

Tandem Server Help Document

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Introducing Tandem Server

What is Tandem Server?

Prerequisites

Before installing Tandem Server on your web server your server must pass a few common prerequisites.

Windows Platform

IIS 6 or greater

ASP.NET 3.5 or greater

Medium Trust or higher

Read/Write permissions on entire web root and all sub-folders

Getting Started

Downloading the latest version

To download the latest version of Tandem Server visit: <http://TandemServer.org/LatestVersion>

Contents of the TandemServer_XXXXXX.zip file

- EULA.doc
- READ_ME.txt
- Webroot folder
 - Bin folder
 - TandemServerInstall.dll
 - ICSharpCode.SharpZipLib.dll
 - Install folder
 - Default.aspx
 - Install.aspx
 - Log.aspx
 - Log.config
 - TandemServer.ts

Installing Tandem Server

Hosted website with auto-installer

Select a hosting company that offers an auto-installing option for Tandem Server (CMS)

Example:

- <http://TandemServer.org/Aquesthosting>
- <http://TandemServer.org/GoDaddy>
- <http://TandemServer.org/DiscountASP>

Hosted website manual install

Signup for a Windows hosting plan from a hosting company

Download and unzip Tandem Server (CMS)

<http://TandemServer.org/latestversion>

Copy or FTP the contents of the Webroot folder to the webroot of your website

Copy files via hosting company file utility or

FTP (File Transfer Protocol) files via FTP client software

Enable read/write permissions on webroot and subfolders

Open browser and navigate to install the folder

<http://yourdomain.com/install>

Localhost / Intranet

Signup for a Windows hosting plan from a hosting company

Download and unzip Tandem Server (CMS)

<http://TandemServer.org/latestversion>

Copy or FTP the contents of the Webroot folder to the webroot of your website

Copy files via hosting company file utility or

FTP (File Transfer Protocol) files via FTP client software

Enable read/write permissions on webroot and subfolders

Open browser and navigate to the install folder

<http://yourdomain.com/install>

Upgrading Tandem Server

Download and unzip Tandem Server (CMS)

<http://TandemServer.org/latestversion>

Copy or FTP the contents of the Webroot folder to the webroot of your website

Copy files via hosting company file utility or

FTP (File Transfer Protocol) files via FTP client software

Open browser and navigate to the install folder

<http://yourdomain.com/install>

Upgrading Issues

All versions of Tandem Server are backward compatible. There are no known upgrading issues reported.

Logging into the Publishing Tool

Open browser and navigate to the admin folder

<http://yourdomain.com/admin>

Welcome

Welcome to the Tandem Server content management system's publishing tool. The publishing tool is used to manage your website.

The Tandem Server publishing tool features a header bar, page banner, vertical tool bar, horizontal navigation bar, page body, and page footer.

Header bar

The header bar is located at the top of the page and displays the Tandem Server version number,

registered status, Quick Link select box, View Live Site button, Preview Site button, Quick Publish button, Help button, and Logout button.

Version number

The version number displays the version of Tandem Server you are currently using.

Registered Status

The registered status displays if you are currently using a registered version of Tandem Server. Registering Tandem Server will give you the ability to remove the “Powered by” link from the footer of your website.

Quick Links (select box)

Click on the Quick links select box to view all of the quick link options. The top group is links to various Tandem Server resources. The bottom group is optional and customizable and used to co-brand the Tandem Server publishing tool.

Example:

- *Click the Quick Link select box*
- *Select “– Image Gallery”*
- *Click the go button*

Result:

A new browser window is opened displaying the Fotolia website. Fotolia is a website where you can purchase royalty free images to use on your website. To read more about Fotolia click on the ‘About Us’ link.

View Live Site (button)

Click the View Live Site button to view the “Live” version of your website. A new browser window is opened and the live version of your website is now displayed.

Preview Site (button)

Click the Preview Site button to open a new browser window and display the working version of your website. . A new browser window is opened and the working version of your website is now displayed.

Quick Publish (button)

Click the Quick Publish button to publish the website live without creating a backup of your website.

Help (button)

Click the Help button to open a new browser window and display the Online Help section of the Tandem Server website.

Logout (button)

Click the Logout button to log out of the Tandem Server publishing tool.

Page Banner

The page banner is located above the horizontal navigation bar and displays the Tandem Server logo aligned to the left, and the optional Co-Branding logo aligned to the right.

Vertical Tool Bar

The vertical Tool bar displays links to all of the Tandem Server publishing tools used to enhance your website.

Horizontal navigation bar

The horizontal navigating bar displays all of the pages for your website and also features an Add Page button to allow you to quickly add a new webpage.

