Nexans internet site - .com

User guide

This user guide aims at presenting how to manage pages on the internet site, create content, upload documents and images.

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Versions

Version	Date	Author	Details
1.0	23/05/2018	B. Berthier	Training document
2.0	28/12/2018	B. Berthier	Updates following release of new components and features
3.0	22/03/2019	B. Berthier	Updates with new templates: BLOGS (description of how to manage blogs on the site)
3.1	13/05/2020	B. Berthier	Updates in style of following components: related push block and block with text and image + block quote with image Update in slider home page
3.2	25/09/2020	B. Berthier	Updates on newsroom template

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Preliminary note

The document shall be used as a reference document for content creation on the Corporate site.

Global layout

Main navigation

The main navigation is accessible through the menu (top right) and from the footer part. The header contains some quick links to a few navigations

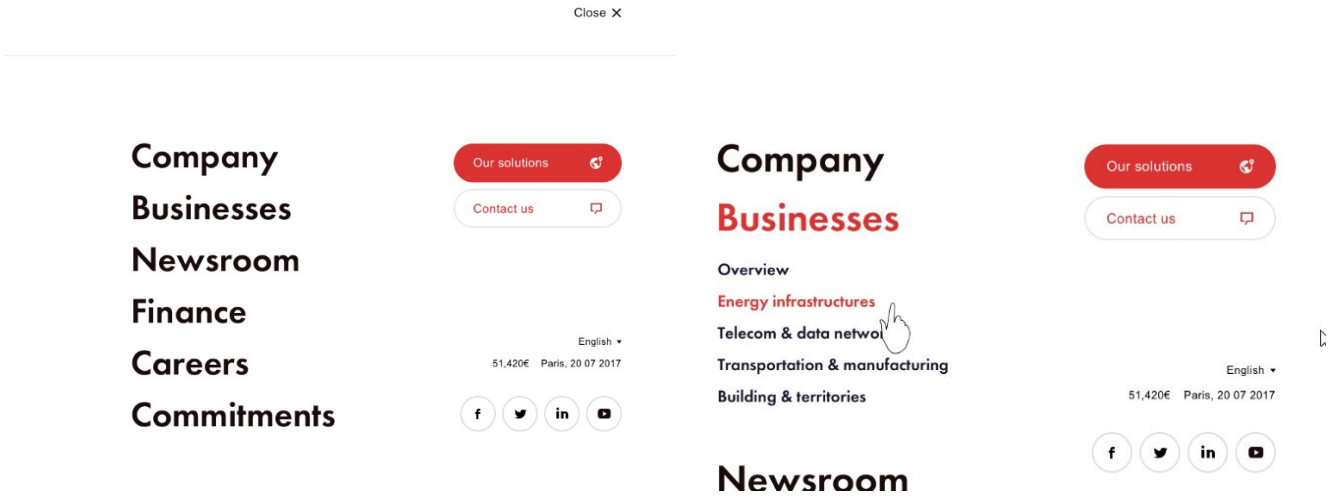
- **Main categories**: 6 main categories for corporate site
- **Your country**: link to other websites from the header page – also visible from the footer page and within the menu, allowing users to switch easily from one site to another
- **Search form**: direct search.
  NB: advanced search is not implemented as the results page already presents results by type of contents.

Header: quick links to few entries and menu button on the right-hand side

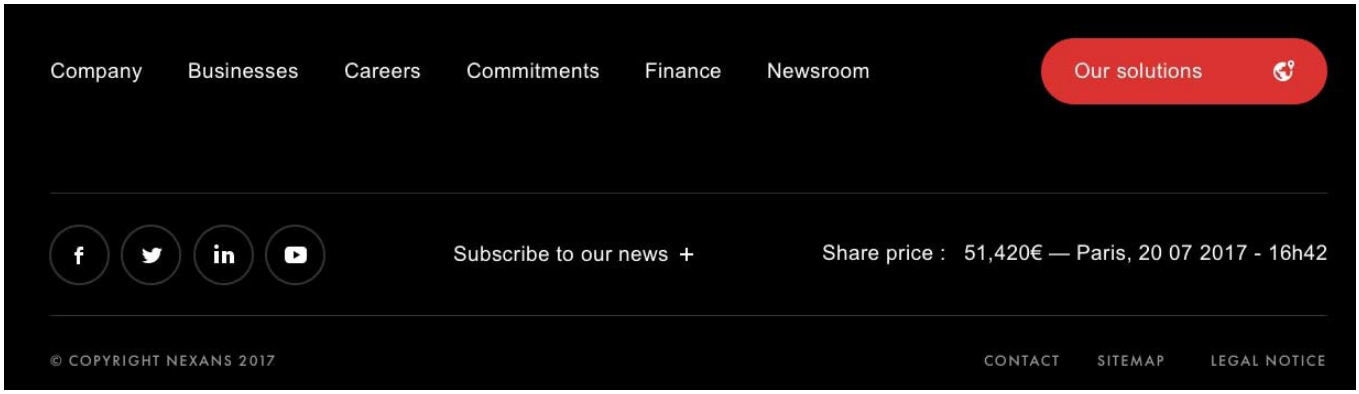
Menu opening: Sub-categories (level 2) are displayed when clicking over categories titles (Level 1).

A roll-over style (see graphic guidelines) highlights the sub-category title. The user can click on:

- Category title (level 1), to open the menu
- Sub-category title (level 2) to access the corresponding page (Top level menu can be accessed by adding a "fake" 2nd level corresponding to the main entrance page)

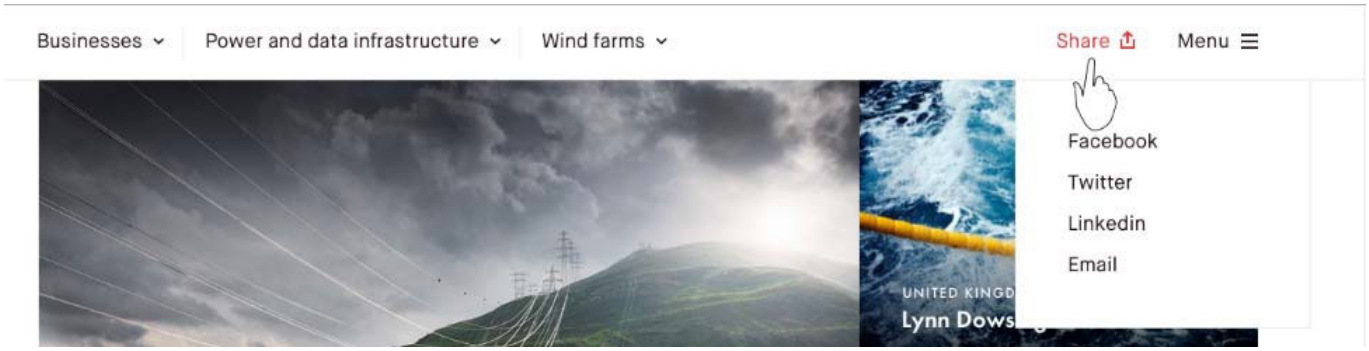


Footer



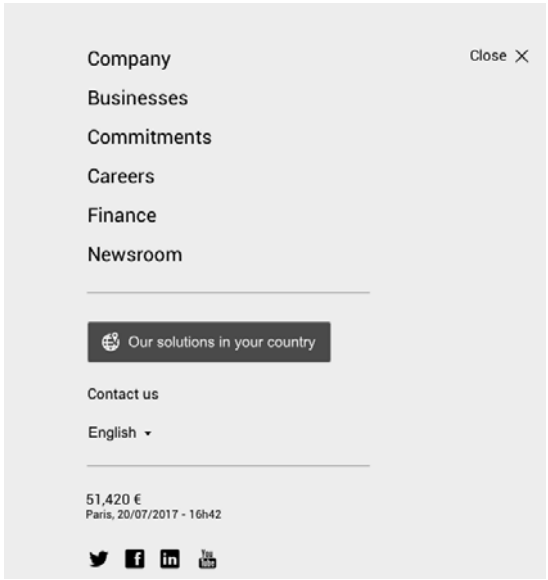
NB: “home” tab is not placed within the navigation bar, as the link to site homepage is accessible both through Nexans’ logo and bread crumb trail.

No left navigation will show within the inner pages. When scrolling down the pages, the breadcrumb will be showing as a smart breadcrumb allowing users to move up or down if needed



The Menu button will also be accessible from this smart menu, and share buttons as well

NB: pages titles must be exactly similar in the navigation bar, breadcrumb trail and title of the page.



Corporate arborescence (level 1)

Secondary navigation

The secondary navigation is only visible from the smart breadcrumb (menu bar) that accompanies the user along the scroll

Principles of construction are similar in all categories:

- Title[1] – fixed value accessible on all pages, clickable, depending on the level of active page:
  - Level 1 – name of the category,
  - Level 2 and further – name of the sub-category.

[1] Level 0 = site homepage, level 1 = category homepage, level 2 = sub-category page, level 3 = sub-sub-category page…

- ❷ Active level only showing in the menu

- ❸ 3 levels are displayed at a maximum based on the place on the level of the active category - i.e.:

active level ➔ / ↓ displayed levels	**1**	**2**	**3**	**4**
1		-	-	-
2	Fully	Fully	Partially	Partially
3	-	Fully	Fully	Partially
4	-	-	Fully	Fully
5	-	-	-	Fully

Fully displayed: displays all the elements of the same level – **Partially displayed**: displays only the top hierarchical category.

ZONES

Header

The header is defined with 5 elements automatically displayed – for CORPORATE SITE:

- Quick links: 3 quick links that can be defined by user manually allowing quick access to information (only LEVEL 1 can be added to quick links)
- Company logo: Nexans logo is placed on top left with the baseline (when co-branding, baseline is not displayed),
- Your country: switch to country sites
- Search field
- Menu: allowing user to access the site map, switch sites, contact us link (linking to a form), switch language, view share price information, access social media channels from Nexans

External users can't register any longer on the .com site

Footer

The footer gathers 3 kind of information:

- **Menu:** showing level 1 of site navigations + Your country CTA button allowing to switch sites
- **Links (automatic):**
  - social media icon linking to Group's pages
  - subscribe to email alerts shortcuts (pop in allowing users to receive information based on defined lists of fields)
  - Share price information
- **Signature** (automatic): copyright, legal notice, site map and access to "Nexans only" (for internal users), contact us

Content zone

The content zone follows the following principles:

- Breadcrumb trails will hold the navigation information (no left-hand menu)
- Content will be displayed within blocks (in central column)

GLOBAL FUNCTIONS

The global functions are accessible through the smart bread crumb showing on all pages while users navigate on the site:

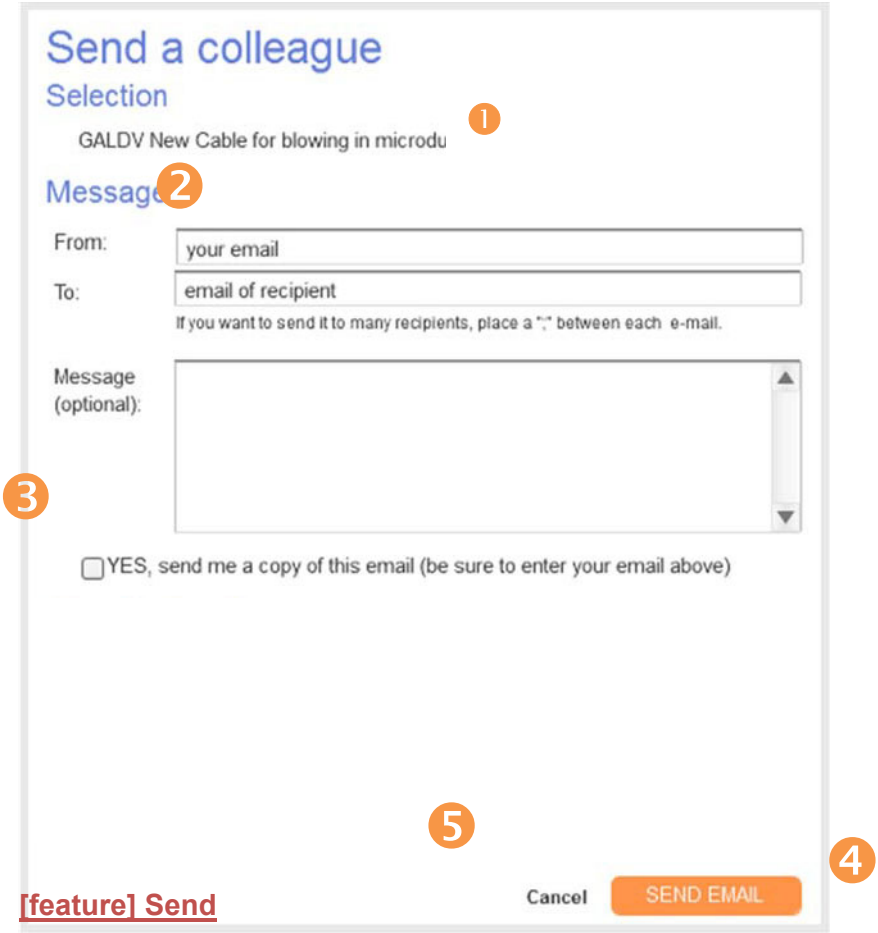
- **Share**

Share features: possibility to share on main social media channels from any page.

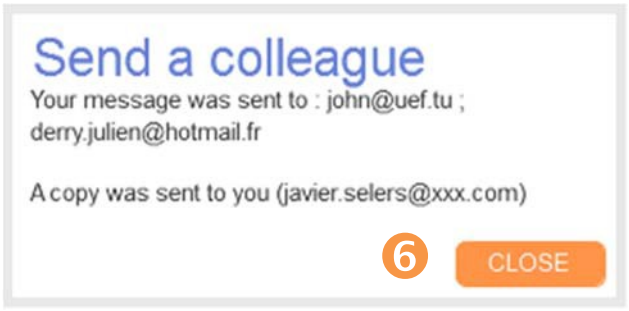
Share by email

Feature is accessible from the menu bar

When clicking or on the link or on the icon, a pop-up is displayed:



[feature] Send

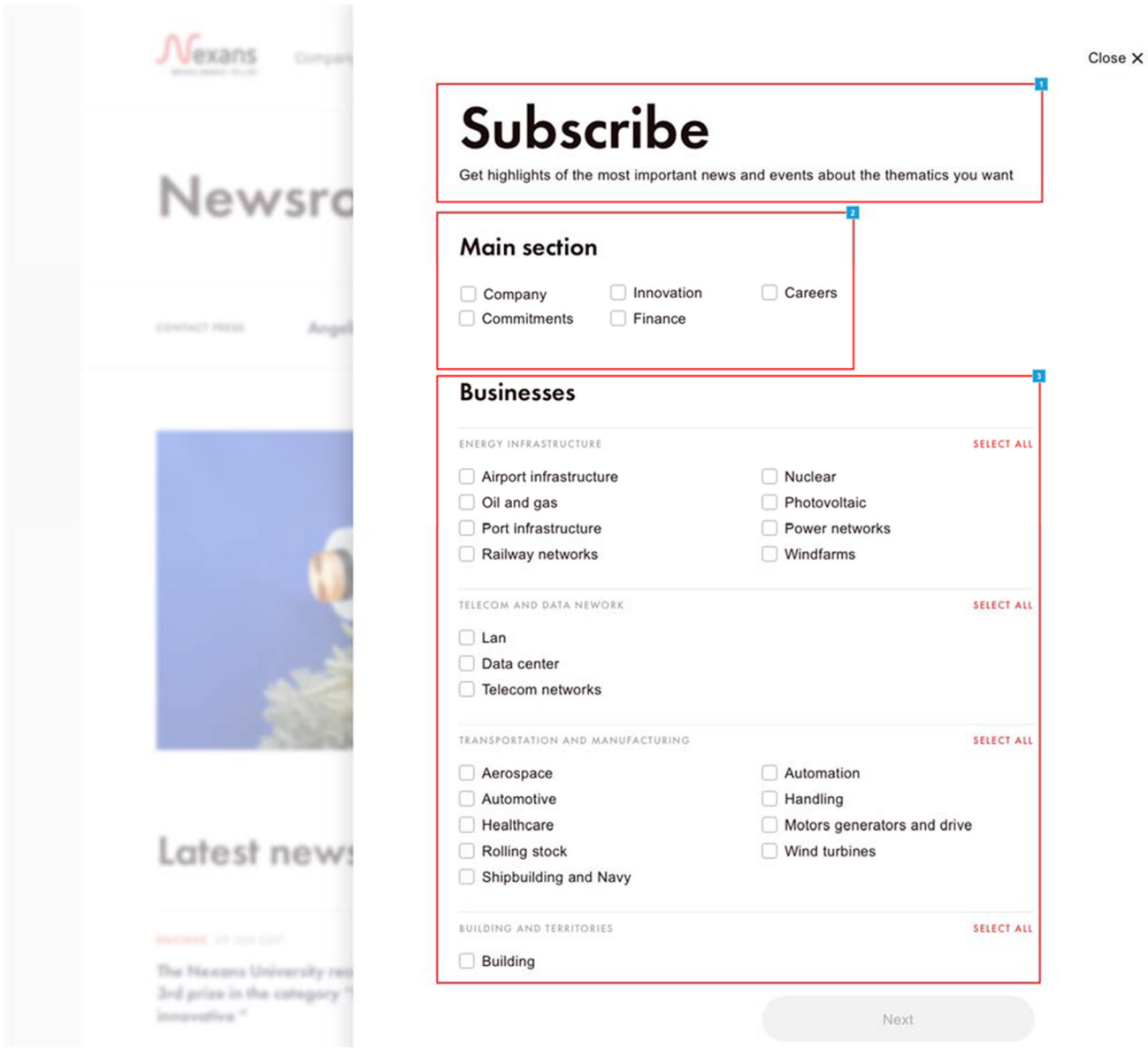


From: javier.selers@xxx.com
To: derry.julien@hotmail.fr
Subject: Nexans email: GALDV New Cable for blowing in microducts

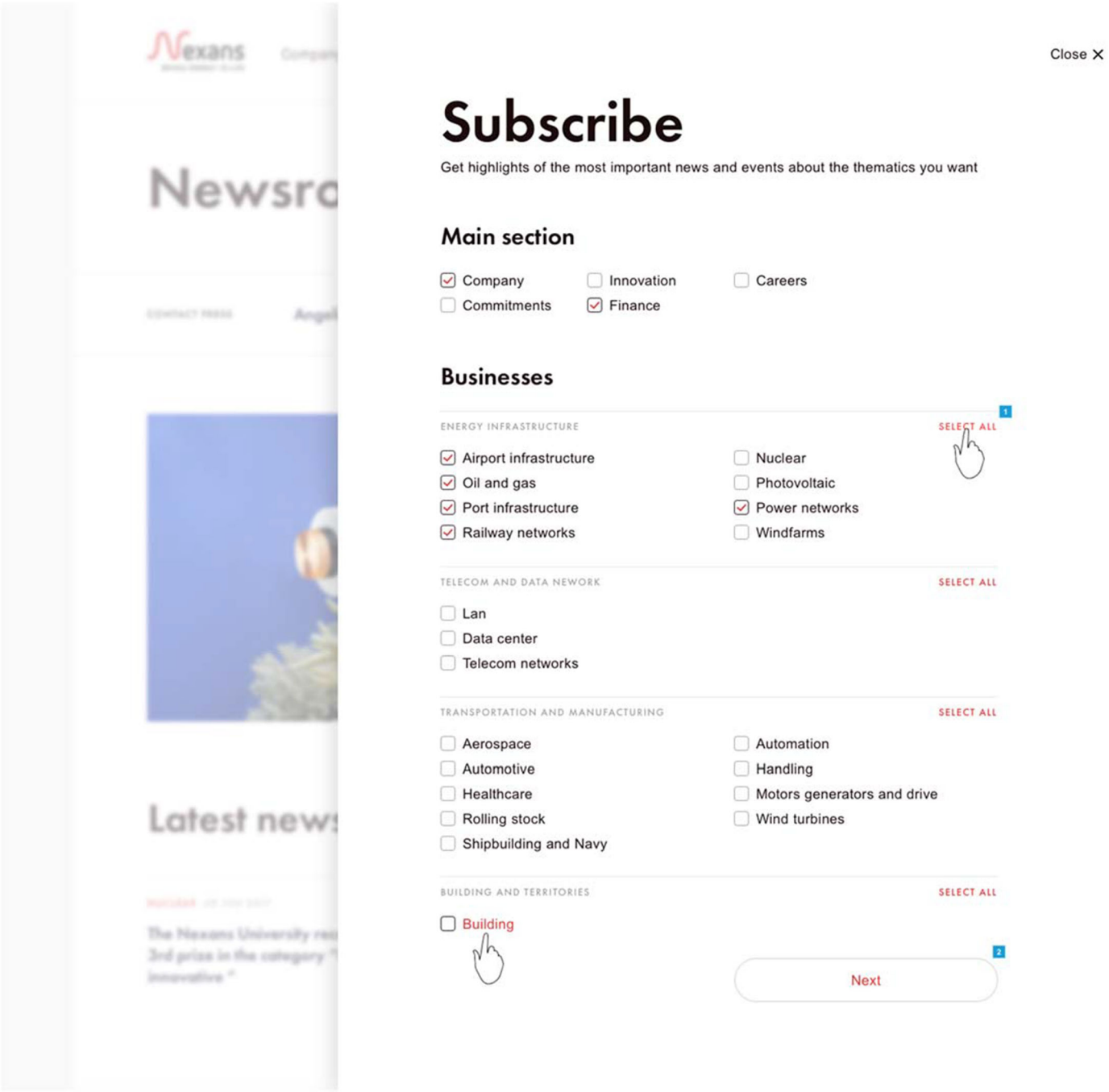
[message] I thought you may find this link interesting:
[type of element, subject] **News** - GALDV New Cable for blowing in microducts
[link] http://www.nexans.com/eservice/DirectToPublication.nx?publicationId=-29631&CZ=Sweden&language=en&obsOrigin=BOOKMARK

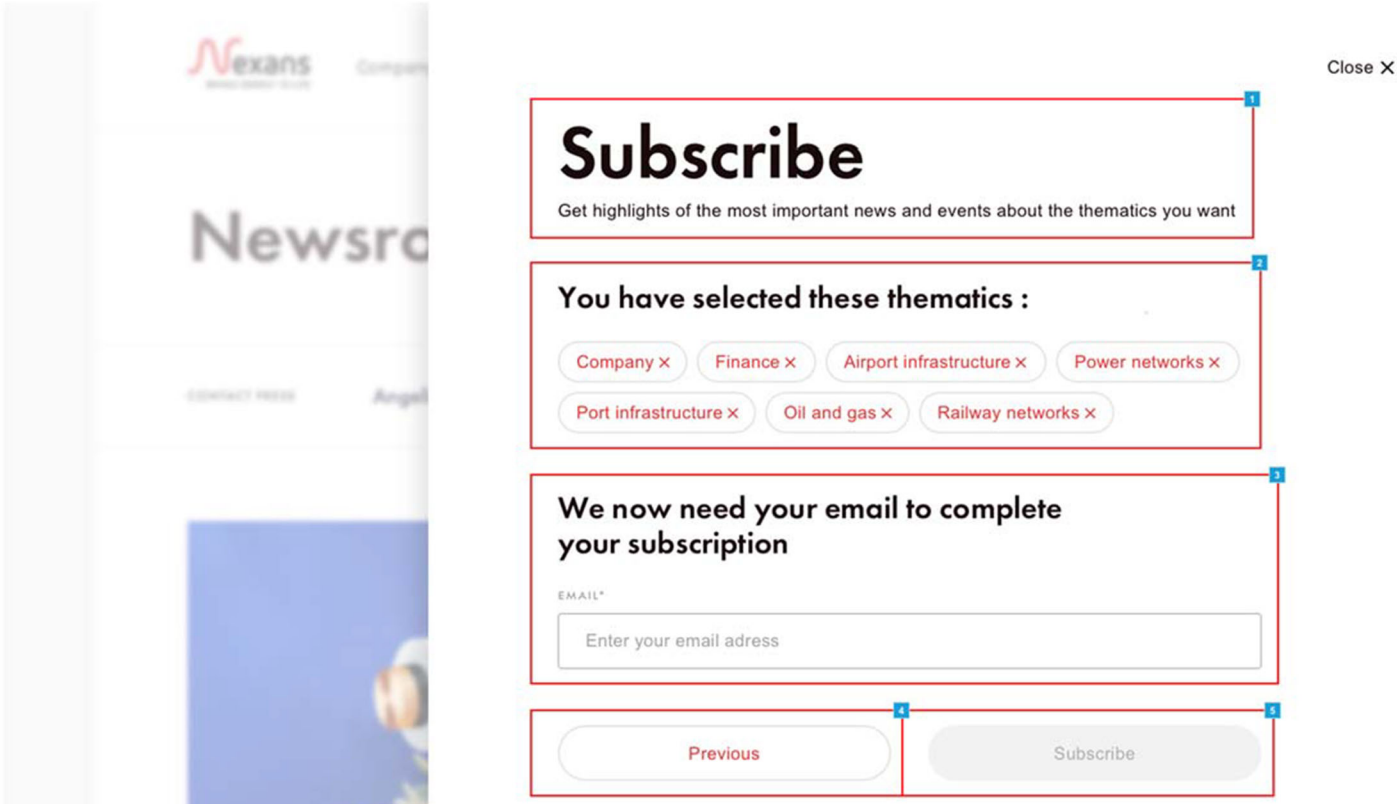
For more information, visit Nexans website at **www.nexans.se**
[link] http://www.nexans.se&obsOrigin=BOOKMARK

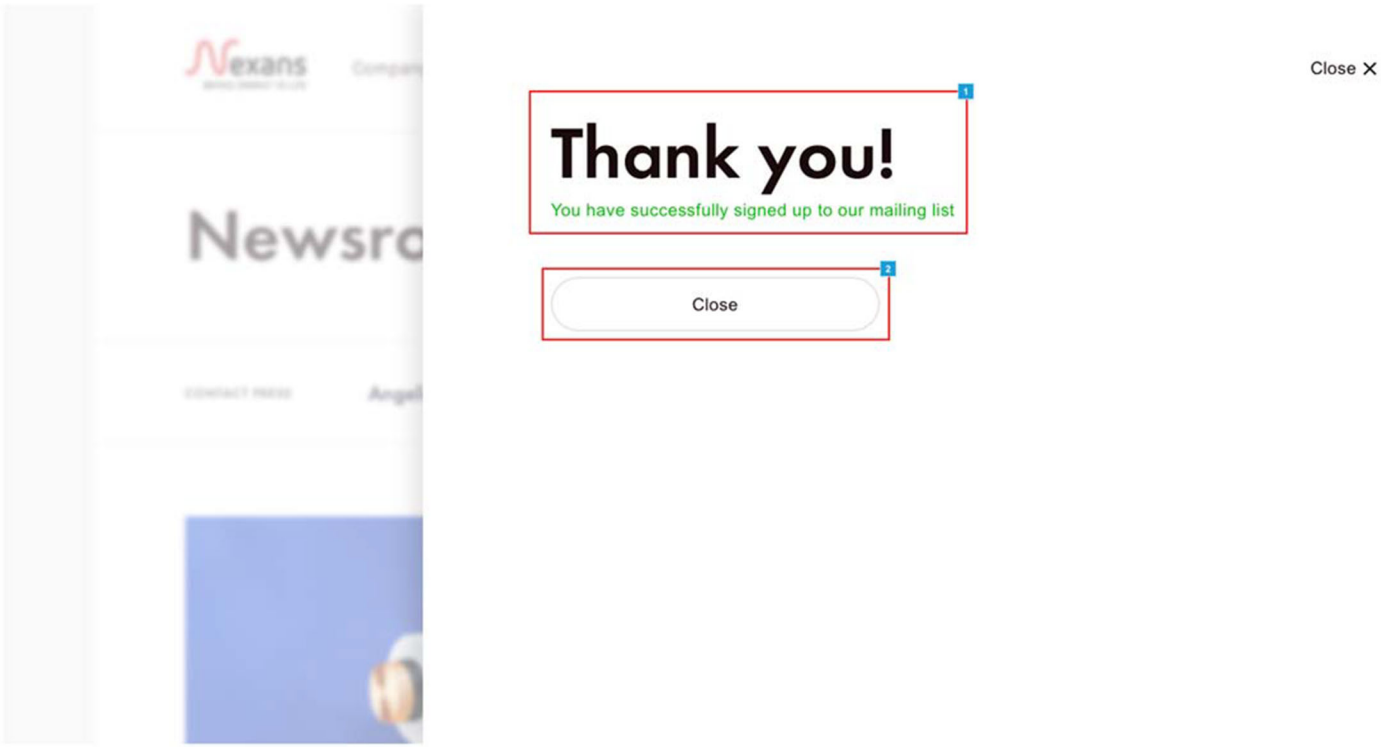
EMAIL ALERT



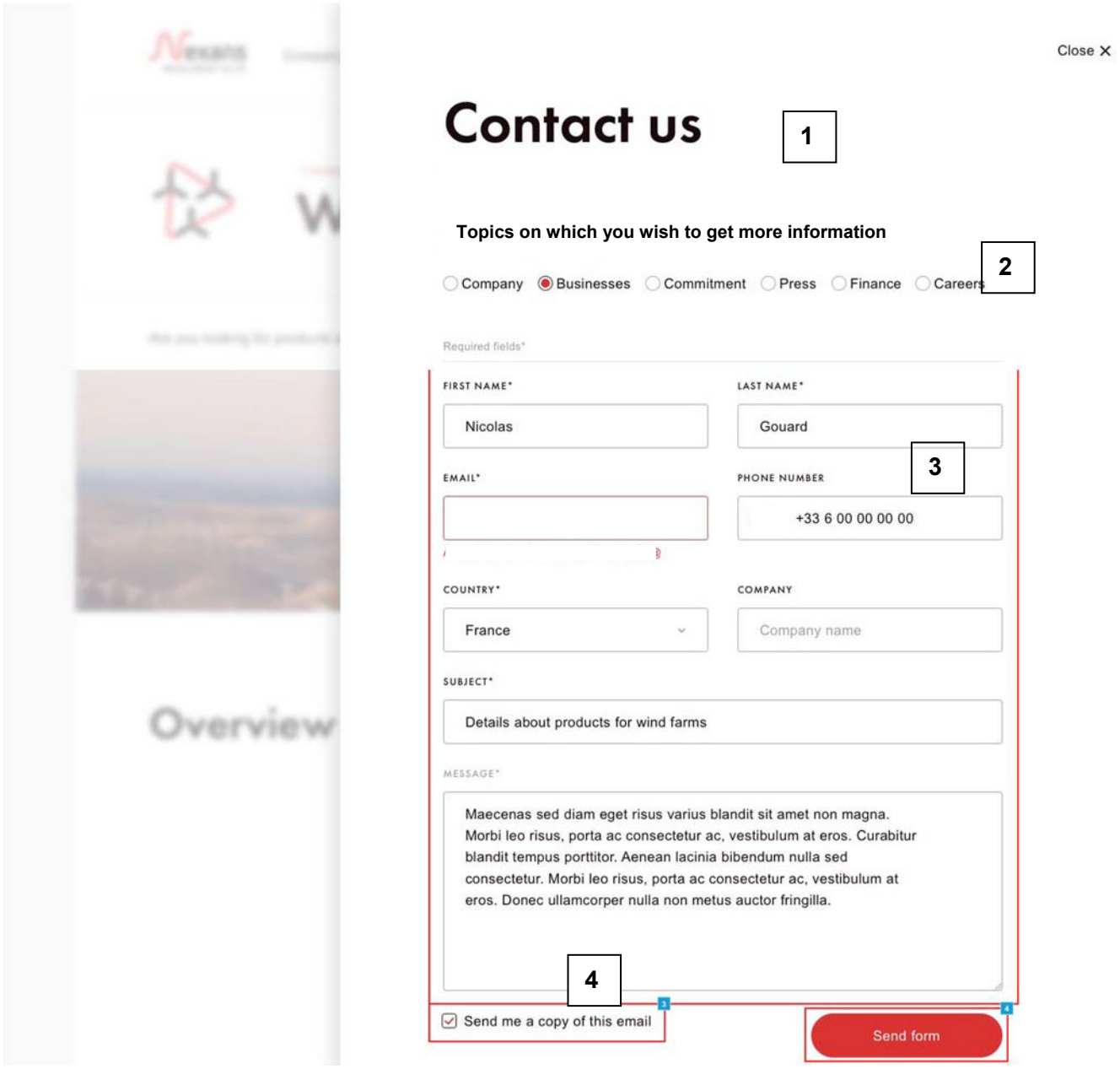
Customers will be able to subscribe to receive relevant updates from the website. No need to register, they'll just have to fill in the form and select the topics they'd like to be informed about. To manage that part, the site will use cookies, if the user then deletes his cache or cookies from his browser, then he will lose his subscriptions.


Close ×
Subscribe
Get highlights of the most important news and events about the thematics you want
Main section
Company
Innovation
Careers
Commitments
Finance
Businesses
ENERGY INFRASTRUCTURE
SELECT ALL
Airport infrastructure
Oil and gas
Port infrastructure
Railway networks
Nuclear
Photovoltaic
Power networks
Windfarms
TELECOM AND DATA NEWORK
SELECT ALL
Lan
Data center
Telecom networks
TRANSPORTATION AND MANUFACTURING
SELECT ALL
Aerospace
Automotive
Healthcare
Rolling stock
Shipbuilding and Navy
Automation
Handling
Motors generators and drive
Wind turbines
BUILDING AND TERRITORIES
SELECT ALL
Building
Next

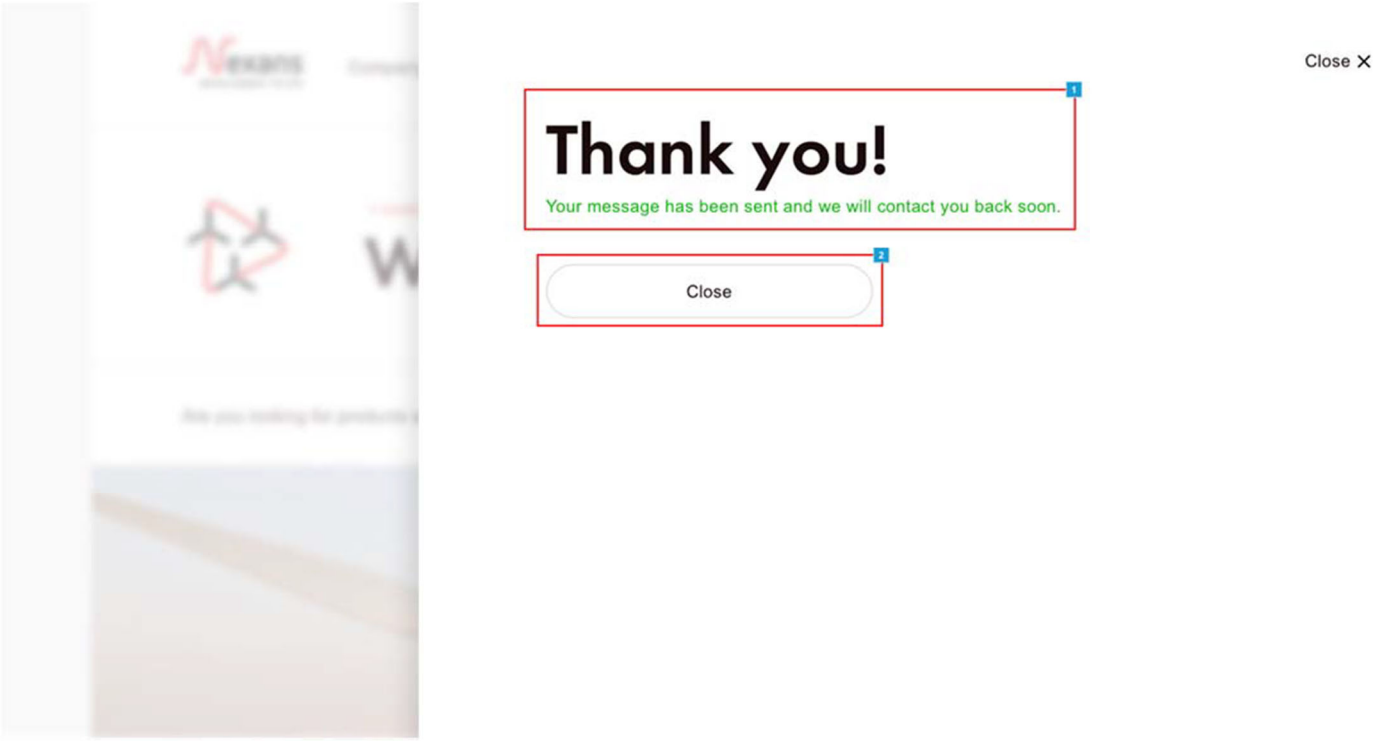

Close ×
Subscribe
Get highlights of the most important news and events about the thematics you want
You have selected these thematics :
Company ×
Finance ×
Airport infrastructure ×
Power networks ×
Port infrastructure ×
Oil and gas ×
Railway networks ×
We now need your email to complete your subscription
EMAIL*
Enter your email adress
Previous
Subscribe


Close ×
Thank you!
You have successfully signed up to our mailing list
Close

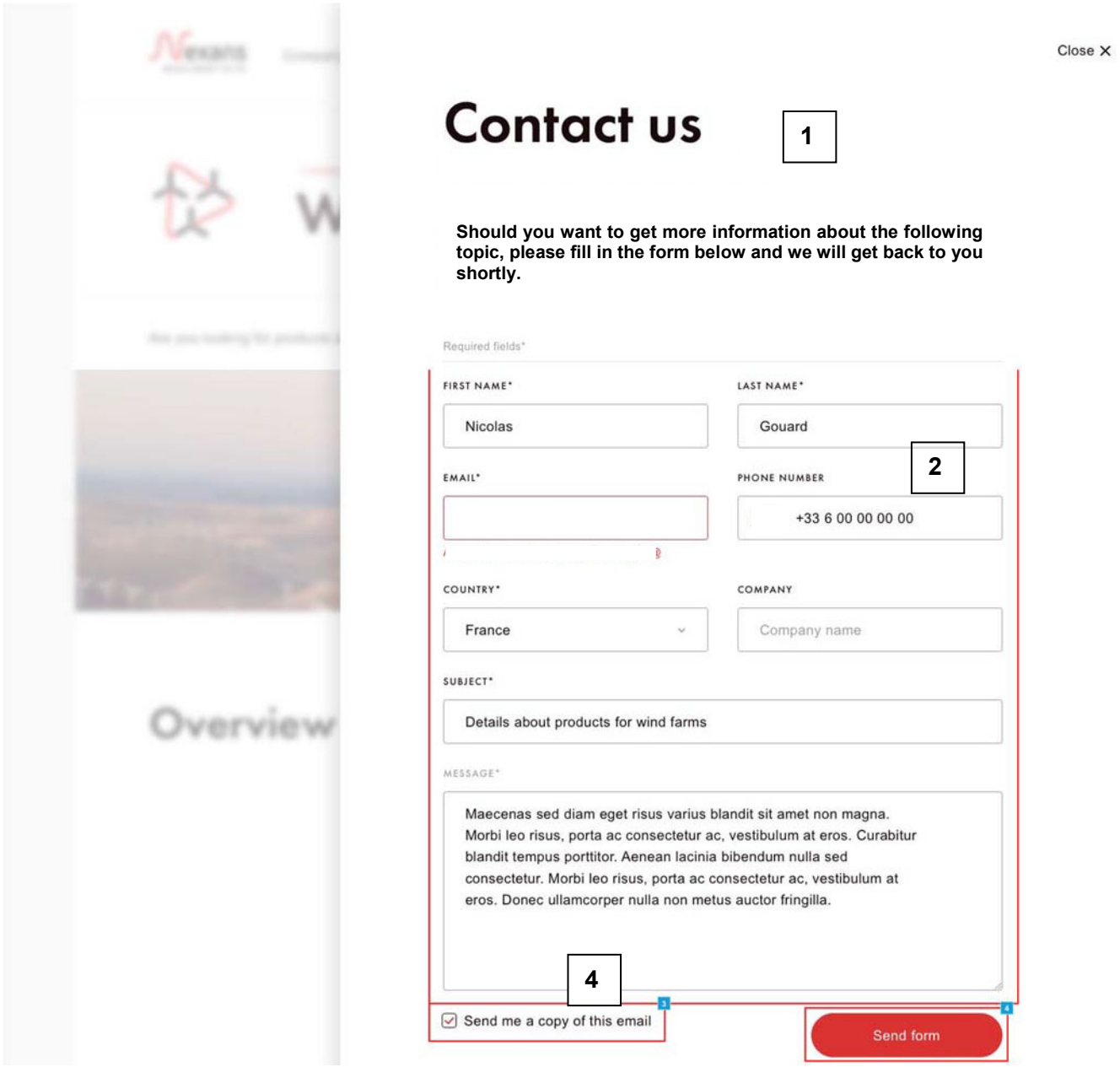
GENERAL CONTACT US



The general contact form is available from the footer and the header. The user will be able to define the type of request by selecting a topic. Based on the selection, the question will be sent to the corresponding email


Close ×
Thank you!
Your message has been sent and we will contact you back soon.
Close

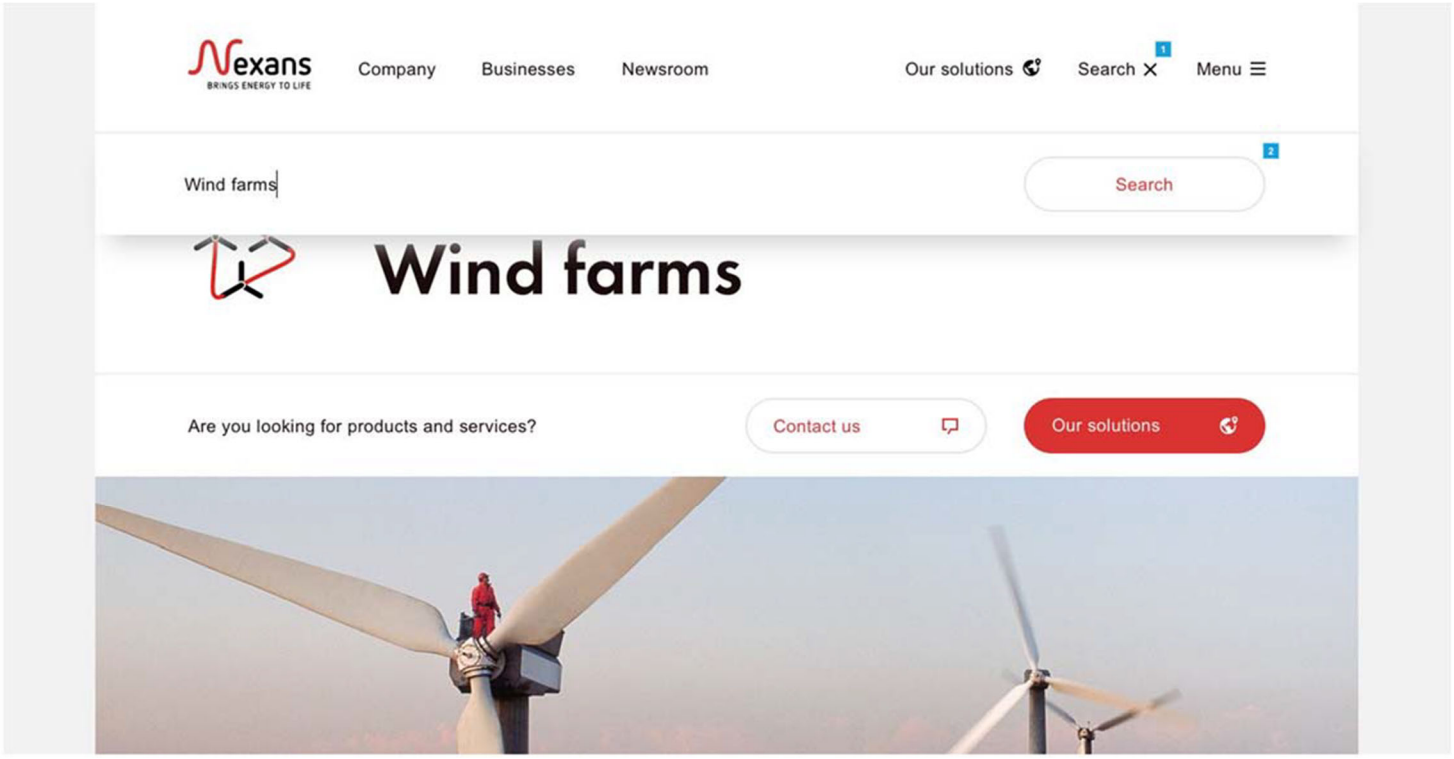
CONTACT FORM ON PAGE

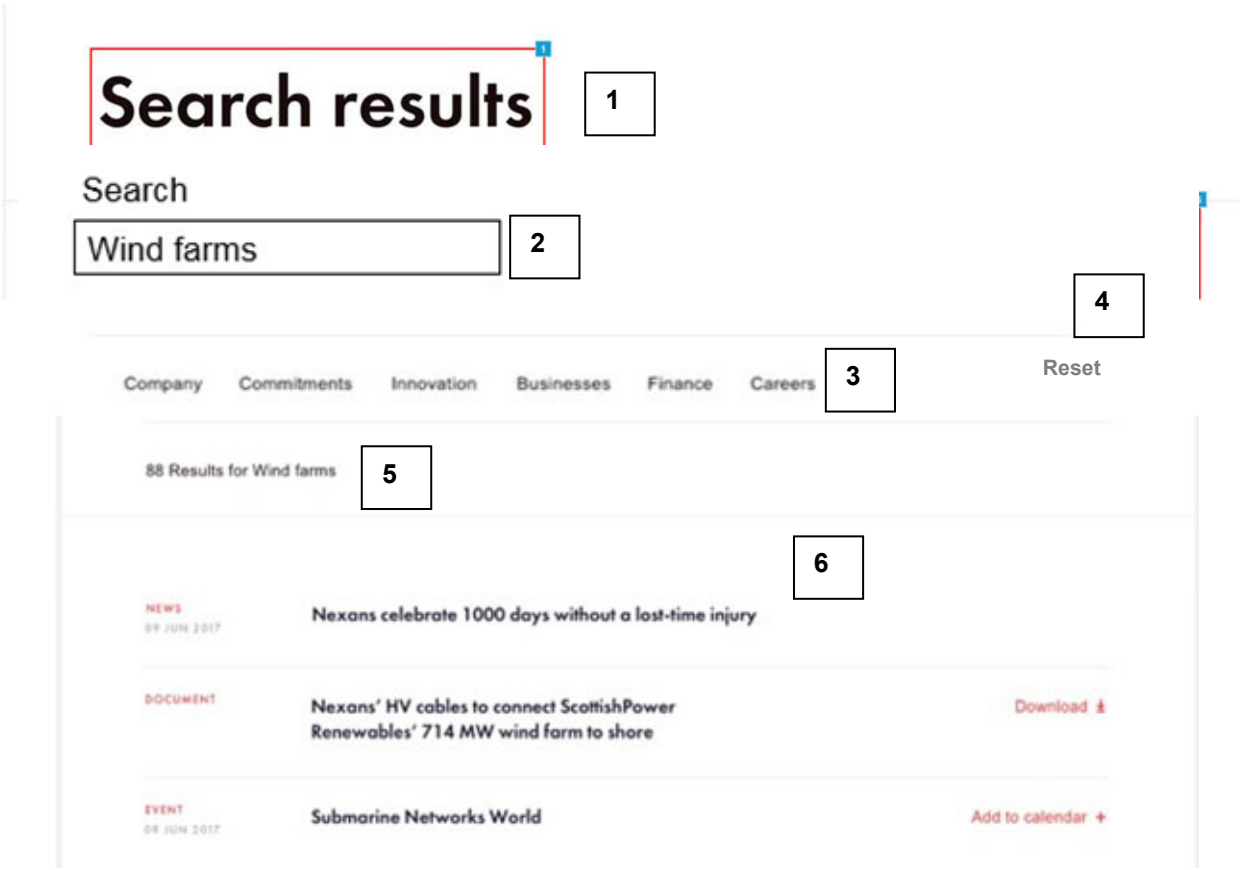


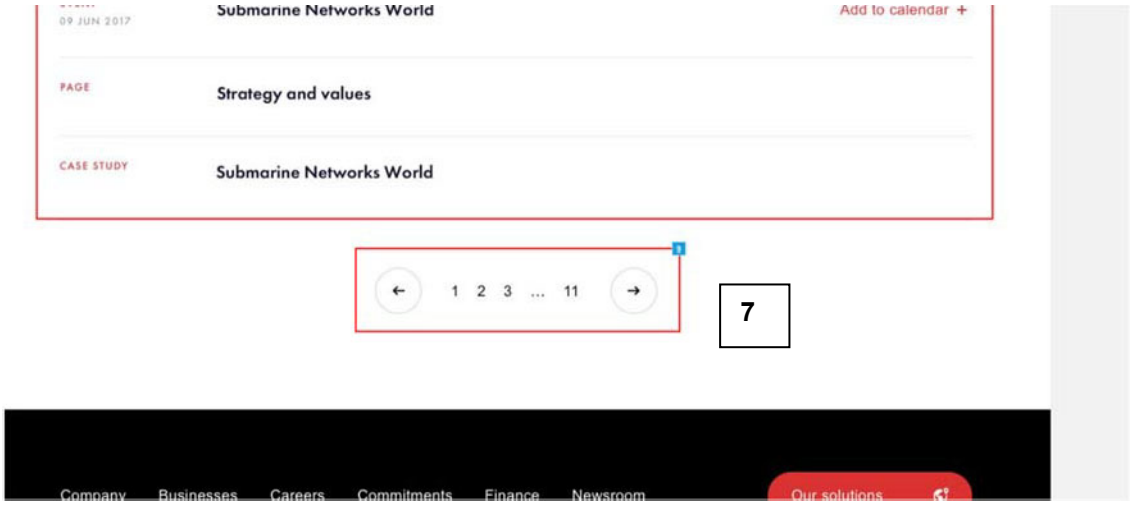
Contact form available from each page (main section) will be slightly different: no selection of topic will be possible considering the user is already on a specific page. The subject field will therefore be prefilled with the name of the page on which the user is located.

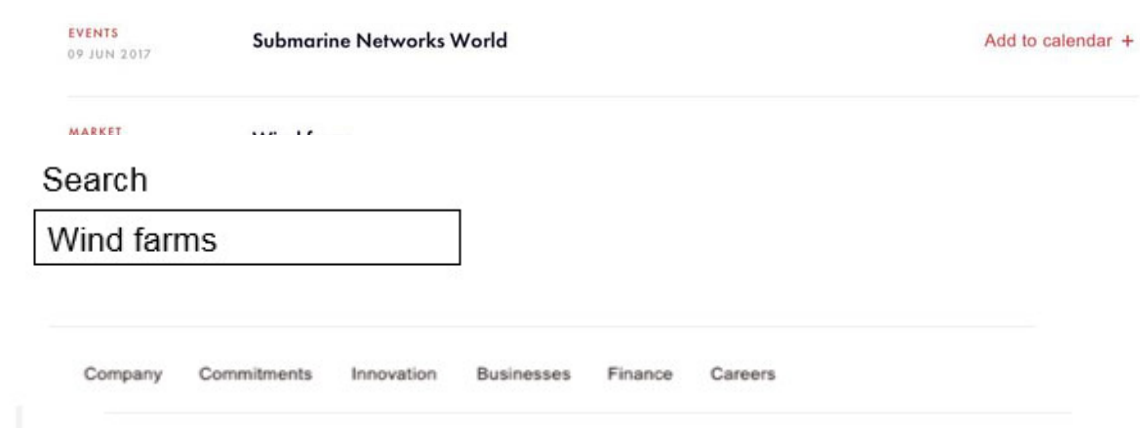
Contact forms can be customized in the back end and fields can be very specific depending on where the contact form will be positioned on the site. As in current system, it should be possible to use contact forms to collect information before downloading a document.

SEARCH

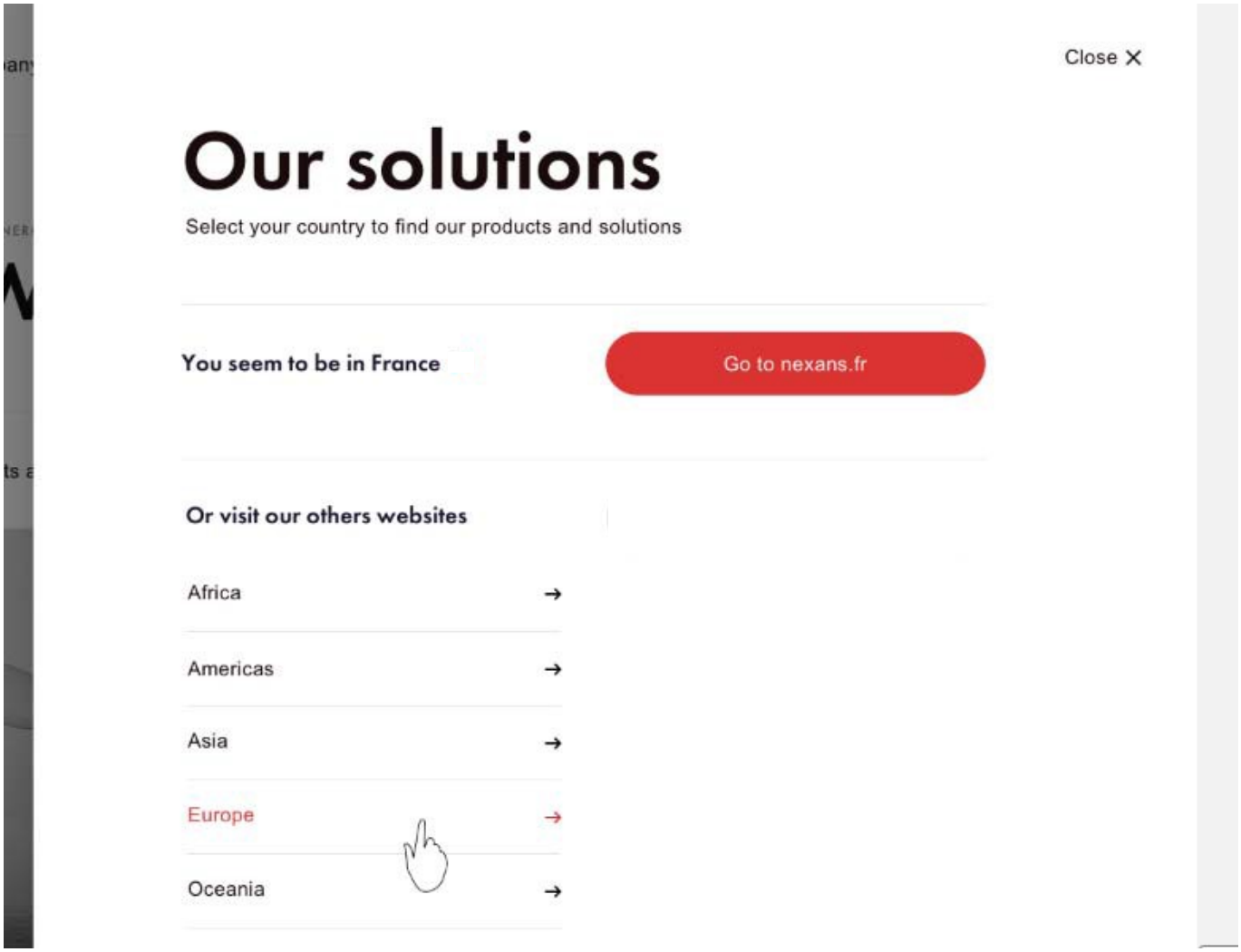

Nexans
BRINGS ENERGY TO LIFE
Company
Businesses
Newsroom
Our solutions
Search
Menu
Wind farms
Search
Wind farms
Are you looking for products and services?
Contact us
Our solutions

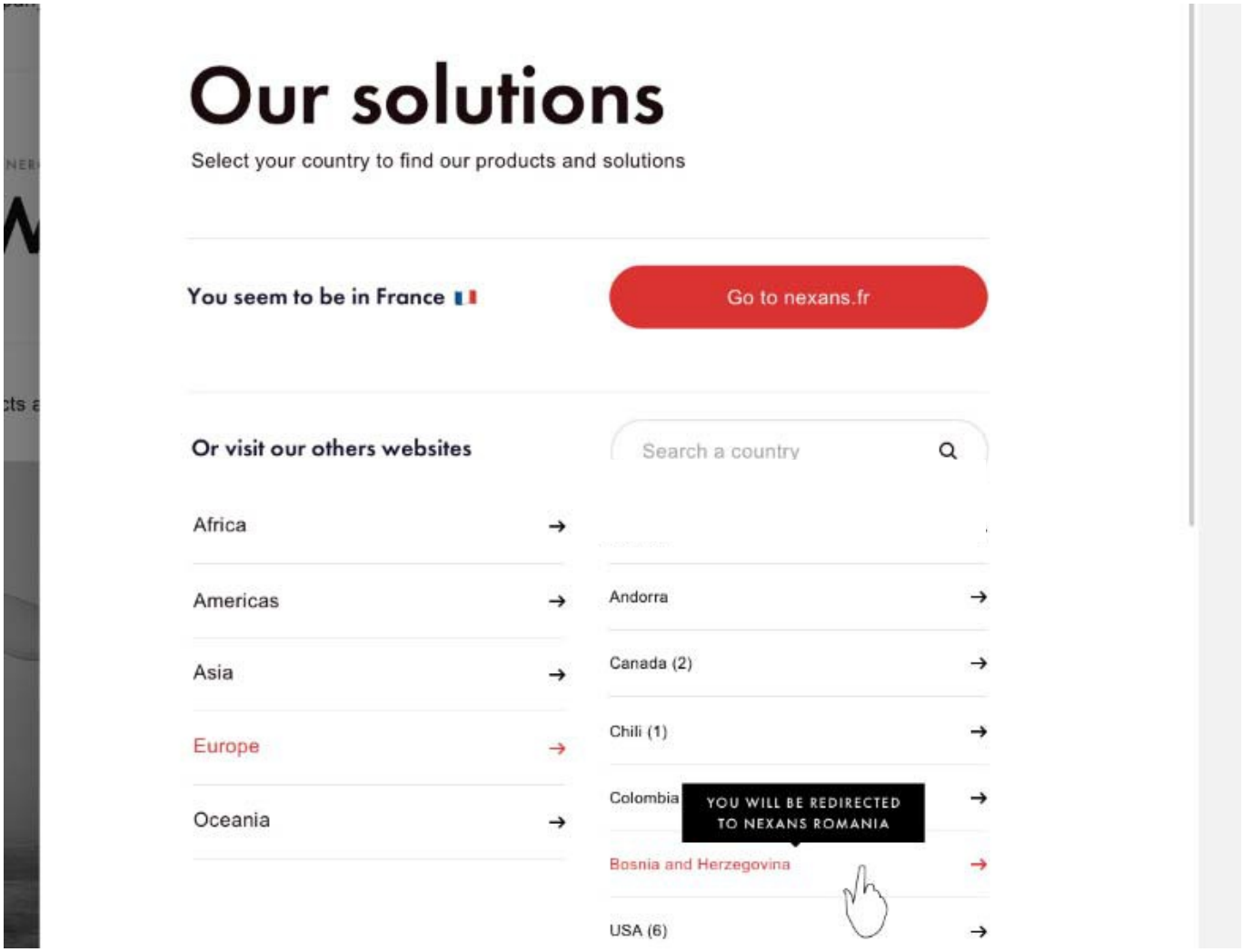

Search results
1
Search
Wind farms
2
4
Company
Commitments
Innovation
Businesses
Finance
Careers
3
Reset
88 Results for Wind farms
5
6
NEWS
Nexans celebrate 1000 days without a lost-time injury
DOCUMENT
Nexans' HV cables to connect ScottishPower Renewables' 714 MW wind farm to shore
Download
EVENT
Submarine Networks World
Add to calendar


09 JUN 2017
Submarine Networks World
Add to calendar +
PAGE
Strategy and values
CASE STUDY
Submarine Networks World
1 2 3 ... 11
7
Company Businesses Careers Commitments Finance Newsroom Our solutions


EVENTS
09 JUN 2017
Submarine Networks World
Add to calendar +
MARKET
Search
Wind farms
Company Commitments Innovation Businesses Finance Careers

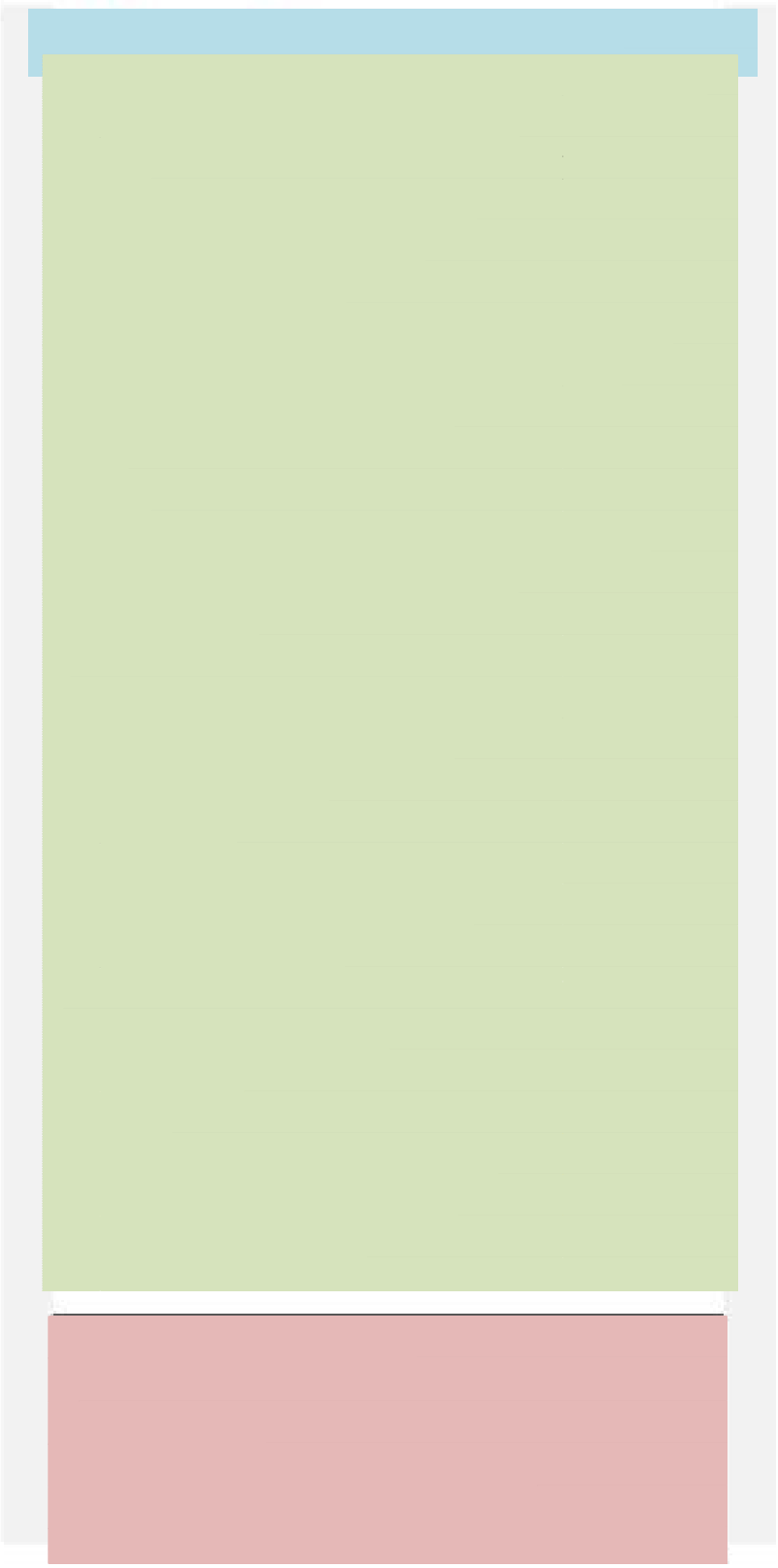
SWITCH COUNTRIES




Our solutions
Select your country to find our products and solutions
You seem to be in France
Go to nexans.fr
Or visit our others websites
Search a country
Africa
Americas
Asia
Europe
Oceania
Andorra
Canada (2)
Chili (1)
Colombia
YOU WILL BE REDIRECTED TO NEXANS ROMANIA
Bosnia and Herzegovina
USA (6)

Page layout

OVERVIEW



GRID

The grid system is based on **fixed values** for each element, including gutters between the different elements.

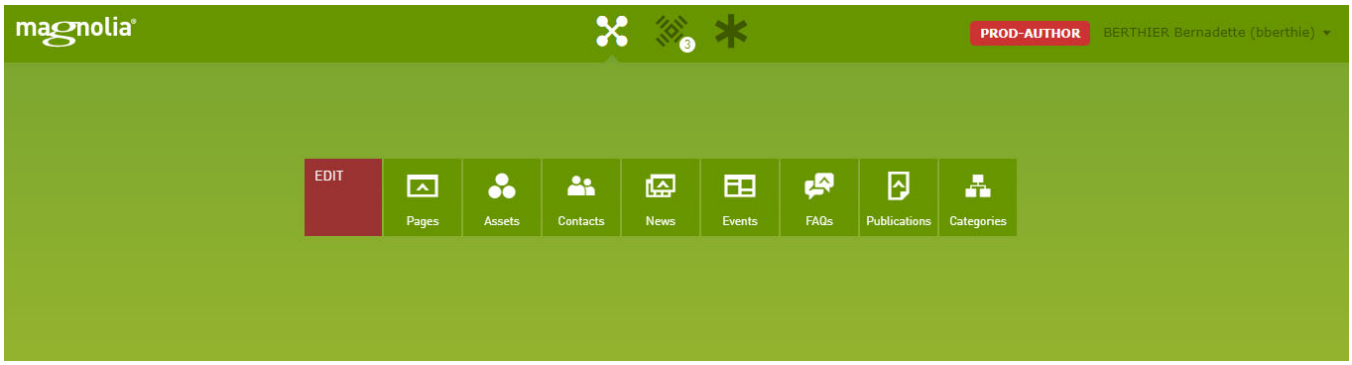
The content zone is based on a screen resolution of pixels. Total width of the page is: 1400 px. The website will be responsive so all elements will be adjusted accordingly.

Main principles

Content types

The site holds various content types managed through a publishing interface. To access the publishing interface, please go to

http://s0101408wwwaap.nexansdomain.global:8080/magnoliaAuthor/.magnolia/admincentral#shell:appla uncher



Log in using your windows credentials and you'll then get the following screen – based on your access rights, you might see more or less information on the page

EDIT Menu (1st row): provides access to the relevant page types and contents. That is where the content creation will be handled.

The site is made up of the following content types

- Pages: access to several page templates (HR / FINANCE / COMPANY / BUSINESS / ..). From this entry, you'll be able to
    - Create pages (new market for instance / new editorial page under a specific section). Page templates have been defined by section and can only belong to that section.
    - Manage existing pages (adding / removing / updating content)

Pages are made up of one single column that will contain a series of blocks – some blocks are specific to some of the categories (ex: blocks that are used on the finance page)

6 categories will be available on the Corporate site

- Company profile
- Business
- Careers
- Finance
- Newsroom / Blogs
- CSR (use same template as Company profile template)

Each section contains a series of templates, specific or transversal, depending on the type of contents to be highlighted. Each template will then embed a series of blocks to display the content.

- News: news will be managed from the news room section and stored in a newslist. News can be made accessible from any section of the site using news list block but they will all be stored in the news section.
- Events: events will be managed from the newsroom section as well and stored in an event list. Events can be made accessible from any section of the site using event list block, but they will all be stored in the news section
- Publications: publications correspond to all documents (brochures; leaflets, reports) uploaded on the site (please note that documents attached to a specifc news will not show in that section) and will be stored into a publications list – available from the newsroom section. Publications can be made accessible from any section of the site using publications list block but they will all be stored in the publications list section.
- FAQ: list of questions and answers and correspond to a specific page type. FAQ. The questions and answers will be created in the FAQ section, and can be grouped by topics. The relevant FAQs will then be pulled out from this pool of questions to show in the relevant sections
- Contacts: manage existing contacts on the site, create new ones … contacts that will be allocated to the relevant pages of the site
- Assets (attachment library) access all assets uploaded on the site: pictures, documents..

CATEGORIES

The Categories allow you to create hierarchical categories and tag articles and content with them. When applied to content, categories create a taxonomy - a set of metadata that describes and classifies the content. Categories are displayed as links in the article header or as a weighted list known as a category cloud. By clicking category links, visitors can discover related content, resulting in more page views and longer stays on the site.
You can classify your content in unlimited number of ways and there is no "wrong" choice. Instead of belonging to only one category, an item may belong to several.
For each content / document / page / news … one main category will be defined (and will show) but additional categories can then be applied as well (in case a content is to be found under several entries). However only the main category will show as a tag but the optional tags will be used to allow filtering and search.
The creation of category will be centrally managed by the administrator of the site.

To categorize content, edit the content item's properties and choose applicable categories.

FEATURES AND ASSETS

PAGES

Managing pages

The Pages entry displays your site hierarchy. Here you can add pages and move them around.

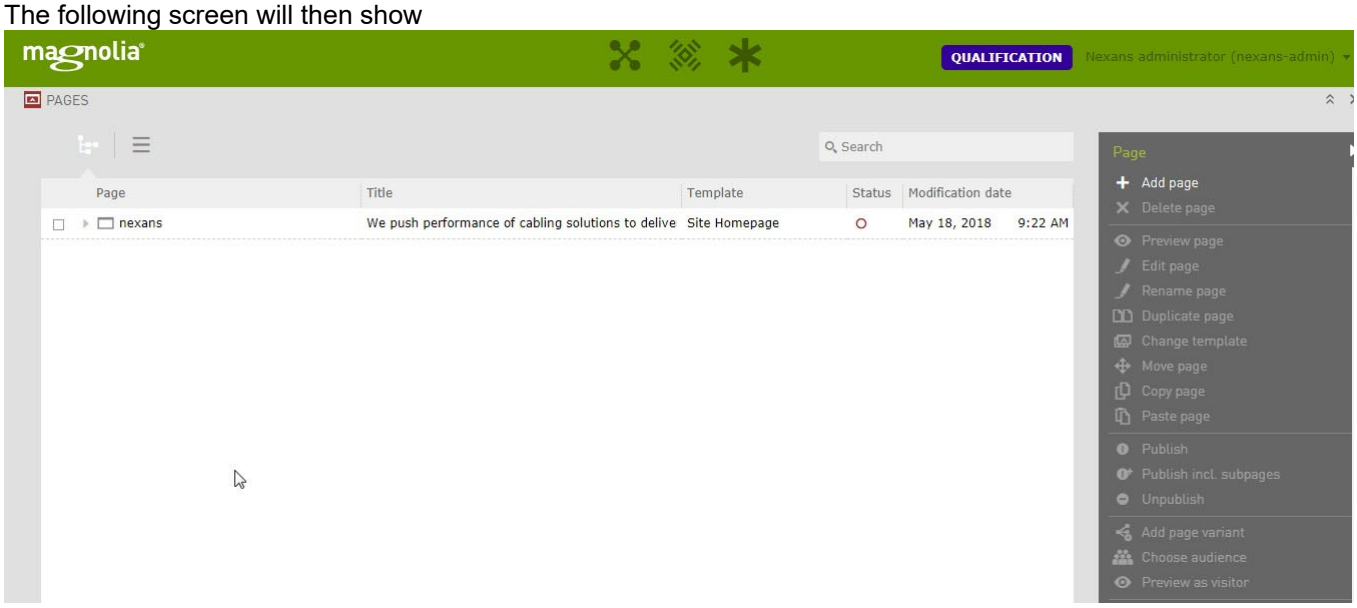
Site hierarchy
Pages on a site are displayed in a hierarchical tree. Each site tree has a root page (home page) and child pages.

Various page templates are available:

- Site Homepage
- Search results
- Business pages:
  - Business Homepage (mains section)
  - Business Sector
  - Business Segment
  - Case Study
- HR/Career pages
  - Career Homepage (main section)
  - Testimonial
- Newsroom
  - Newsroom (main section)
  - News List
  - News Page
  - Event List
  - Event Page
  - Publication List
  - Digital magazine
- Blogs section (similar to newsroom)
  - Blog section
  - Blog Post list
  - Blog Post
- Company
  - Company Homepage (main section)
  - Locations
  - Governance
- Finance
  - Finance Homepage
  - Financial Results
  - Financial key figures
- Editorial page: modular page that can be created under many sections
- Blogs pages

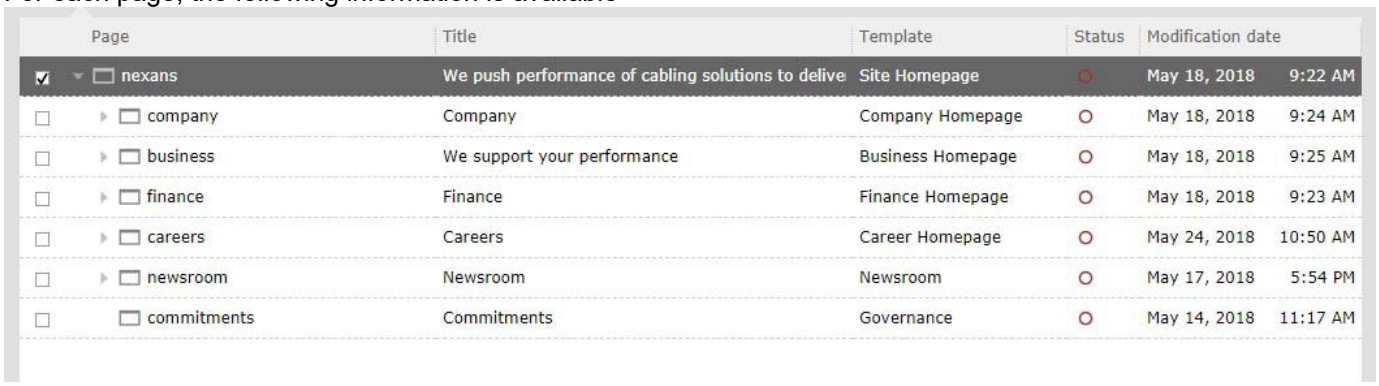
Page templates follow specific rules and cannot be created from any position within the site. Moreover, each template will then allow the use of various block types.
To create / update pages, go to the entry PAGES

The following screen will then show



The page shows you all pages created on your site: by default only the first page (HOME PAGE) is showing, to view the full structure, just click on the arrow located next to the page name - same for sublevels under each section

For each page, the following information is available



Page	Title	Template	Status	Modification date
nexans	We push performance of cabling solutions to delive	Site Homepage		May 18, 2018 9:22 AM
company	Company	Company Homepage		May 18, 2018 9:24 AM
business	We support your performance	Business Homepage		May 18, 2018 9:25 AM
finance	Finance	Finance Homepage		May 18, 2018 9:23 AM
careers	Careers	Career Homepage		May 24, 2018 10:50 AM
newsroom	Newsroom	Newsroom		May 17, 2018 5:54 PM
commitments	Commitments	Governance		May 14, 2018 11:17 AM

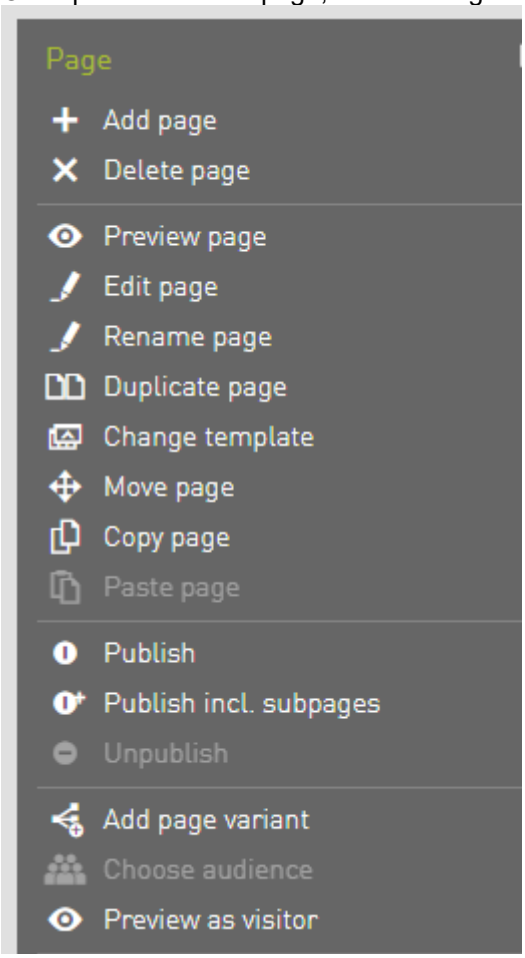
Columns:

- PAGE: corresponds to the page name when you created it. The page name is used in the URL. The convention is to use lower-case words separated by hyphens, for example standard-article and news-and-events
- Title: title showing in the navigation and on the page itself (in the cover for the main sections). Displayed to visitors. It may be different from the page name and can contain any character. The title string is used in the HTML title element, in the h1 heading on the page and in the navigation title.
- Template: the page template selected to create that page. Template assigned to the page
- Status: shows the publication status of the page - published or not published
    - Published (green, solid): Content was published from the author instance to the public instance. Identical content exists on both instances.
    - Modified (yellow/amber, two rings): Content was modified since publication. The author instance is not in sync with the public.
    - Unpublished (red, one ring): Content exists only on the author instance. It was never published.
- Modification date: Timestamp showing when the page was last modified.

All pages are based on Templating. The template assigned to a page is displayed in the Template column. The template determines what content is displayed and how.

From this screen, you can add a page (first level entry under the home page), or modify the existing home page.

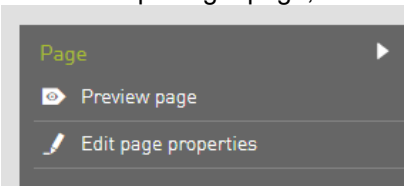
Once positioned on a page, the following menu shows on the right-hand side



Depending on the page on which you are located, the following options will show:

- Add page: to add a new sub-level under the selected page
- Delete page: remove the page
- Preview page: preview the page in a new tab
- Edit page: edit the page to perform the changes
- Rename page: change name
- Duplicate page: copy the page to create a new one (if market for instance)
- Change template: if you created a page and wish to change the type. You can change a page template. However, the new template may not be able to render content entered using the previous template. If content cannot be rendered, you cannot edit it. The original content exists in the repository, however. If you change the template back to the original, the content is rendered again. If a template is able to render a component that was originally entered with a different template, the component may be displayed even if the current template does not offer it in the corresponding area. For example, if you enter a text component on a Travel Standard page and later change the page template to a custom template that also offers a text component, the component may still be displayed.
- Move page: change position of the page in the site tree. NB: a page's position in the site hierarchy determines its URL. When the page moves, the URL changes. This can have a negative SEO impact. Use a permanent redirect to tell search engines that the page was moved.
- Copy page: copy the selected page
- Paste page: paste your copied page
- Publish = validate the creation / changes performed on the page and make them available
- Publish including subpages: if you created a whole section, allows you to set all online and public
- Unpublish: undo
- Add page variant
- Choose audience
- Preview as visitor: before publishing, preview the page

This right-hand menu will adapt when editing a page allowing you to access the options of the page you are located on. When opening a page, the following panel will show



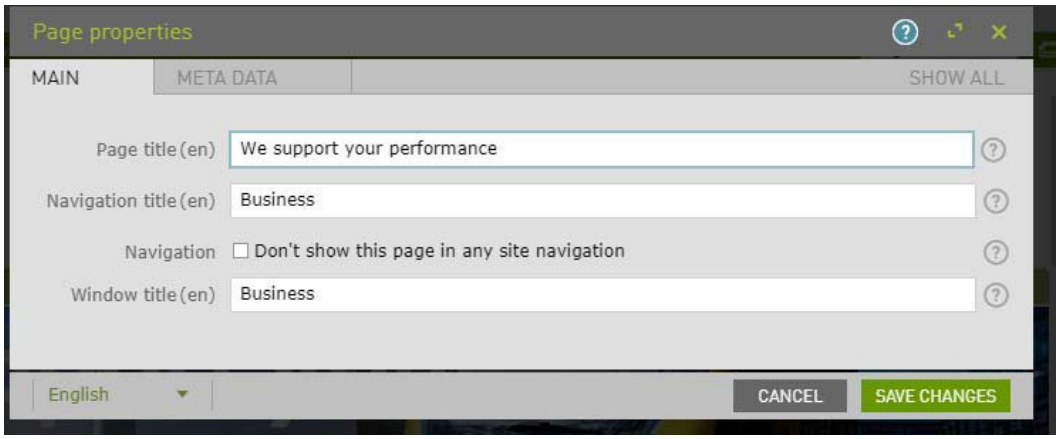
You can edit the page properties using the menu on the right-hand side allowing to update the information of the page. The information is split into two tabs: Main tab containing the main properties /data of the page and a META DATA tab holding the meta data you need to set for the page (SEO)

MAIN TAB

1. Page title: corresponds to the title showing on the page – on the cover
2. Navigation title: name of the navigation that will show in the navigation menu and the footer (if main section)
3. Windows title: corresponds to the name showing in the browser window

To update the information in French, just change language using the dropdown list below.

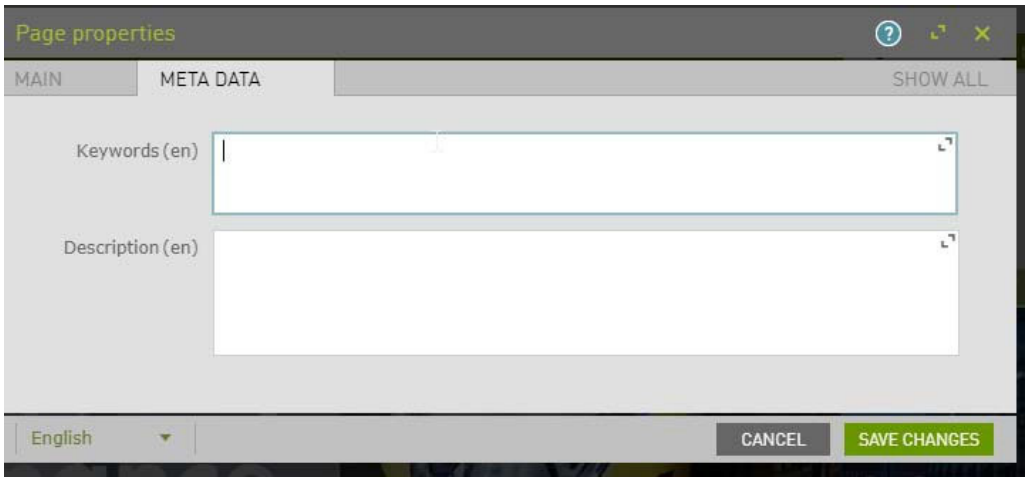
Once all changes have been applied, click on SAVE CHANGES



A help menu is showing next to the name of each field, should you have any doubt.

META DATA TAB

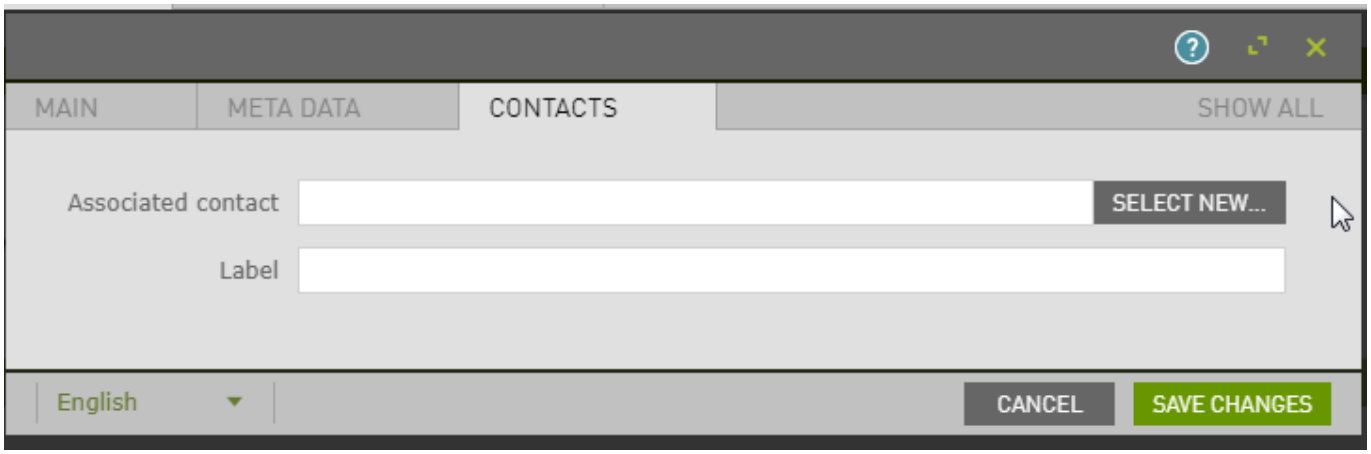
4. Keywords: fill in the keywords that make sense for this page and that will help users find your site
5. Description: enter a description for the page that will be used for the referencing



CONTACTS TAB

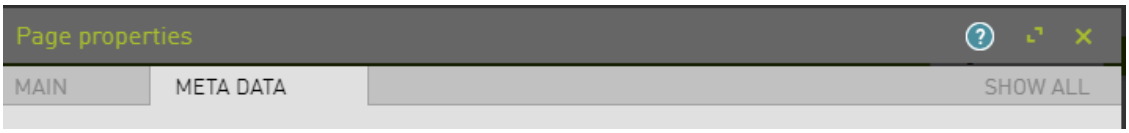
On sub-level pages, you can assign a dedicated contact that will then show in the cover

The contact shall be selected from the contact repository (managed from the contact entry – see dedicated section for contact management). Associate the right contacts to the page and enter a label (text showing up on the page next to the contact us button: Need help ? or Assistance required ?)



Don't forget to do it in both languages (switch language using the drop-down list at the bottom left) and click on SAVE CHANGES when done

TIP: you can display both tabs on the same screen, to do so just click on SHOW ALL at the top



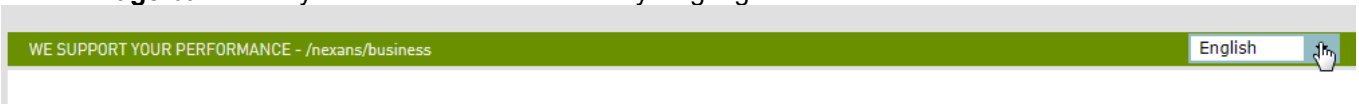
Editing pages

Use the Pages app to create and edit pages. When you are done editing, publish the changes to public instances.

Toolbars

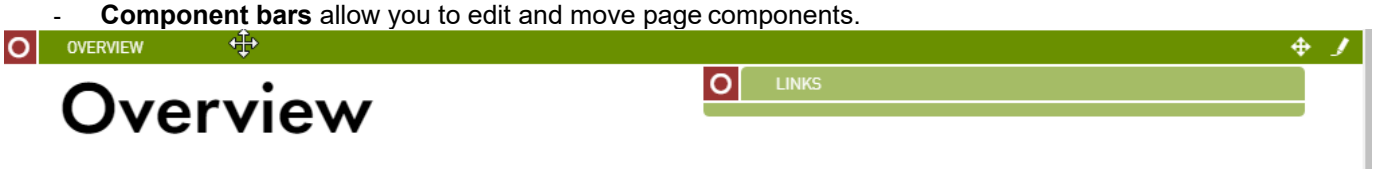
Green toolbars identify editable page elements:

- **Page bar** allows you to choose a content entry language.



