The MOGSouth Website - A Primer

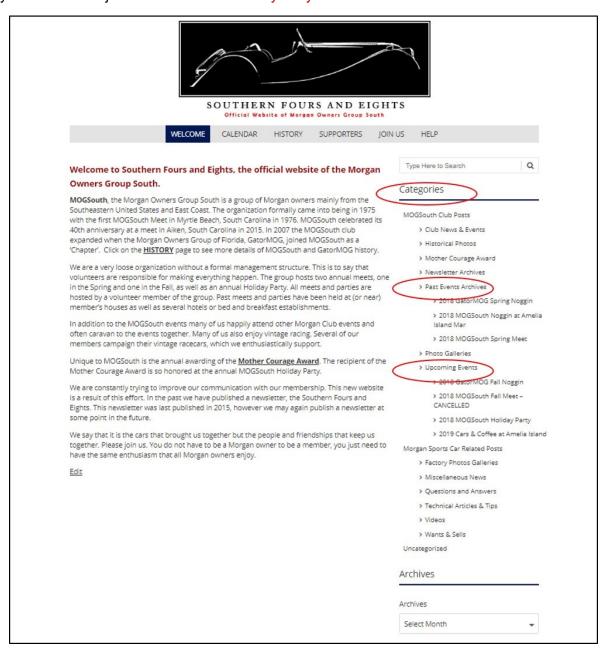
www.mogsouth.com

1. General Information

The MOGSouth Website is now into its second generation. It had to change, as things don't always live forever (specially technical things) and the old site was on its last legs. The first generation's technology foundation was obsolete. A 'hit' or 'miss' kind of thing. It might work today, or it might not. Sort of like the weather. Sometimes good . . . Sometimes not.

In this second generation website, we have changed to a collection of technology providers that are 'open source.' This means that they are free to use. That means we don't have to pay for software license, support or enhancements. These technology providers are also very popular and the likelihood of them going away and leaving us stranded is very small. This is good news.

New technology usually brings new features and functionalities that we can take advantage of. This Primer will help you understand just what's there. It's very easy.



Now don't fret about the demise of the old site. Much remains the same. We didn't want to change the look and feel of the site as many of us have just gotten used it. Nor did we want to change our basic capabilities to log our club's History, Photos, Documents, Provide a Calendar of Events, or to Welcome New Members.

. . . Change is good, except with technical things, and then minimal change is good.

Some things you will notice right away. The big black Morgan Car silhouette graphic is still there. The menu buttons should look familiar, WELCOME, HISTORY, CALENDAR, SUPPORTERS, JOIN US and HELP. If not, don't worry, I'll explain their purpose below.

Each of these buttons provides access to a separate web page. We have separated the site into a number of functional pages. Each of the pages has a purpose and is titled appropriately. This should help you find your way around.

2. The **WELCOME** Page

The **WELCOME** page is our website's HOME page. It functions just like a Home page does on most other websites. It is the place to begin your navigation of the website. And, should you find yourself somewhere confusing, just click on the **WELCOME** button and you will be back in familiar territory.

The **WELCOME** page provides a basic introduction to MOGSouth for folks that may not be familiar with our club or activities. It also provides access to one to the new features and functions of this new technology foundation - the '**Categories**' listing. If you look at the **WELCOME** page, you will see a listing of '**Categories**' on the left side of the screen, followed by an '**Archives**' listing.

The key thing to know about both these listings ('Categories' and 'Archives') is that they <u>only</u> appear on the **WELCOME** page.

If you click on any of the other page buttons, e.g. HISTORY or PHOTOS, you won't see them. Another thing only on the **WELCOME** page is the 'Search' field. It works like other search fields on other websites but this one just searches this website. Enter your search string (the text you are looking for) into the provided field and click on the 'magnifying glass' icon.

a. The 'Categories' Listings

The 'Categories' and their contents are one of the new features offered by the new MOGSouth website. The name of these categories should be relatively intuitive. Or at least we have tried to make them intuitive. If we failed, let us know.

The '**Categories**' are just collections of Blog Entries. Ok, you ask, what is a 'Blog Entry'? By definition (not sure who's) a Blog Entry is a regularly updated journal or diary made up of individual posts shown in reversed chronological order. (Newest shows up first . . .) So, in our case, a Blog Entry is simply a MOGSouth News Item, a Historical Photo Gallery, a Technical Article or a Video.

