

Categories in Joomla

Spoken Tutorial Project

<http://spoken-tutorial.org>

National Mission on Education through ICT

<http://www.sakshat.ac.in>

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Learning Objectives

In this tutorial, we will learn about



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In this tutorial, we will learn about

- ▶ **Category Manager in Joomla**



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In this tutorial, we will learn about

- ▶ **Category Manager in Joomla**
- ▶ **Creating and editing Categories**



Learning Objectives

In this tutorial, we will learn about

- ▶ **Category Manager in Joomla**
- ▶ **Creating and editing Categories**
- ▶ **Creating Sub-categories**



Learning Objectives - continued

We will also learn how to:



Learning Objectives - continued

We will also learn how to:

- ▶ **Assign Articles to Categories**



Learning Objectives - continued

We will also learn how to:

- ▶ **Assign Articles to Categories**
- ▶ **Move or copy Articles to a different Category**



Learning Objectives - continued

We will also learn how to:

- ▶ **Assign Articles to Categories**
- ▶ **Move or copy Articles to a different Category**
- ▶ **Delete or unpublish a Category**



Versions and OS

For this tutorial, we will be using:



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1. **Ubuntu 14.04**



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- 1. Ubuntu 14.04**
- 2. Joomla 3.4.1**



Versions and OS

For this tutorial, we will be using:

- 1. Ubuntu 14.04**
- 2. Joomla 3.4.1**
- 3. Apache, MySQL and PHP
obtained through XAMPP 5.5.19**



Prerequisites

To follow this tutorial:



Prerequisites

To follow this tutorial:

- ▶ **You should know how to create Articles in Joomla**



Prerequisites

To follow this tutorial:

- ▶ You should know how to create **Articles in Joomla**
- ▶ **If not, check the relevant tutorials in Joomla series, on <http://spoken-tutorial.org>**



Assignment 1

1. **Open the assignment-text file provided with this tutorial**
2. **Follow the instructions to create 4 new articles:**

Vitamin B

Benefits of Nutrients

Fish

Green Vegetables



Assignment 2

1. **Create a new Category**
Carbohydrates
2. **Click on parent drop down on the right and select Nutrients**
3. **Click on Save and Close**



Assignment 3

1. **Click on** Benefits of Nutrients article
2. **Change the category to** Nutrients
3. **Click on** Save and Close



When we unpublish a category:



When we unpublish a category:

- ▶ **No new Article can be assigned to that Category**



When we unpublish a category:

- ▶ **No new Article can be assigned to that Category**
- ▶ **All its Sub-categories get unpublished**



When we unpublish a category:

- ▶ **No new Article can be assigned to that Category**
- ▶ **All its Sub-categories get unpublished**
- ▶ **Articles under the Category are no longer visible on the website, even if they are published**



When we delete a category:



When we delete a category:

- ▶ **It is moved to Trash, along with all the Articles under it**



When we delete a category:

- ▶ **It is moved to Trash, along with all the Articles under it**
- ▶ **A deleted Category can be restored again or trashed permanently**



Summary

In this tutorial we learnt about:

- ▶ **Category Manager in Joomla**
- ▶ **Creating and Editing Categories**
- ▶ **Creating Sub-categories**



Summary - continued

We also learnt how to:

- ▶ **Assign Articles to Categories**
- ▶ **Move or copy Articles**
- ▶ **Delete or unpublish a Category**



Assignment 4

1. **Create a new Category** Food Sources
2. **Create 2 Sub-categories** Veg Sources **and** Non-Veg Sources
3. **Assign the article** Fish **to** Non-Veg sources



Assignment 4 continued

4. **Assign the article** Green Vegetables **to** Veg Sources
5. **Refresh the Homepage**
6. **Observe the changes and understand what has happened**



Assignment 5

1. **Delete the Category Veg Sources**
2. **Try to restore it back**

Hint: Use the filter to see
Trashed Categories



Assignment 6

1. **Edit the Category Vitamins to add a description**
2. **Change the settings to show the description and number of Articles in a Category**
3. **Refresh the webpage**
4. **Observe the changes and understand what has happened**



About the Spoken Tutorial Project

- ▶ Watch the video available at http://spoken-tutorial.org/What_is_a_Spoken_Tutorial
- ▶ It summarises the Spoken Tutorial project
- ▶ If you do not have good bandwidth, you can download and watch it



Spoken Tutorial Workshops

The Spoken Tutorial Project Team

- ▶ **Conducts workshops using spoken tutorials**
- ▶ **Gives certificates to those who pass an online test**
- ▶ **For more details, please write to contact@spoken-tutorial.org**



Acknowledgements

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- ▶ **It is supported by the National Mission on Education through ICT, MHRD, Government of India**
- ▶ **More information on this Mission is available at**

<http://spoken-tutorial.org/NMEICT-Intro>