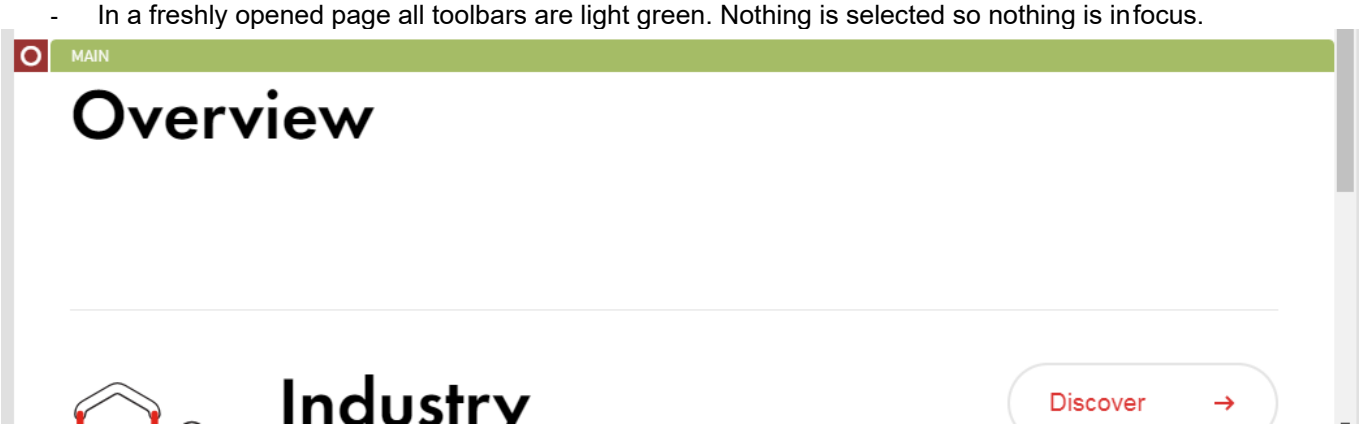
- **Area bars** are containers. Click the bar to add a component in the area.

- **Component bars** allow you to edit and move page components.

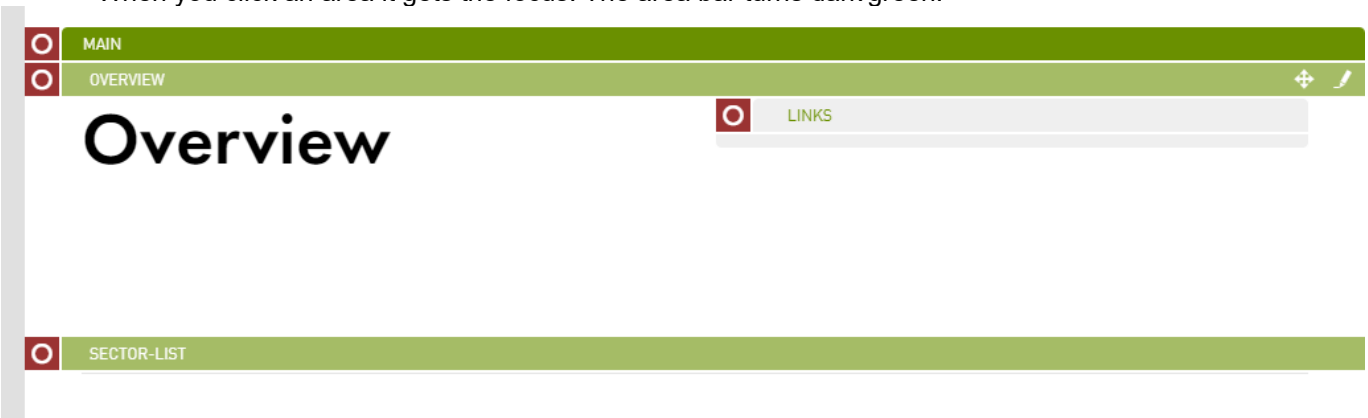


A dark green toolbar shows which element currently has the focus.

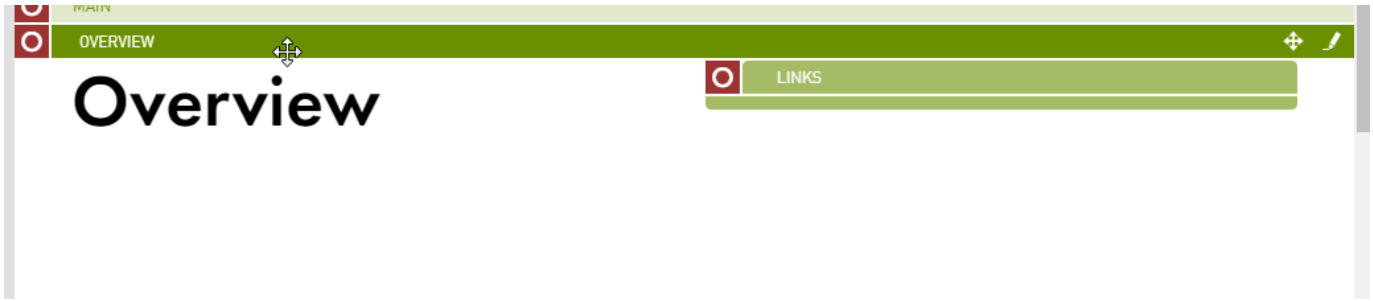
- In a freshly opened page all toolbars are light green. Nothing is selected so nothing is in focus.



- When you click an area it gets the focus. The area bar turns dark green.



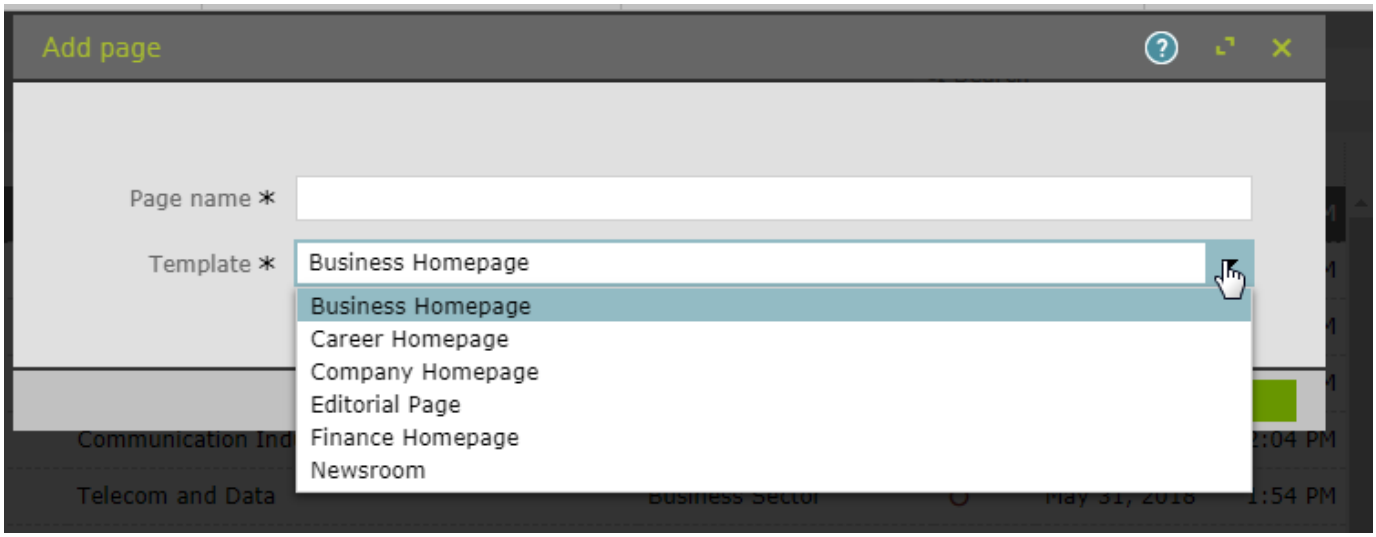
- When you click a component bar it gets the focus. The component bar turns dark green. The parent area is now light green.

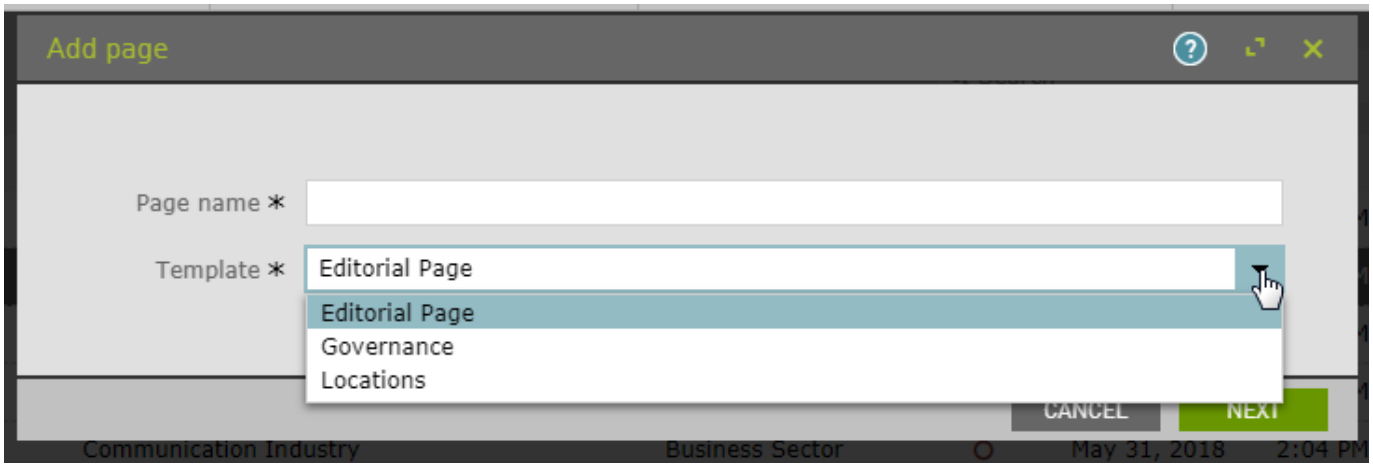


Templates

Pages are based on templates. A template gives the page structure which is important for presenting content in the right order and building a consistent looking site. A template defines what components editors can create, edit and move on the page. They also define how many components are allowed in a particular area of the page. Without a template it would be difficult to keep the site design consistent.

Example: Choosing a template for a new page





Templates are divided into areas, each bearing its own set of components.
The division is done as follows

- COVER: top of the page

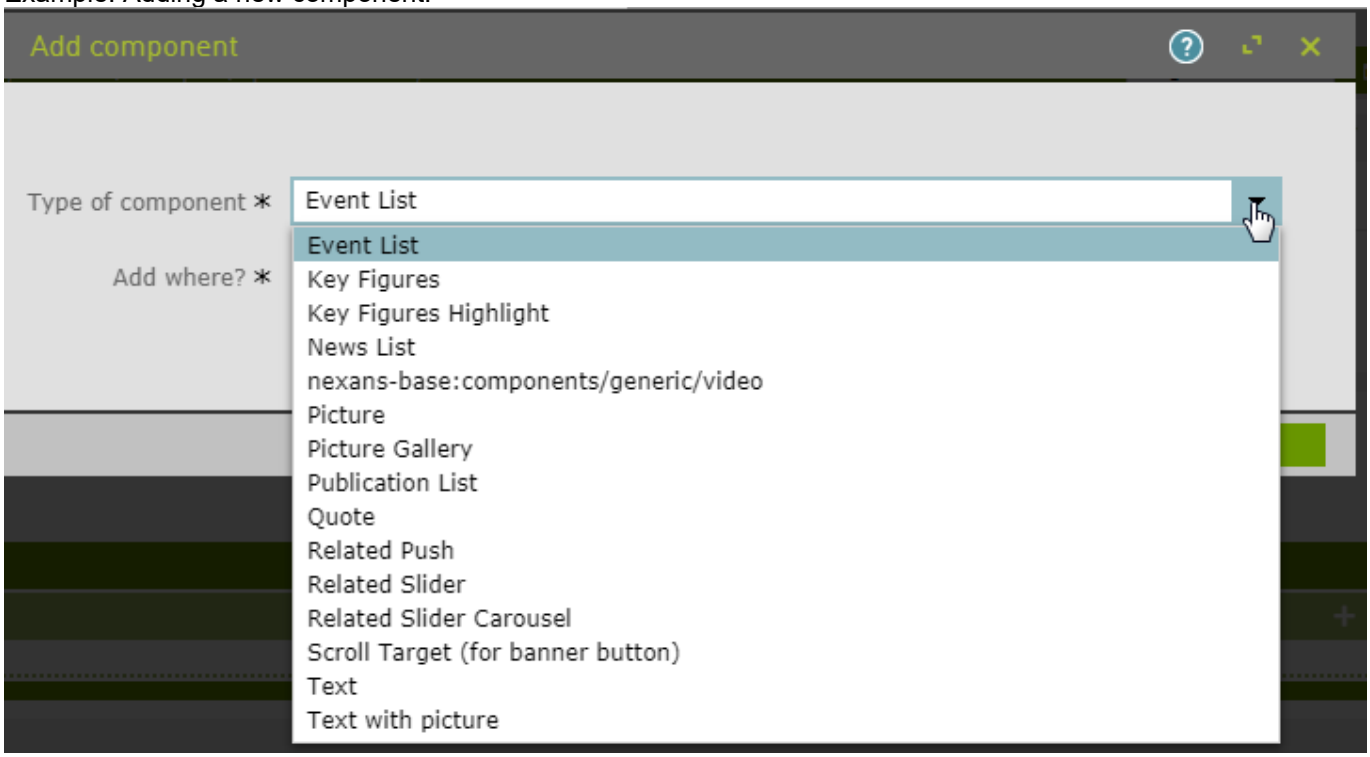
- MAIN: body bearing either mandatory blocks and/or free components (depending on the template=
- BOTTOM ZONE: this zone can be split into two
    - a free zone where various components can be added (optional)
    - bottom mandatory blocks
- RELATED: usually displayed at the bottom of the page, there are various types of related
    - Related push
    - Related market
    - Transversal related blocks

Components

Components are the smallest blocks of editable content. At its simplest, a component consists of a heading and some text but can contain almost anything.

- To add a component, select an area first and click Add component in the action bar.
- To duplicate a component, select it and click Duplicate component in the action bar.
- To move a component, drag it above another component in the same area.
- To delete a component, select it and click Delete component in the action bar.
- To copy a component, select it and click Copy component in the action bar.
- To copy all components in an area, click on the area bar and click Copy components.
- To paste a component/s, copy the component/s, click on an area bar and click Paste component/s. You can paste the component multiple times by repeating the procedure.
- Note that if you copy a component from one area to another, the component must also be available in the target area for the paste operation to work.

Example: Adding a new component.

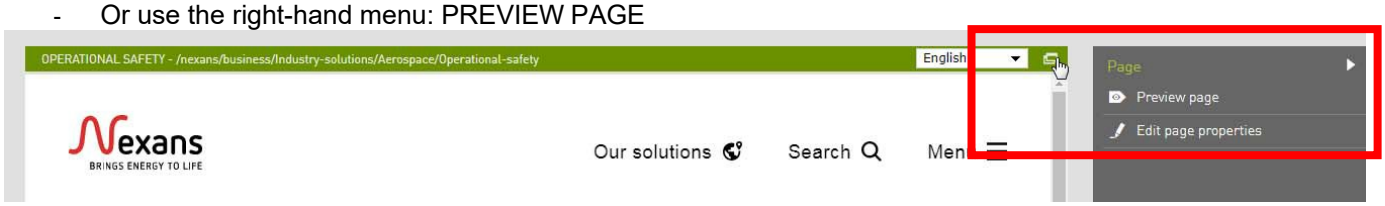


The component that has just been added to the page or duplicated in it will remain selected for further editorial actions.

Previewing pages

Click Preview page to see the page without toolbars

- Either click on the icon on the top right and the page will expand in a new tab
- Or use the right-hand menu: PREVIEW PAGE



Publication status

The page editor displays the publication status in the status bar at the bottom of the screen and on each component that has changed:

- Published (green, solid): Content was published from the author instance to the public instance. Identical content exists on both instances.
- Modified (yellow/amber, two rings): Content was modified since publication. The author instance is not in sync with the public.
- Unpublished (red, one ring): Content exists only on the author instance. It was never published.

Publishing means transferring content from a Magnolia author instance to public instances. The technical term for this process is activation.

Scheduled publishing
Publishing can be scheduled (activation) to a future date and include approval steps. Workflow is an Enterprise Edition feature. The editor who launches the publication workflow can add a comment for the reviewer and set a publication date.

Deleting and restoring

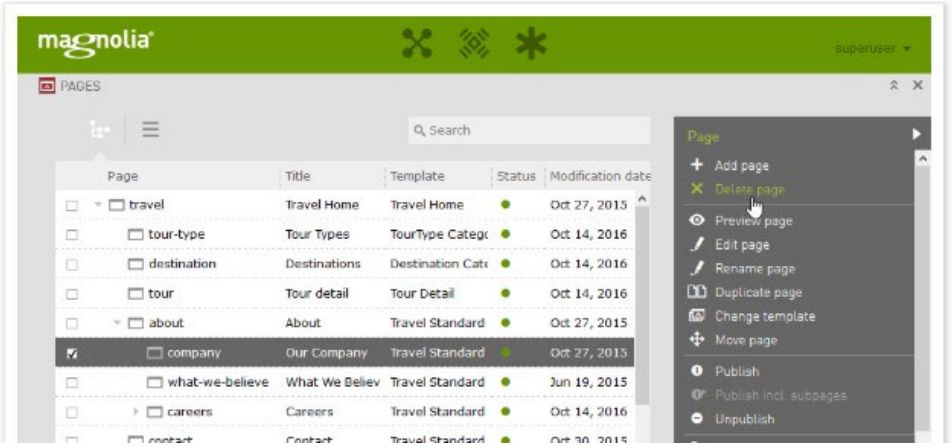
Editorial content is not deleted immediately. It is first marked for deletion. The deletion happens when the change is published. This provides an opportunity to restore content deleted in error. If workflow is enabled the deletion may be delayed until approved.

The principles and procedures in this section apply to all editorial content, including pages, assets, contacts, categories and any similar content type made available by a content app.

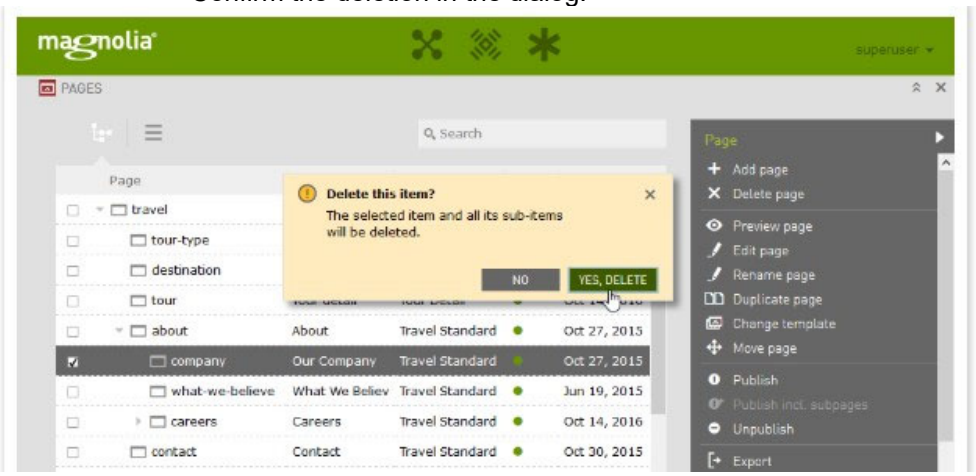
Deleting

When content is deleted it is permanently removed from both instances and cannot be restored.
To delete content:

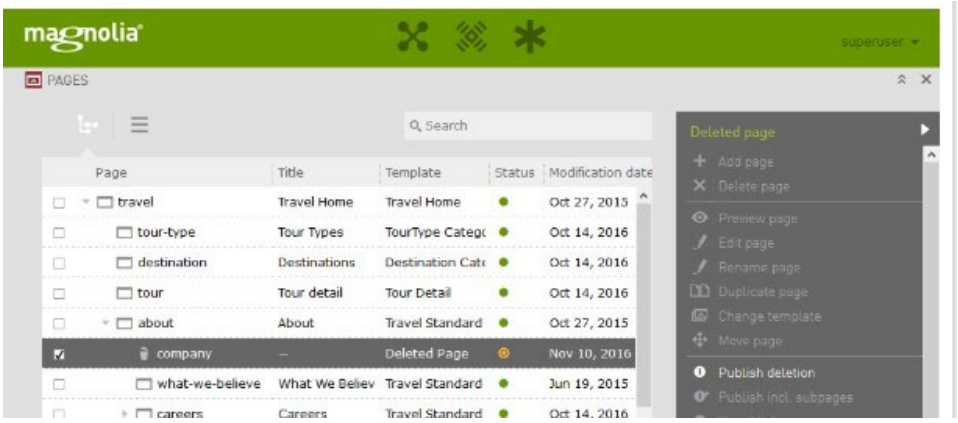
- Select the item and click Delete.



- Confirm the deletion in the dialog.



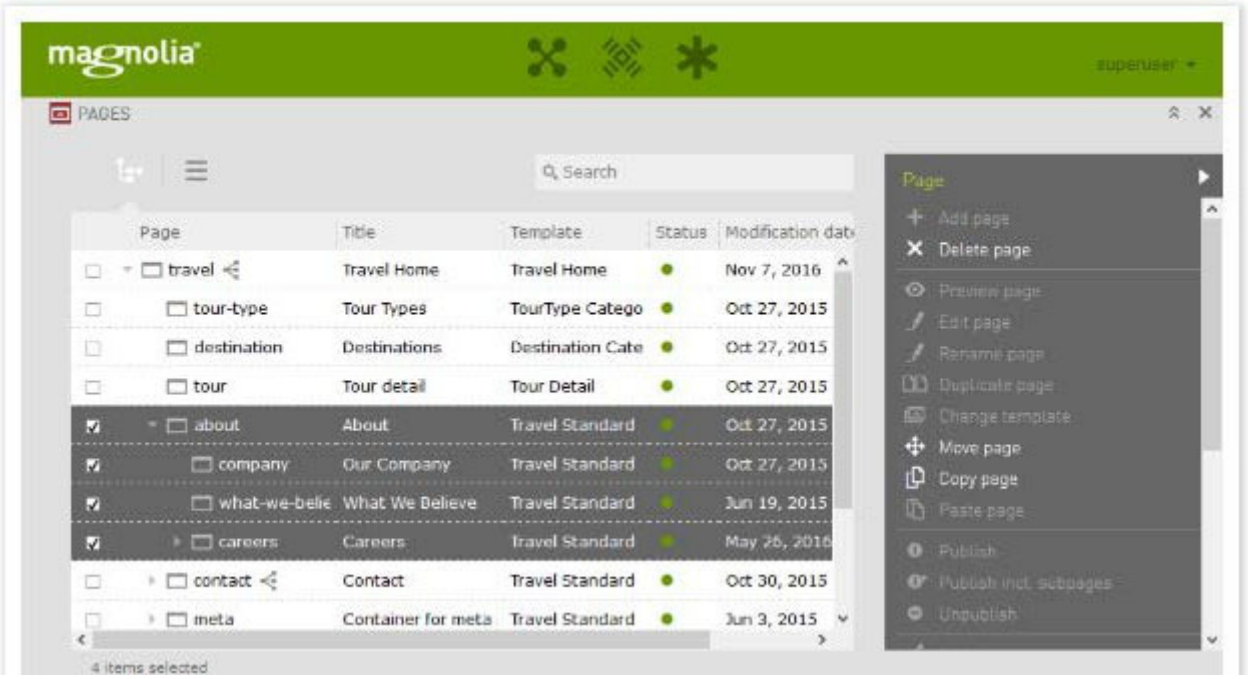
- The item is marked for deletion and the trash can icon renders next to the name. At this point in time:
  A version is created.
  You can still restore the item.



- Click Publish deletion to complete the deletion process.
  If workflow is enabled the item is sent to a publisher for approval.
  If workflow is not enabled, the item is removed from the tree.

Deleting multiple items

You can delete multiple items simultaneously by checking them and executing the Delete action once.

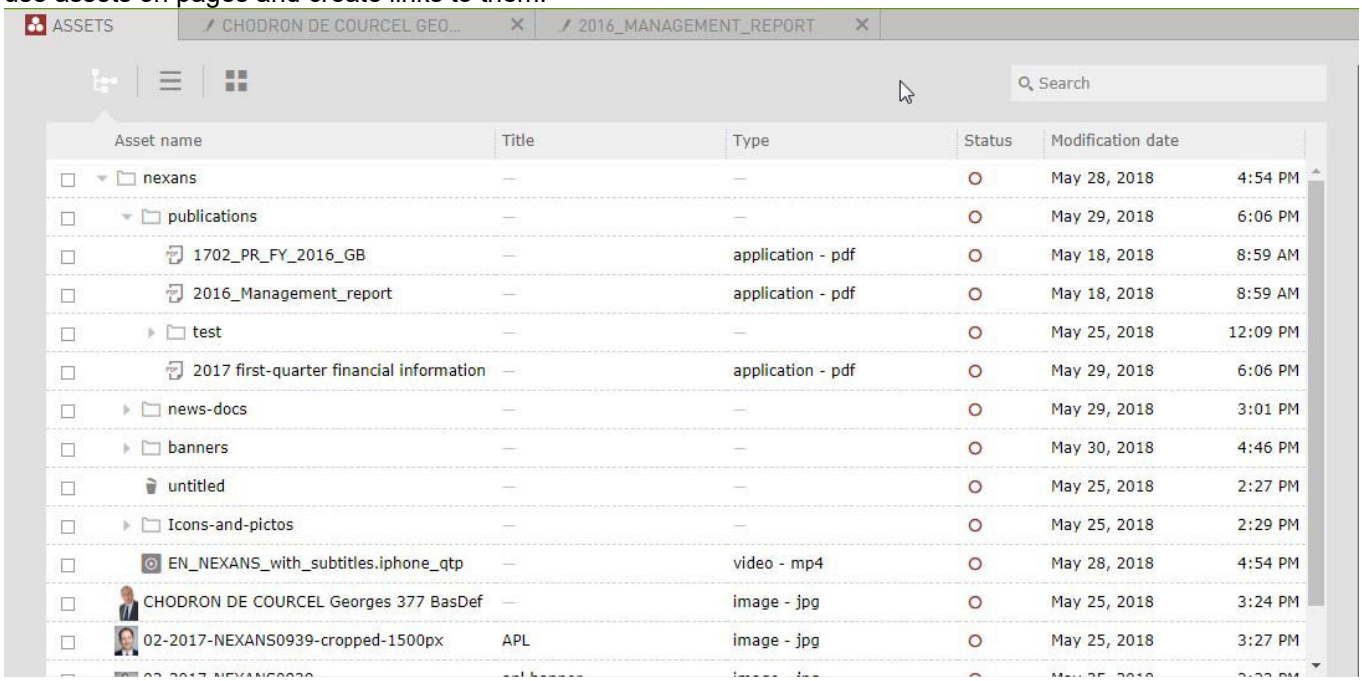


NB: make sure the content you are deleting doesn't contain any dependency. If you are trying to do so, you will get a warning message notifying you of the situation. If you decide to proceed you may have pages that will not be accessible or contain broken links

Restoring
The Restore previous version action restores an item to the state it had before deletion. You can only restore items that are marked for deletion. Once the deletion has been published you can no longer restore the item.

ASSETS

Assets are stored in one centralized location. You can view, manage and edit assets in the Assets app. You can use assets on pages and create links to them.



Assets stored can be used on Web pages, for example to display an image on the page or to link to a downloadable document.

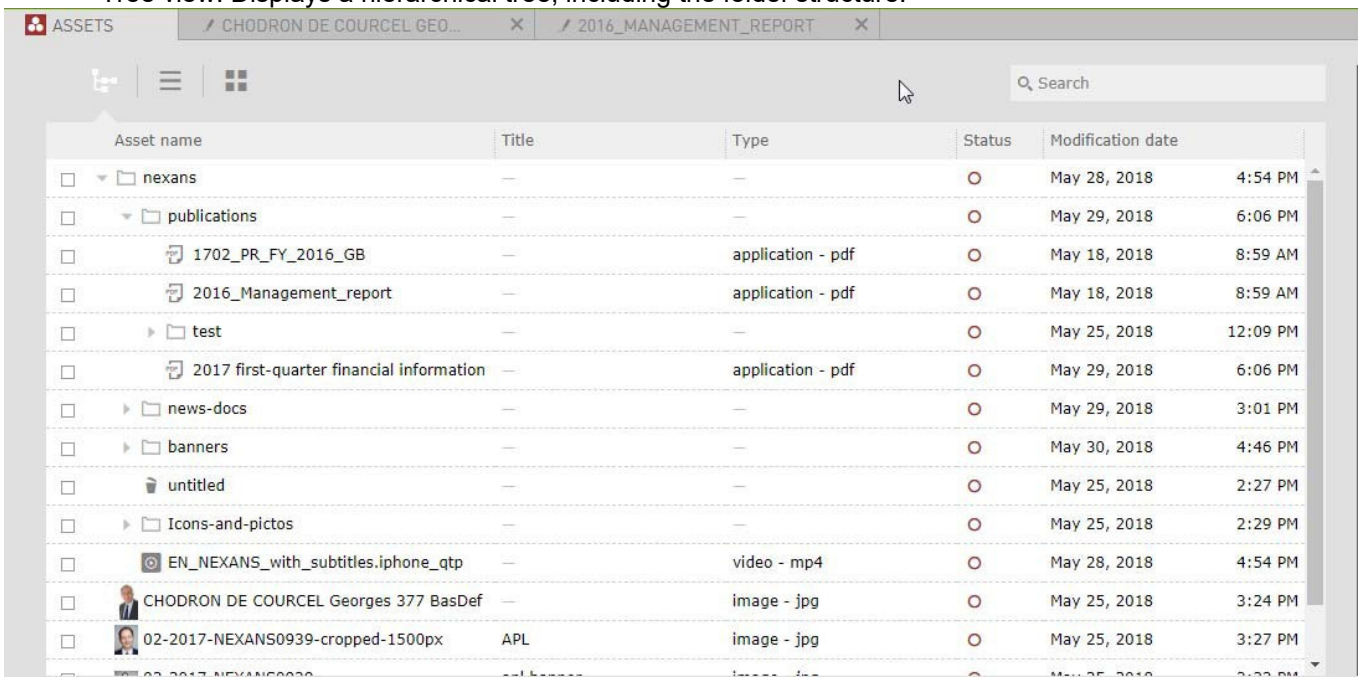
- Store all media types (image, video, audio, Flash, documents) in one place.
- Use assets on Web pages and in custom content types.
- Edit images.
- Metadata.
- Control access to assets and the editing functionality.

The Assets entry provides effective asset management and basic editing features. It is not intended to replace media tools that feature archiving and advanced edit functionality.

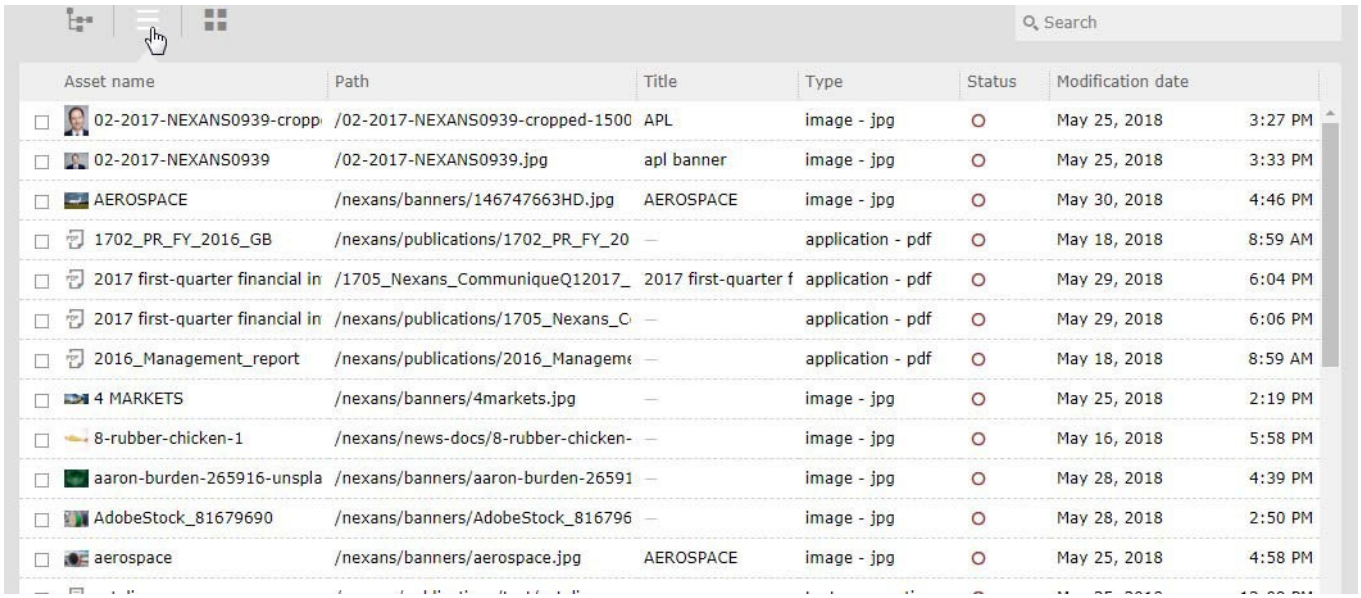
How to manage assets?

You can browse the Magnolia DAM in three views:

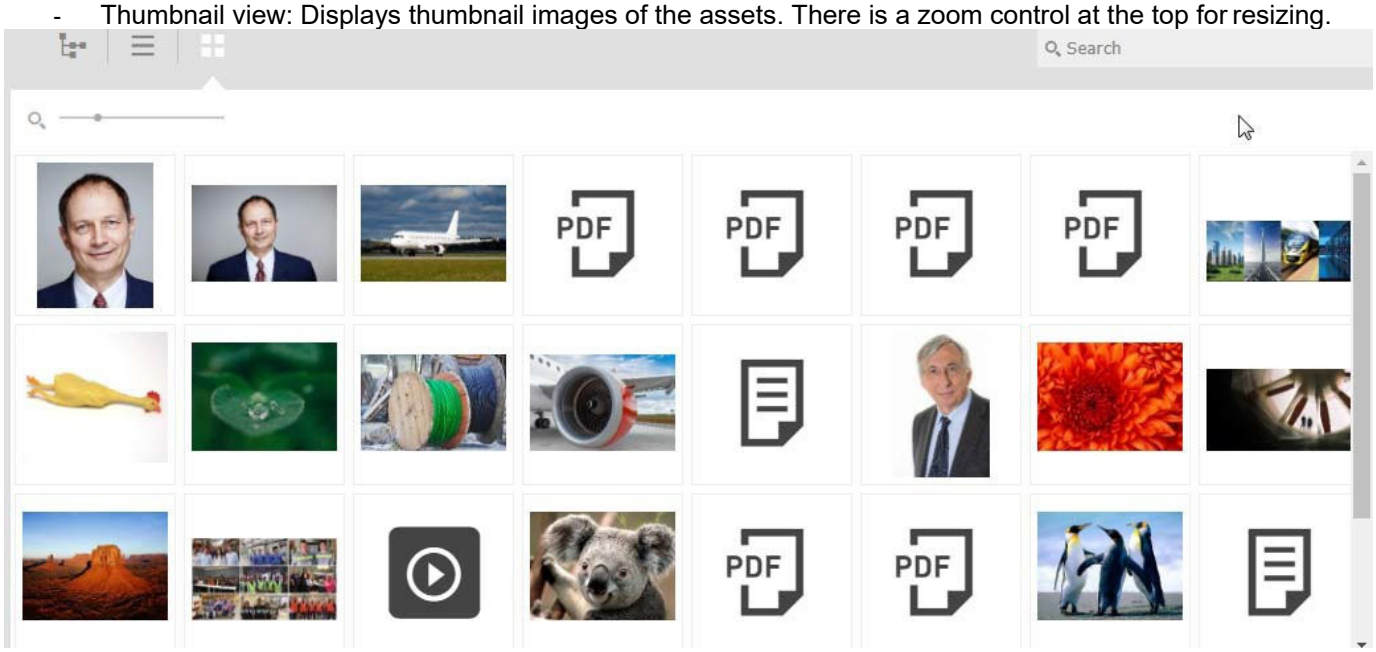
- Tree view: Displays a hierarchical tree, including the folder structure.



- List view: Displays the items individually. You can sort them alphanumerically by clicking the column headings.



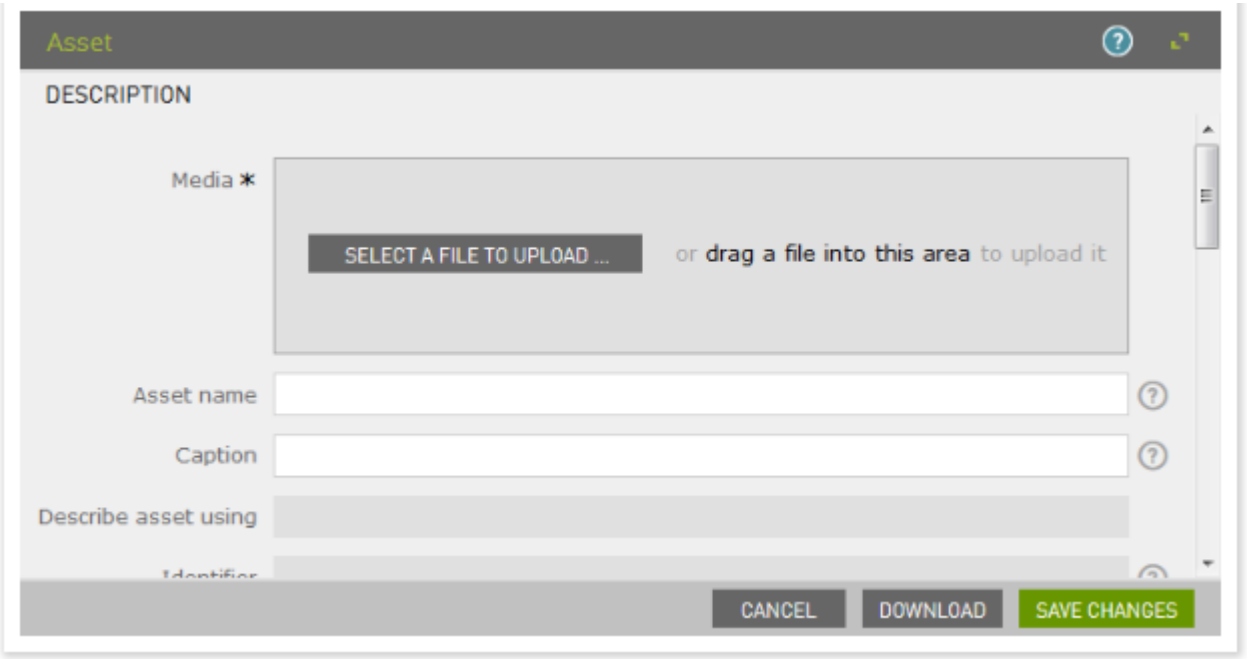
- Thumbnail view: Displays thumbnail images of the assets. There is a zoom control at the top for resizing.



The search box provides a simple search. Asset name, metadata and content of documents are indexed for search. The results display in list view. A Path column is included in the view to help you find the asset but the path not indexed in the default Jackrabbit/Lucene search configuration.

To upload an asset:

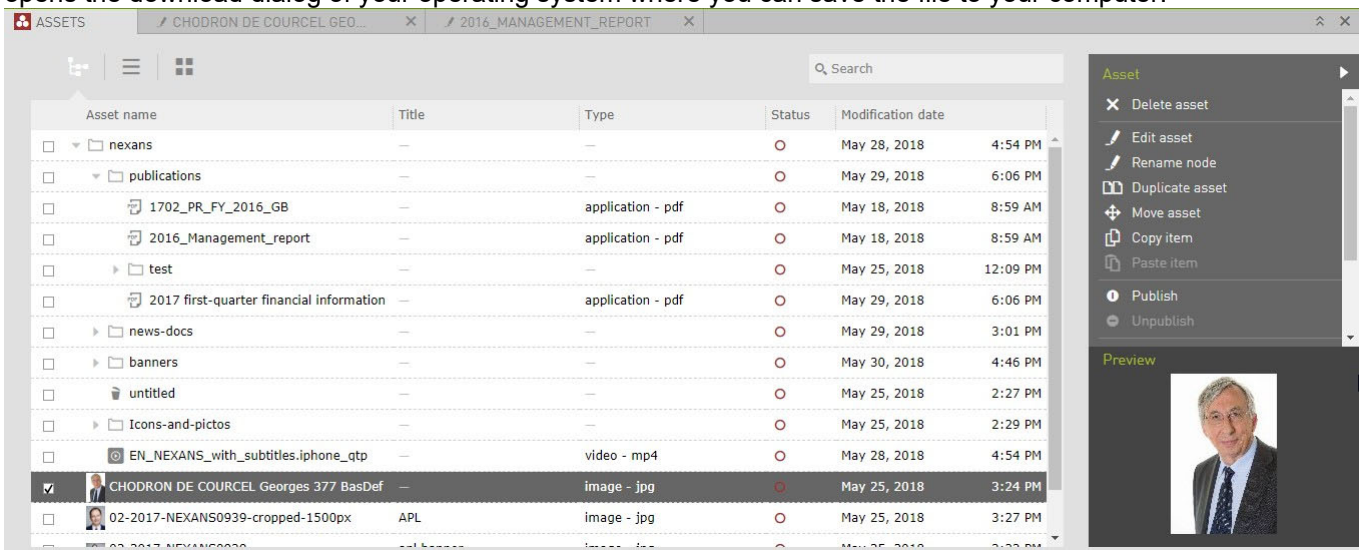
1. Select a parent folder or upload the image at the root level.
2. Click Upload asset.
3. Select a file to upload or drag and drop it into the Media field.



4. The file uploads
5. For images, the image details and a thumbnail display. You can edit the image in Magnolia.
   For other assets, the file details and an asset type icon display

Downloading an asset

To download an asset from the DAM, use the Download asset action in the browser or edit dialog. The action opens the download dialog of your operating system where you can save the file to your computer.

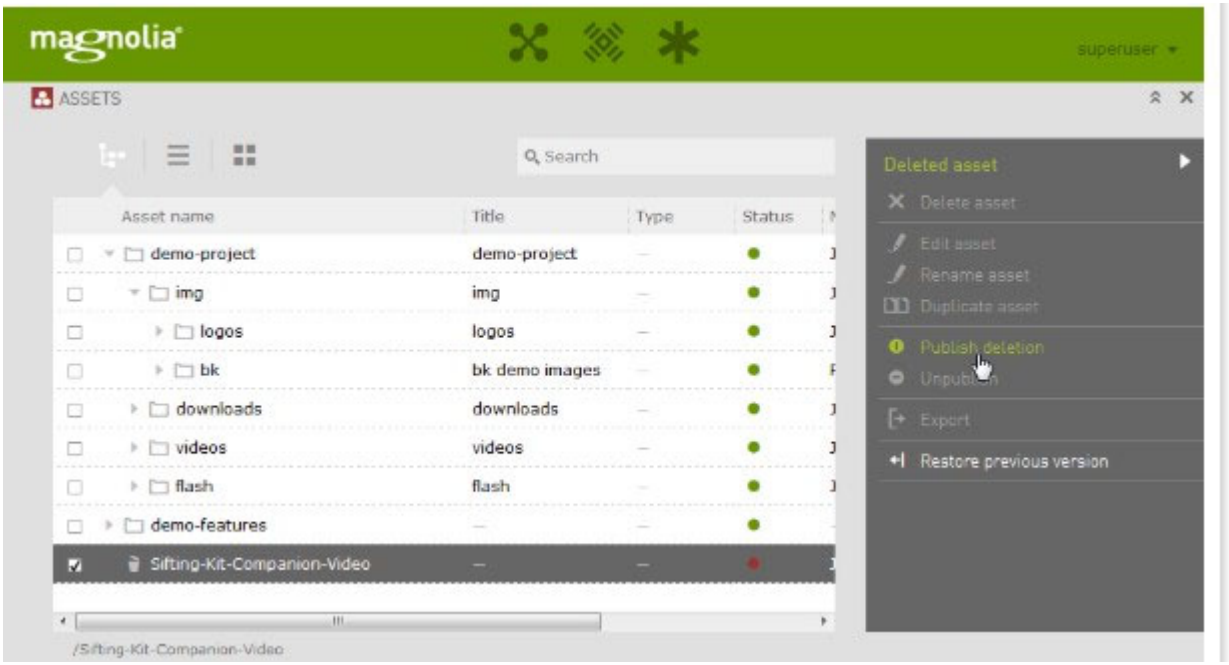


Deleting an asset

Versioning is enabled in the asset management entry. This allows you to restore previous versions of an asset or folder. The delete action marks the node for deletion and the deletion is completed on publication of the deletion.

<u>To delete an asset or folder:</u>

- Select an item.
- Click Delete folder/asset.
- Confirm your action in the dialog. This marks the node for deletion and creates a restorable version. The item icon (folder or node) is replaced with the trash bin.
- Click Publish deletion to complete the deletion. At this point you can cancel the deletion by clicking Restore previous version.

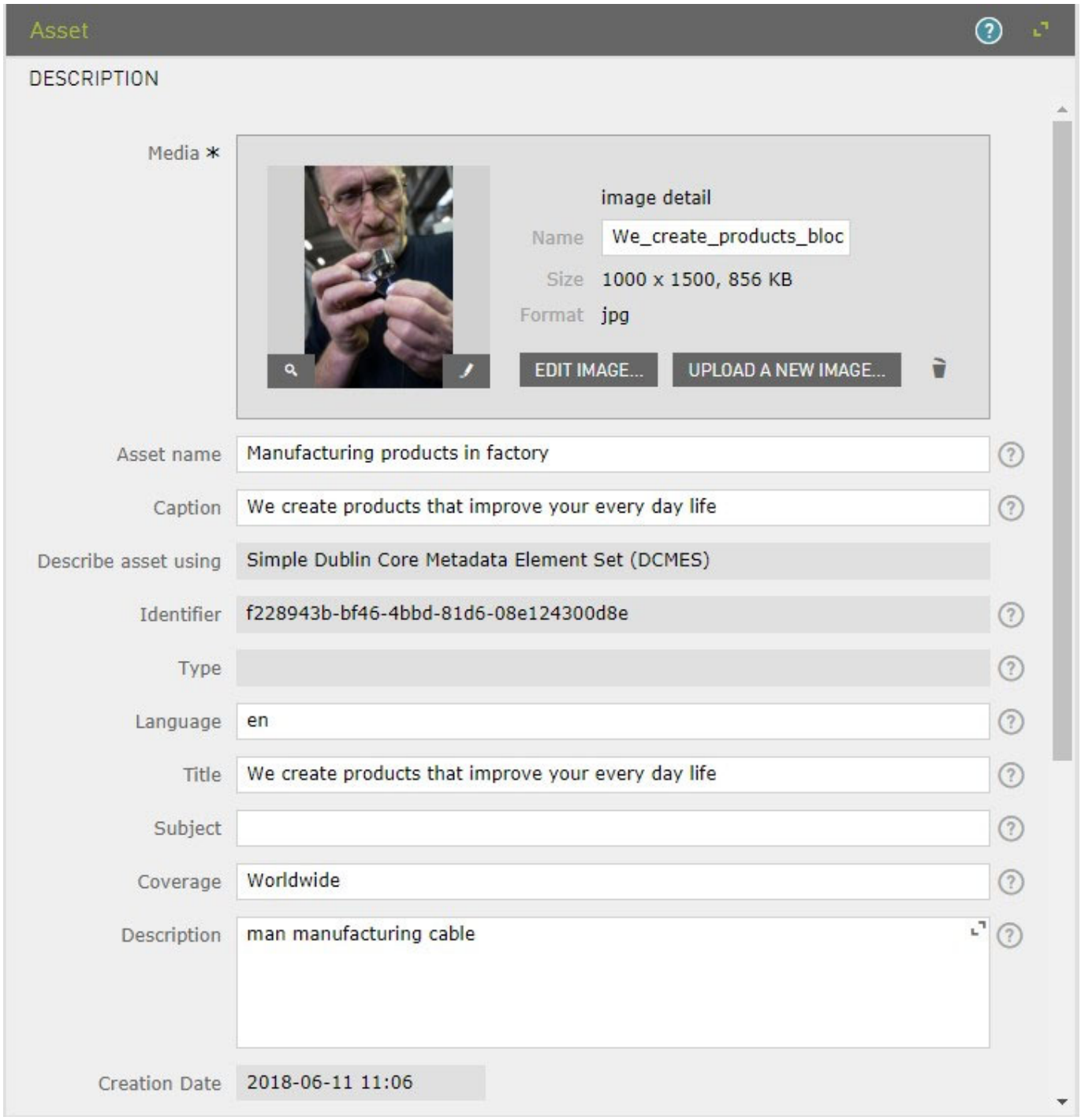


Images

A whole series of information is required when uploading images on the site which is called: asset metadata. The more you fill in the better it is when it comes to asset management.

Asset metadata

The metadata fields are located in the Asset dialog. You can set metadata when uploading or add/edit it by clicking Edit asset to open the dialog. **Please make sure the fields in red are filled in**



the system records certain data automatically and the content of these fields typically cannot be edited and are disabled. By default, the following fields cannot be edited (those marked with an * are not currently used) :

- Asset name: if not filled in, will be equal to the file name. Make sure you enter a proper name/description to retrieve it more easily afterwards
- Caption: will be displayed next to the asset name
- *Identifier: An unambiguous reference to the resource within a given context. An alphanumerical string is used to identify and reference the asset. Editors can move assets without breaking links in the DAM.

- *Type The nature or genre of the resource.
- Language: specify language of picture if any using standard code (en for ENGLISH and fr for FRENCH)
- Title: title of the picture
- Subject: topic of the picture / keywords, description…
- Coverage: Scope of the asset. Typically this refers to a place, period or jurisdiction.
- Description: Full description of the asset. Displayed, for example, when an image is zoomed in the Image Gallery component.
- * Creation Date: Date of upload.
- * Modification Date: Date of last modification.
- * Creator *: An entity primarily responsible for making the resource..
- Description: Full description of the asset. Displayed, for example, when an image is zoomed in the Image Gallery component.
- Publisher: Original publisher of the asset if being republished from another source.
- Contributor: Use to name asset contributors.
- Rights: Type of copyright ©
- Source: A related asset from which this asset is derived.
- Relation: Related assets.
- Document Type
- Category => tag

Setting alt attributes

The alt attribute of the img tag specifies alternative text for an image when that image cannot be displayed on a page. The standard rule is to use concise text that serves the same function as the image.

Editing images

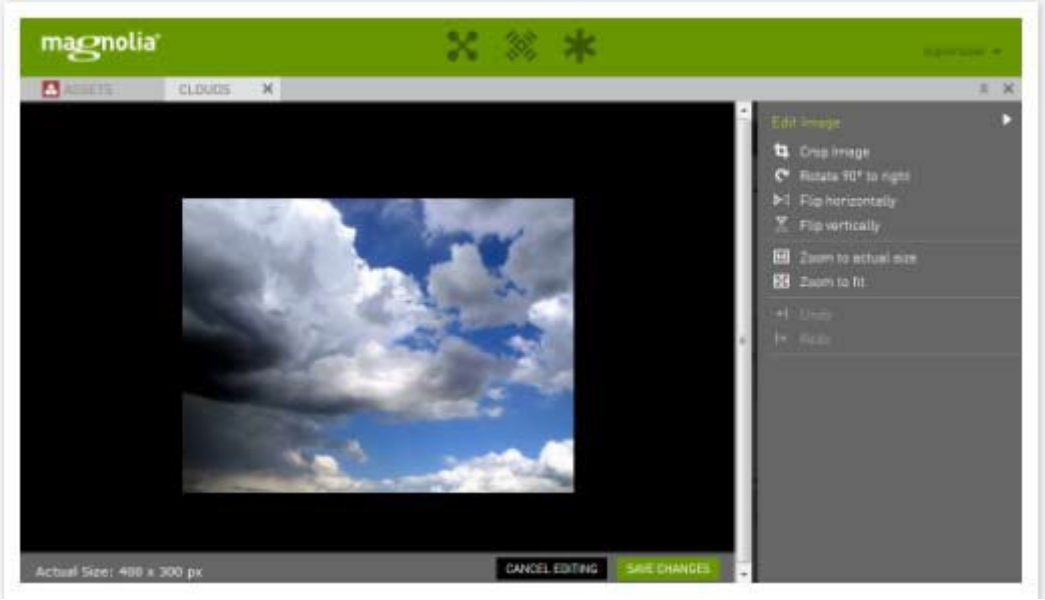
The Asset management page provides basic image editing functionality. You can edit all images, i.e. uploaded images and duplicates. Images are edited in the image editor.

To open the image editor:

1. Select an image.
2. Click **Edit asset** in the action bar.
3. Click or **Edit image** in the **Media** field.
4. The image editor opens in the same tab.

NOTE: If you edit an image directly after upload, the edited image will be stored in the asset management and you will not be able to revert to the uploaded version without re-uploading. To retain the uploaded version, save it directly after upload and edit a duplicate.

The image editor displays:

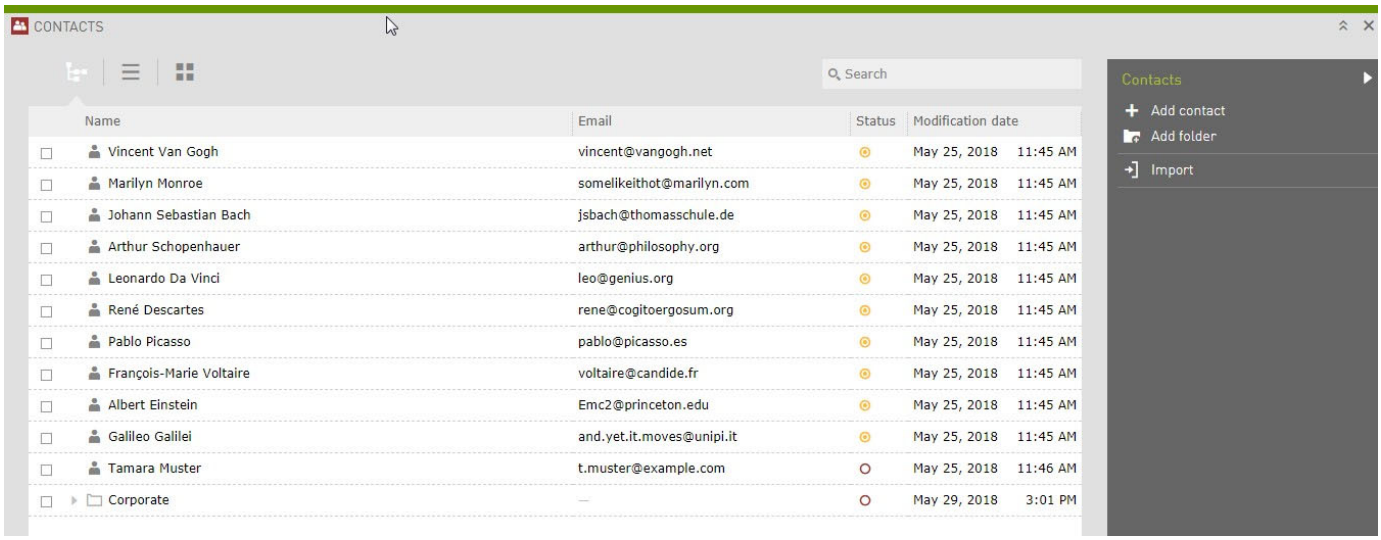


- Image in full size. If the image is larger than the available screen, scroll bars display to the right and below the image.
- Editing actions: Edits are executed sequentially, for example you can crop, then rotate, then crop again.
- Crop: Crops the image.
- Rotate: Rotates the image 90° to the right with each click.
- Flip: Flips the image either horizontally or vertically.
- Undo/Redo: Reverts to the state before the previous edit action, or re-executes the previous edit action. During the editing process the action names change dynamically to indicate what will be undone or redone, for example Undo crop image and Redo rotate right.
- Viewing actions:
- Zoom: Zooms the image to fit the window or to the actual image size. (warning) Once you have scaled to fit you can continue to resize your browser and the image will continue to adapt dynamically.
- Image size (in pixels) below the image.
- Cancel editing and Save changes. Both actions close the editor and return you to the Asset dialog. The button names change dynamically to Crop image and Cancel after executing a crop, but for other editing actions they retain their default state.

You can edit a number of images simultaneously by opening the image editor in multiple tabs. This is useful when making the same edits to many images, for example cropping to the same size or flipping.

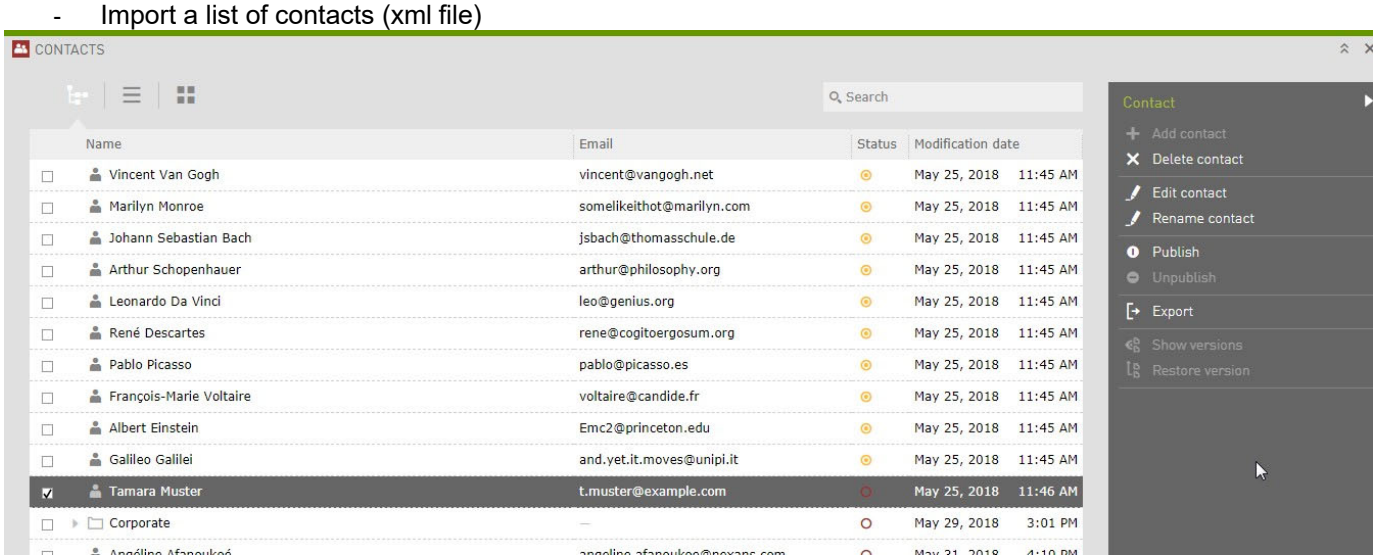
CONTACTS

Contacts are stored in one centralized location. You can view, manage and edit assets in the Contacts entry. You can use contacts on pages and allocate therefore specific contacts to specific contents.



You can classify contacts in specific folders (corresponding to the sections of your site for instance).
From this page, you can

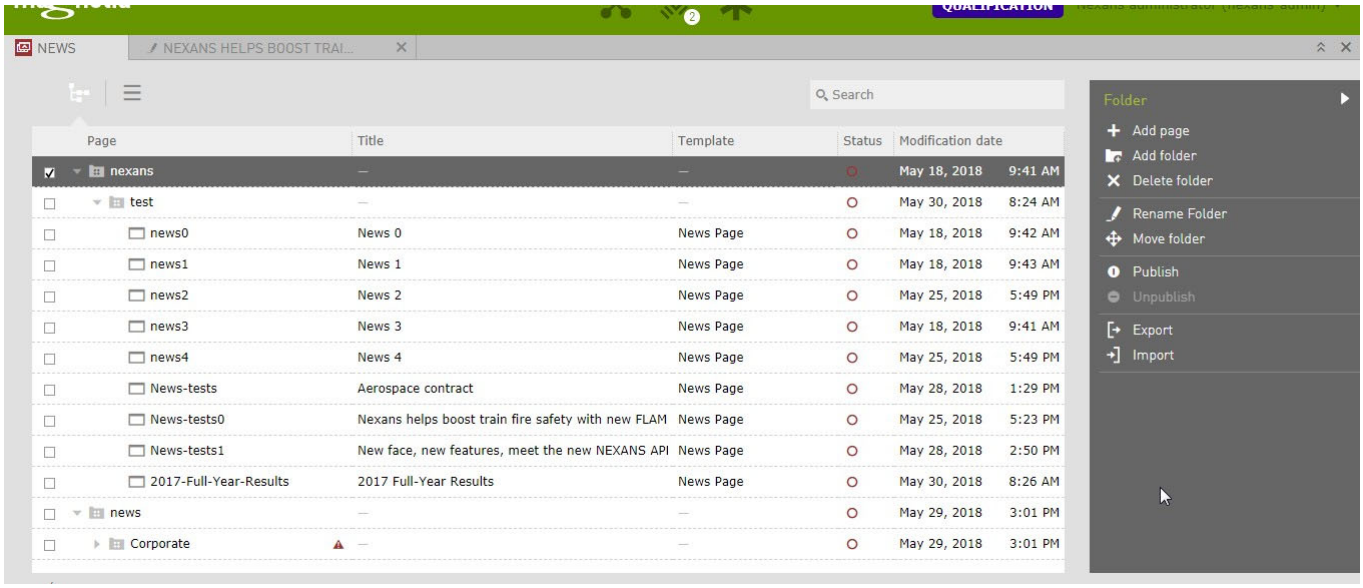
- Add a folder containing a list of contacts
- Add a contact (click on ADD contacts in the right-hand menu)
- Modify existing contacts (when selecting one of them)
- Delete existing contacts
- Import a list of contacts (xml file)



BLOG AUTHORS: authors on blog posts will be managed like contacts. Authors will be stored in a specific folder (associated with the corresponding blog on the site). Additional information is needed for blog posts (optional but still nice to have): picture and biography of the contacts. That information will be filled in the contact sheet.

NEWS

News are stored in one centralized location. You can view, manage and edit them in the News entry. News will be displayed in the NEWSROOM section under a news list. They can also be displayed on various pages of the site (manual selection / selection based on tags / latest news). News will bear tags (based on a predefined list of categories) to allow easier selection and filtering from the news page but also from any other page of the site.



You can classify news in specific folders (Year / topics …) to retrieve them more easily once created and should you need to pull them from various pages.
From this page, you can

- Add a page – detailed news page only
- Add a folder containing a list of news
- Delete a folder (be careful when doing so that this folder doesn't contain any news)
- Rename folder
- Move folder
- Publish content
- Export in specific formats
- Import

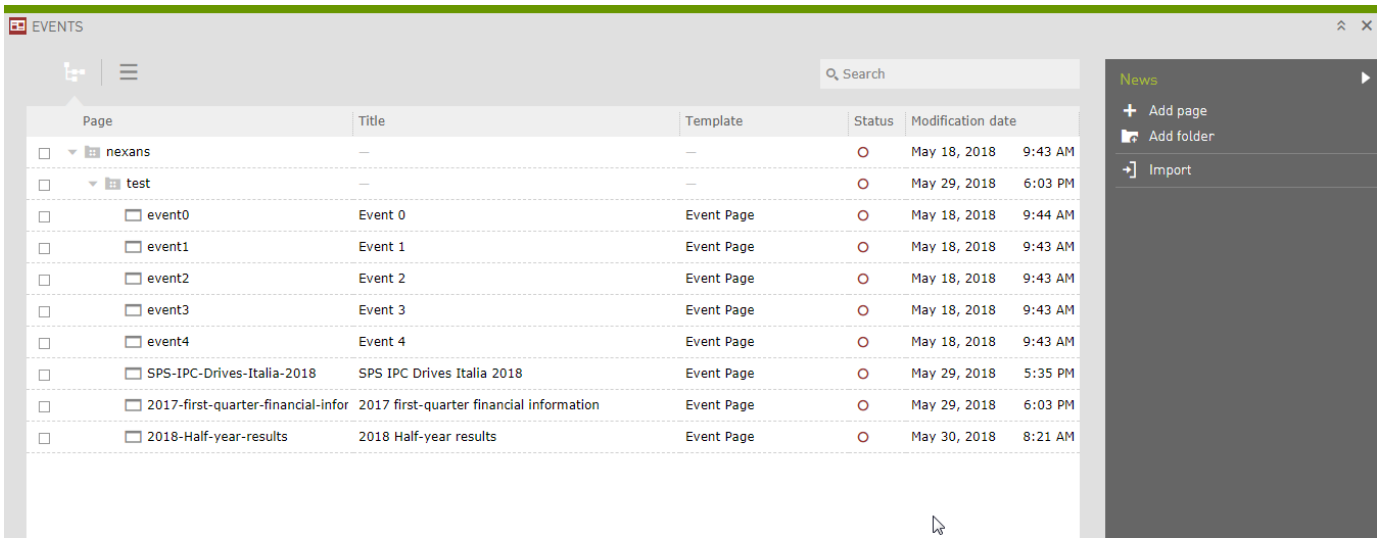
When selecting a news, you can

- Edit it to modify it
- Rename
- Delete
- Duplicate (to create new ones)
- Move the page
- Export / import

All news must be created in this entry. To create a news, just position your mouse on a folder and click on Add page. One single page template is available News page. Please refer to news section to get additional information about type of components you may use in this template.

EVENTS

Events are stored in one centralized location. You can view, manage and edit them in the Events entry. Events will be displayed in the NEWSROOM section under an event list. They can also be displayed on various pages of the site (manual selection / selection based on tags / latest events.
Events will be tagged just like the news to allow an easier selection and filtering. On top of the category, they will also be tagged per type of events – based on a predefined list.



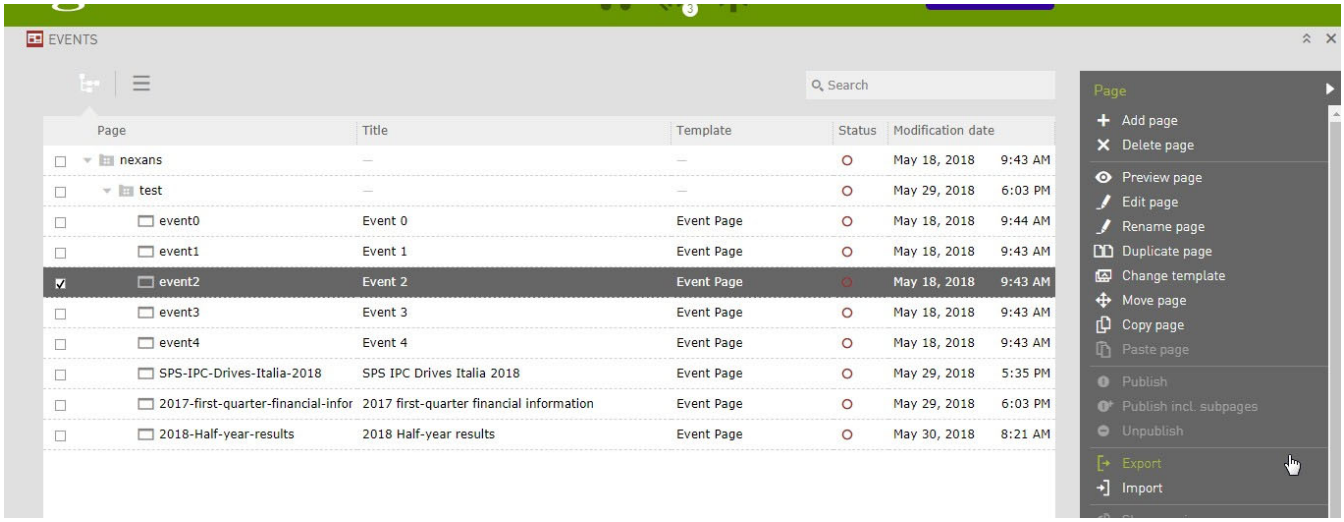
You can classify events in specific folders (Year / topics …) to retrieve them more easily once created and should you need to pull them from various pages of the site.
From this page, you can

- Add a page – detailed event page only
- Add a folder containing a list of events
- Delete a folder (be careful when doing so that this folder doesn't contain any event)
- Rename folder
- Move folder
- Publish content
- Export in specific formats
- Import

When selecting an event, you can

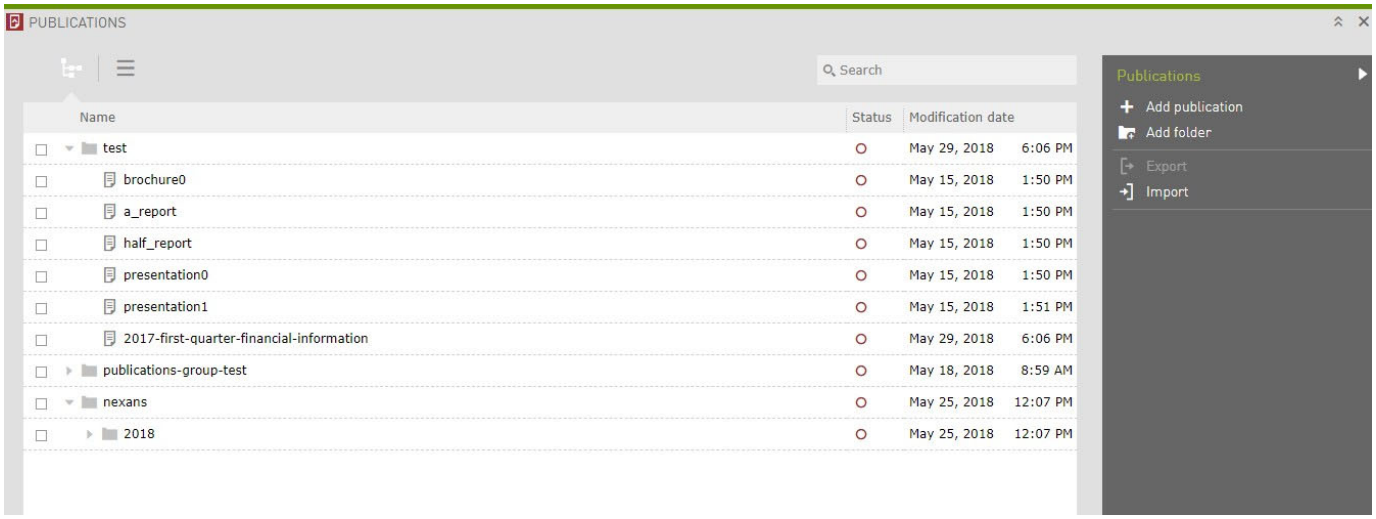
- Edit it to modify it
- Rename
- Delete
- Duplicate (to create new ones)
- Move the page
- Export / import

All events must be created in this entry. To create an event, just position your mouse on a folder and click on Add page. One single page template is available Event page. Please refer to news section to get additional information about type of components you may use in this template.



PUBLICATIONS LIST

Publications are stored in one centralized location. You can view, manage and edit them in the Publications entry. Publications will be displayed in the NEWSROOM section under a publication list. They can also be displayed on various pages of the site (manual selection / selection based on tags / latest publications).
Publications will be tagged just like the news to allow an easier selection and filtering. On top of the category, they will also be tagged per type of documents – based on a predefined list.



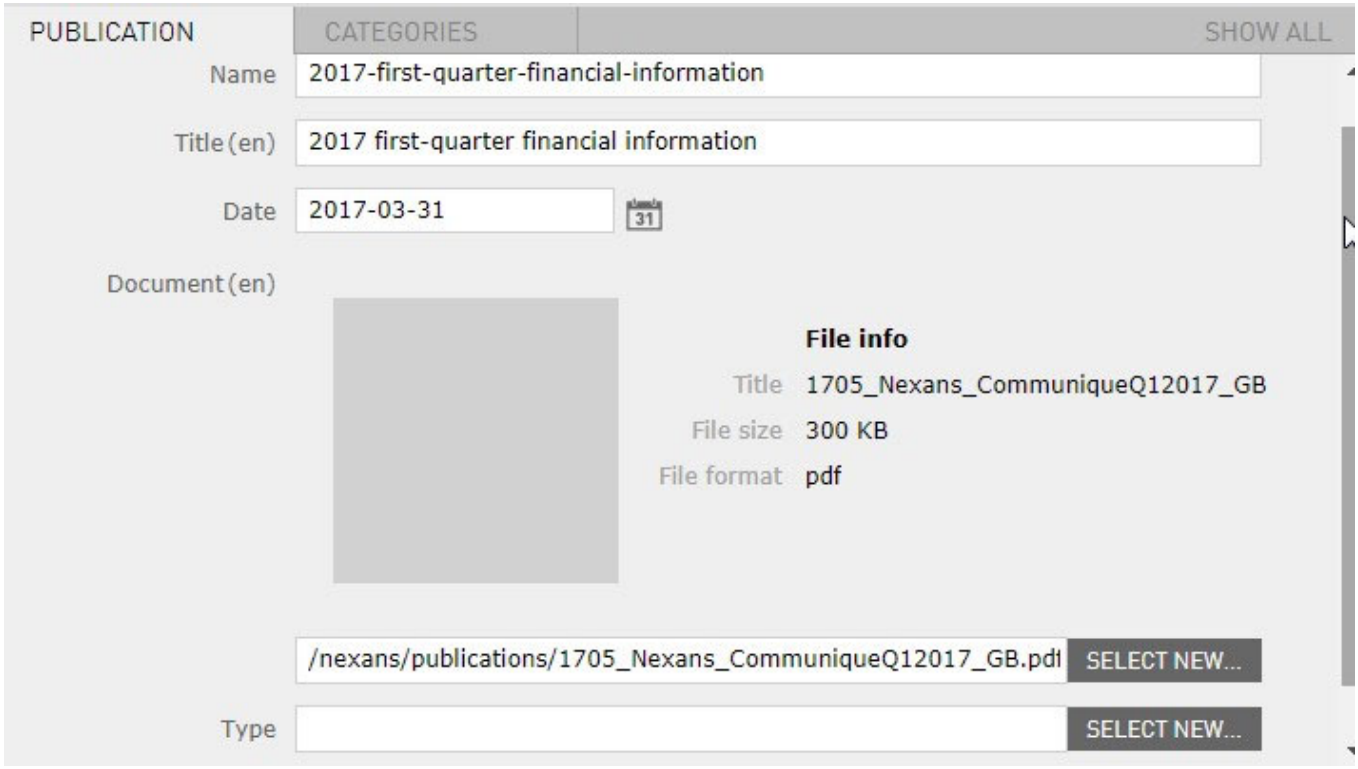
You can classify publications in specific folders (Year / topics …) to retrieve them more easily once created and should you need to pull them from various pages of the site.
From this page, you can

- Add a publication
- Add a folder containing a list of publications
- Delete a folder (be careful when doing so that this folder doesn't contain any publication)
- Rename folder
- Move folder
- Publish content
- Export in specific formats
- Import

When selecting a publication, you can

- Edit it to amend
- Delete it

All publications must be created in this entry. To create a new publication, just position your mouse on a folder and click on Add publication.
You will need to fill in a series of elements

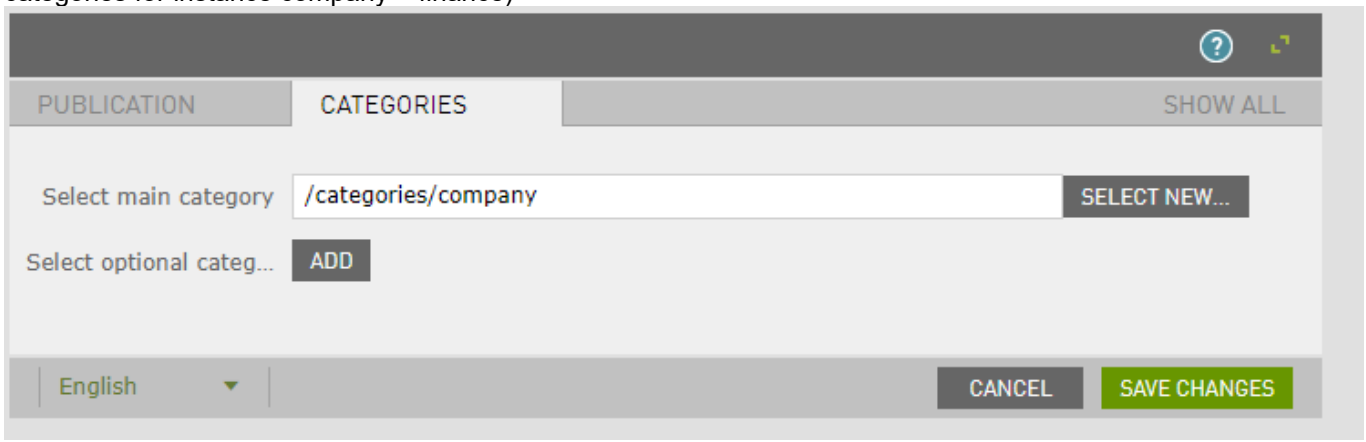


Publication tab

- Name: name of the file in the repository
- Title (en): title that will be displayed on the page in ENGLISH
- Date of the publication
- Upload the document (in English)
- Type: select the corresponding tag for the document type

Don't forget to do the same in FRENCH by switching language at the bottom of the window to proceed with the FRENCH versions

Categories tab: allocate one main categories and optional ones (if a document should be found under several categories for instance company + finance)



Select the main one in the list (the main one will be displayed on the page) and if needed optional ones (you can add as many as you need – they will be used for the search);

PUBLICATION SET

In order to ease the management of a great deal of documents of the site (for instance FINANCE), an alternative of the standard publication list is available which is called PUBLICATION SET.
Publication set templates will allow you to create publications list pages gathering some specific types of

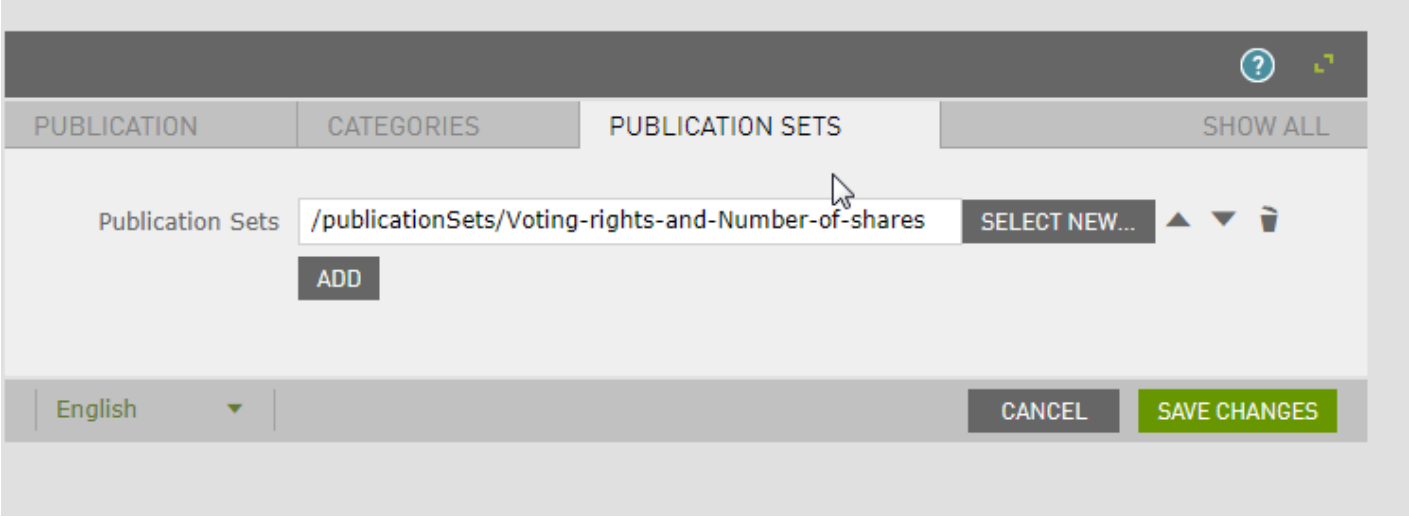
publications.
This template is available from any page of the site;

Regulatory-information	Regulated Information	Editorial Page	●	Sep 18, 2018	4:20 PM
Number-of-shares-and-votir	Number of shares and voting rights	Publication Set	●	Sep 18, 2018	1:29 PM
Share-buyback	Share buyback	Publication Set	●	Sep 18, 2018	1:30 PM
AMF-notes	AMF Notes	Publication Set	●	Sep 18, 2018	1:30 PM
Inside-information	Inside Information	Publication Set	●	Sep 18, 2018	1:30 PM
Statutory-information	Statutory Information	Publication Set	●	Sep 18, 2018	1:30 PM
Quarterly-financial-informat	Quarterly Financial Information	Publication Set	●	Sep 18, 2018	1:30 PM

The publication set template picks up and displays publications that are tagged according to what you will set. Therefore, in order to retrieve publications within publication set templates, you'll have to make sure that the corresponding tags are set at publication level.

How to add a publication set?
Publications Sets are managed and created centrally. If you wish to add new values to the list / remove or amend existing ones, please contact the central support teams.

When adding/editing a publication, go to the tab PUBLICATIONSET

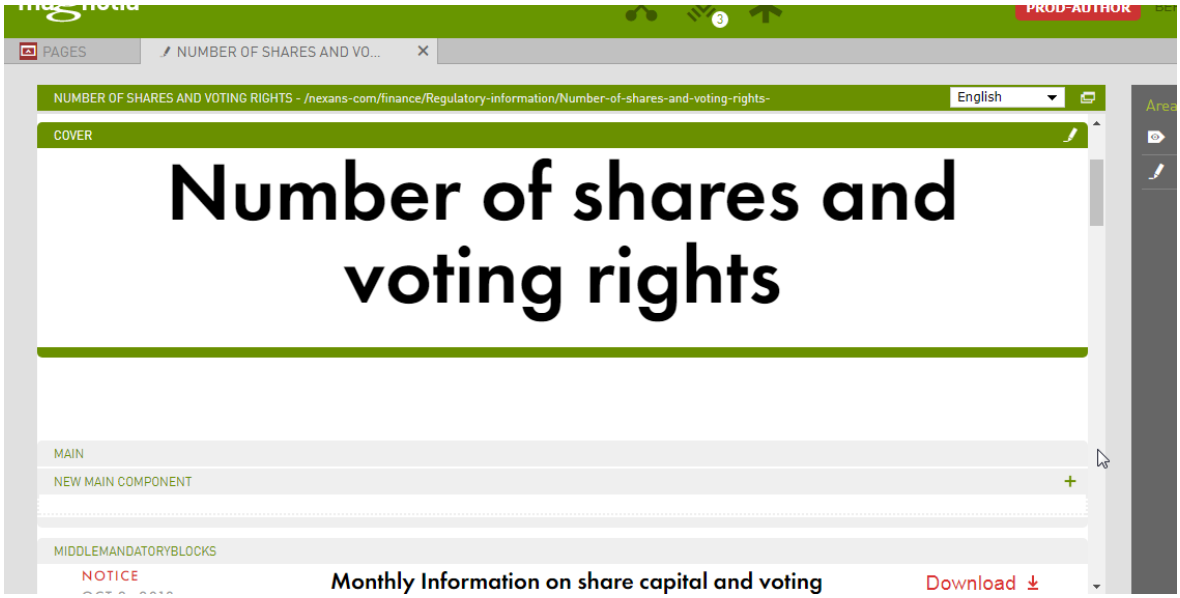


Select one or several publications sets from the predefined list.

Once defined, click on SAVE CHANGES.
Please note that this tag will not be visible to external users, it's purely used to manage the publication set templates.

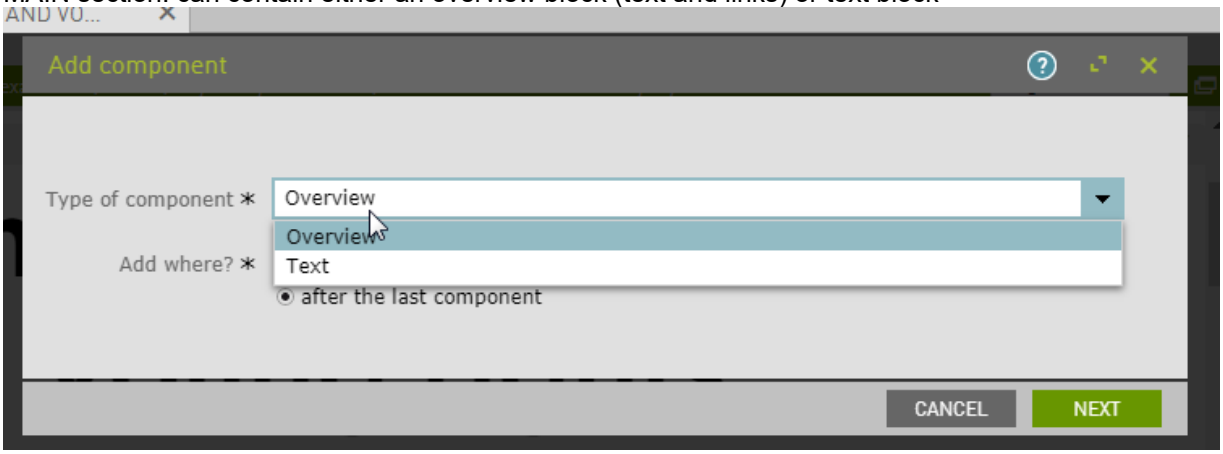
Once your publications are all tagged properly, you can create the corresponding publication set types of pages. The publication set pages are similar to publication list types, apart from the fact that they don't have any filters showing at the top of the page (considering they are already filtered, there is no need to add such filters).

Once the page has been added to the chosen section, edit the page:

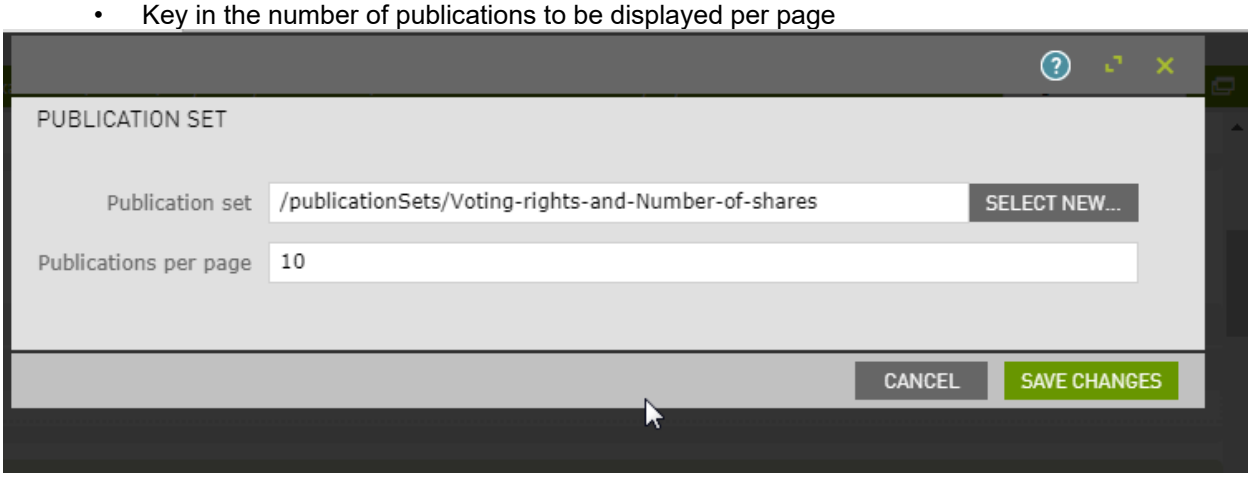


The page is made up of the following components

- COVER: made up of a title, introduction, image (optional), button text (optional – for cover image mostly).
- MAIN section: can contain either an overview block (text and links) or text block



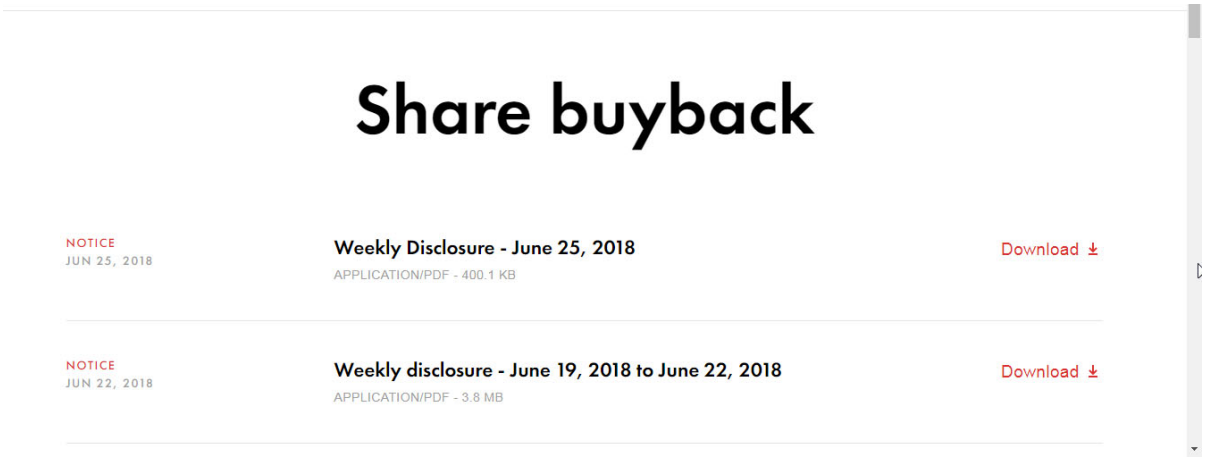
- MIDDLE MANDATORY BLOCK: will hold the publication set component
    - Select the publication set in order to pick the corresponding publicatinos
    - Key in the number of publications to be displayed per page



- BOTTOM MANDATORY BLOCKS: as on other pages, contain the RELATED TRANSVERSAL blocks

Don’t forget to fill in the French version for each component as well.