Dev Blog RSS Feed

The developer blog is displayed in the page body of the welcome page and is used to inform you of Tandem Server updates.

Page Footer

The page footer is located at the bottom of the page and displays the Tandem Server copyright information.

Admin Notes

Admin notes are used for internal notes that are only viewable in the Tandem Server publishing tool and will not be displayed on the public facing website.

Publishing

There are three different versions of your website; 1) the “Live” site which is the version the public will see, 2) the “Working Version” which is the new version you are currently working on and the public cannot see but you can see via preview mode, and 3) the “Archived” version which is a backup of a previous website that you can roll back to if needed.

Users Accounts

Users accounts are authorized users that have access to your publishing tool and or trusted website pages.

Administrators

Administrators have access to your publishing tool and secure pages on your website.

Trusted Users

Trusted users only have access to secure pages on your website and do not have access to your publishing tool.

Configuration

This is the main configuration for your website. Here you can manage high level properties of your website such as Vertical Navigation position, File Not Found page, Enabling Friendly URLs, and adding a Favorites Icon.

General Settings

Registration Key(s)

Registering Tandem Server will allow you to remove the Powered By link located in the footer of your website.

Register your copy of Tandem Server at www.TandemServer.org/Register.

When pointing multiple domains to a single Tandem Server installation you must have a separate registration key per domain. Enter multiple keys delimited by a comma (,).

Remove Powered By Link

Checking this option will remove the Powered By link from the footer of the website. This feature will only work with if you have a registered version of Tandem Server.

Website Name

The website name will be used in the meta title element.

File Not Found Page

The file not found page is used to display a friendly website page instead of displaying a 404 file not found error message.

Enable Friendly URLs

Your 404 page must be configured to the "FileNotFound.aspx" page before using this feature.

Use Live Search Control

Enable the web search control to be displayed in the side-bar of all pages in your website.

Use SSL for Secure Page Logins

You must have a valid SSL Certificate running on your site for this feature to work.

Hide Top Navigation

Hide Vertical Navigation

Checking this box will collapse the vertical navigation for all pages.

Date Format

This is the date format that will be used when displaying dates on your website.

i.e. mm/dd/yyyy

Side Bar

Here you can position your side bar on the right or left side of your website. Note: Positioning the bar on the right side is slightly better for search engine rankings as it will position your content higher on your page.

Position

i.e. right side

Website Dimensions

Here you can choose how wide you want your website to display 800 pixels, 1024 pixels or 100%.

Width

i.e. 1024 pixels

Favorites Icon

The favorites icon is used for when visitors bookmark your site (add your site to their favorites menu). Having a custom icon is nice to allow visitors to quickly identify your site in their favorites menu. This icon also displays in the address bar of your browser. Note: This image must be an .ico file type to function properly.

Icon URL (.ico)

This is the path to the favorite icon to be used for your website.

E-Mail Settings

Before you can send e-mails from Tandem Server you must configure your email settings. Tandem Server will be unable to send e-mails if these settings are not configured properly. Consult your hosting company if you are not sure about a setting here.

SMTP Server

i.e. smtp.mydomain.com

SMTP Port

i.e. 25

User Name

i.e. myaccount@mydomain.com

Password

E-Mail to Address

i.e. myemail@mydomain.com

This is the email address used as the default to address on emails sent from Tandem Server.

Used By: Custom Forms

E-Mail from Address

i.e. myemail@mydomain.com

This is the email address used as the default from address on emails sent from Tandem Server.

Used By: Newsletters and Custom Forms

Color Tools

The color tools are used to configure the appearance of your site.

Website Colors

Select a base theme that you want your site to look like and modify to your liking.

Themes

Select a Base Theme

A base theme is a starting color pallet that will be used for your website.

Theme Color Pallet

A theme color pallet is a subset of complimentary colors that you can use for your website.

Style Group

Select a style group to modify the available styles.

Custom Overrides

Use this tool to make custom styles and/or override system styles to personalize your website.

Global Content Tools

<HEAD/> Content

Content entered here will appear in the <HEAD/> element of every page of your website. This is where you would make references to global include files such as javascript (.js) files and such.

Note: <HEAD/> content is for advanced users. The <HEAD/> element on an HTML page is not a display element and is used primarily for META data and include file refereneces, normal page copy should not be added here.

Header content

Content entered here will appear at the top of every page of your website.

Sidebar content

Content entered here will appear in the side bar of every page of your website. This is where you would add promotional / important information for your website.

Footer content

Content entered here will appear at the bottom of every page of your website. This is where you would add links and copyright information for your website.

Newsletter Tools

Newsletters

Welcome to the Newsletter Manager. Here you can create and send Newsletters to your mailing list to inform your users about recent news and events happening in your company or on your site.

