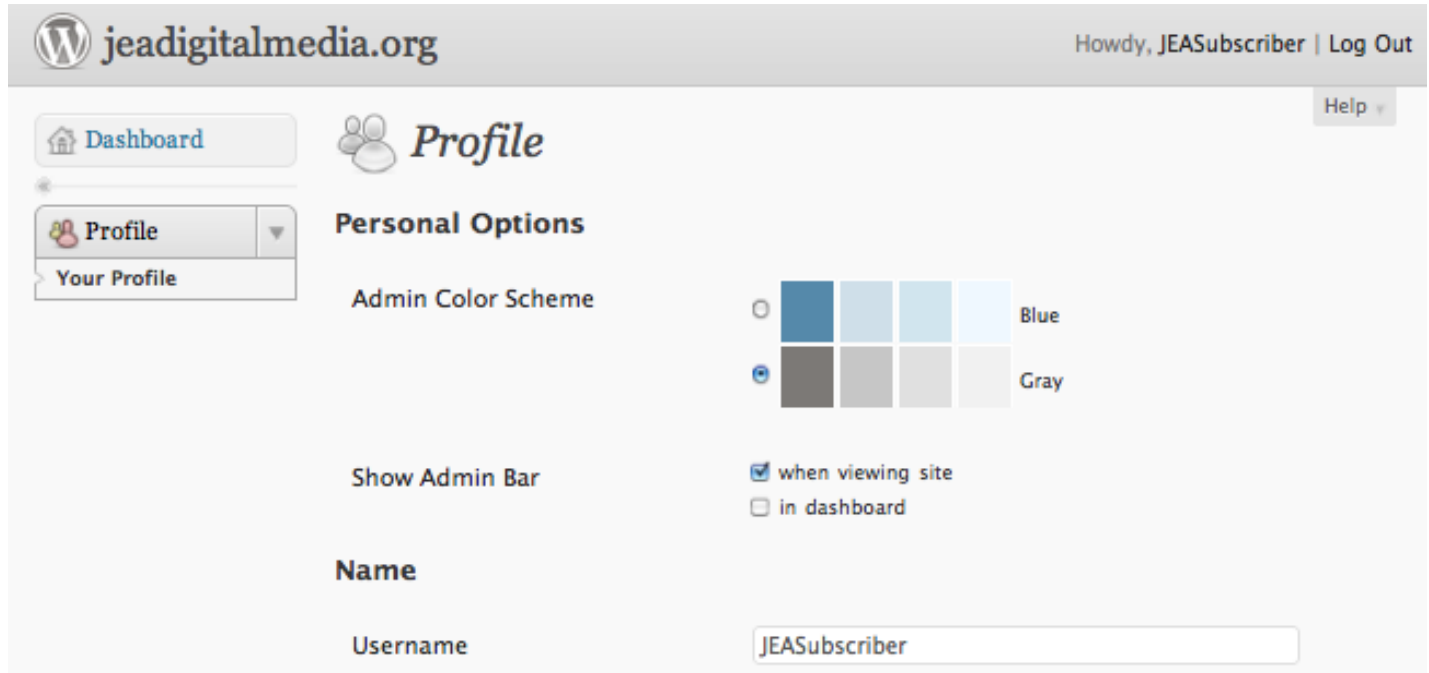


Subscriber

This type of user is generally going to be someone who signs up to subscribe to your site. Subscribers can only manage their profiles and do not have access to any site content. This would not be a profile type you would use for staff members.



The screenshot shows the WordPress admin interface for a subscriber. The top navigation bar includes the WordPress logo, the site name "jeadigitalmedia.org", and a user greeting "Howdy, JEASubscriber | Log Out". A "Help" link is visible in the top right. The left sidebar contains a "Dashboard" link and a "Profile" dropdown menu with "Your Profile" selected. The main content area is titled "Profile" and "Personal Options". It includes an "Admin Color Scheme" section with radio buttons for "Blue" and "Gray", and a "Show Admin Bar" section with checkboxes for "when viewing site" (checked) and "in dashboard". The "Name" section shows the "Username" field with the value "JEASubscriber".

