</a>	basic.html	false
<a href="#">Detail</a>	<a href="#">UserPage</a>	comments	false
<a href="#">Detail</a>	<a href="#">UserPage</a>	skype	false
<a href="#">Detail</a>	<a href="#">UserPage</a>	status	false
<a href="#">Detail</a>	<a href="#">UserPage</a>	twitter	false

[First](#) [Previous](#) [Next](#)  
[New](#)

### 3.2.1 SHOW AN USER PAGE

To show an User Page you must click the **UserPage** button in the list of pages (on the right of the row) of the page you want to see

### 3.2.2 CREATE A NEW USER PAGE

The user pages are the main element of the Resilience Information Portal.

To create a new User Page, in the menu go to Pages -> **New Page**

Pages	Admin	Tools
New Page		
List		
Examples		
City home		
Skype contacts		
Twitter widget		
Graph from data		
View data		

Or click on **New** in the List of pages

Automatically appears the User page editor to fulfill the new page you want to create

## D4.4. RESILIENCE INFORMATION PORTAL



Fill the fields

To save the New User Page, must be clicked the button-> **submit**

To go back to the list User Pages, go to the button-> **list**

The new user page can be located in the menu at the Pages section, as a Example can be cheked the Graph from Data page, or the other examples

- Pages**
- Admin**
- Tools**
- 
- New Page
- List
- Examples**
- City home
- Skype contacts
- Twitter widget
- Graph from data
- View data

This are some of the examples:

Graph from Data page



City home

## D4.4. RESILIENCE INFORMATION PORTAL





[Support/support](#)
[Logout](#)
[Help](#)

Pages
Admin
Tools



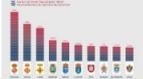
**Information**

City description: Donostia/San Sebastian is a medium size city (186 510 inhabitants in the municipality and 323 357 in the metropolitan area), with a "liveable" dimension, located among the Ullia, Igeldo and Urgul mountains, the Urumea River and the Bay of La Concha, in a successful combination of nature and urbanism. It is well known for the beauty of its natural environment and the quality of its urban space.

Being the capital of Gipuzkoa, a well-developed industrial and tertiary region of the Basque Country, Donostia is a services-oriented city, with active tourism and trade activities. Its economy is based on a diversified and small enterprise business sector (MSME & SME) and is suffering the economic crisis impact that has raised the city employment rate (12.3% December 2013, far below national average rates).

**News**

11/06/2016



**El Ayuntamiento de San Sebastián, entre los 10 con mayor penetración en redes sociales**

13/06/2016



**San Sebastián ha atendido a 800 menores en situación de vulnerabilidad**

13/06/2016



**Donostia 2016 celebrará con una jornada musical el inicio del verano**

**Warnings**

- 🔥 Prevent fires by not throwing rubbish when going to the mountain
- ⚠️ Winter is coming
- ☀️ Be careful not to get sunstroke
- 🌧️ Heavy rains forecasted

**Contacts**

Institution	Phone number
Municipal Guard	092
Hospital	943007000
Cruz Roja	943 22 22 22
Civil Guard	943276611
Fire Brigade	943 464609
Proteccion civil	943 46 99 91

### 3.2.3 EDIT A USER PAGE

To edit a User Page you must click the Detail button in the list of pages (on the right of the row) of the page you want to edit

To create a new User Page push the **New** button

To edit a User Page push the **Edit** button

This is the screen that allows you editing User Pages



[Support/support](#)
[Logout](#)
[Help](#)

Pages
Admin
Tools

name:

**textArea**

Rich text editor toolbar with options: Bold, Italic, Underline, Text color, Background color, Bulleted list, Numbered list, Indent, Outdent, Undo, Redo, Link, Unlink, Image, Table, Table of contents, Print, Full screen, Help.

P
Words: 0

[List](#)

The page when you create or edit a web page has four areas: (1)Identifier, (2) Security, (3)Web editor and (4)Advanced configuration



### (1) Identifier

- Name: The name appears in the main bar of the browser.

### (2) Security

The form to create a new Page, allows to define the permissions for this page:

- See Anyone: if checked, anyone logged can see the page
- See descendent: the users of entities that depend on this one are able to see the page
- Edit Anyone: if checked, anyone logged can edit the page
- Edit descendent: the users of entities that depend on this one are able to edit the page
- Logged: if not checked, anyone can see the page

This security permissions can be modified at any moment Editing the User Page

### (3) Web editor

In this section is where you can remove, add, or change the content of your user page

The Web editor used is the TinyMCE v4.0 similar to most editors in web applications.

### (4) Advanced configuration

When you click the **Show advanced** button, the next additional elements of configuration appear.

