

This is a list of all the assets that you will need to gather to configure a Jiglu site.

Defaults will be used if you do not use your own choices, but these may not be appropriate for your own site.

Branding

Images

There are two images that can be used to customise the branding of the site.

- ☐ System page banner – the banner that will appear at the top of all the pages. If you do not upload a banner then the Jiglu logo will be used. This must be 60 pixels high. If you want to support high DPI displays use multiples of this height: 120 pixels, 180 pixels or 240 pixels. Normally JPEG or PNG format will be used.
- ☐ System icon – a square icon that will be used for browser tabs, bookmarks and notifications. If you do not upload an icon then the Jiglu man icon will be used. This must be 128 x 128 pixels in size. Normally PNG format will be used.

You can optionally include banners and icons for individual groups. The group page banner will be shown in place of the system banner and group name and must be the same size as the system page banner. The group icon must be 100 x 100 pixels in size and will be shown on the radar home page and group index pages.

Colours

Jiglu expects there to be two base colours used for the site, one lighter and one darker. However, there may be cases where some usage results in insufficient contrast, for example their use with links, in which case variants derived from them may be used instead. If you don't want to use one of the default themes then you should expect to have the following RGB hex values.

- ☐ Dark colour
- ☐ Light colour
- ☐ Link and visited link colours
- ☐ Button and button hover colours
- ☐ Focussed field border colour
- ☐ Icon colour used by icons that aren't buttons

Content and legal

Policy pages

These are the policies that govern the use of the site and how to get in contact with its operators. A maximum of 4,000 characters can be used for these. If the text is longer then a link to a page holding the document will need to be used instead.

- ☐ Registration terms – these will appear on the new user registration page and can also be linked to on their own page at [https://\(your-site\)/+terms](https://(your-site)/+terms).
- ☐ Privacy policy – this will appear on its own page at [https://\(your-site\)/+privacy](https://(your-site)/+privacy).
- ☐ Contact information – this will appear on its own page at [https://\(your-site\)/+contact](https://(your-site)/+contact).

Footers

You may want some information to be shown at the bottom of each web page and email, such as standard disclaimers, cookie warnings or links to the above policy pages.

- ☐ System web page footer – this will appear at the bottom of system-level pages, such as the home page and group indexes.
- ☐ Group web page footer – this will appear at the bottom of pages within groups. This will normally be the same as the system web page footer but could include extra disclaimers for group content, for example.
- ☐ Email footer – this will appear at the bottom of every email sent by the system.

Other page elements

There are also some additional elements that you will need to decide on.

- ☐ The name of the system to appear in the title of web pages.
- ☐ A prefix to use for the subject of email messages sent by the system.
- ☐ A short description of the system to use in page metadata.

Notifications

All the notifications that Jiglu sends to users are configurable. Most you can leave at their defaults but you will need specific text for some of them.

- ☐ Text of invitation that will be sent to a potential user when they are invited to join the system. This may want to direct them to any conditions of use.
- ☐ Text of message that will be sent to a new user when they have successfully registered and been approved to use the system. This may want to direct them to useful resources to help them get started.
- ☐ Text of message that will be sent to a user when they leave the system. This may want to confirm what will happen with their data now that they have left.

Public home page (optional)

Normally if you go to the home page of a Jiglu site when you are not logged in then you will be shown the log in form. If instead you want to give potential users information about the site then you will need the content to be used for this page.

- ☐ HTML for the central content of the page. A maximum of 4,000 characters can be used.
- ☐ A stylesheet to be used in the public home page.
- ☐ Up to four images for the public home page. Normally JPEG or PNG format will be used.

Notices (optional)

There are several places that notices may be shown to give users extra information.

- ☐ Message shown on the log in form. This could be used to give information about policy changes.
- ☐ Message shown after a user has successfully logged in. This could be used for operational information, such as forthcoming scheduled downtime.
- ☐ Message shown on the user's personal home page. This could be used for promotional purposes.
- ☐ Content for the *Getting started* section shown to users on their personal home page when they first join the system. If not set then a default set of items will be used based on what kinds of group they have access to.

User profiles

You should decide what information you wish to capture from users to display in their profiles.

Profile information can include multiple choice selections, short text answers or longer text which can incorporate styling and links.

You can decide whether information under a particular heading is mandatory for the user to enter, whether it is information that can only be entered by administrators, whether it will be publicly shown or only visible to administrators, and whether it will also be shown in the index of users.

Analytics

Jiglu supports standard analytics services such as Google Analytics through the placement of JavaScript on pages.

- ☐ Google Analytics or other service JavaScript code for the site.