WordPress logo | jeadigitalmedia.org | Howdy, JEASubscriber | Log Out | Help

Dashboard | Profile (dropdown) | Your Profile

Profile

Personal Options

Admin Color Scheme

☐ Blue

☒ Gray

Show Admin Bar

☒ when viewing site

☐ in dashboard

Name

Username: JEASubscriber

Contributor

You would use the Contributor profile someone you wanted to have access to put their stories up on the back-end of the site, but not allow to publish. Contributors can add headlines, stories and photos and get their post all ready to go, they just can't physically post it to the site. Someone with a higher lever profile access needs to come along and publish it. You will notice that this user has more menu functions than the Subscriber does, but still very few options that can affect site appearance or function.

The screenshot shows the WordPress Dashboard for a user named 'JEACContributor'. The top navigation bar includes the site logo 'jeadigitalmedia.org', a 'New Post' button, and a user profile dropdown showing 'Howdy, JEACContributor | Log Out'. The left sidebar contains a menu with 'Dashboard', 'Posts' (with sub-items 'Posts' and 'Add New'), 'Media' (with 'Library' and 'Add New'), 'Comments', 'Profile' (with 'Your Profile'), 'Tools', 'Settings', and 'Archive-Sitemap'. The main content area is titled 'Dashboard' and features a 'Right Now' widget with statistics: 315 Posts, 114 Comments, 5 Pages, 101 Approved, 35 Categories, 0 Pending, 245 Tags, and 13 Spam. It also mentions the theme 'Busy Bee with 7 Widgets' and WordPress version '3.1.3'. A 'QuickPress' widget on the right allows for creating a new post with fields for Title, Content, and Tags, and buttons for 'Save Draft', 'Reset', and 'Submit for Review'. Below this is a 'Recent Drafts' section stating 'There are no drafts at the moment' and a 'WordPress Development Blog' section with a link to 'WordPress 3.2 Release Candidate 2' dated June 24.

The screenshot shows the 'Add New Post' screen for the same 'JEACContributor' user. The top navigation bar is similar, but the user profile dropdown shows 'Howdy, JEACContributor | Log Out'. The left sidebar menu is identical to the dashboard view. The main content area is titled 'Add New Post' and features a large text input field at the top. Below this is a 'Syndication' section stating 'This post was created locally at this website.' The 'Publish' section on the right shows 'Status: Draft' and 'Visibility: Public', with buttons for 'Save Draft', 'Preview', and 'Submit for Review'. At the bottom right, there is a 'Categories' section with a list of categories including 'Concerts' and 'Law & Ethics', and a 'Most Used' tab.

Author

Authors have all the rights of Contributors and Subscribers, in addition to the ability to approve their own posts to appear online. Authors can create their own posts and publish them online without anyone else approving them. While Authors have the ability to publish their own posts, they cannot change the appearance or functionality of the site.

The screenshot shows the 'Comments' section of the JEA Digital Media Author Dashboard. The left sidebar contains navigation links: Dashboard, Posts (with sub-links for Posts, Add New, Media, Library, Add New, Comments), Profile (with sub-links for Your Profile, Tools, Settings, Archive-Sitemap), and Settings. The main content area is titled 'Comments' and shows a list of comments. At the top, there are filters for 'All', 'Pending (0)', 'Approved', 'Spam (13)', and 'Trash (0)'. Below these are buttons for 'Bulk Actions', 'Apply', 'Show all comment types', 'Filter', and 'Check for Spam'. The comments are listed in a table with columns for 'Author' and 'Comment'. The first comment is from 'Arin Segal - Amazing Teen Music Journalist | jeadigitalmedia.org' submitted on 2011/06/24 at 12:31 am. The second comment is from 'bryan farley morethankids.com' submitted on 2011/06/22 at 8:56 pm. The third comment is from 'Bryan Farley morethankids.com' submitted on 2011/06/21 at 12:25 am.