- BasePageKey: Is the template for the User pages, the page can use the head area and foot area of a previous page (usually defined for this purpose). They work in a recursive way.
- Head area: the code included in the web page, previous to your content (usually here is the style of the page or / and elements that appear in all the pages such as too bars, menus, etc.)
- Foot area: the conde included in the web page after your content (usually here is the elements that appear in all the pages at the bottom of the page)

To hide the advanced configuration options, go to the button-> **Hidde advanced**, and the Edition options will be the default ones

To go back to the list of User Pages, go to the button-> **list**

After finishing with the edition of the four areas, to save the changes that you have done, must be clicked the button-> **submit**

## 3.3 LIST OF DATA STRUCTURES

To show the List of Data structures in the menu go to Admin -> List of Data structures

## D4.4. RESILIENCE INFORMATION PORTAL



Pages	Admin	Tools
	New organization	
	List of organizations	
	List of users	
	New user	
	List of Data structures	
	List of administration pages	

This is the screen that shows the list of data structures

### 3.3.1 SHOW A DATA STRUCTURE

To Show a Data structure go to the bottom -> **ViewData** in the list of Data structures (on the left of the row) of the Data structure you want to see

This is the screen that shows the Data Structures as a register

View	id	order	value	comment	name
<a href="#">view</a>	5147289865682944	1	1.75	standard	Andrew
<a href="#">view</a>	5197870353350656		2.05	Long	John
<a href="#">view</a>	5672749318012928		4	low	Peter
<a href="#">view</a>	5678701068943360	2	3.5	Medium	Martin

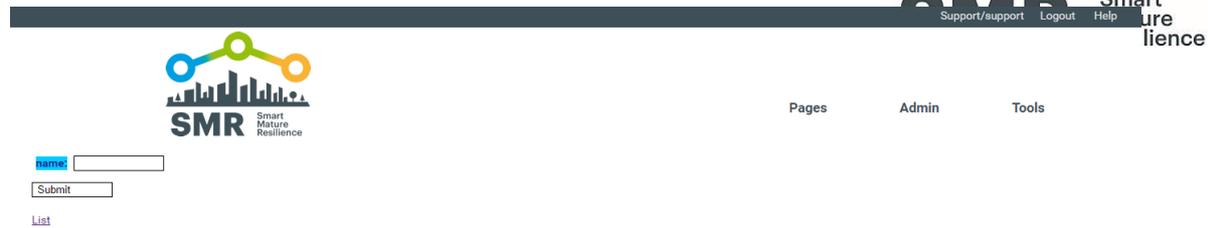
[New register](#)

To edit the Data structure go to the bottom -> **View**

### 3.3.2 CREATE A NEW DATA STRUCTURE

To create a New Data structure go to the bottom -> **New** in the list of Data structures

Fill the fields



After finishing with the Data structure creation, to save the changes that you have done, must be clicked the button-> **submit**

To go back to the list of Data structures, go to the button-> **list**

### 3.3.3 EDIT AN EXISTING DATA STRUCTURE

To Edit an existing Data structure go to the button -> **Detail** in the list of Data structures (on the right of the row) of the Data structure you want to modify

To edit an existing Data structure push **Edit**

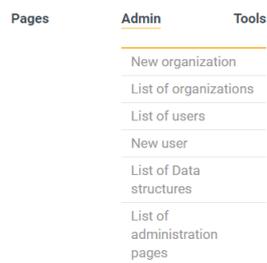
To create a new Data structure push **New**

To go back to the list of Data structures, go to the button-> **list**

This option is only available for the administrators

## 3.4 LIST OF ADMINISTRATION PAGES

To show the List of Administration pages in the menu go to Admin -> List of Administration pages



