

## IEW Informational Bulletin No. 3

The first week of the first Surge Cycle is complete. During the cycle, we conducted training with many of the installations in the Readiness Directorate.

### WORKSHOP REPORT:

We will conduct an AAR/hotwash on the Facebook Forum. Please chime in with both good and bad points, so we can improve things for IMCOM-Training and beyond.

In the meanwhile, we had slightly more than half of the garrisons participate, with several others giving credible alibis. GOOD: Participation, given the lead time. Questions were pertinent. Appreciated the patience.

NEEDS IMPROVEMENT: We probably started too far back for most people. Considering making the first day mandatory only for those who haven't touched their sites. We also need to leave more room for practical exercises.

Two sites were reviewed at the end. Both are clearly beyond MVS, but want to clean up a little more before they switch on the new sites.

If you participated in this month's training, we would love your feedback on how we can improve for next time.

### ANOTHER RESOURCES LOCATION:

One improvement to come from the workshop was the posting of tutorials and other materials on the IMCOM HQ homeadmin page, at <https://homeadmin.army.mil/imcom/index.php/contact/webmaster-1>

Anything not containing sensitive information will go there. If you don't see it, ask.

### SURGE FORWARD

We are taking a close look at ID-Readiness websites, giving them a thorough status check. Jim Garroute is contacting all garrison PAOs, setting up times to provide hands-on support to help site owners meet the minimum standard. Shelby, Jim, and Neal are going to help them build pages and tackle some of the more complex requests such as permissions, calendars and RSS feeds.

We are going to continue to document as many of those tasks as possible and pass them along as tutorials to everyone. Part of our goal of the training and surge cycles is to develop a well-rounded, easy to access curriculum for individuals who build and maintain our web presence.

### SO CLOSE...

We are working on getting our technical staff full access to the hosting servers. Once they have access to the AAG servers, bug fixes can be deployed faster and we will not have to rely on intermediaries for those operations in the future.

### BUILDING BLOCKS AND PAGES

Our technical team is also planning on pushing new versions of the Simple Accordion, Collapsible Stack, and an adjustment to the theme footer (which will fix the Terms of Use links) this month. And they are starting to work on phone-book style adjustments to make the design a little cleaner, a dedicated DVIDS block, and a Flickr widget for displaying your photos from the service.

### NEVER FORGET WHEN YOU METADATA

A lesson to share: When I (Neal) posted LTG Becker to his IMCOM HQ Leader Bio, I was frustrated because LTG Dahl stubbornly refused to leave the Leadership page. It took me about an hour to remember YOU NEED TO MAKE CHANGES TO A LEADER BIO PAGE IN THE COMPOSER. Once in there, I saw the problem: I failed to change the Leader's Name (description) and the Thumbnail entries. Those two items feed the Page List block that automates the Leadership page. LTG Becker was in place online before they ran out of hor'd'ourves at his reception.

#### HURRICANE BANNER:

If you need to run a status banner across the top of your home page before we roll out the status block, try this solution adapted from Lisa Albrecht at Fort Drum:

Drag out an HTML block and put it at the top of your page header. Insert (you may cut and paste the next line):

```
<div style="bold;"><marquee>YOUR MESSAGE HERE</marquee></div>
```

Then go to the "Design and Custom Template" selection from the block edit menu (which pops up when you click on the block). From there you can color the font and the background. For an example, go to <https://homeadmin.army.mil/imcom/index.php/contact/webmaster-1>

In that one, we set the font to yellow and the background to red. I also added about 10 px of padding to the top to center the text.

#### UPDATES:

--40 MB uploads are now a reality. Use wisely.

--File manager fix should be complete.

#### Your team:

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#### Sharepoint site (CAC required):

---[https://army.deps.mil/army/cmds/imcom\\_HQ/PAO/Pages/IMCOM-Enterprise-Web.aspx](https://army.deps.mil/army/cmds/imcom_HQ/PAO/Pages/IMCOM-Enterprise-Web.aspx)

#### Facebook forum (request invitation):

---<https://www.facebook.com/groups/1241528085946369/>

#### IMCOM Webmaster pages:

--- <https://homeadmin.army.mil/imcom/index.php/contact/webmaster-1>

To subscribe to IEW updates and for information about our weekly Thursday teleconference, contact Neal Snyder. This email is sent twice a month to members of the IEW mailing list, and Garrison PAOs and CI chiefs.

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V/r,

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To learn more about IMCOM:  
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