jeadigitalmedia.org

Dashboard

Comments

All | Pending (0) | Approved | Spam (13) | Trash (0)

Bulk Actions Apply Show all comment types Filter Check for Spam

Author	Comment
Arin Segal - Amazing Teen Music Journalist jeadigitalmedia.org jeadigitalmedia.org/2011/06/23/arin-segal-future-...	Submitted on 2011/06/24 at 12:31 am [...] Digital Media post, journalism educator David Schwartz examples of scholastic journalism programs that have ada
bryan farley morethankids.com	Submitted on 2011/06/22 at 8:56 pm I support your ideas about adapting the curriculum, I just v be in 2020 and whether we can find the right people to lis Do you have some thoughts about where the market will b bf
Bryan Farley morethankids.com	Submitted on 2011/06/21 at 12:25 am Thanks for commenting Arin. I was just going through some of the old posts, and I foun http://www.jeadigitalmedia.org/2010/06/23/qa-with-mc I used the phrase "practice what we preach." Thanks for he

The screenshot shows the 'Add New Post' section of the JEA Digital Media Author Dashboard. The left sidebar is the same as in the previous screenshot. The main content area is titled 'Add New Post' and features a large text input field at the top. Below this is a toolbar with icons for 'Upload/Insert', 'Visual', and 'HTML'. To the right of the text input field is a 'Syndication' box that says 'This post was created locally at this website.' Below the toolbar is a 'Publish' box containing buttons for 'Save Draft', 'Preview', 'Status: Draft Edit', 'Visibility: Public Edit', 'Publish immediately Edit', 'Move to Trash', and 'Publish'. At the bottom right is a 'Categories' box with a tab for 'Most Used' and a list of categories including 'Concerts'.

jeadigitalmedia.org

Posts Howdy, JEAAuthor | Log Out

Screen Options Help

Dashboard

Add New Post

Upload/Insert Visual HTML

Syndication

This post was created locally at this website.

