

## **31. Creating a Feature Tile Grid**

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## Introduction

Feature tile grids can be used to display several items in yellow and grey boxes.

There are three different types of tiles that can be displayed in the grid:

- **Feature Tile** - Heading with optional further details, linking to a section in the CMS.
- **Feature Tile (external link)** - Heading with optional further details, linking to an external page.
- **Feature Tile (quote)** - Quote, Source and Year, mainly used for quotes from alumni donors

You can combine Feature Tile and Feature Tile (external link) items, but don't attempt to combine Feature Tile (quote) items with any other sort of tile.

The feature tiles rearrange themselves for mobile screen resolutions or if a user has their browser in a smaller window.

Feature tile grids **can only be created by Moderators** because a new section must be created, but if you already have one in your site, it can be edited by both Contributors and Moderators.

## Example Feature Tile Grids

Simple Feature Tile Grid:

<ul style="list-style-type: none"> <li>Clearing Courses</li> <li>Why Aber?</li> <li>What is Clearing?</li> <li>What is Adjustment?</li> <li>The Clearing process explained</li> <li>Visit Us</li> <li>Accommodation</li> <li>Advice for Parents &amp; Guardians</li> <li>Advice for Teachers &amp; Careers Advisors</li> <li>Clearing FAQs</li> <li>Clearing Guide</li> <li>Clearing Videos</li> </ul>	<p><b>What is Clearing?</b></p> <p><a href="#">FIND OUT MORE</a></p>	<p><b>What is Adjustment?</b></p> <p><a href="#">FIND OUT MORE</a></p>	<p><b>How to apply through Clearing and Adjustment</b></p> <p><a href="#">FIND OUT MORE</a></p>
	<p><b>Accommodation</b></p> <p><a href="#">FIND OUT MORE</a></p>	<p><b>Information for Parents and Guardians</b></p> <p><a href="#">FIND OUT MORE</a></p>	<p><b>Information for Teachers and Careers Advisors</b></p> <p><a href="#">FIND OUT MORE</a></p>

Feature Tile Grid with brief details:

<ul style="list-style-type: none"> <li>Rasmi Domingo Bursary</li> <li>Sports Scholarships</li> <li>Stuart Rendel Exhibitions</li> <li>Welsh-Medium Scholarships</li> <li>Students Outside the EU</li> <li>Study through medium of Welsh</li> <li>Studying Abroad, Working in Industry</li> <li>International Application</li> <li>Studying in Wales</li> <li>During Your Application</li> <li>After You've Applied</li> <li>Clearing &amp; Adjustment</li> <li>Open Days</li> <li>Courses</li> </ul>	<p><b>Entrance Scholarships and Merit Awards</b></p> <p>Up to £2,000 a year</p> <p><a href="#">FIND OUT MORE</a></p>	<p><b>Academic Excellence Scholarships</b></p> <p>£2,000 in the first year</p> <p><a href="#">FIND OUT MORE</a></p>	<p><b>Departmental Awards</b></p> <p>Up to £500 per year</p> <p><a href="#">FIND OUT MORE</a></p>
	<p><b>Aberystwyth Bursary</b></p> <p>Means-tested: possible £500 per year</p> <p><a href="#">FIND OUT MORE</a></p>	<p><b>Welsh Medium Study Scholarships</b></p> <p>Up to £250 per year</p> <p><a href="#">FIND OUT MORE</a></p>	<p><b>Coleg Cymraeg Cenedlaethol Scholarships</b></p> <p>Ranging from £1,500 to £5,000</p> <p><a href="#">FIND OUT MORE</a></p>