This is the screen that shows the list of Administration pages

## D4.4. RESILIENCE INFORMATION PORTAL



Pages Admin Tools

### Page\_List

New	GoToPage	code	name	useCodeAsUrl	logged	applyStyle	statusBar	menuBar	head2	titleBar	foot	pageTypeKey	message	redirect
<a href="#">Detail Page</a>			jaztest	false	false	true	true	true	true	true	false	T		
<a href="#">Detail Page</a>				false	false	false	true	false	true	false	false	PageType_NewData		
<a href="#">Detail Page</a>		Donostia	City of Donostia	true	false	false	false	false	true	false	true	T		
<a href="#">Detail Page</a>		DonostiaSMR	City of Donostia with SMR style	true	false	false	false	false	false	false	false	T		
<a href="#">Detail Page</a>		Login	Login	true	false	false	false	false	false	false	false	R	UserPage?PageKey=5757715179634688	
<a href="#">Detail Page</a>		OldLogin	Old Login	true	false	true	false	false	true	false	false	T		
<a href="#">Detail Page</a>		SetEmergency	Set the Emergency Page	true	false	true	false	false	false	true	true	R	UserPage?PageKey=5724160613416960	
<a href="#">Detail Page</a>		ViewData	View data of Structure	true	false	false	false	false	false	false	false	T		
<a href="#">Detail Page</a>		createuser	Create User	false	false	false	false	false	false	false	false	R	UserPage?PageKey=5680163505307648	
<a href="#">Detail Page</a>		data	Form data	true	true	false	false	false	true	false	true	T		
<a href="#">Detail Page</a>		data2	Form data old	true	true	false	false	false	true	false	true	T		
<a href="#">Detail Page</a>		datalist	List	true	false	false	false	false	false	false	false	T		
<a href="#">Detail Page</a>		edit	Form edit	true	true	false	false	false	true	false	true	T		
<a href="#">Detail Page</a>		foot	foot	true	false	false	false	false	false	false	false	T		
<a href="#">Detail Page</a>		head2	head2	true	false	false	false	false	false	false	false	T		
<a href="#">Detail Page</a>		head2-appml	head2-appml	true	false	false	false	false	false	false	false	T		
<a href="#">Detail Page</a>		home	Home	true	false	true	false	true	null	false	true	T		
<a href="#">Detail Page</a>		menu	menu	true	false	false	false	false	false	false	false	T		
<a href="#">Detail Page</a>		message	Message	true	false	true	false	false	false	true	true	T		
<a href="#">Detail Page</a>		nodes	Nodes	true	false	true	false	false	false	false	true	T		
<a href="#">Detail Page</a>		prueba	prueba	true	false	true	false	false	null	false	false	T		
<a href="#">Detail Page</a>		prueba1	prueba1	false	false	false	false	false	null	false	false	T		
<a href="#">Detail Page</a>		rayesabaas	testRayes	true	false	true	false	false	true	false	true	T		
<a href="#">Detail Page</a>		search	Search	false	false	false	false	false	false	false	false	R	UserPage?PageKey=5641142922117120	
<a href="#">Detail Page</a>		status	Status of Web Tool	true	false	true	false	false	true	false	true	R	UserPage?PageKey=5659118702428160	
<a href="#">Detail Page</a>		statusOld	Old - Status of Web Tool	true	false	true	false	false	true	false	true	T		
<a href="#">Detail Page</a>		testWT1	test of WT1	true	false	true	false	false	null	false	false	T		
<a href="#">Detail Page</a>		tutorial	Tutorial	true	false	false	false	false	false	false	false	R	UserPage?PageKey=5099593180119040	
<a href="#">Detail Page</a>		userdefault	Default page for users	false	false	false	false	false	false	false	false	R	UserPage_Action?action=List_Pages	

[First](#) [Previous](#) [Next](#)  
[New](#)

### 3.4.1 SHOW AN ADMINISTRATION PAGE

To Show an Administration page go to the bottom -> **Data** in the list of Administration pages (on the left of the row) of the an Administration page you want to see

### 3.4.2 CREATE AN ADMINISTRATION PAGE

To create a New Administration page go to the bottom -> **New** in the list of Administration pages



- Code: The code allows to create links with this name.
- useCodeAsUrl: it allows to activate the code to create a link.
- useAsTemplate: the page can be used as template for other web pages.
- pageType: can be Message, Redirection or Text.

Fill the fields

After finishing with the Administration page creation, to save the changes, must be clicked the button-> **submit**

To go back to the list of Administration pages, go to the button-> **list**

### 3.4.3 EDIT AN EXISTING ADMINISTRATION PAGE

To Edit an existing Administration page go to the button -> **Detail** in the list of Administration pages (on the right of the row) of the Administration page you want to modify

To edit an existing Administration page push **Edit**

To create a new Administration page push **New**

To go back to the list of Administration pages, go to the button-> **list**

Fill the fields

After finishing with the edition of the Administration page, to save the changes, must be clicked the button-> **submit**

To go back to the list of Administration pages, go to the button-> **list**

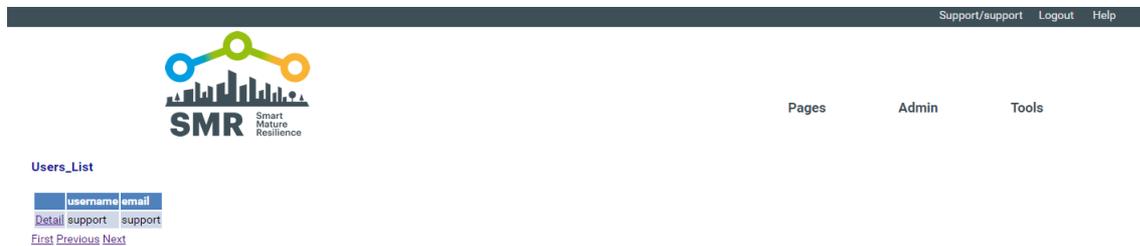


## 3.5 LIST OF USERS

To show the List of Users in the menu go to Admin -> List of Users

Pages	Admin	Tools
	New organization	
	List of organizations	
	List of users	
	New user	
	List of Data structures	
	List of administration pages	