Publish

Save Draft Preview

Status: Draft Edit

Visibility: Public Edit

Publish immediately Edit

Move to Trash Publish

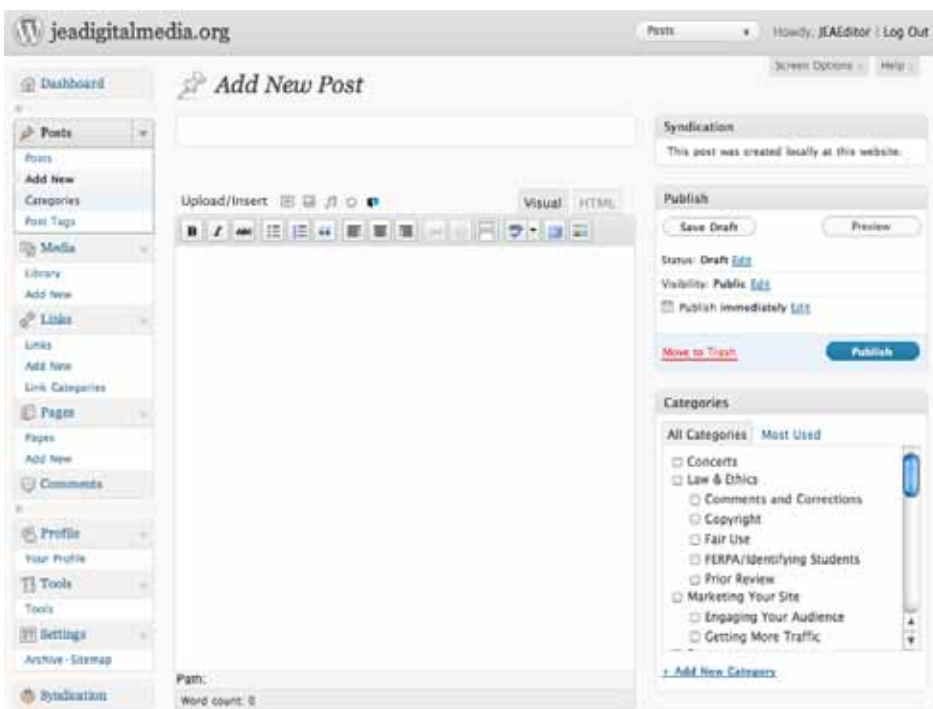
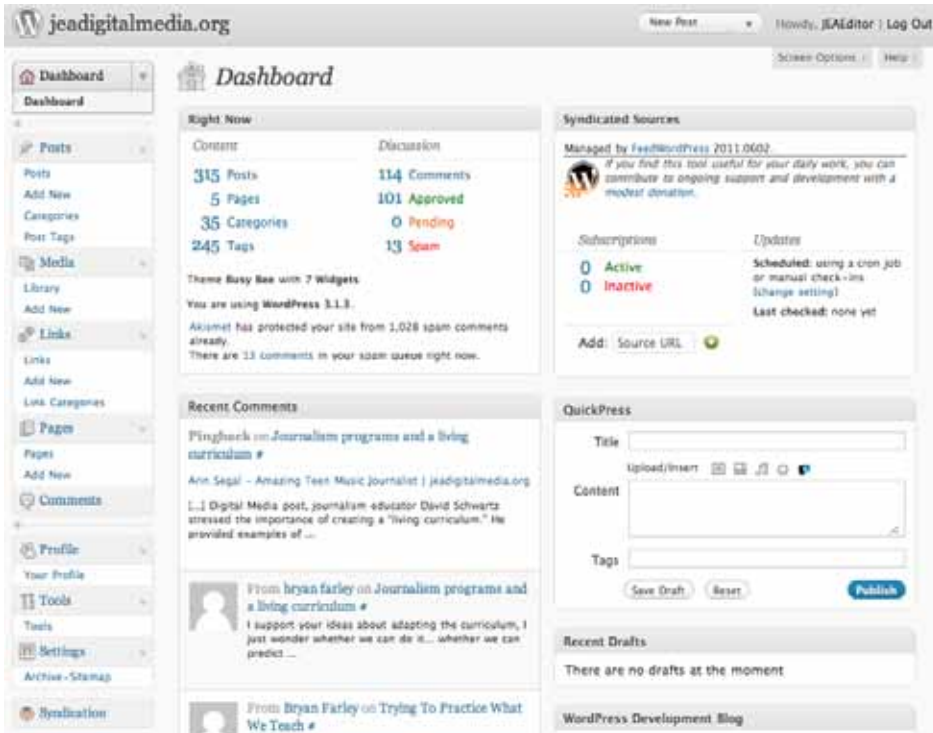
Categories

All Categories Most Used

Concerts

Editor

Editors have the ability to publish their own posts. In addition, they are allowed to manage pages as well as other users' posts. An Editor, for instance, would have the ability to approve a Contributor's post. An Author does not have that ability. You will notice that while an editor does have more backend site options available to him/her, the ability to get into plugins, code or site settings is still unavailable. This would be a good level for your online copy editors to have as they would be able to edit, approve and post the work of other staff members but not have the ability to mess anything up too badly.



Administrator

The Administrator has the power to write, publish and approve posts. In addition, the Administrator has access to all backend settings from the HTML and CSS to the plugins and site settings. Administrators really have the power to do whatever needs to be done to the site. This type of profile should probably be used for your Webmaster or your web team. Staffers who don't know what they are doing could mess things up pretty badly. Below, you can see the options available to the Administrator of this site and see how it compares to all the other users with different access levels that are shown in this packet.

