

# Coras Navigation Setup

## Design Planning

The Coras Navigation site template is a starter template that contains sliding left navigation, top menu navigation with images, in-site tab menus with drop-downs, and web part pages ready to be filled with your content. It is the next generation of the Generic Dynamic Templates included with the CorasWorks Workplace Suite. Starting with this template will give you an easier-to-use SharePoint site, and should be the first step in building custom solutions.

The values and links shown in the navigation menus in the template come from a SharePoint list, so they are easily controlled without code development. The pre-packaged web part pages provide solution builders with a simple way to place the appropriate information on a given page, while providing users with quick access to the information they need.

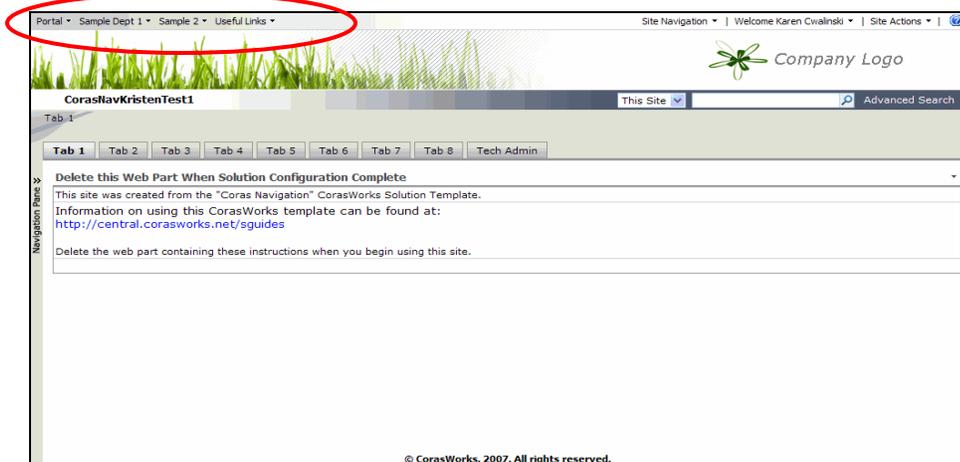
This document explains how to customize certain aspects of the Coras Navigation template, including:

- How to customize the links and icons displayed in the header navigation at the top of each page.
- How to set the header navigation as global navigation, so it can be referenced by multiple sites.
- How to customize the labels presented on each tab and the cascading navigation on each tab.
- How to replace the company logo and the “grass” picture near the top of each page.

## Customize Header Navigation

What is referred to as “Header Navigation” is the area in the top left corner of each page, as shown below.

Figure : Sample Coras Navigation Site



The Header Navigation area can be used to provide easy access to commonly referenced sites and tasks. The template includes several sample options with corresponding icons that can be customized or hidden to suit your organization’s unique needs.

The Header Navigation options are managed via the HeaderNav list, which is accessible via the Navigation Pane on the left side of the page. You can see from the pre-populated examples how each item in the list is set up.

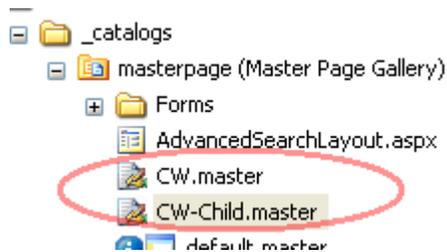
- To hide an item from the Header Navigation area, edit the item and simply remove the checkmark from the Display column. The users will not be able to see the item, but it will still be available to you if you decide that you want to show it again later.
- Modify the Page Title, Page Link, and Description as necessary for each item in the list. Note that the Parent and Child columns are used to determine the heading under which each option is displayed. The Page Order column determines the order in which each option is displayed.
- The Image URL column contains links to a variety of images that can be used with each navigation option.
  - The template's Site Picture library contains several images that you may find useful.
  - An Image URL that starts with “\_layouts/images/” references the native SharePoint images that are available with every SharePoint site. For more details, please reference Microsoft's SharePoint documentation.
- Study the Page Order, Parent, and Child columns, and you will see how they control where links display. If an item has a value in the Parent column, that item will be a top-level menu label. Items with a value in the Child column will be displayed under the matching parent item.

## Set Header Navigation as Global Navigation

Follow these steps to set up the Header Navigation so it can be referenced by multiple sites and used as global navigation. This section is optional. The Header Navigation functions are “local” to the site unless the following changes are made.