The 'Categories' listing will change over time. We'll add new 'Categories' as needed and take away categories that are not necessary anymore. The 'Categories' are the bits of the website that are dynamic and will change frequently. Each time we add a blog entry to one of the 'Categories' or 'Archives' you will receive an email notifying you of the update.

To see what is contained in any of the 'Categories' all you have to do is move your mouse pointer (cursor) over the title of any one of the 'Categories' and a description will be displayed.

We have also grouped our 'Categories' in what we think are logical buckets. Like 'Past Events' and 'Upcoming Events.' We believe this will help you find what you are looking for.

a. The 'Blog Entries'

Ok, so 'Blog Entries' are simply journal or diary posts.

Blog Entries' are uploaded to the website by someone designated to perform this function. There are currently 'Blog Entries' attributed to Adam Johnson (Randy Johnson's son and the website designer) and Mark Braunstein. As mentioned before, each time a new Blog Entry is posted to the website, an email will be sent to each club member alerting him/her to the new posting. In this email will be a direct link to the new post. We added this feature to make sure you didn't miss any new posts. As our primary method of communication in MOGSouth is via email, it is critical that we have a good, current email address for you.

You can tell who uploaded the 'Blog Entry' as each one includes data such as who posted the entry, what 'Category' the entry was posted to, and a mechanism for readers to make comments on the entry. Simply scroll to the bottom of any 'Blog Entry' to see this data.

The number of 'Blog Entries' in a given 'Category' shows up as a number in parentheses following the 'Category' name. For instance 'Morgan Factory Visits(10).' This means there are 10 'Blog Entries' in this one of the 'Categories'.

c. 'Blog Entry' Comments

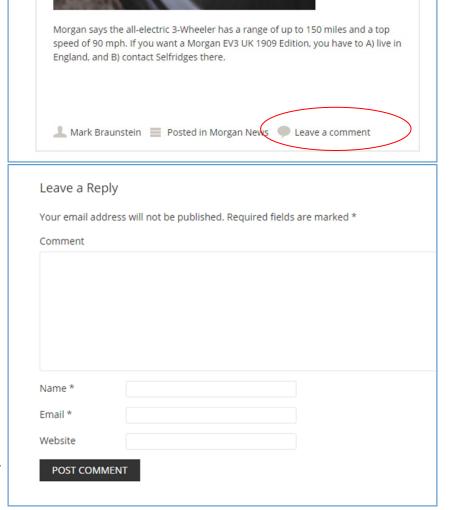
To leave a comment on a specific blog entry, simply navigate to the bottom and click on 'Leave a Comment'. Comments can be anything but please keep it specific to the blog. No religion, politics, sex or otherwise inappropriate comments. Good use of this capability is correcting a misspelled name, noting a missed item of interest, offering your affirmation of a great moment . . . just about anything.

Comments will not appear immediately. They will go into a queue for approval.

It is not our intent, with this approval process, to inhibit or in other way constrain your ability to freely comment. This is simply to preclude hackers or other malcontents from posting things we don't want on our website.

Comments will be reviewed/approved frequently, so give it a try.

When you leave a comment, you will be asked for you name and



email address. Your email address will not be posted. Type your comment in the field provided, as well and your name and email and click on Post Comment. The email address provided will only be used to allow the moderator to communicate with you if there are questions about your comment. If the email is not valid, the entire comment will be considered invalid as well.

Once comments are approved they will appear at the end of the associated 'Blog Entry' and be visible to everyone reading the blog.

e. Questions and Answers

We have taken this 'Blog Entry' and Comments capability to provide a feature we very much wanted on our new website. The ability to post a question to the membership. There is now a Category called 'Questions and Answers'. Questions and Answers really can be anything, but like other comments they should be appropriate to Morgans.

This Category allows anyone to post a question by sending it to mogsouth@yahoo.com and once approved it will appear as a Blog Entry. Once on line, anyone can reply by leaving a comment. (Again, both the question and the comments (answers) will be reviewed prior to being visible on the site.) A sample 'Question' (about proper tire air pressure) is listed in the Category with several 'Answers.' Take a look at the sample then give it a try!

e. The 'Archives' Listings

The dates that the 'Blog Entries' are posted or are set to (some entries really belong to some other time than the present, so they are back dated) show up in the 'Archives' listing. This listing is seen below the 'Categories' listing, again only on the HOME page.