## Feature Tile Grid with larger details and reduced heading size:

<ul style="list-style-type: none"> <li>About Us</li> <li>Keep in Touch</li> <li>Support Aber</li> <li>Vice-Chancellor's Giving Circle</li> <li>Our Fundraising Priorities</li> <li>Aber Fund (Student Support)</li> <li>Research and Academic Developments</li> <li>The Old College Appeal</li> <li>The Old College Appeal</li> <li>Ways to Give to Aber</li> <li>Leave a Legacy</li> <li>Thank You</li> <li>Alumni Services</li> <li>News and Events</li> </ul>	<p><b>Develop life skills</b></p> <p>With your help, <i>Money Mentors</i> means that students can better manage their finances.</p> <p style="text-align: center;"><a href="#">FIND OUT MORE</a></p>	<p><b>Enhance sport opportunities</b></p> <p>How Beth and Alex progressed from <i>AberArchers</i> team to Archery internationals.</p> <p style="text-align: center;"><a href="#">FIND OUT MORE</a></p>	<p><b>Promote research &amp; academic excellence</b></p> <p>How Rachel, as a bursary winner, was inspired to start an MA.</p> <p style="text-align: center;"><a href="#">FIND OUT MORE</a></p>
	<p><b>Provide support for PhD study</b></p> <p>See how a PhD Scholarship gave Keziah the chance to continue her research.</p> <p style="text-align: center;"><a href="#">FIND OUT MORE</a></p>	<p><b>Broaden career prospects</b></p> <p>Thanks to donations, Ane spent 3 days in Brussels, putting her MA International Politics into action.</p> <p style="text-align: center;"><a href="#">FIND OUT MORE</a></p>	<p><b>Shape business minds</b></p> <p>Liliana can kick-start her techy business idea in the agricultural sector.</p> <p style="text-align: center;"><a href="#">FIND OUT MORE</a></p>

## Feature Tile Grid with quotes:

<ul style="list-style-type: none"> <li>The Plans</li> <li>Community Events</li> <li>Photo Gallery</li> <li>History</li> <li>The Old College Appeal</li> <li>Project Team</li> <li>Plan Your Visit</li> </ul>	<p>“</p> <p>It's where I had all my undergrad lectures and used the main Library, so holds a host of memories. I would love to see it as a new vibrant hub of the community.</p> <p style="text-align: right;">Eleanor Coker (BA English, 1972)</p>	<p>“</p> <p>I'm a 1970 Aber Chemistry graduate. I am forever grateful for the opportunities that opened up to me after graduating. I have great memories of cramming in the O.C. Libraries, and sitting finals there.</p> <p style="text-align: right;">Robert Smethurst (BSc Chemistry, 1970)</p>	<p>“</p> <p>Its a wonderful building, and I always feel at home when I see it.</p> <p style="text-align: right;">David McKay (BScEc International Politics &amp; History, 2001)</p>
	<p>“</p> <p>The Old College is such an important part of the Aberystwyth University experience, and of the town itself. As an alumni of the university, preserving it for future generations and bringing it back into the heart of university life is vitally important.</p> <p style="text-align: right;">Amy Blaney (BA English Literature, 1972)</p>	<p>“</p> <p>I remember seeing Old College on my first visit to Aberystwyth and wondering what it was and why such a magnificent building in a truly amazing location was seemingly unloved and unused. Well here is the chance to change all that!</p> <p style="text-align: right;">John Glasby (staff member at Aberystwyth University)</p>	<p>“</p> <p>I have wonderful memories of such happy times studying in Aber and the Old College was central to that. It should be preserved and evolve to meet the needs of today's students and community.</p> <p style="text-align: right;">Darren Pearce (BA Drama and French, 1999)</p>