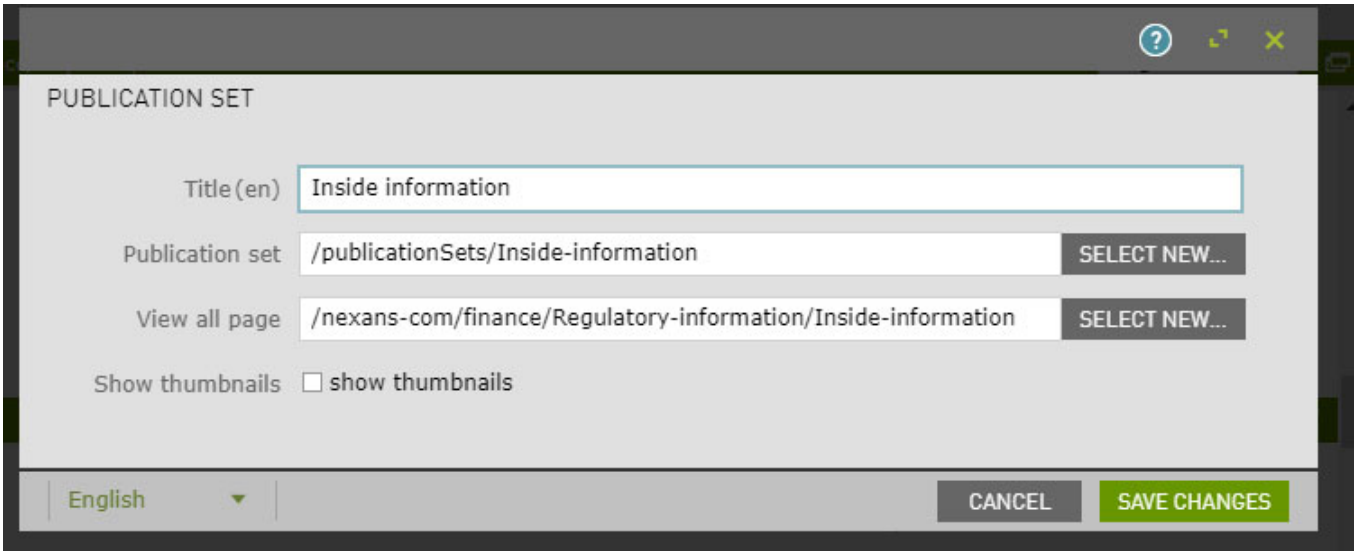
Once done, you'll be able to publish your page



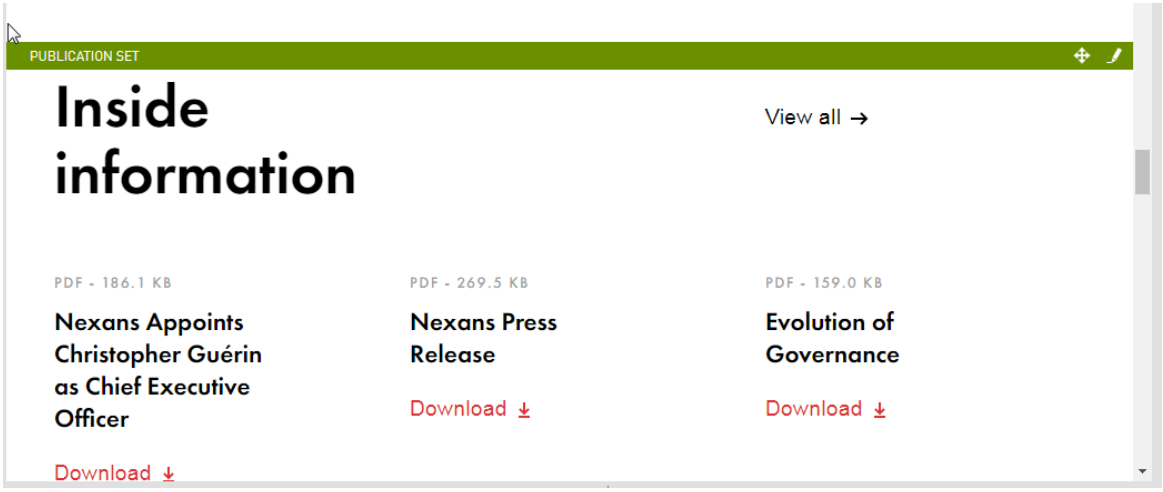
The publication set component can also be included within other pages of the site, like a section home page for example. This will allow you to pick up some specific publications from other pages of the site and then direct to the publication set pages where all the documents can be found.

Example: once your publication set type of page has been created, you will certainly want to direct people to that particular page. To do so, go to the section page where you'd like to highlight some of the documents.

Add a new component within the page PUBLICATION SET – instead of adding a standard publication list component.

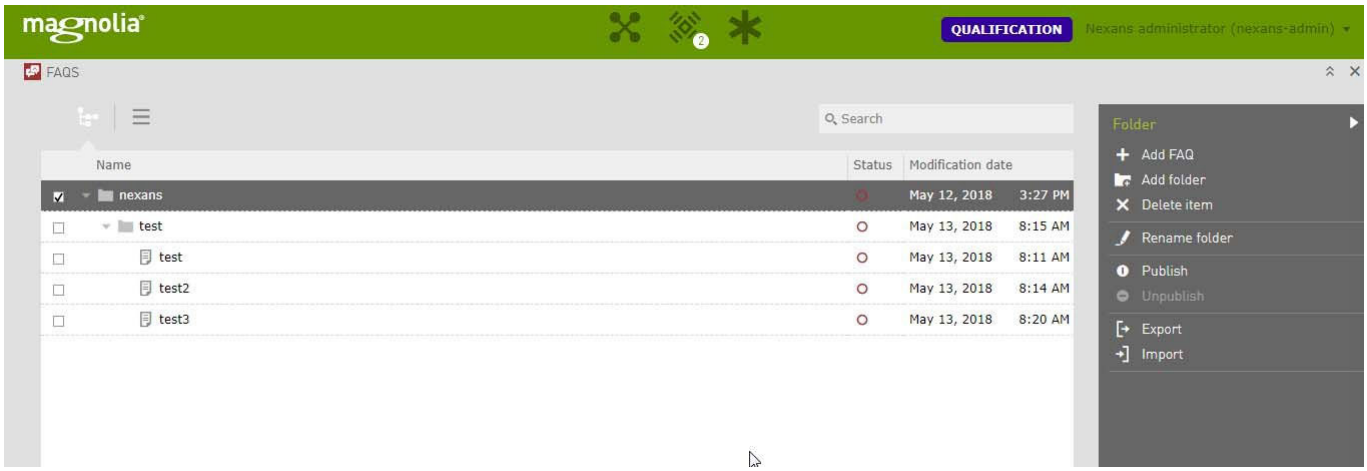


- Key in the title and then select the publication set (tag you added at publications level) from the predefined list.
- Select the target page (the block will only show 3 publications, then the view all link will allow users to go to the page where all corresponding publications will show)
- You can decide to show thumbnails of the publications (cover image)



FAQ

FAQs are stored in one centralized location. You can view, manage and edit them in the FAQs entry. FAQ pages can be added in various sections of the site and may contain a selection of topics and their corresponding questions and answers that were created in the FAQ section.



It is highly recommended to classify FAQ in folders to be able to retrieve them up easily and pick the relevant ones from the corresponding pages (topics).

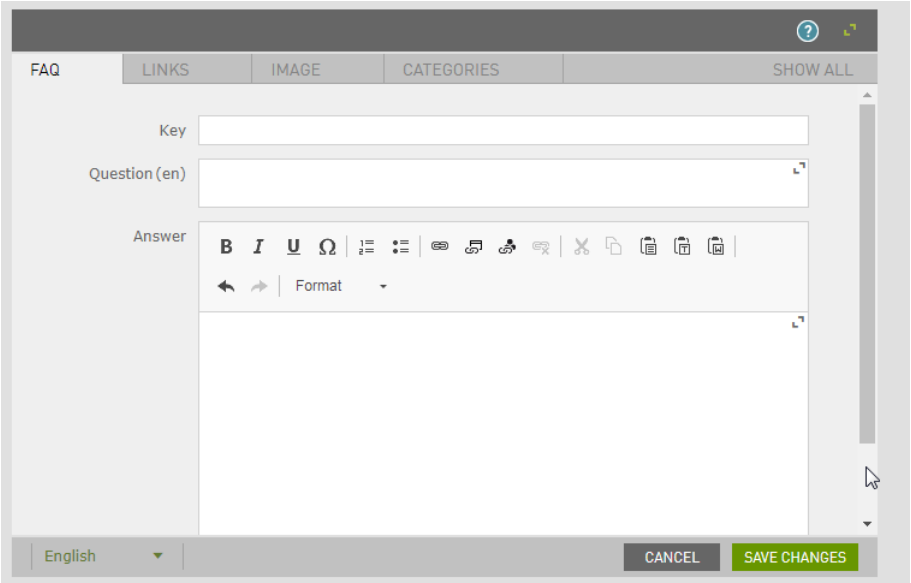
From this page, you can

- Add a FAQ
- Add a folder
- Delete an item
- Rename folders
- Publish
- Export in specific formats
- Import

When selecting a FAQ, you can

- Edit it to modify it
- Delete

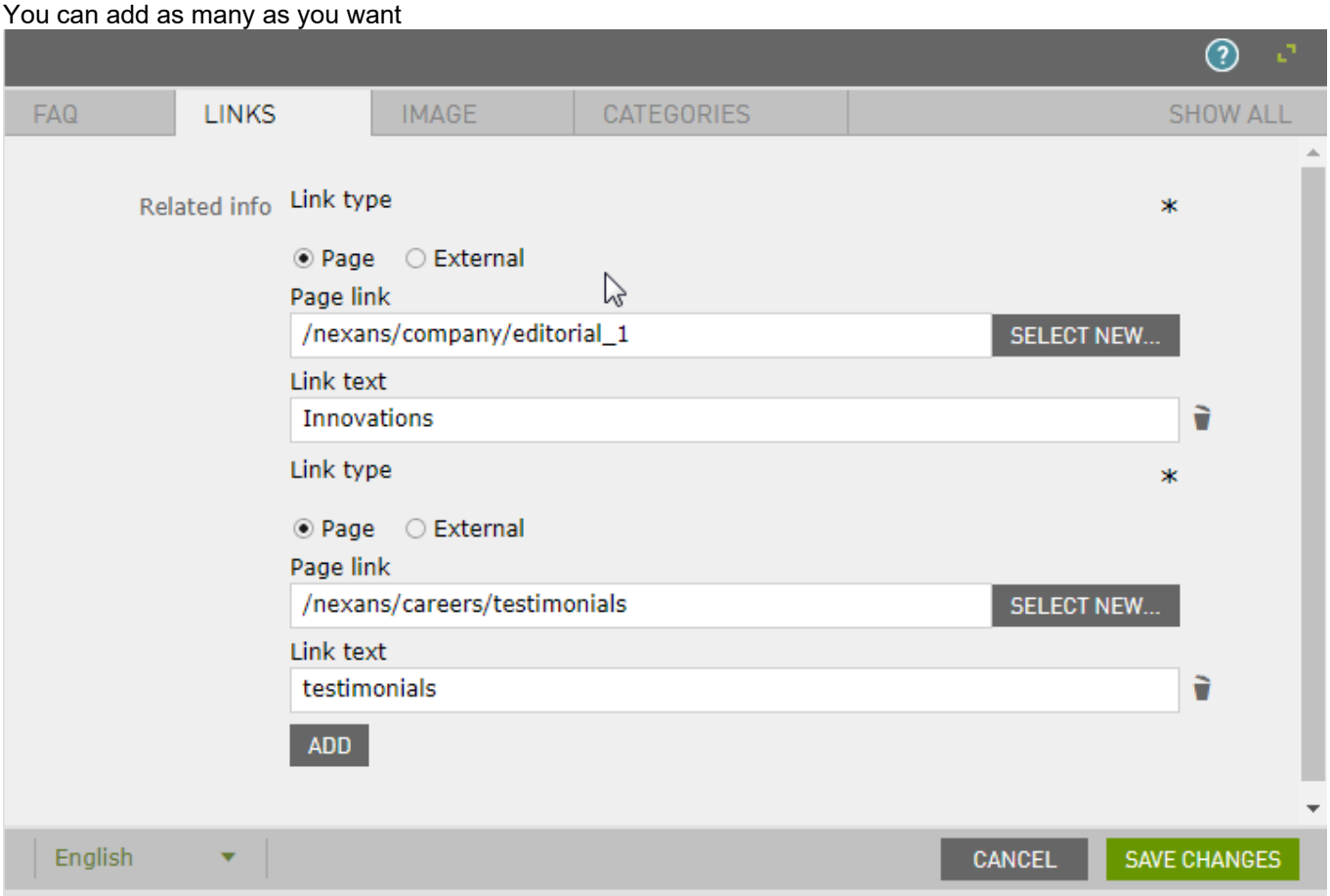
All FAQs must be created in this entry. To create a new FAQ, just position your mouse on a folder to add questions in a specific folder and click on ADD FAQ or at root level and click ADD FOLDER.
To create a FAQ, click on the corresponding folder and then click on ADD FAQ



4 tabs are available
TAB FAQ: that's where the content is held

- KEY: internal reference to retrieve your FAQ afterwards from any page
- Question
- Answer

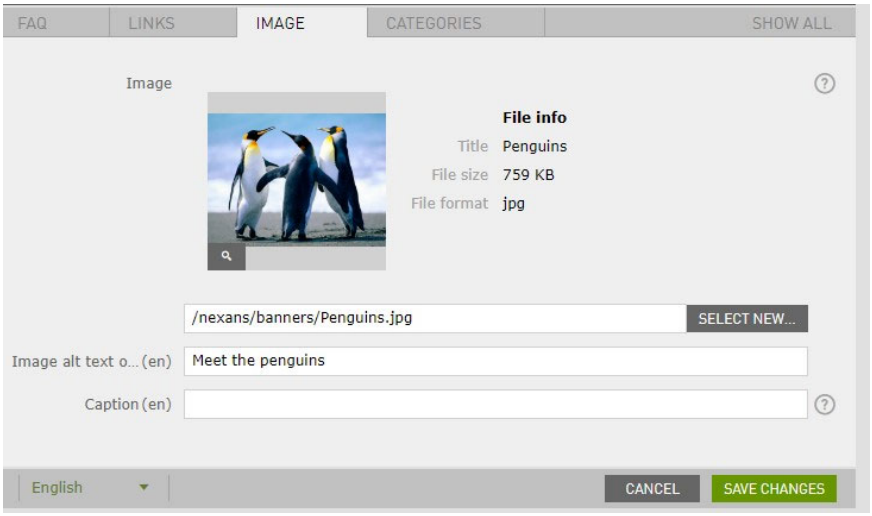
TAB LINKS: add related link within a FAQ to redirect users to a dedicated page of the site or to an external site. You can add as many as you want



- Link type: either page of the site or external link
- Page link: select the related content
- Link text: label of the link

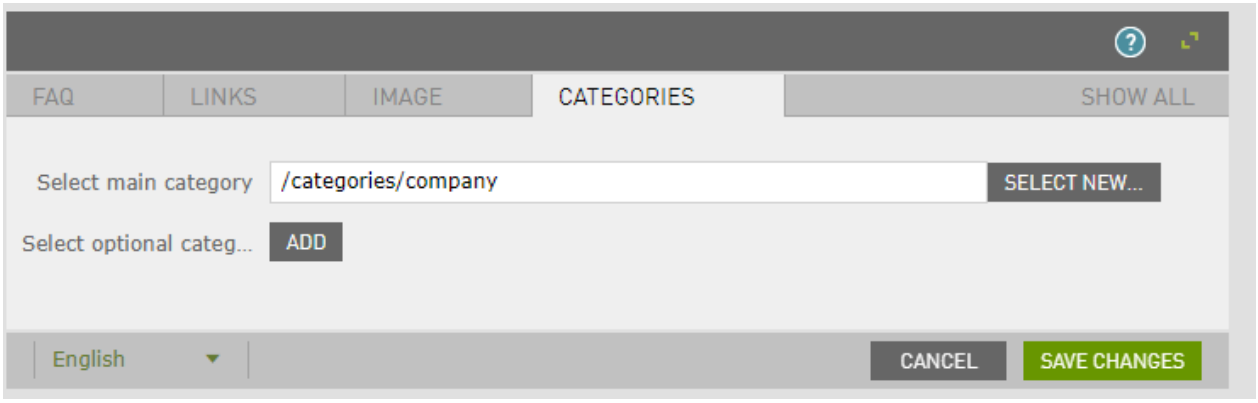
Links will be displayed below the answer

TAB IMAGE: you can an image within a FAQ



The image will show at the end of the question. The image can be added from the asset management library or you can also upload a new one (see explanations in the section related to asset management)

TAB CATEGORIES: tag the content accordingly



You can add one main tag and optional ones as for any other content of the site.

Once done don't forget to fill in the French translation and click on SAVE CHANGES once finished.

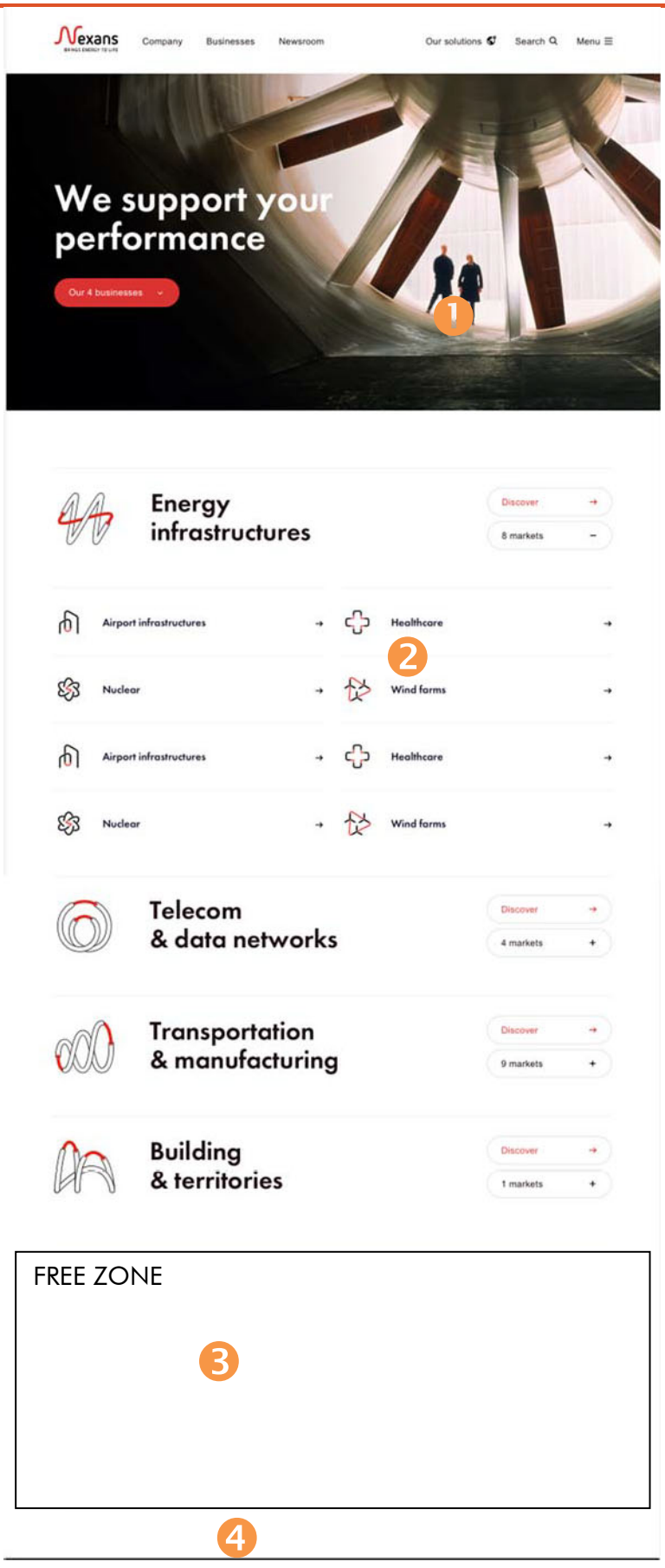
A specific template exists for FAQ, please refer to FAQ section to get additional information about type of components you may use in this template.

BUSINESS TEMPLATES

The business module gathers the following content types:

- Business Homepage (mains section)
- Business Sector
- Business Segment
- Case Study

BUSINESS SECTION HOME PAGE

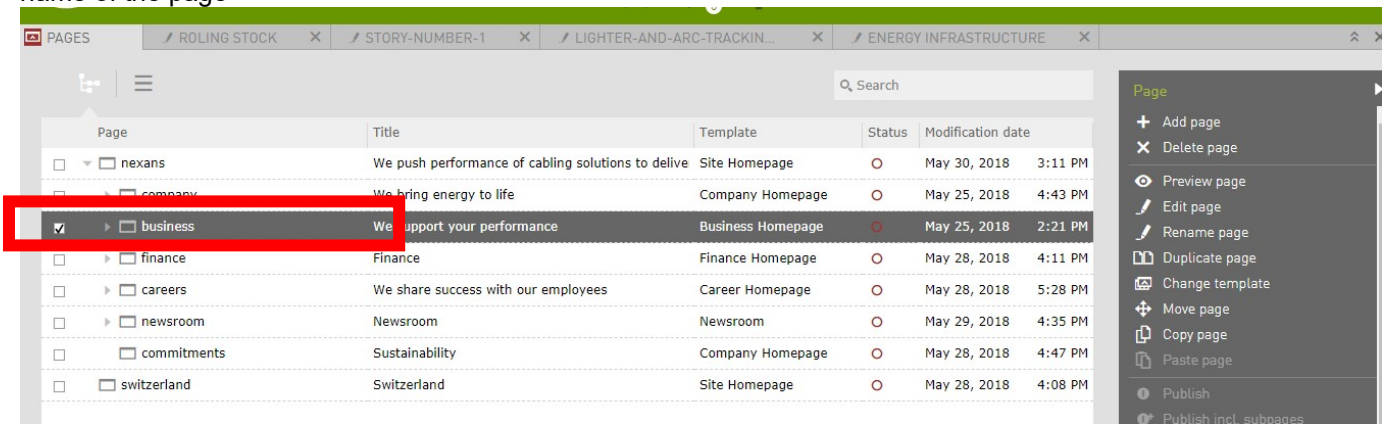


Template structure

The business pages display Nexans offer presented by sector and then by markets. The page template is fixed according to the below and made up according to the following components

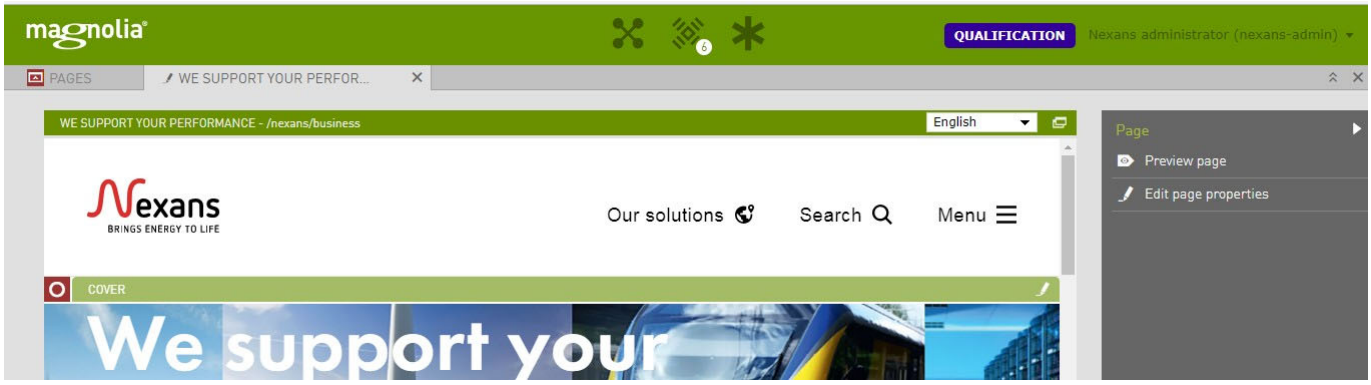
	Title	Management rules	Order	Block(s) used
1	Cover	Main image, title and button		COVER-BUSINESS-CAREER-ABOUT
2	Sectors list	Display the list of every sectors No manual contribution		Sector List
3	FREE ZONE	Some typical blocks allowed		Key Figures Key Figures Highlight Overview Related push
4	Related pages	optional		Related Links – Transversal (up to 3 links)

To manage the template, go to PAGES and then expand the menu to select the BUSINESS PAGE. Click on the name of the page



To open the page, double click on it or just use the right-hand menu and select EDIT PAGE.

The page will open in a new tab as follows



You can edit the page properties using the menu on the right-hand side allowing to update the information of the page. The information is split into two tabs: Main tab containing the main properties /data of the page and a META DATA tab holding the meta data you need to set for the page (SEO)

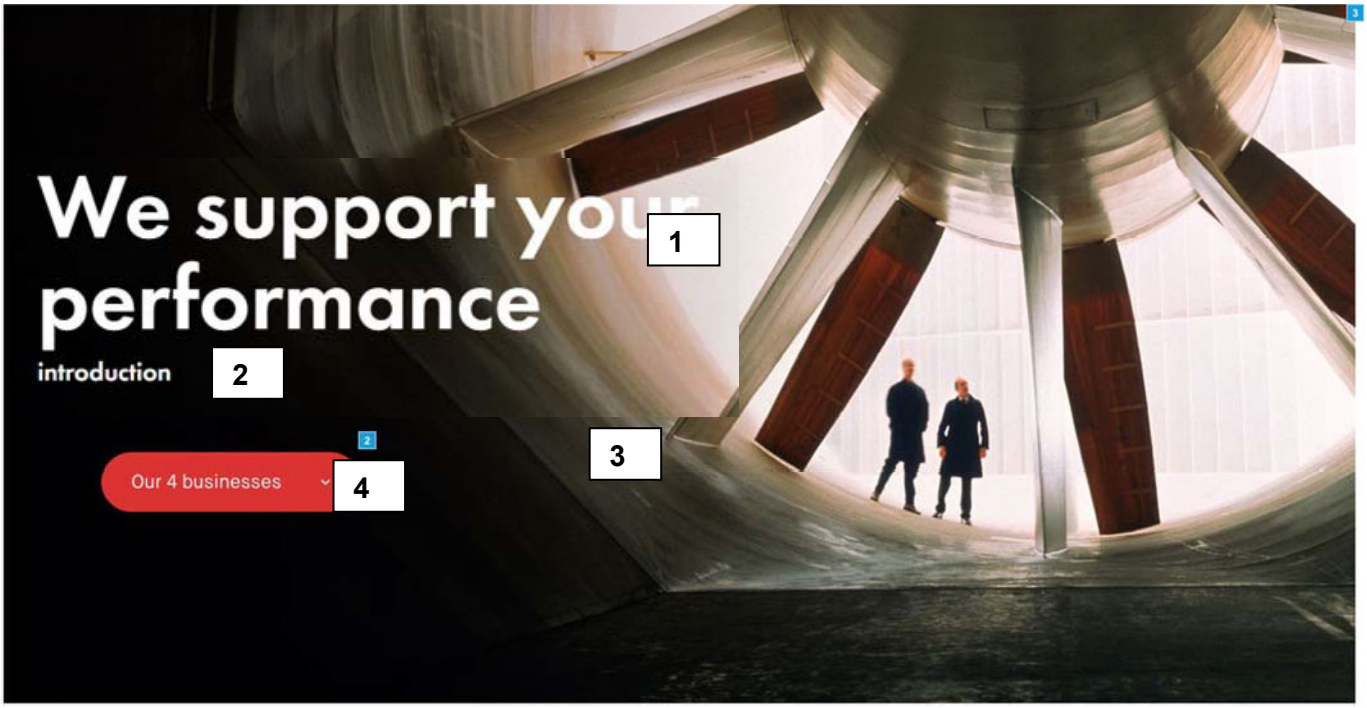
The page is made up of COMPONENTS, blocks that will contain the elements of the page.

To manage the elements of the page, just click on one of them: COVER / MAIN / BOTTOM.

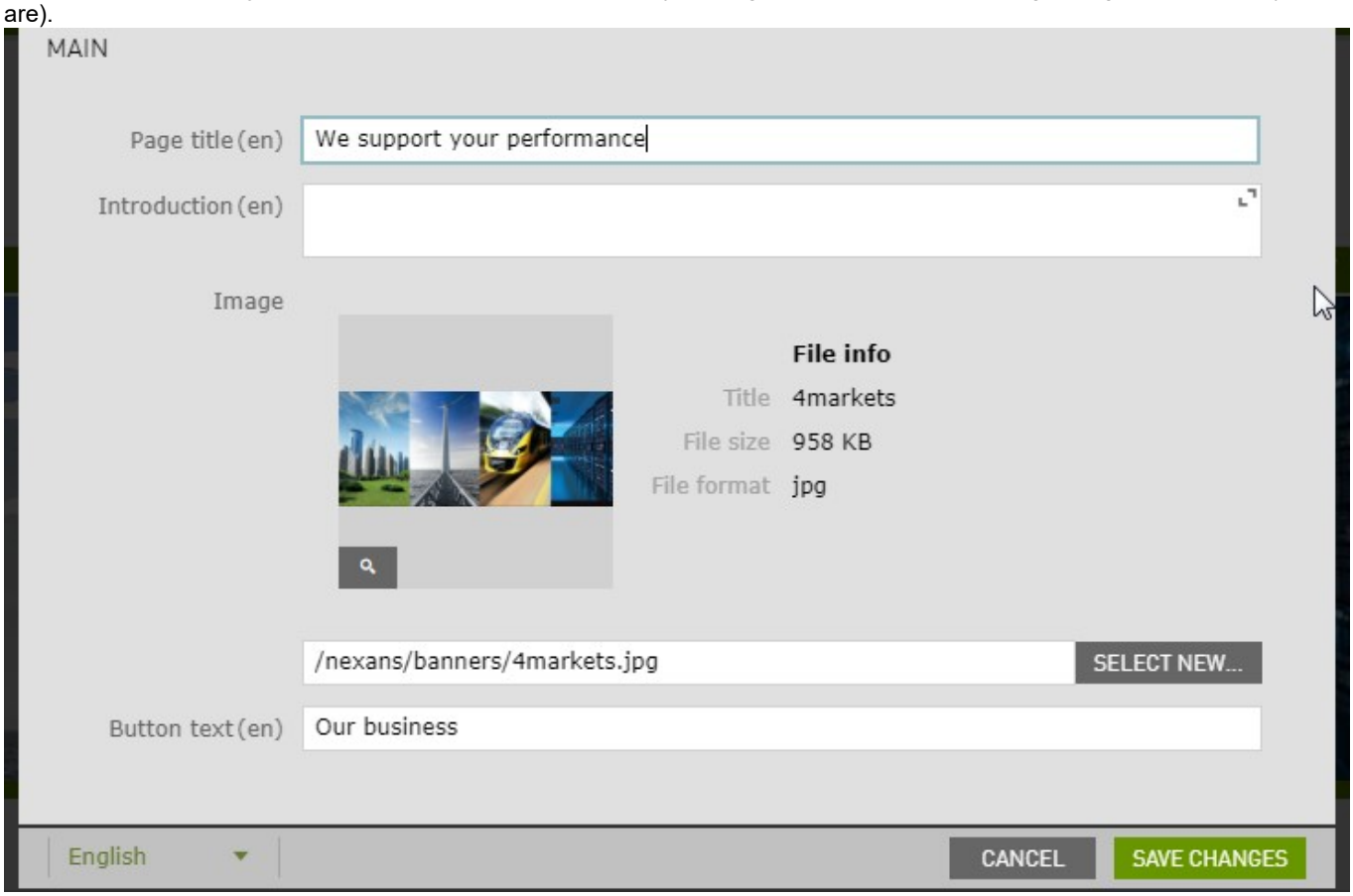
When clicking on one of the main components the right-hand menu will adapt.

COVER

COVER-BANNER



To edit the cover area, just click on it and edit the area either by clicking on the pencil icon or using the right-hand menu (edit are).

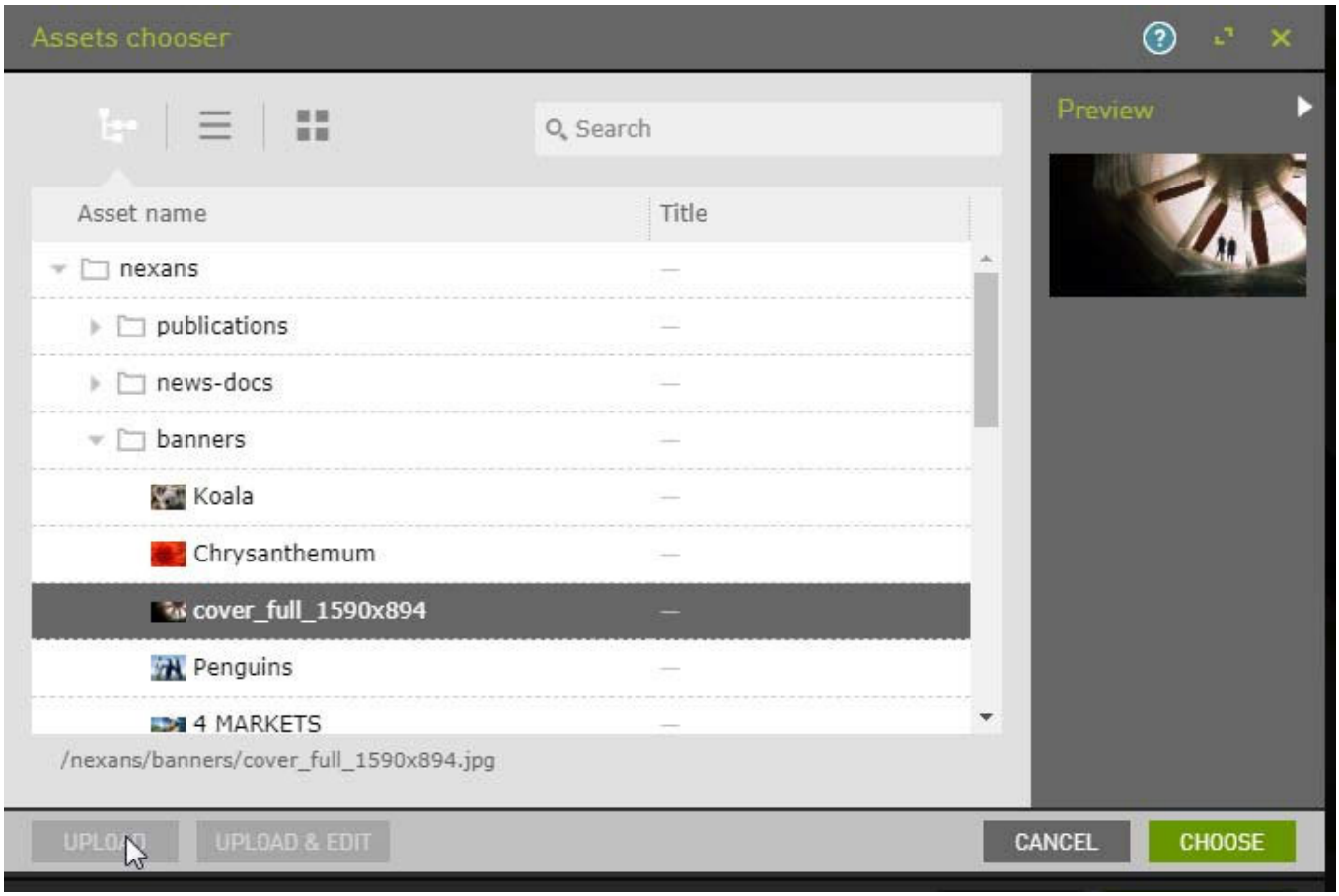


The cover is made up of the following elements

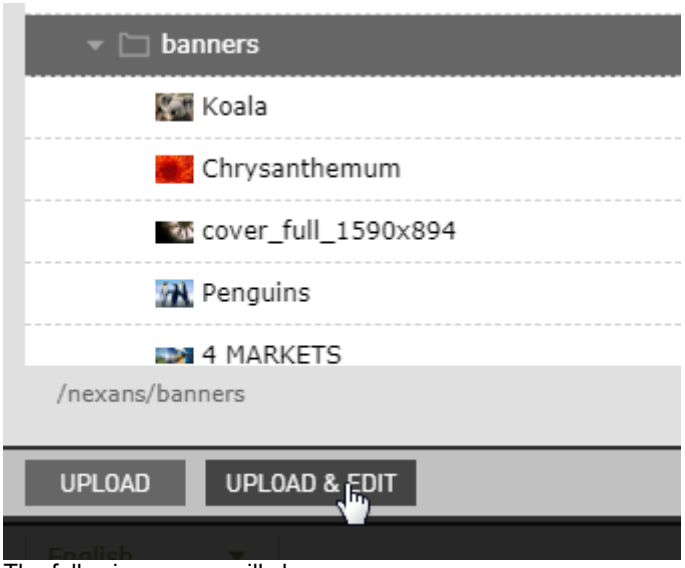
- TITLE
- INTRODUCTION
- IMAGE - Contribution: Min width: 1590px - Height: auto. 1590x894 – displayed as follows
  - "Large Desktop >1360px": 1590x818
  - "Desktop <1360px": 1360x765
  - "Tablet portrait >768px": 768x432
  - "Mobile >320px": 320x400 – mobile version to be uploaded
- BUTTON (anchor linking to first block of the page) (optional)

To upload an image, click on the button SELECT NEW:

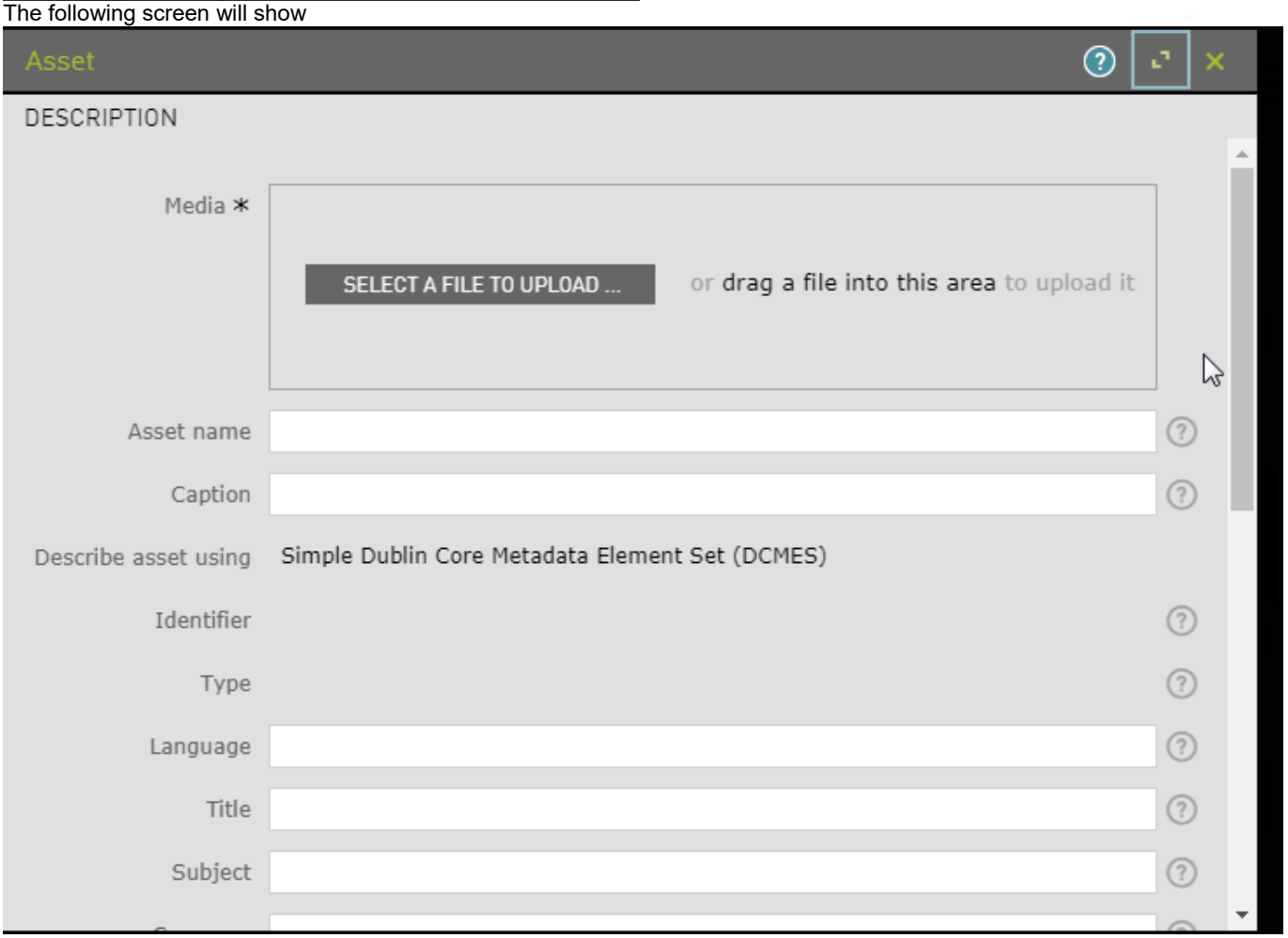
- Either you select an existing image in the repository: select the image and click on UPLOAD



- Or upload a new one: position the mouse on the folder in which you'd like to upload the image. Then click on UPLOAD AND EDIT



The following screen will show



Upload the file at the top (MEDIA block) and then key in the relevant information.
TIP just click on the question mark icon to get the meaning of each field !

- Asset name: name of the file. By default, the system will pick up the file name, but you can add a specific name
- Caption: showing next to the asset name to get additional information about the image
- Language: use standard code for language – ex: en for ENGLISH, fr-BE for French Belgium
- Title: title of the image (picked up by Search engines)
- Subject topic of the resource / key words for ex: business segment
- Coverage: if a specific jurisdiction applies (depending on image rights for instance – only valid for a country) or spatial coverage (only applicable to one country / one territory / duration...)
- Description: usually the abstract of the image / additional information (if graph for instance). Useful for referencing

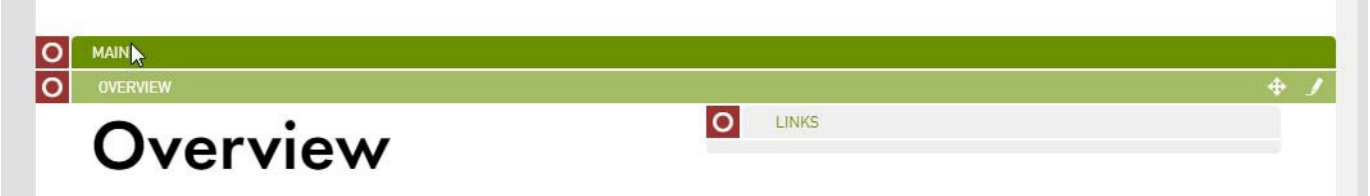
- Creation date / modification date / creator: will be filled in automatically by the system
- Publisher: person name / company responsible for making the resource available
- Contributor: entity responsible for making the contribution of the asset
- Rights: rights held over the resource, more specifically COPYRIGHT
- Source: source from which it is derived
- Relation: a related resource
- Document type: specify the document, for instance: annual report
- Tag: select appropriate tag for the asset among the list of tags defined for the site

MAIN

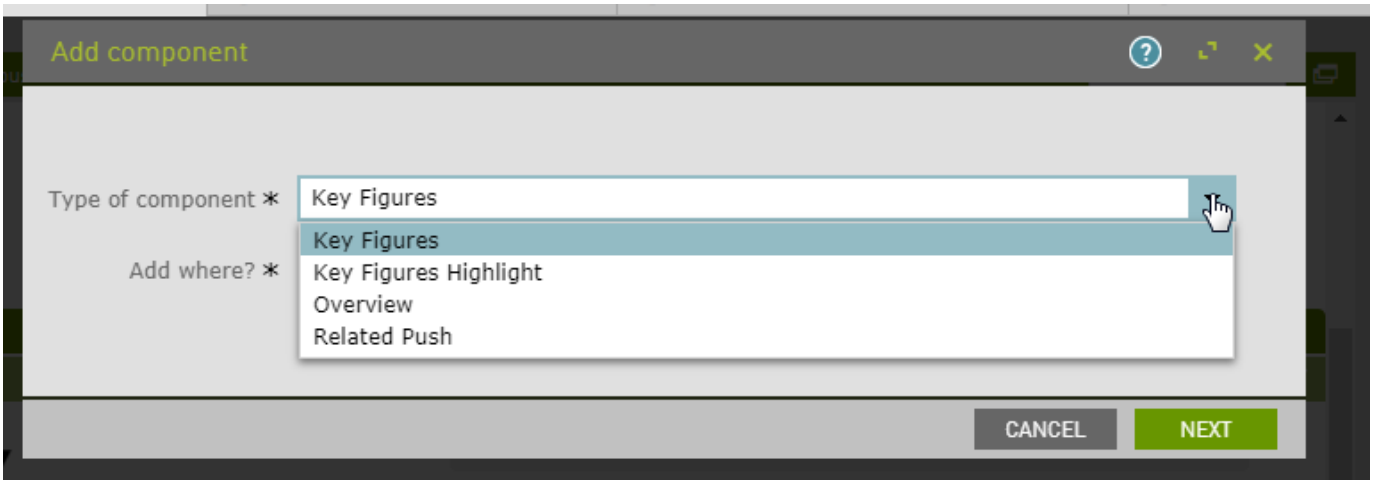
The main area section of the business home page contains the following elements

- Sector list block: mandatory – not manageable – and allowing to access to the sub levels. The block is filled up automatically based on the sub-navigations
- Free zone where you can add the following components
    - Key figures block
    - Key figures highlight block
    - Overview block
    - Related push block

To add one of the components, just select the area MAIN and click on the option Add a component in the menu on the right-hand side

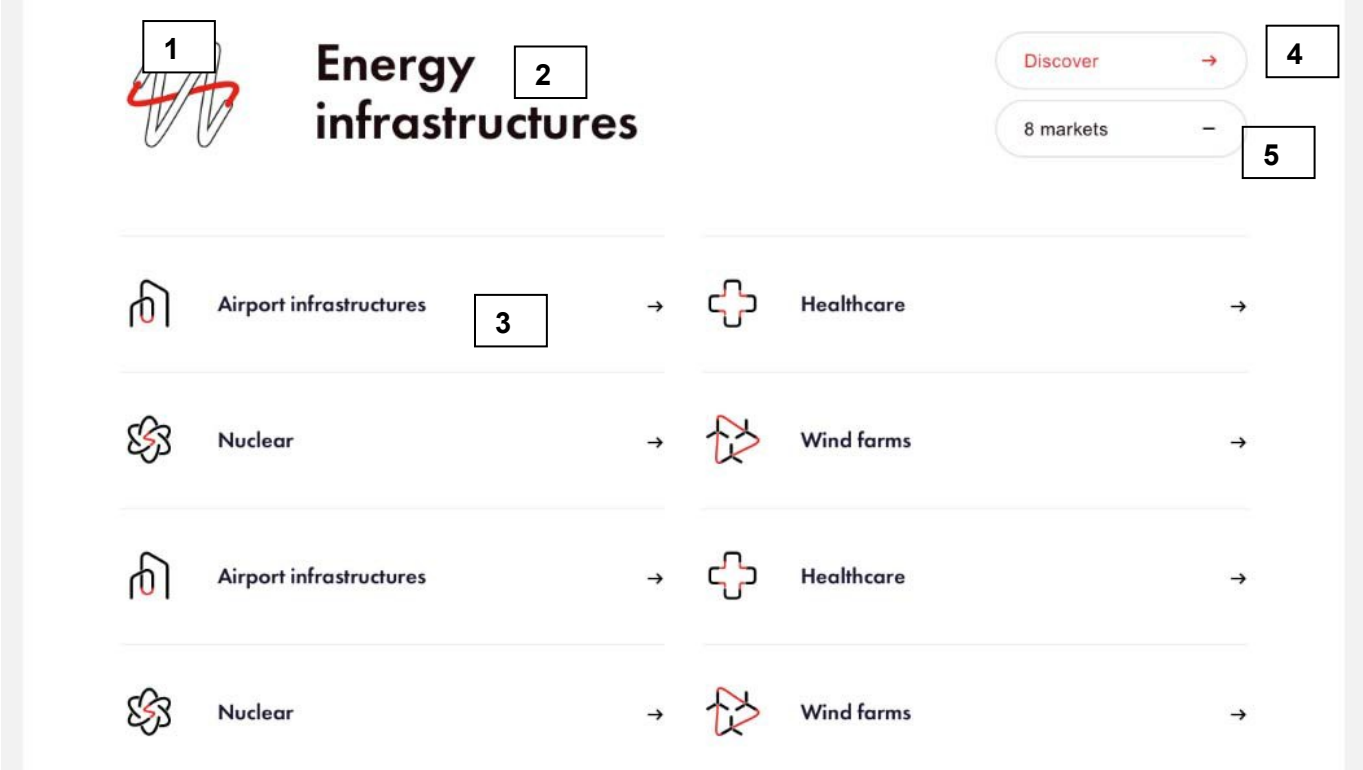


Select the block you want to add on the page – please refer to the list of blocks at the end of the document to get the corresponding options.



Once all components are laid out on the page, you can still move them around, remove them, amend them, and even add new ones by duplicating existing ones. All options are in the right-hand menu

BUSINESS-SECTOR-BLOC-LIST + SECTOR-BLOC-LIST-EXPAND



This block is fixed and mandatory on that page. It is automatically populated based on the sub-navigations.

Content characteristics

	Key		Description	Interactions / Actions / Links
1	BUSINESS-SECTOR_ICON		Defined in the sector content	
2	BUSINESS-SECTOR_NAME		Defined in the sector content	
3	BUSINESS-SEGMENT_LIST	BUSINESS-SEGMENT_ICON	Defined in the segment content	OnClick: Link to segment page
		BUSINESS-SEGMENT_NAME	Defined in the segment content	OnClick Link to segment page

Interface elements

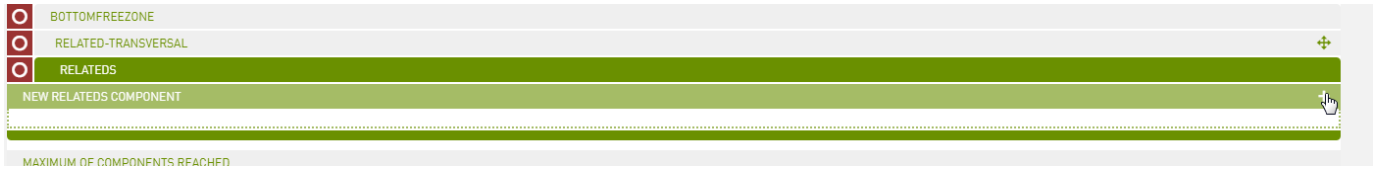
	Element	Element interaction / Link
4	Button text: string (translatable)	Link to sector page
5	Button text: number of markets related to the sector	On Click: open/close an expand block with the list of markets related to the sector

BOTTOM MANDATORY BLOCKS

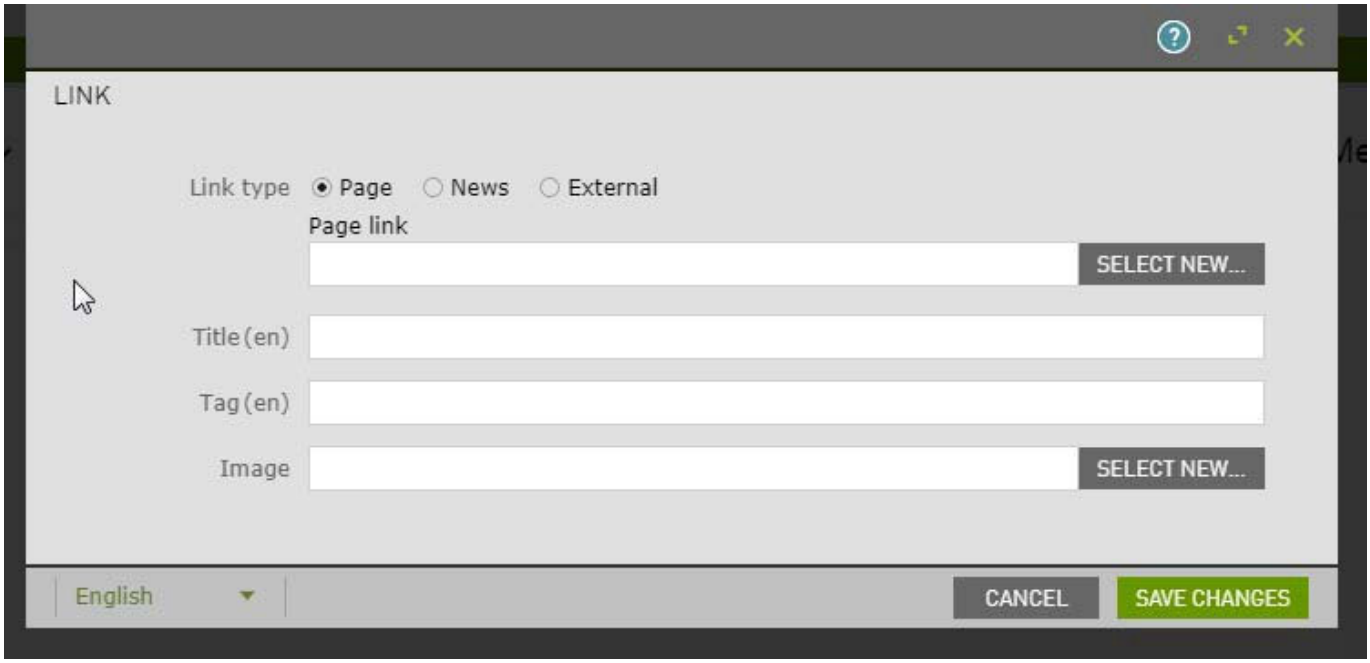
The bottom area contains links to other contents located on the site or external. Blocks containing related contents are made up of images + text and links.

RELATED-TRANSVERSAL

There can be up to 3 related at the bottom of the page. To add new related, just position the mouse on the area, on the RELATED component. Click on the + icon



The following screen will show up

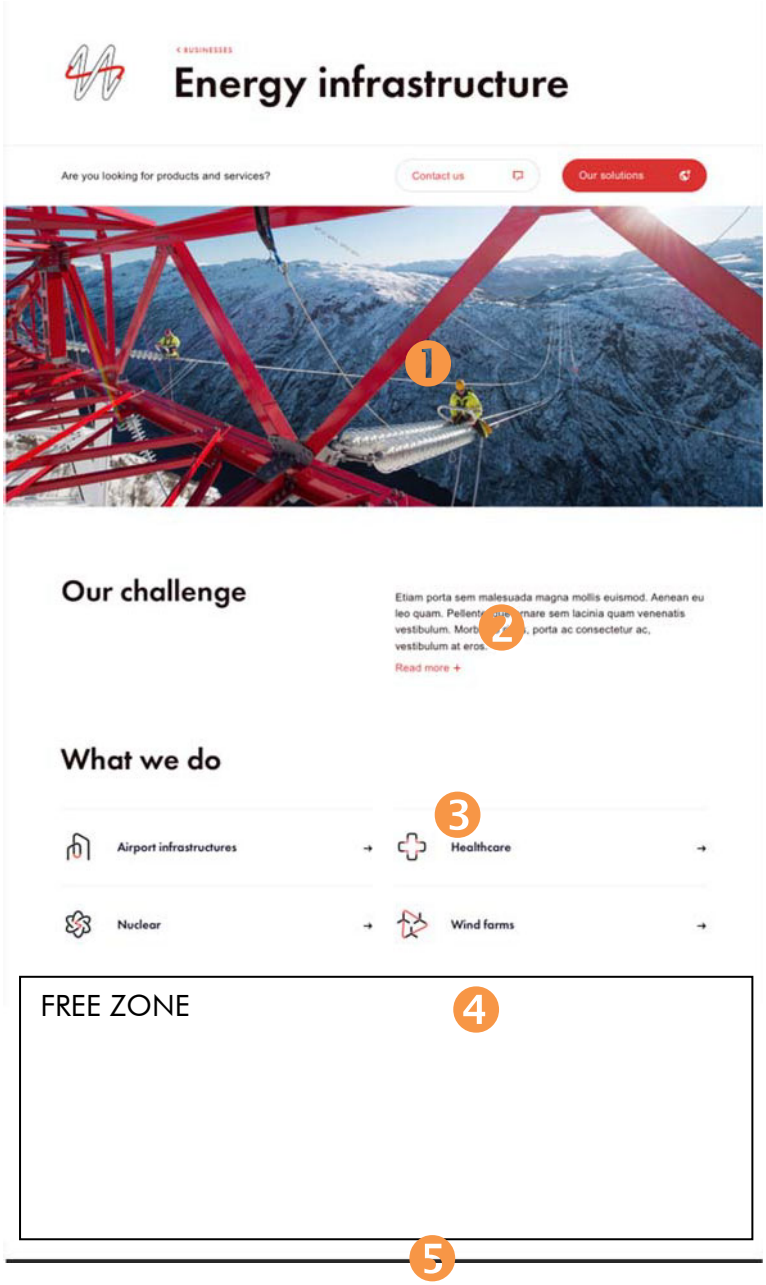


You can either insert a link to a page, a news page or an external link.

Once the type of link has been set, just key in the relevant information:

- Select the page link or news link or key in the external URL for external sites
- Key in a title
- Key in a tag
- Select an image from the asset management library or upload a new one

Results with 3 links

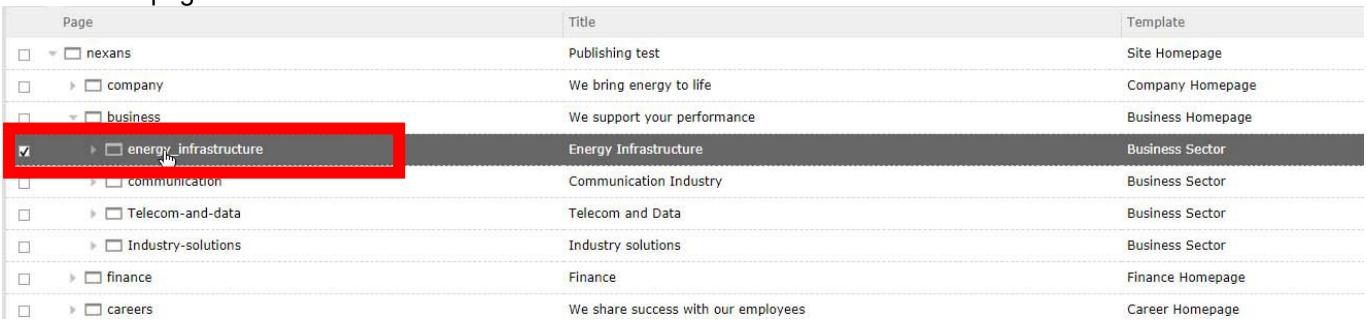


Template structure

The sector pages display Nexans offer presented by markets. The page template is fixed according to the below and made up according to the following components

	Title	Management rules	Order	Block(s) used
1	Cover - Intro	Icon, Name, Contact block, Cover image		BUSINESS-SECTOR-SEGMENT-BLOC-COVER
2	Our Challenge	Mandatory		Overview
3	What we do			Segment List
4	FREE ZONE			Key Figures Key Figures Highlight Overview Related push
5	BOTTOM FREE ZONE			Related Links - Transversal

To manage the template, go to PAGES and then expand the menu to select the BUSINESS PAGE. Click on the name of the page



To open the page, double click on it or just use the right-hand menu and select EDIT PAGE.

The page will open in a new tab as follows

You can edit the page properties using the menu on the right-hand side allowing to update the information of the page. The information is split into two tabs: Main tab containing the main properties /data of the page and a META DATA tab holding the meta data you need to set for the page (SEO)

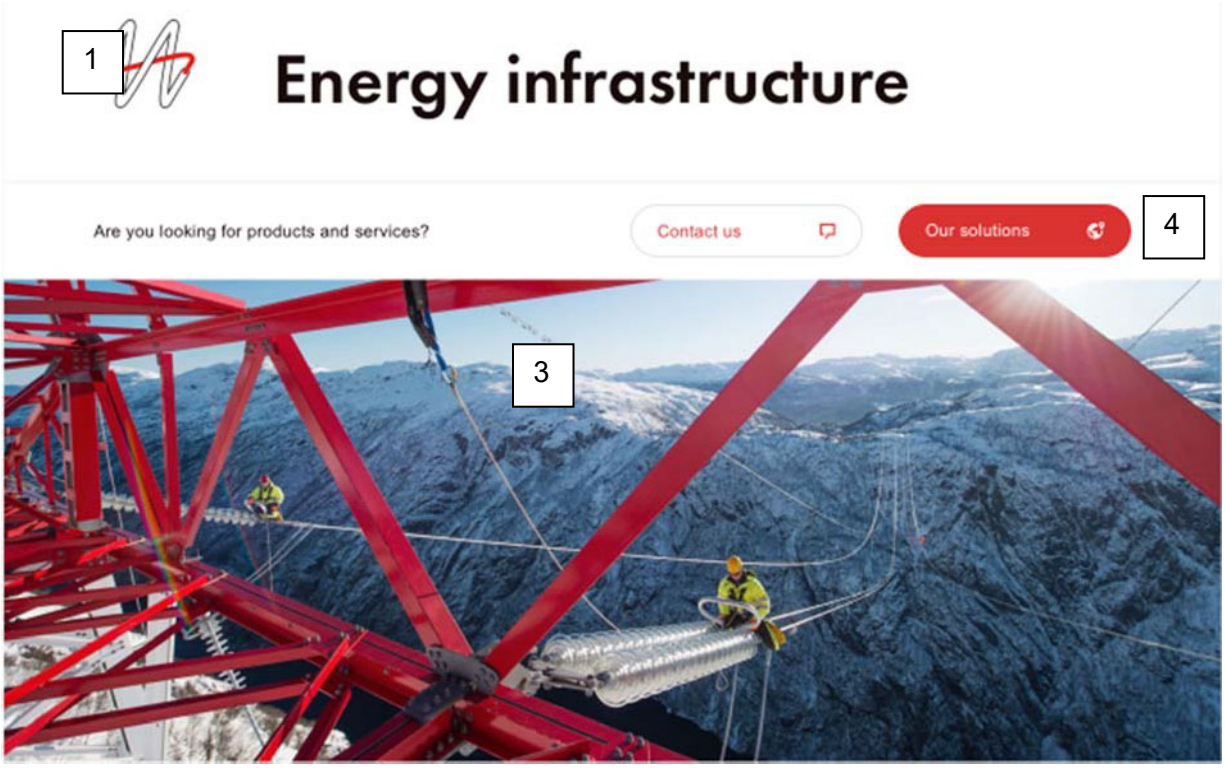
The page is made up of COMPONENTS, blocks that will contain the elements of the page.

To manage the elements of the page, just click on one of them: COVER / MAIN / BOTTOM.

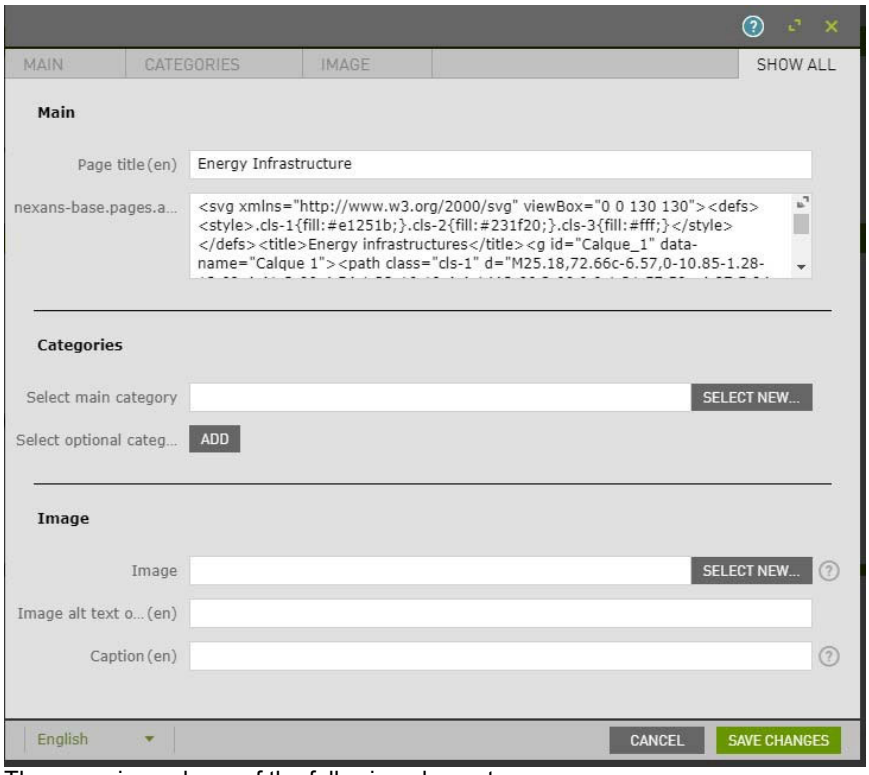
When clicking on one of the main components the right-hand menu will adapt.

COVER

COVER-BANNER



To edit the cover area, just click on it and edit the area either by clicking on the pencil icon or using the right-hand menu (edit are).



The cover is made up of the following elements

Main

1. PAGE TITLE
2. ICON source code for SVG format: icons and pictos must be provided in SVG format. Code will be entered in the field: nexans-base.pages…

Categories

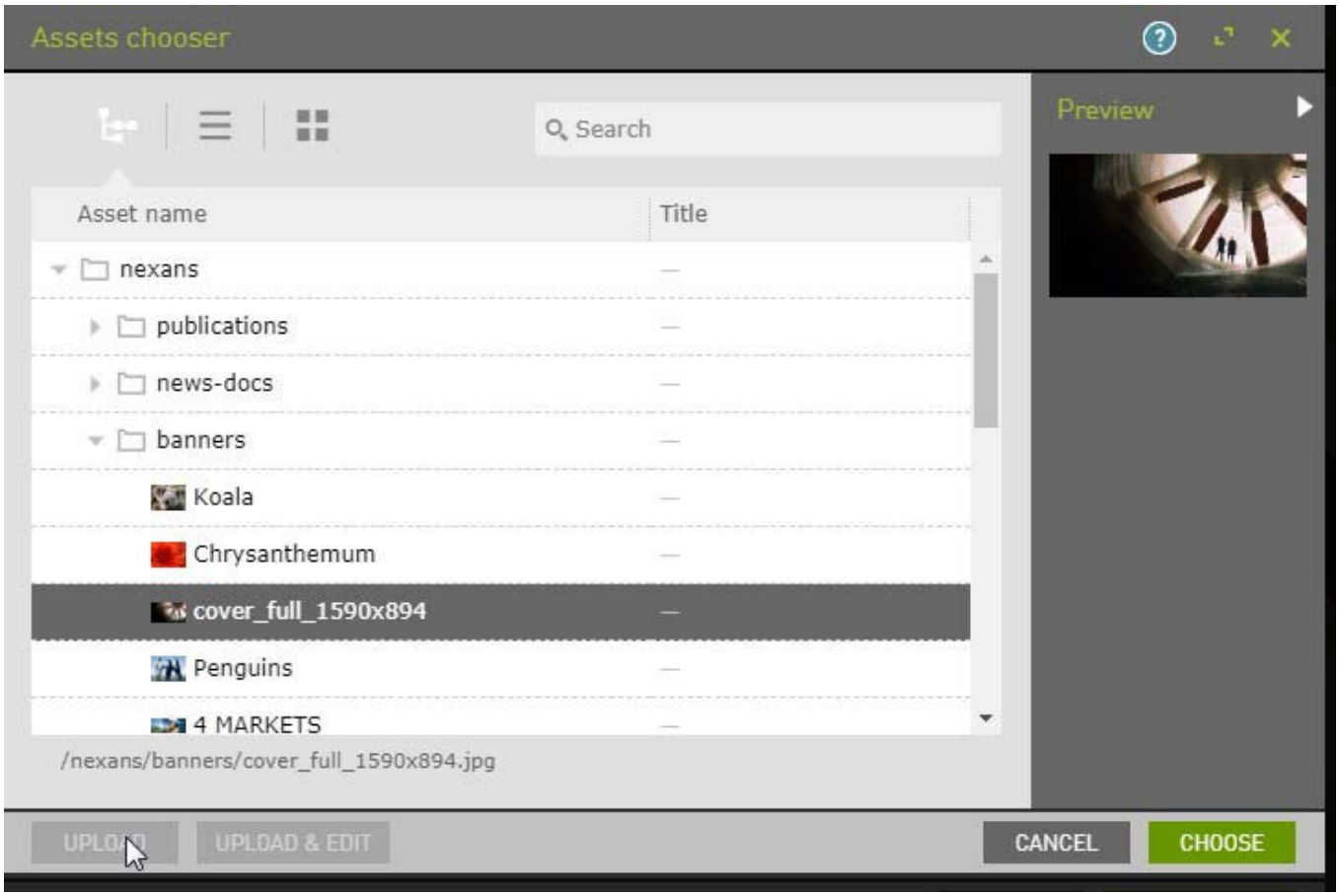
3. Add TAG corresponding to the page – one main and several sub categories

Image

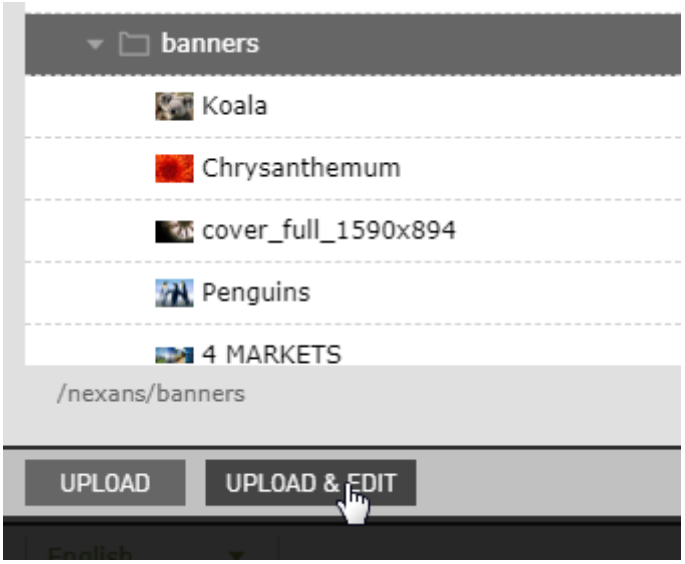
4. Select the image that will show up below the contact block. Either select one from the asset management library or upload a new one. Enter a specific text for the alt text (showing when hovering on the image) and a caption.
   Dimensions of the image for this block
   - "Large Desktop >1360px": 1590x818
   - "Desktop <1360px": 1360x765
   - "Tablet portrait >768px": 768x432
   - "Mobile >320px": 320x400 – mobile version to be uploaded
   - BUTTON (anchor linking to first block of the page) (optional)

To upload an image, click on the button SELECT NEW:

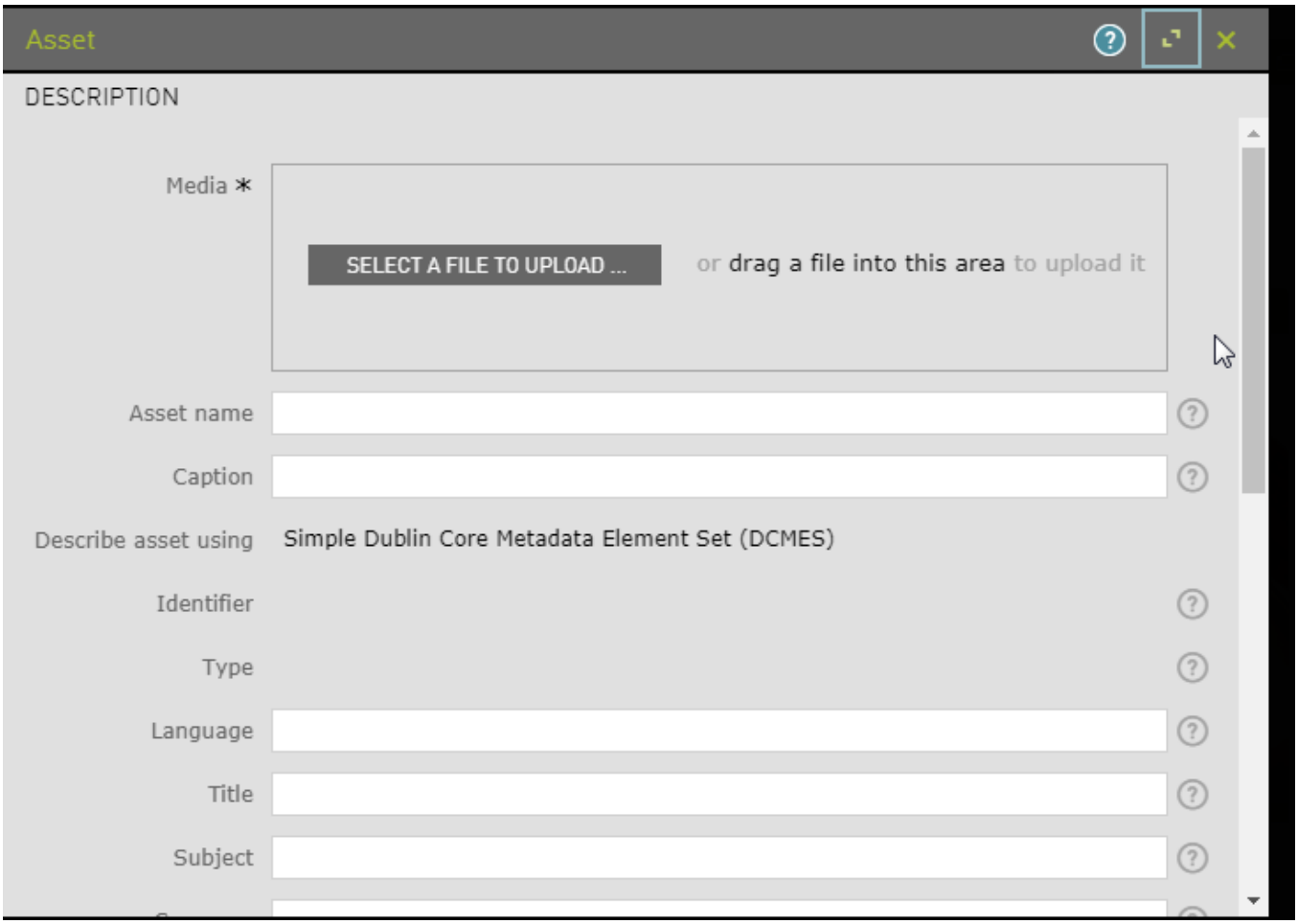
- Either you select an existing image in the repository: select the image and click on UPLOAD



- Or upload a new one: position the mouse on the folder in which you'd like to upload the image. Then click on UPLOAD AND EDIT



The following screen will show



Upload the file at the top (MEDIA block) and then key in the relevant information.
TIP just click on the question mark icon to get the meaning of each field !

- Asset name: name of the file. By default, the system will pick up the file name, but you can add a specific name
- Caption: showing next to the asset name to get additional information about the image
- Language: use standard code for language – ex: en for ENGLISH, fr-BE for French Belgium
- Title: title of the image (picked up by Search engines)
- Subject topic of the resource / key words for ex: business segment
- Coverage: if a specific jurisdiction applies (depending on image rights for instance – only valid for a country) or spatial coverage (only applicable to one country / one territory / duration...)
- Description: usually the abstract of the image / additional information (if graph for instance). Useful for referencing
- Creation date / modification date / creator: will be filled in automatically by the system
- Publisher: person name / company responsible for making the resource available
- Contributor: entity responsible for making the contribution of the asset
- Rights: rights held over the resource, more specifically COPYRIGHT
- Source: source from which it is derived
- Relation: a related resource
- Document type: specify the document, for instance: annual report
- Tag: select appropriate tag for the asset among the list of tags defined for the site

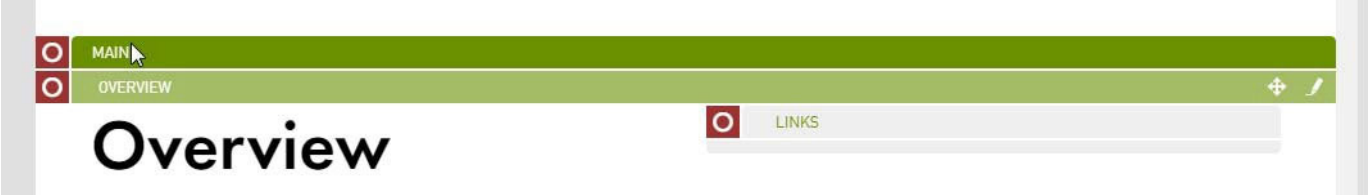
MAIN

The main area section of the segment home page contains the following elements

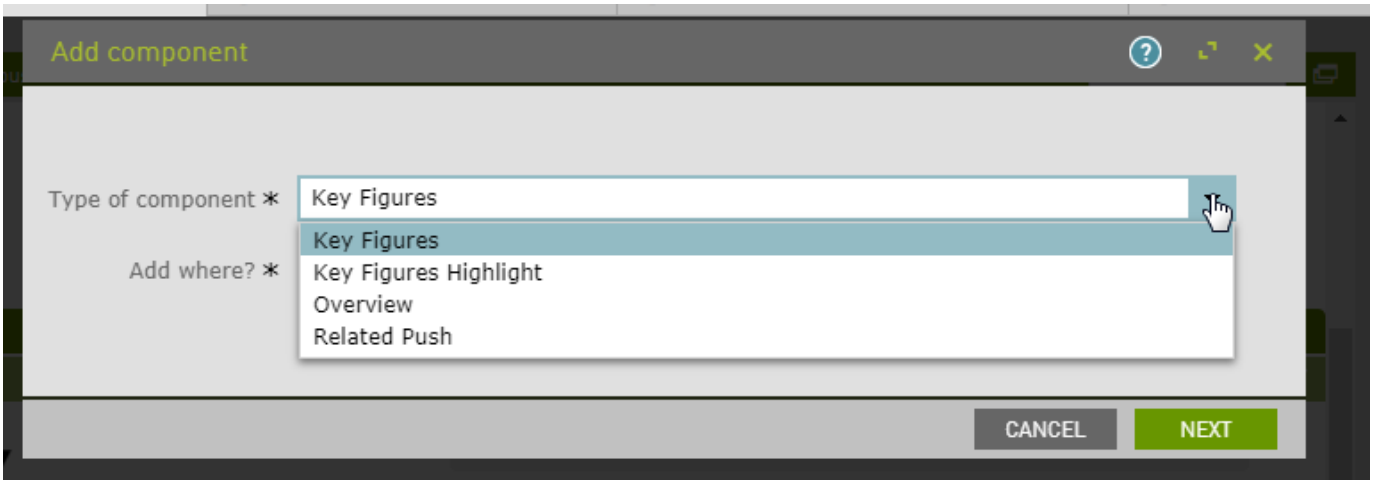
- Overview block
- Segment list block: mandatory – not manageable – and allowing to access to the sub levels. The block is filled up automatically based on the sub-navigations
- Free zone where you can add the following components
    - Key figures block

- Key figures highlight block
- Overview block
- Related push block

To add one of the components, just select the area MAIN and click on the option Add a component in the menu on the right-hand side



Select the block you want to add on the page – please refer to the list of blocks at the end of the document to get the corresponding options.



Once all components are laid out on the page, you can still move them around, remove them, amend them, and even add new ones by duplicating existing ones. All options are in the right-hand menu

SEGMENT-LIST

This block is fixed and mandatory on that page. It is automatically populated based on the sub-navigations.
No contribution:

- Title of the block coming from resource file (so common to all sectors.)
- Markets list based on markets linked to the sector

Content characteristics

	Key		Description
1	TITLE		From resource file
2	BUSINESS-SEGMENT_LIST	BUSINESS-SEGMENT_ICON	From segment content
		BUSINESS-SEGMENT_NAME	From segment content

Interface elements

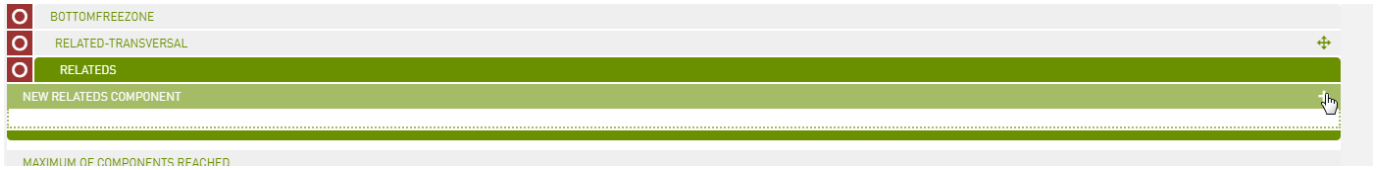
	Element	Element interaction / Link
2	BUSINESS-SEGMENT_LIST	On click on segment: go to the segment page CT22_business_segment

BOTTOM FREE

The bottom area contains links to other contents located on the site or external. Blocks containing related contents are made up of images + text and links.

RELATED-TRANSVERSAL

There can be up to 3 related at the bottom of the page. To add new related, just position the mouse on the area, on the RELATED component. Click on the + icon



The following screen will show up

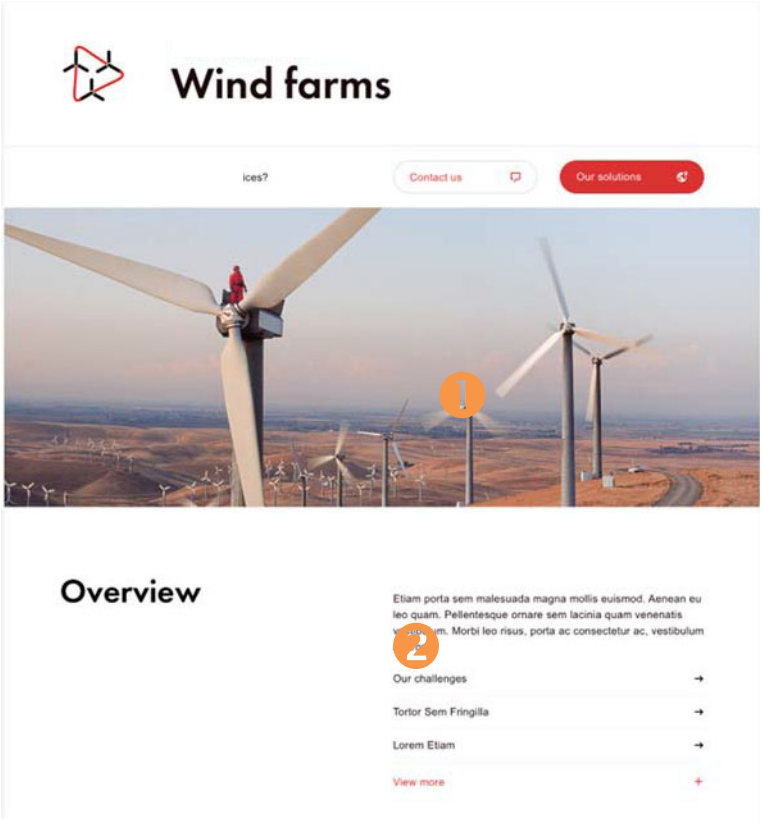
You can either insert a link to a page, a news page or an external link.