Header Content

Use this tool to manager your newsletter header content. Every newsletter you send will include this custom header content.

Footer Content

Use this tool to manager your newsletter footer content. Every newsletter you send will include your custom footer content.

Mailing Lists

Manage your newsletter mailing lists by adding news mailing lists here. Depending on the size of your mailing list and the restrictions of you hosting company's mail server, you may have to create multiple mailing lists to send your newsletters to. Typically there is a restrictions on how many emails you can send out so be sure to contact your hosting company before sending out your newsletters. When you are ready to send your newsletter you will need to send them to each mailing list separately.

Be sure to check with your hosting company on the number of e-mails you can send to in one list.

IMPORTANT: Be sure to not max out your e-mail sending limit as this limit includes the e-mails being sent to you from your web site.

Miscellaneous Tools

Localize Strings

This tool is mainly used for websites written in languages other than EN-US (English-United States). There are certain areas on your website that contain text that needs to be localized to your website's language. An example of a string that needs to be localized is your login page for secure pages. This login page contains items such as a login button, the text for this button can be changed to read properly in another language by entering the localized version of the string in the provided textboxes below. Every string has a default EN-US version so it is not necessary to update these strings if your website is written in EN-US.

Redirect URLs

Redirect URLs can be used to redirect a URL on your site to another page on your site or to a different website entirely.

This tool can be very helpful when moving an existing website to the Tandem Server platform because you can keep your existing page URLs functional and take advantage of Tandem Server's SEO URL capabilities.

For Example: An entry with a friendly URL of "products/GiftBaskets.html" and a redirect URL of "Gift-Baskets" would redirect the user to the "Gift-Baskets" URL. i.e.

"http://domain.com/products/GiftBaskets.html" redirects to "http://domain.com/ Gift-Baskets".

Alternatively a redirect URL can redirect to a different website when the redirect URL is set to a different domain. i.e. "http://domain.com/microsoft" redirects to "http://microsoft.com"

Note: Redirect URLs will only work if you set up your File Not Found page in IIS. (See the Configuration Tool for details)

Reports

Page Report

The page report offers a listing of every page on your website with some helpful high level information about each page.

Reporting fields

Disabled Status

Secured Status

SSL Status

Hidden Status

Title (linked to edit page)

Friendly URL

Additional Information

Sitemap Info (lastmod, priority, changefreq)

Robots Info (index, follow, archive)

Meta Data Info (title, description, keywords, author)

Article Report

The article report offers a listing of every article on your website with some helpful high level information about each article. Articles are filtered by selecting a specific page in a provided select box.

Reporting fields

Disabled Status

Hidden Status

Live Date

Expiration Date

Date of Article

Title (linked to edit article)

Friendly URL

Additional Information

Sitemap Info (lastmod, priority, changefreq)

Robots Info (index, follow, archive)

Meta Data Info (title, description, keywords, author)

Product Report

The product report offers a listing of every product on your website with some helpful high level information about each product. Products are filtered by selecting a specific page in a provided select box.

Reporting fields

Disabled Status

Hidden Status

Live Date

Expiration Date

Price of Product

Title (linked to edit article)

Friendly URL

Additional Information

Sitemap Info (lastmod, priority, changefreq)

Robots Info (index, follow, archive)

Meta Data Info (title, description, keywords, author)

Form Submissions

The form submissions tool allows you to quickly view and manage all custom forms submitted by your visitors. By default this tool filters all form submission by the current year/month, this filter can be changed by selecting a different year/month combination through the UI.

To view a specific form submission in the preview pane, click the form title in the results grid.

To delete a specific form submission, click the delete button in the results grid.

Co-Branding the publishing tool

What is Co-Branding?

Co-branding is a marketing effort or partnership between companies to join forces and use the best technology or content of each and lending both of their brands to the final product.

Co-Branding gives hosting companies and web design studios the ability to form a strategic partnership, creating a marketing synergy.

What can you Co-Brand?

Tandem Server can be co-branded in the following ways:

Footer link on the public website (displayed to the right of the Tandem Server footer link).

Quick links in the publishing tool header bar.

Logo on the right side of the publishing tool banner.

How do you Co-Brand?

Add a CoBrand.config file in your webroot/CoBrand folder using the following example.

Example:

```
<xml>  
  <footerlink text="ASP.NET Web Hosting by AquestHosting.com" url="http://aquesthosting.com"/>  
  <logourl>../Files/_CoBrand/logo.jpg</logourl>  
  <quicklinks title="AquestHosting.com Pages">
```

```
<quicklink text="Home Page" url="http://aquesthosting.com"/>  
<quicklink text="Control Panel" url="https://admin.aquesthosting.com"/>  
</quicklinks>  
</xml>
```