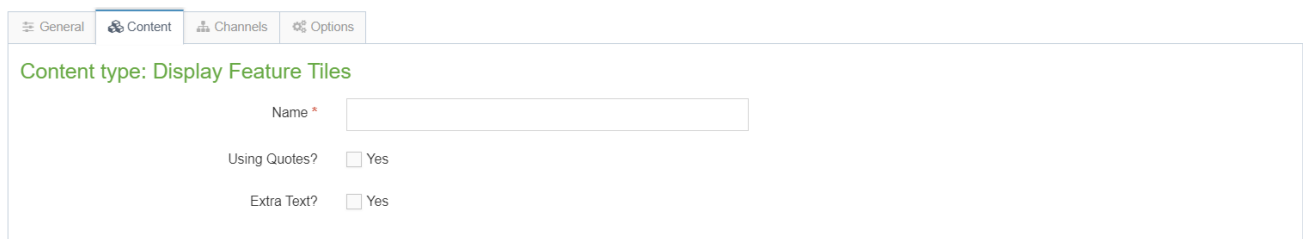
## Creating a Feature Tile Grid

### Add content where you want the feature tile grid to appear

1. Open the section in the CMS where you want the feature tile grid to appear.
2. Click on the Content tab.
3. Click Add content and choose 'Display Feature Tiles'.

**Note:** If you don't see this content template in the list, you'll need to [contact Information Services](#) to ask them to enable the necessary templates for feature tile grids.

4. The 'Display Feature Tiles' template is displayed:

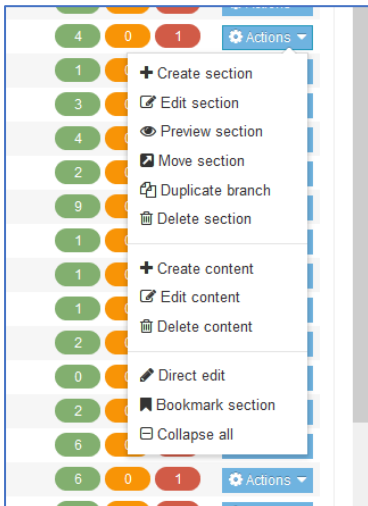


The screenshot shows a CMS interface with four tabs: 'General', 'Content', 'Channels', and 'Options'. The 'Content' tab is active. Below the tabs, the text 'Content type: Display Feature Tiles' is displayed in green. There is a text input field labeled 'Name \*'. Below this are two checkboxes: 'Using Quotes?' with a 'Yes' option, and 'Extra Text?' with a 'Yes' option.

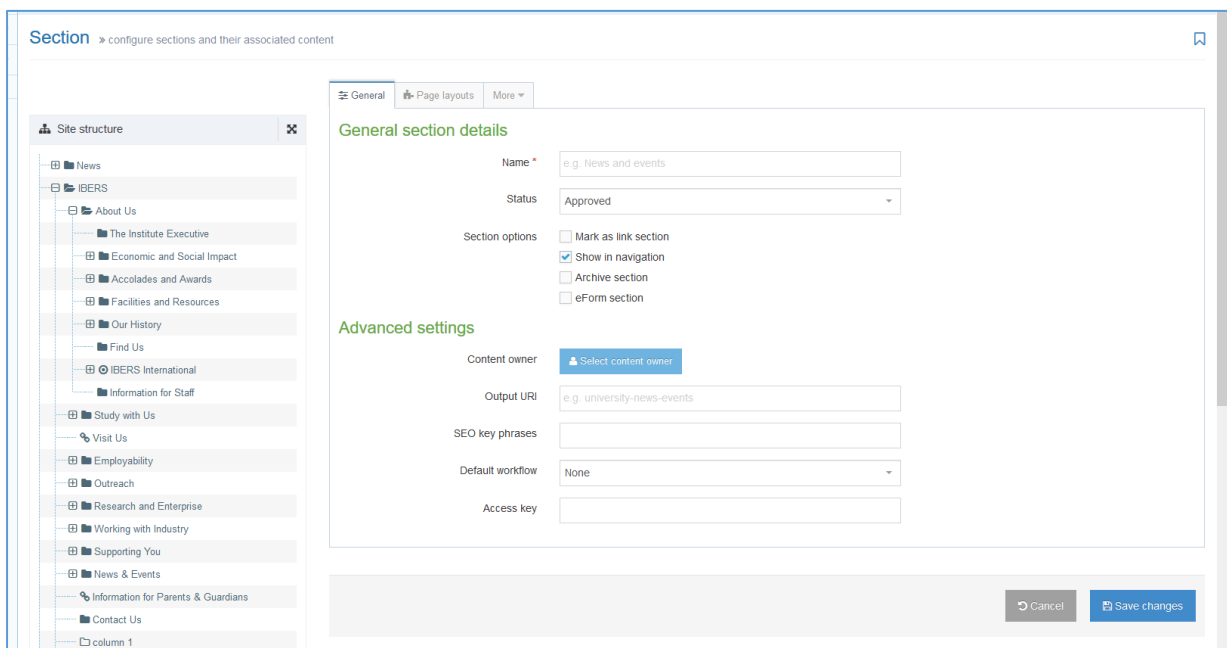
5. Give the piece of content a name.
6. Click Save changes to save the content.
7. If required, you may need to order the content in your section so that your feature tile grid appears in the correct point in the page. See [Information Sheet 8](#) for further information on reordering content.