The Archives listing are just another way to sort the 'Blog Entries', e.g. by date. So if you want to see the 'Blog Entries' on the site that are related to a specific time frame, click the appropriate date in the 'Archives' listing. This is a great way to catch up on missed entries. Say you havent been on the website for a few weeks. Simply click on the Archive for current month (or previous month) to see all the latest posts.

So Bottom line. We now have a collection of 'Blog Entries'. These 'Blog Entries' are sorted by functional area, e.g. the 'Categories' listing, and by date, e.g. the 'Archives' listing. And, we can comment on the any of the various 'Blog Entries.'

Another nice feature is the ability of the program to remember what you have read. 'Blog Entries' that you, specifically, haven't as yet read should be tagged as 'NEW'. This only occurs in the various informational 'Categories', however. The 'NEW' flag goes away once you have read the 'Blog Entry'.

4. The CALENDAR Page

The **CALENDAR** page is a listing of events and activities that may be of interest to the membership. The **CALENDAR** page differs from the old website in that the calendar listing now provides links to external websites (or to pages or blogs within this MOGSouth website.) If a separate link exists, the name of the event is underlined and clicking on the name of the event will take you to the associated website.

This is a big help in providing more information about the various events. Some of MOGSouth events may also have a 'Blog Entry' with more details about the event. Clicking on the name of the event will take you directly to that 'Blog Entry.' The entries on the page are color coded, similar to the old website, to provide ease in reading. The ones with an - *** - are typically well supported by MOGSouth, the ones shown in Red

text are MOGSouth / GatorMOG events, and the ones shown in Blue text are international events.

If you have events or activities that should be added, please let us know via email mogsouth@yahoo.com.

3. The **HISTORY** Page

The **HISTORY** page provides links to selected MOGSouth and GatorMOG historic <u>documents</u>. These documents have been



provided by several past and current members and provide the reader with a glimpse into the past history of the club. Historic Photos have been collected into a specific 'Category' called MOGSouth Historic Photos.

If you have documents or photos that should be added, please let us know via email mogsouth@yahoo.com.

6. The **SUPPORTERS** Page

The **SUPPORTERS** page is a new page for the MOGSouth website. This page provides advertisements, contact information and direct links to the businesses that support MOGSouth. These are businesses that provide products and services to the Morgan community. These sorts of advertisements were previously found in the MOGSouth newsletter. Given that this website is intended to provide all the communications capabilities previously provided by the old website and the newsletter together, they are now shown here.

If there are other businesses that should advertise with MOGSouth but aren't listed please let us know via email mogsouth@yahoo.com.

7. The **JOIN US** Page

The **JOIN US** page is where you go (or send a friend) to Join MOGSouth. Joining the club is easy and only requires that you pay your dues and provide the registrar with some contact information about yourself. The contact information is easily provided via a data entry form on the page. Simply type in the requested information. You still have to write a check and mail it to MOGSouth for the dues. The information to do this is on the web page.

If you know of folks that are interested in joining MOGSouth. Simply point them to the MOGSouth website and to this page.

8. The **HELP** Page

The **HELP** page provides a online link to this document.

The **HELP** page also provides a document to assist folks in understanding all the moving parts of hosting a MOGSouth or GatorMOG event. Within MOGSouth we have traditionally relied on volunteers to host the club's various events. There are some basic responsibilities that come with hosting.

This document answers a good number of questions about being a host and attempts to outline the basic requirements and relative considerations that go into planning an event.

Since every location and / event should be somewhat different and given this, our document will not answer every single question or address every possible situation that is likely to come up. (And, we really don't want it to or our events will start to look the same . . .)

So feel free to reach out to others in the club or send an email to mogsouth@yahoo.com if you have questions. And once you have hosted an event, and you have recovered, think about what we can add to this document to make it better for folks in the future.

Other User's Aides will be added as necessary.

One other note: Since we use an open source (free) program to host our photos, Flickr, we get a small icon that looks like this • at the bottom of each page or category. If you click this icon, you go directly to Flickr. Flickr doesn't remember where you came from (e.g. from www.mogsouth.com) so the back arrow of your web browser will be disabled. Bottom line - don't click on the icon.

9. Questions ??

If there are any questions or comments about this document or the operation of the website, please send an email to mogsouth@yahoo.com and we will try to address your concern. Thanks!!