Once the type of link has been set, just key in the relevant information:

- Select the page link or news link or key in the external URL for external sites
- Key in a title
- Key in a tag
- Select an image from the asset management library or upload a new one

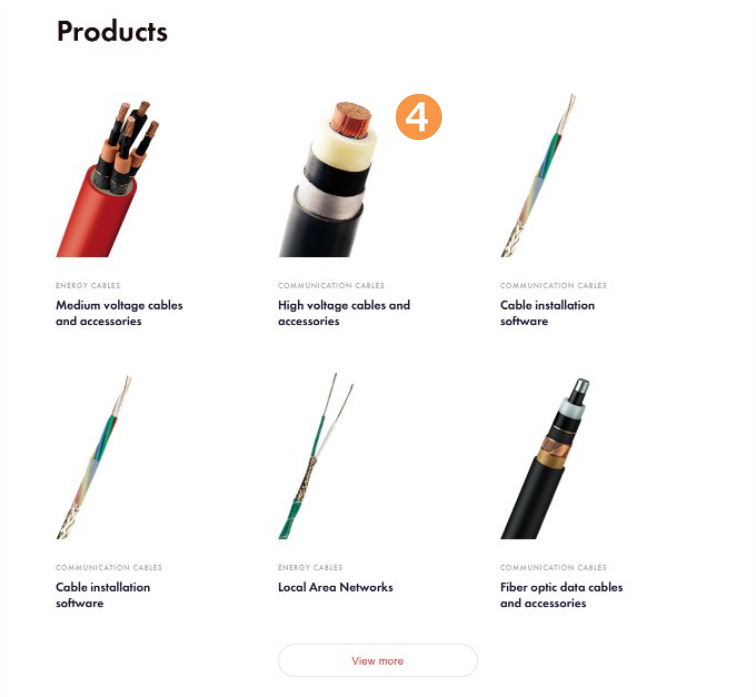
Results with 3 links

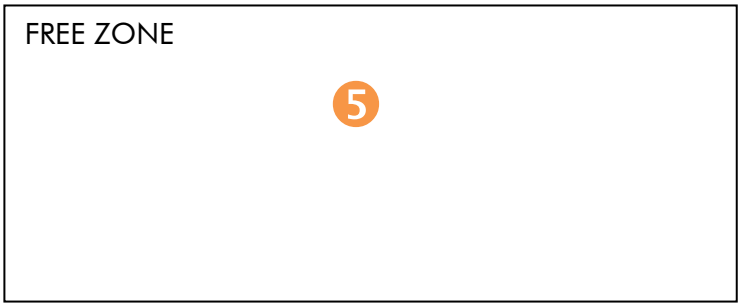
MARKET PAGE – BUSINESS: Business segment

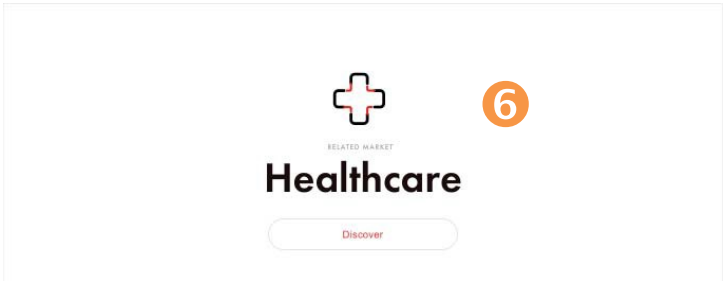


FREE ZONE

3







Template structure

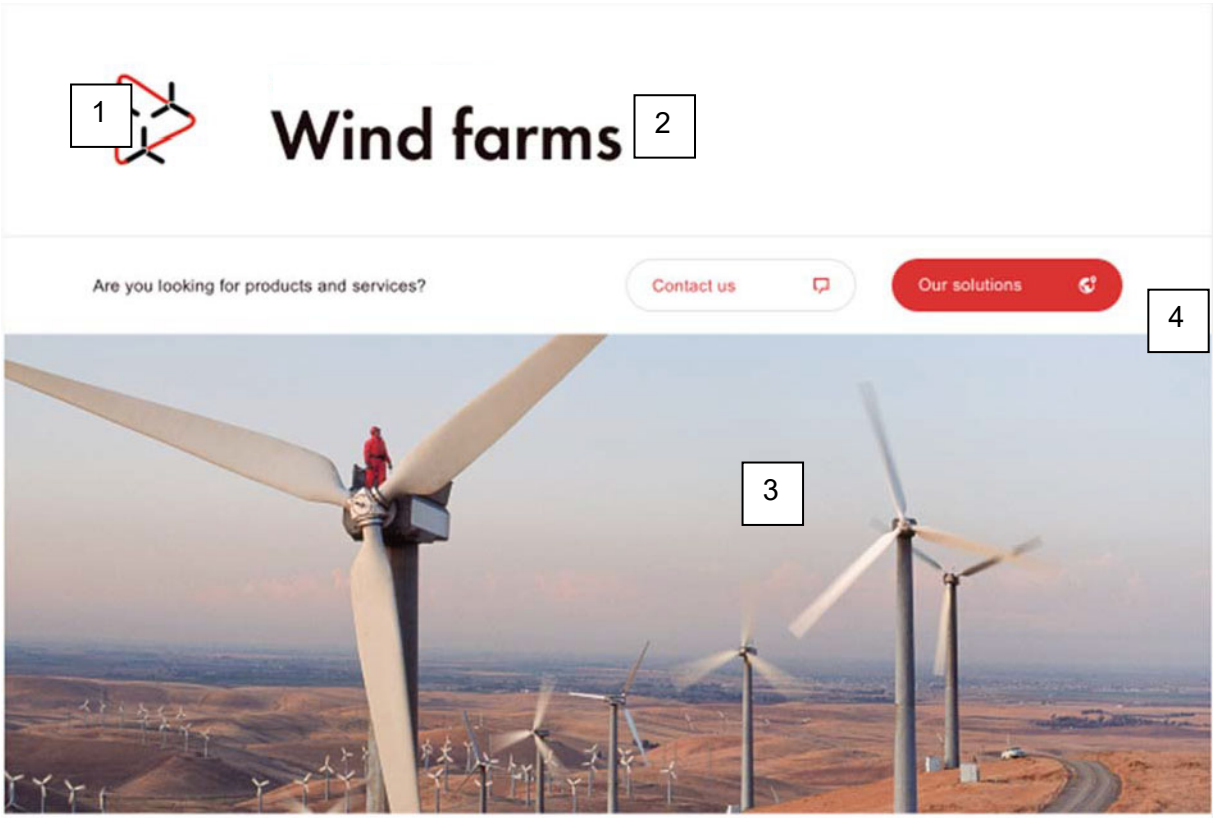
The business segments display Nexans offer for a specific market. The page template is fixed according to the below and made up according to the following components

	Title	Management rules	Order	Block(s) used
1	Cover - Intro	Picto, Name, Contact block, Cover image		Cover banner
2	Overview	Introduction text with related links to sub levels		Overview
3	FREE ZONE			Key Figures Key Figures Highlight Overview Related push Related mosaic

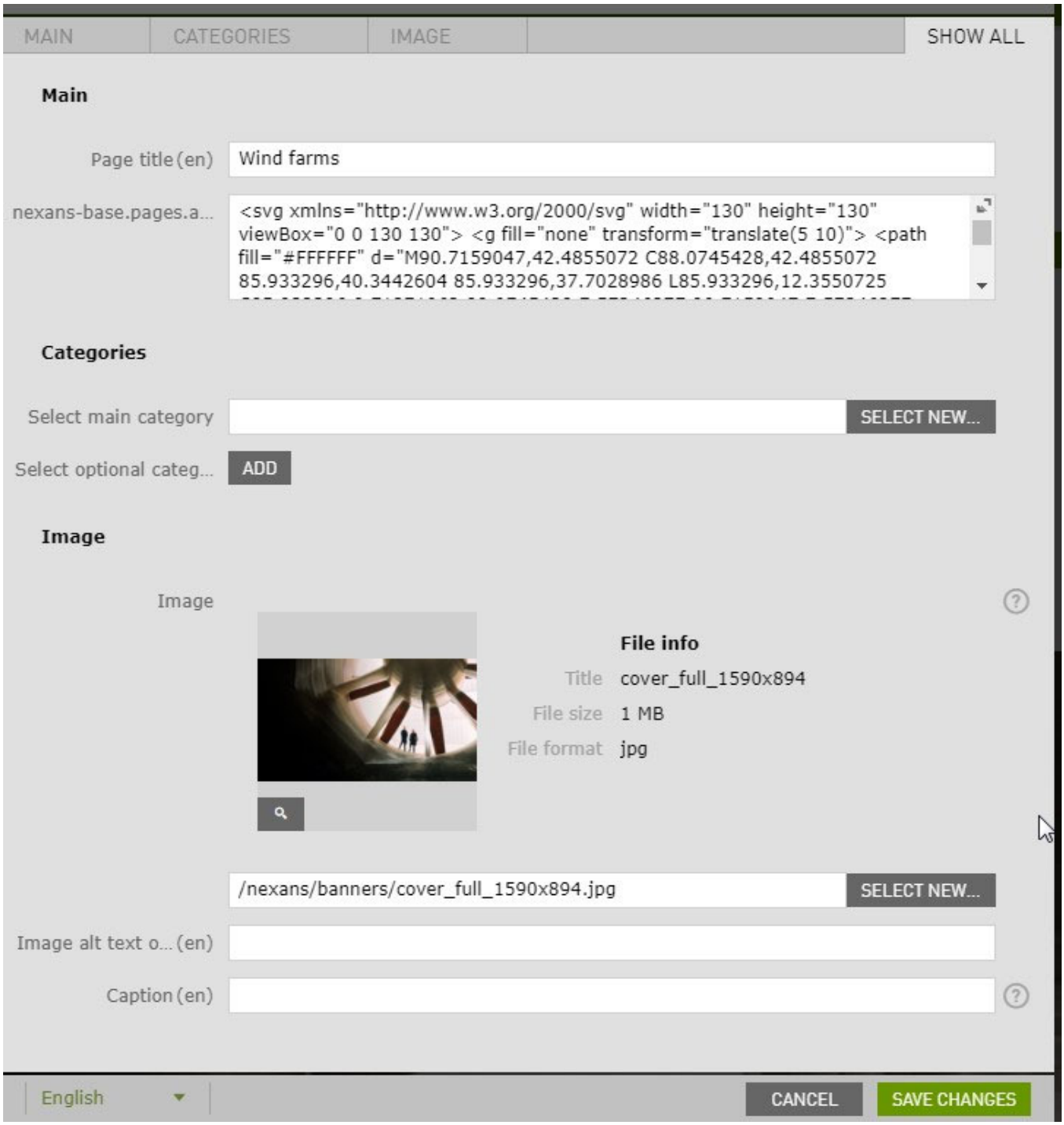
	Title	Management rules	Order	Block(s) used
4	Products	Bloc title, same for every sector Display all the product categories related to the segment SEGMENT_PRODUCTS (6 at the beginning, then 6 by 6 after that using the view more button) Display 6 more products or the ones left. If there is no products left, the button will be hidden		Product list
5	FREE ZONE			Event list News list Publication list Related push
6	Read next segment	Manual segment chosen to be on this page		segment-readnext

COVER

COVER-BANNER



To edit the cover area, just click on it and edit the area either by clicking on the pencil icon or using the right-hand menu (edit are).



The cover is made up of the following elements

Main

1. PAGE TITLE
2. ICON source code for SVG format: icons and pictos must be provided in SVG format. Code will be entered in the field: nexans-base.pages…

Categories

3. Add TAG corresponding to the page – one main and several sub categories

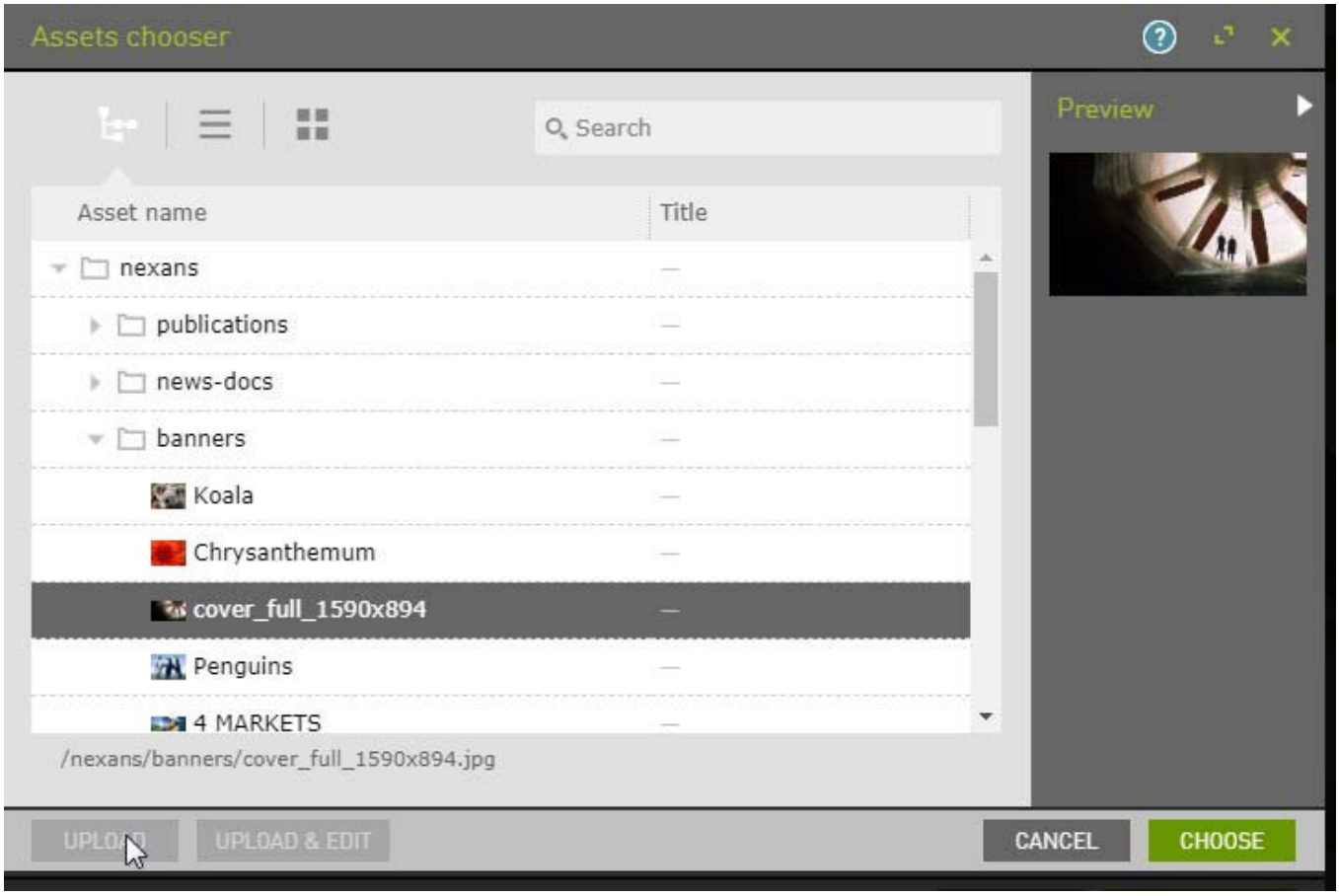
Image

4. Select the image that will show up below the contact block. Either select one from the asset management library or upload a new one. Enter a specific text for the alt text (showing when hovering on the image) and a caption. Dimensions of the image for this block
   - "Large Desktop >1360px": 1590x818

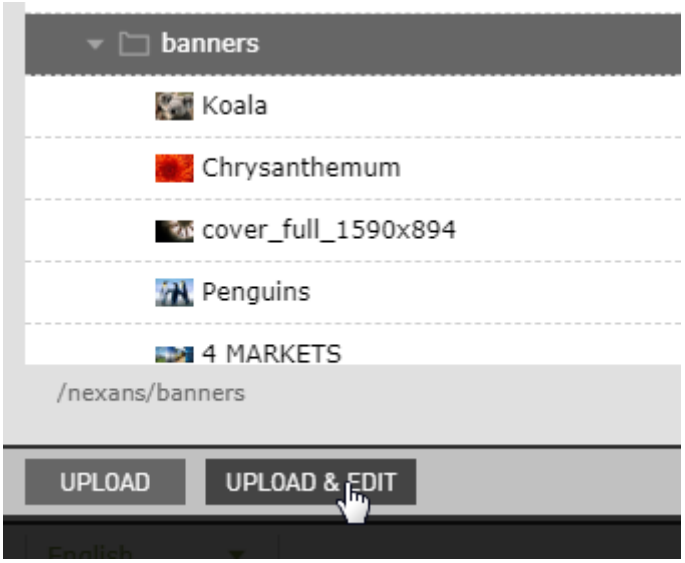
- "Desktop <1360px": 1360x765
- "Tablet portrait >768px": 768x432
- "Mobile >320px": 320x400 – mobile version to be uploaded
- BUTTON (anchor linking to first block of the page) (optional)

To upload an image, click on the button SELECT NEW:

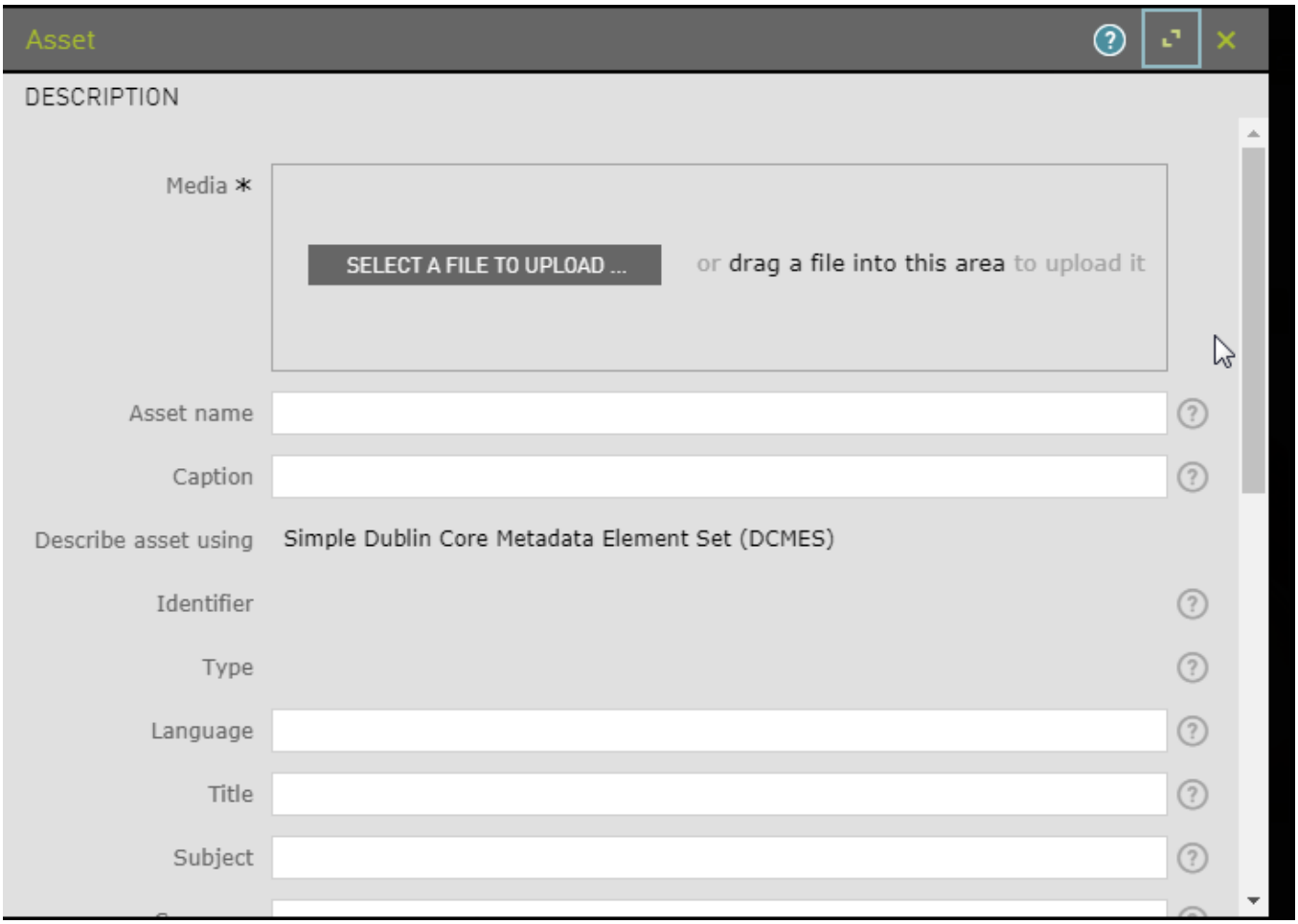
- Either you select an existing image in the repository: select the image and click on UPLOAD



- Or upload a new one: position the mouse on the folder in which you'd like to upload the image. Then click on UPLOAD AND EDIT



The following screen will show



Upload the file at the top (MEDIA block) and then key in the relevant information.
TIP just click on the question mark icon to get the meaning of each field !

- Asset name: name of the file. By default, the system will pick up the file name, but you can add a specific name
- Caption: showing next to the asset name to get additional information about the image
- Language: use standard code for language – ex: en for ENGLISH, fr-BE for French Belgium
- Title: title of the image (picked up by Search engines)
- Subject topic of the resource / key words for ex: business segment
- Coverage: if a specific jurisdiction applies (depending on image rights for instance – only valid for a country) or spatial coverage (only applicable to one country / one territory / duration...)
- Description: usually the abstract of the image / additional information (if graph for instance). Useful for referencing
- Creation date / modification date / creator: will be filled in automatically by the system
- Publisher: person name / company responsible for making the resource available
- Contributor: entity responsible for making the contribution of the asset
- Rights: rights held over the resource, more specifically COPYRIGHT
- Source: source from which it is derived
- Relation: a related resource
- Document type: specify the document, for instance: annual report
- Tag: select appropriate tag for the asset among the list of tags defined for the site

MAIN

The main area section of the segment home page contains the following elements

- Overview block
- Free zone where you can add the following components
  - Key figures block
  - Key figures highlight block
  - Overview block
  - Related push block

- Related mosaic

To add one of the components, just select the area MAIN and click on the option Add a component in the menu on the right-hand side

BOTTOM FREE ZONE

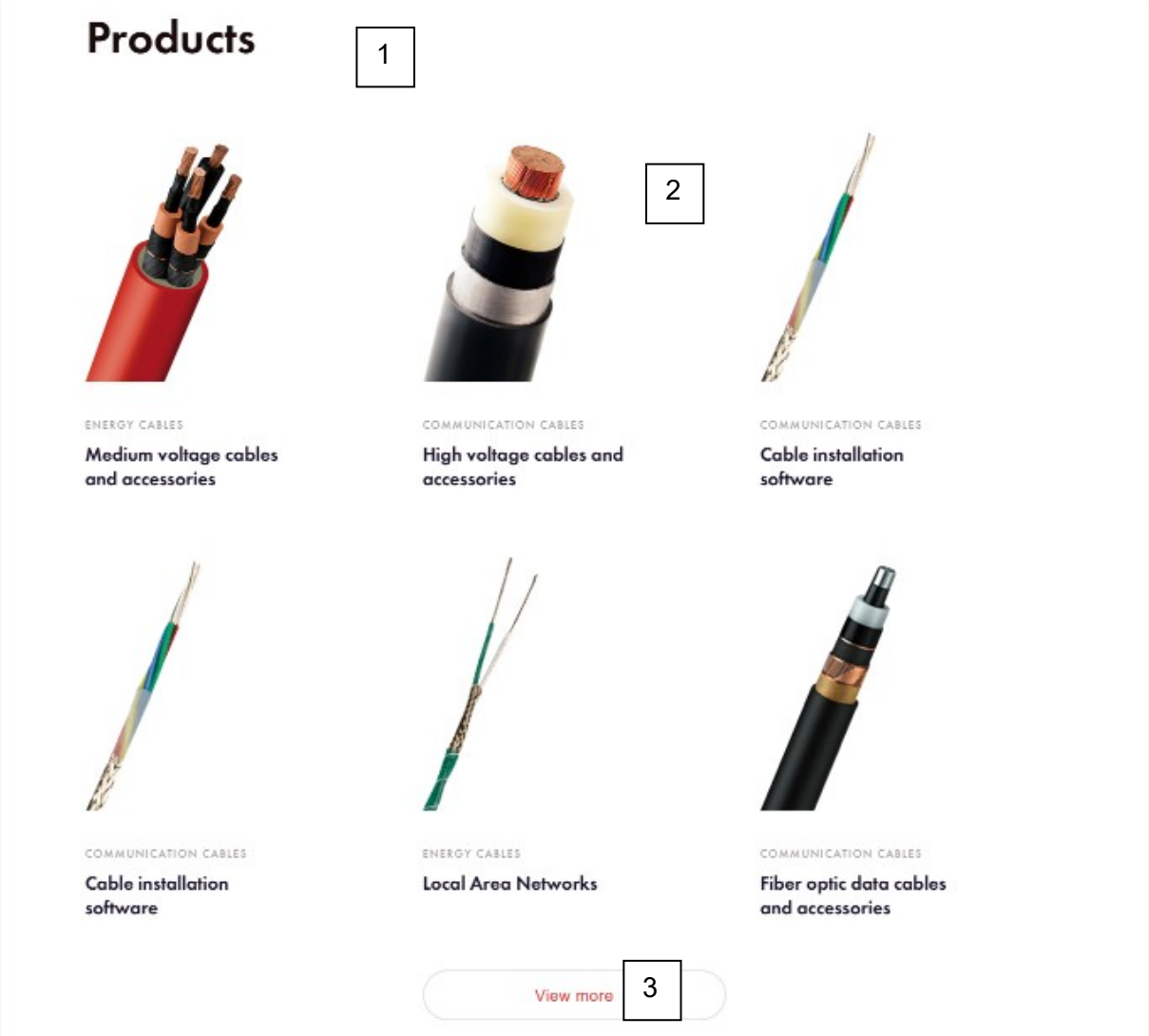
The bottom free zone of the market page contains the following elements

- Product list block: listing the main categories of products
- Free zone where you can add the following components
  - Event list
  - News list
  - Publication list
  - Related push

To add one of the components, just select the area MAIN and click on the option Add a component in the menu on the right-hand side

PRODUCT LIST

Up to six products are displayed. If more than six, then a “view more” button allows to display up to two lines more, unless all segment products are displayed.



Content characteristics

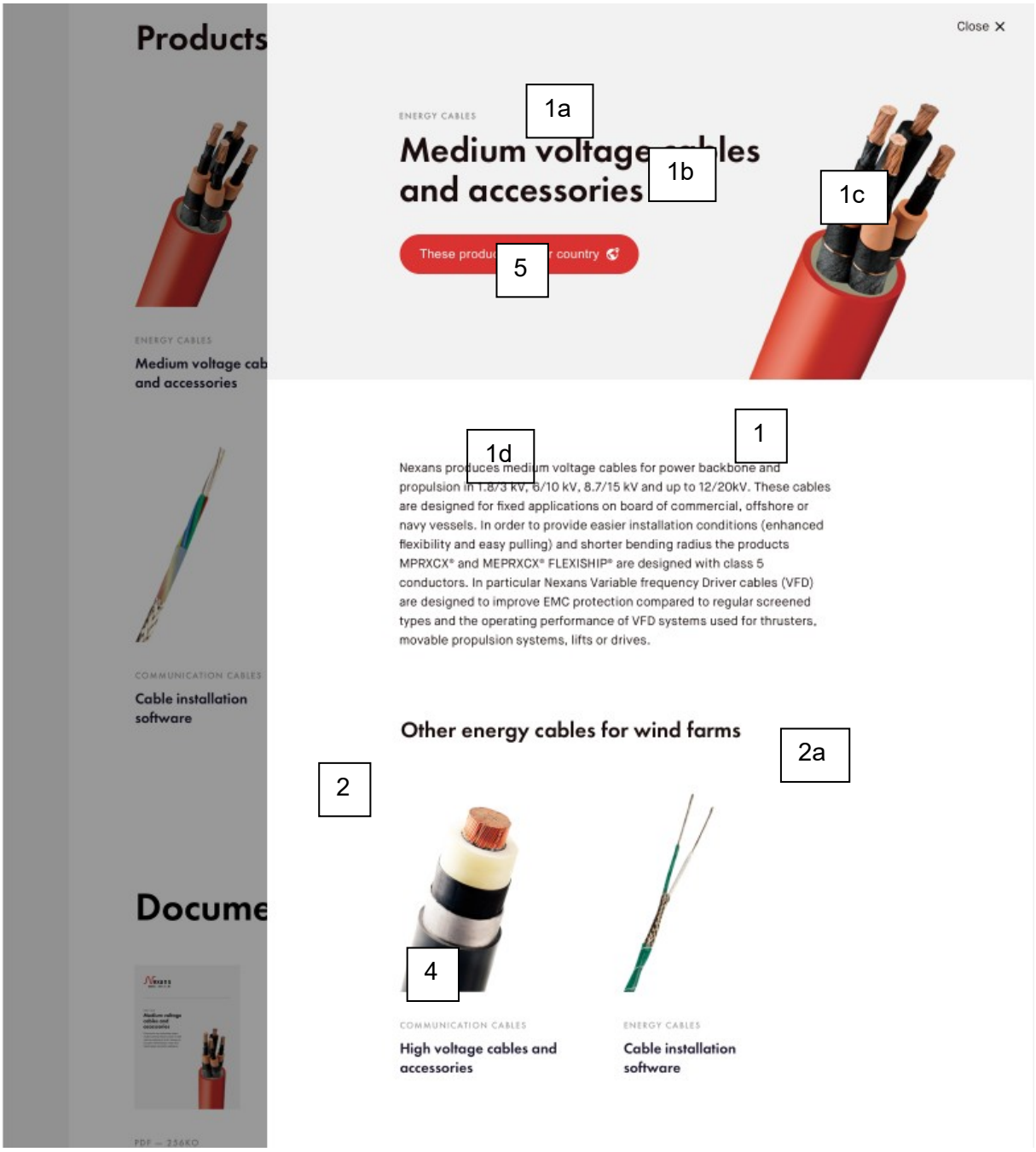
As the products are linked to a segment, the block itself is not contributed manually.

	Key		Description
1	BUSINESS-PRODUCT BLOCK TITLE		Manual contribution
2	BUSINESS-PRODUCT ITEM	BUSINESS-PRODUCT_COVER	From product content – size: Contribution: 430 x 430 displayed as follows displayed as follows "Large Desktop >1360px": 430 x 430 "Desktop <1360px": 320 x 320 "Tablet portrait >768px": 266 x 266 "Mobile >320px": 172 x 172
		BUSINESS-PRODUCT_CATEGORY	From product content
		BUSINESS-PRODUCT_NAME	From product content
3	BUTTON VIEW MORE	Button text from resource file (common to all blocks of this type)	Expand the block to view full list of products

Interface elements

	Element	Element interaction / Link
2	PRODUCT ITEM	On click: open the product pop-in panel CT22_business_popin_product

PRODUCT POP IN: CT22_business_popin_product



Pop-in structure

	Title	Management rules	Order	Block(s) used
1	BUSINESS-PRODUCT INFO			
2	RELATED PRODUCTS	We display 2 other products form the same category (PRODUCT_CATEGORY)	According to display order set in the navigation	PRODUCT-BLOC-LIST

Content characteristics

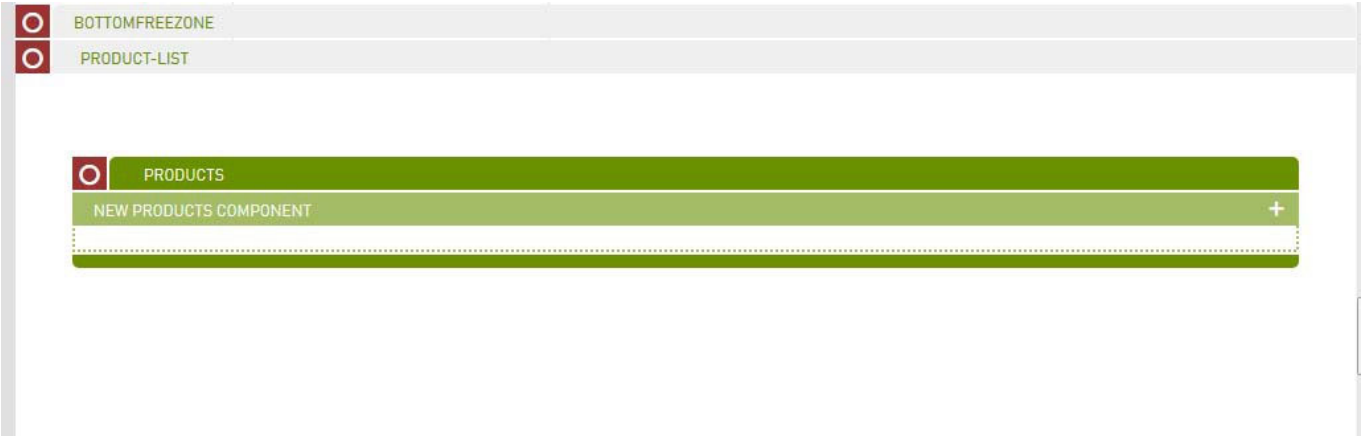
	Key	Description
1a	BUSINESS-PRODUCT_CATEGORY	Manual

	Key	Description
1b	BUSINESS-PRODUCT_NAME	Manual
1c	BUSINESS-PRODUCT_IMG	Manual upload – size for contribution: 1160 x 653 displayed as follows "Large Desktop >1360px": 1160 x 653 "Desktop <1360px": 1160 x 653 "Tablet portrait >768px": 768 x 436 "Mobile >320px": ratio= 5:4 - 320x256
1d	BUSINESS-PRODUCT_DESCRIPTION	Manual
2a	BUSINESS-OTHER_PRODUCTS_TITLE	From resource file (change to **Related products**)

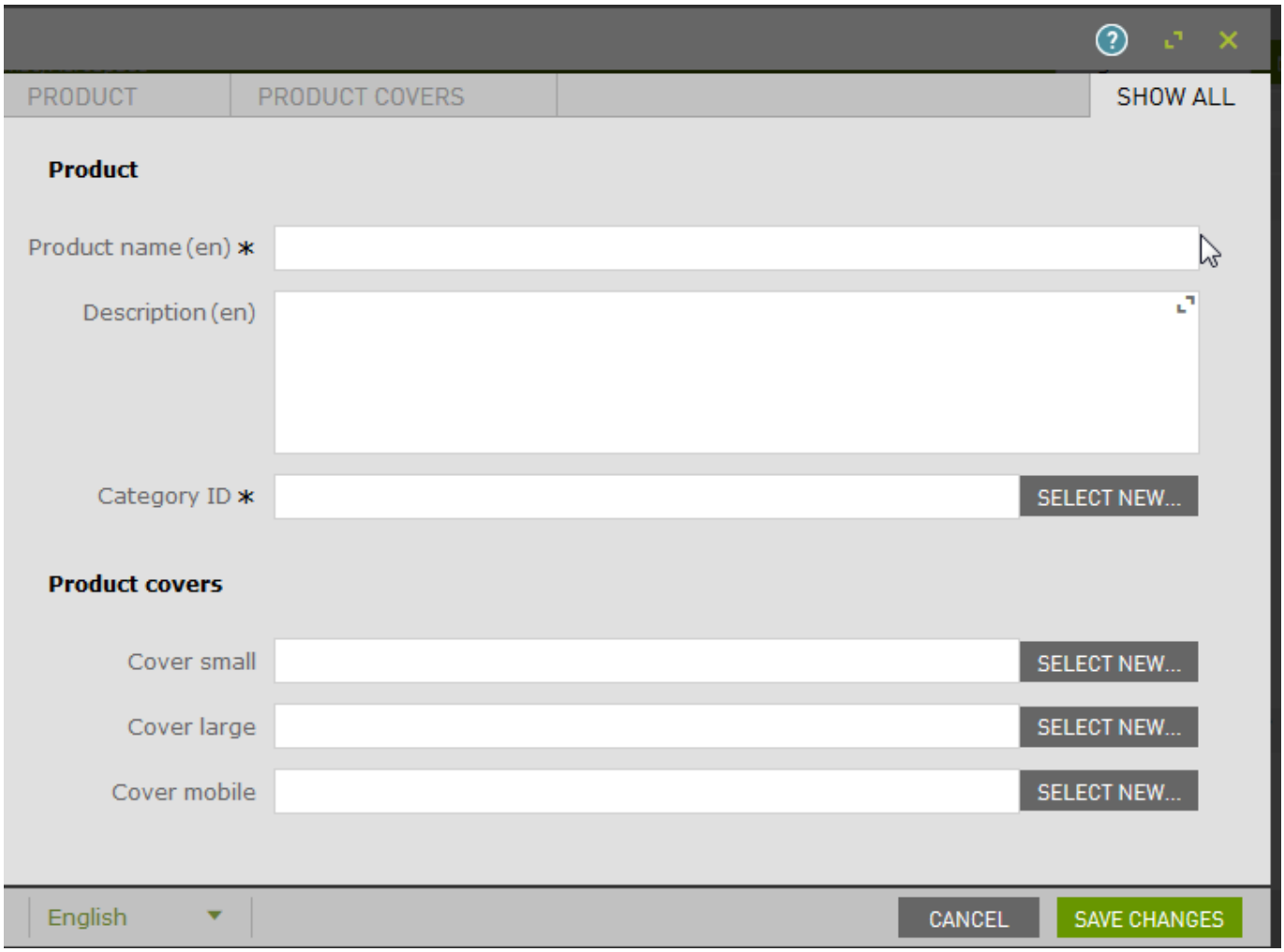
Interface elements

	Element	Element interaction / Link
3	COUNTRY SELECTION BUTTON	On click: open the country panel CTXX_Country_panel_a Button text comes from resource file (common to all product pop-ins)
4	RELATED PRODUCTS	On click: open (replace) the product pop-in panel CT22_business_popin_product

The product list has a fixed position on the page. Just position the mouse on the block to edit it



Click on NEW PRODUCTS COMPONENT to add the first product



Key in the relevant information in the two tabs

- PRODUCT TAB: fill in the product name, description and category ID (will show on top of the product range that is highlighted and will be used to show other products from a similar category in the product pop in). The product categories are managed in a global repository.
- PRODUCT COVERS: add the related images in various dimensions
    - One for the product list block (cover small)
    - One for the pop in (large cover)
    - One for mobile

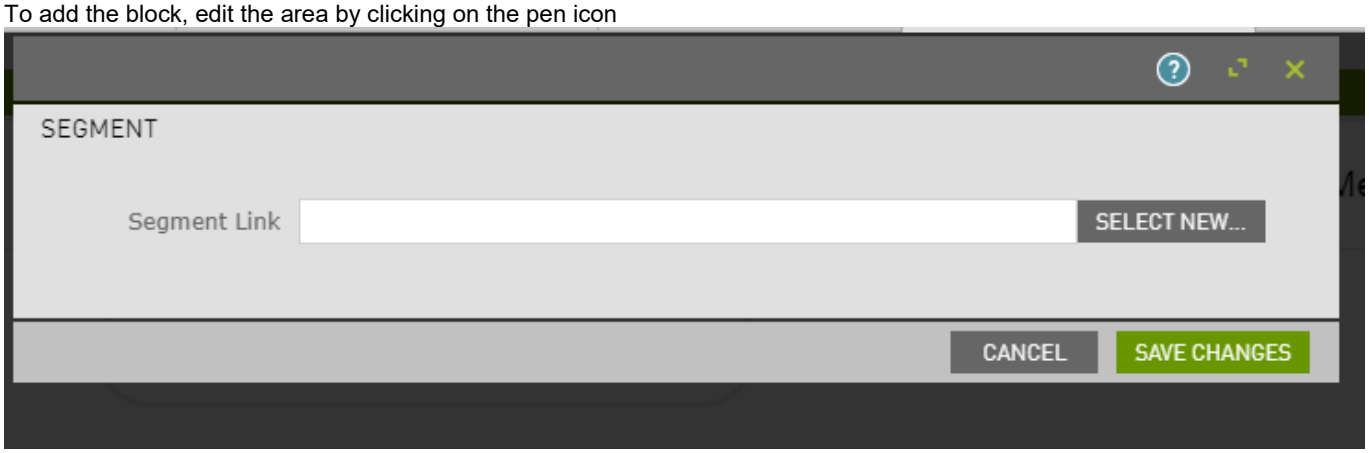
Once done, fill in the translation and click on SAVE CHANGES

BOTTOM MANDATORY BLOCK

The bottom mandatory block contains a link to a related market. This block will be populated automatically. You just need to select the related market that will show at the bottom of the page

SEGMENT-READNEXT

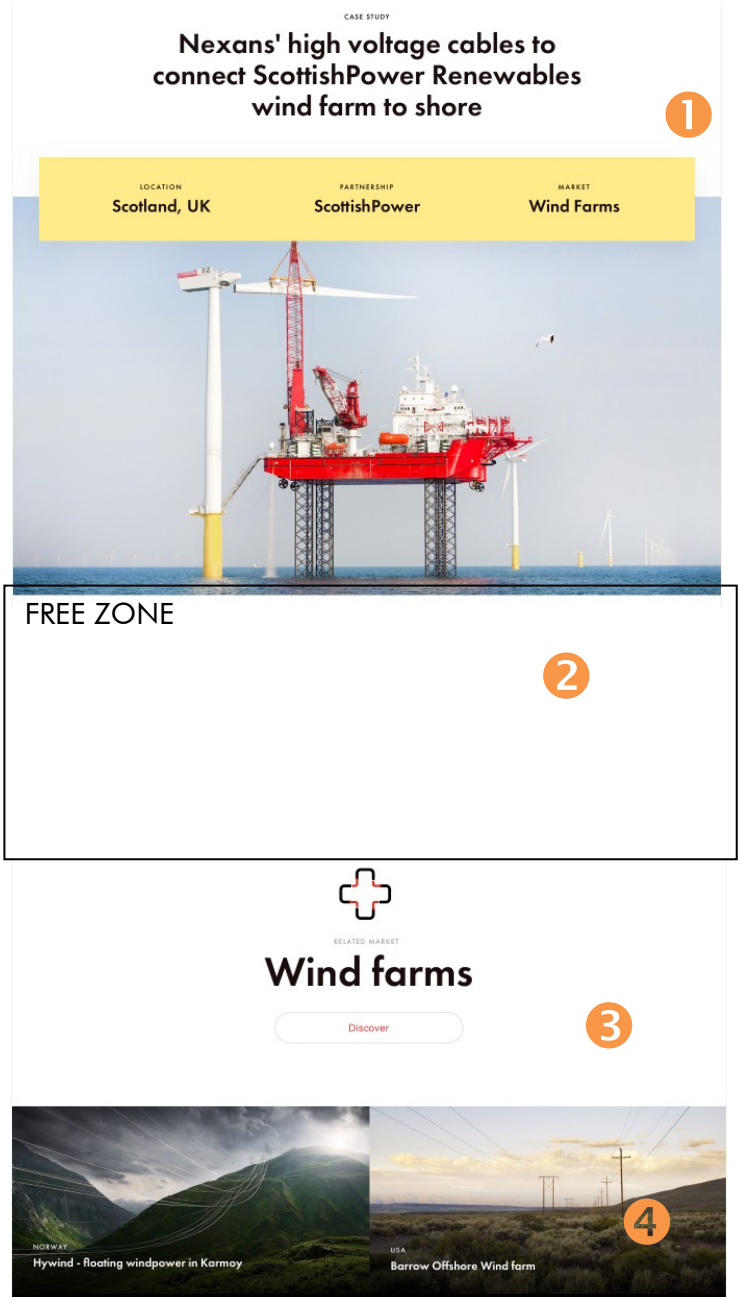
To add the block, edit the area by clicking on the pen icon



Select the related market in the navigation and click on save changes. The system will pick up the picto associated with the market, the name, the tag RELATED MARKET and the button DISCOVER linking to the related page.

CASE STUDY PAGE – BUSINESS: CT23_business_casestudy

The case study page is an editorial page allowing to showcase a success story on a specific market.
A dedicated template was set up for this page allowing to clearly highlight the main information using a specific cover (title / Project name / location / customer-partner / market + main image). The rest of the template is made up of generic blocks (same as editorial page / News page)



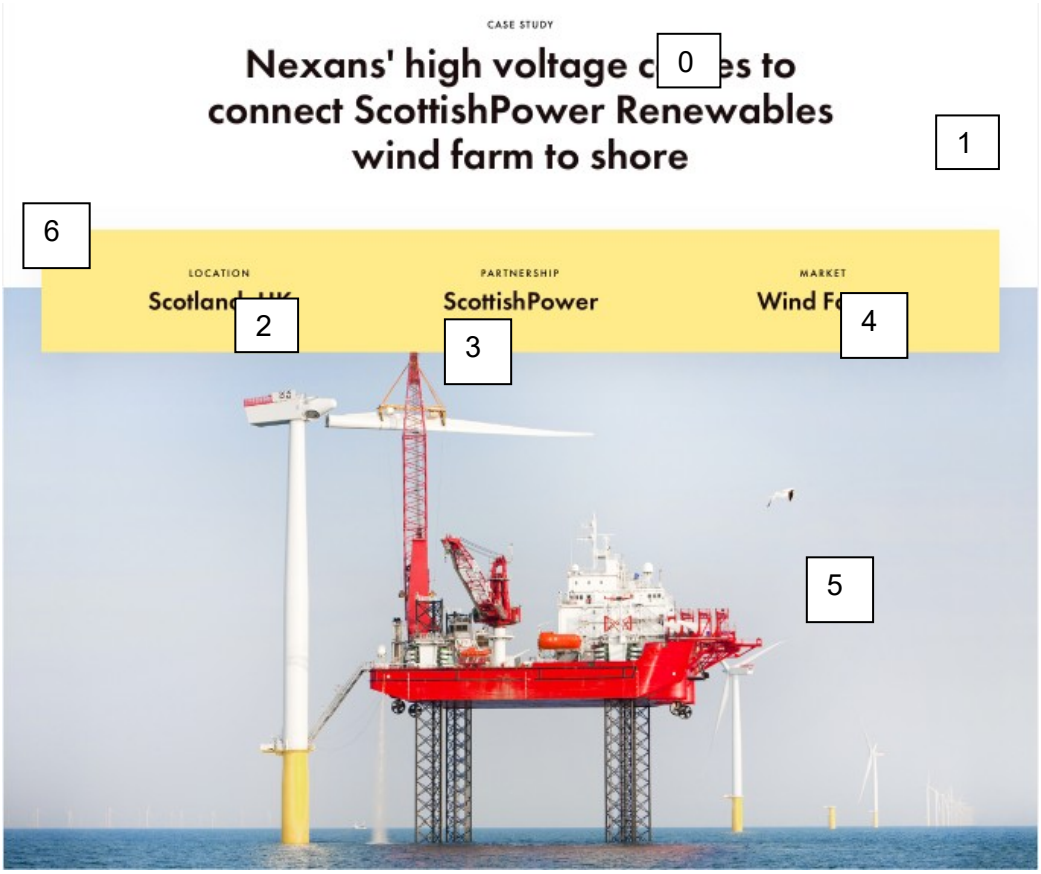
Template structure

	Title	Management rules	Order	Block(s) used
1	Cover/Intro	Tag, title, key facts and main image		BUSINESS-CASESTUDY-BLOC-INTRO

	Title	Management rules	Order	Block(s) used
2	FREE ZONE	Display the editorial blocks chosen and filled in in the back office		G02-EDITORIAL-BLOC-TXT G15-EDITORIAL-BLOC-TXT-PICTURE G07a-EDITORIAL-BLOC-QUOTE G07b-EDITORIAL-BLOC-QUOTE G13-EDITORIAL-BLOC-TXT-RELATED G04-EDITORIAL-BLOC-VIDEO G03-EDITORIAL-BLOC-PICTURE G08-SLIDER-GALLERY G16-EDITORIAL-BLOC-TXT-NEWS G12-EDITORIAL-BLOC-KEYFIGURES G41 EDITORIAL BLOC TABLE G-MOSAIC-RELATED G-RELATED PUSH G-NEWSLIST G-EVENT LIST G-PUBLICATIONS LIST
3	Related segment	Display the related segment first: CASESTUDY_SEGMENT		BUSINESS-SEGMENT-BLOC-READNEXT
4	Related case studies	Display the related case studies: picked up manually in the back office. If there is no case study chosen, we display the 2 most recent case studies related to the same segment		BUSINESS-CASESTUDY-BLOC-RELATED Front similar as TRANSVERSAL-RELATED-BLOC-PAGES

COVER

COVER-CASE-STUDY



Edit the area by clicking on the pencil icon

The following block will open with two tabs

CASESTUDY: key in the general information related to the case study

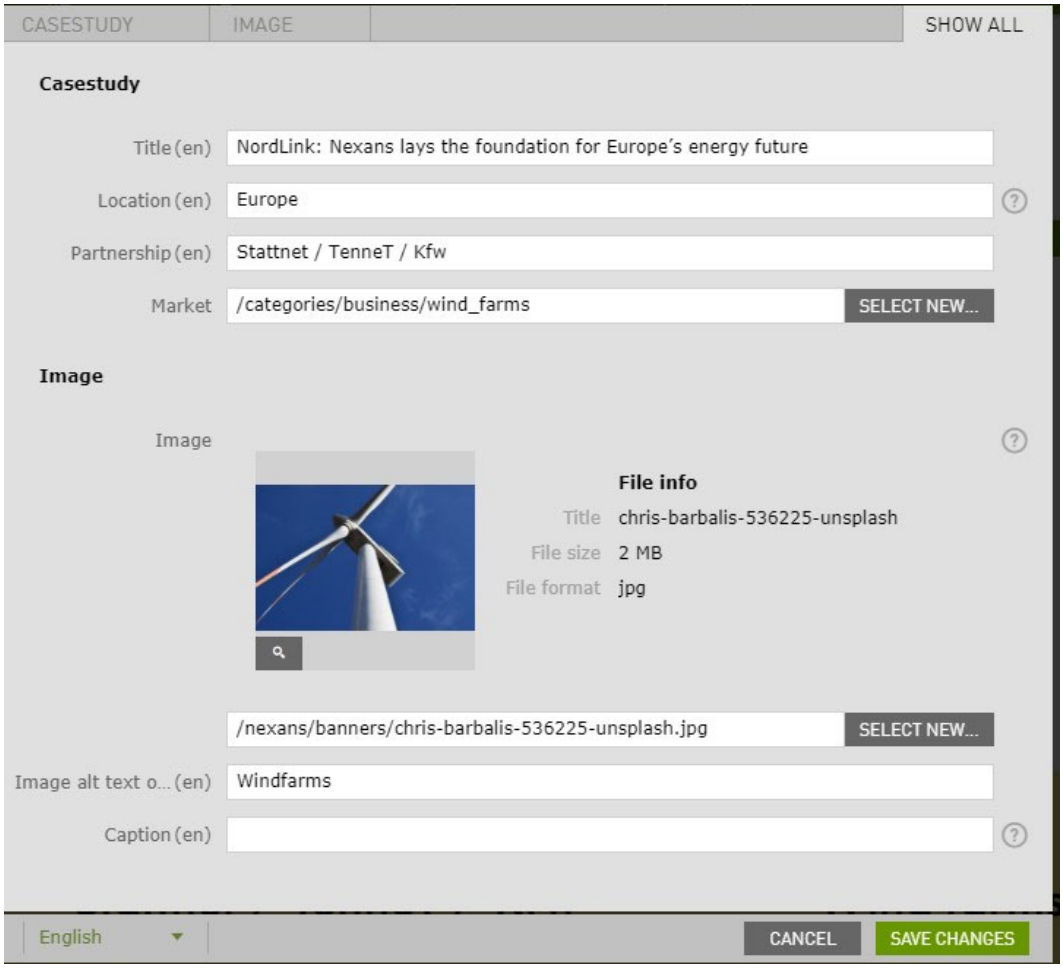
- Title
- Location
- Partnership

- Market (select from list of tags)

IMAGE

- Select an image from the asset management library or upload new one
- Key in the alt image text (for referencing)
- Caption

Don’t forget to do it in both languages (switch language below using the drop-down list) and click on save changes when complete.



The block will show at the top of the page.

MAIN

The main area section of the case study page contains generic blocks

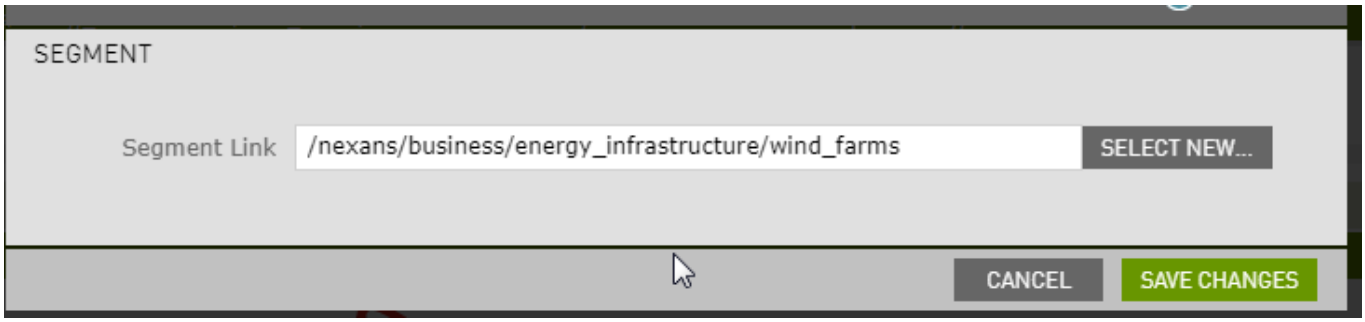
- Event list
- Key figures block
- Key figures highlight block
- News list
- Picture
- Picture Gallery
- Publication list

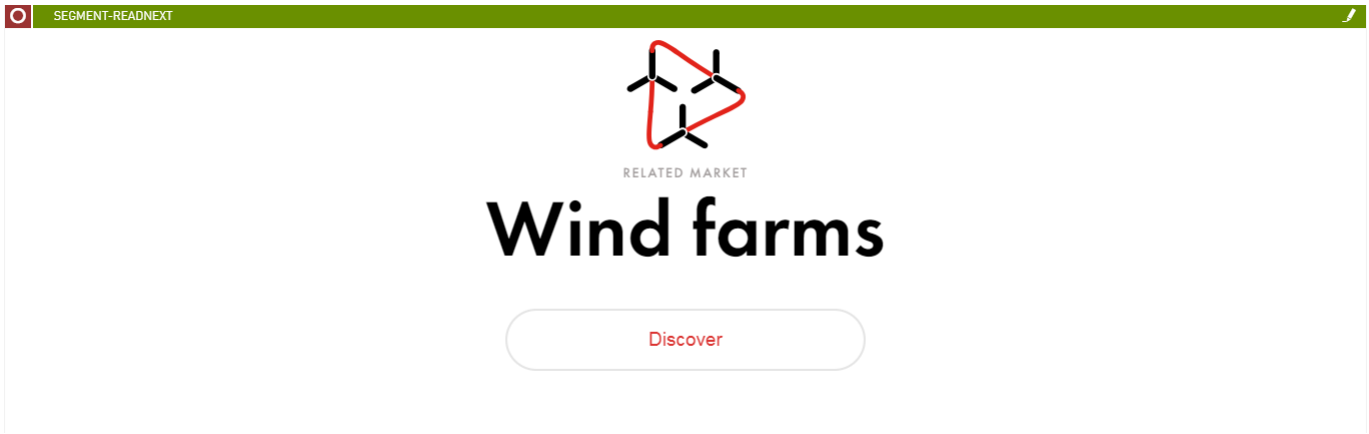
- Quote
- Related push
- Related slider
- Related slider / carousel
- Text
- Text with picture

To add one of the components, just select the area MAIN and click on the option Add a component in the menu on the right-hand side

BOTTOM FREE ZONE

The bottom free zone section of the case study page can contain only one component which is the related market. When clicking on this area, you can only add one block which is segment-read next type of block: you just need to select the related market and the content will be populated automatically in the block: market picto, market name and link to the related page.



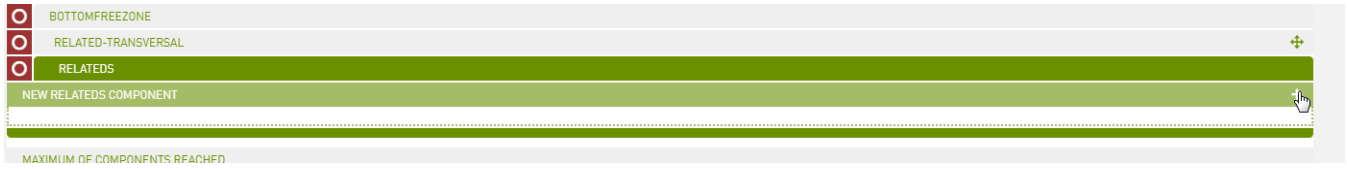


BOTTOM MANDATORY BLOCKS

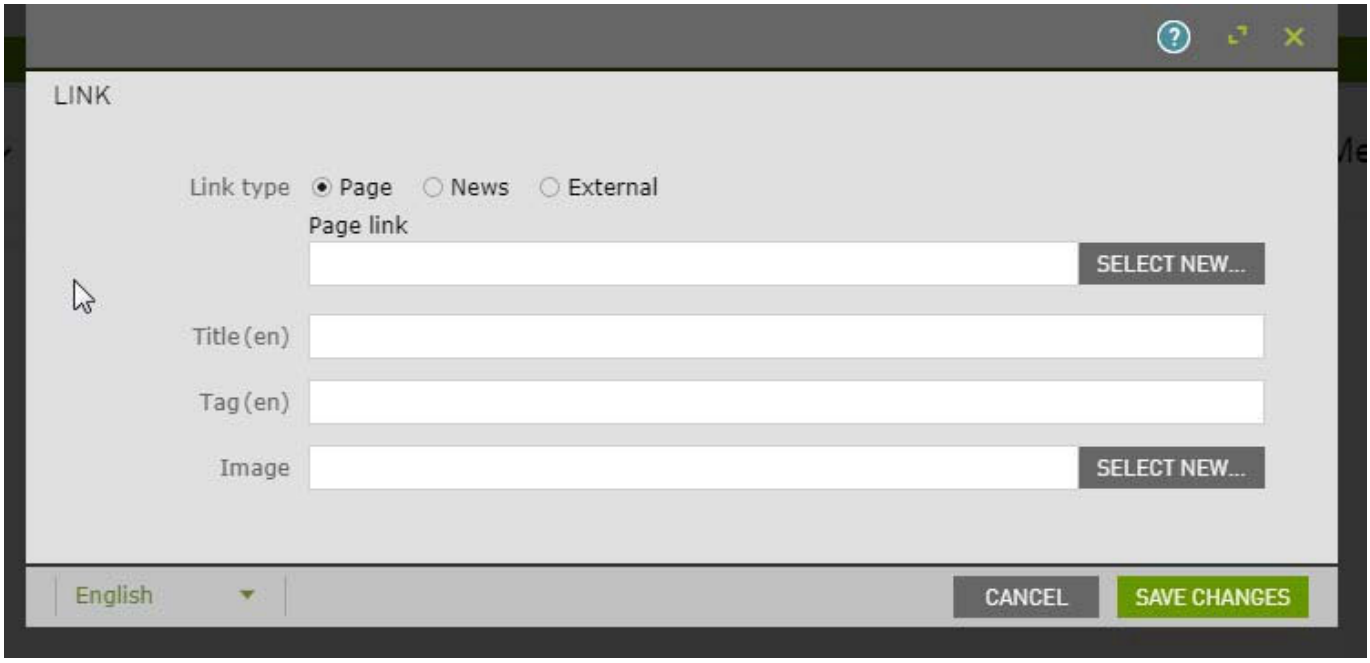
The section contains the transversal related blocks allowing you to make links to other sections of the site or external link.

RELATED-TRANSVERSAL

There can be up to 3 related at the bottom of the page. To add new related, just position the mouse on the area, on the RELATED component. Click on the + icon



The following screen will show up



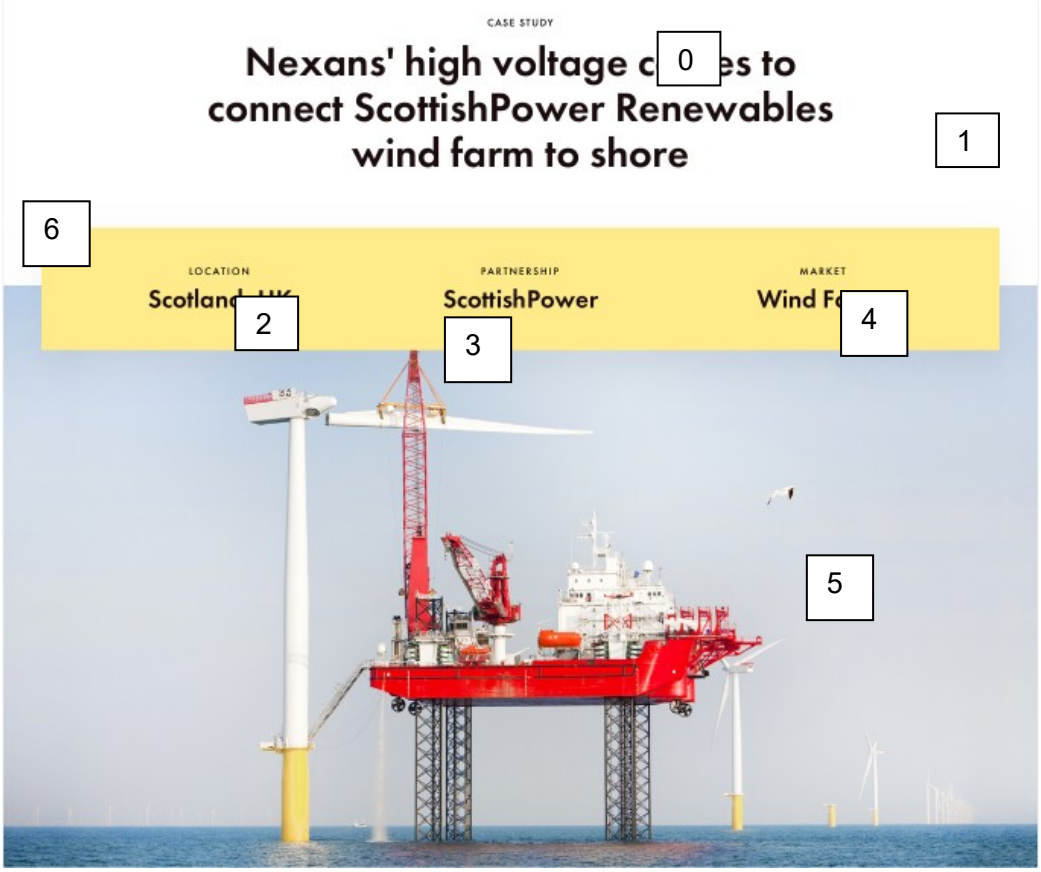
You can either insert a link to a page, a news page or an external link.

Once the type of link has been set, just key in the relevant information:

- Select the page link or news link or key in the external URL for external sites
- Key in a title
- Key in a tag
- Select an image from the asset management library or upload a new one

Results with 3 links

NEWS TEMPLATES

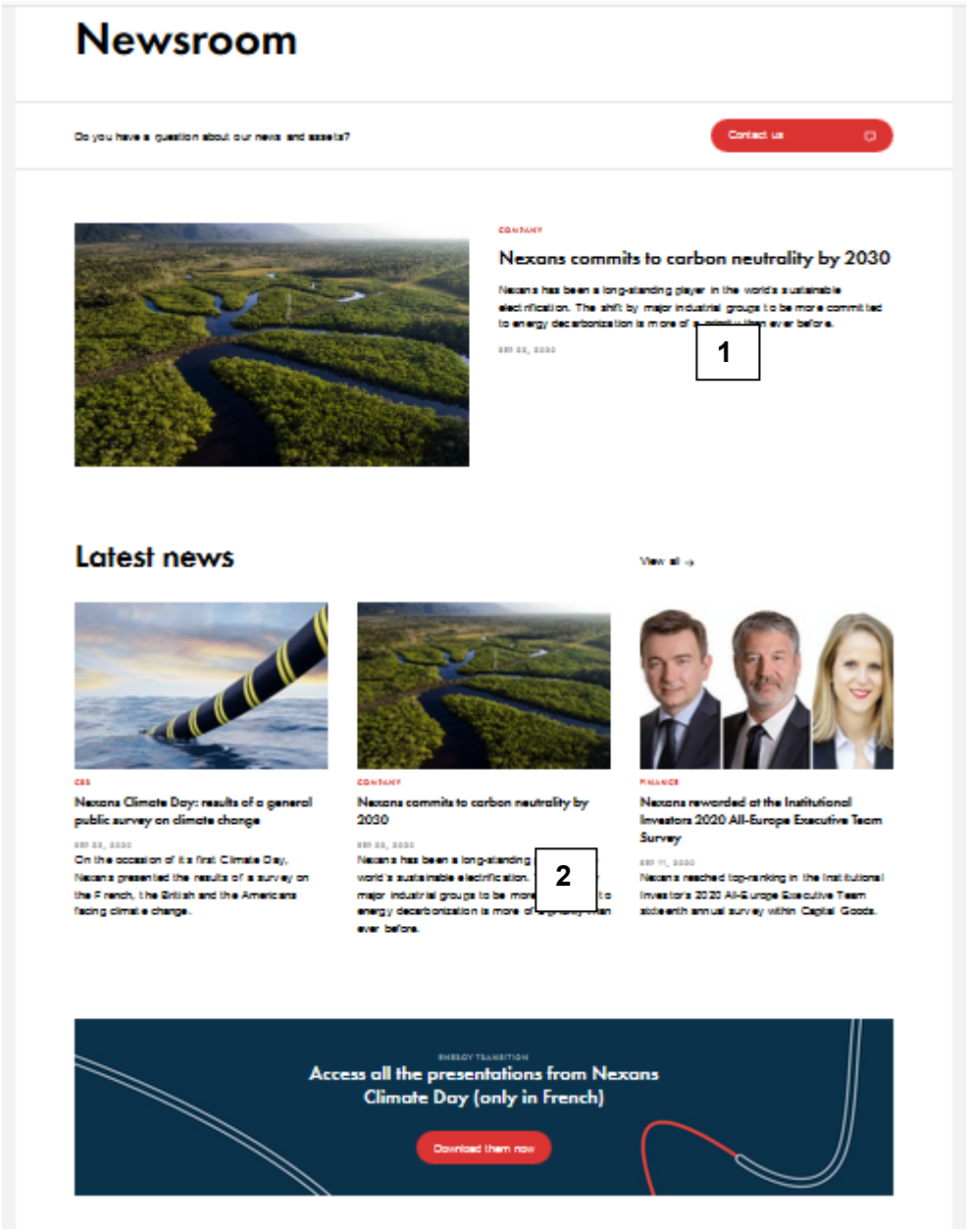


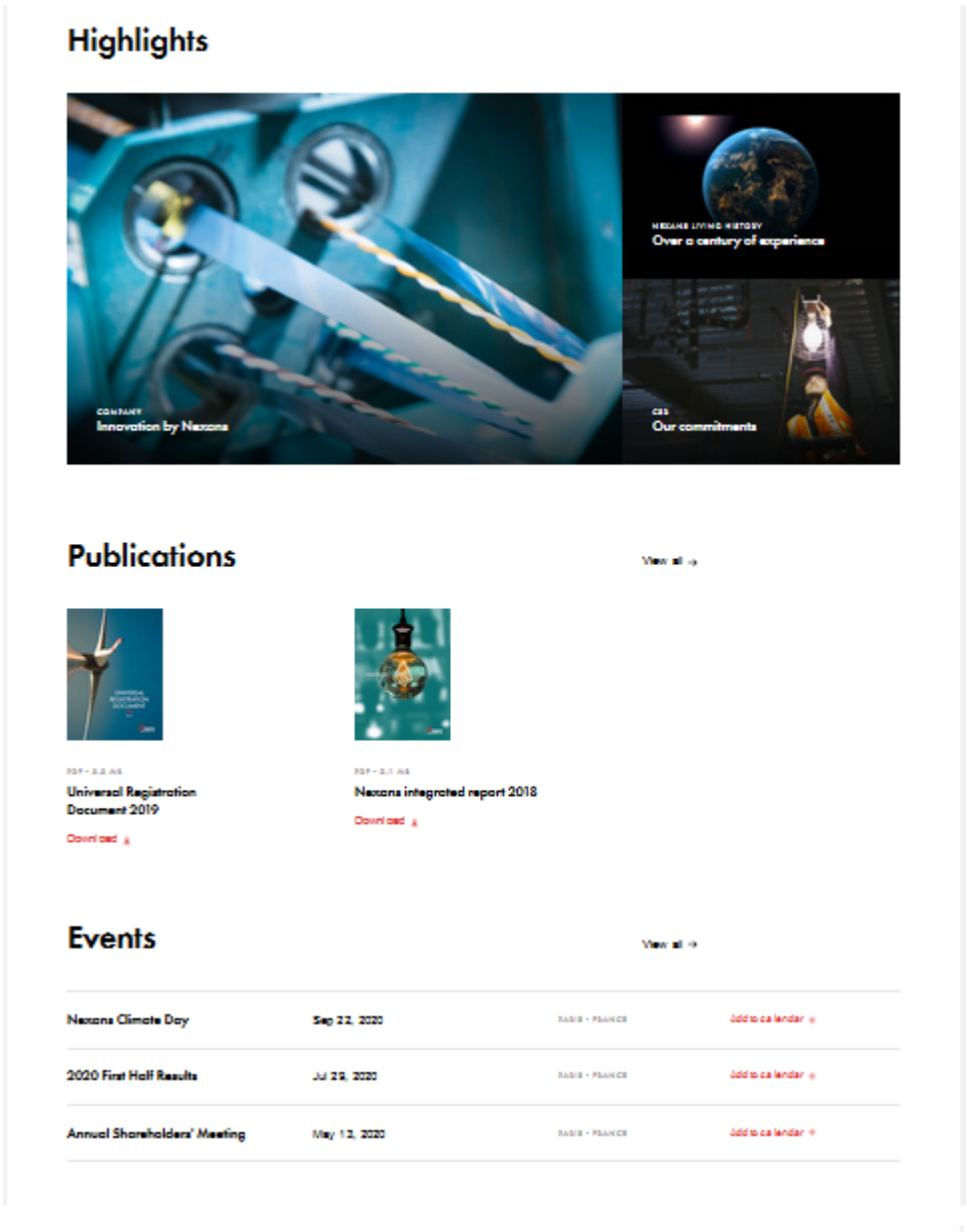
The newsroom module gathers the following content types:

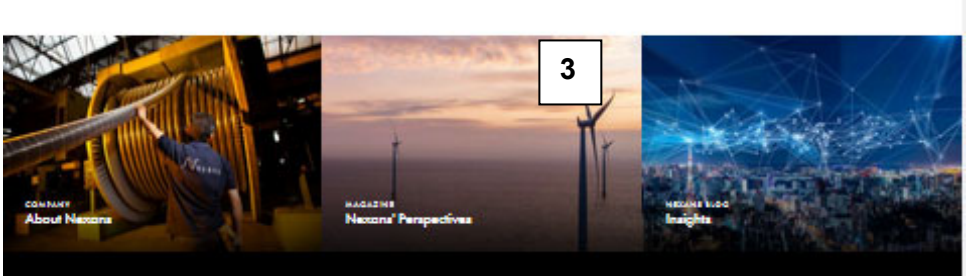
- Newsroom (homepage)
- News List
- News (content – managed from the NEWS entry
- Events List
- Event (content) – managed from the EVENTS entry
- Documents List – managed from the Publications entry

CATEGORY HOME PAGE – NEWSROOM: CT01_News_section_home

This page uses several generic blocks but has a fixed layout.




Highlights
Innovation by Nexans
Over a century of experience
Our commitments
Publications
View all
Universal Registration Document 2019
Download
Nexans integrated report 2018
Download
Events
View all
Nexans Climate Day
Sep 22, 2020
Add to calendar
2020 First Half Results
Jul 29, 2020
Add to calendar
Annual Shareholders' Meeting
May 13, 2020
Add to calendar

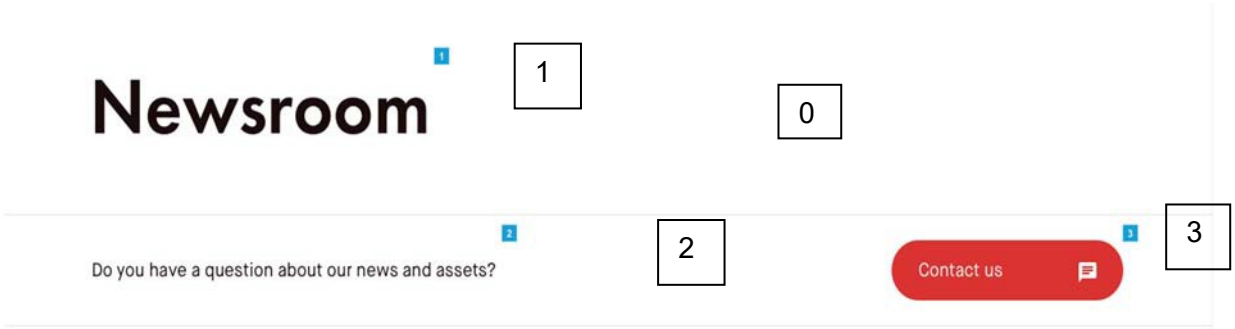

3
About Nexans
Nexans' Perspectives
Insights

Template structure

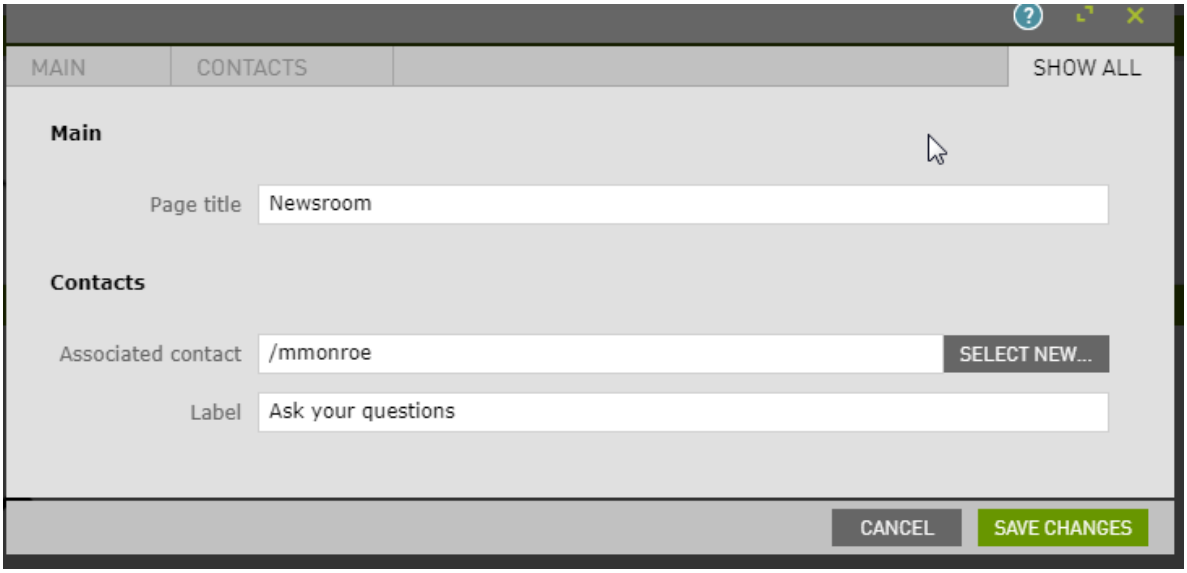
	Title	Management rules	Order	Block(s) used
1	Cover	Cover is made up of title (section title), contact block (contact associated with the section)		NEWS-HP-NEWSROOM-BLOC-COVER
2	Main	Optional. Focus on one specific item – manual selection of the news other news can be added manually and will show below the main one		G-NEWS-BLOC-HIGHLIGHT
3	Bottom free zone	Display the editorial blocks chosen and filled in in the back office		G30-NEWSLIST-BLOC G31-EVENT-LIST- BLOC G32-PUBLICATION-LIST-BLOC G-PUBLICATION SET G-MOSAIC-RELATED G-RELATED PUSH
4	Bottom mandatory blocks			TRANSVERSAL-RELATED-BLOC-PAGES

COVER

COVER-NEWSROOM



To edit this area, just select the component COVER and click on Edit in the right-hand menu or on the pencil icon
Key in the title and allocate the contacts to the page

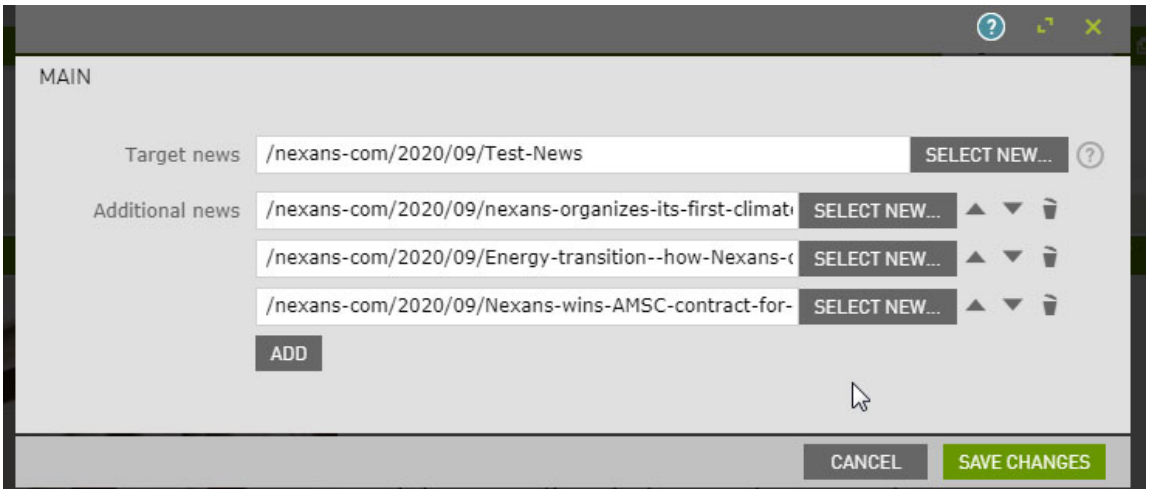


MAIN

The main section contains one key element which is the news highlights block that allows you to highlight one specific news on the newsroom page.

NEWS HIGHLIGHTS

Select the main area and select on ADD COMPONENTS or if already added, edit it



Just pick up the news you'd like to highlight on the page using the SELECT NEW. This will open the repository containing all the news. Select the one that makes sense.

The block will then be populated automatically with the content of the selected news:

- Main image of the news
- Title
- Summary
- Tag

You can add extra news, they will show in a "standard" news list below the main one

COMPANY

New face, new features, meet the new NEXANS APP

After several years of usage and proven efficiency, Nexans smartphone application NEXANS APP has undergone a major facelift and now integrates a series of new features among which our popular cable sizing tool EASYCALC

MAY 27, 2018

CSR

Nexans organizes its first Climate Day on september 22, 2020 on the sustainable electrification of the world

SEP 2, 2020

At a time when global warming is accelerating and the energy transition is underway, the issue of sustainable electrification of the world is increasingly urgent.

CSR

Energy transition: how Nexans contributes to a resilient and sustainable electricity sector

SEP 21, 2020

Nexans attended the IEA (International Energy Agency) Clean Energy Transitions Summit on 9 July 2020 - Towards a Sustainable Recovery

Nexans wins AMSC contract for Chicago's Resilient Electric Grid project

SEP 21, 2020

Nexans has been awarded a contract by AMSC to produce a cable for the Resilient Electric Grid (REG) project in Chicago, US. The cable, together with a special jointing system, will be deployed in a Commonwealth Edison (ComEd) substation.

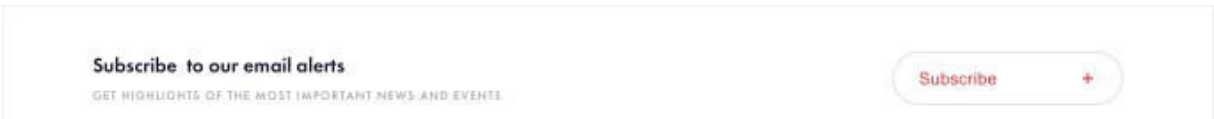
BOTTOM FREE ZONE

This section can be populated with the following elements

- Newslist: populated from the news list (based on latest news or on selected tag or manual selection)
- Event list: populated from the events list (based on latest events or on selected tag or manual selection)
- Publications list populated from the publications list (based on latest events or on selected tag or manual selection)
- Related push block (allowing to push key contents / events / documents)
- Related mosaic block to highlight key contents

EMAILS-ALERTS-PUSH

At the bottom of the page (harmonize on all pages that uses it)



Content characteristics

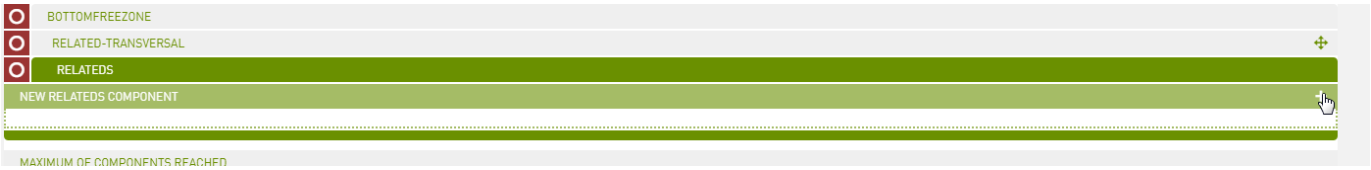
	Key	Description
1	EMAIL_ALERTS_TITLE	From resource file
2	EMAIL_ALERTS_SUBTITLE	From resource file
3	EMAIL_ALERTS_BUTTON	OnClick: open the subscription form

BOTTOM MANDATORY BLOCKS

The section contains the transversal related blocks allowing you to make links to other sections of the site or external link.

RELATED-TRANSVERSAL

There can be up to 3 related at the bottom of the page. To add new related, just position the mouse on the area, on the RELATED component. Click on the + icon



The following screen will show up

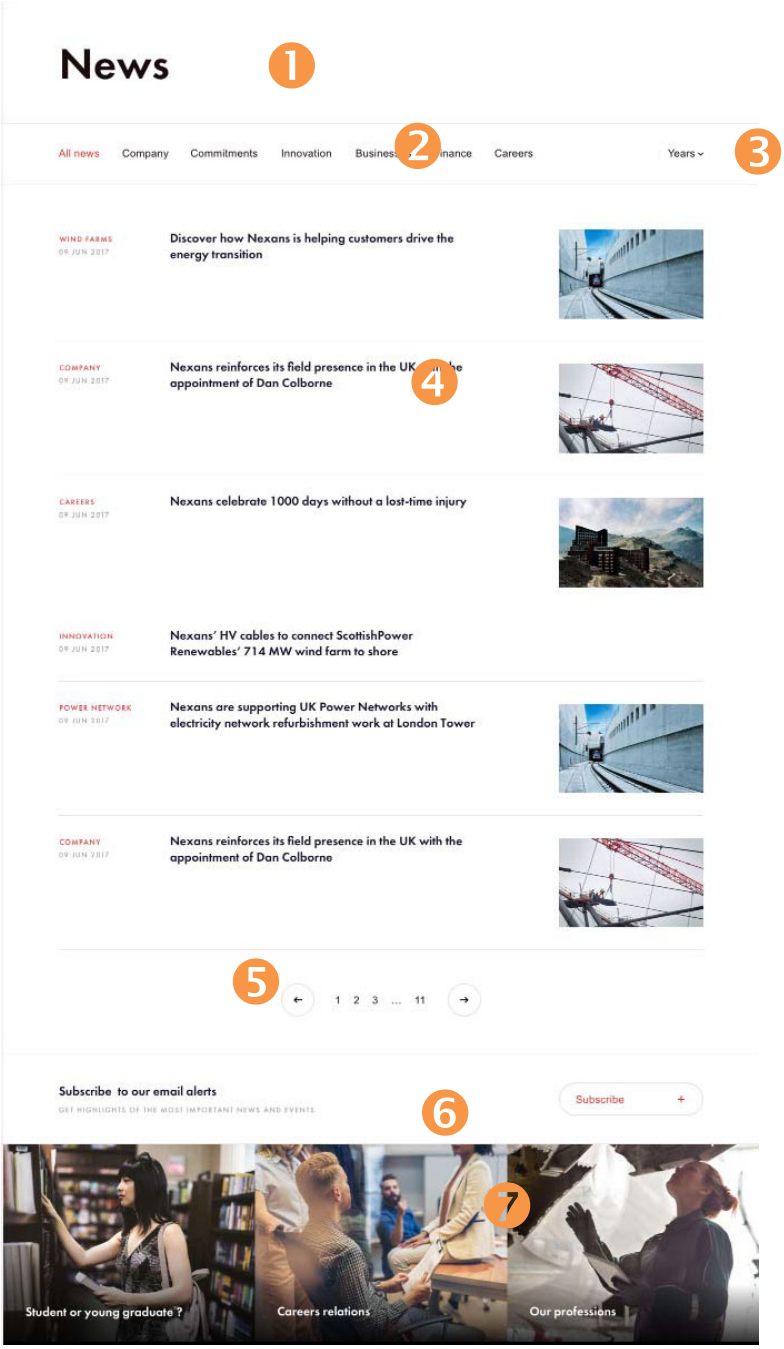
You can either insert a link to a page, a news page or an external link.

Once the type of link has been set, just key in the relevant information:

- Select the page link or news link or key in the external URL for external sites
- Key in a title
- Key in a tag
- Select an image from the asset management library or upload a new one

Results with 3 links

NEWSLIST PAGE – NEWSROOM: CT02_list_news



The template of this page is fixed and cannot be changed. It is managed automatically and contains the list of all news published on the site.

Zones

	Title	Management rules	Order	Block(s) used
1	Title	From navigation name		

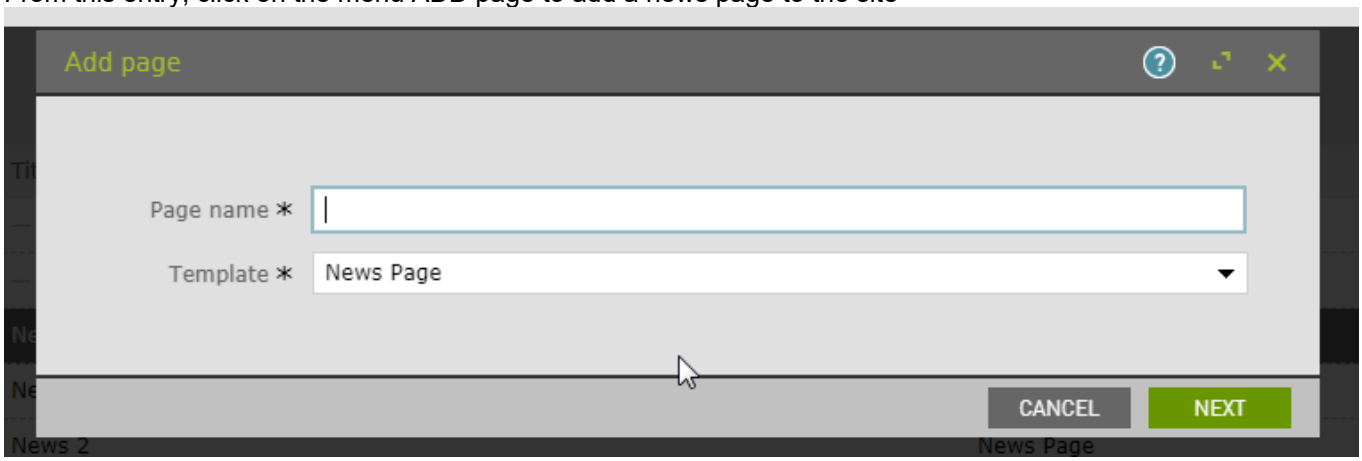
	Title	Management rules	Order	Block(s) used
2	Category filters	Display every MAINCATEGORY that have news related to them If the MAINCATEGORY does not have SUBCATEGORIES related to it: on click, filter the news list and display the news related to the main category (with NEWS_CATEGORY or NEWS_TAGS) If the MAINCATEGORY has SUBCATEGORIES related to it: on click, expand the SUBCATEGORIES list (cf. CT02_newsroom_news_list_filters) If number of categories exceeds xx, foresee to have button More to view all categories (see tablet version)		
3	Date filters	Display every year with news published		
4	News list	Display the news 8 by 8, according to the filters. The newslist contains the following elements - NEWS TAG - NEWS PUBLICATION DATE - NEWS TITLE - NEWS SUMMARY IMAGE (from news main image) Contribution Size: 1150 x 711 displayed as follows "Large Desktop >1360px": 310 x 192 "Desktop <1360px": 260 x 161 "Tablet portrait >768px": 216 x 133 "Mobile >320px": ratio= 5:4 – 290 x 179	Most recent	
5	Page index	Every item is clickable except the active page		
6	Email alerts push			EMAIL-ALERTS-PUSH
7	Related pages			TRANSVERSAL-RELATED-BLOC-PAGES

The title of the page can be updated and translated. To do so, just edit the page properties and/or the cover area.

