DG Help

Help takes the form of short video tutorials, each of which is dedicated to a particular subject.

1. Introduction

1.1 Logging into the system – Logging into the system for the first time, completing one's profile

<u>1.2 Basic principles of working with the application</u> – Philosophy of work with the application, layout of the basic commands

2. Working with nodes

2.1 Browsing through web nodes - The basics of work with nodes, changing the node sequence

- 2.2 Node manipulation Creating new nodes, deleting nodes, copying and transferring nodes
- 2.3 Working with files Creating, deleting, and basic principles of work with files associated with a node
- 2.4 Searching for nodes Finding a node in a node tree

2.5 Information bookmark - Metainformation of a document

3. Working with the editor

3.1 Simple editing of page content - Entering text into a document

3.2 Basic text editing - Changing basic properties of a text

3.3 Components floating in a text - Principles of functioning of components floating in a text

<u>3.4 Working with sections</u> – Basics of creating and manipulation with sections, their numbering sequencing, etc.

3.5 Different types of references – Creating of different types of references, explanation of differences between the types

3.6 Inserting images _ – Inserting images into documents and setting various ways in which they can be displayed

3.7 Inserting a file for downloading - Inserting a link to a document which can be downloaded

3.8 Inserting and editing a list - Inserting and editing lists

3.9 Inserting and editing tables - Inserting and editing tables

3.10 Inserting image galleries – Creating and inserting image galleries

3.11 Inserting a YouTube video - Inserting YouTube videos

3.12 Inserting a map – Inserting interactive maps depicting a particular location

4. Other functions

4.1 Editing the layout - Editing the content of secondary windows when pages are displayed.

<u>4.2 Principles of document content creation</u> – Some recommendations and pieces of advice regarding the creation of content for documents which will be published on the web

4.2 Editing users – Ways in which administrators can edit the users.