## Create a new section to store the tiles

1. Return to the Site Structure and find the section where you want the feature tile grid to appear.
2. Click on the Actions button to the right of the section you have chosen, and the Actions menu will appear. Choose 'Create Section'.



3. The *General Section Details* page will appear:



4. Type **features** as the name of the section. It is important to use the correct wording, or the image menu will not work.

5. Un-tick the “Show in navigation” tick box so that this section will not show up in the left menu.
6. Click Save changes at the bottom of the screen.
7. You will be returned to the Site Structure.

## Add the tiles

1. Click on the plus sign to expand your section so you can see your new features section.
2. Click on the features section.
3. Click on the Content tab.
4. Click Add content and choose 'Feature Tile', 'Feature Tile (external link)' or 'Feature Tile (quote)', depending on what type of tile you are adding.

**Note:** If you don't see these content templates in the list, you'll need to [contact Information Services](#) to ask them to enable the necessary templates for feature tile grids.

5. The chosen template will be displayed.



## Feature Tile

- a. Give the item a name. You may wish to use the same text as will appear to the user, so you can see which item is which in the content list.
- b. Type the headline text in the 'Heading' box.
- c. Type the brief further details in the 'Detail' box (optional).
- d. Click the 'Add section link' button to choose the section you wish to link to.
- e. When you have chosen the section, it will be displayed beneath the Add section link button.
- f. If your Heading is long you can tick the 'Reduce Text Size' tick box to make the font size smaller.
- g. Click Save changes to finish.

## Feature Tile (external link)

General Content Channels Options

Content type : Feature Tile (external link)

Name \* Enter some text

Heading \* Enter some text

Detail Enter some text

Reduce Text Size  Yes

Link \* Enter some text

- Give the item a name. You may wish to use the same text as will appear to the user, so you can see which item is which in the content list.
- Type the headline text in the 'Heading' box.
- Type the brief further details in the 'Detail' box (optional)
- Type or paste the external link address in the Link box.
- If your Heading is long you can tick the 'Reduce Text Size' tick box to make the font size smaller.
- Click Save changes to finish.

## Feature Tile (quote)

General Content Channels Options

Content type : Feature Tile (quote)

Name \* Enter some text

Quote Enter some text

Source Enter some text

Year Enter some text

- Give the item a name. You may wish to use the same text as will appear to the user, so you can see which item is which in the content list.
- Type the quote in the 'Quote' box.
- Type the name of the person giving the quote in the 'Source' box
- Add the year and the person studied here and their course in the 'Year' box e.g. 'English, 1972'. You can also use this box to say a person was is/was a member of staff e.g. 'staff member, 2007'.
- Click Save changes to finish.

## **To Finish**

1. Repeat as above for each feature tile you want to add
2. When you have finished adding your feature tile items, return to the Site Structure.
3. Click on the Actions button for the section where the image menu will appear (not the features section). Choose 'Preview section'.
4. Check that the feature tile grid appears as you would like it to:
5. Remember that you will need to approve the content that you have created so that the new feature tile grid will be displayed on the live webpage.