NEWS PAGE – NEWSROOM: news page

News pages are created under the NEWS ENTRY

From this entry, click on the menu ADD page to add a news page to the site



Give it a name and click on NEXT and fill in the required information

MAIN

- Page title
- Navigation title
- Windows title
- Summary
- Date

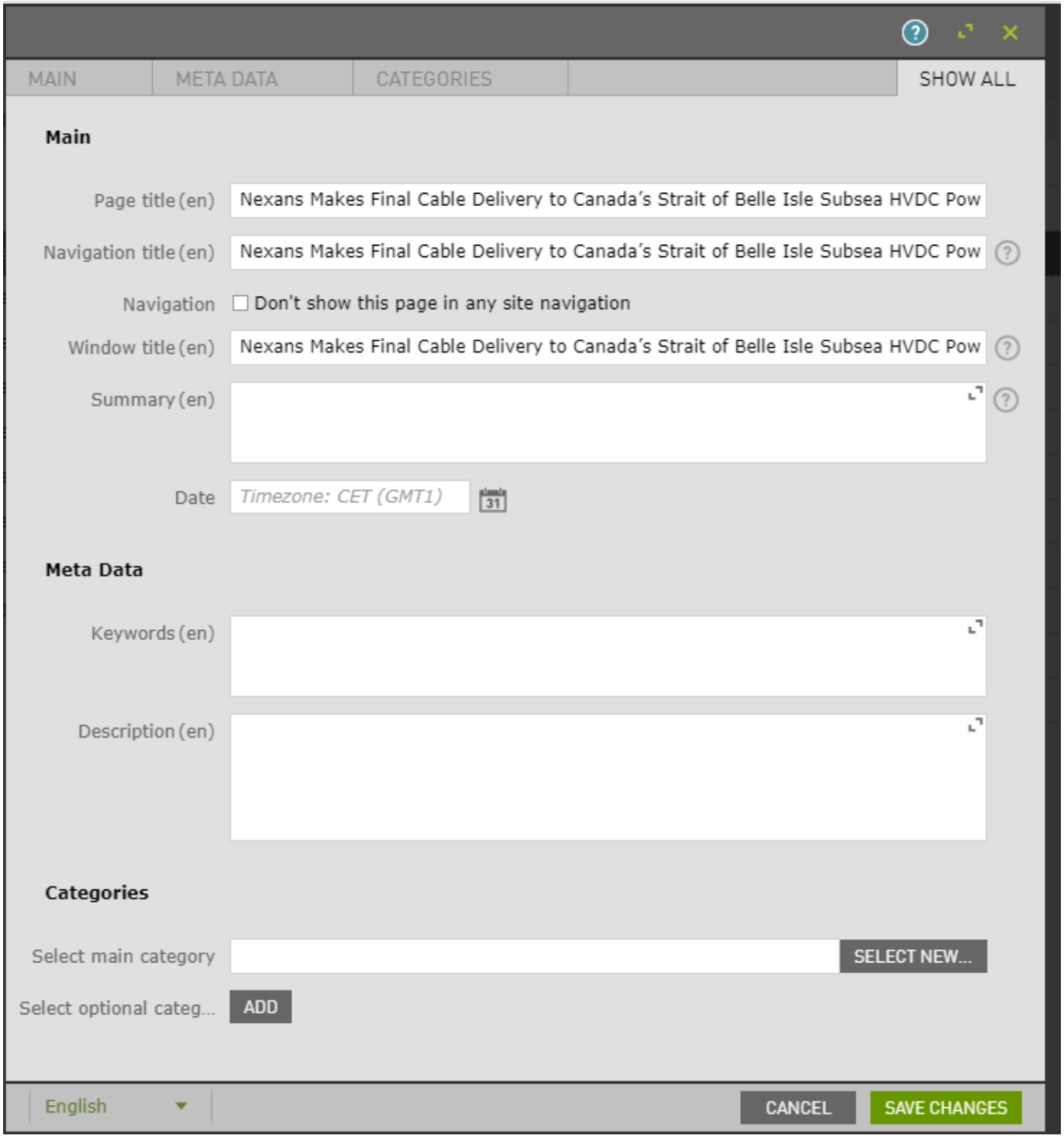
META DATA: used in the meta tags of the page and therefore for SEO – please make sure you fill in the relevant information to boost your visibility on search engine and optimize search

- Keywords
- Description

CATEGORIES: select a corresponding tag (used for filtering and searching on the site) from the list of tags

- One main tag
- One or more secondary tags if the news should be found under various topics

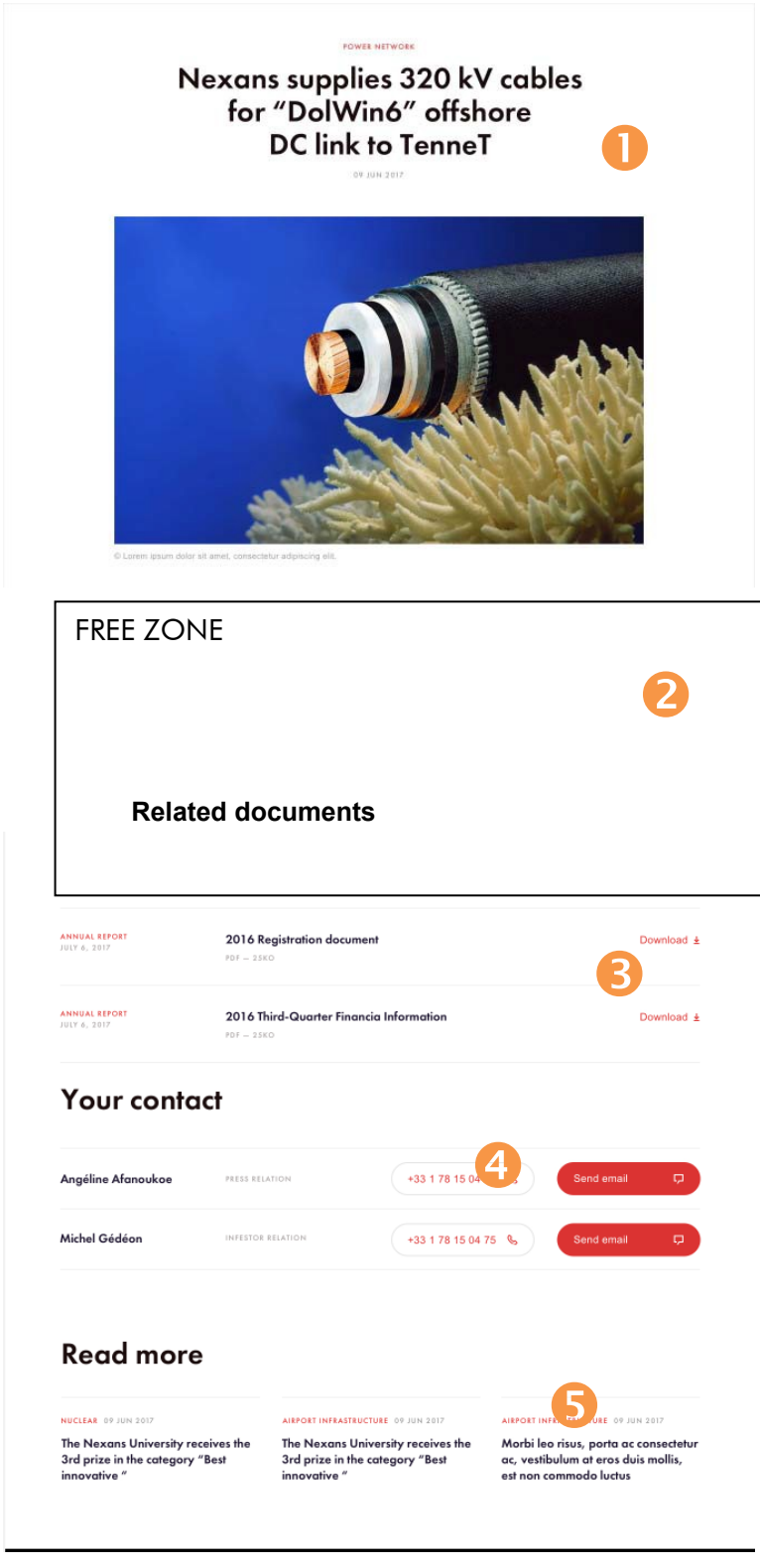
Don't forget to do it in French as well
Once done click on SAVE CHANGES



You can also duplicate an existing news to save time. To do so, from the news entry, select the news you'd like to copy and click on DUPLICATE PAGE in the right-hand menu.
By doing so, you will inherit all information filled in the duplicated news. You then just need to update it.

Once the page has been created in the structure, double click on it to create the content or amend it if you duplicated another news.

The template of the news is set up as follows



Template structure

	Title	Management rules	Order	Block(s) used
1	Cover	Main category (tag), News title, Publication date, Cover image (with legend)		Cover-news

	Title	Management rules	Order	Block(s) used
2	FREE ZONE	Editorial blocks		- Event list - HTML - Key figures block - Key figures highlight block - News list - Video - Picture - Picture Gallery - Publication list - Quote - Related mosaic - Related push - Related slider - Related slider / carousel - Text - Text with picture
3	Related documents	Documents related to the news		NEWS-BLOC-DOCUMENTS
4	Contacts	Display every CONTACT related to the news (NEWS_CONTACTS)		NEWS-BLOC-CONTACTS
5	Related news	It is advised to set a filter with the same CATEGORY (main, if no match, other tags if other tags were selected, if not, all news) as the current one		G30-NEWSLIST-BLOC

The page is split into three main sections

- COVER: containing the title, tags, date, main image of the news
- MAIN: that will hold the content of the news based on all generic blocks
- BOTTOM MANDATORY BLOCKS: containing the contacts associated with the news, documents and related news

COVER

Cover-news

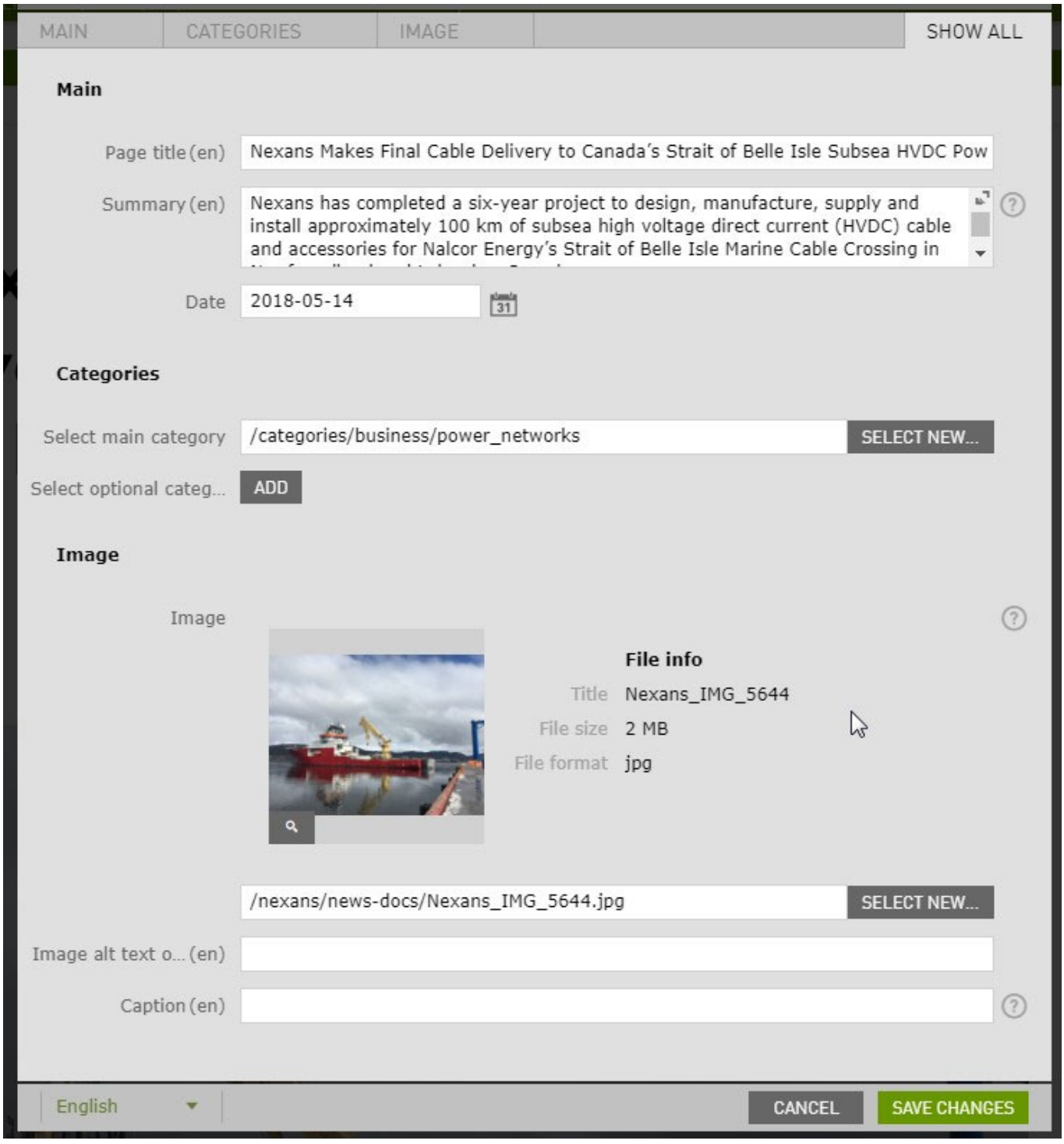
The cover contains the main elements of the news that were filled in previously (on the news creation) as well as an image.

Edit the area to update / add information;

The following fields are available

- MAIN: containing the page, summary and date of the news page
- CATEGORIES: correspond to the tag of the news
- IMAGE: click on select new and from there you can either use an existing image (from the asset management library) or upload a new one. You can then enter a specifc text for the alt image as well as a caption (showing under the image as a legend. If the field is not filled in but filled in the asset library, then the system will pick up the latter.

Don't forget to update the information in the local language and once done, click on SAVE CHANGES



Content characteristics

	Key	Description	Interactions / Actions / Links
1	NEWS_CATEGORY	Attribute of news content	On click: link to the news list filtered by the category
2	NEWS_DATE	Attribute of news content	
3	NEWS_TITLE	Attribute of news content	

	Key	Description	Interactions / Actions / Links
4	NEWS_COVER	Attribute of news content	Size: 1150 x 711 displayed as follows "Large Desktop >1360px": 1150 x 711 "Desktop <1360px": 960 x 595 "Tablet portrait >768px": 696 x 430 "Mobile >320px": ratio= 5:4 – 290 x 179
5	NEWS_COVER_CAPTION	Attribute of news content	

MAIN

The main section is made with generic blocks (that can be used in various page types).

- Event list
- HTML
- Key figures block
- Key figures highlight block
- News list
- Video
- Picture
- Picture Gallery
- Publication list
- Quote
- Related mosaic
- Related push
- Related slider
- Related slider / carousel
- Table
- Text
- Text with picture

To add one of the components, just select the area MAIN and click on the option Add a component in the menu on the right-hand side

BOTTOM MANDATORY BLOCKS

The section is made of the following elements.

- Documents related to the news (press release in pdf, supporting materials...)
- Contacts
- Related news (either latest news, or selected news based on tags and/or manual selection)

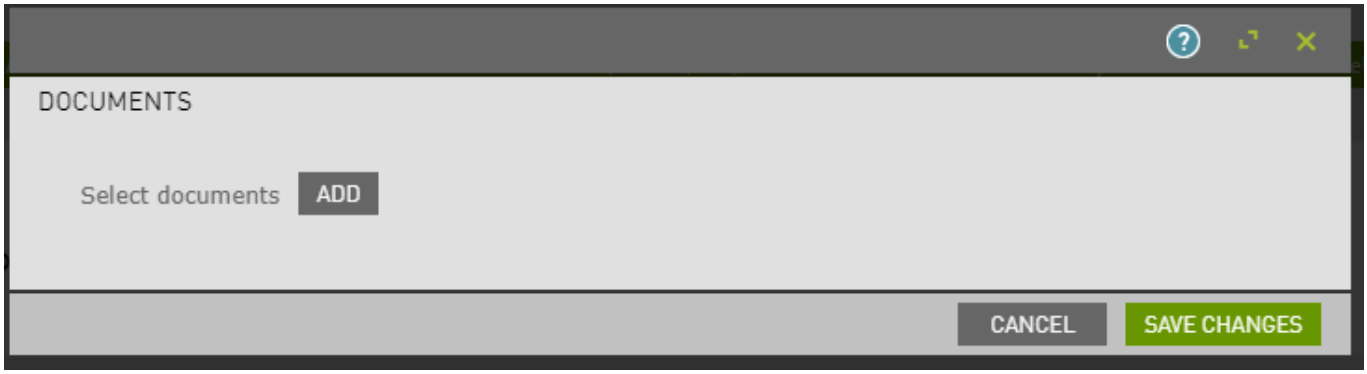
To add one of the components, just select the area MAIN and click on the option Add a component in the menu on the right-hand side

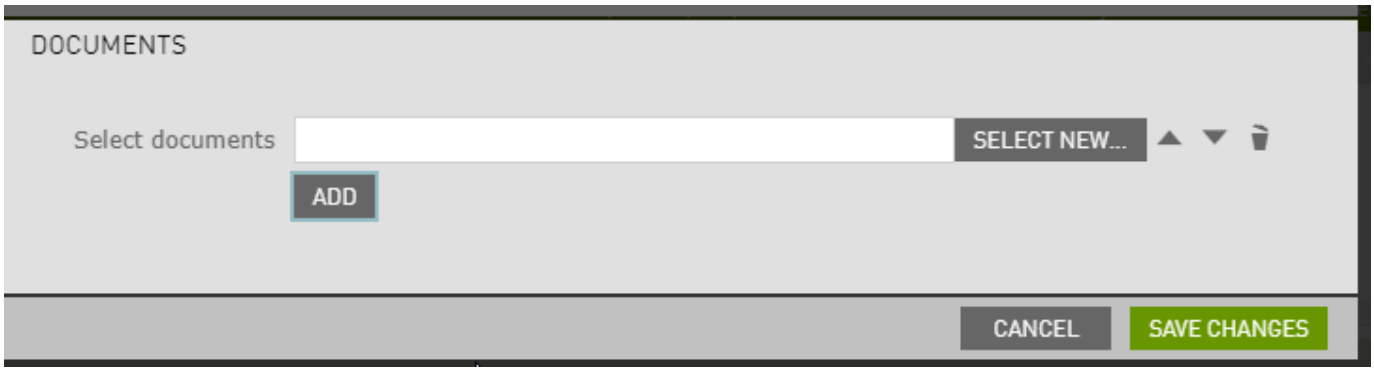
NEWS-BLOC-DOCUMENTS

Documents associated with the news will be displayed full width.

If no document is attached to the news, the block won't be displayed. To add a document to a news, click on the section area and edit it

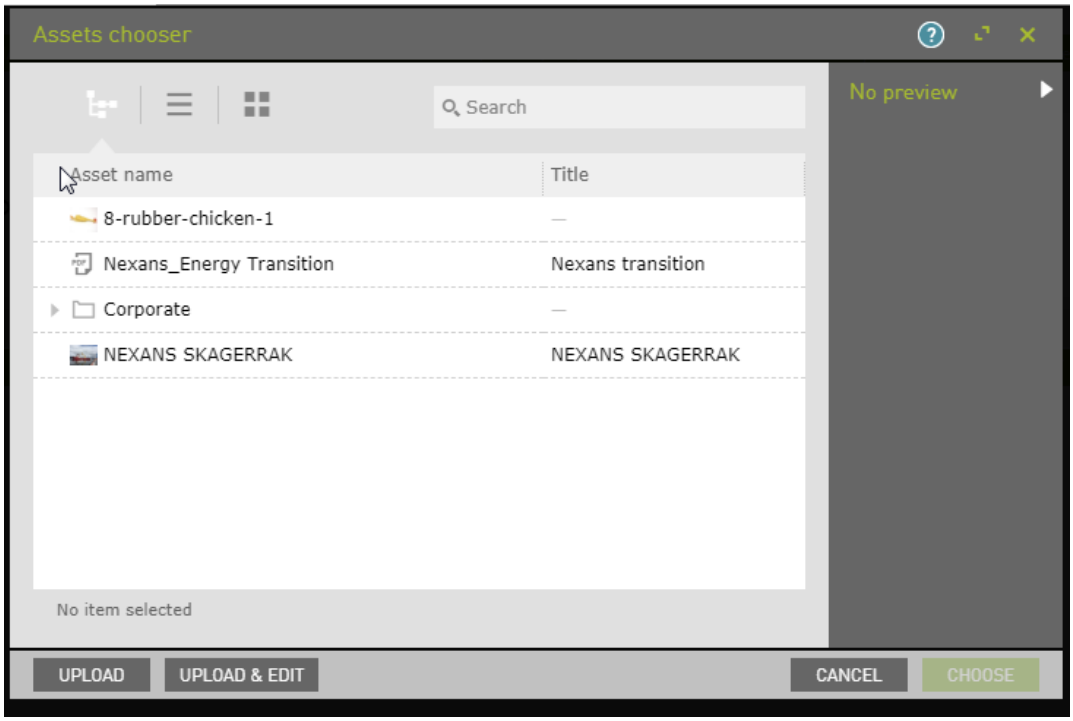
Then click on ADD to upload a document and then select new to upload a document



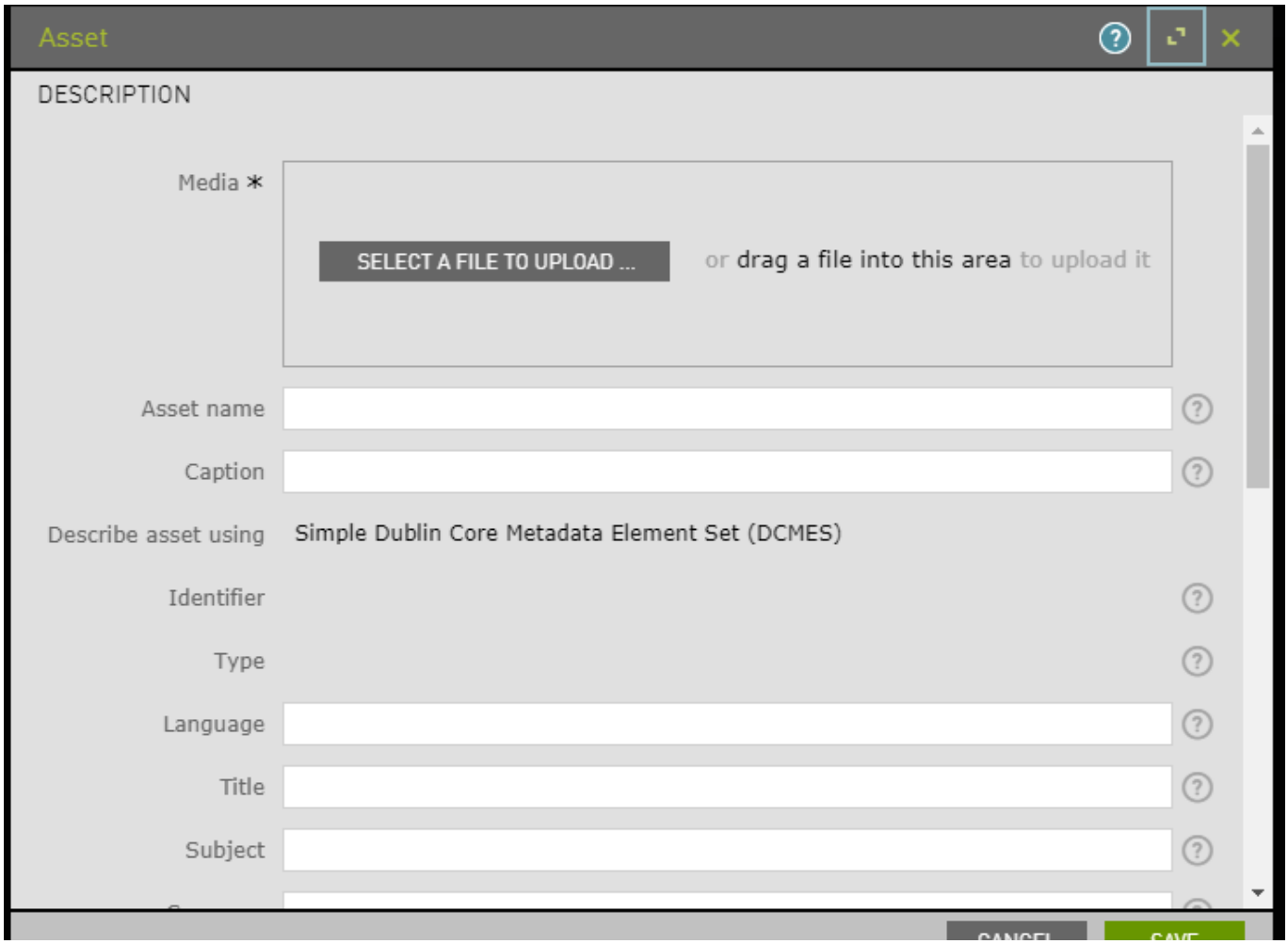


Two options

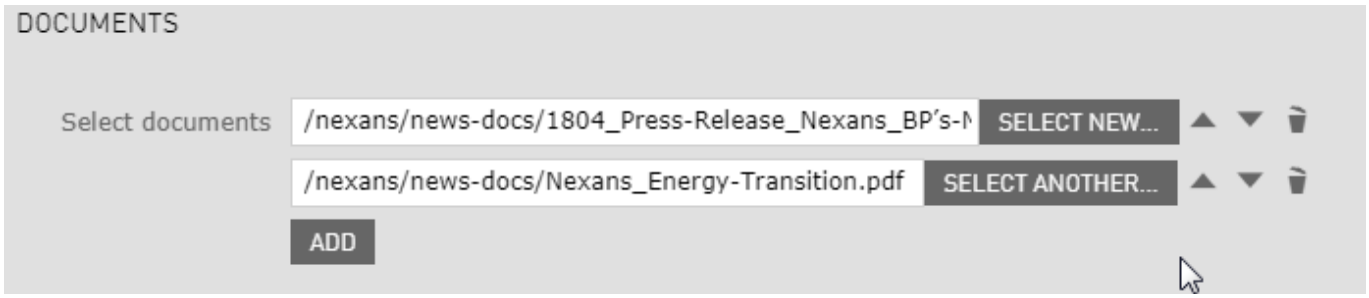
- Either you attach an existing document from the asset management library – just select the corresponding document in the library and then click on Choose
- Or upload a new document in the asset management library: click on UPLOAD AND EDIT to do so



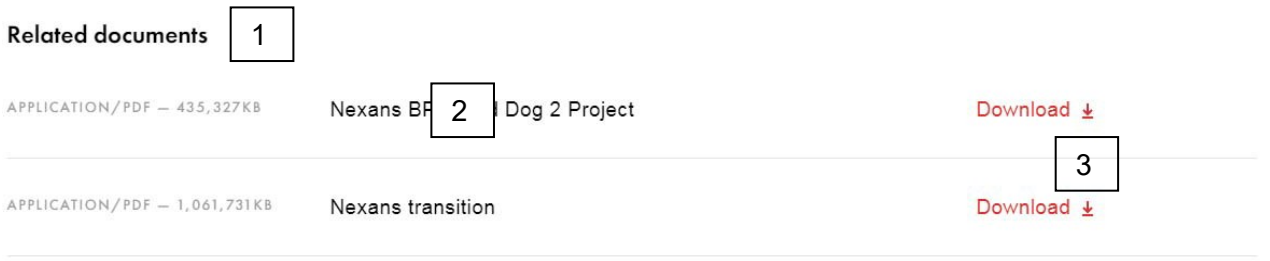
Browse for your file on your desktop or drag in into the window and then make sure you fill in the fields correctly



You can upload several documents and rearrange the order as you wish using the arrows



Documents will show at the bottom of the news page



Content characteristics

	Key		Description	Interactions / Actions / Links
1	Title	BLOC_TITLE	From resource file	
2	DOC	DOC_TITLE	Attribute of attached doc	
		DOC_TYPE	Attribute of attached doc	
		DOC_SIZE	Attribute of attached doc	
3		DOWNLOAD BUTTON	From resource file	On click: download the document

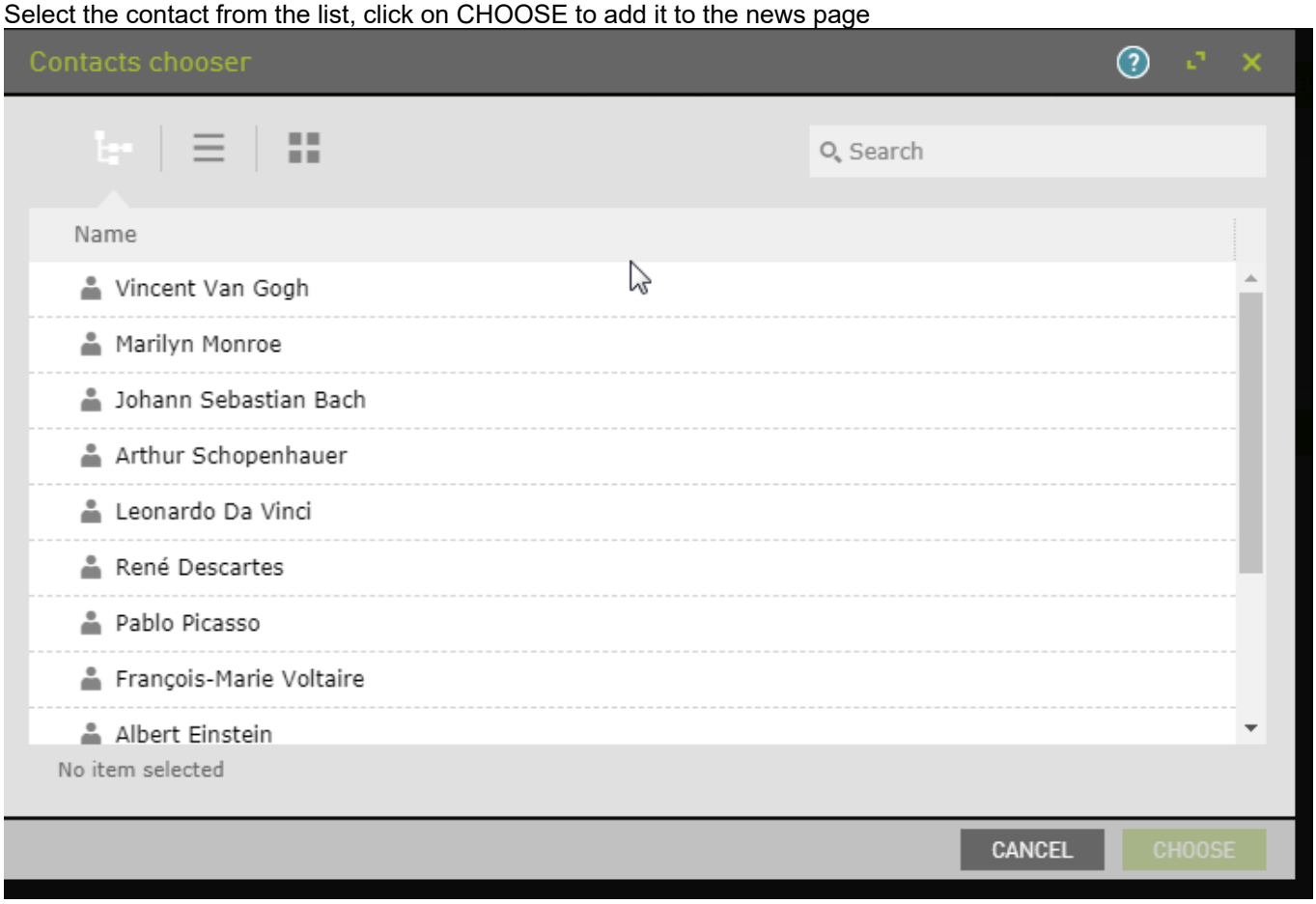
NEWS-CONTACT-LIST

Contact list related to the news will show at the bottom of the page as well. Contacts are managed in a specific contact library; they must be created first in this library to be added to a content.

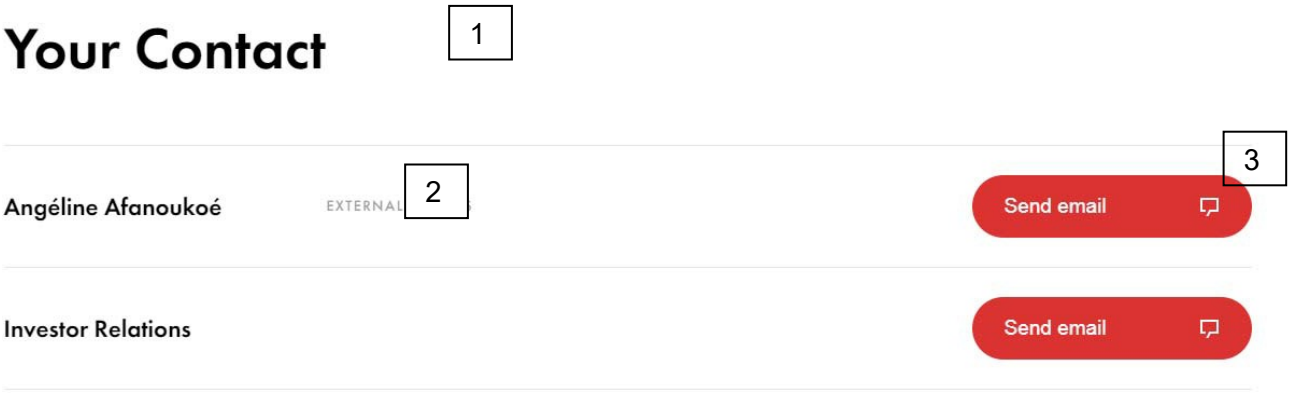
To add a contact to a news, edit the contact area

Then click on ADD and then SELECT NEW

Select the contact from the list, click on CHOOSE to add it to the news page



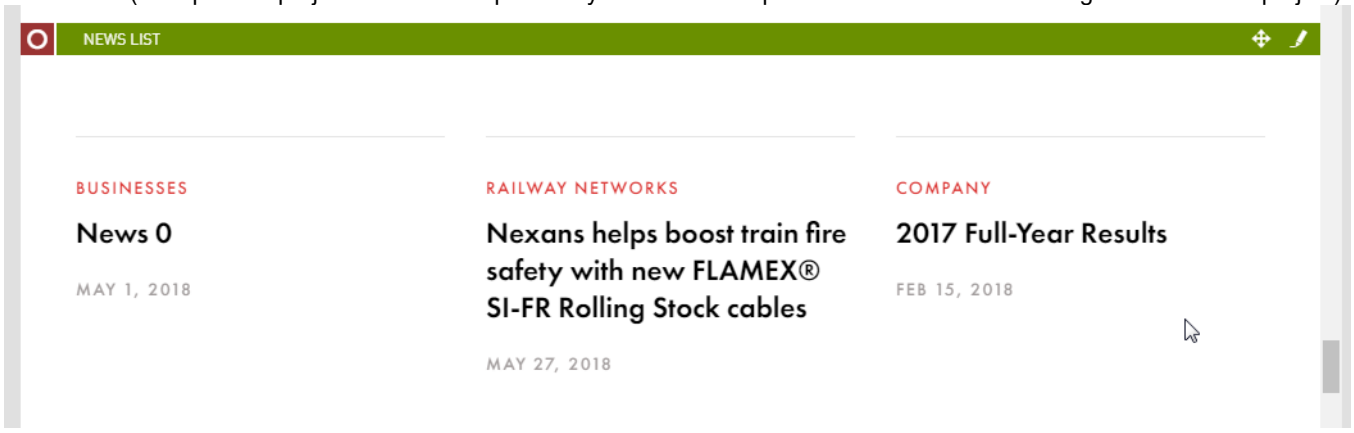
You can add as many contacts as you want and rearrange them using the arrows



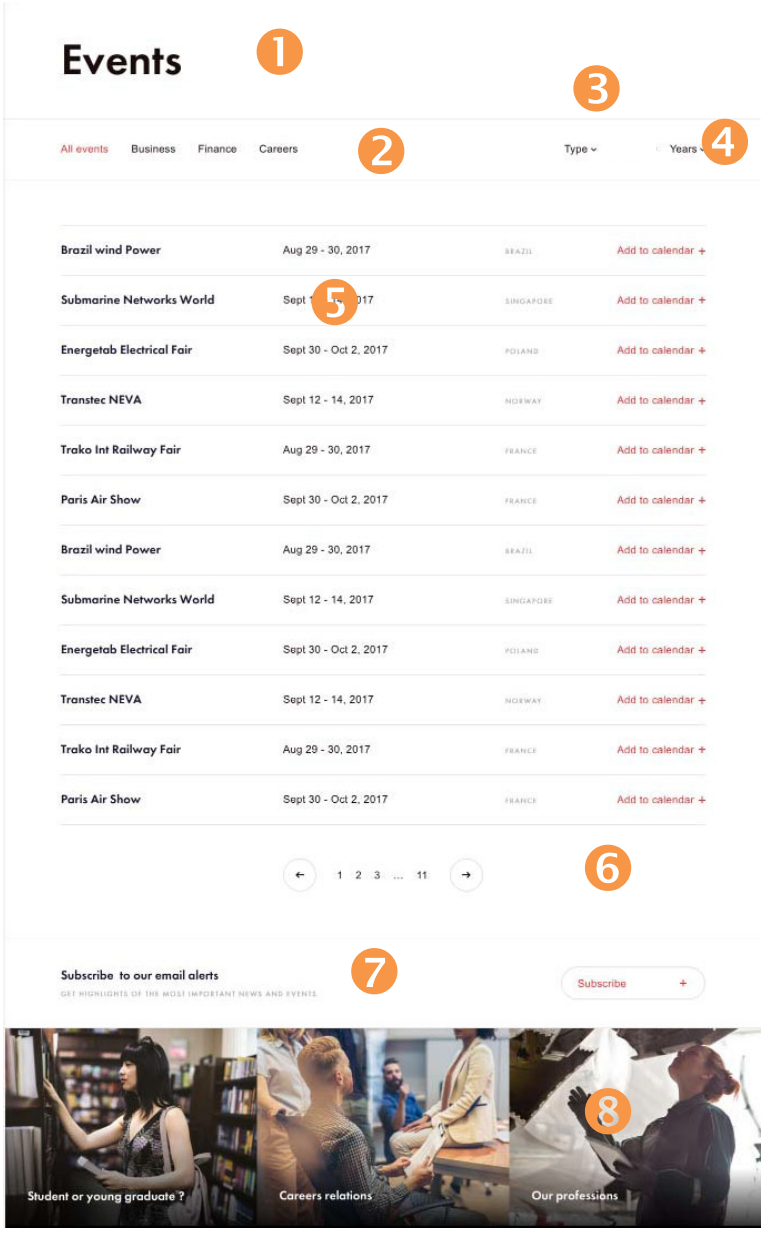
Content characteristics

	Key		Description	Interactions / Actions / Links
1	Title	BLOC_TITLE	From resource file	
2	CONTACT	CONTACT_NAME	Attribute of related contact	
		CONTACT_TYPE	Attribute of related contact	
		CONTACT_ELEMENTS	Attribute of related contact	Contact phone and email
3		SEND EMAIL BUTTON	From resource file	On click: open a contact form

At the bottom of each news you will be able to display related news using a newslist block
The system will show the latest news by default but you can choose to show related news bearing the same tag or specific information (for a phased project for instance: possibility to link to other press releases or news dealing with that same project)



EVENT LIST PAGE – NEWSROOM: CT04_list_events



The template of this page is fixed and cannot be changed. It is managed automatically and contains the list of all events published on the site.
The event list is available from the news section. The event list contains some filters at the top made up of the following elements

- Topics (corresponding to a predefined list), an event can have several tags but one main tag must be defined
- Date: managed two complete dates (29 Aug 2017 – 31 aug 2017)
- Type of event (seminars / conference / exhibition)

The event list shows a list of events with the following attributes

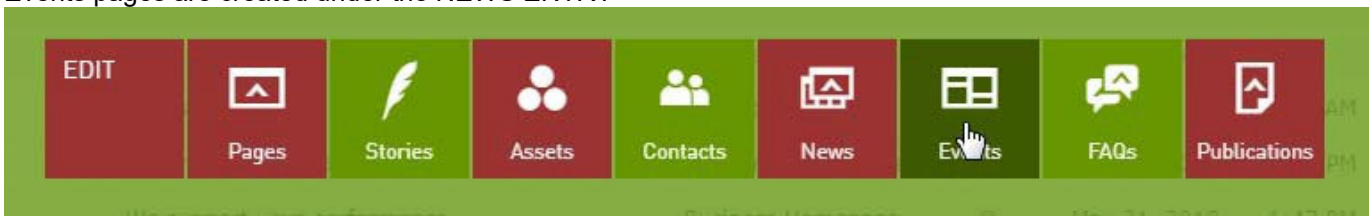
- Event name
- Date
- Country
- Add to calendar button (ics file)
- Pager at the end of the list

Footnote	Title	Management rules	Order	Block(s) used
1	Title	From the navigation name		
2	Category filters	Display every MAINCATEGORY that have events related to them If the MAINCATEGORY does not have SUBCATEGORIES related to it: on click, filter the events list and display the events related to the main category (with EVENT_CATEGORY or EVENT_TAGS) If the MAINCATEGORY has SUBCATEGORIES related to it: on click, expand the SUBCATEGORIES list		
3	Type filters	Display every EVENTS_TYPE that have events related to them		
4	Date filters	Display every year with events published		
5	Events list	Display the events 12 by 12, based on the filters Following elements will show - EVENT NAME - EVENT DATE - EVENT COUNTRY - ADD TO CALENDAR OPTION and for past events => SHOW DETAILS OPTION	Closest in time	NEWS-EVENT-BLOC-LIST
6	Pagination	Every item is clickable except the active page		
7	Email alerts push			EMAIL-ALERTS-PUSH
8	Related pages	Display every related page chosen in HPNEWSROOM_RELATED_PAGE (can be 2 or 3)	Manual	TRANSVERSAL-RELATED-BLOC-PAGES

The title of the page can be updated and translated. To do so, just edit the page properties and/or the cover area.

EVENT PAGE – NEWSROOM: event page

Events pages are created under the NEWS ENTRY

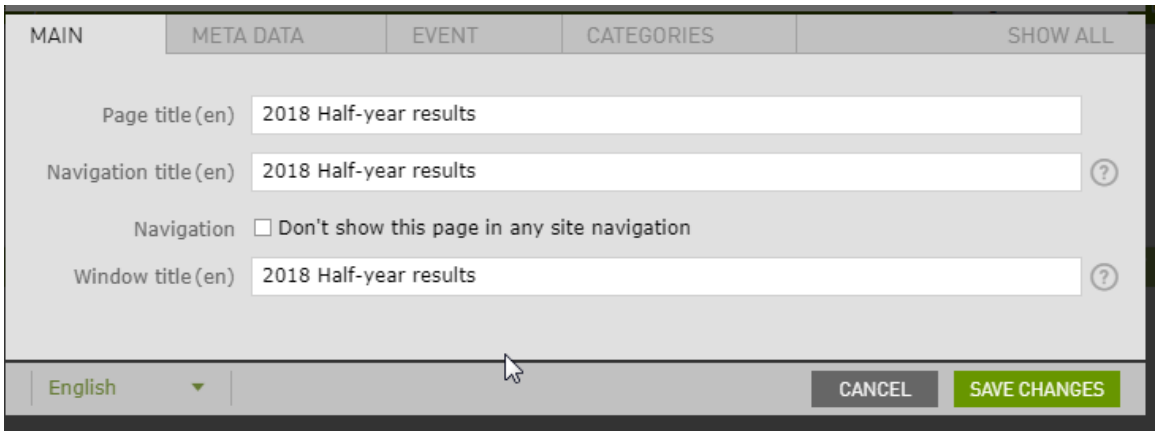


From this entry, click on the menu ADD page to add a page to the site

Give it a name and click on NEXT and fill in the required information

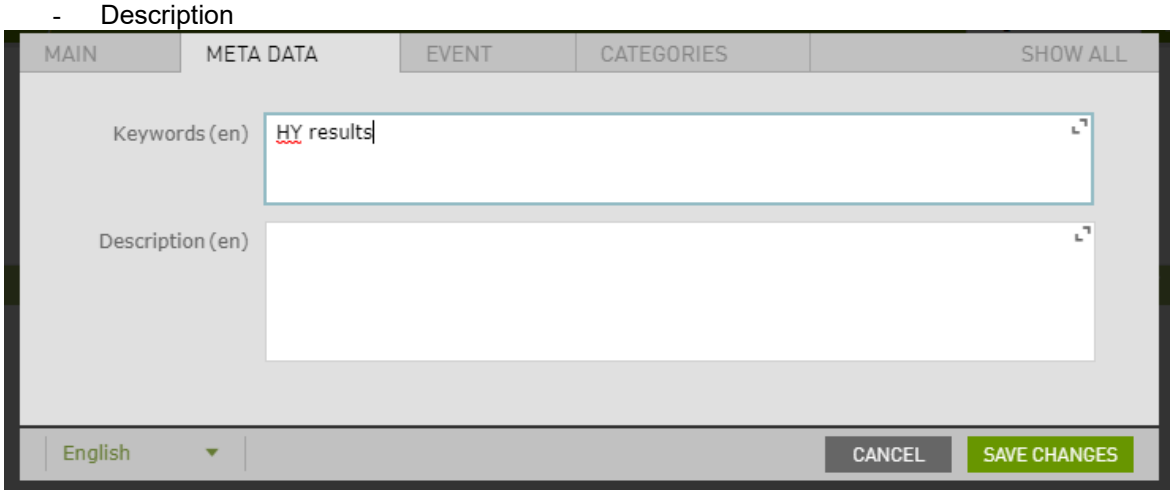
MAIN

- Page title
- Navigation title
- Windows title
- Summary
- Date

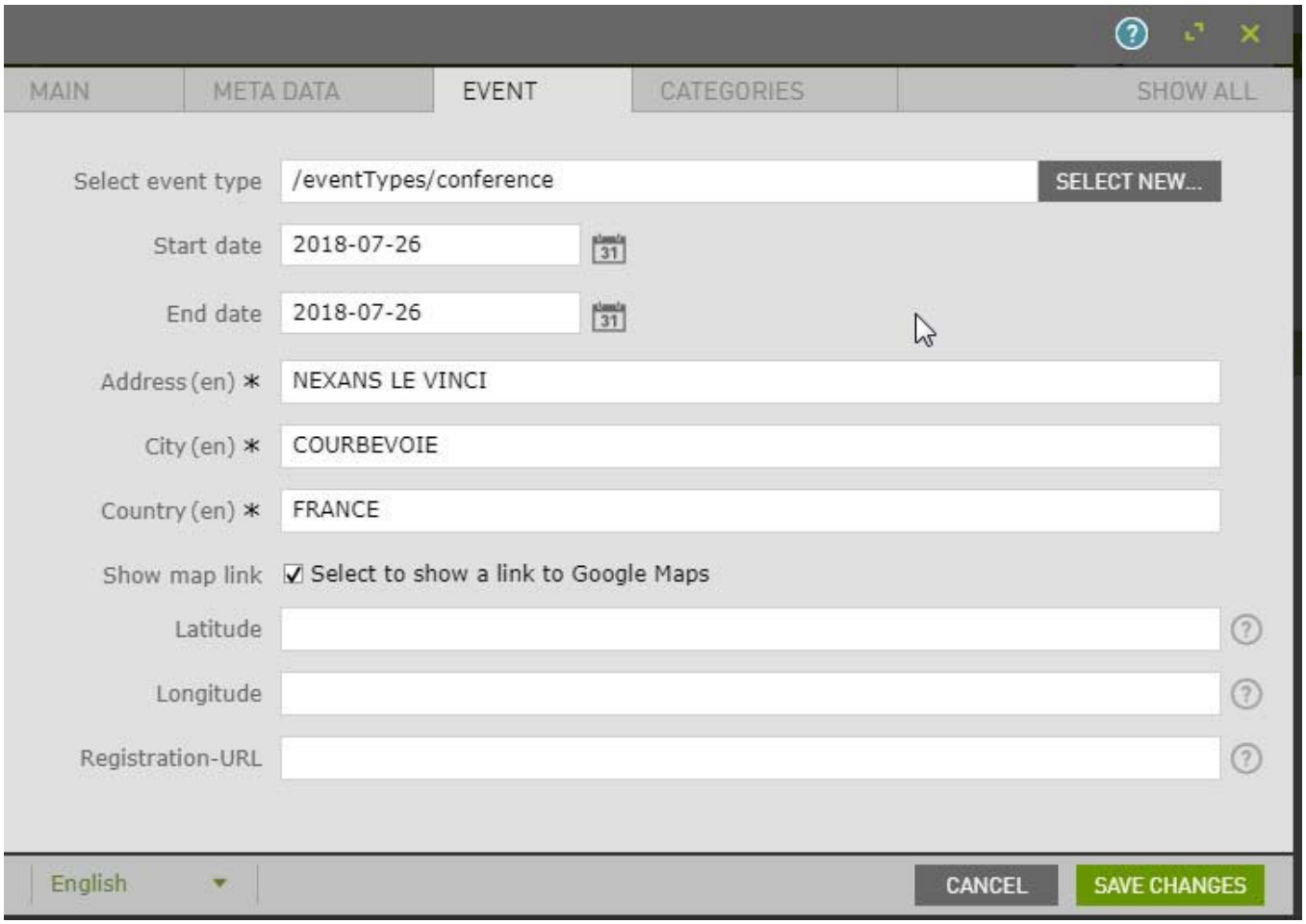


META DATA: used in the meta tags of the page and therefore for SEO – please make sure you fill in the relevant information to boost your visibility on search engine and optimize search

- Keywords
- Description



EVENT: fill in the key information of the event



- Event type: select the typeof event in the predefined list (will be used to allow filtering on the site)
- Start date
- End date
- Location: address / city / country
- Show map link: you can have a link to Google Maps allowing user to get directions if needed
- GPS coordinates: if known and to get precise location, you can enter GPS coordinate of the location
- Registration URL: allowing users to register for the event and get access cards

CATEGORIES: select a corresponding tag (used for filtering and searching on the site) from the list of tags

- One main tag
- One or more secondary tags if the news should be found under various topics

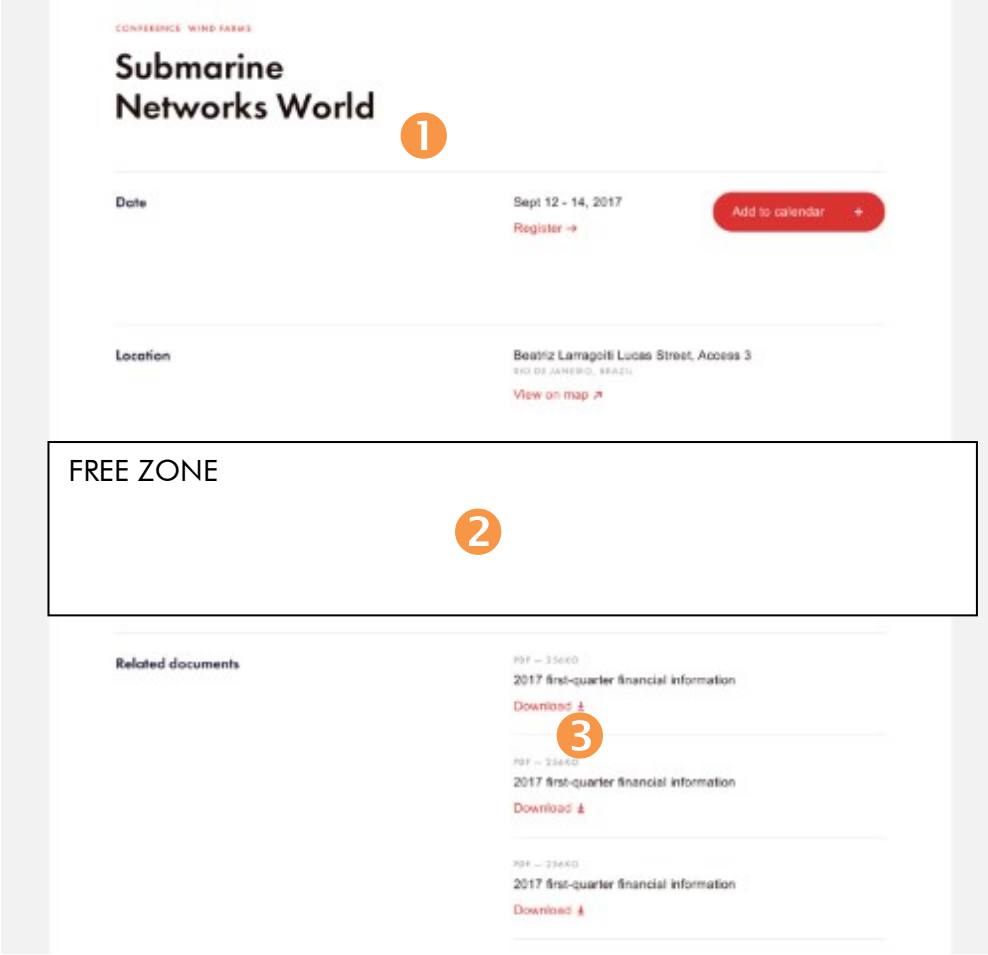
Don't forget to do it in French as well
Once done click on SAVE CHANGES

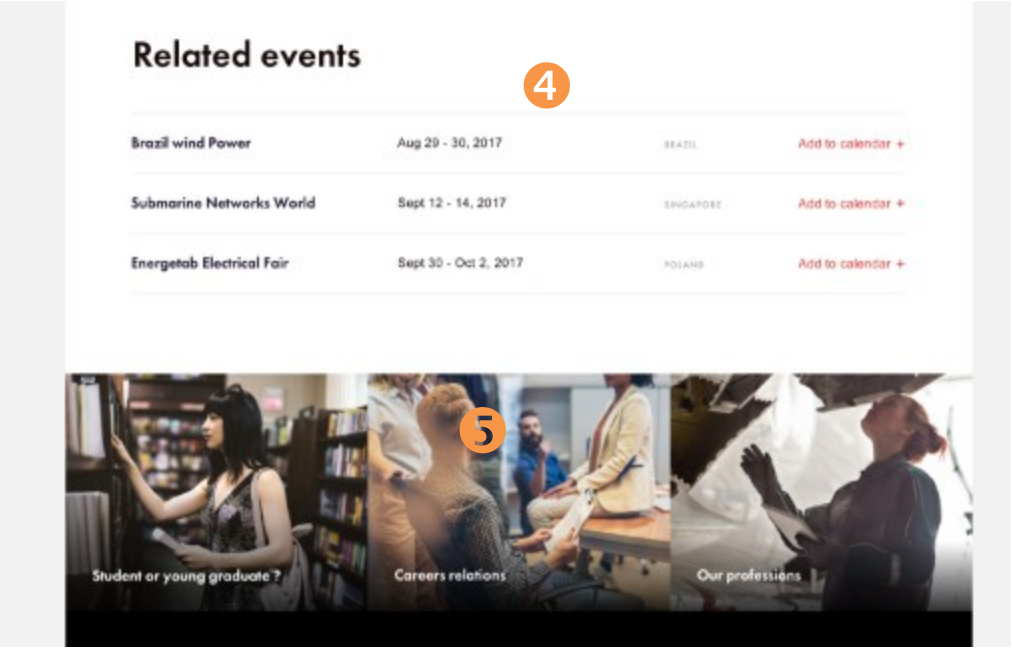
You can also duplicate an existing event to save time. To do so, from the event entry, select the event you'd like to copy and click on DUPLICATE PAGE in the right-hand menu.
By doing so, you will inherit all information filled in the duplicated event. You then just need to update it.

Once the page has been created in the structure, double click on it to create the content or amend it if you duplicated another event.

The template of the event is set up as follows

The event is available from the news section. An event item is a type of page containing the following elements.





Zones

Footnote	Title	Management rules	Order	Block(s) used
1	Event cover	Event type and tag, event name, date and location		NEWS-EVENT-BLOC-COVER
2	FREE ZONE	Display the chosen blocks and contributed inside the page	Manual	G--BLOC-OVERVIEW
3	Related documents	Documents associated with the event showing at the bottom of the page		NEWS-EVENT-BLOC-DOCUMENTS
4	Related events	Display 3 events with the same CATEGORY as the current one	Closest in time	G31-EVENT-LIST-BLOC
5	Related pages	Display every related page chosen in HPNEWSROOM_RELATED_PAGE (can be 2 or 3)	Manual	TRANSVERSAL-RELATED-BLOC-PAGES

The page is split into 4 main sections

- COVER: containing all information related to the events and filled in when creating the event itself
- MAIN including
    - a free section allowing to add more information about the event (description / products that will be presented for instance or offer)
    - related documents: documents related to the event (presentation / floor plan / brochure..)
- BOTTOM MANDATORY BLOCKS: containing
    - Related events: either upcoming ones or a selection of events (based on tags or manual selection)
- RELATED TRANSVERSAL: related links to other sections of the site or external links

COVER

COVER-EVENT

This area contains the main information of the event – based on what you filled in when creating the page. To amend or fulfill the information, edit the area

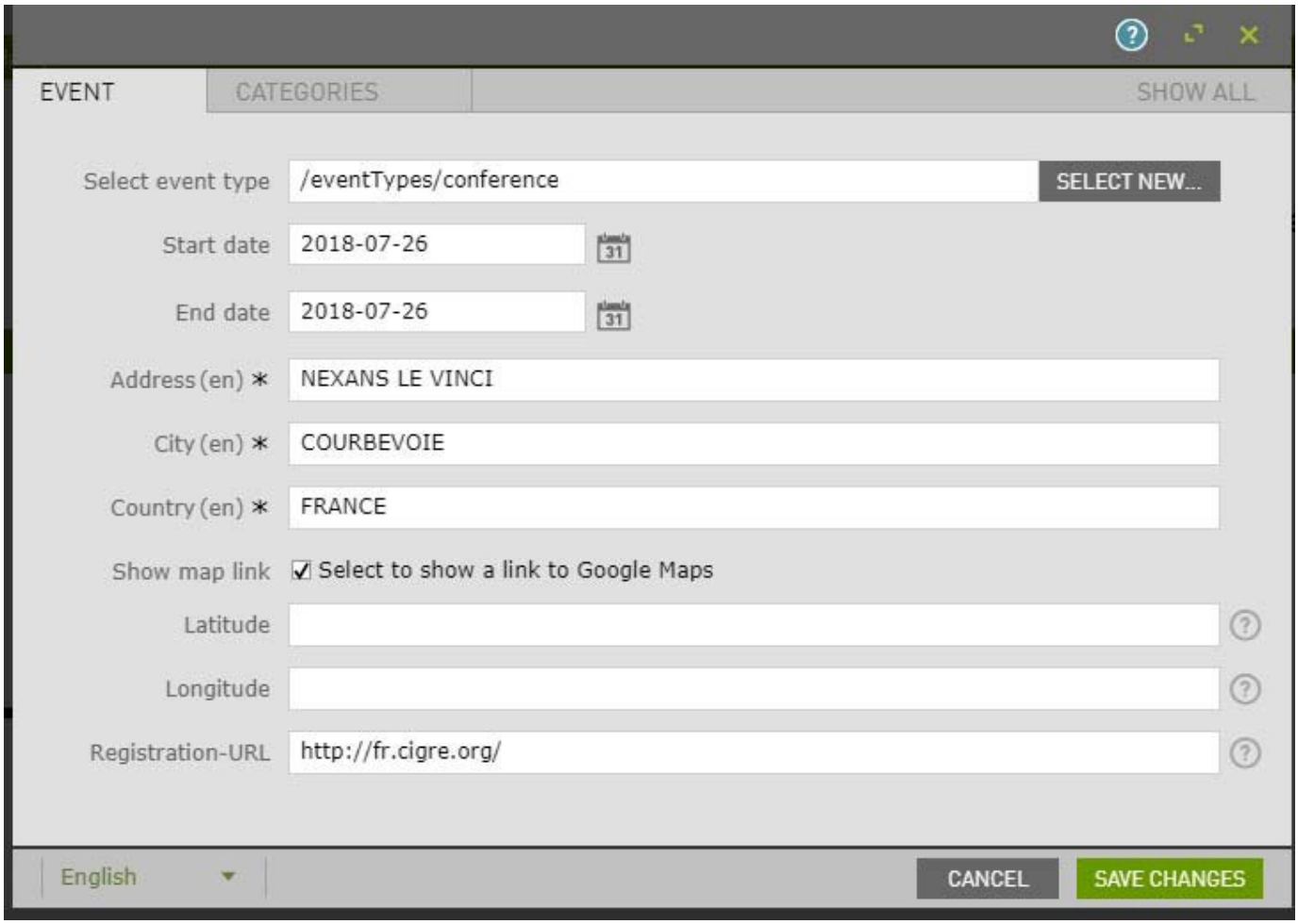
Content characteristics

Footnote	Key		Description
1	EVENT_TYPE		Attribute of content
2	EVENT_CATEGORY		Attribute of content
3	EVENT_TITLE		Attribute of content
4	EVENT_DATE_ BEGINNING and EVENT_DATE_END Register link showing if link to event website or to contact form to register Add to calendar button showing if event date has been filled in		Attribute of content
5	EVENT_LOCATION	EVENT_ADDRESS	Attribute of content
		EVENT_CITY	Attribute of content
		EVENT_COUNTRY	Attribute of content

Interface elements

Footnote	Element	Element interaction / Link
4	Add to calendar link	Download the EVENT_FILE
4	Register link	On click: open EVENT_REGISTER_URL
5	View on map link	On click: open a new tab with Google Maps centered on the event address

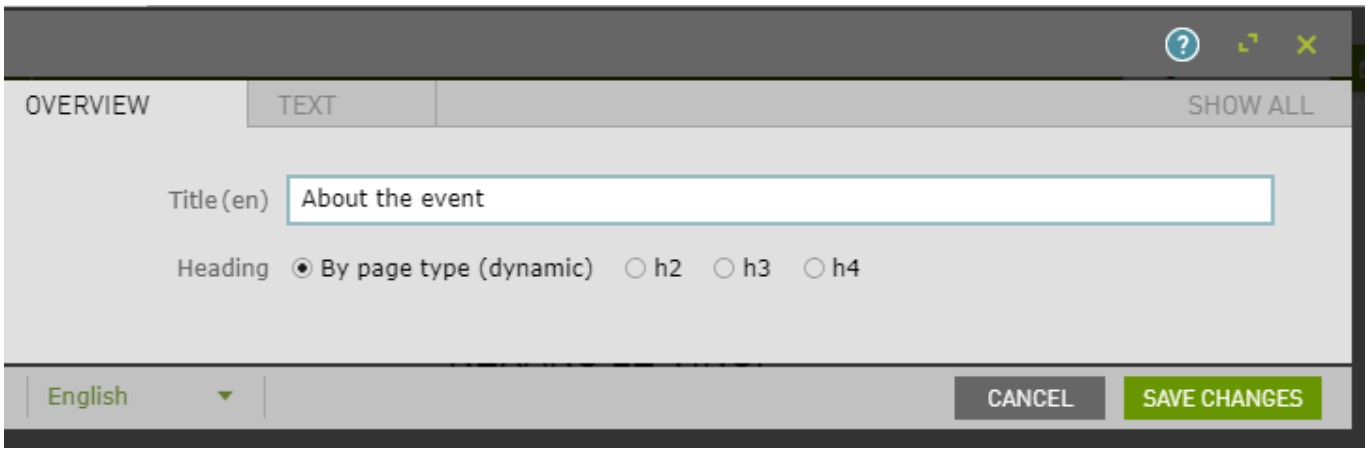
If you want to update the main and meta data tab (event name / keywords and description), edit the page properties
If you want to update the information about the event itself (event type / location / date) and associated tags, edit the area.



MAIN

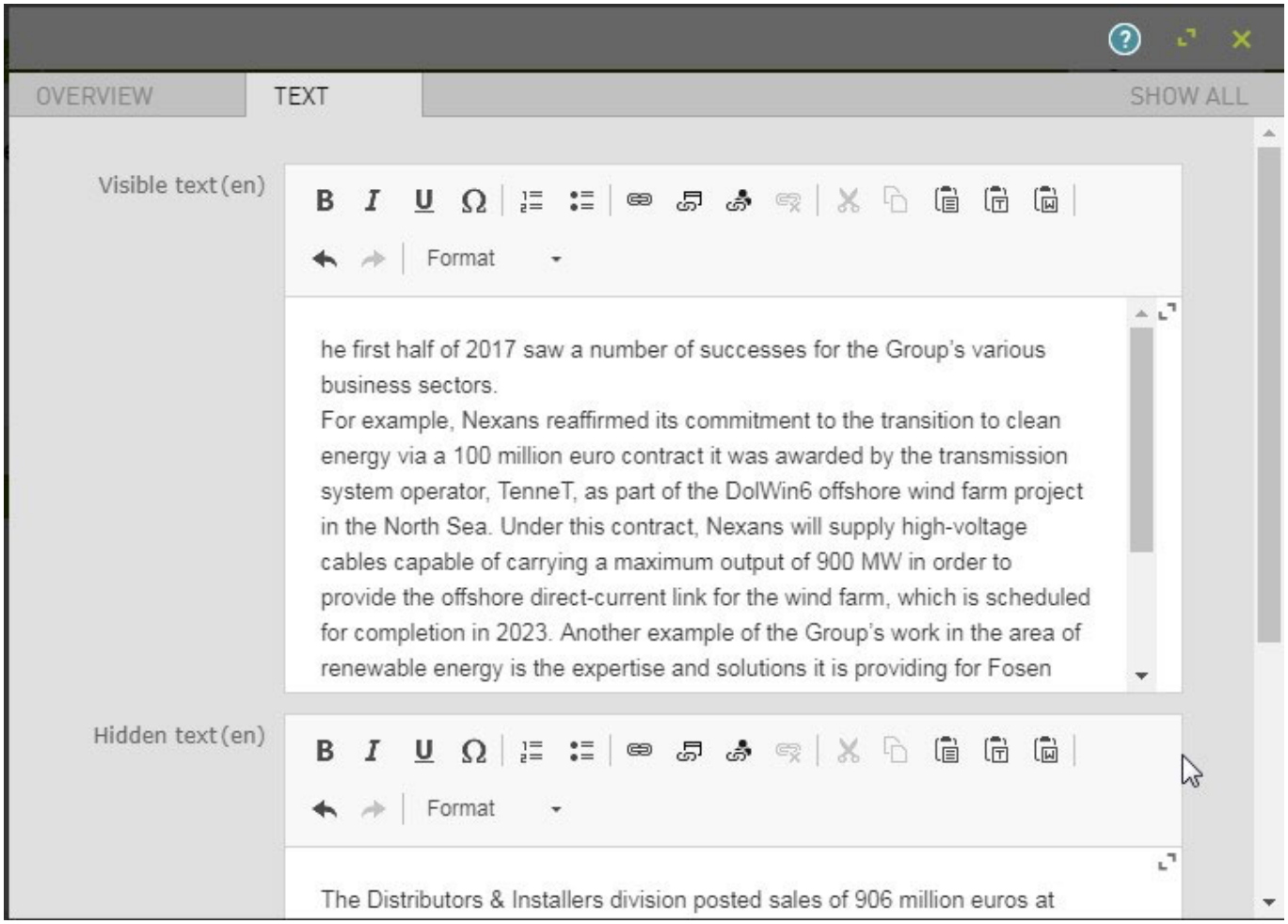
Free area

This section will allow you to add extra information about the event itself such as a description and / or product range that will be promoted, or topics addressed during a conference for instance;
The only block you may add is the **OVERVIEW block**. This block can contain a description + related links
To add such a block click on ADD COMPONENT and just fill in the information



OVERVIEW TAB

- Key in the title. You can change the heading of the block (if the title is too long, you can adapt the size to use a smaller font and get a better rendering on the page)



TEXT TAB: you have two fields: visible text and hidden text. This is used to manage the rendering on the page: if the text is quite long, you can then split your paragraph and enter some text in the visible section and the rest in the HIDDEN TEXT field. The text from the first section will show on the page and a link READ MORE will be displayed underneath to get the full description.

About the event

The Distributors & Installers division posted sales of 906 million euros at current metal prices and 572 million euros at constant metal prices, representing a year-on-year organic decrease of 3.2%.
This performance mainly reflects an unfavorable basis of comparison with first half 2016 for the LAN cables segment in the United States and China. However, the negative trends of 2016 saw a correction in the first half of 2017, with the division's sales for the period coming in 4% higher than in the second half of 2016.

Read more +

Don’t forget to enter the translation (switch language at the bottom of the block) and once done, click on SAVE CHANGES
You can then add related links if you wish. To do so, click on the LINKS component within the block and then click on the + icon to add a new link component

Don’t forget to enter the French translation and click on SAVE CHANGES

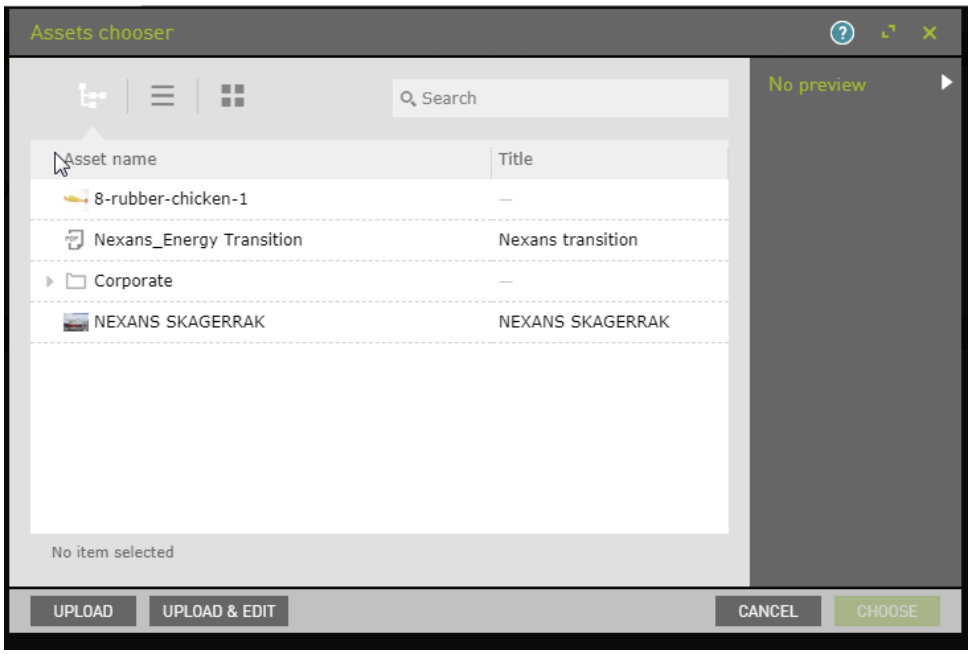
Related documents

EVENT-DOCUMENT-LIST

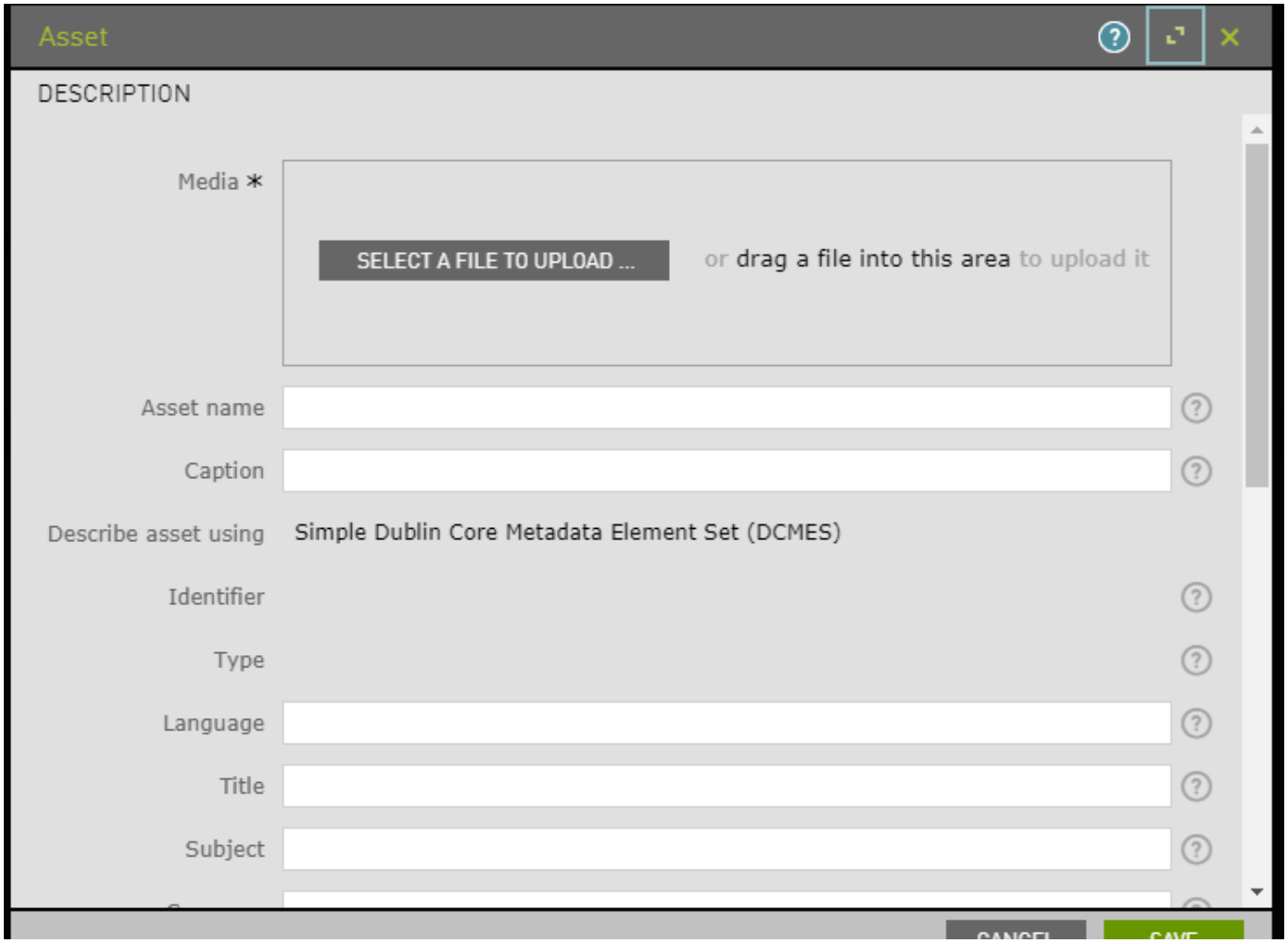
This area is fixed and allows you to add related documents to the event (brochure / floor plan / leaflet / …)
Edit the area using the right-hand menu or by clicking on the pencil icon of the component

Add as many documents as you want: select them from the asset management library or upload a new one if needed.
Two options:

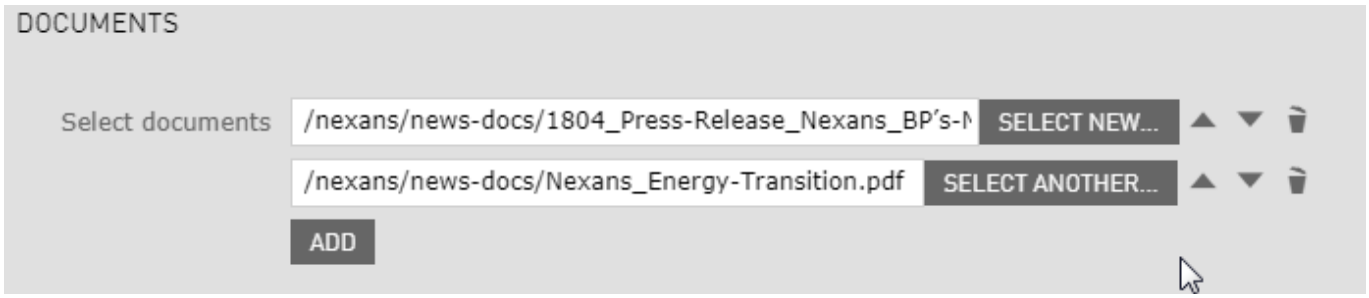
- Either you attach an existing document from the asset management library – just select the corresponding document in the library and then click on Choose
- Or upload a new document in the asset management library: click on UPLOAD AND EDIT to do so

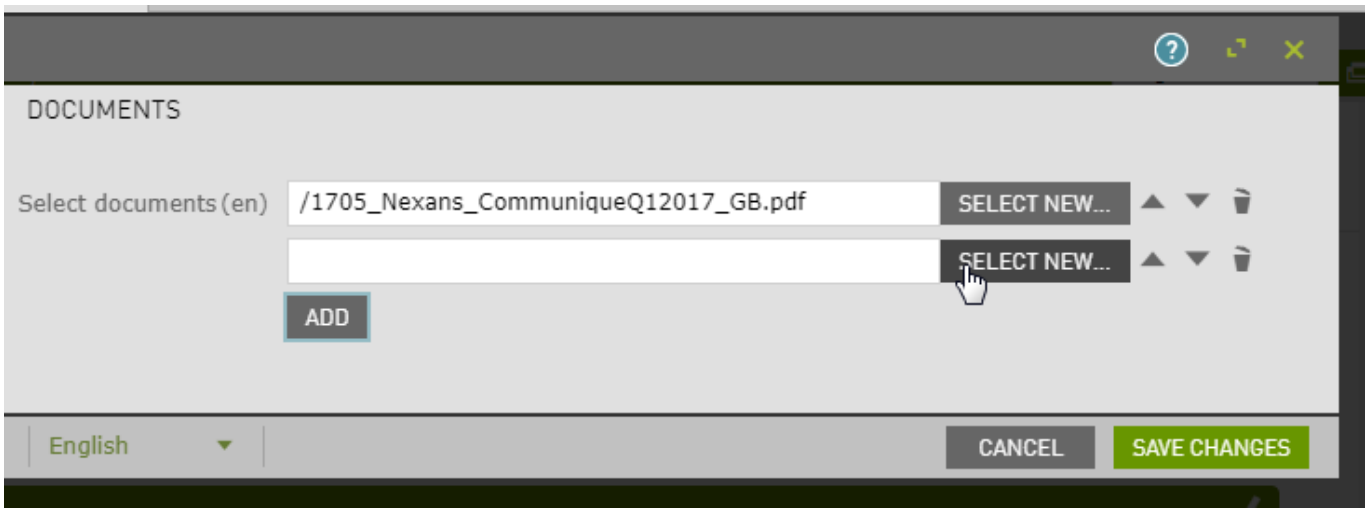


Browse for your file on your desktop or drag in into the window and then make sure you fill in the fields correctly

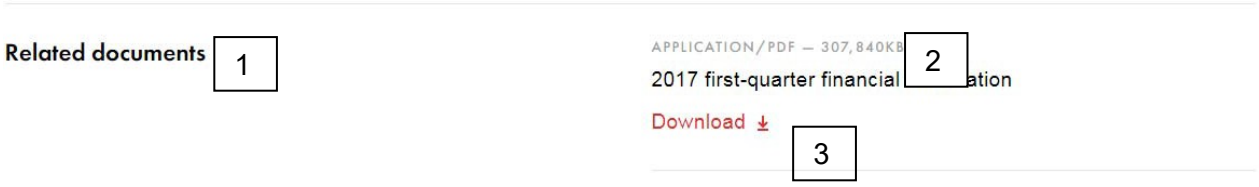


You can upload several documents and rearrange the order as you wish using the arrows





Documents will then show on the page

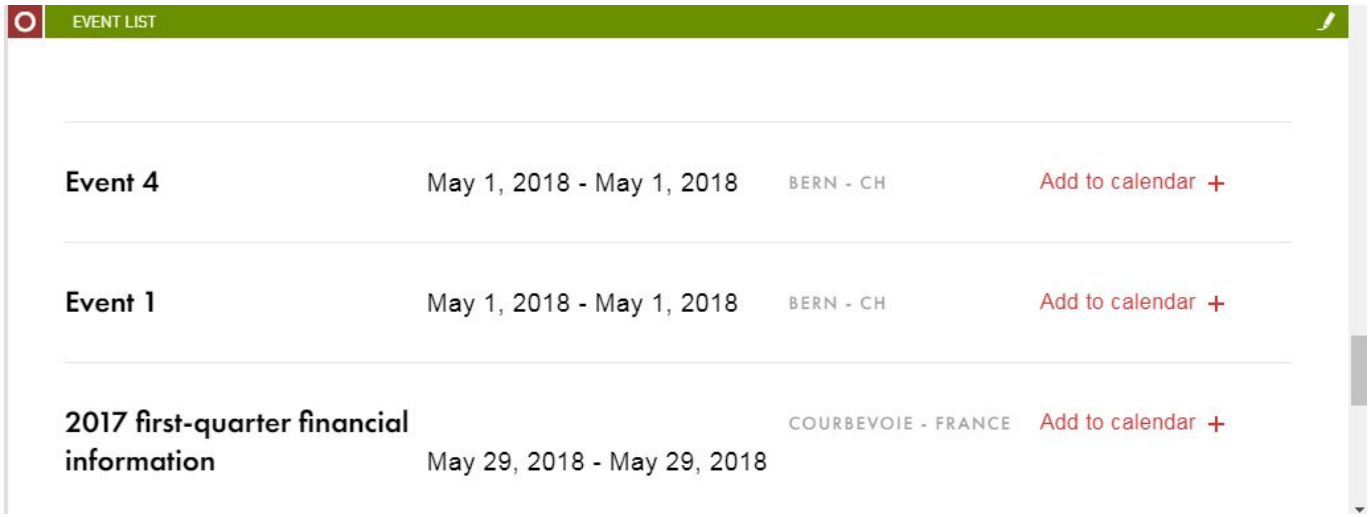


Content characteristics

	Key		Description	Interactions / Actions / Links
1	BLOC_TITLE		From resource file	
2	Document attributes	DOC_TITLE	Attribute of attached doc	
		DOC_TYPE	Attribute of attached doc	
		DOC_SIZE	Attribute of attached doc	
3	DOWNLOAD BUTTON		From resource file	On click: download the document

BOTTOM MANDATORY BLOCKS

This section contains the following element: events list block. This block will allow you to show related events: either the upcoming events or selected ones (based on category or manual selection).

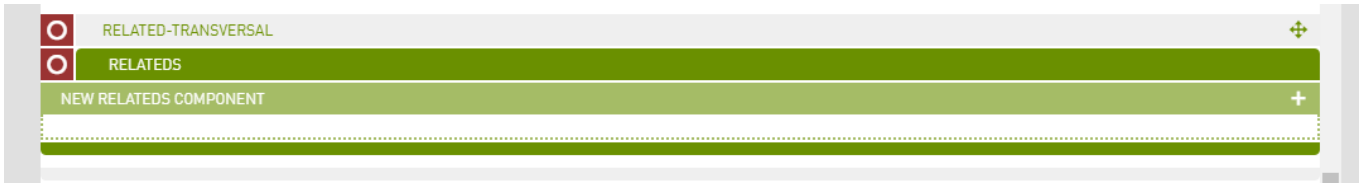


RELATED TRANSVERSAL

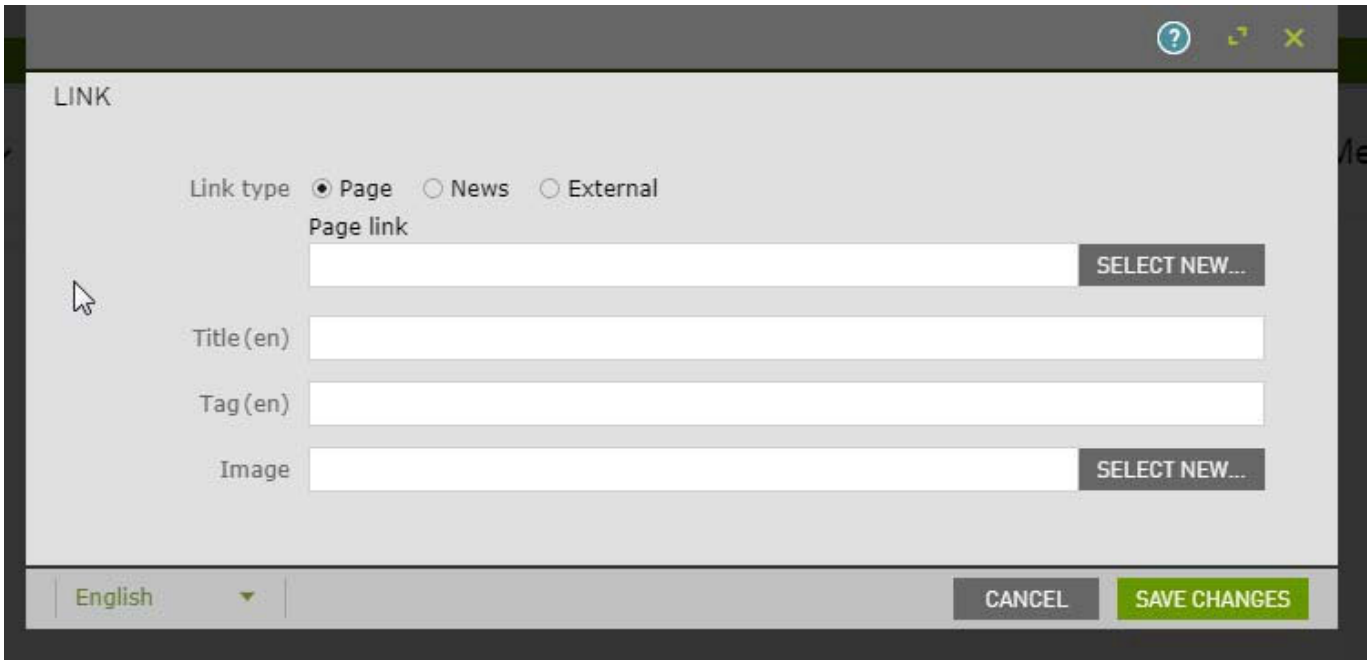
The section contains the transversal related blocks allowing you to make links to other sections of the site or external link.

RELATED-TRANSVERSAL

There can be up to 3 related at the bottom of the page. To add new related, just position the mouse on the area, on the RELATED component. Click on the + icon



The following screen will show up



You can either insert a link to a page, a news page or an external link.

Once the type of link has been set, just key in the relevant information:

- Select the page link or news link or key in the external URL for external sites
- Key in a title
- Key in a tag
- Select an image from the asset management library or upload a new one

Results with 3 links

PUBLICATIONS LIST - C12_Publications_list

The template of this page is fixed and cannot be changed. It is managed automatically and contains the list of all publications published on the site.

The publications list is available from the news section. The list contains some filters at the top made up of the following elements

- Topics (corresponding to a predefined list), a document can have several tags but one main tag should be defined
- Year
- Type of publications (brochure, presentations...)