This is the screen that shows the list of Users



### 3.5.1 CREATE A NEW USER

To create a new User in the menu go to Admin -> New Users

Pages	Admin	Tools
	New organization	
	List of organizations	
	List of users	
	New user	
	List of Data structures	
	List of administration pages	

This is the screen that allows you to create a new User



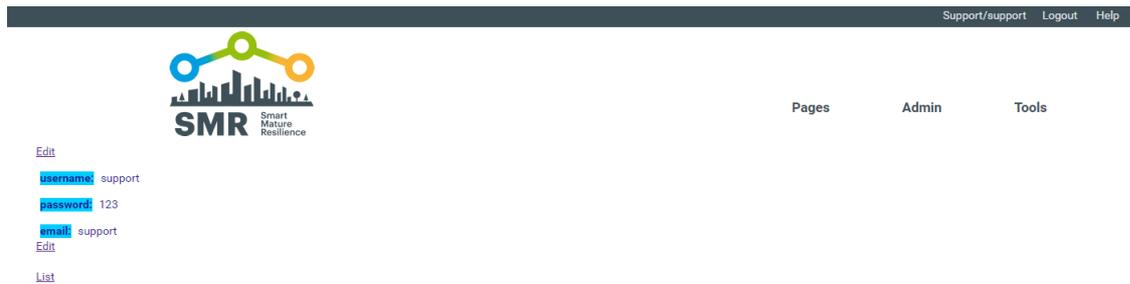
After finishing with the User edition, to save the changes that you have done, must be clicked the button-> **submit**



### 3.5.2 EDIT AN EXISTING USER

To Edit an already generated User go to the button -> **Detail** in the list of Users (on the right of the row) of the User you want to modify, on the next screen push Edit

To go back to the list of Users, go to the button-> **list**



Fill the fields

After finishing with the User edition, to save the changes that you have done, must be clicked the button-> **submit**

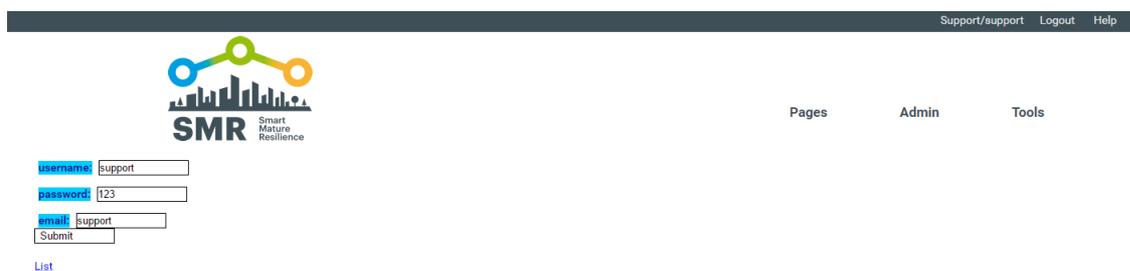
To go back to the list of Users, go to the button-> **list**

### 3.5.3 CHANGE USER

To change User go to the button -> **User** in the top of the page



This is the screen that allows you to change the User



Fill the fields

After finishing changing the user, to save the user changes, must be clicked the button-> **submit**

To go back to the list of Users, go to the button-> **list**

### 3.5.4 LOGOUT

To Logout go to the button -> **Logout** in the top of the page

## D4.4. RESILIENCE INFORMATION PORTAL



Pages Admin Tools

### 3.5.5 HELP

If you need help go to the bottom -> **Help** in the top of the page

Support/support Logout Help



Pages Admin Tools

and you will get in a support page with a easy to follow guideline

### 3.5.6 SEARCH

If you need to search something in internet in the menu go to Tools -> Search



This is the screen that allows you to search on internet

Support/support Logout Help



Pages Admin Tools

Search

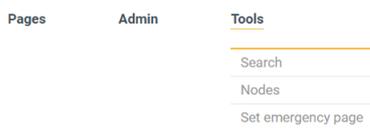
 

## 3.6 EMERGENCY PAGE

When there is an emergency the administrator of the pages can set a emergency page to advise everyone about the emergency situation

The administrator must follow this steps:

- 1st in the menu go to Tools-> Set emergency page



- 2nd Set the Emergency Page: Copying the emergency page URL in the box and pushing the button -> **submit**

## D4.4. RESILIENCE INFORMATION PORTAL



Support/support Logout Help **Smart Mature Resilience**

 [Pages](#) [Admin](#) [Tools](#)

Set the url of the Emergency page

This way every time a User enters to the platform will be redirected to the setted emegency page