#### **OxWeb Subsite template**

The subsite template can be used to create microsites that are separate from the main OxWeb menu structure. Please note that you can't have a standard page or any other OxWeb pages within a subsite section. However, you can link out to those pages.

The subsite template works with horizontal rows of content called 'Sections'. These sections can contain a variety of different paragraph component types (as listed below). Each section can have a coloured background, based on the Theme colour, or a plain background.

#### **Theme**

There are six colour-based Themes available in the subsite temple (red, blue, white, green, orange, and yellow). Use the drop-down menu to choose which colour suits your content. You can only have one colour per page but depending on your design, you can have multiple-coloured pages in a subsite section.

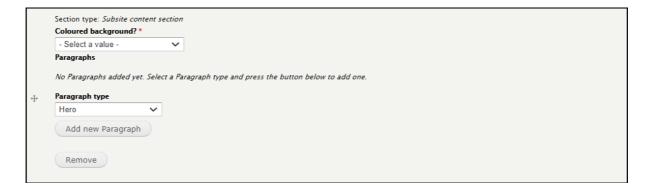
#### **Sections**

To add a section, go to the bottom of the page and press "Add new section". Then select whether you want the section to have a coloured background or a white background.

Once a section is created you can add different component types. It is best to have each new block of information in a separate section. You shouldn't create a whole page as one section.

A section and its content can be reordered by dragging a section to a new position.

A section or component can be deleted by clicking the 'Remove' button.



You cannot move a component from one section to another. You have to create a new version of that component in a different section then delete the old component.

Please note that when editing a Subsite page, all sections will appear collapsed. This makes it easier to move or remove sections.

To edit a particular section, simply select 'Edit' and the section will open to show its components. Open as many sections as needed. Save when you've made your changes. There's no option to collapse the expanded all sections so when you next edit the page, all sections will start in the collapsed state.

# Different paragraph component types

#### Hero

You can create a lead banner image by using a 'Hero'. The standard image size for a banner is 1600 x 550 px.

If you want some title text to be shown over the image you can add this into the 'Slogan' field, giving it a heading style by using the dropdown list.

When adding any images, always write clear and comprehensive Alt Text and Description, as this will help with accessibility. See the Images PDF for more information about images.





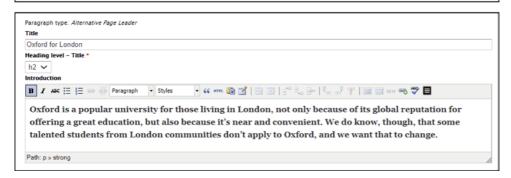
## Alternative page leader

The 'Alternative page leader' creates a heading to the left of a text block. It is a good way to add the main page heading (H2).

The heading size can be set by using the dropdown list.

# OXFORD FOR LONDON

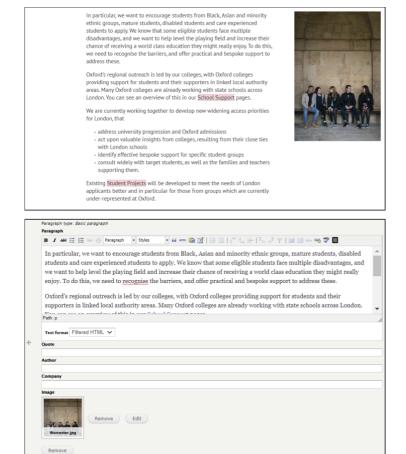
Oxford is a popular university for those living in London, not only because of its global reputation for offering a great education, but also because it's near and convenient. We do know, though, that some talented students from London communities don't apply to Oxford, and we want that to change.



## Body paragraph - Basic Paragraph

The 'Basic Paragraph' can be used as the main body text on a page. This is a central column of text and can be formatted and styled like the text on a standard page.

The 'Basic Paragraph' content type also allows you to add quote text and/or an image to either the right or left columns. The default is for the quote and image to appear in the right column. You can change this to the left column by checking the left align checkbox.

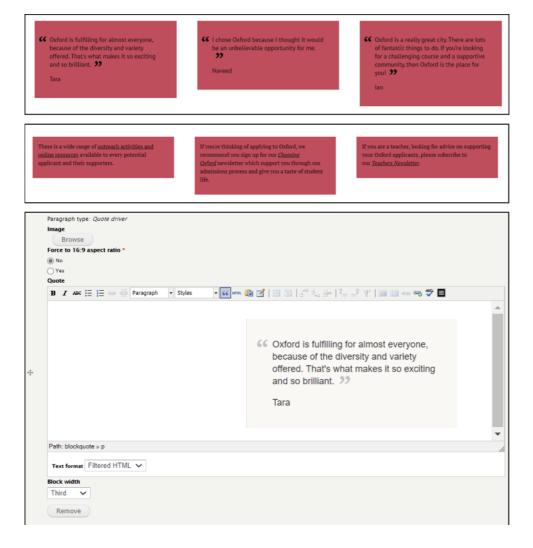


# **Quote driver**

The 'Quote driver' allows you to create blocks of text content in a horizontal row. These can either have a background tint of the Theme colour or a white background (by checking the checkbox).

You can have rows of two or three Quote drivers, or a single one, by changing their block width in the dropdown list.

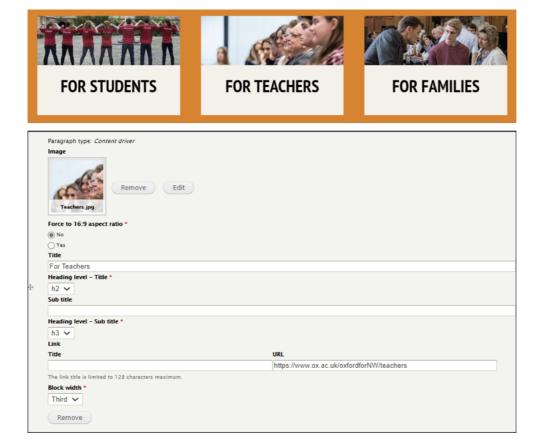
You can also add an image above the text block. The image can be "force to 16:9 aspect ratio" if needed.



### **Content driver**

The 'Content driver' can be used to create a teaser box that links to other pages and sections. These can be listed in rows of two or three, or a single block, by changing their block width in the dropdown list.

You can also add an image above the text block. The image can be "force to 16:9 aspect ratio" if needed.



#### Video driver

You can add a video to a page from either YouTube or Vimeo by using the 'Video driver'. As with the other component types, these can be listed in rows of two or three, or a single block, by changing their block width in the dropdown list.

A video can also be made to autoplay by checking 'Autoplay' in the media browser when you upload the video. Videos can also be forced to 16:9 aspect ratio by checking the '1' box.

See the Video PDF for more information about videos.



# Main paragraph

The 'Main paragraph' creates a coloured text box that appears on the right side of the page. The colour of the box is determined by the Theme colour. The 'Main paragraph' is best used with a 'Hero' but it has limited style settings.



#### Picture content driver

The 'Picture content driver' creates a picture lead teaser box. The image is always to the left of the heading text and the block takes up the full width of the column.



# **Section Navigation**

The link title is limited to 128 characters maximum

Sub-heading
Heading level - Sub title \*
h2 \times Link
Title

The 'Section navigation' can be used to create a list of links. The block takes up the full width of the column and can have an image on the left.







# Other

# Menu

The menu for a subsite section works the same way as a standard section but you can't have pages outside of the subsite section in the menu without creating a special menu link.

# **Breadcrumb**

The breadcrumb is automatically created from the url structure.