The publication list shows a list of documents with the following attributes

- Tag
- Date
- Document name – format/type and size
- Download button
- Pager at the end of the list

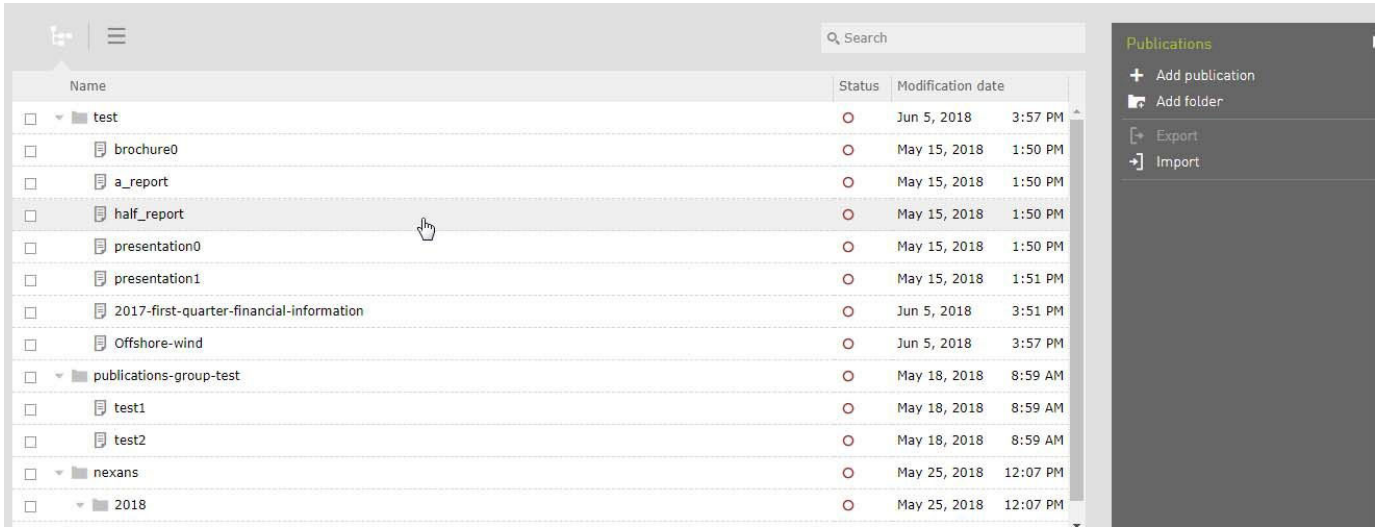
Zones

Footnote	Title	Management rules	Order	Block(s) used
1	Title	Name of the navigation		

Footnote	Title	Management rules	Order	Block(s) used
2	Category filters	Display every MAINCATEGORY that have documents related to them If the MAINCATEGORY does not have SUBCATEGORIES related to it: on click, filter the documents list and display the documents related to the main category (with DOCUMENT_CATEGORY or DOCUMENT_TAGS) If the MAINCATEGORY has SUBCATEGORIES related to it: on click, expand the SUBCATEGORIES list (the same way than on CT02_newsroom_news_list_filters)		
3	Type filters	Display every DOCUMENT_TYPE that have documents related to them		
4	Date filters	Display every year with document published		
5	Documents list	Display the documents 10 by 10, according to the filters Contains the following elements - DOCUMENT TAG - DOCUMENT DATE - DOCUMENT TITLE - DOCUMENT FORMAT - DOCUMENT SIZE - DOWNLOAD BUTTON	Most recent	NEWS-DOCUMENTS-BLOC-LIST
6	Page index	Every item is clickable except the active page		
7	Email alerts push			EMAIL-ALERTS-PUSH

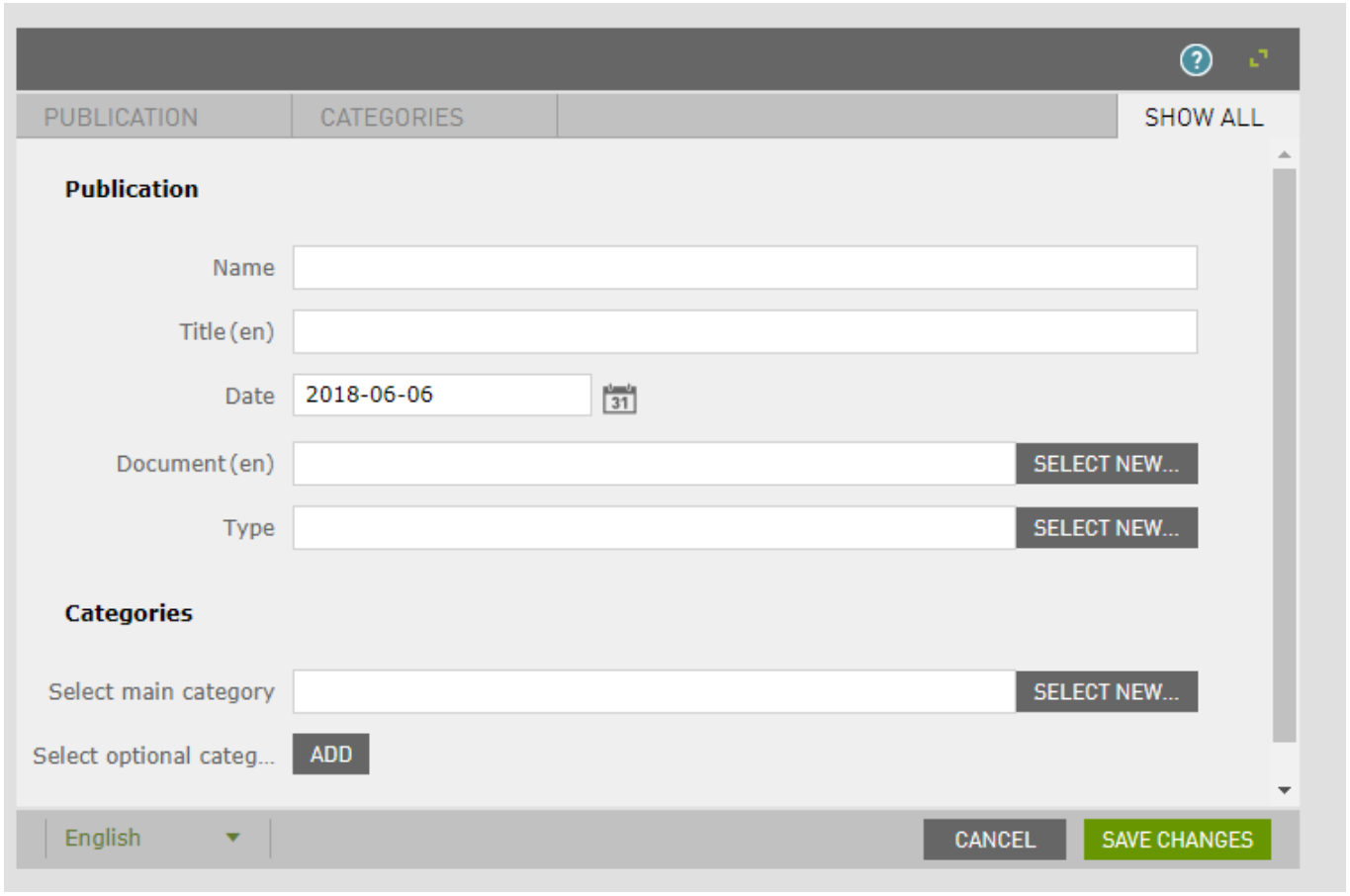
The title of the page can be updated and translated. To do so, just edit the page properties and/or the cover area.

Publications are to be uploaded in a dedicated entry



From this page you can create a new folder to classify your publications and retrieve them more easily, and add a new publication. To do so, position the mouse where it needs to be added and click on ADD PUBLICATION

The following screen will show



Key in the information in the two tabs

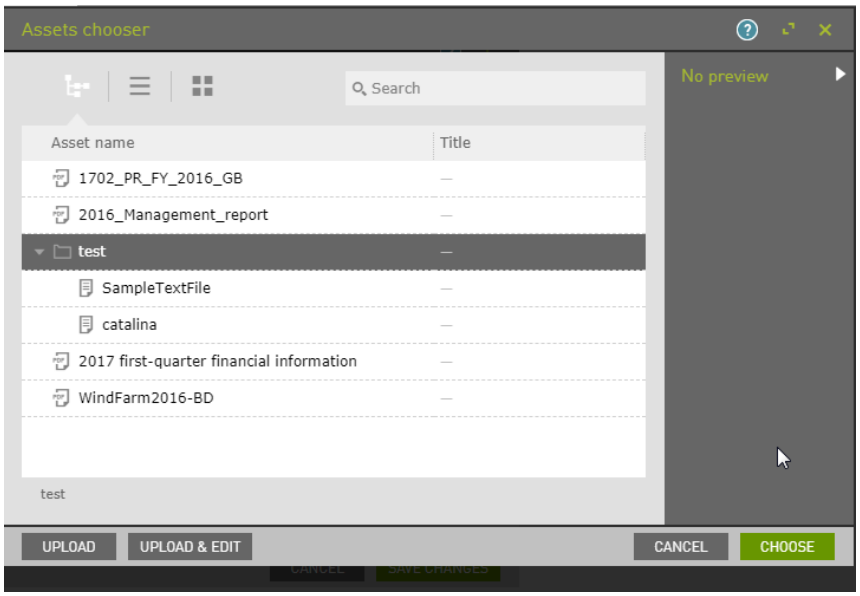
PUBLICATION TAB

- Name of the document
- Title in English
- Date

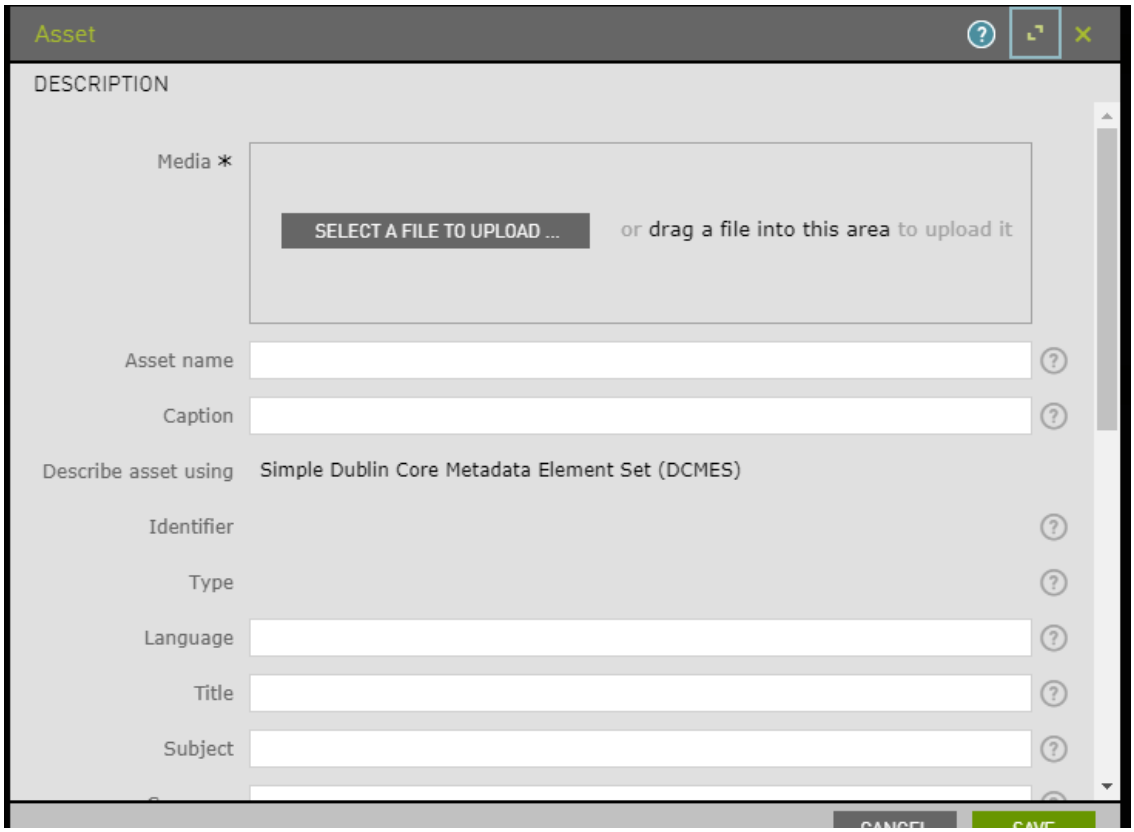
- Document: browse for the document in the asset management library (if already uploaded) or upload a new one

Two options:

- Either you attach an existing document from the asset management library – just select the corresponding document in the library and then click on Choose
- Or upload a new document in the asset management library: click on UPLOAD AND EDIT to do so

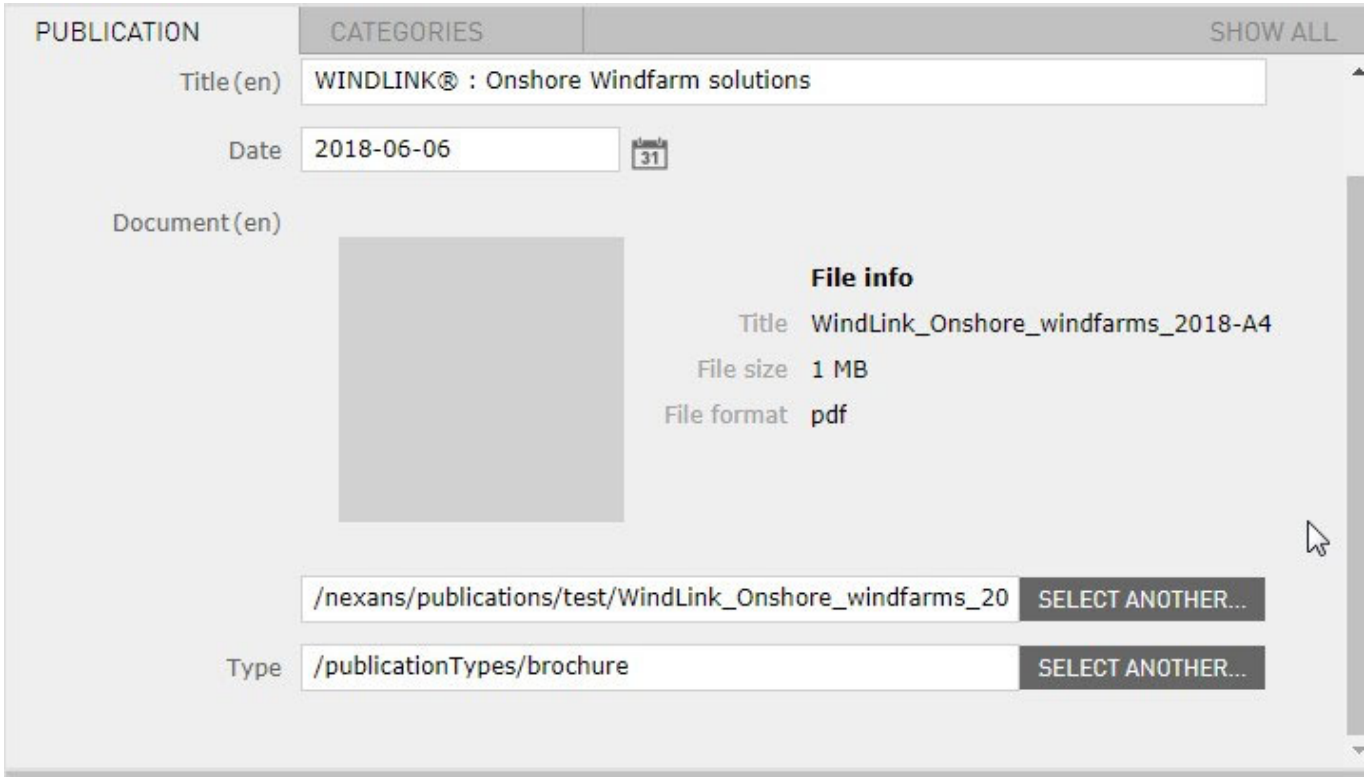


Browse for your file on your desktop or drag in into the window and then make sure you fill in the fields correctly

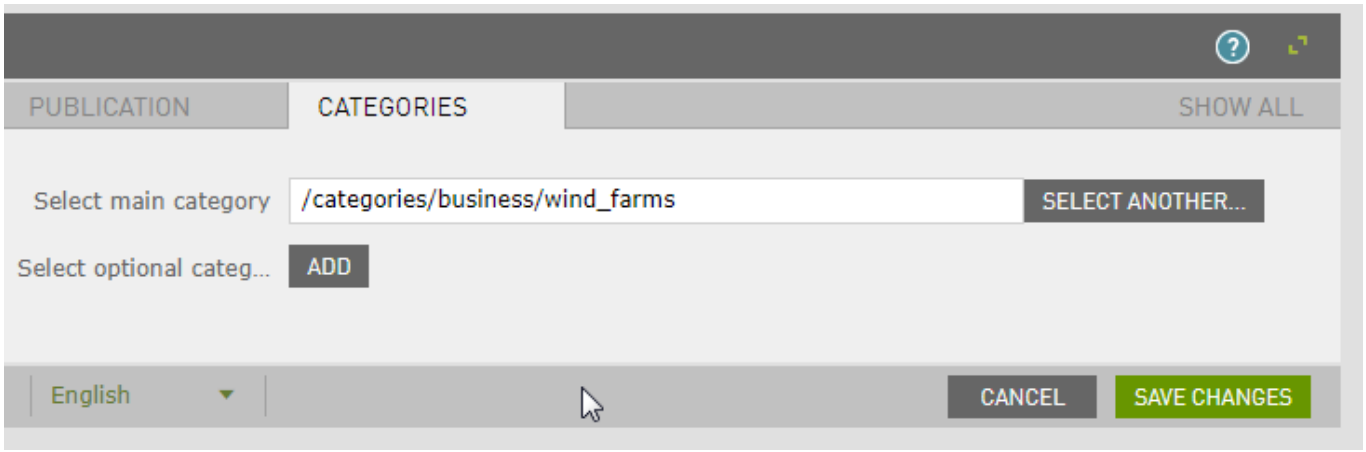


Once the publication has been added, don't forget to fill in the other fields – more specifically

- The type (to allow filtering on the page)
- Key in the French translation



CATEGORY TAB



Select the main category corresponding to the document and optional ones if needed.

BLOG TEMPLATES

The blog module gathers the following content types:

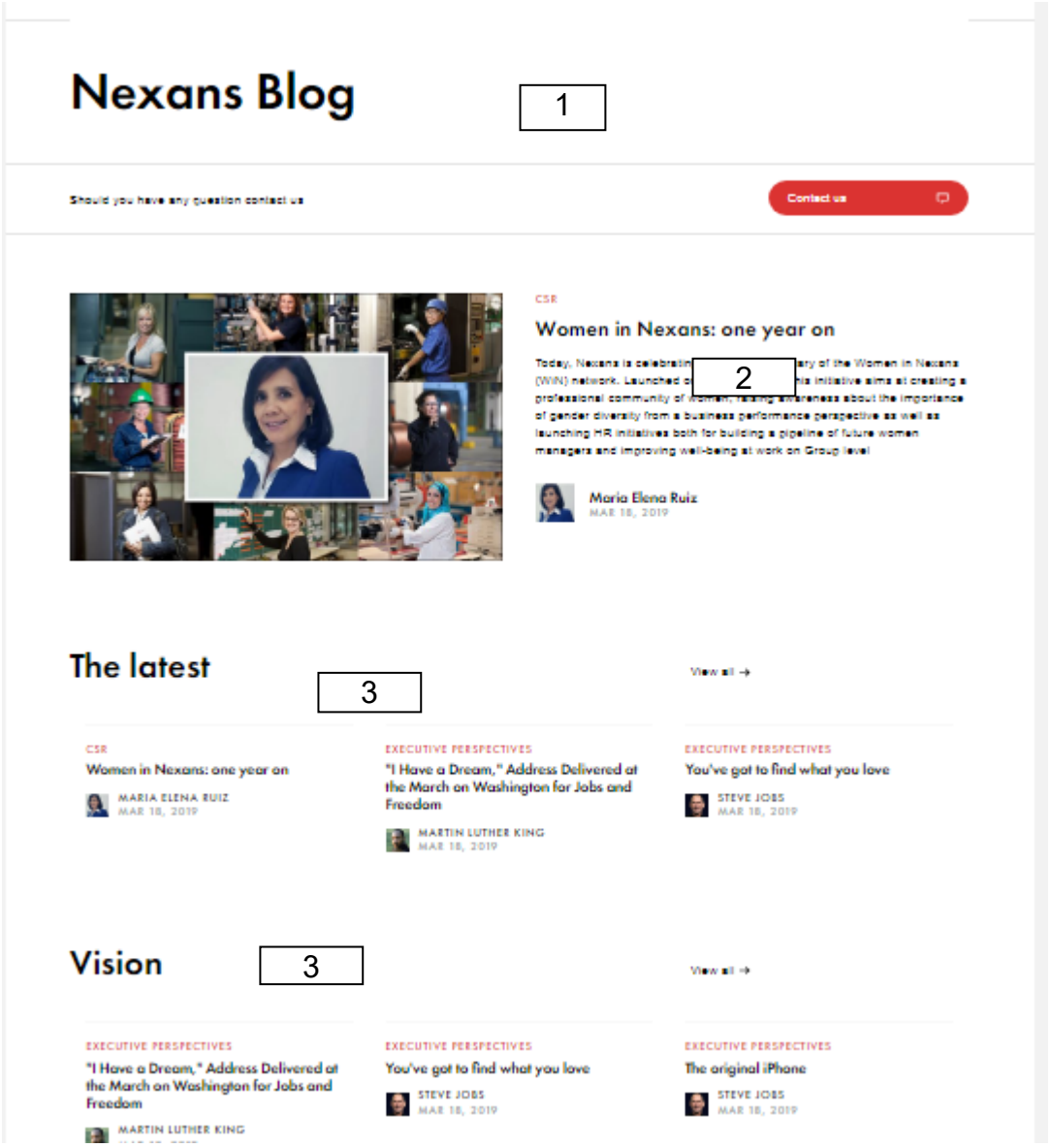
- BLOG (homepage)
- BLOG POSTS LIST
- BLOG POST (managed as an editorial page)

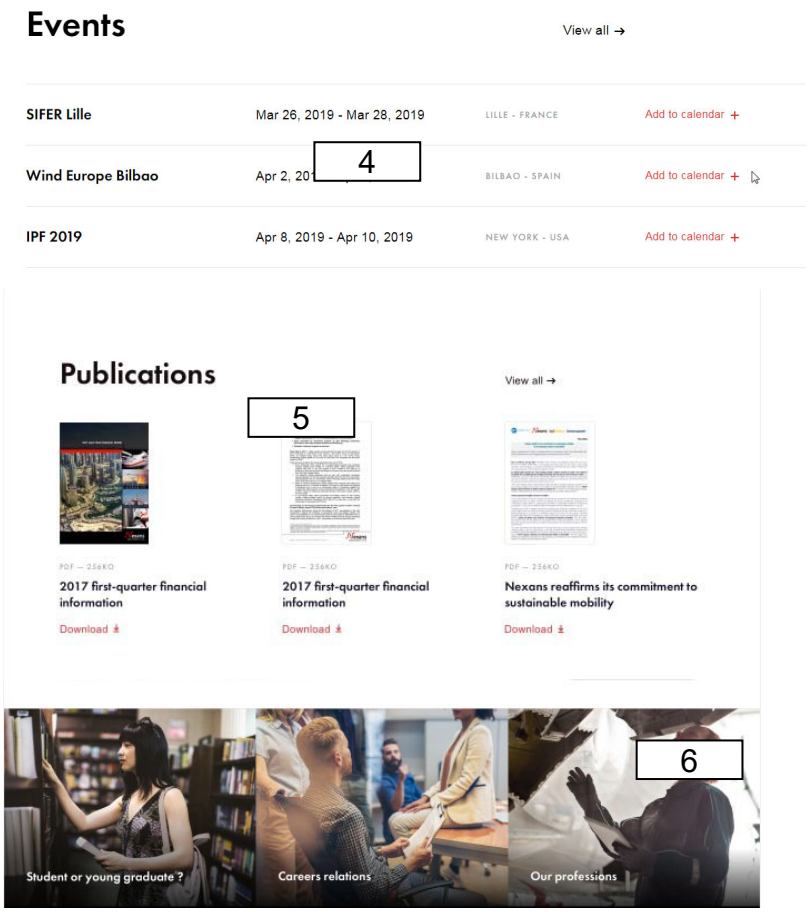
Key principles: the blog section can be positioned anywhere within the site and can therefore be specific to one section or one business if needed. Categorization and contacts will be specific to the blog, meaning that if there are several blog sections within the site, there can be several categorizations – each being specific to a blog.

The blog section can only be set up by Central teams, should you want to add a blog to your site or to any section of the site, please contact the central team to do so.

CATEGORY HOME PAGE – BLOG: CT01_News_section_home

This page follows the same template as the NEWSROOM MAIN SECTION PAGE and has therefore a fixed layout.



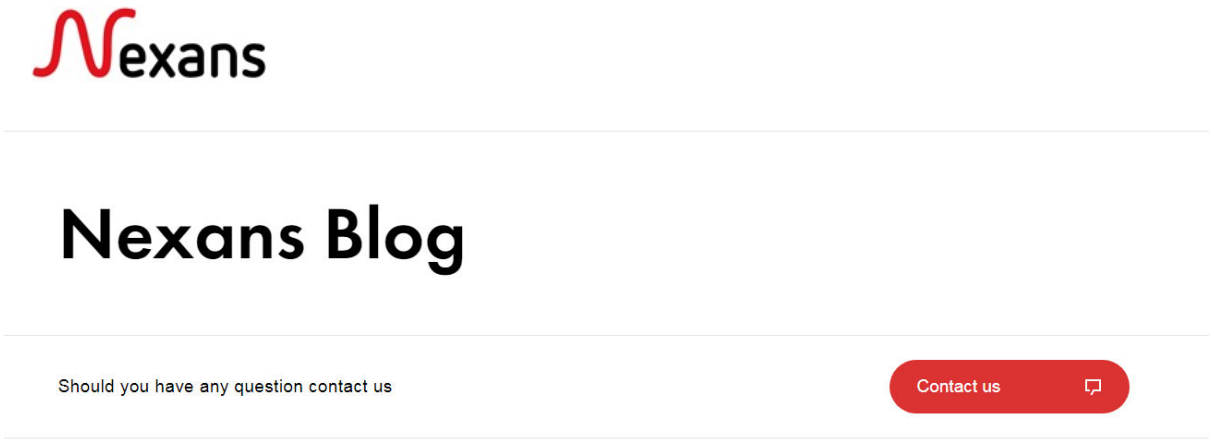


Template structure

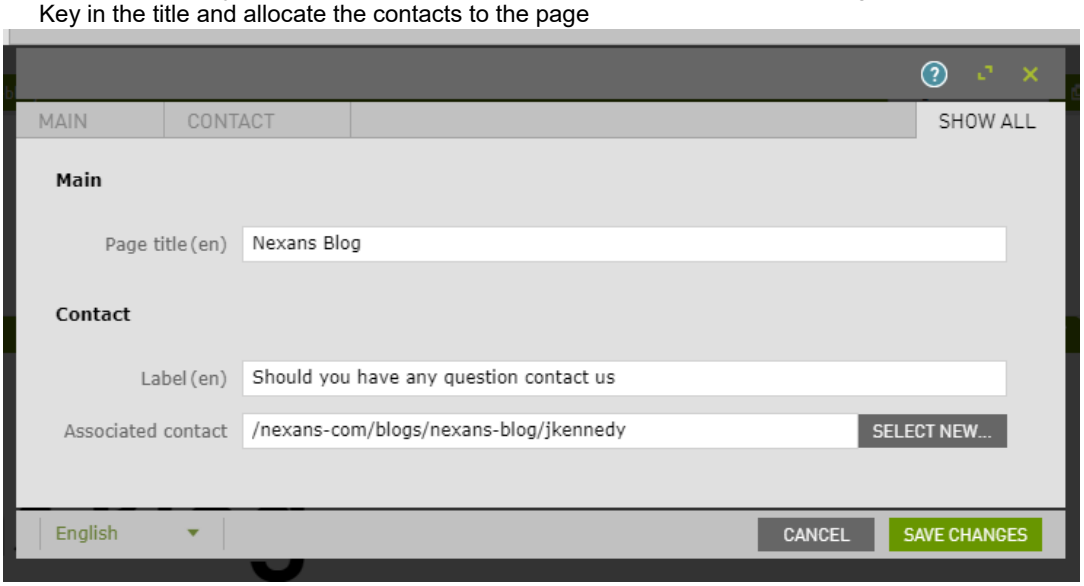
	Title	Management rules	Order	Block(s) used
1	Cover	Cover is made up of title (section title), contact block (contact associated with the section)		BLOG-HP- BLOC-COVER
2	Blog post highlight	Optional. Focus on one specific item – manual selection of the post		G-BLOGPOST-BLOC-HIGHLIGHT
3	Latest posts	Mandatory: either latest posts or based on selection View all is mandatory (main access to news list page)		BLOG-POST-LIST
4	Upcoming events	Optional View all is mandatory (main access to events list page)		G31-EVENT-LIST-BLOC
5	Publications	Optional View all is mandatory (main access to publications list page)		G32-PUBLICATION-LIST-BLOC
6	Related pages			TRANSVERSAL-RELATED-BLOC-PAGES

COVER

COVER-BLOG-MAIN-SECTION



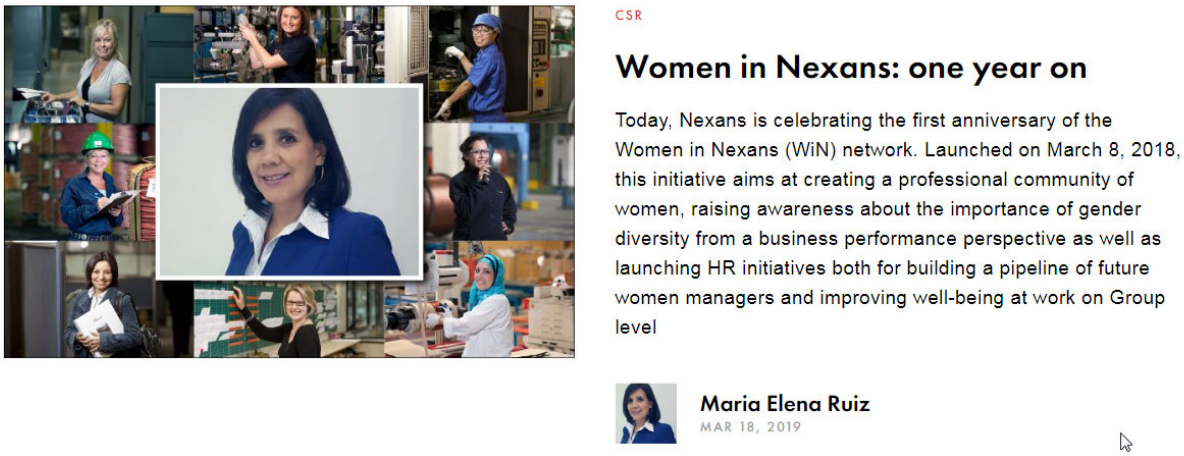
To edit this area, just select the component COVER and click on Edit in the right-hand menu or on the pencil icon
Key in the title and allocate the contacts to the page



MAIN

The main section contains one key element which is the blog post highlights block that allows you to highlight one specific post on the blog home page.

BLOG POST HIGHLIGHTS



Select the main area and select on ADD COMPONENTS or if already added, edit it

Just pick up the post you'd like to highlight on the page using the SELECT NEW. This will open the repository containing all pages. Select the one that makes sense.

The block will then be populated automatically with the content of the selected page:

- Main image of the news
- Title
- Summary
- Tag
- Author name (and picture if optional) + date of the post

MIDDLE MANDATORY PAGES

This section is made up of the following element

- Blog post list: populated automatically with the blogs (based on latest blogs or on selected tag)

BOTTOM FREE PAGES

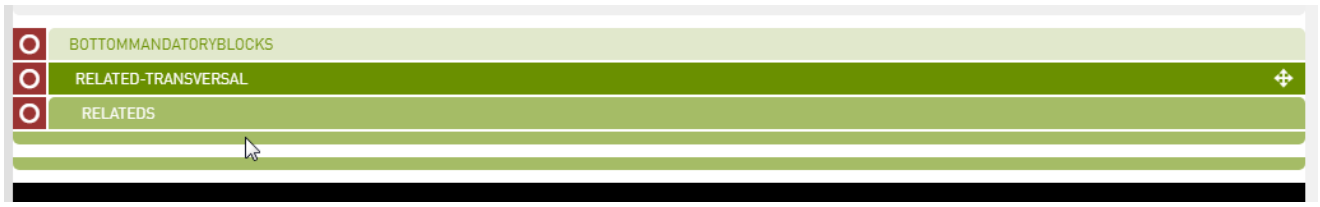
This section can contain the following elements

- Blog post list populated automatically from blog pagest (based on latest posts or on selected tag)
- Event list: populated automatically from the events list (based on latest events or on selected tag or manual selection)
- Publications list populated automatically from the publications list (based on latest events or on selected tag or manual selection)

RELATED TRANSVERSAL

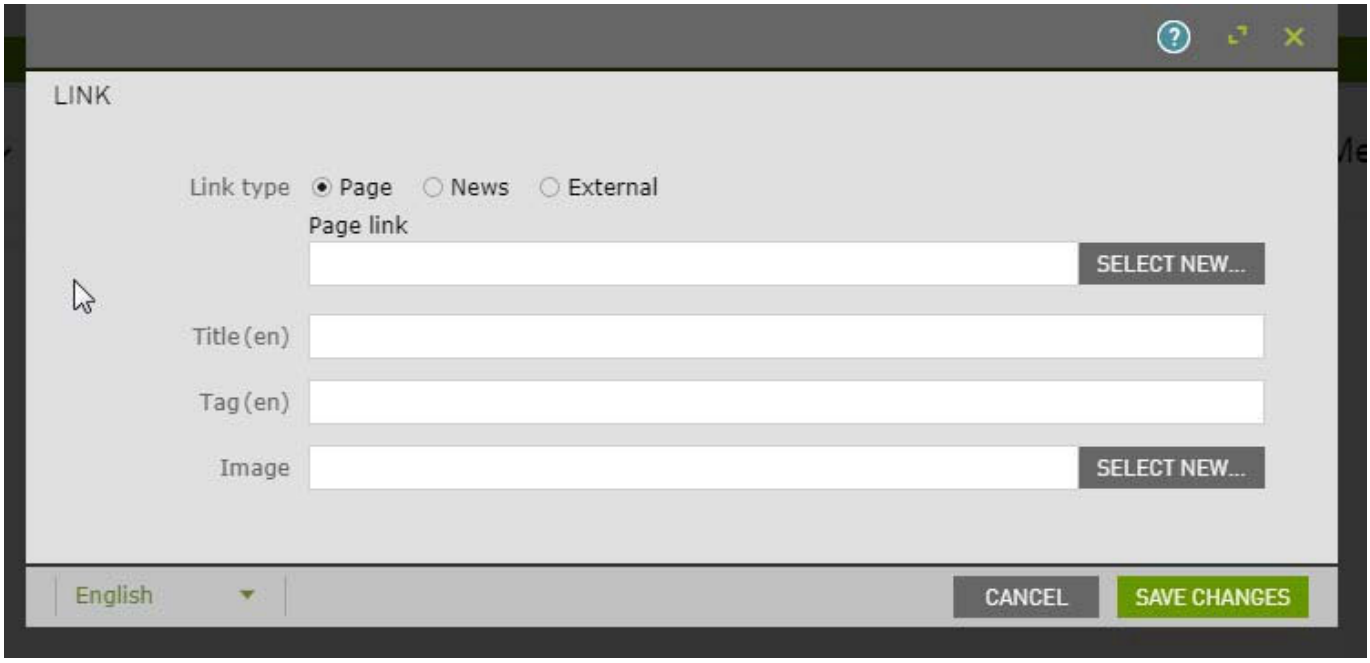
The section contains the transversal related blocks allowing you to make links to other sections of the site or external link.

RELATED-TRANSVERSAL



There can be up to 3 related at the bottom of the page. To add new related, just position the mouse on the area, on the RELATED component. Click on the + icon

The following screen will show up



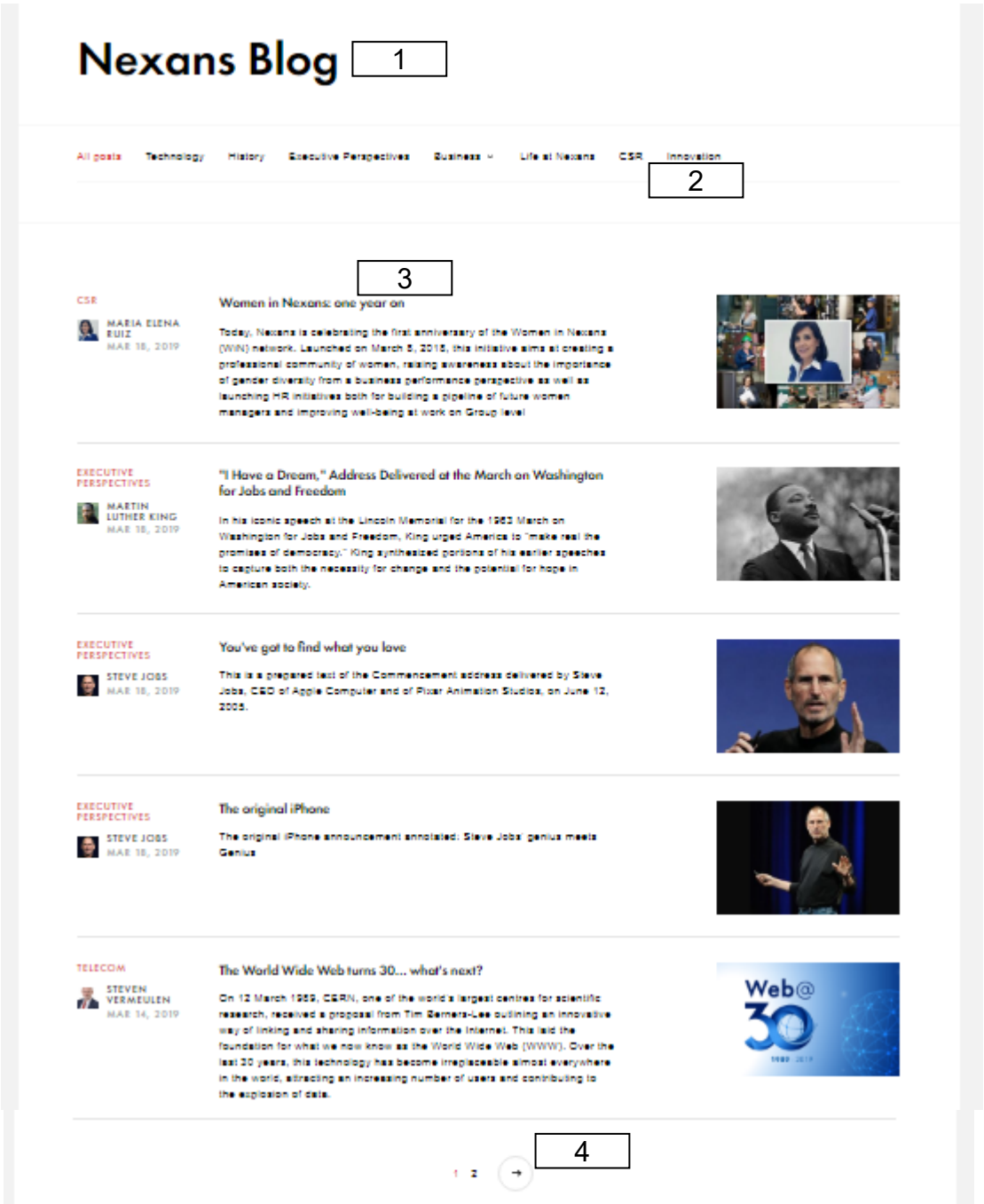
You can either insert a link to a page, a news page or an external link.

Once the type of link has been set, just key in the relevant information:

- Select the page link or news link or key in the external URL for external sites
- Key in a title
- Key in a tag
- Select an image from the asset management library or upload a new one

Results with 3 links

BLOG POST LIST PAGE – BLOG



The template of this page is fixed and cannot be changed. It is managed automatically and contains the list of all posts published on the site.

Zones

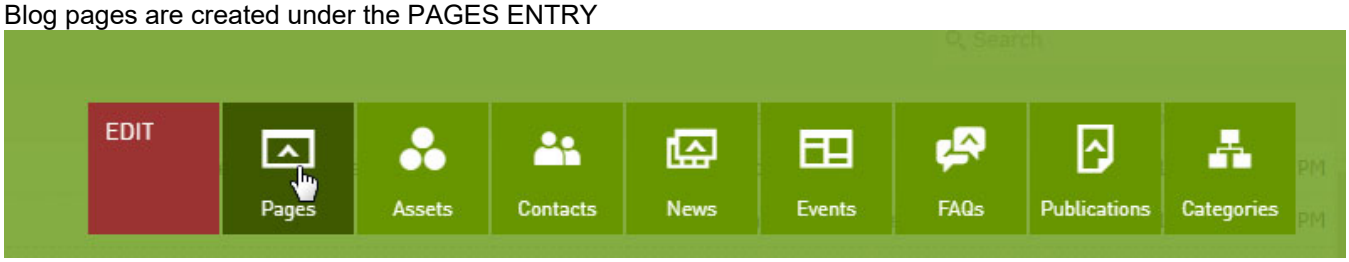
	Title	Management rules	Order	Block(s) used
1	Title	From navigation name		

	Title	Management rules	Order	Block(s) used
2	Category filters	Display every MAINCATEGORY that have blog posts related to them If the MAINCATEGORY does not have SUBCATEGORIES related to it: on click, filter the blog posts list and display the posts related to the main category (with BLOG POSTS_CATEGORY or BLOG POSTS_TAGS) If the MAINCATEGORY has SUBCATEGORIES related to it: on click, expand the SUBCATEGORIES list. If number of categories exceeds xx, foresee to have button More to view all categories (see tablet version)		
3	Blog posts list	Display the blog posts 5 by 5, according to the filters. The blog posts list contains the following elements - BLOG POST TAG - BLOG POST AUTHOR (name and picture) - BLOG POST PUBLICATION DATE - BLOG POST TITLE - BLOG POST SUMMARY IMAGE (from blog page main image) Contribution Size: 1150 x 711 displayed as follows "Large Desktop >1360px": 310 x 192 "Desktop <1360px": 260 x 161 "Tablet portrait >768px": 216 x 133 "Mobile >320px": ratio= 5:4 – 290 x 179	Most recent	
4	Page index	Every item is clickable except the active page		
5	Related pages			TRANSVERSAL-RELATED-BLOC-PAGES

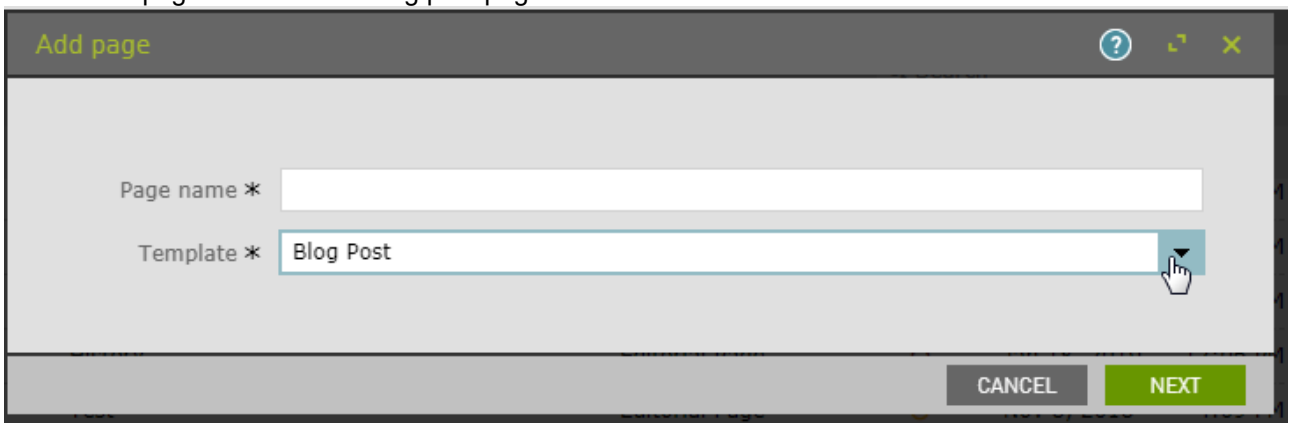
The title of the page can be updated and translated. To do so, just edit the page properties and/or the cover area.

BLOG PAGE

Blog pages are created under the PAGES ENTRY



Go to the BLOG SECTION, expand the menu and position the mouse on the BLOG POST LIST. From this entry, click on the menu ADD page to add a new blog post page to the site



Give it a name and click on NEXT and fill in the required information. Please make sure you don't use special characters in the page name as this is used for referencing of the page.

MAIN

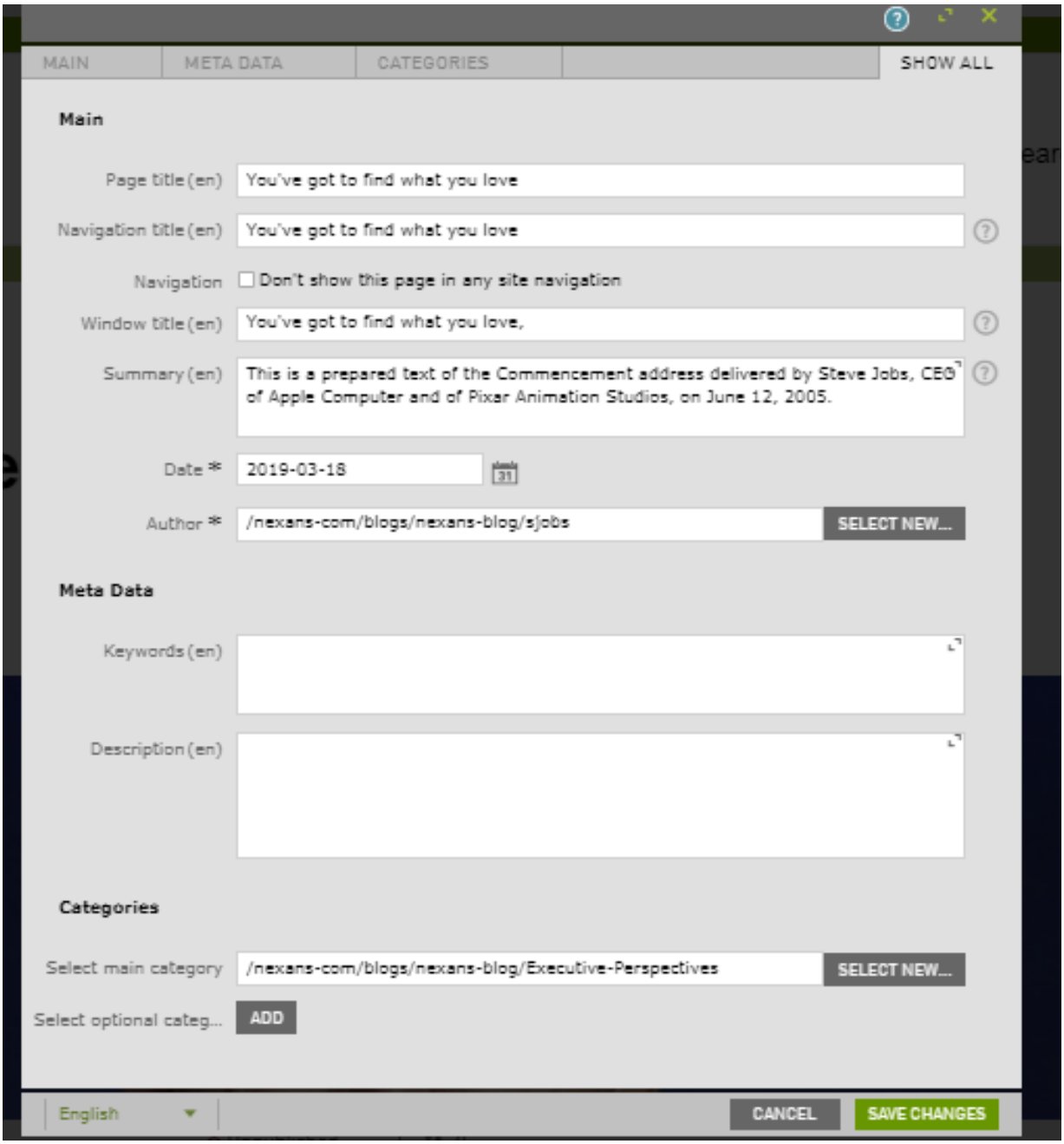
- Page title
- Navigation title
- Windows title
- Summary
- Date
- Author

META DATA: used in the meta tags of the page and therefore for SEO – please make sure you fill in the relevant information to boost your visibility on search engine and optimize search

- Keywords
- Description

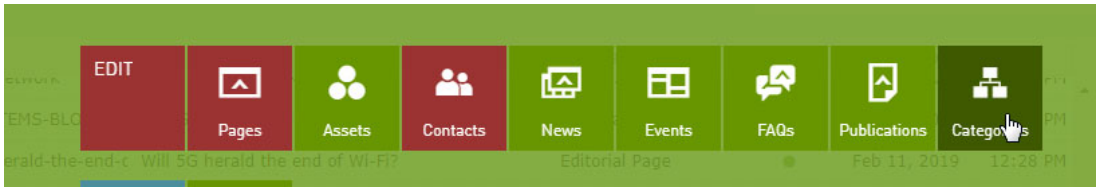
CATEGORIES: select a corresponding tag (used for filtering and searching on the site) from the list of tags

- One main tag
- One or more secondary tags if the news should be found under various topics



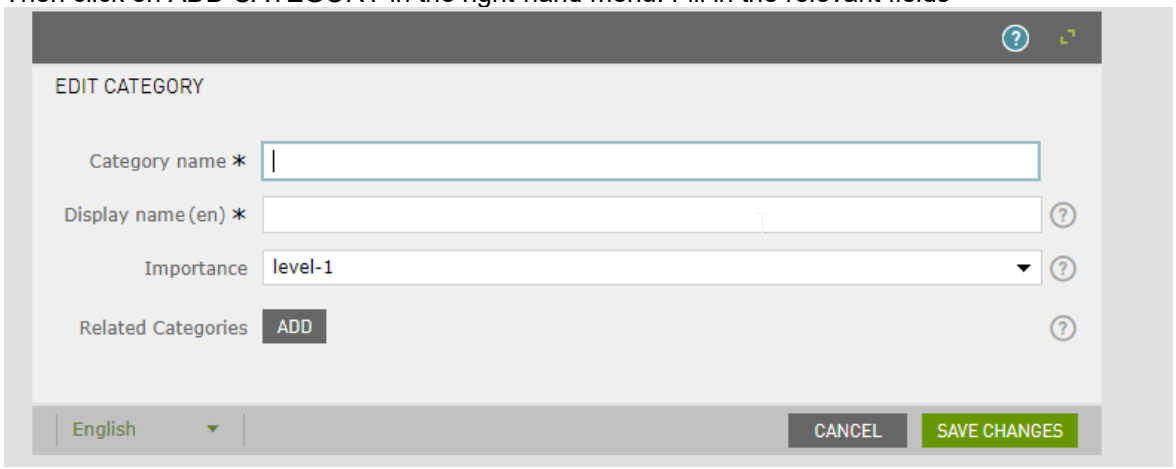
Click on SAVE CHANGES. Don't forget to do it in French as well.

NB: Categories are specific to the blog section: to define blog categories, go to CATEGORIES



Then go to the relevant folder corresponding to the blog section.

Then click on ADD CATEGORY in the right-hand menu. Fill in the relevant fields



And click on SAVE CHANGES. Don't forget to do it in French as well.

Make sure the relevant blog categories have been created so that you can associate them to your posts.

You can also duplicate an existing blog post to save time. To do so, from the pages entry, select the blog post you'd like to copy and click on DUPLICATE PAGE in the right-hand menu.
By doing so, you will inherit all information filled in the duplicated post. You then just need to update it.

Once the page has been created in the structure, double click on it to create the content or amend it if you duplicated another page.

The template of the blog post is set up as follows

INDUSTRY

Will 5G herald the end of Wi-Fi?

1

PAUL VANDERLAAN
MAR 17, 2019

Will 5G herald the end of Wi-Fi?

FREE TEXT

2

Share this

LinkedIn 3

About the author

Paul Vanderlaan

Based in the US, Paul has over 25 years of structured cabling experience serving in a variety of engineering and product line management roles. An expert in component and application standards, especially in augmented Category 6 specifications, he represented Nexans in his role as Technical Manager of standardization and technology on several IEEE task forces. Paul is co-author of multiple patents related to the design of copper and fibre cabling for the premises.

4

Categories

5

Technology → FTTO → Industry →

Leaders →

Template structure

	Title	Management rules	Order	Block(s) used
1	Cover	Main category (tag), Blog post title, Author (name and picture), Publication date, Cover image (with legend)		Cover-blog
2	FREE ZONE	Editorial blocks		- Event list - HTML - Key figures block - Key figures highlight block - News list - Video - Picture - Picture Gallery - Publication list - Quote - Related mosaic - Related push - Related slider - Related slider / carousel - Text - Text with picture
3	SHARE	Share button to allow sharing on social media (linkedin)		SHARE
4	AUTHOR	Display Author name, picture and short biography (entered at contact creation)		BLOG-POST-AUTHOR
5	Categories	Show all categories defined for the blog section. By clicking on one of them, the user will be directed to the blog list filtered on the selected category		CATEGORIES

The page is split into three main sections

- COVER: containing the title, tags, author, date, main image of the blog post
- MAIN: that will hold the content of the blog post based on all generic blocks
- BOTTOM MANDATORY BLOCKS: containing the author of the post (with picture and biography), other categories defined for the blog and allowing to view other posts

COVER

Cover-blog-post

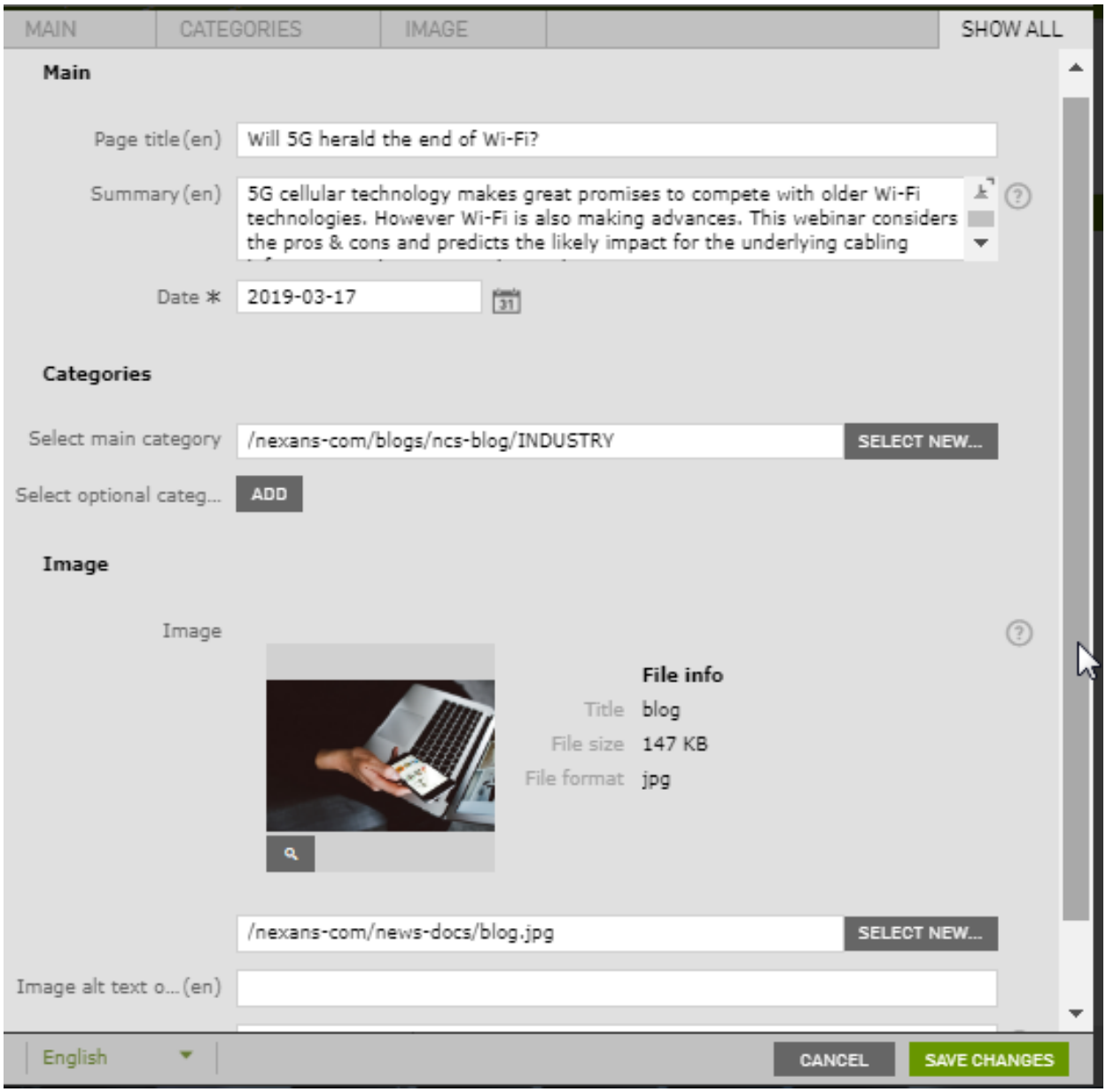
The cover contains the main elements of the blog post that were filled in previously (page creation) as well as an image.

Edit the area to update / add information;

The following fields are available

- MAIN: containing the title, summary and date of the blog post
- CATEGORIES: correspond to the tag of the post
- IMAGE: click on select new and from there you can either use an existing image (from the asset management library) or upload a new one. You can then enter a specifc text for the alt image as well as a caption (showing under the image as a legend. If the field is not filled in but filled in the asset library, then the system will pick up the latter.

Don’t forget to update the information in the local language and once done, click on SAVE CHANGES



Content characteristics

	Key	Description	Interactions / Actions / Links
1	BLOG_POST_CATEGORY	Attribute of blog post content	On click: link to the blog post list filtered by the category
2	BLOG_POST_TITLE	Attribute of blog post content	
3	BLOG_POST_AUTHOR	Attribute of blog post content	
3	BLOG_POST_DATE	Attribute of blog post content	
4	BLOG_POST_COVER	Attribute of blog post content	Size: 1150 x 711 displayed as follows "Large Desktop >1360px": 1150 x 711 "Desktop <1360px": 960 x 595 "Tablet portrait >768px": 696 x 430 "Mobile >320px": ratio= 5:4 – 290 x 179
5	BLOG_POST_COVER_CAPTION	Attribute of blog post content	

MAIN

The main section is made with generic blocks (that can be used in various page types).

- Event list
- HTML
- Key figures block
- Key figures highlight block
- News list
- Video
- Picture
- Picture Gallery
- Publication list
- Quote
- Related mosaic
- Related push
- Related slider
- Related slider / carousel
- Table
- Text
- Text with picture

To add one of the components, just select the area MAIN and click on the option Add a component in the menu on the right- hand side

BOTTOM MANDATORY BLOCKS

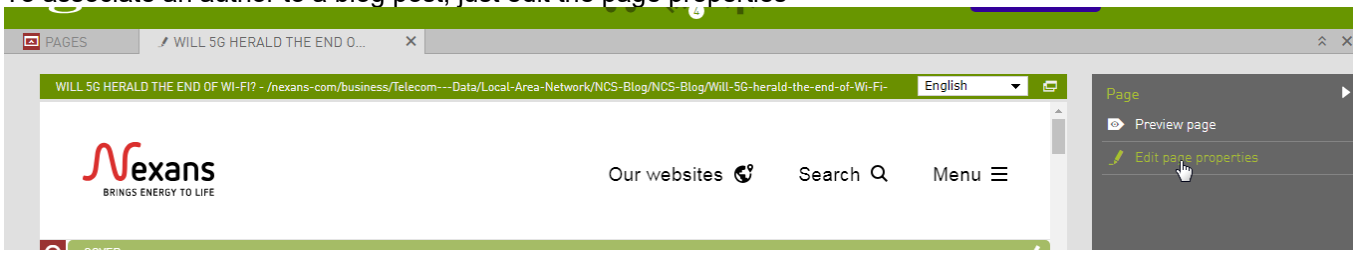
The section is made of the following elements.

- Author: contact name, picture and short biography
- Categories: show all categories defined for the blog section

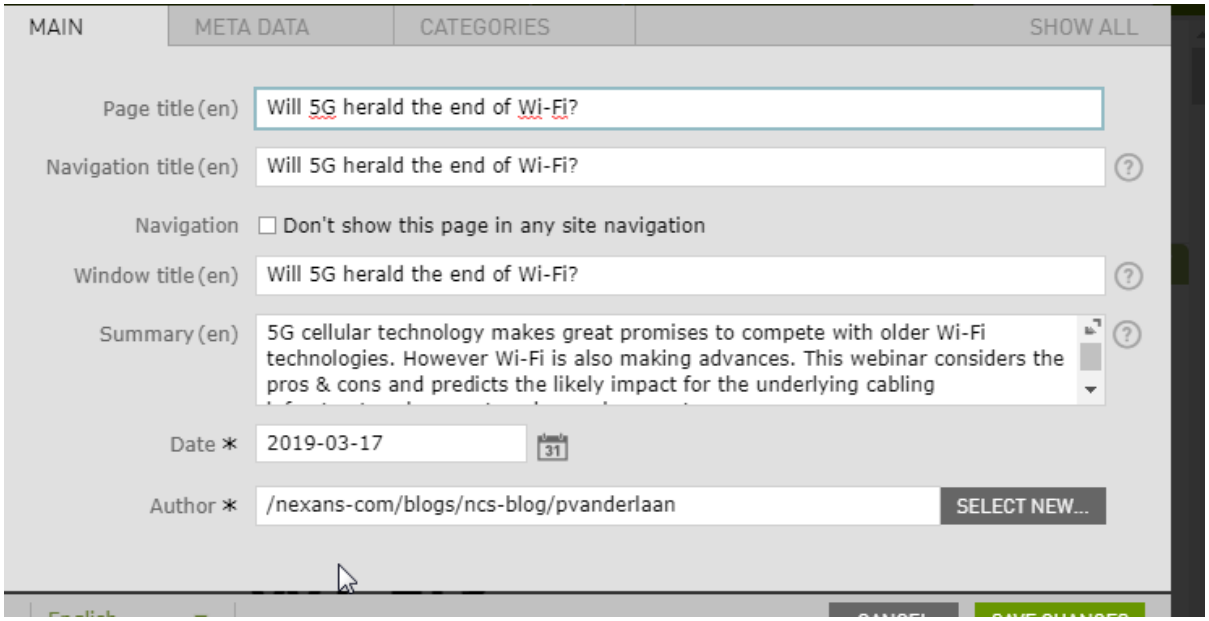
BLOG-AUTHOR

The author showing at the bottom of the blog post corresponds to the one that was associated with the post in the page properties.

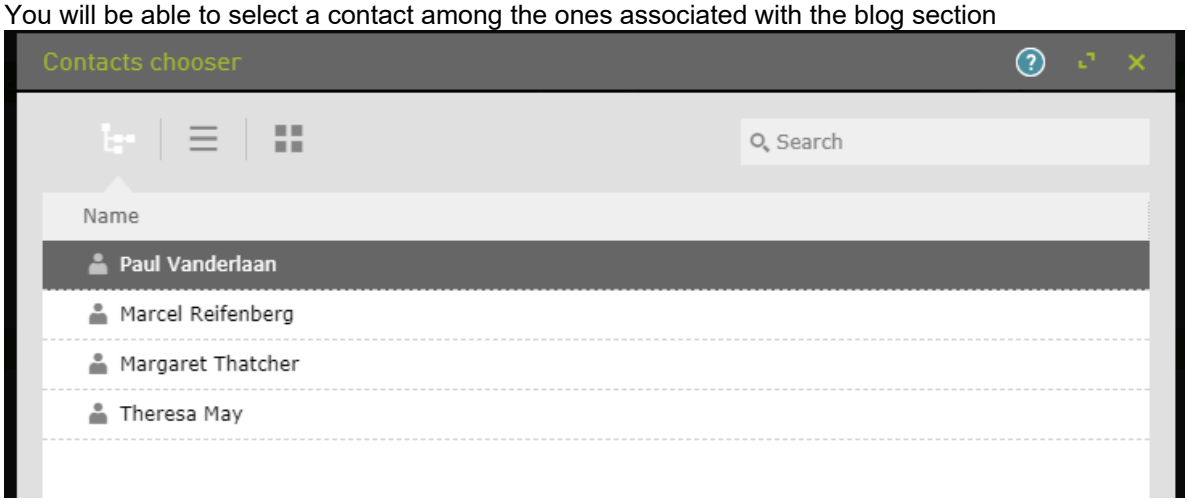
To associate an author to a blog post, just edit the page properties



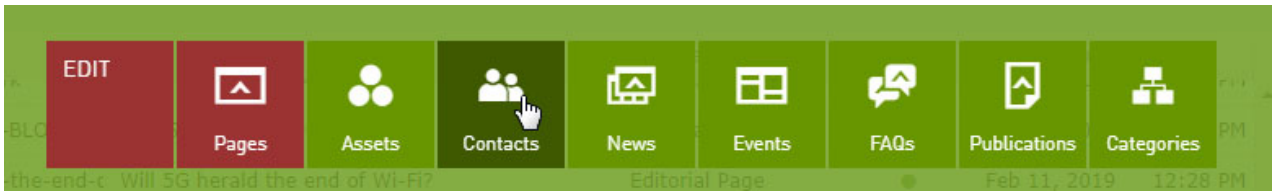
Then click on SELECT NEW in the main tab



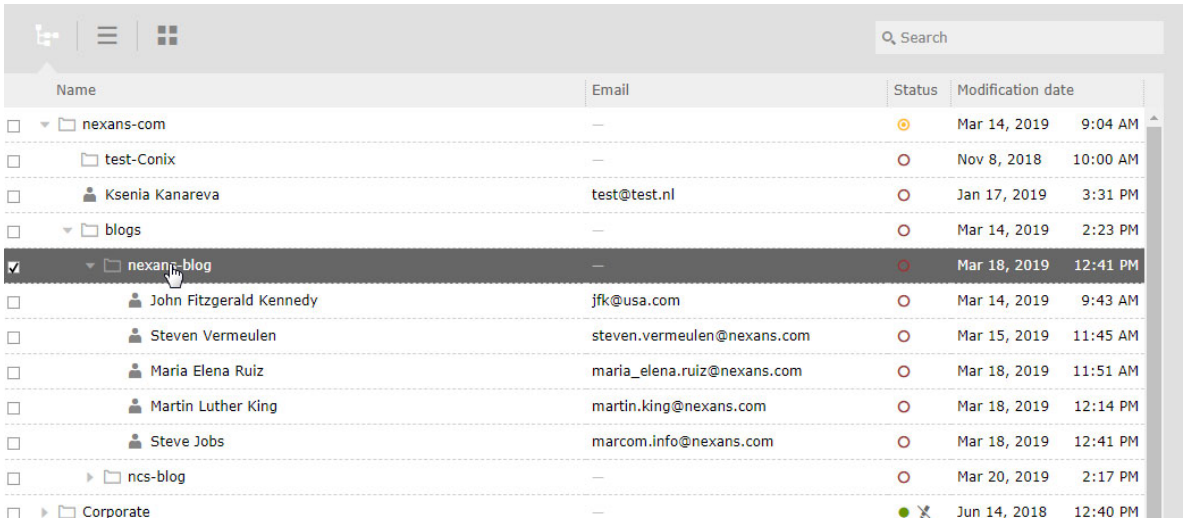
You will be able to select a contact among the ones associated with the blog section



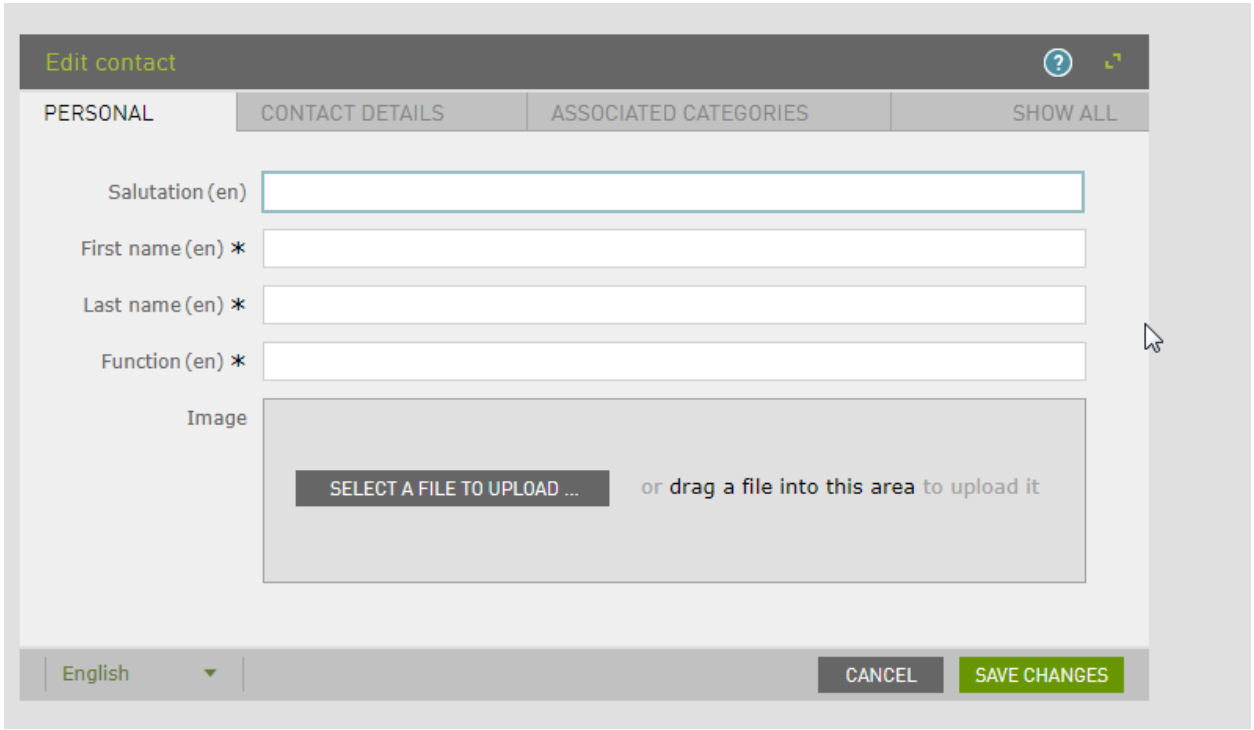
Click on the contact you want to associate to the blog.
If the author hasn't been created already, you will have to create it under the CONTACT ENTRY. To do so go to the CONTACT ENTRY

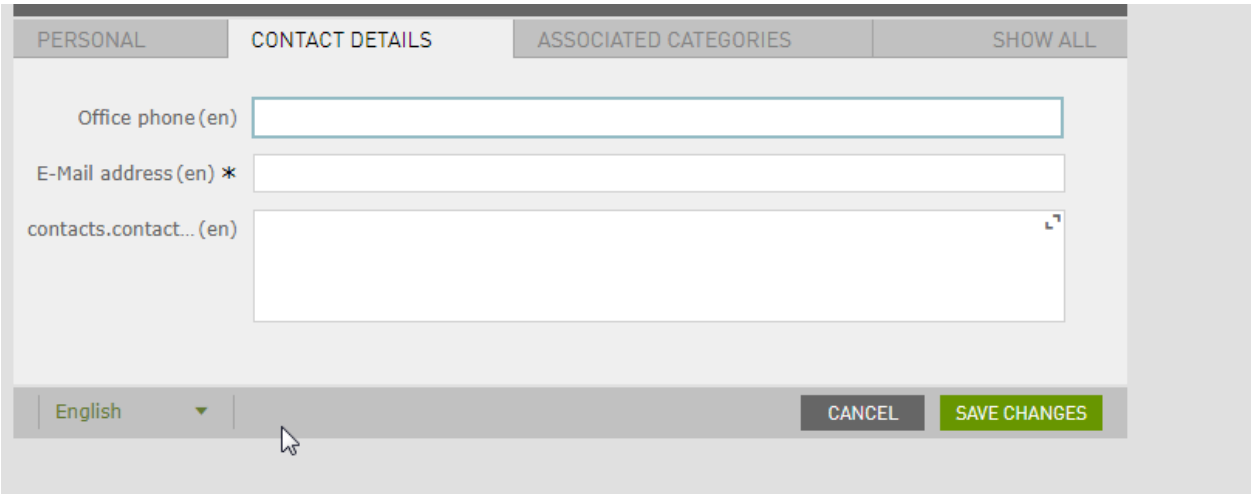


Go to the folder in which the contacts shall be created.



Once positioned on the folder, click on ADD CONTACT on the right-hand side





Key in the relevant information. Additional fields should be filled in for the blog post among which

- PERSONAL tab: Image (picture of the author)
- CONTACT DETAILS tab: key in a short biography of the author
- *ASSOCIATED CATEGORIES => **don't fill that in** otherwise the contacts will get all corresponding mails coming from the contact form*

Don't forget to enter the information in French as well.
Once done click on SAVE CHANGES

About the author

1

Paul Vanderlaan

2

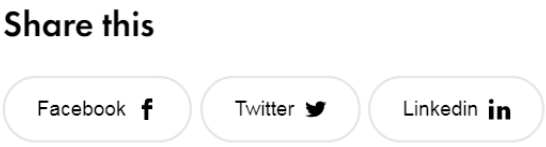
Based in the US, Paul has over 25 years of structured cabling experience serving in a variety of engineering and product line management roles. An expert in component and application standards, especially in augmented Category 6 specifications, he represented Nexans in his role as Technical Manager of standardization and technology on several IEEE task forces. Paul is co-author of multiple patents related to the design of copper and fibre cabling for the premises.

Content characteristics

	Key		Description	Interactions / Actions / Links
1	Title	BLOC_TITLE	From resource file by default, but can be modified if needed	
2	CONTACT	CONTACT_PICTURE	Attribute of related contact	
		CONTACT_NAME	Attribute of related contact	
		CONTACT_ELEMENTS	Attribute of related contact	Biography

At the bottom of each blog post will be shown

- Share button allowing to share the information on social media



- all categories of the blog section. By clicking on one of them, the user will be directed to the blog post list filtered on the selected category.

Categories

Technology →

FTTO →

Industry →

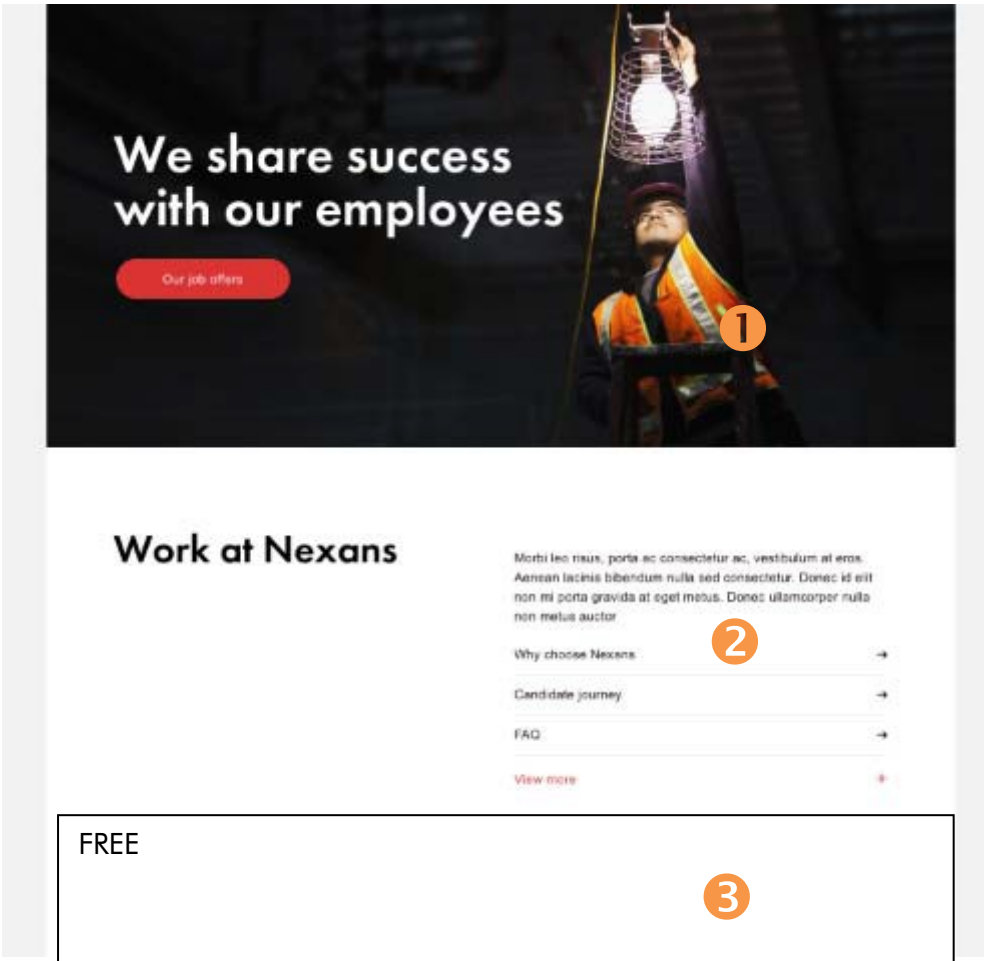
Leaders →

CAREER TEMPLATES

The HR module gathers the following content types:

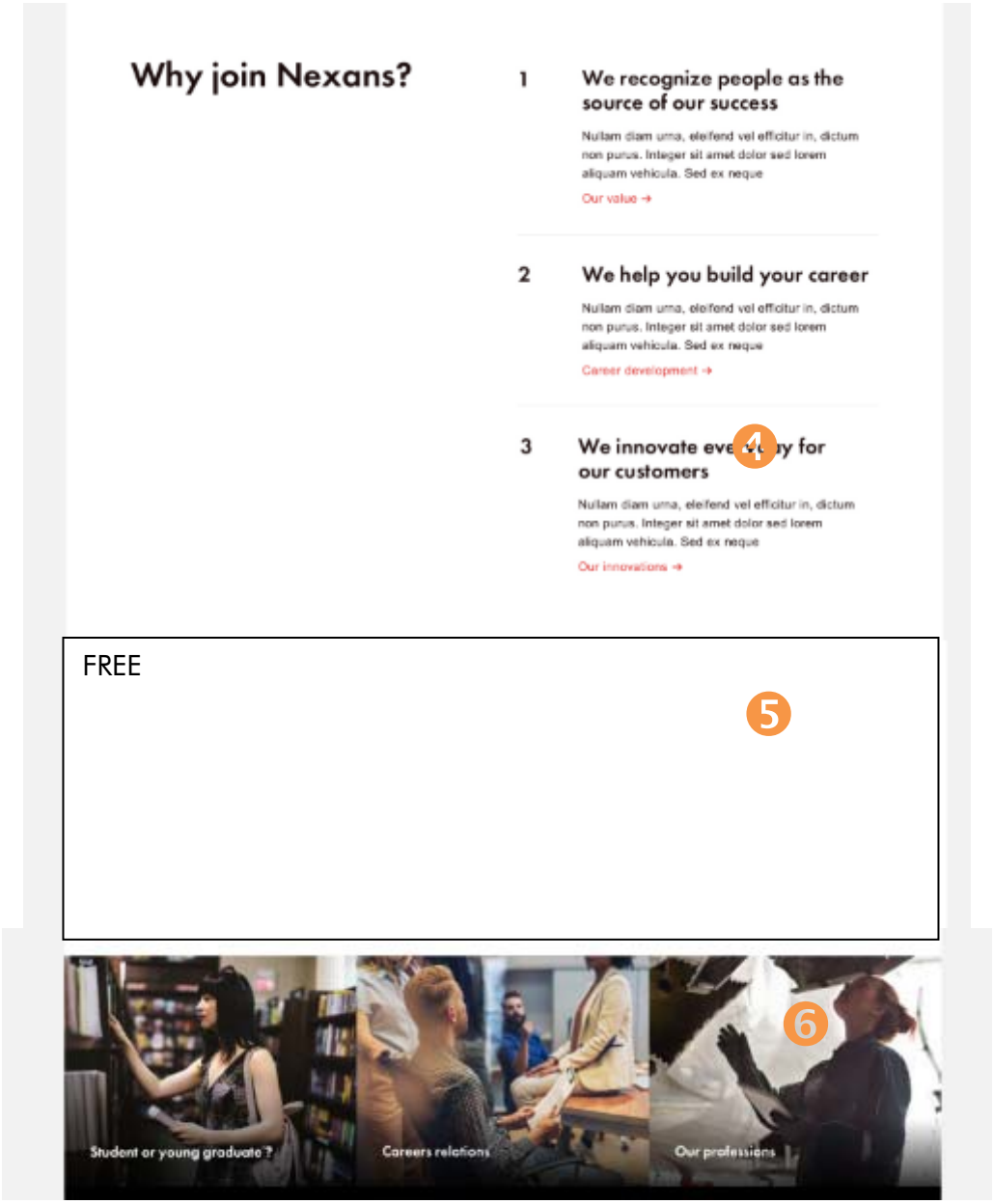
- Career (homepage)
- Testimonial
- FAQ (that could be transversal, used in any other category)

CATEGORY HOME PAGE – CAREERS: T06_HR_Homepage



FREE

3



This page uses several generic blocks, but has a fixed layout

- COVER: containing a banner, title
- MAIN: made up of the following components
  - Video
  - Overview
  - Related mosaic
  - Scroll target (anchor from the cover)
- MIDDLE MANDATORY BLOCKX
  - related-ordered-list: allowing to have a numbered list to display reasons / arguments
- BOTTOM FREE ZONE that can contain the following components
  - Event list
  - News list
  - Publication list
  - Related mosaic
  - Related push
  - Related slider
- BOTTOM MANDATORY BLOCKS
  - Related transversal

Zones

Footnote	Title	Management rules	Order	Block(s) used
1	Cover	Title, cover image and button (CTA to other page)		COVER-BUSINESS-CAREER-ABOUT
2	Overview	Links to sub navigations		G-40-BLOC-OVERVIEW
3	FREE	Generic block		G-40-BLOC-OVERVIEW G12-EDITORIAL-BLOC-KEYFIGURES G04-EDITORIAL-BLOC-VIDEO G08-SLIDER-GALLERY G-MOSAIC-RELATED G32-PUBLICATION-LIST-BLOC G31-EVENT-LIST-BLOC G30-NEWSLIST-BLOC G-STORY-BLOC-PUSH-FULL
4	Why join Nexans	HPCAREER_WHYJOIN_TITLE Display the 3 reasons to join Nexans HPCAREER_WHYJOIN_REASON and link to other pages of the site		CAREER-HP-CAREER-BLOC-WHY-JOIN
5	FREE	Contains one mandatory element: testimonial slider		G-40-BLOC-OVERVIEW G12-EDITORIAL-BLOC-KEYFIGURES G04-EDITORIAL-BLOC-VIDEO G08-SLIDER-GALLERY G-MOSAIC-RELATED G32-PUBLICATION-LIST-BLOC G31-EVENT-LIST-BLOC G30-NEWSLIST-BLOC G-STORY-BLOC-PUSH-FULL G-SLIDER-
6	Related	Display every related page to this page HPCAREER_RELATED_PAGE (can be 2 or 3)	Manual	TRANSVERSAL-RELATED-BLOC-PAGES

COVER

COVER-BANNER

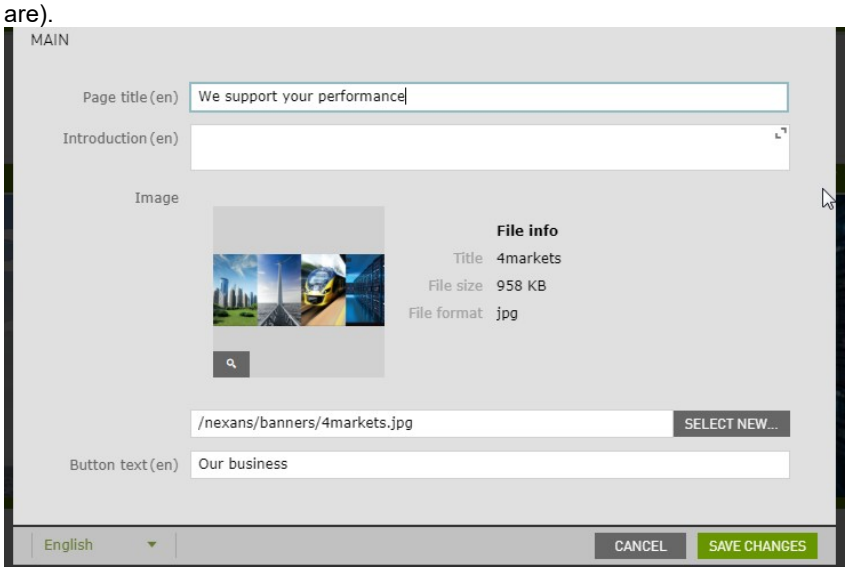
Content characteristics

Footnote	Key	Description	Interactions / Actions / Links
1	CAREER-HPCAREER_TITLE		
2	COVER-BANNER	Contribution: 1590x894 – displayed as follows "Large Desktop >1360px": 1590x818 "Desktop <1360px": 1360x765 "Tablet portrait >768px": 768x432 "Mobile >320px": 320x400 – mobile image to be uploaded	
3	BUTTON	Link to another page of the site or external	

Interface elements

	Element	Element interaction / Link
3	Button link: string (translatable)	On Click: link goes to related content

To edit the cover area, just click on it and edit the area either by clicking on the pencil icon or using the right-hand menu (edit are).