1. Open the site in SharePoint Designer.
2. Expand “\_catalogs\masterpage” as shown below. The two files you will need to edit are circled here.

Figure : Expanded \_catalogs/masterpage Folder



3. Edit CW.master and locate the text that is highlighted below.

Figure : CW.master File

```

Web Site | CW.master | CW-Child.master
132 <Hidden>false</Hidden>
133 <AuthorizationFilter />
134 <ListName xmlns="CorasWSC.Special.Site">HeaderNav</ListName>
135 <ListView xmlns="CorasWSC.Special.Site">HeaderNav</ListView>
136 <Target xmlns="CorasWSC.Special.Site">_new</Target>
137 <Display xmlns="CorasWSC.Special.Site">_new</Display>
  
```

4. Add a line for "<SiteURL..." using a URL of a site in your environment, as shown in the example below. This puts the list containing the navigation links in a different site, so it can be shared by multiple sites.

**Figure : Sample Edited CW.master File**

```
133 <AuthorizationFilter />
134 <SiteURL xmlns="CorasWSC.Special.Site">https://newco.corasworks.net/datacenter</SiteURL>
135 <ListName xmlns="CorasWSC.Special.Site">HeaderNav</ListName>
136 <ListView xmlns="CorasWSC.Special.Site">HeaderNav</ListView>
137 <Target xmlns="CorasWSC.Special.Site"> new</Target>
```

5. Repeat these steps in the CW-Child.Master file.

## Customize Tab Labels and Cascading Navigation

The items displayed on tabs 1 through 8 are managed using the Cascading Navigation list. This list is pre-populated with some generic content, so it is easy to determine which list items need to be modified to create the desired navigation. The following steps explain how to add, change, remove, show, or hide any of the tabs or drop-downs under those tabs

1. In the Cascading Navigation list, Select the Main view from the View drop-down on the right-hand side of the page. The list items to be used to label the tabs are displayed.
2. Select the Edit icon to the left of the item you want to modify. (Alternately, select the Actions > Edit in Datasheet option.)
3. In the Page Title field, type the label you want to use for the tab. The rest of the fields are already pre-populated with the necessary information, but can be modified if you wish. If you do not want to use the tab at all, you can hide it by removing the check mark from the Display box.
4. Click Save and Close. Repeat these steps to modify the remaining tabs to be used in your site.
5. Select the Tab 1 view. This corresponds to the options that cascade down from the first tab. Repeat steps 2 through 4 for each option you want to either rename or hide.
  - Tab 2 corresponds to the options that cascade down from the second tab, Tab 3 cascades from the third tab, and so on.
  - Child 11 corresponds to the options that cascade down from Tab 1. Child 12 corresponds to the options that cascade down from Tab 2 on the first tab. Child 21 corresponds to the options that cascade down from View 1 on the second tab, and so on.
  - You can have an unlimited number of levels of cascading options, you simply need to identify the "child" of each level in the Child View column. However, keep in mind that the more views you have, the greater the impact on performance.
6. Repeat these step to modify or hide any other tabs and cascading navigation options you wish.

The Tech Admin tab is managed the same way using the Admin Navigation list. You can change the permissions settings on the Admin Navigation list so that only Administrators can see this tab.

A detailed document about Cascading Menus is available in the Support area of CorasWorks Central. [Click here](#) to access it. You will need a Central account to access this document. If you do not have one, please contact CorasWorks Support at [support@corasworks.net](mailto:support@corasworks.net).

## Replace the Company Logo

The sample company logo that is shown on all of the Coras Navigation pages can easily be replaced with your own logo or another graphic. The sample file is located in the Site Picture library. To change the company logo, follow these steps:

1. Either rename or delete the `companylogo1.gif` image in the site's Site Picture library.
2. Upload a new image of your choice to the library.
3. Rename the new image to "`companylogo1.gif`" so the master page will reference the new image.

These same steps can be used to replace the grass graphic near the top left corner of each page. The file to rename and replace is called `grass_line_gradient.gif`.

NOTE	<p>The space provided for each image does not dictate an image height or width. If you want to use your own image files, here are the image sizes used in the original template:</p> <ul style="list-style-type: none"><li>• Header Navigation icons: 32x32 pixels</li><li>• Company logo: 250x50 pixels</li><li>• Grass graphic: 629x72 pixels</li></ul> <p>It is recommended that if you use your own images, you try to stay close to these sizes. Larger images can affect the way the page is displayed.</p>
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