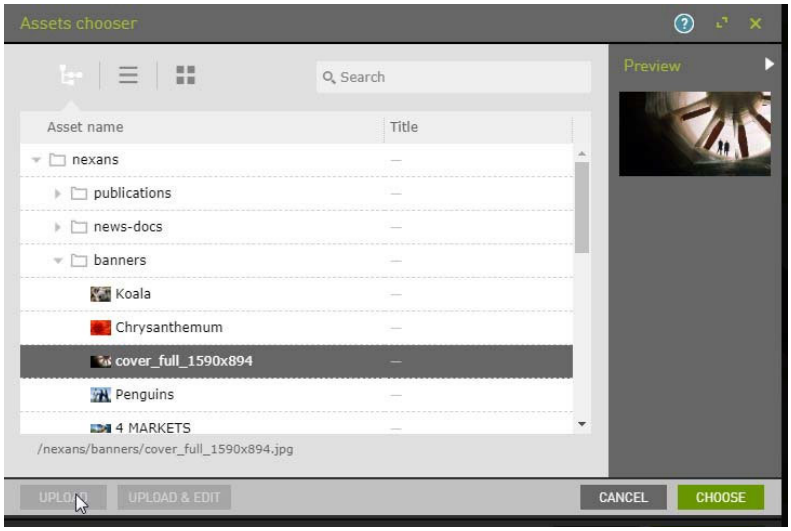


The cover is made up of the following elements

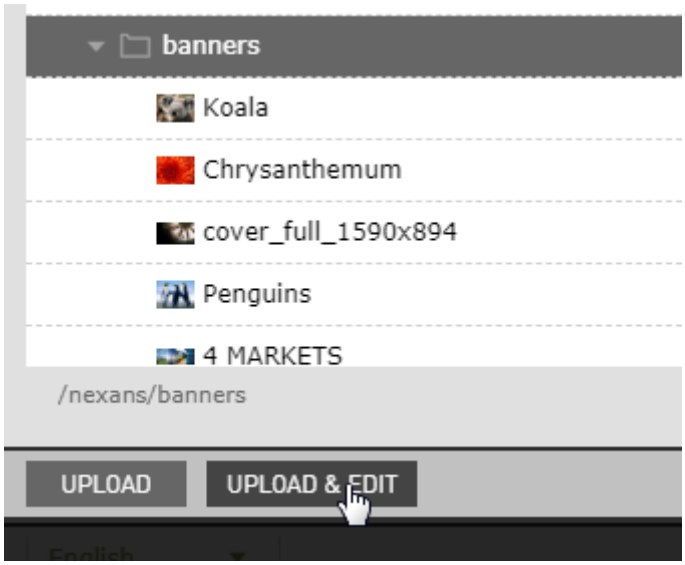
- TITLE
- INTRODUCTION
- IMAGE - Contribution: Min width: 1590px - Height: auto. 1590x894 – displayed as follows
  - "Large Desktop >1360px": 1590x818
  - "Desktop <1360px": 1360x765
  - "Tablet portrait >768px": 768x432
  - "Mobile >320px": 320x400 – mobile version to be uploaded
- BUTTON (anchor linking to first block of the page) (optional)

To upload an image, click on the button SELECT NEW:

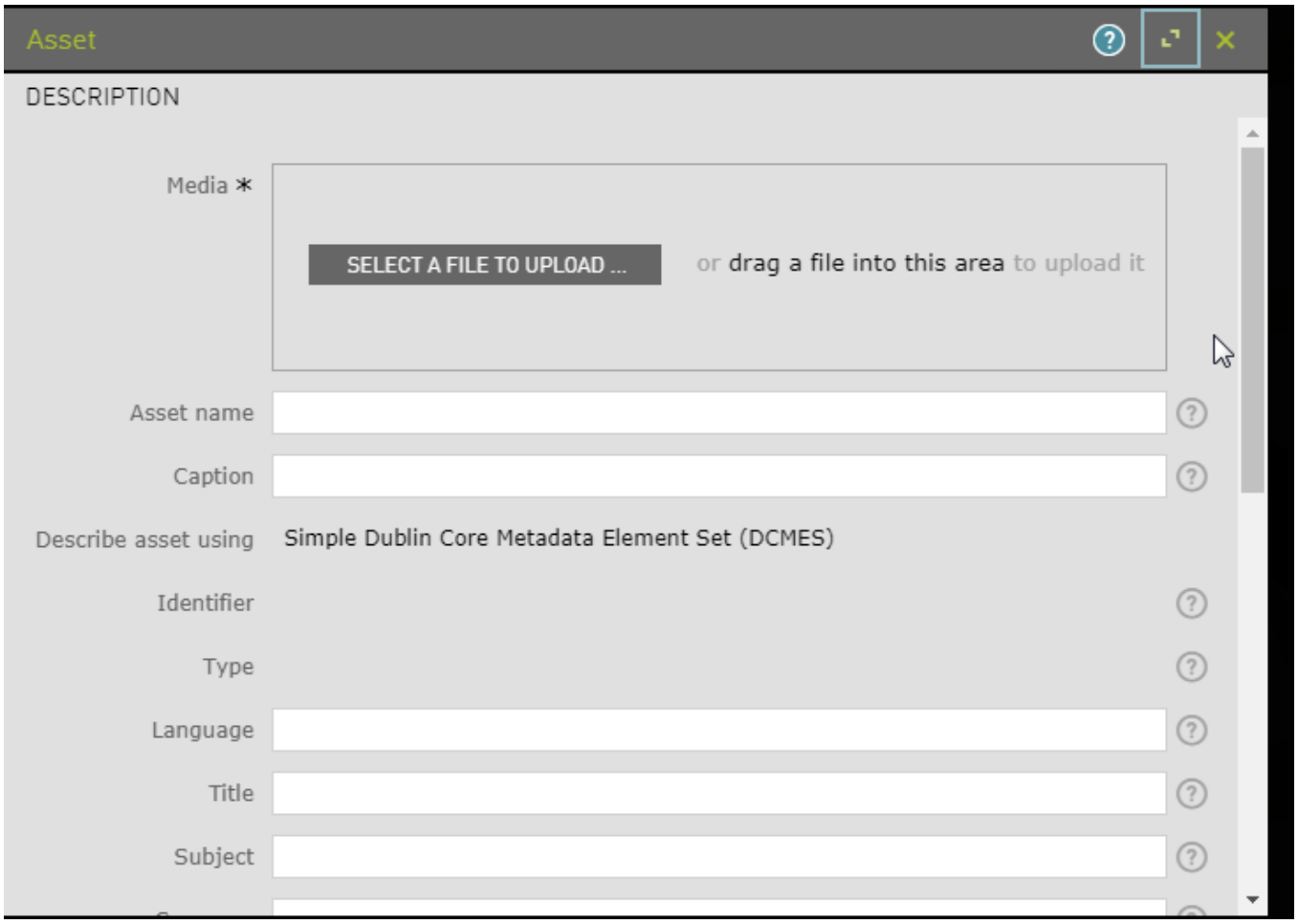
- Either you select an existing image in the repository: select the image and click on UPLOAD



- Or upload a new one: position the mouse on the folder in which you'd like to upload the image. Then click on UPLOAD AND EDIT
-



The following screen will show



Upload the file at the top (MEDIA block) and then key in the relevant information.
TIP just click on the question mark icon to get the meaning of each field !

- Asset name: name of the file. By default, the system will pick up the file name, but you can add a specific name
- Caption: showing next to the asset name to get additional information about the image
- Language: use standard code for language – ex: en for ENGLISH, fr-BE for French Belgium
- Title: title of the image (picked up by Search engines)
- Subject topic of the resource / key words for ex: business segment
- Coverage: if a specific jurisdiction applies (depending on image rights for instance – only valid for a country) or spatial coverage (only applicable to one country / one territory / duration...)
- Description: usually the abstract of the image / additional information (if graph for instance). Useful for referencing
- Creation date / modification date / creator: will be filled in automatically by the system
- Publisher: person name / company responsible for making the resource available
- Contributor: entity responsible for making the contribution of the asset
- Rights: rights held over the resource, more specifically COPYRIGHT
- Source: source from which it is derived
- Relation: a related resource
- Document type: specify the document, for instance: annual report
- Tag: select appropriate tag for the asset among the list of tags defined for the site

MAIN

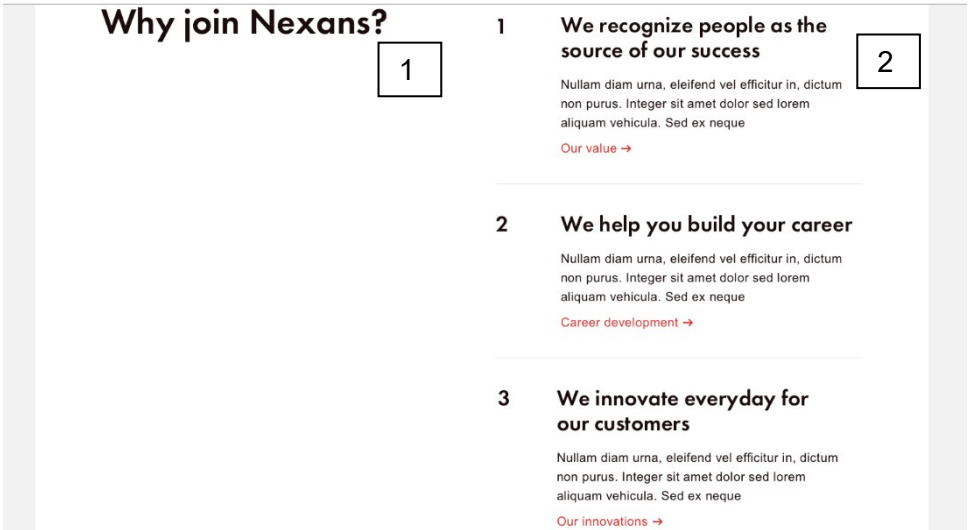
The main area section of the Careers home page contains the following elements

- Video
- Overview
- Related mosaic
- Scroll target (anchor from the cover)

MIDDLE MANDATORY BLOCKS

This section contains a specific type of block: related-ordered-list: allowing to have a numbered list to display reasons / arguments

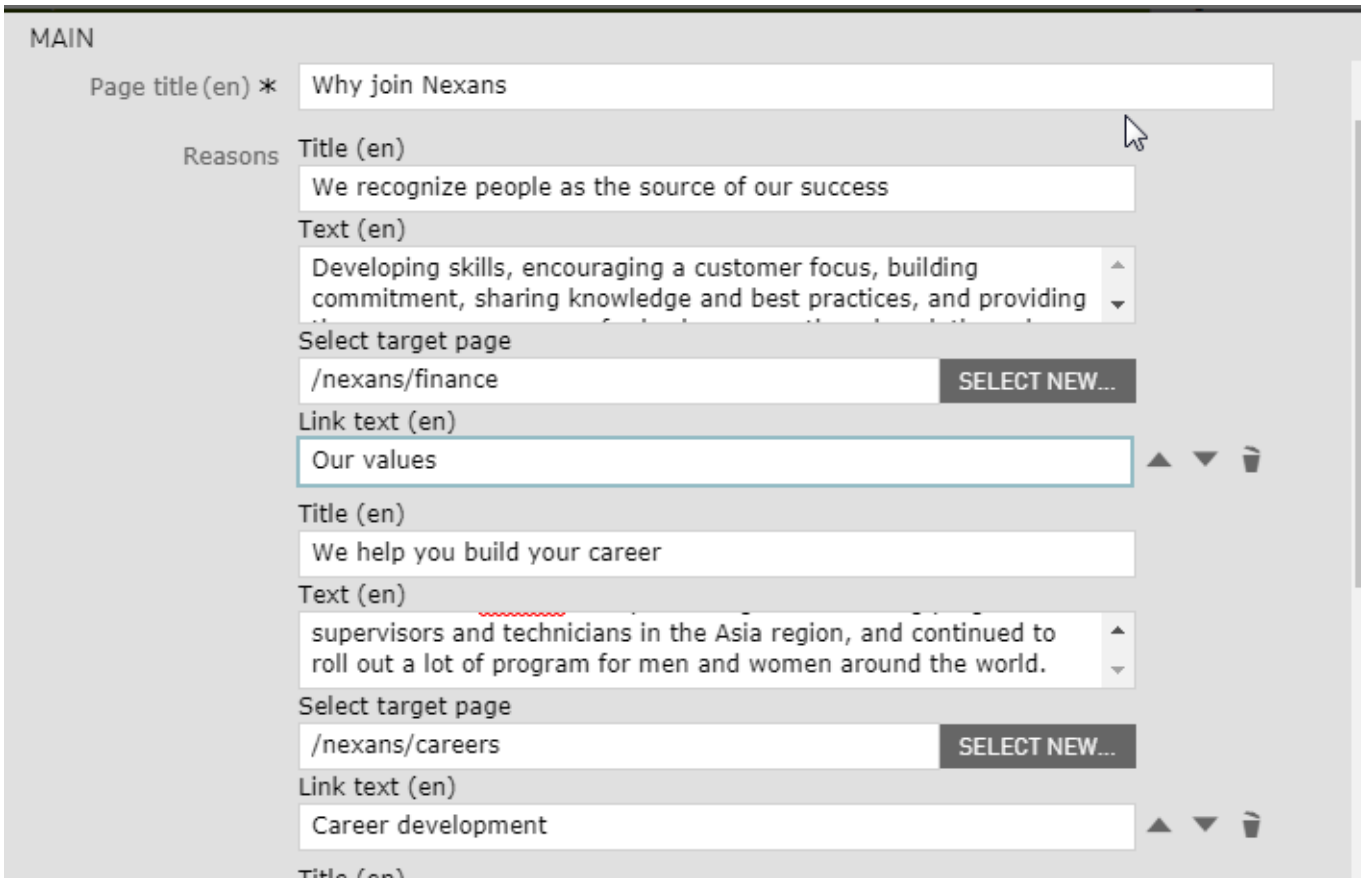
CAREER-HP-CAREER-BLOC-WHY-JOIN



Content characteristics

Footnote	Key	Description	Interactions / Actions / Links
1	CAREER-WHYJOIN_TITLE	Title of the block	
2	CAREER-WHYJOIN_ITEM	CAREER-HPCAREER_WHYJOIN_REASON_TITLE	
		CAREER-HPCAREER_WHYJOIN_REASON_DESCRIPTION	
		CAREER-HPCAREER_WHYJOIN_REASON_LINK	On click: link to the page chosen

Edit this area to fill in the information



Fill in the relevant information

- Title of the block
- Reasons: you can add as many as you want (click on the button add below to add other lines to the block). For each reason, just enter
    - Title
    - Text (summary)
    - The link to the targeted page within the site
    - Link text: text that will be displayed for the link

  You can arrange the reasons in the order you want.

Don't forget to key in the translation, and once done, click on SAVE CHANGES

BOTTOM FREE ZONE

The area can contain the following elements (generic blocks that can be put on various pages of the site)

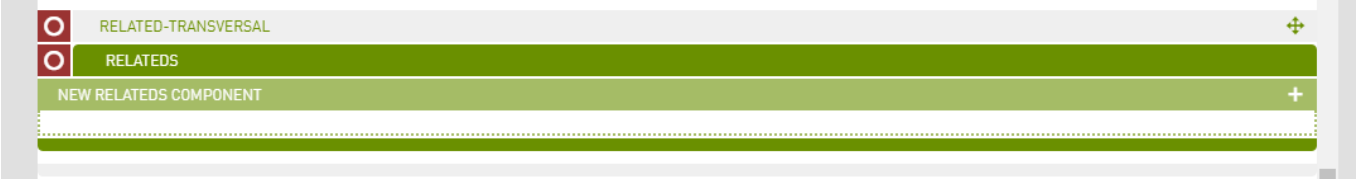
- Event list
- News list
- Publication list
- Related mosaic
- Related push
- Related slider

BOTTOM MANDATORY BLOCKS

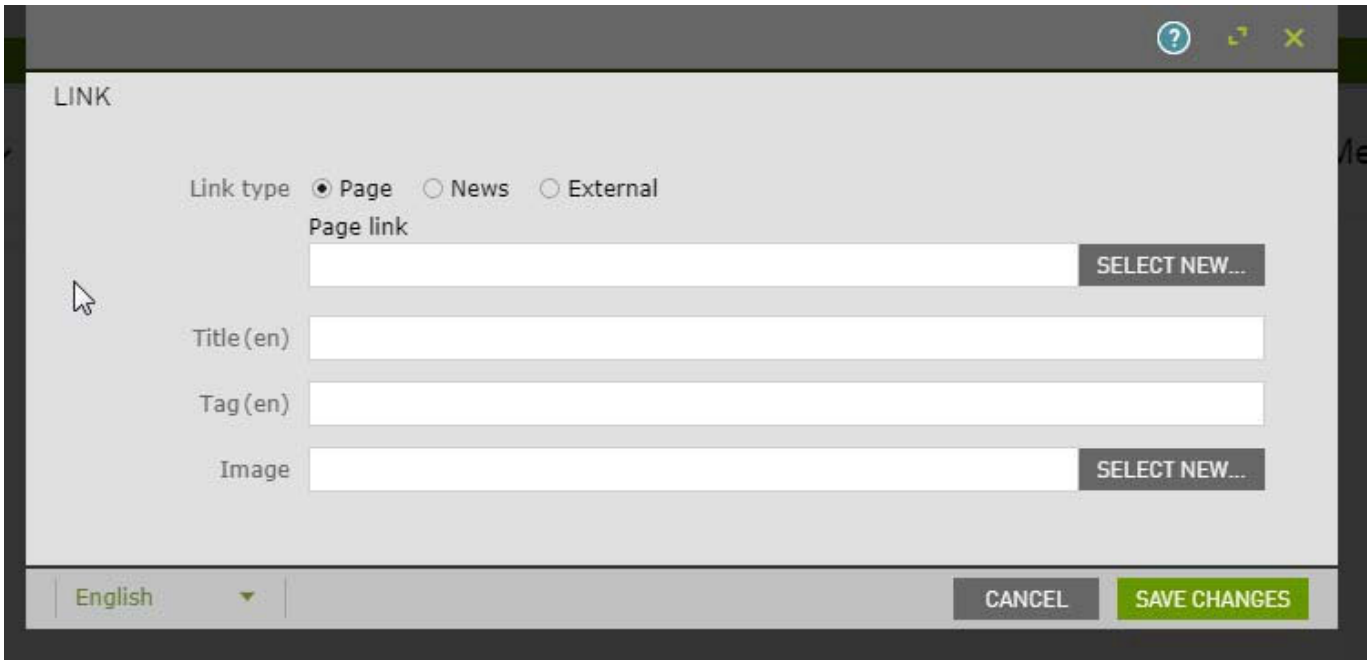
The section contains the transversal related blocks allowing you to make links to other sections of the site or external link.

RELATED-TRANSVERSAL

There can be up to 3 related at the bottom of the page. To add new related, just position the mouse on the area, on the RELATED component. Click on the + icon



The following screen will show up



You can either insert a link to a page, a news page or an external link.

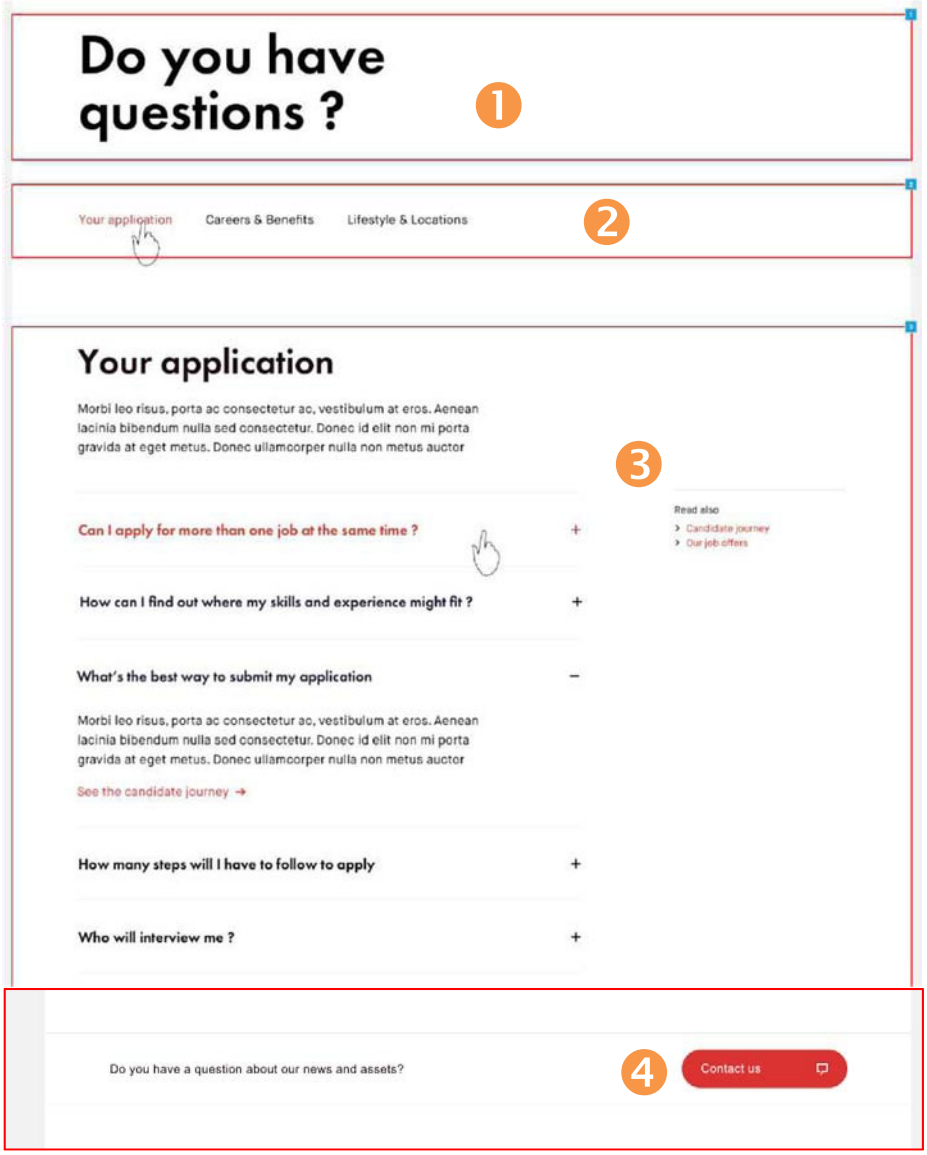
Once the type of link has been set, just key in the relevant information:

- Select the page link or news link or key in the external URL for external sites
- Key in a title
- Key in a tag
- Select an image from the asset management library or upload a new one

Results with 3 links

FAQ page - CT07_HR_FAQ

The FAQ page is very specific and could potentially be made available from any section of the site.
The FAQ page consists of a list of question topics/categories, and for each a corresponding list of questions and answers. Some related links to other sections of the page or documents could be added to the answers to allow users to get additional information from other sources within the site



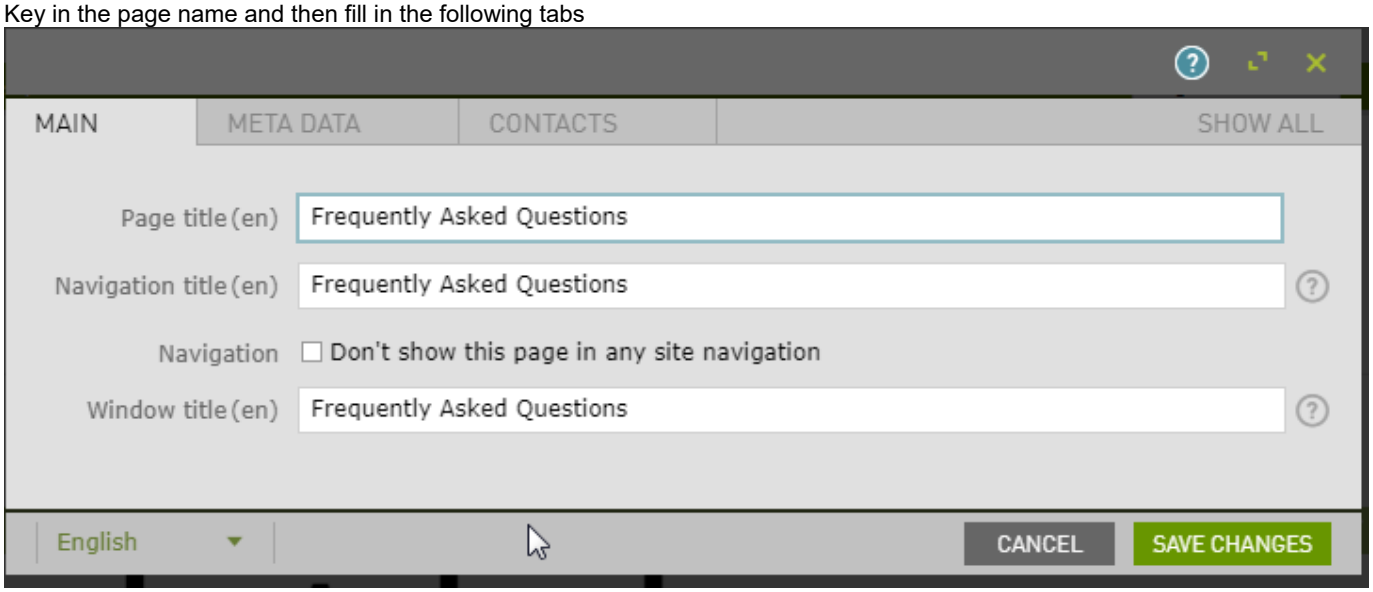
Zones

Footnote	Title	Management rules	Order	Block(s) used
1	FAQ_TITLE	Manual contribution		
2	FAQ_TOPIC	List of categories (free) as anchors on the page - If more than 6 categories are created then a SHOW more button should be displayed at the top. When clicking on one of the category name, then scroll to corresponding page		

Footnote	Title	Management rules	Order	Block(s) used
3	FAQ_TOPIC_DETAIL	A topic will contain the following elements - Title of category - Introduction - List of questions: when clicking on a specific question, the block expands to open to view the answer. Related links will show on right per category - Possibility to have an image in the FAQ (fixed position, at the end of the answer)		
4	FAQ_CONTACT	CONTACT US BLOCK located at the bottom of the page and with similar layout as the news contact us block OnClick: open the related contact form => email sent to contact that was associated with FAQ page		

Before creating a FAQ page, make sure you created all FAQs in the dedicated section (see dedicated chapter).

Position the mouse in the section under which you'd like to set up a FAQ, click on ADD PAGE and select the FAQ template.
Key in the page name and then fill in the following tabs



MAIN: key in the page, navigation and window titles

META DATA: key in the keywords and description (useful for SEO)

CONTACTS: associate the contact to the FAQ page – in case the user didn't find any answer, he should be able to send out his/her questions. The contact will be selected from the contact repository.

Make sure you fill in the translations and once done, click on SAVE CHANGES.

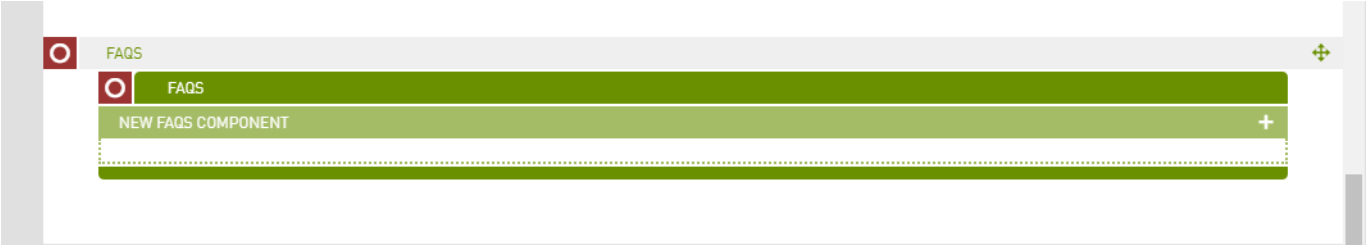
The FAQ template is a fixed template divided into three main areas

- COVER containing the page name. Edit the area to update the page name in both languages
- MAIN: containing the list of all questions and answers – divided by section if needed
- BOTTOM MANDATORY BLOCKS: containing the contact information (assigned to the FAQ page)

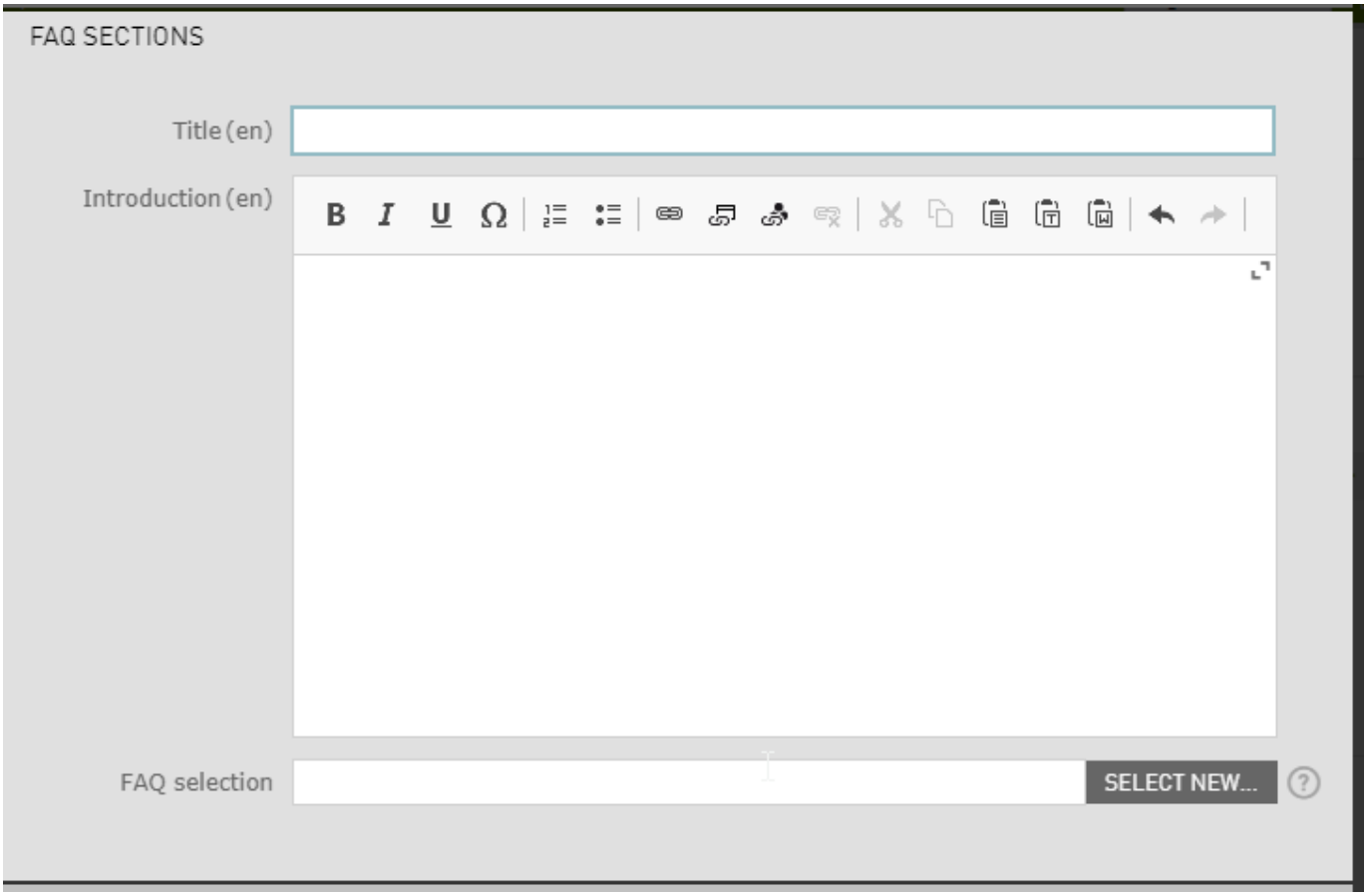
MAIN

To add the Q&A from the FAQ repository, select the main area. The FAQ can be divided into different sections.

Create the first section by clicking on NEW MAIN COMPONENT and then click on NEW FAQ COMPONENT



The following screen will show up



Key in the relevant information

- Title: name of the section (will be displayed at the top of the page allowing users to go directly to the right section)
- Introduction: if you want to add a description of the content of that section
- FAQ selection: associate the corresponding list of questions and answers (hence the fact they should be gathered in one main folder if possible)

Don't forget to key in the translation and once done, click on SAVE CHANGES.

To add another section, click on NEW FAQ COMPONENT just below the first section and proceed in the same way

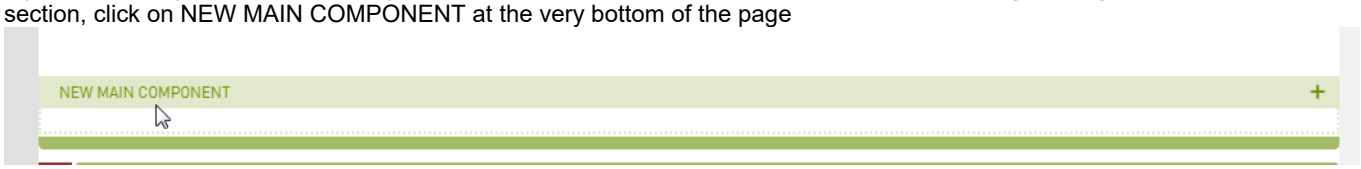
Once done, all sections will show at the top of the page

Frequently Asked Questions

Let's try and attract you to our company how to join SECTION 2

And will allow to have quick links to the corresponding section.

If you have many sections to cover, you can create a second level of components. When editing the page and the MAIN section, click on NEW MAIN COMPONENT at the very bottom of the page



You will then create a subsection. Proceed in the same way as described above.

The newly created section will show after the first series of Q&A.

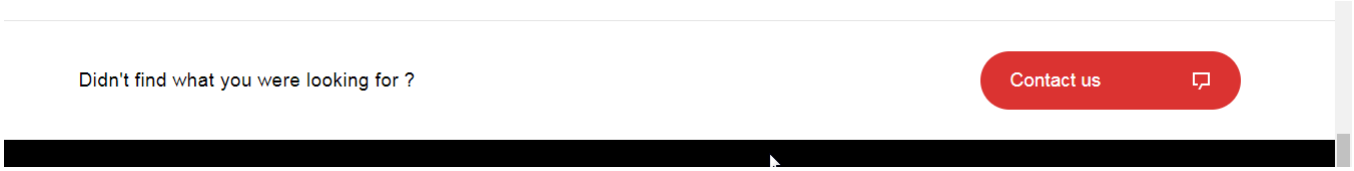
sub section 1 SUB SECTION 2

sub section 1

BJKLBJQMLK

BOTTOM MANDATORY BLOCKS

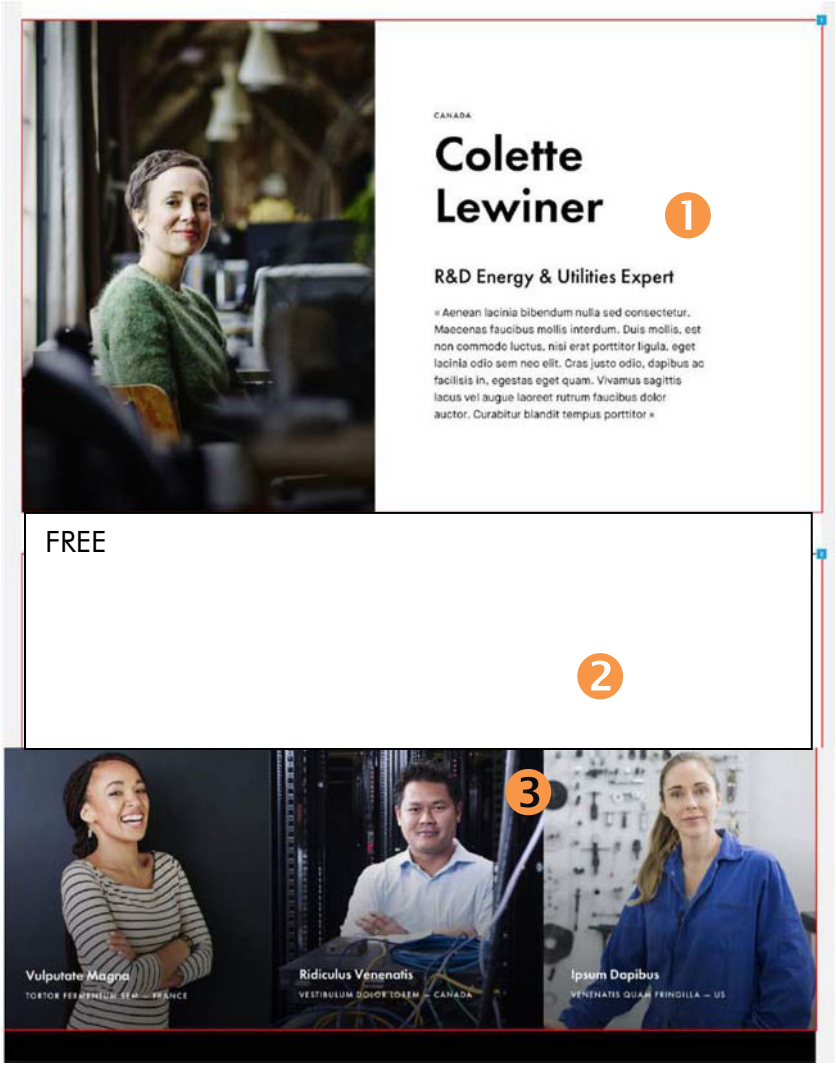
This area is fixed and will contain the contact us block (contact associated with the FAQ page)



CAREERS - TESTIMONY - CT08_HR_testimony

The testimonial page is similar to that of an editorial page allowing to showcase an employee working at Nexans.

The only specificity is the cover



Zones

Footnote	Title	Management rules	Order	Block(s) used
1	COVER	Cover contains the following elements: title, items related to the person (country, name, job title) and quote		CAREER-TESTIMONIAL-BLOC-COVER

Footnote	Title	Management rules	Order	Block(s) used
2	FREE	Display the blocks chosen and contributed inside the page	Manual	G02-EDITORIAL-BLOC-TXT G15-EDITORIAL-BLOC-TXT-PICTURE G07a-EDITORIAL-BLOC-QUOTE G07b-EDITORIAL-BLOC-QUOTE G13-EDITORIAL-BLOC-TXT-RELATED G04-EDITORIAL-BLOC-VIDEO G03-EDITORIAL-BLOC-PICTURE G08-SLIDER-GALLERY G16-EDITORIAL-BLOC-TXT-NEWS G12-EDITORIAL-BLOC-KEYFIGURES G41 EDITORIAL BLOC TABLE G-DOCUMENT-BLOC-SINGLE-RELATED
3	Related testimonials	Display the related testimonials chosen in the back office (TESTIMONIAL_TESTIMONIAL). If no testimonial is chosen, display 3 random testimonials	Manual	CAREER-TESTIMONIAL-BLOC-RELATED

The page is divided into the following sections

- COVER: containing the details of the person: last name, first name, country, function, quote and picture
- MAIN: content of the testimonial – mostly generic blocks that can be found in news or other editorial pages
- BOTTOM MANDATORY BLOCKS: links to other testimonials

Testimonials can only be created into a testimonial holder page. This page is not visible nor editable but simply serves as a repository for all testimonials.

COVER

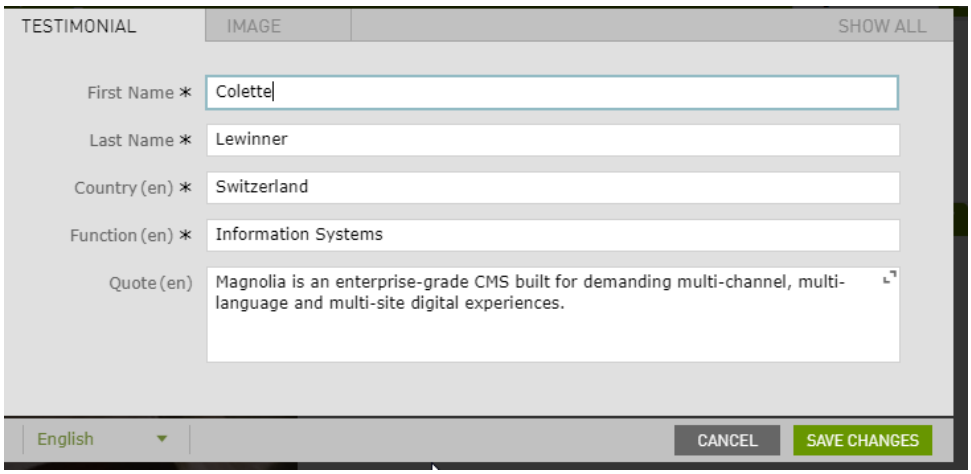
The cover is very specific to the testimonial page as it holds information that is only relevant for such content

COVER TESTIMONIAL

Content characteristics

Footnote	Key	Description
1	TESTIMONIAL_COVER	Image associated with testimonial (portrait format). Contribution: 695 x 869 – displayed as follows "Large Desktop >1360px": 695 x 869 "Desktop <1360px": 680 x 850 "Tablet portrait >768px": 385 x 479 "Mobile >320px": 290 x 361
2	TESTIMONIAL_COUNTRY	Manual contribution
3	TESTIMONIAL_EMPLOYEE_NAME	Manual contribution
4	TESTIMONIAL_EMPLOYEE_STATUS	Manual contribution
5	TESTIMONIAL_QUOTE	Manual contribution

Once the testimonial page has been created, edit it and click in the cover area to edit that section and key in the relevant information. All fields are mandatory.



TESTIMONIAL TAB: contains the personal information

- First name
- Last name
- Country
- Function
- Quote (optional)

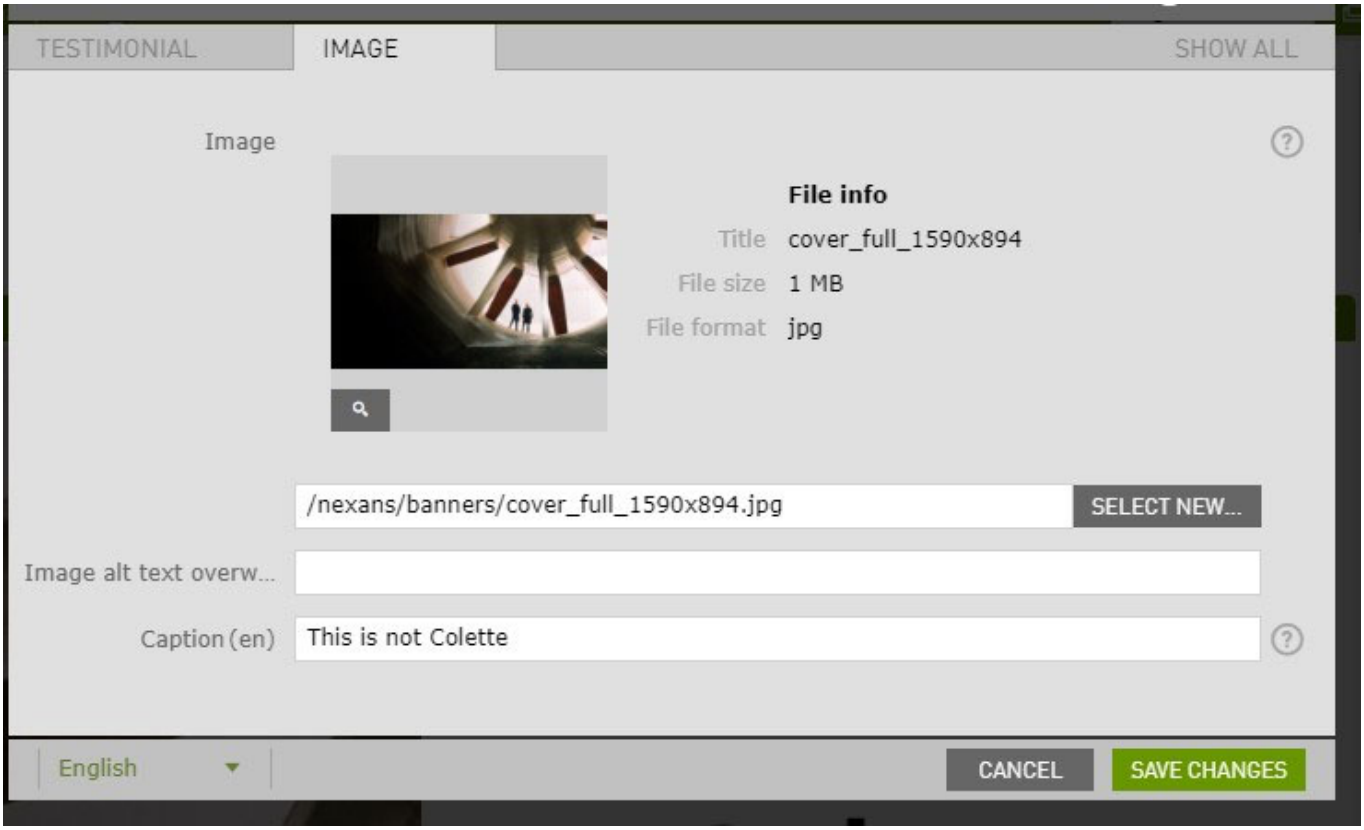


IMAGE TAB: picture of the person. Select the picture from the asset management library, if the picture has already been uploaded just select it in the repository, if not you can upload a new one.
You can add a specific text for the image alt + caption

Don't forget to translate the information (especially for TESTIMONIAL tab) and once done, click on SAVE CHANGES.

MAIN

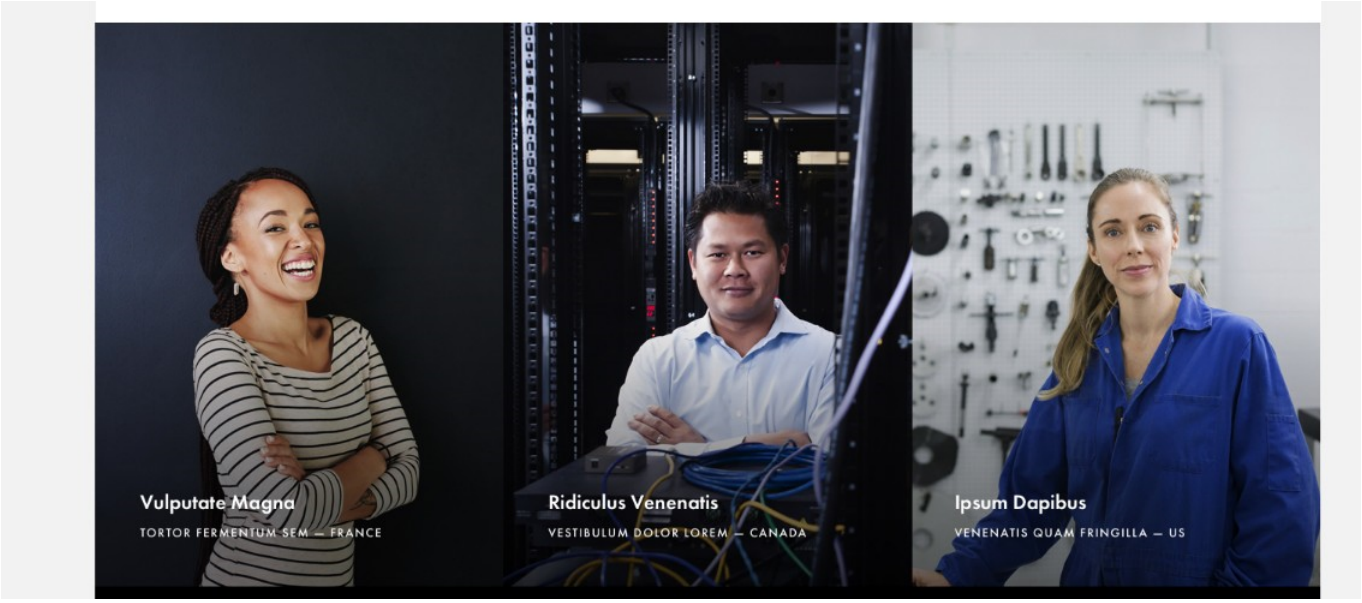
The main section corresponds to the core content of the page and is made of generic blocks

- Overview
- Picture
- Picture gallery
- Quote
- Related mosaic
- Related slider
- Text
- Text with picture

BOTTOM MANDATORY BLOCKS

The section is fixed and will show other testimonials available in the navigation. You can add up to three testimonials.

TESTIMONIAL-LINKS

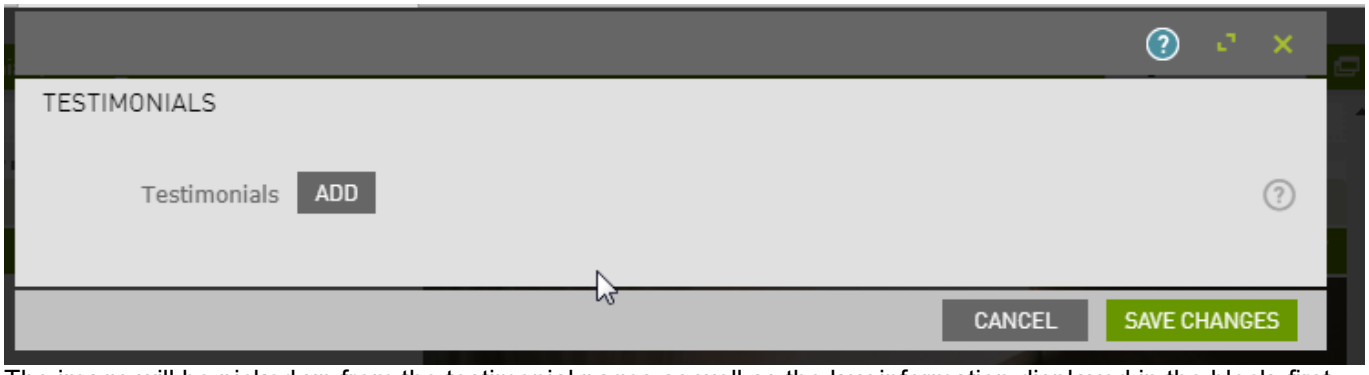


Content characteristics

Footnote	Key		Interactions / Actions / Links
1	TESTIMONIALS	TESTIMONIAL_COVER Contribution: 530 x 729 – displayed as follows "Large Desktop >1360px": 430 x 591 "Desktop <1360px": 360 x 495 "Tablet portrait >768px": 462 x 544 "Mobile >320px": 265 x 364	On click: open the testimonial page
		TESTIMONIAL_EMPLOYEE	On click: open the testimonial page
		TESTIMONIAL_EMPLOYEE_STATUS	On click: open the testimonial page
		TESTIMONIAL_COUNTRY	On click: open the testimonial page

Exact - 3 testimonials

You can either select specific testimonials or let the system show them at random.
To select specific testimonials, edit the block and click on ADD to add the targeted pages



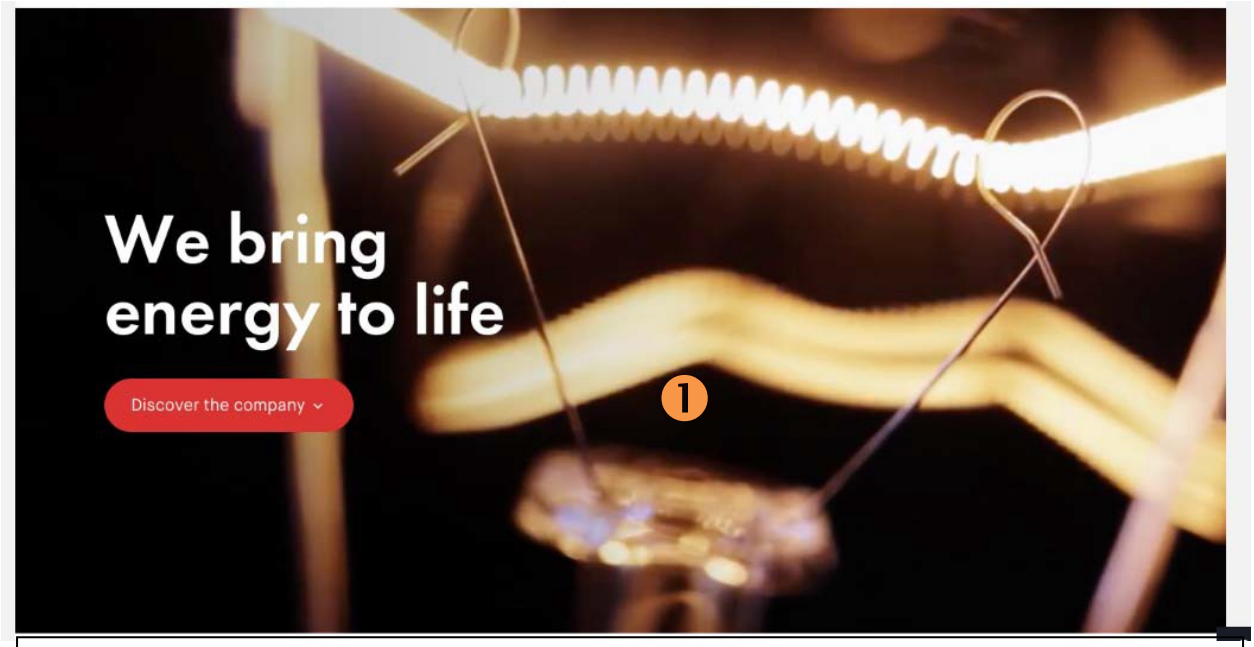
The image will be picked up from the testimonial pages as well as the key information displayed in the block: first name, last name, function and country.

COMPANY TEMPLATES

The company module gathers the following content types:

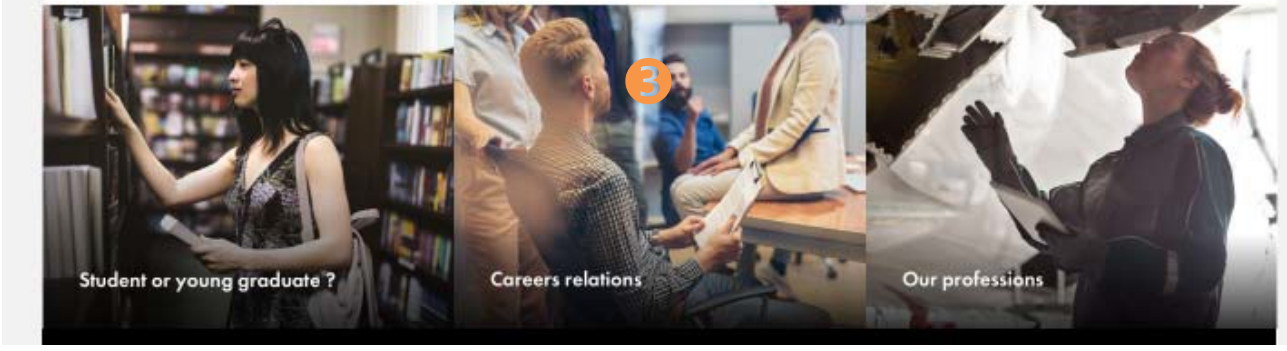
- Company page (homepage)
- Governance page
- Modular editorial pages

COMPANY SECTION HOME PAGE - CT15_about_section_hp



FREE

2



Zones

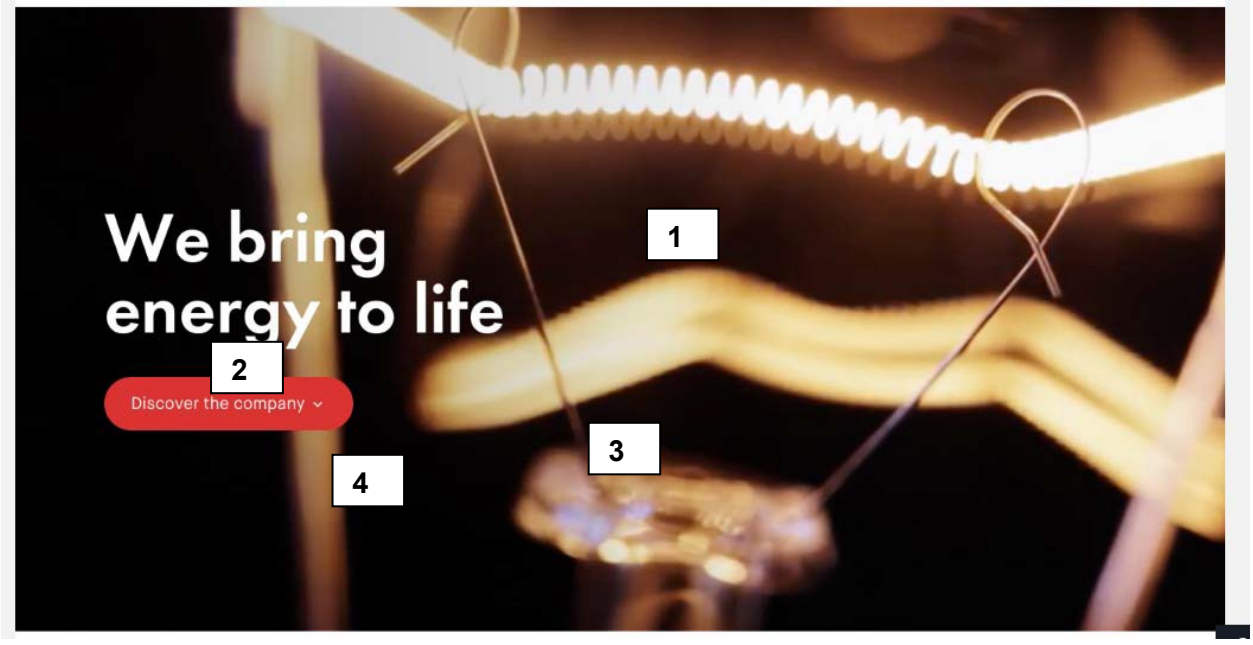
Footnote	Title	Management rules	Order	Block(s) used
1	Cover	Title, cover image, link	manual	COVER-BUSINESS-CAREER-ABOUT
2	FREE			G02-EDITORIAL-BLOC-TXT G-40-BLOC-OVERVIEW G12-EDITORIAL-BLOC-KEYFIGURES G30-NEWSLIST-BLOC G-MOSAIC-RELATED G-42-SLIDER-RELATED G-STORY-BLOC-PUSH-FULL G-SLIDER-
3	Related pages			TRANSVERSAL-RELATED-BLOC-PAGES

The template of the page is divided into the following areas

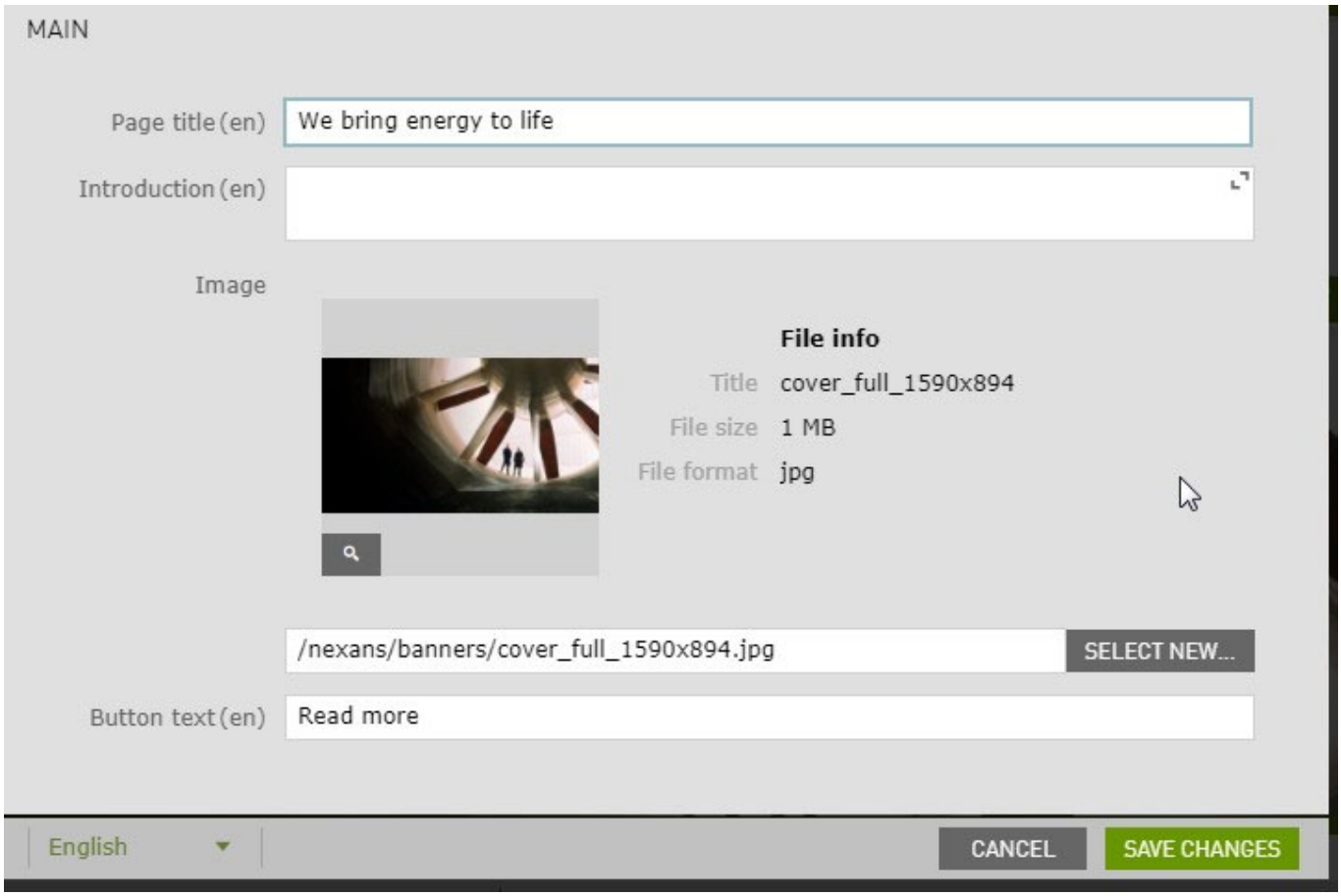
- COVER: consists of a banner with title and introduction + button (to move down the page)(optional)
- MAIN: content of the page, mostly made of generic blocks
    - Key figures
    - Key figures highlight
    - Video
    - Overview
    - Related slider
    - Related slider carousel
    - Scroll target (anchor)
- BOTTOM MANDATORY BLOCKS: links to other sections of the site (transversal related)

COVER

COVER-BANNER



To edit the cover area, just click on it and edit the area either by clicking on the pencil icon or using the right-hand menu (edit are).

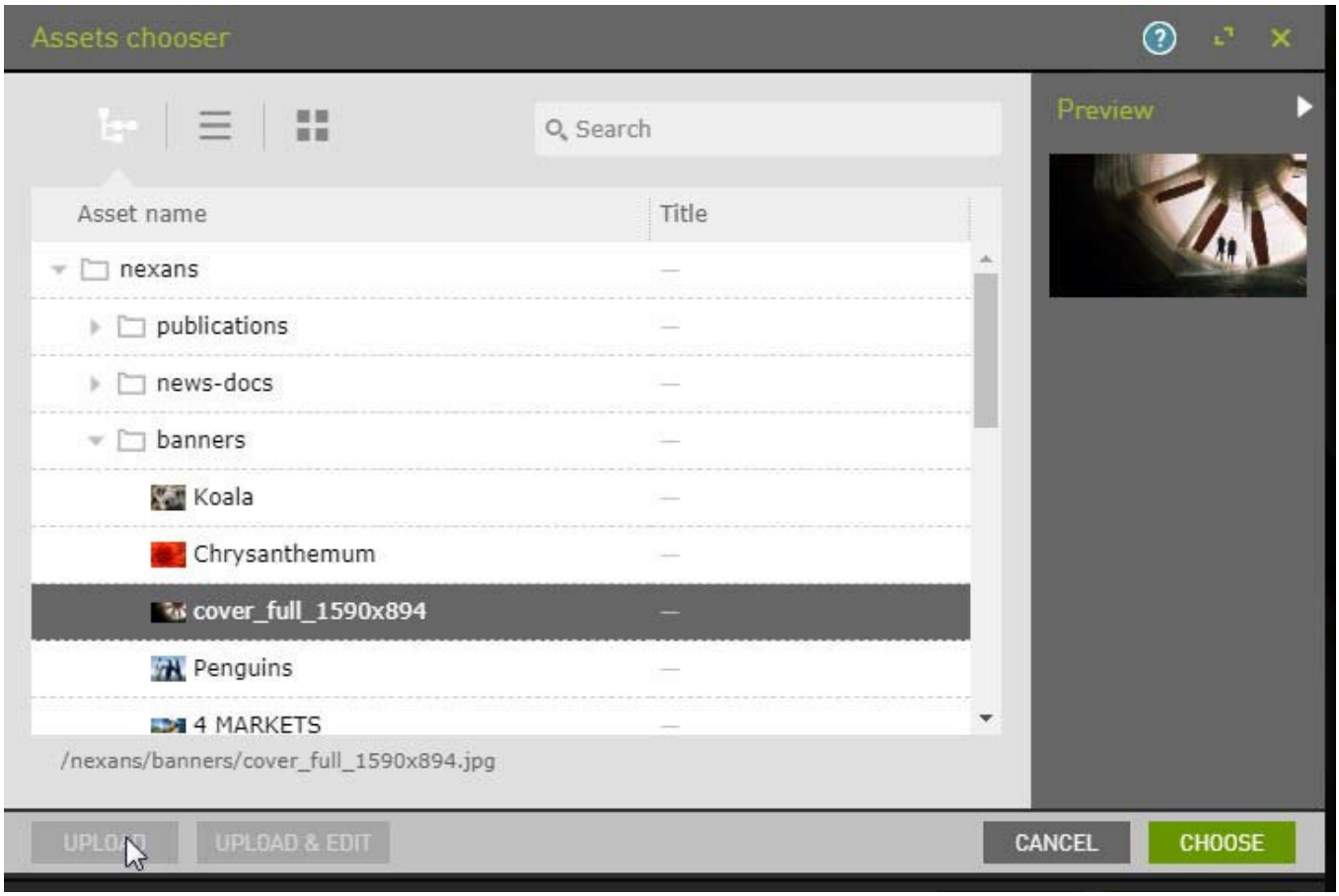


The cover is made up of the following elements

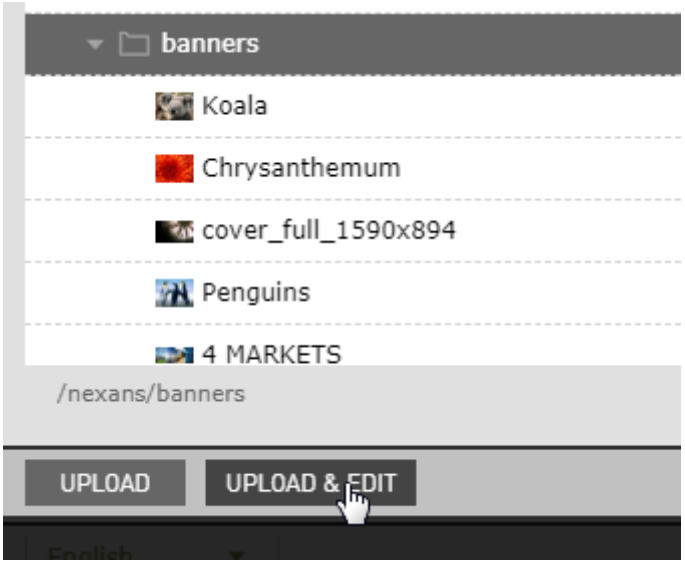
- TITLE
- INTRODUCTION
- IMAGE - Contribution: Min width: 1590px - Height: auto. 1590x894 – displayed as follows
  - "Large Desktop >1360px": 1590x818
  - "Desktop <1360px": 1360x765
  - "Tablet portrait >768px": 768x432
  - "Mobile >320px": 320x400 – mobile version to be uploaded
- BUTTON (anchor linking to first block of the page) (optional)

To upload an image, click on the button SELECT NEW:

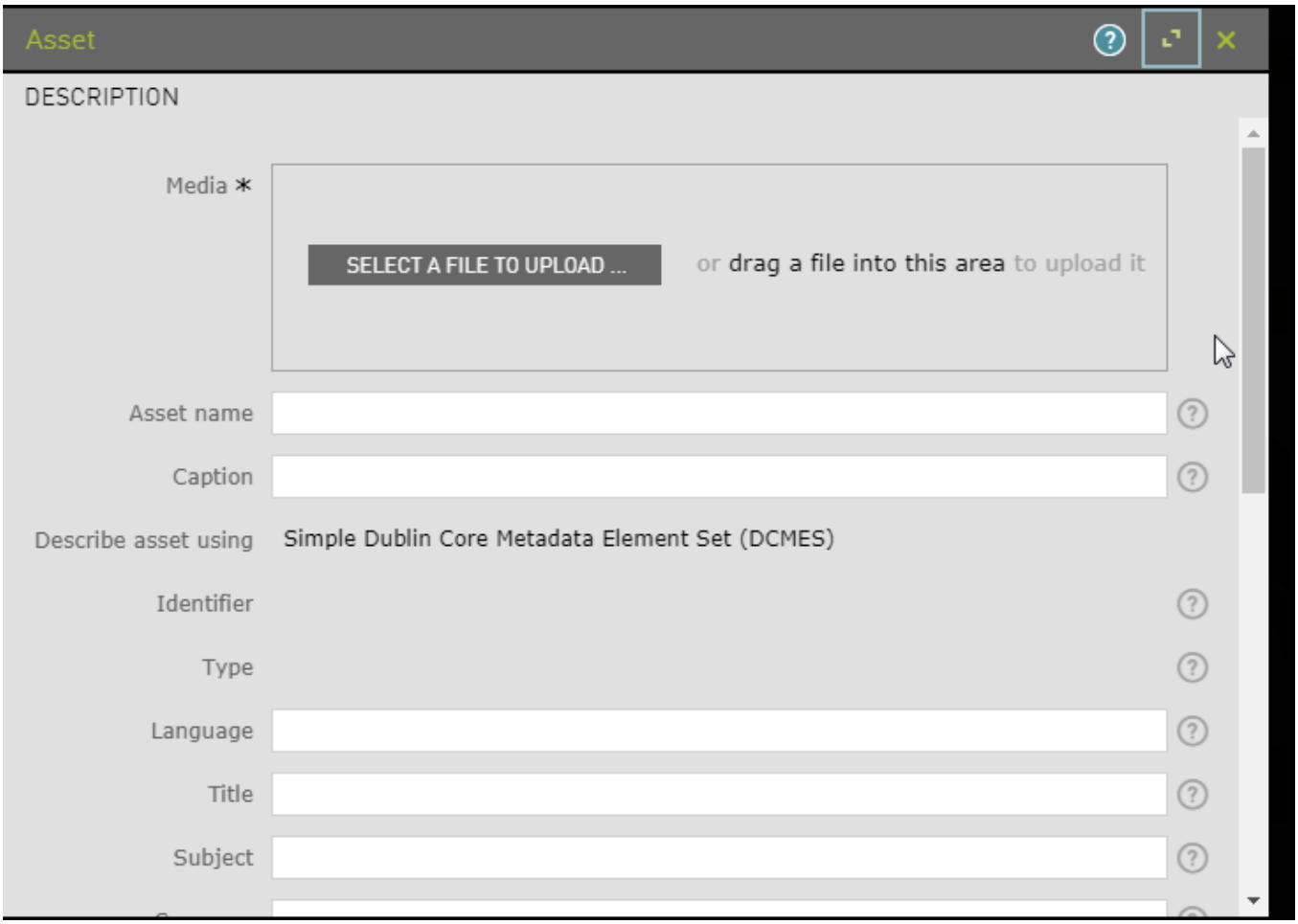
- Either you select an existing image in the repository: select the image and click on UPLOAD



- Or upload a new one: position the mouse on the folder in which you'd like to upload the image. Then click on UPLOAD AND EDIT



The following screen will show



Upload the file at the top (MEDIA block) and then key in the relevant information.
TIP just click on the question mark icon to get the meaning of each field !

- Asset name: name of the file. By default, the system will pick up the file name, but you can add a specific name
- Caption: showing next to the asset name to get additional information about the image
- Language: use standard code for language – ex: en for ENGLISH, fr-BE for French Belgium
- Title: title of the image (picked up by Search engines)
- Subject topic of the resource / key words for ex: business segment
- Coverage: if a specific jurisdiction applies (depending on image rights for instance – only valid for a country) or spatial coverage (only applicable to one country / one territory / duration...)
- Description: usually the abstract of the image / additional information (if graph for instance). Useful for referencing
- Creation date / modification date / creator: will be filled in automatically by the system
- Publisher: person name / company responsible for making the resource available
- Contributor: entity responsible for making the contribution of the asset
- Rights: rights held over the resource, more specifically COPYRIGHT
- Source: source from which it is derived
- Relation: a related resource
- Document type: specify the document, for instance: annual report
- Tag: select appropriate tag for the asset among the list of tags defined for the site

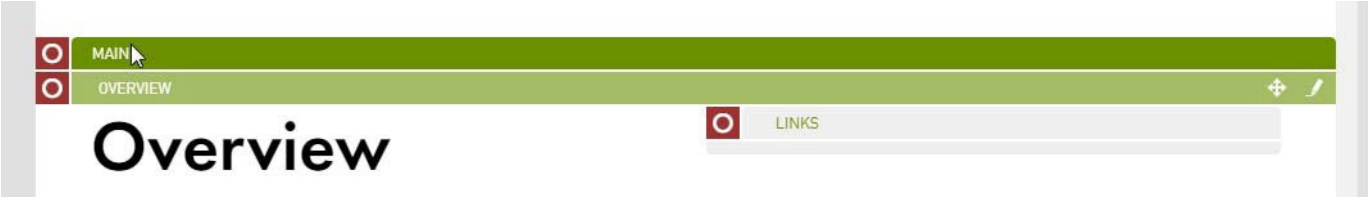
MAIN

The main area section of the company home page contains the following elements

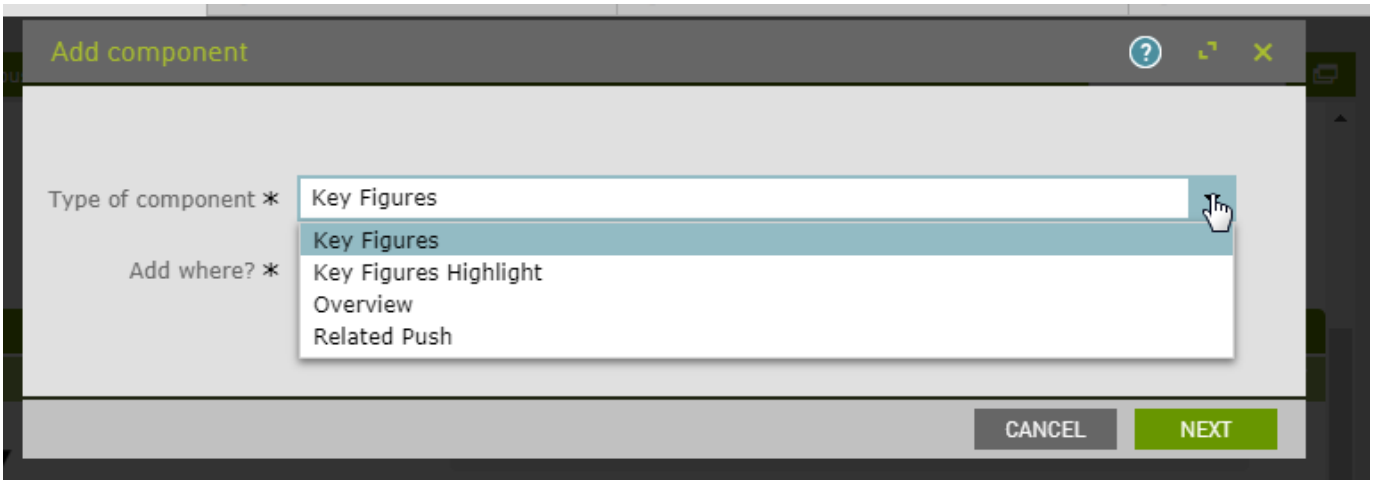
- Key figures
- Key figures highlight
- Video
- Overview
- Related slider
- Related slider carousel

- Scroll target (anchor)

To add one of the components, just select the area MAIN and click on the option Add a component in the menu on the right-hand side



Select the block you want to add on the page – please refer to the list of blocks at the end of the document to get the corresponding options.

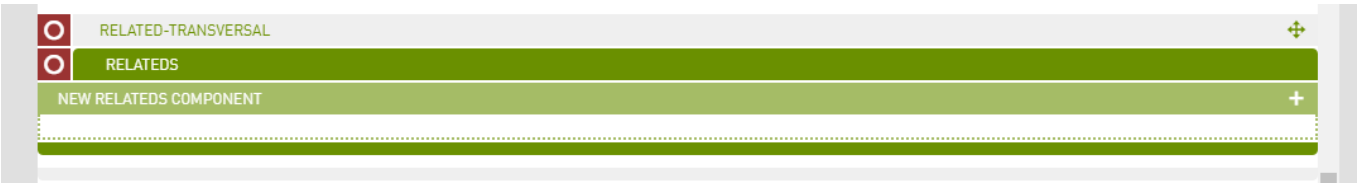


BOTTOM MANDATORY BLOCKS

The section contains the transversal related blocks allowing you to make links to other sections of the site or external link.

RELATED-TRANSVERSAL

There can be up to 3 related at the bottom of the page. To add new related, just position the mouse on the area, on the RELATED component. Click on the + icon



The following screen will show up

You can either insert a link to a page, a news page or an external link.

Once the type of link has been set, just key in the relevant information:

- Select the page link or news link or key in the external URL for external sites
- Key in a title
- Key in a tag
- Select an image from the asset management library or upload a new one

Results with 3 links

COMPANY - Governance - CT19_about_governance

This is a specific template allowing to present an organization: there can be one, two and more organizations...

Presentation of the page and its attributes

- Picture (portrait format)
- Name: first and last name of the person
- Full title

Then by clicking on the name, a pop in opens with the following attributes

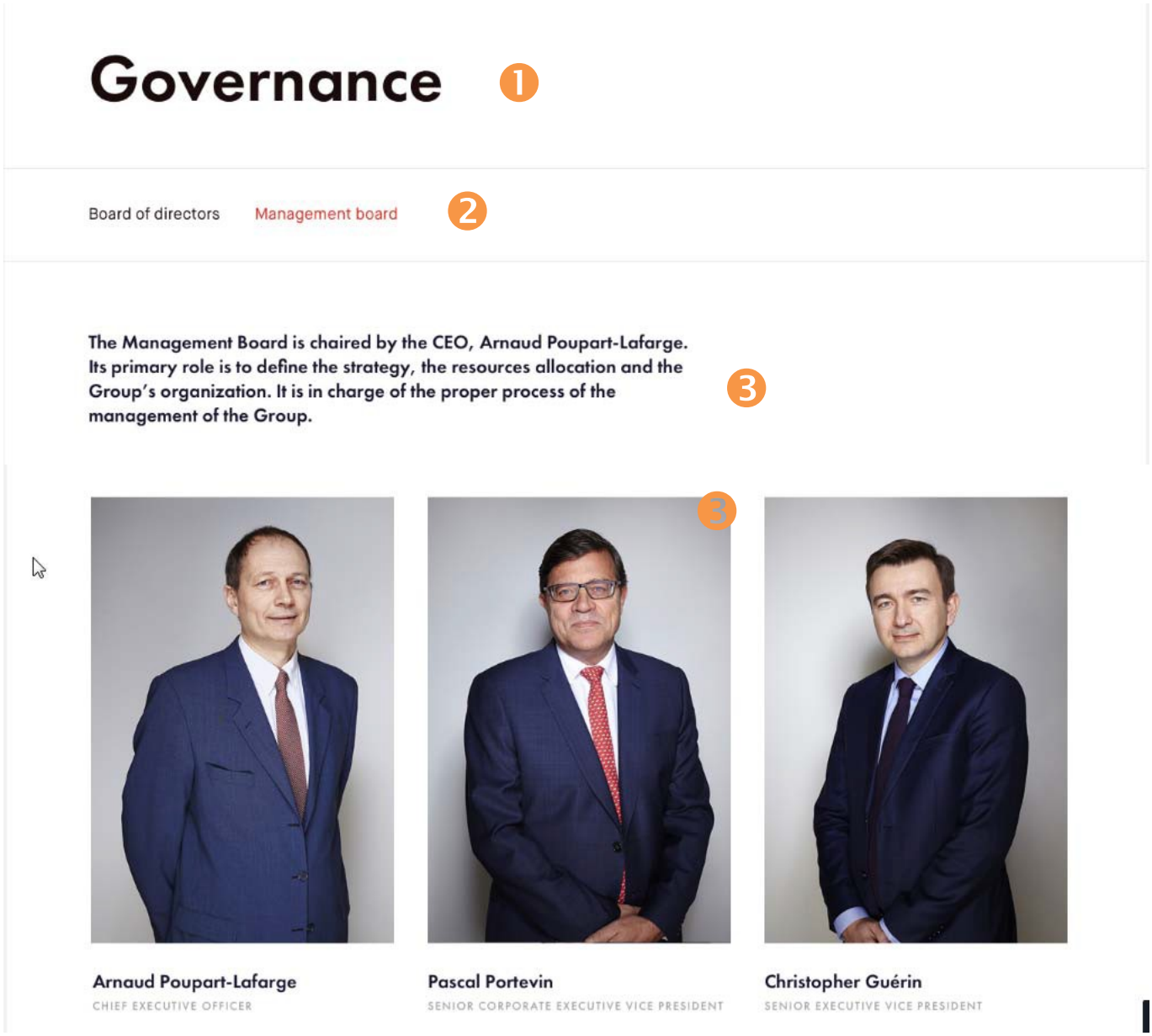
- Cover picture (full width of the page)

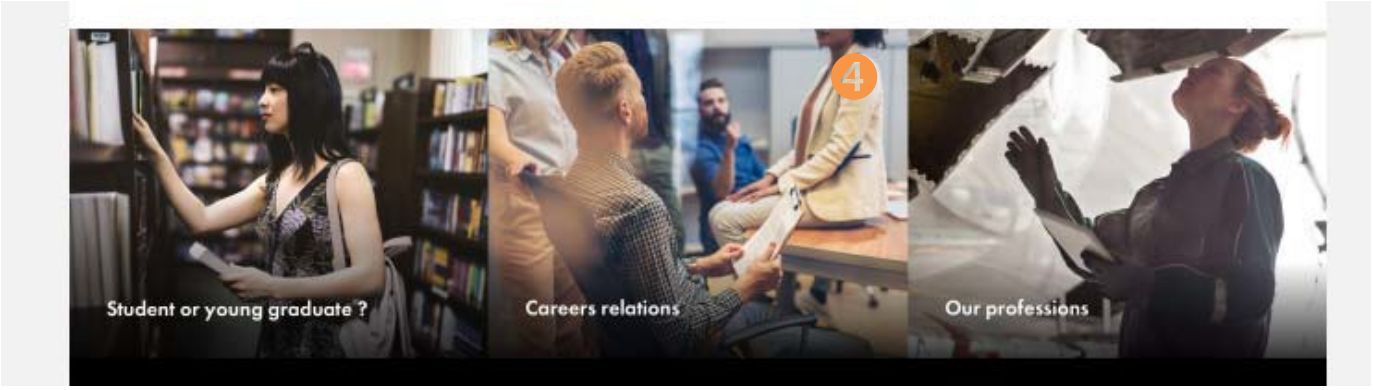
- Name (first name, last name)
- Title
- Biography

The following fields are common to both screens (page with all members and zoom on one member)

- Name: last name / first name
- Job title (full)

The governance template can be added under the Company section and under CSR section





Zones

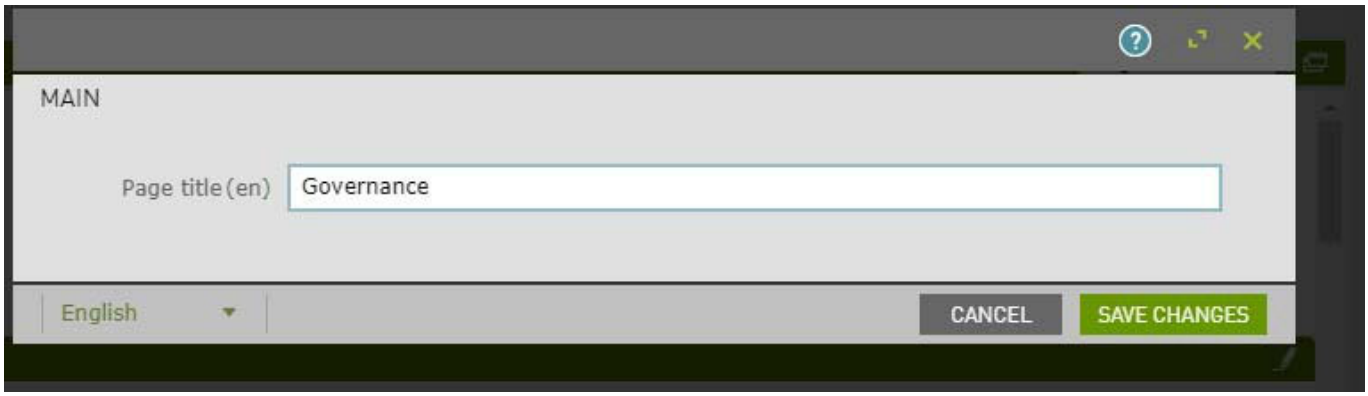
Footnote	Key	Description	Management rules	Order	Block(s) used
1	TITLE	Title of the page	Navigation name		
2	BOARD TAB	Boards title	Display every BOARD_NAME that have members related to them		
3	BOARD DETAILS	Board description	Beneath that, display the BOARD_DESCRIPION if it is contributed		
		Members list	Display every MEMBER related to the current BOARD with following elements - PICTURE (manual contribution) - FIRST NAME (from member content) - LAST NAME (from member content) - Title (from member content)	Manual (for image) Link: OnClick: open pop in with detailed biography	COMPANY-MEMBER-BLOC-LIST
4	Related pages		Display every related page to the Governance page (can be 2 or 3)	Manual	TRANSVERSAL-RELATED-BLOC-PAGES

The governance is divided into the following sections

- COVER: page name
- MAIN: content of the page: there can be several organisations
- BOTTOM MANDATORY BLOCKS: related links to other sections of the site or externa links

COVER

The cover of the page is quite simple, just made up of the title of the page



MAIN

The main section is made up of the governance board block.

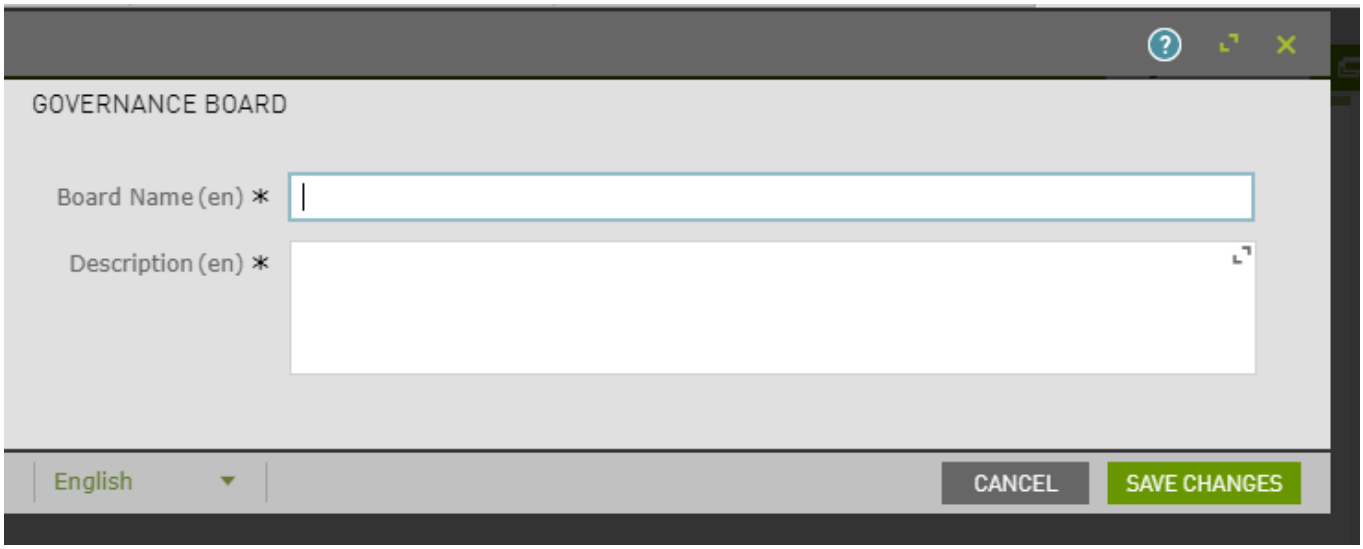
GOVERNANCE-BOARD

Content characteristics

Footnote	Key	
1	MEMBER_IMAGE - Contribution: 530 x 729 – displayed as follows "Large Desktop >1360px": 430 x 591 "Desktop <1360px": 360 x 495 "Tablet portrait >768px": 462 x 544 "Mobile >320px": 265 x 364	Manual contribution
2	MEMBER_FIRSTNAME and MEMBER_LASTNAME	(from member content)
3	MEMBER_TITLE	(from member content)

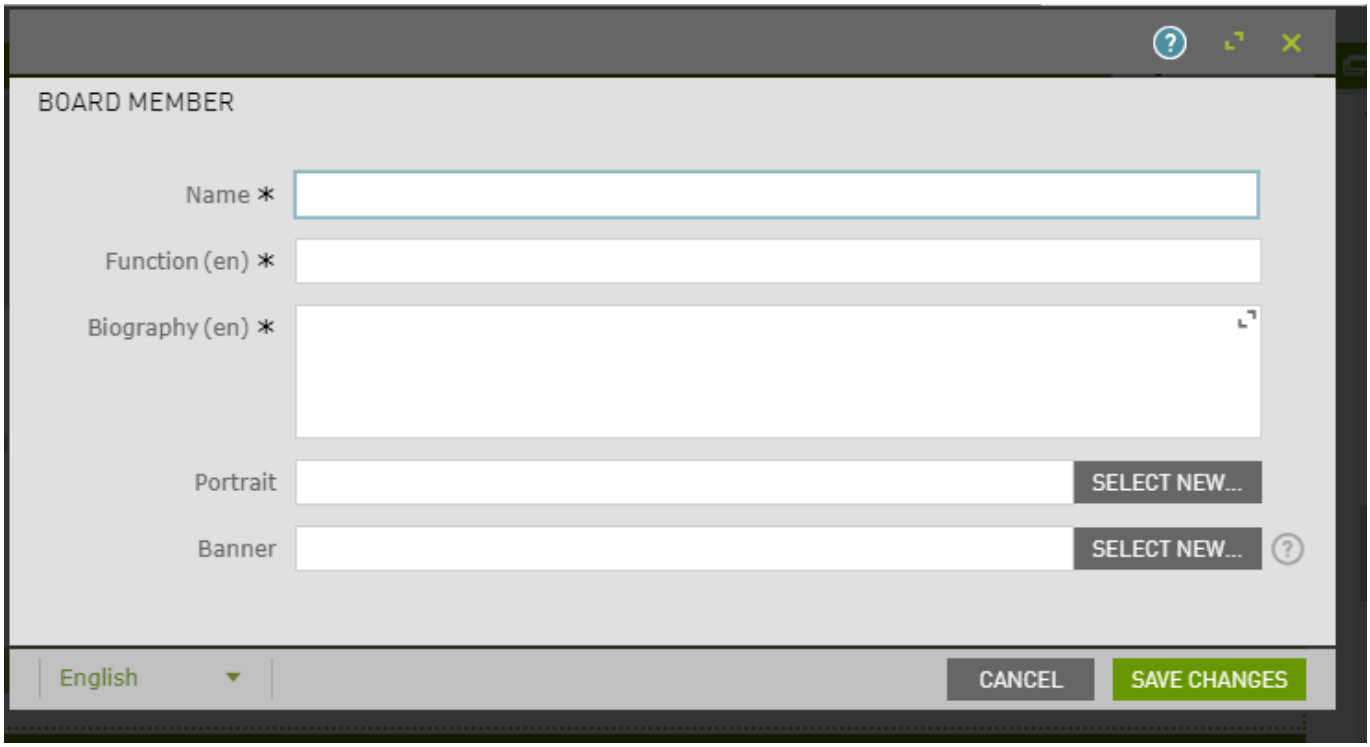
The block can contain several boards if needed.

To create a first board/organization click in the MAIN area section and click on NEW MAIN COMPONENT



Key in the board name and the description. Don't forget to key in the translations and click on SAVE CHANGES.

Once the first board has been created, click on NEW MEMBER COMPONENT to add the members of the board

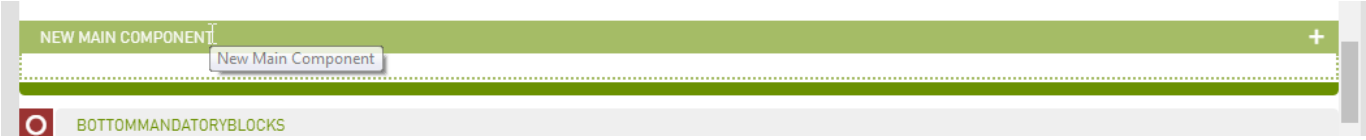


Key in the relevant information:

- Name of the person
- Function
- Biography (will be displayed in the pop up)
- Pictures: two types:
    - Portrait picture: showing on the board page. Select the picture from the asset management library if already uploaded, if not, you can upload a new image
    - Banner: showing in the pop up (landscape format). Select the picture from the asset management library if already uploaded, if not, you can upload a new image

Proceed as such for each member. Don't forget to enter the translations and click on SAVE CHANGES once done.

If you need to create another board/organization, select the main area of the page and at the bottom click on NEW MAIN COMPONENT



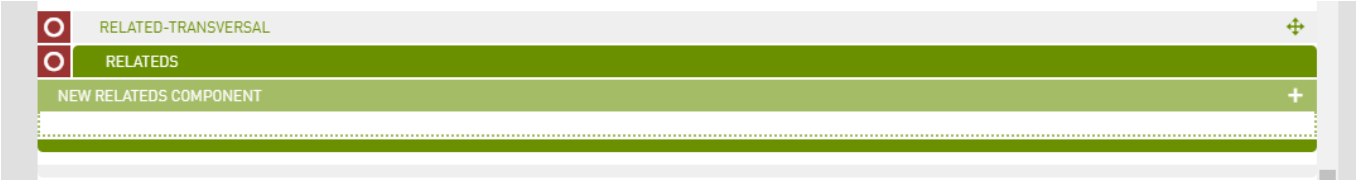
Then proceed as described above.

BOTTOM MANDATORY BLOCKS

The section contains the transversal related blocks allowing you to make links to other sections of the site or external link.

RELATED-TRANSVERSAL

There can be up to 3 related at the bottom of the page. To add new related, just position the mouse on the area, on the RELATED component. Click on the + icon



The following screen will show up

You can either insert a link to a page, a news page or an external link.

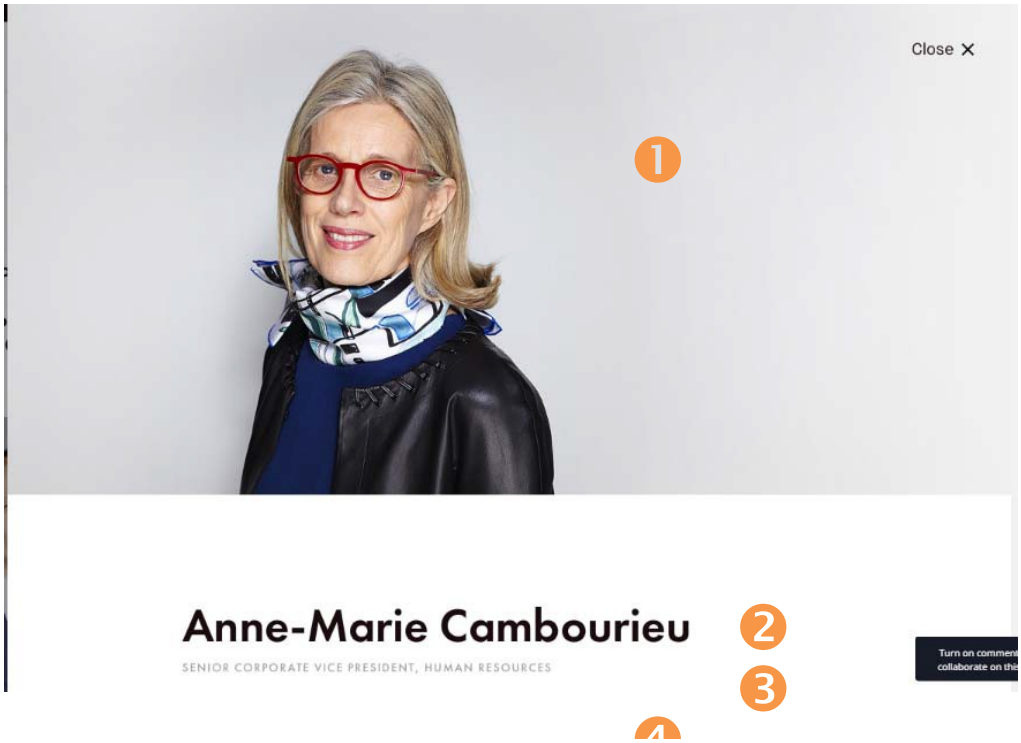
Once the type of link has been set, just key in the relevant information:

- Select the page link or news link or key in the external URL for external sites
- Key in a title

- Key in a tag
- Select an image from the asset management library or upload a new one

Results with 3 links

COMPANY - CT19_about_governance_member



Content characteristics

Footnote	Key
1	MEMBER_IMAGE - Contribution: 1160 x 653 – displayed as follows "Large Desktop >1360px": 1160 x 653 "Desktop <1360px": 1160 x 653 "Tablet portrait >768px": 768x432 "Mobile >320px": 320x256 ratio 5:4
2	MEMBER_FIRSTNAME and MEMBER_LASTNAME
3	MEMBER_TITLE
4	MEMBER_BIO

FINANCE TEMPLATES

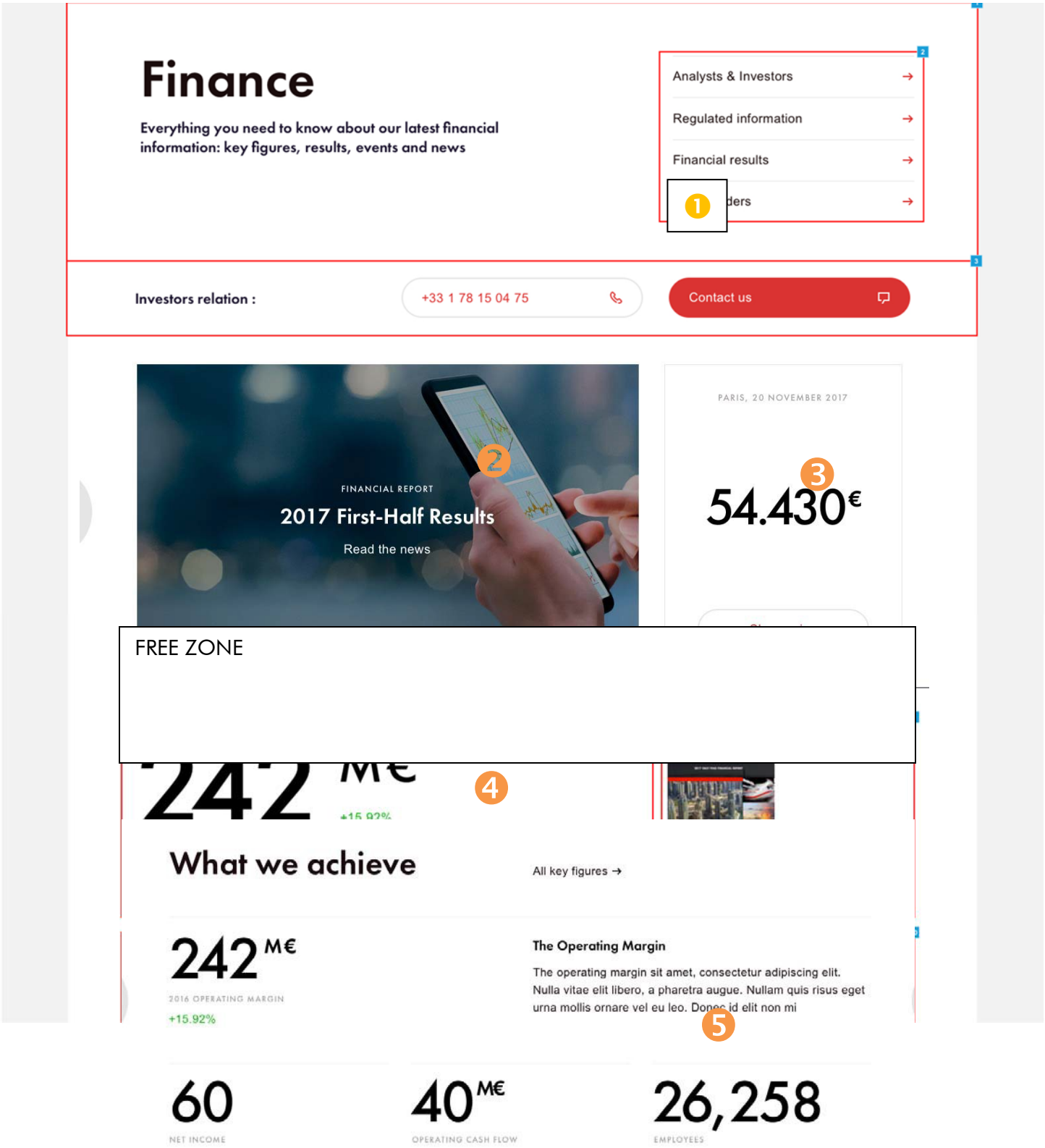
The finance module gathers the following content types:

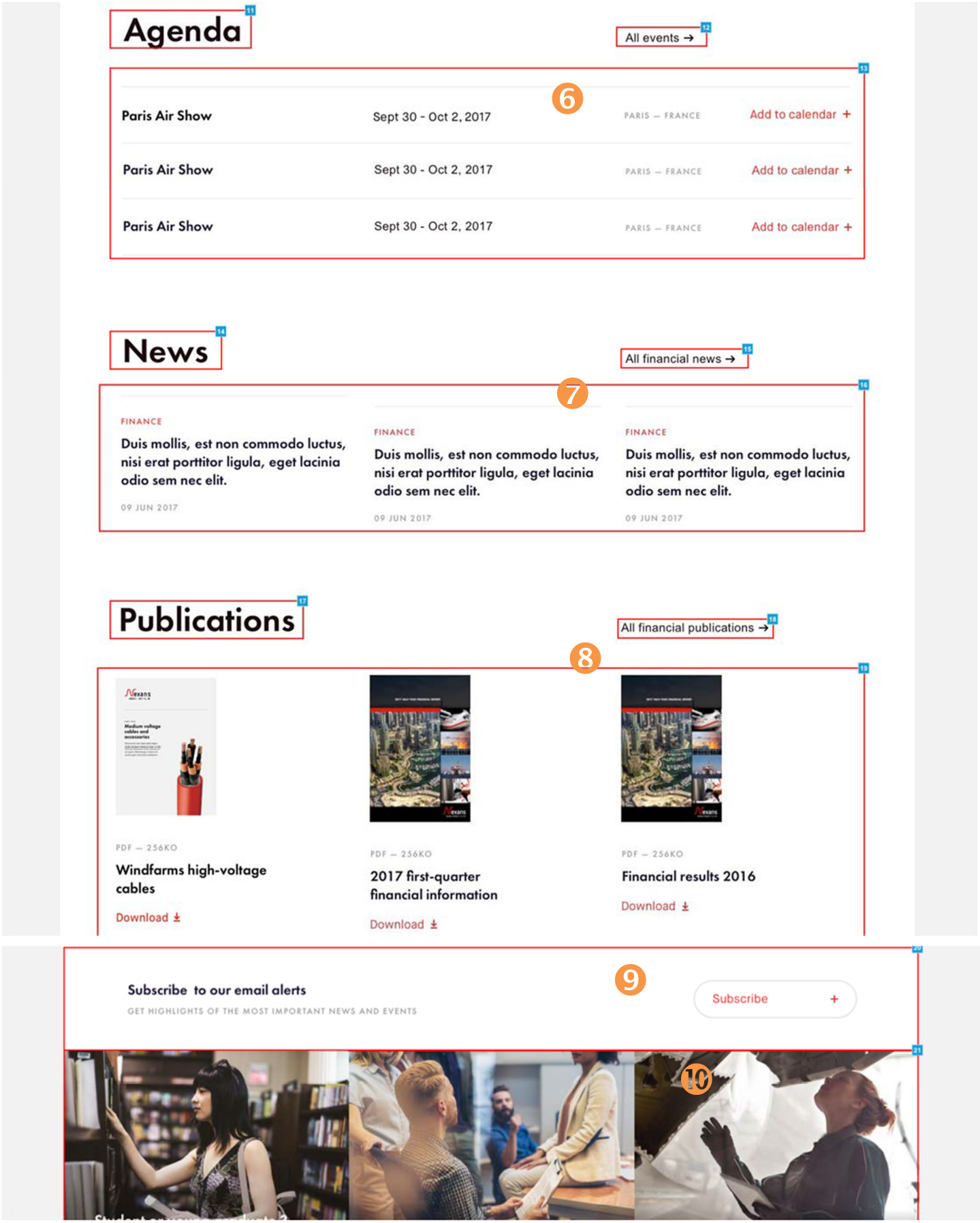
- Finance (homepage)
- Financial results page
- Share price page

FINANCE CATEGORY - HOMEPAGE - C10_finance_section_hp

The finance home page template is quite fixed and contains the following elements:

- COVER: page title and subtitle, associated contacts and optional quick links
- MAIN: the main area contains a series of elements
    - News highlight + share price
    - Overview block (optional): can be added to display additional information
- BOTTOM MANDATORY BLOCKS: list of blocks displayed on the page (fixed list)
    - Key figures highlight
    - Key figures
    - Event list
    - News list
    - Publication list
    - Email alerts push
    - Related transversal


Finance
Everything you need to know about our latest financial information: key figures, results, events and news
Analysts & Investors
Regulated information
Financial results
1
Investors relation :
+33 1 78 15 04 75
Contact us
2
FINANCIAL REPORT
2017 First-Half Results
Read the news
PARIS, 20 NOVEMBER 2017
3
54.430€
FREE ZONE
4
What we achieve
All key figures →
242 M€
2016 OPERATING MARGIN
+15.92%
The Operating Margin
The operating margin sit amet, consectetur adipiscing elit. Nulla vitae elit libero, a pharetra augue. Nullam quis risus eget urna mollis ornare vel eu leo. Donec id elit non mi
5
60
NET INCOME
40 M€
OPERATING CASH FLOW
26,258
EMPLOYEES

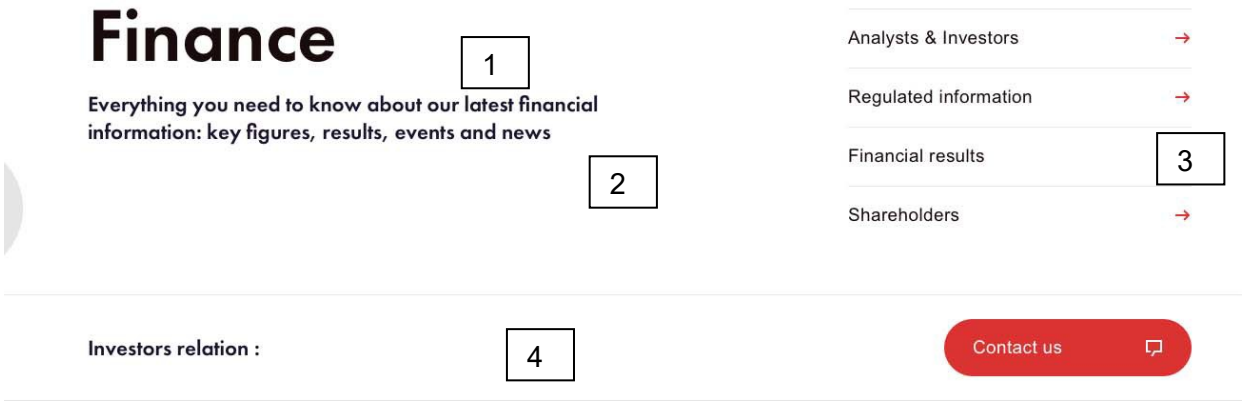

Agenda
All events →
6
Paris Air Show
Sept 30 - Oct 2, 2017
PARIS — FRANCE
Add to calendar +
Paris Air Show
Sept 30 - Oct 2, 2017
PARIS — FRANCE
Add to calendar +
Paris Air Show
Sept 30 - Oct 2, 2017
PARIS — FRANCE
Add to calendar +
News
All financial news →
7
FINANCE
Duis mollis, est non commodo luctus, nisi erat porttitor ligula, eget lacinia odio sem nec elit.
09 JUN 2017
FINANCE
Duis mollis, est non commodo luctus, nisi erat porttitor ligula, eget lacinia odio sem nec elit.
09 JUN 2017
FINANCE
Duis mollis, est non commodo luctus, nisi erat porttitor ligula, eget lacinia odio sem nec elit.
09 JUN 2017
Publications
All financial publications →
8
PDF — 256KO
Windfarms high-voltage cables
Download
PDF — 256KO
2017 first-quarter financial information
Download
PDF — 256KO
Financial results 2016
Download
Subscribe to our email alerts
GET HIGHLIGHTS OF THE MOST IMPORTANT NEWS AND EVENTS
9
Subscribe +
10

Zones

Footnote	Title	Management rules	Order	Block(s) used
1	Cover	Cover is made up of title (section title), subtitle (optional), quick links (optional), contact block (contact associated with the section)		FINANCE-HPFINANCE-BLOC-COVER
FREE ZONE OPTIONAL	Overview	Overview block allowing to display related links	Manual	G40-OVERVIEW
2	News highlight	Display HPFINANCE-BLOC-NEWS-HIGHLIGHT		HPFINANCE-BLOC-NEWS-HIGHLIGHT
3	Share price			FINANCE-HPFINANCE-BLOC-ACTION
4	Key figure highlight	Highlight of one of the main key figures: one key figure with text to give additional information		G11-BLOC-KEYFIGURE-HIGHLIGHT
5	Key figures	Display every key figure contributed in the finance hp back office	Manual	G12-EDITORIAL-BLOC-KEYFIGURES
6	Financial calendar	Event list (category: finance) Either manual selection or using tags Display - Title - View all: On click: link to the event list filtered with only Financial events (EVENT_CATEGORY = Finance) - Display 3 events where EVENT_CATEGORY = Finance		G31-EVENT-LIST-BLOC
7	Financial releases (news) title	News list (category: finance). Either manual selection or using tags - Display - Title - View all: On click: link to the news list filtered with only Financial news (NEWS_CATEGORY = Finance) - News list: display 3 news where NEWS_CATEGORY = Finance		G30-NEWSLIST-BLOC
8	Financial publications (documents)	Document list 6 Either manual selection or using tags. Display - Title - View all: On click: link to the news list filtered with only Financial news (NEWS_CATEGORY = Finance) - Publication lists: Display the 3 HPFINANCE_DOCUMENTS	Manual	G32-PUBLICATION-LIST-BLOC
9	Email alerts push			EMAIL-ALERTS-PUSH
10	Related pages	Display every related page to this page HPFINANCE_RELATED_PAGE (can be 2 or 3)	Manual	TRANSVERSAL-RELATED-BLOC-PAGES

COVER

COVER-FINANCE-HOMEPAGE



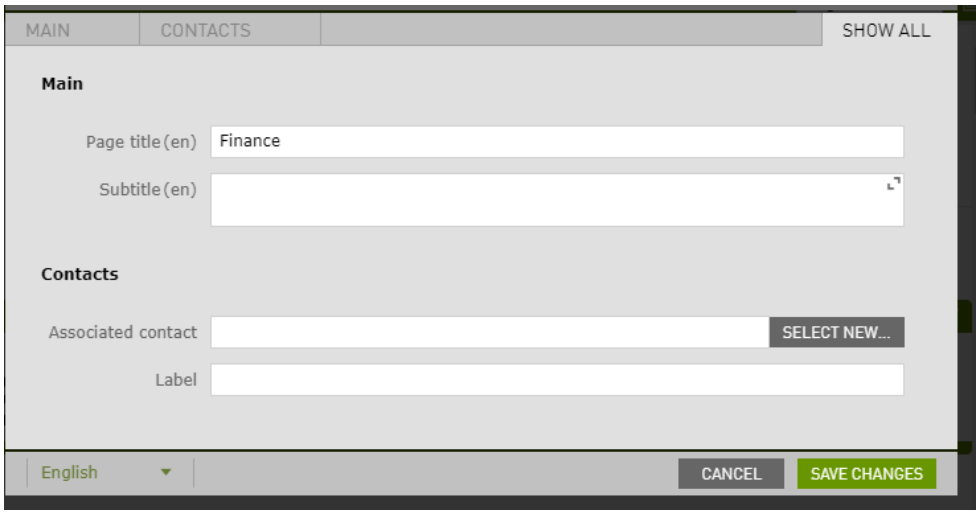
Content characteristics

Footnote	Key	Description	Interactions / Actions / Links
1	HPFINANCE _TITLE		
2	HPFINANCE_SUBTITLE	Optional – introduction to the section	
3	HP_FINANCE_QUICKLINKS	Link to related content (manually defined). 4 links max	OnClick: goes to related content
4	HP_FINANCE_CONTACT	Contact associated with the section. Text from resource files	

Interface elements

	Element	Element interaction / Link
3	Link (button)	OnClick: open the related page
4	Contact us (button)	Open the contact panel form with subject of the contact form prefilled with FINANCE as main topic. Contact is an attribute of the page (contact associated to the content – can be different from one page to another)

Edit the area to amend the cover



Key in the relevant information
MAIN TAB

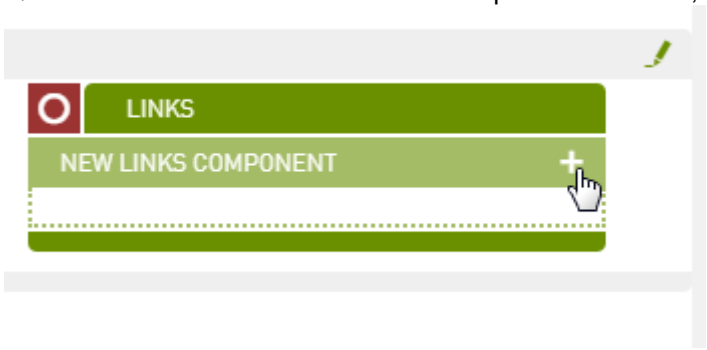
- Page title
- Subtitle

CONTACTS TABS

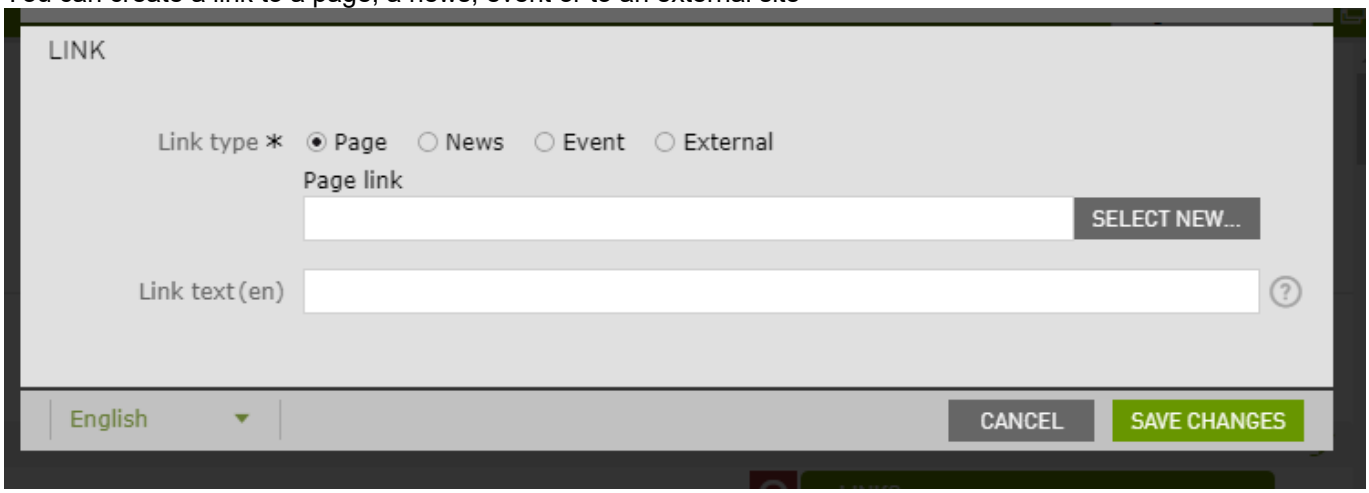
- Select the contact associated with the page (from the contact repository)
- Label: text to be displayed near the contact button

Don't forget to key in the translation and click on SAVE CHANGES once done.

Quick links can be added to the cover – optional. To do so, click on the LINKS COMPONENT



And click on NEW LINKS COMPONENT to add a link in the block (make sure the relevant pages have been created first)
You can create a link to a page, a news, event or to an external site

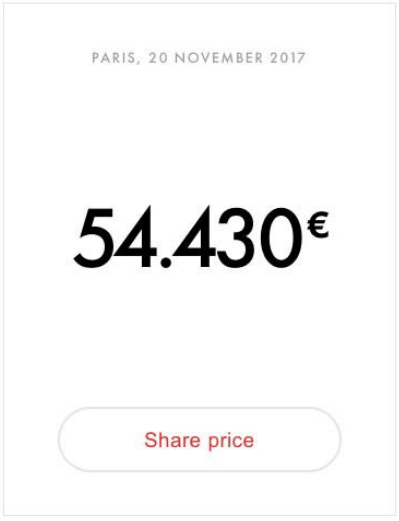


MAIN

The main section contains the following areas

- Share price highlight: combining a news highlight + the share price
- Overview block

SHARE-PRICE-HIGHLIGHT



Content characteristics

Footnote	Key	Description
1	NEWS_CATEGORY	
2	NEWS_IMAGE	size
3	NEWS_TITLE	

Interface elements

Footnote	Element	Element interaction / Link
4	String (translatable)	On click: link to the news page

This block is meant to allow you to highlight a specific news on the page.

Edit the block and select the news you'd like to highlight. The image will come from the news itself.

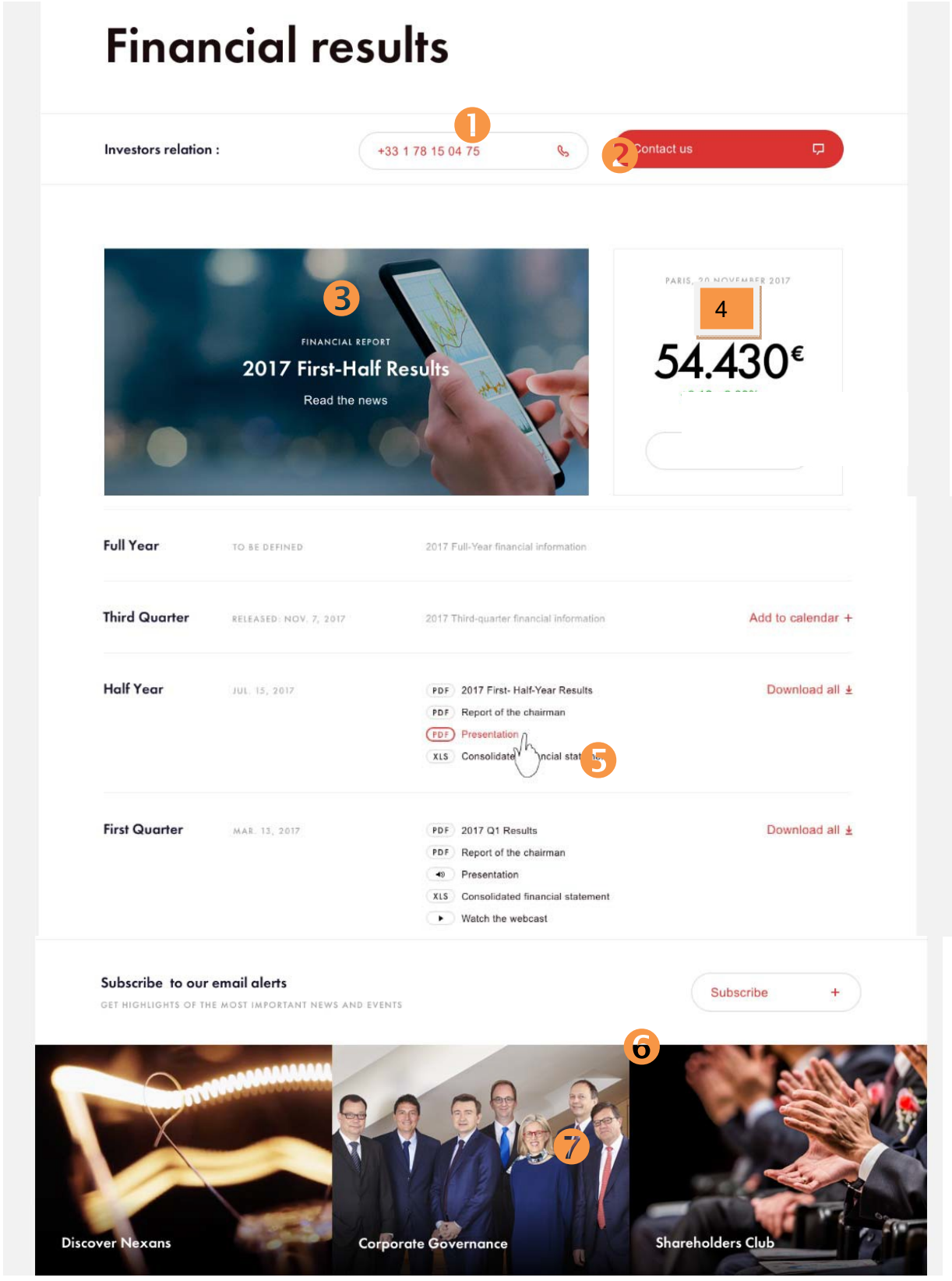
BOTTOM MANDATORY BLOCKS

The section contains the following components

- Key figure highlight
- Key figures
- Event list
- News list
- Publication list
- Email alerts push
- Related transversal

FINANCE – FINANCIAL RESULTS PAGE: CT11_finance_synthesis_results

This template is fixed and very specific to the finance section. It will be used to provide quick access to financial results to the users.



Zones

Footnote	Title	Management rules	Order	Block(s) used
1	Title	Navigation name		
2	Contact block	Display the different items of the contact field group in HP-FINANCE. Contact associated to the page		FINANCE-HPFINANCE-BLOC-CONTACT
3	News highlight	Display FINANCE-HPFINANCE_NEWS_HIGHLIGHT Manual selection of the news item		FINANCE-HPFINANCE-BLOC-NEWS-HIGHLIGHT
4	Share price block			FINANCE-HPFINANCE-BLOC-ACTION

5	Financial results block	List of events and if documents have been uploaded, they will show one the page so that users can download them
		Elements are fixed and always the same: correspond to the 4 events of the year for the results part (1st quarter, half year, third quarter, yearly)
		Display
		- Title
		- FILTER for year: showing the current year but allowing users to access previous ones
		- Event items
		  o Name (fixed – in resource file to be translated)
		  o Date: if date is set and if no document is uploaded, then link ADD TO CALENDAR should show
		  o Event name or list of documents related to the event (when uploaded)
		  o Link to: add to calendar (if no doc) or download all documents
				FINANCE-FINANCIAL RESULTS BLOCK

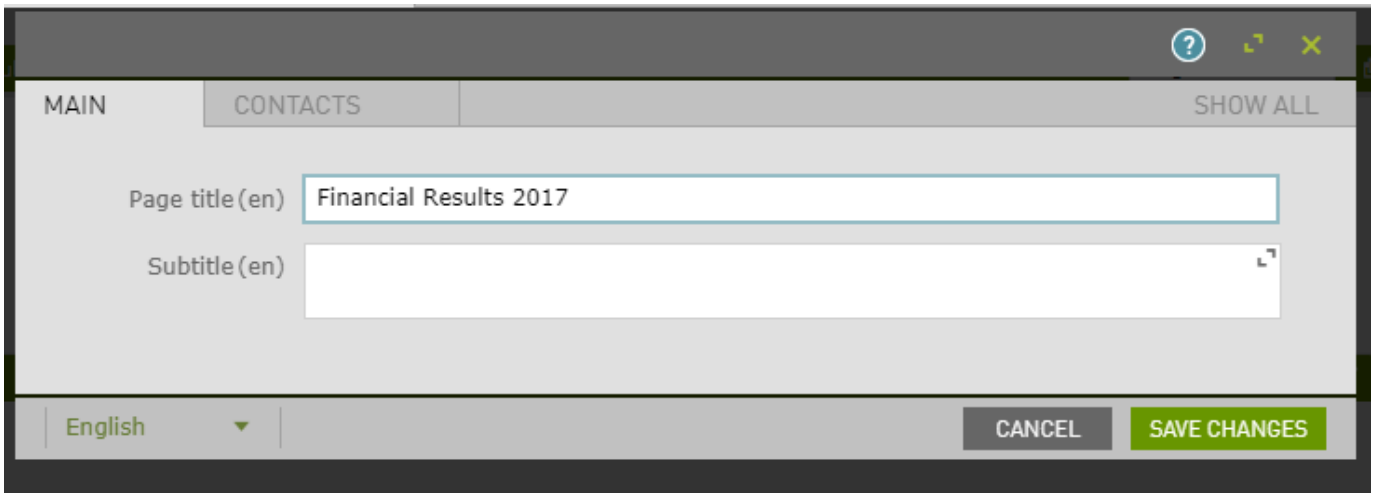
6	Email alerts push			EMAIL-ALERTS-PUSH
7	Related pages	Display every related page to this page (can be 2 or 3)	Manual	TRANSVERSAL-RELATED-BLOC-PAGES

The template contains the following sections

- COVER: title of the page
- MAIN: containing the following elements
  - Share profile highlight
  - Financial results block
- BOTTOM MANDATORY BLOCKS: related

COVER

The cover contains the title of the page, subtitle as well as the contacts associated with the section..

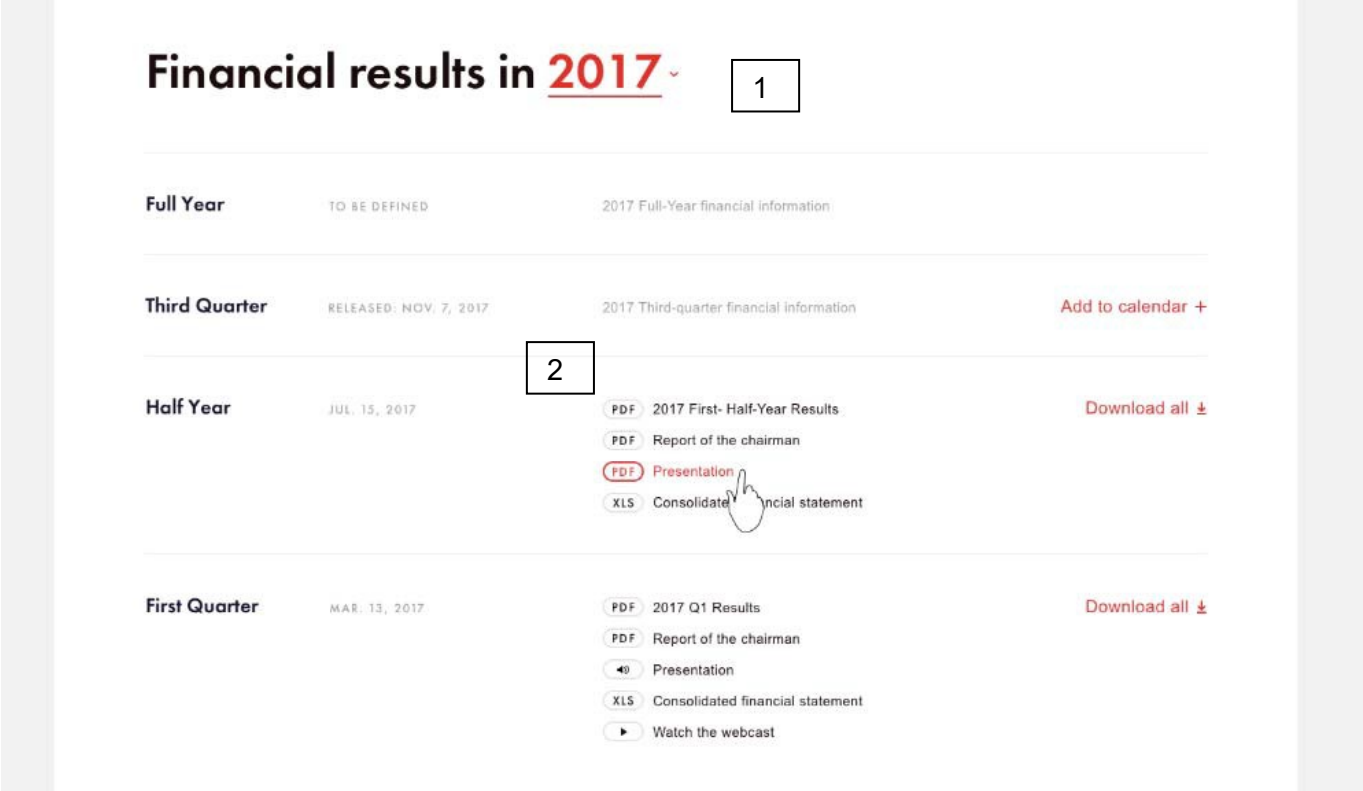


MAIN

The main section contains the following elements

- Share price highlight: combining a news highlight + the share price
- Financial results container

FINANCE-BLOC-RESULTS

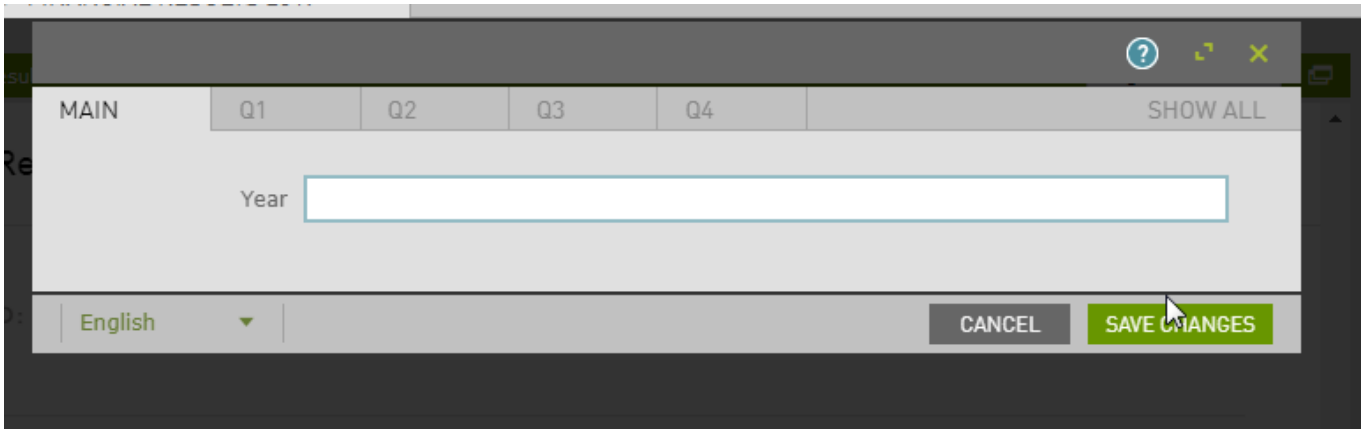


Content characteristics

Footnote	Key		Interactions / Actions / Links
1	BLOCK TITLE	TEXT	
		YEAR	Possibility to filter on year
2	FINANCIAL RESULTS LIST	EVENT PERIOD	
		EVENT DATE (Full date)	
		EVENT NAME or EVENT DOCUMENT LIST	
		CTA; -if event name and if date defined, add to calendar option -if no event name and if documents available, download all link to be displayed	By clicking on the name of the document, download the corresponding documents
		DOWNLOAD ALL If documents have been uploaded, download button should show to allow users to download all documents	OnClick: download all documents

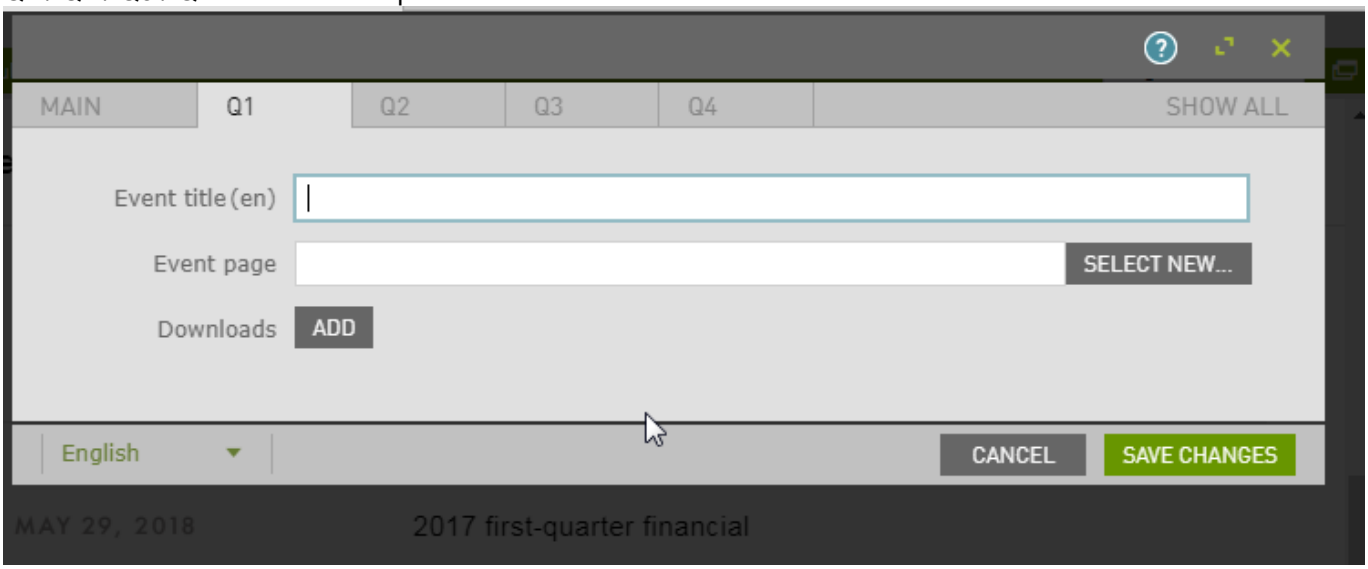
This block is specific to the finance section. It allows to get quick access to the documents related to the financial results.
The results are presented by year, corresponding to the various periods of publications.

Edit the block by clicking on it.
Add a new YEAR COMPONENT.



Key in the following elements

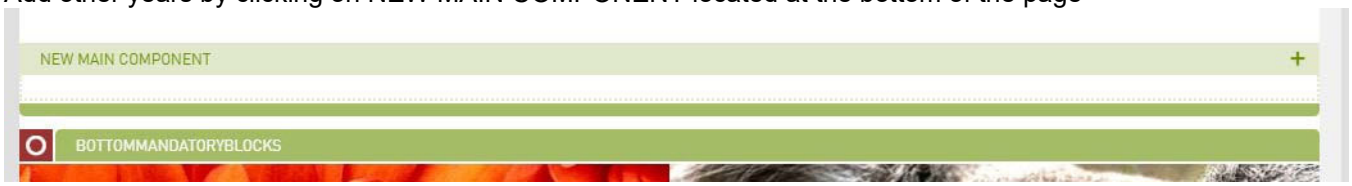
- MAIN TAB: year of the results
- Q1 / Q2 / Q3 / Q4: enter for each period



  - Event title (Results of first quarter / Half year…)
  - Event page: link the corresponding event (if upcoming event, then an ADD TO CALENDAR button will show, if event in the past, then only the documents will show)
  - Downloads: once the event is over, upload the corresponding documents: click on ADD and then select the documents from the asset management library or upload them if not uploaded yet

Don't forget to key in the translation and click on SAVE CHANGES

Add other years by clicking on NEW MAIN COMPONENT located at the bottom of the page

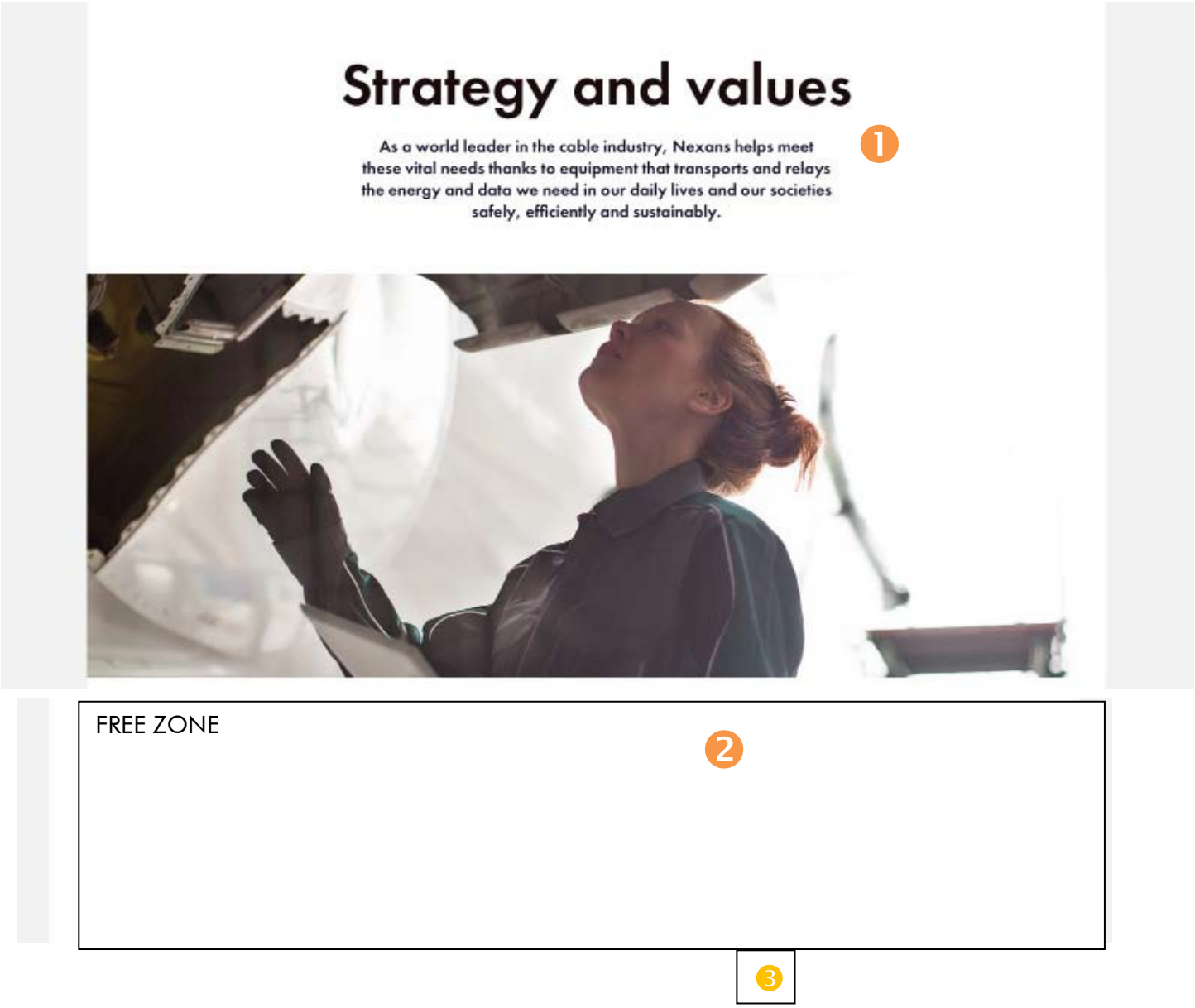


BOTTOM MANDATORY BLOCKS

The section contains the following component: Related transversal

CT00_modular_editorial_page

The editorial pages can be used in all sections of the site: it is a modular template that will embed a series of generic blocks.



Zones

Footnote	Title	Management rules	Order	Block(s) used
1	COVER	Page title, sub title and cover image		G-PAGE-BLOC-COVER G-PAGE-BLOC-PIC-FULL
2	FREE	Display the blocks chosen and contributed inside the page	Manual	G02-EDITORIAL-BLOC-TXT G15-EDITORIAL-BLOC-TXT-PICTURE G07a-EDITORIAL-BLOC-QUOTE G07b-EDITORIAL-BLOC-QUOTE G13-EDITORIAL-BLOC-TXT-RELATED G04-EDITORIAL-BLOC-VIDEO G03-EDITORIAL-BLOC-PICTURE G-DOCUMENT-BLOC-SINGLE-RELATED G08-SLIDER-GALLERY G16-EDITORIAL-BLOC-TXT-NEWS G-SLIDER- G-STORY PUSH (G-STORY-BLOC-PUSH-FULL) G12-EDITORIAL-BLOC-KEYFIGURES G41 EDITORIAL BLOC TABLE…
3	Related pages	Display every related page chosen in PAGE_PAGES (can be 2 or 3)	Manual	TRANSVERSAL-RELATED-BLOC-PAGES

The template is made up of the following elements

- COVER: containing a title, introduction, an image
- MAIN: the core content of the page made up of generic blocks
    - Event list
    - Key figures
    - Key figures highlights
    - News lists
    - Video
    - Picture
    - Picture gallery
    - Publication list
    - Quote
    - Related push
    - Related slider
    - Related slider carousel
    - Scroll target (for banner button)
    - Text
    - Text with picture
    - Table
- BOTTOM MANDATORY BLOCKS
    - Related transversal

COVER

The cover used on the editorial page can be of two types

- EDITORIAL: using then a title, introduction text and an image showing below the introduction text

- BANNER: looking like other cover blocks: title and introduction showing on the image itself + button (optional)

Content characteristics

Footnote	Key	Description
1	PAGE_TITLE (attribute of the page)	
2	PAGE_INTRODUCTION (attribute of the page)	Text centered
3	G-PAGE-BLOC-PIC-FULL	Contribution:1590x894 – displayed as follows "Large Desktop >1360px": 1590x818 "Desktop <1360px": 1360x765 "Tablet portrait >768px": 768x432 "Mobile >320px": 320x400

MAIN

The main section includes the core content of the page and is made up of generic blocks

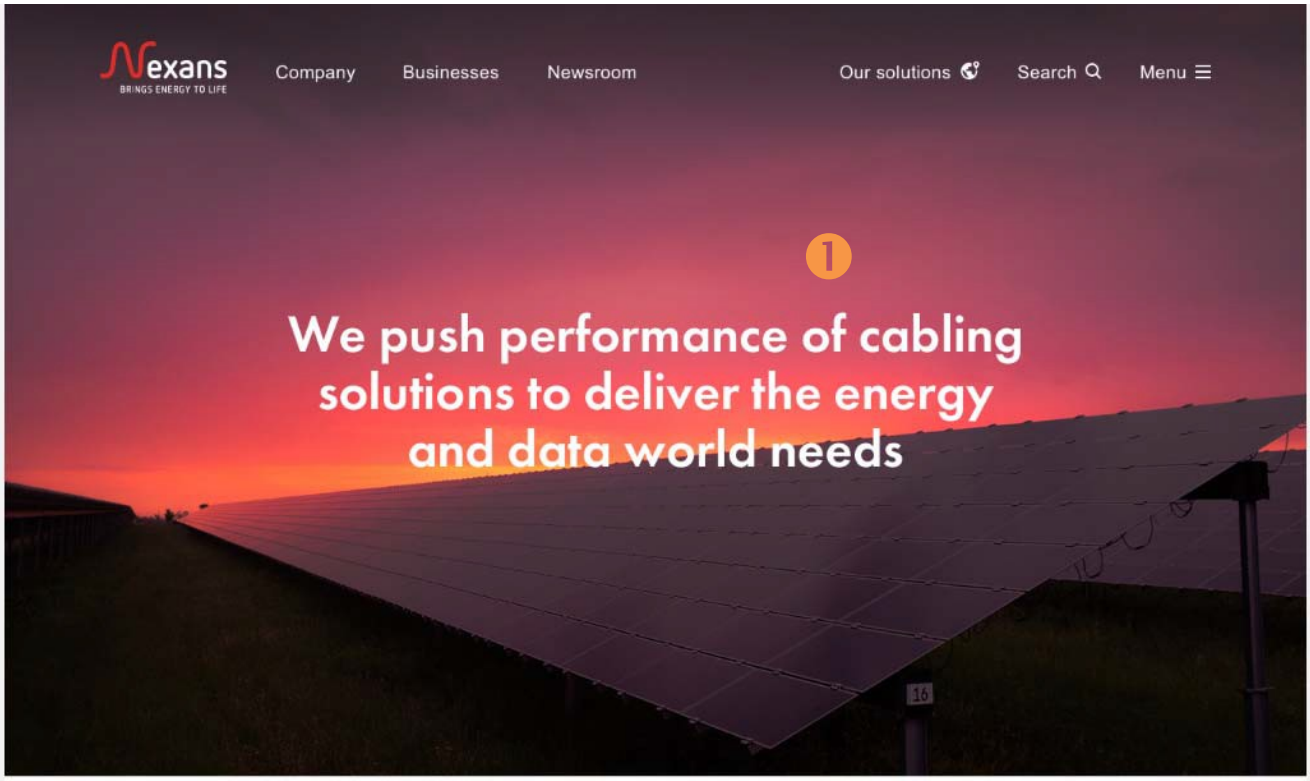
- Event list
- Key figures
- Key figures highlights
- News lists
- Video
- Picture
- Picture gallery
- Publication list
- Quote
- Related push
- Related slider
- Related slider carousel
- Scroll target (for banner button)
- Table
- Text
- Text with picture

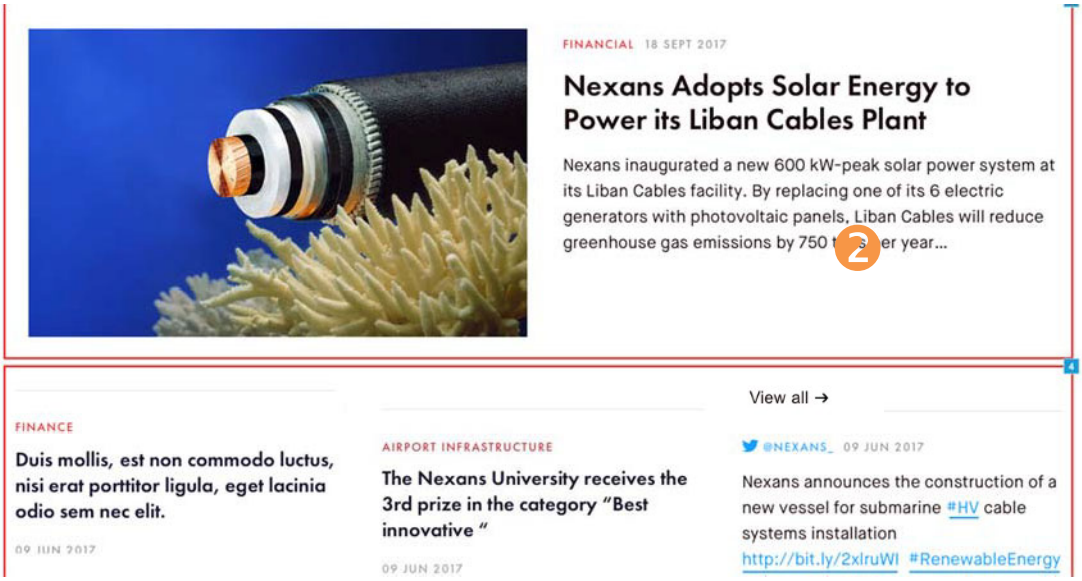
BOTTOM MANDATORY BLOCKS

This section contains related transversal blocks

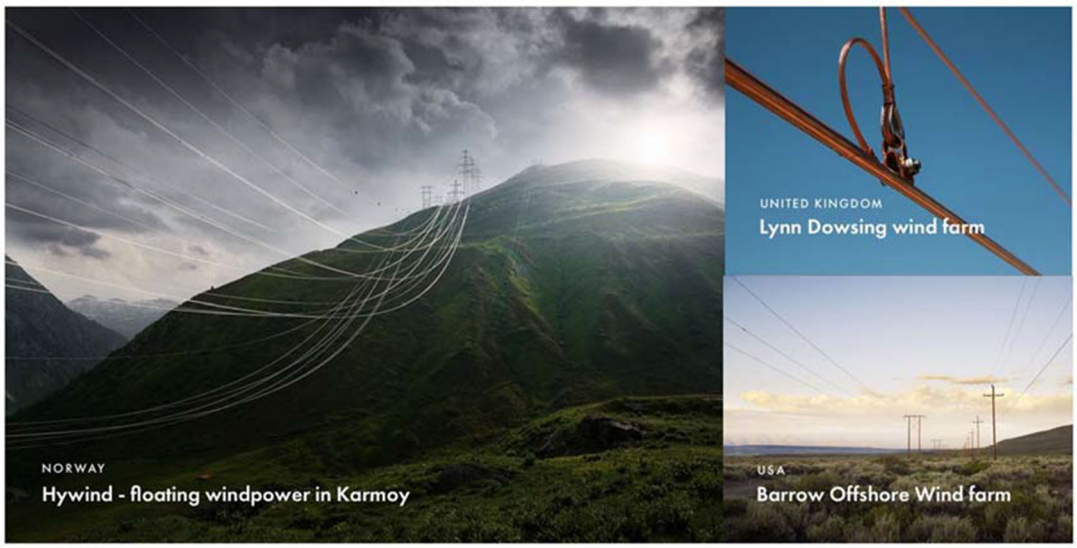
HOME PAGE TEMPLATES

HOME PAGE - CT24_Homepage



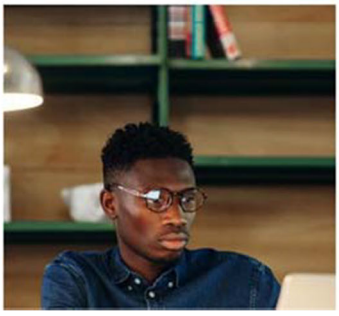


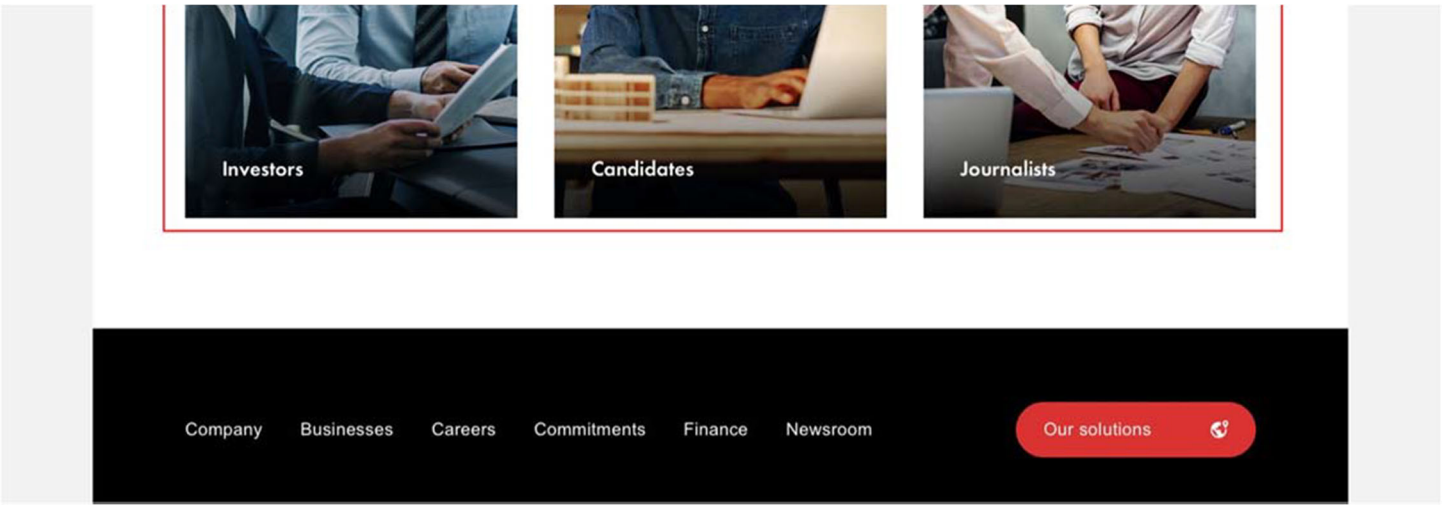
Our last projects



60 M€	135 M€	40 M€	26,000
NET INCOME	NET CAPITAL EXPENDITURE	OPERATING CASH FLOW	EMPLOYEES

Quick access





Zones

Footnote	Title	Management rules	Order	Block(s) used
1	COVER	Cover image should go over the header (top of the image should be darkened and menu should then show in white).		HP-COVER
2	FREE ZONE	Free zone with one mandatory element: Sector list to access business pages: HP-SECTOR-LIST		G40-OVERVIEW NEWS-BLOC-HIGHLIGHT…

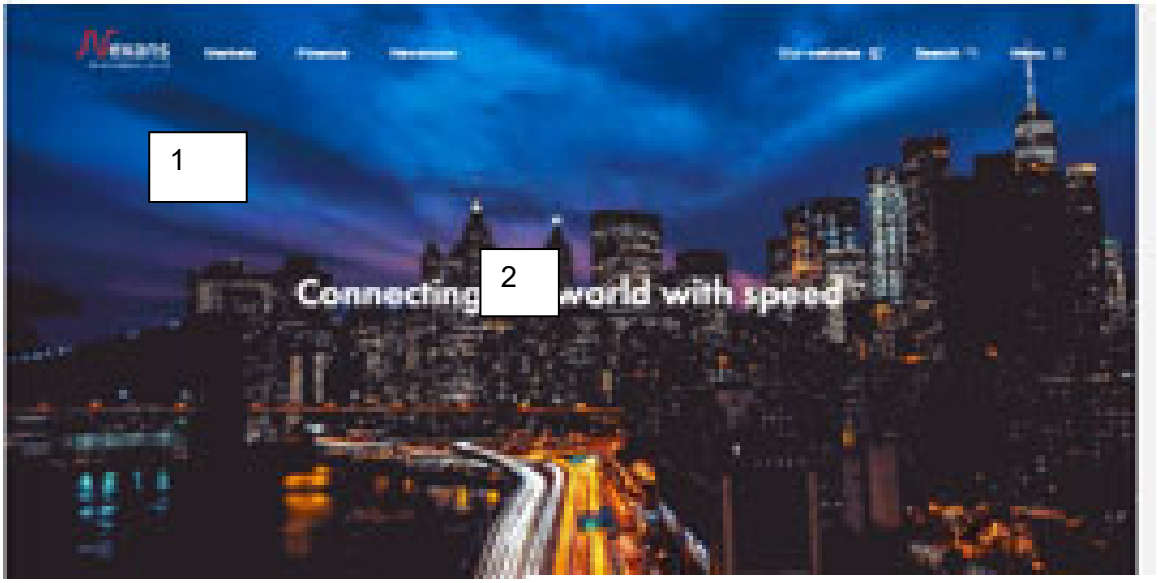
The home page template is specific and is made up of the following elements

- COVER: that contains a banner to highlight one key message or link to a specific content.
- MAIN: the section contains the following block types
    - News highlight
    - News list
    - Sector list (linking to the business sections)
    - Related mosaic
    - Related slider
    - Related push
- BOTTOM FREE ZONE
    - Related slider
    - Related transversal

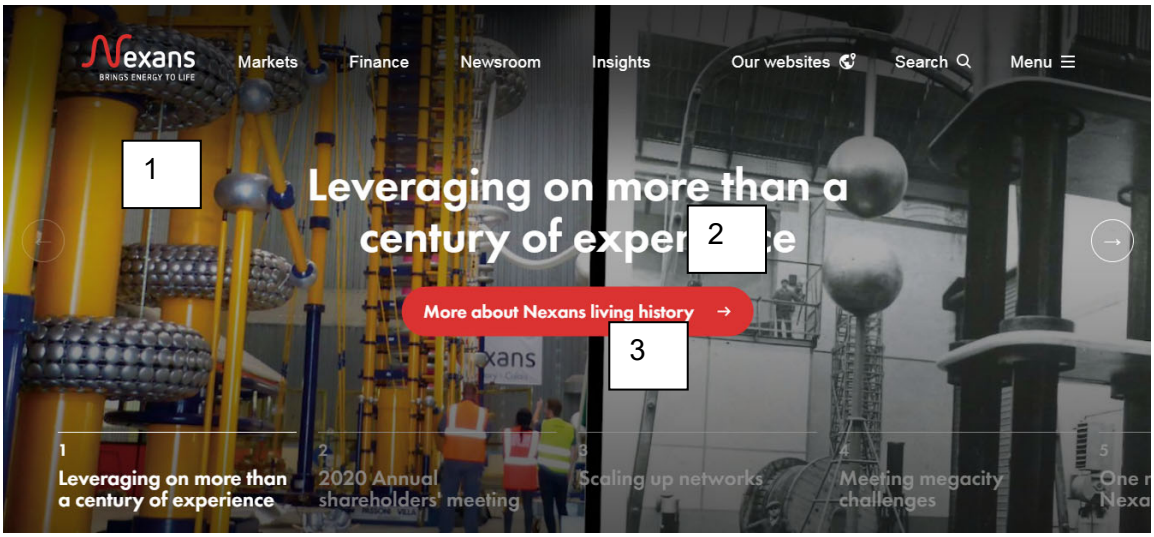
COVER

The cover of the home page is very specific; it is immersive and completely covers the header menu. Two types area available

- Cover banner which is an image with a key message
- Cover banner highlighting a specific content and linking to it
- Slider (set of n messages automatically sliding with links to contents available on the site)



Slider version

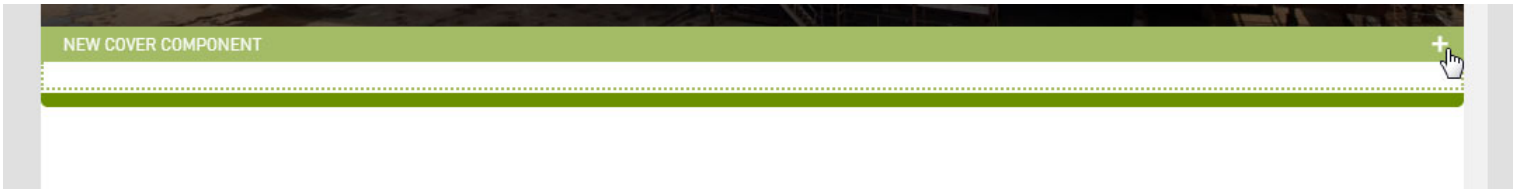


Content characteristics

Footnote	Key	Interactions / Actions / Links
1	COVER IMAGE(S) Min width: 1390 px Height:	
2	TITLE	On click: link to the related content if one single content and if linked to a content
3	BUTTON (for slider only)	On click: link to the related content if one single content and if linked to a content

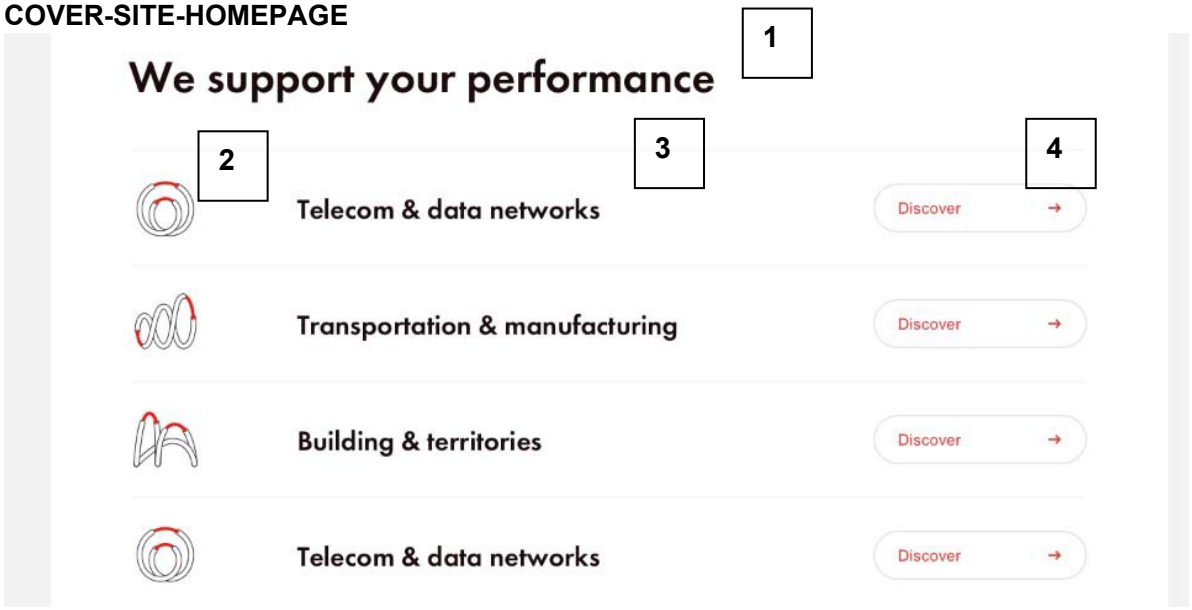
The image should cover as well the top bar – top of the image should be darkened to allow legibility of the information and font types should then switch to white.

To use the slider, simply edit the cover area of the home page and click on NEW COVER COMPONENT



Then fill in the necessary information (you can add as many contents as you want)

COVER-SITE-HOMEPAGE



Content characteristics

Footnote	Key	Description
1	Title	Title of the block (manual)
2	SECTOR_ICON	From sector page
3	SECTOR_NAME	From sector page

4	DISCOVER BUTTON	Link to sector page (from resource file)

Interface elements

Footnote	Element	Element interaction / Link
4	Button text: string (translatable)	Link to sector page
4	Button text: number of markets related to the sector	On Click: open an expand bloc with the list of markets related to the sector (SECTOR-BLOC-LIST-EXPAND)

The block is fixed and will be automatically populated based on the navigation of the site and the way it's populated.

MAIN

The main section of the home page is made of generic blocks.

- News highlight
- News list
- Sector list (linking to the business sections)
- Related mosaic
- Related slider
- Related push

BOTTOM FREE ZONE

The bottom section is made of

- Related slider
- Related transversal

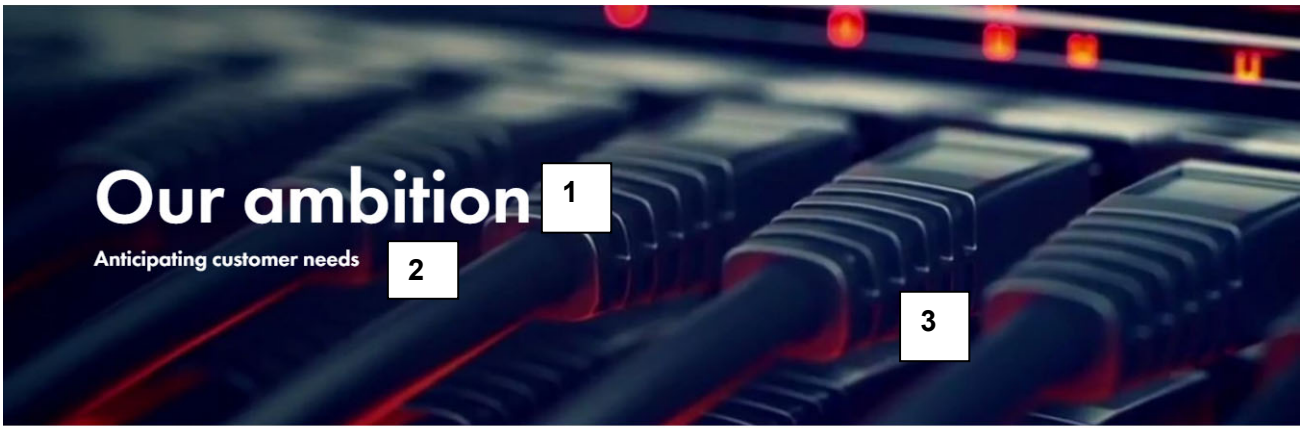
GENERIC BLOCKS

A series of blocks are meant to be generic and can be used across the whole site

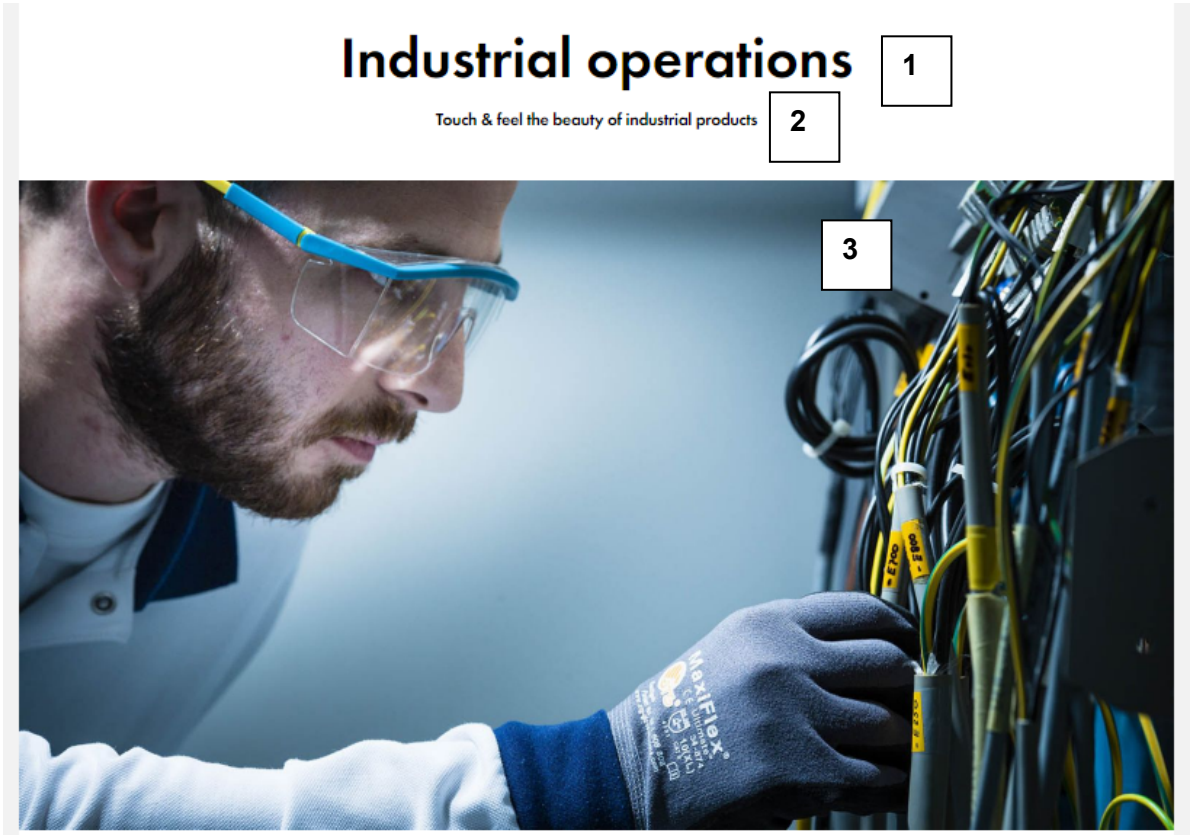
Inline cover

The inline cover is similar to the covers that can be found on editorial pages (cover area) but can be positioned within the page. This allows to break a long page and can be used as a transition within a page dealing with various topics and therefore displaying various contents (for example: CSR page showcasing our commitments in various areas or within a campaign page highlighting various thematics). The inline cover can be two-fold

- Banner type with text showing on the cover (make sure your image has a dark background)



- Editorial cover type with main title and introduction text

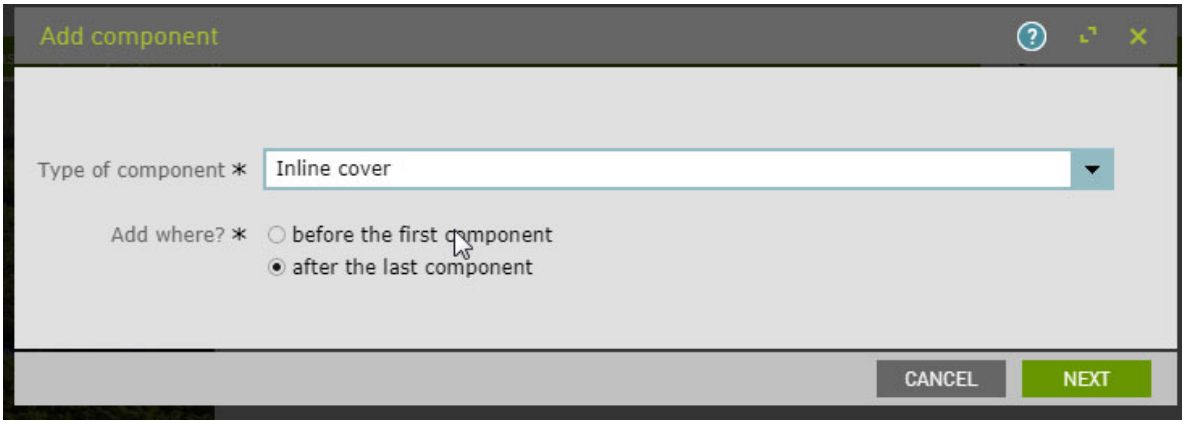


Content characteristics

Footnote	Key	Description	Interactions / Actions / Links
1	Title	Manual	
2	Introduction	Manual	
3	Image	Manual	

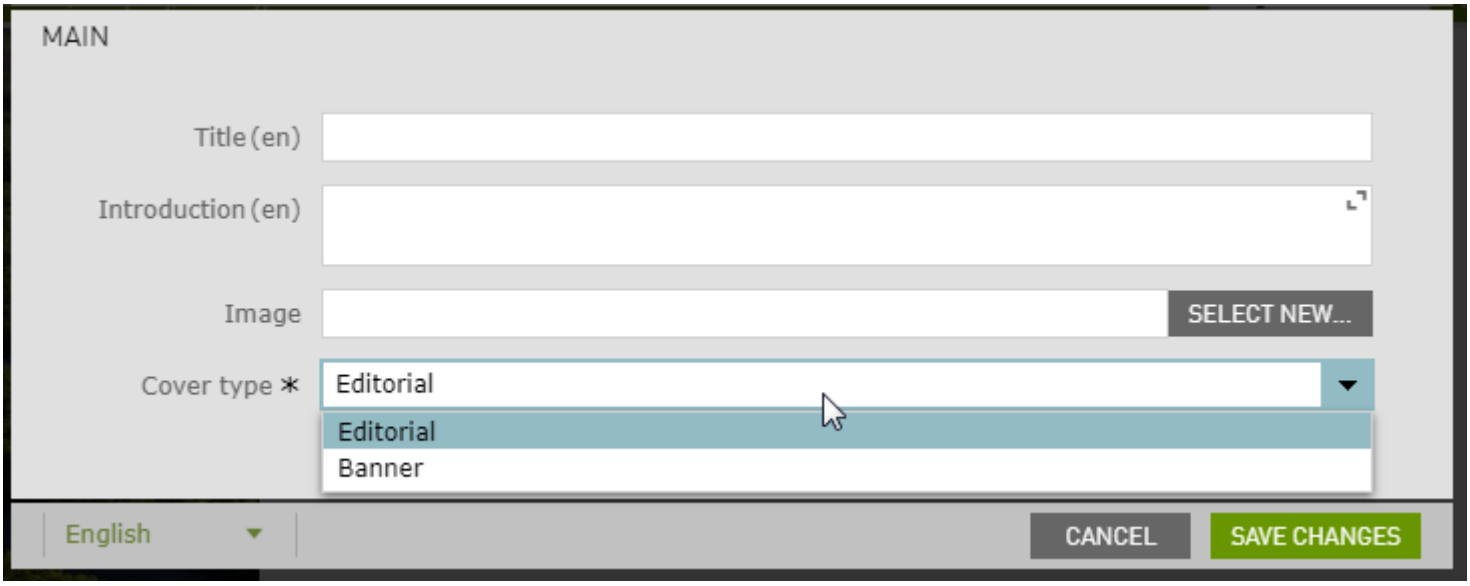
The inline cover can be used within editorial pages.

Position the mouse where you'd like to add the block on the page and click on NEW COMPONENT: select the type INLINE COVER component and click on Next

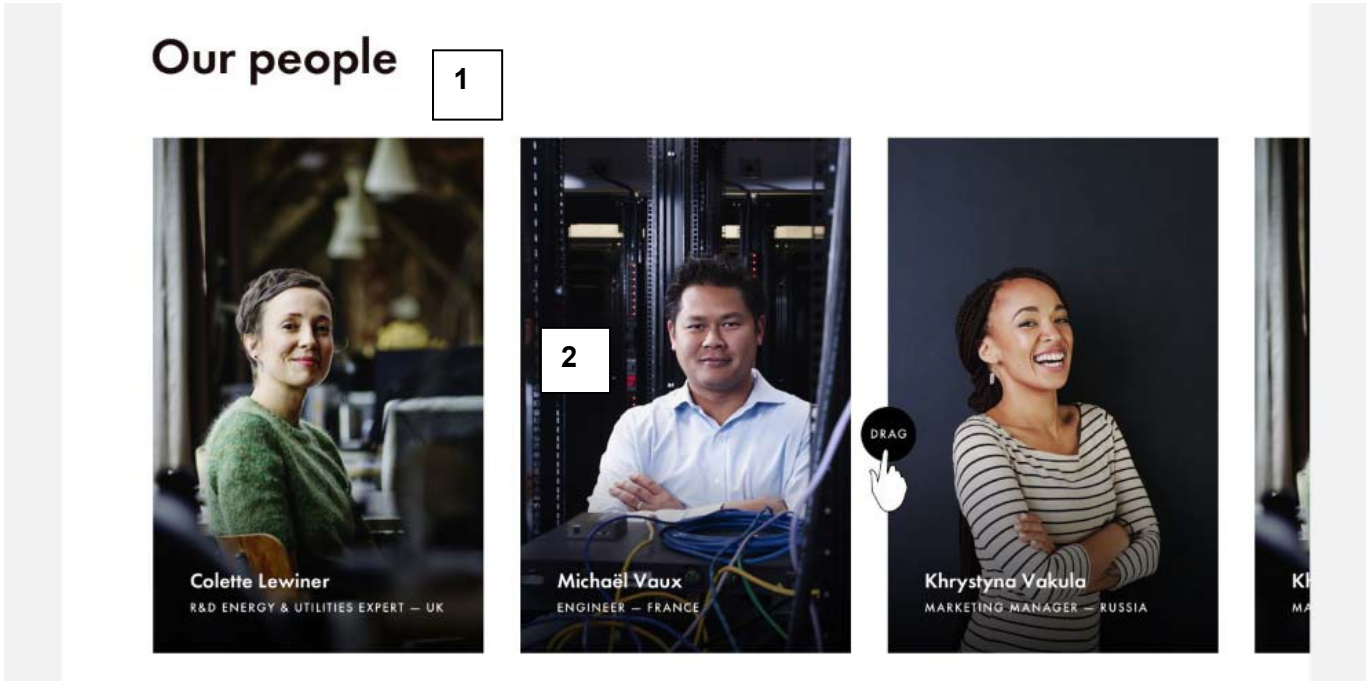


Key in a title, introduction and select your image (from the asset management library: either existing one or upload a new one).
Select the cover type: editorial or banner

Click on Save changes – don't forget to key in the translation in local language



Related-slider

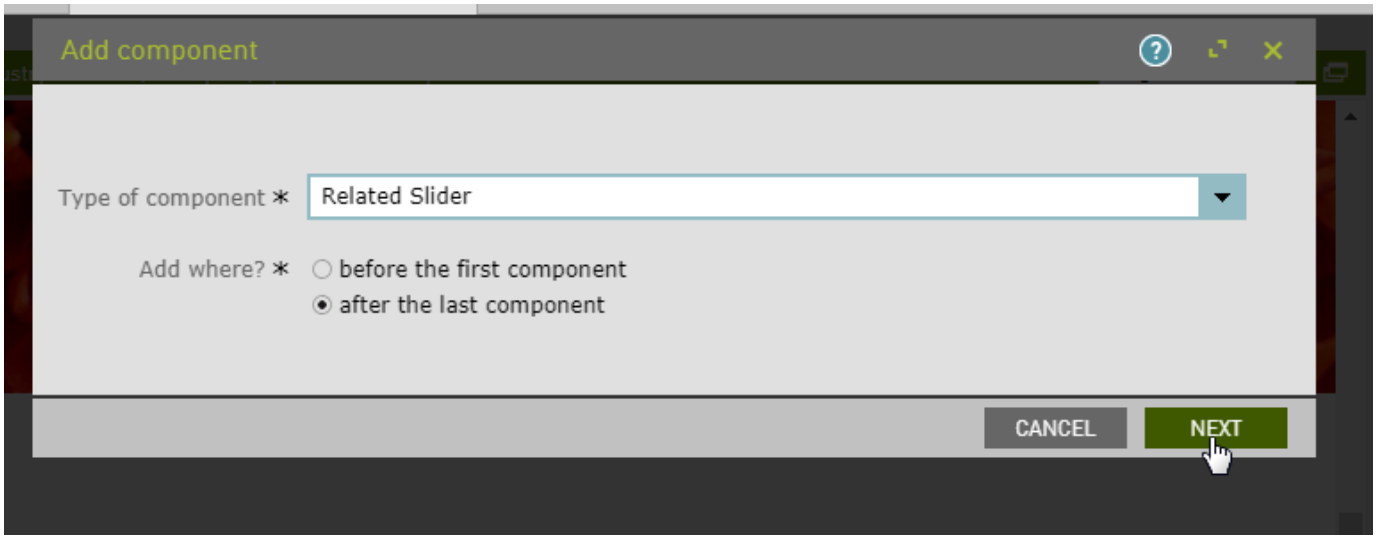


Content characteristics

Footnote	Key	Description	Interactions / Actions / Links
1	Title	Manual	
2	Slider item	Cover image	On click: link to any content
		Title	
		Tag	

Similar as slider for testimonial but tag should be positioned above title- start sliding on 4

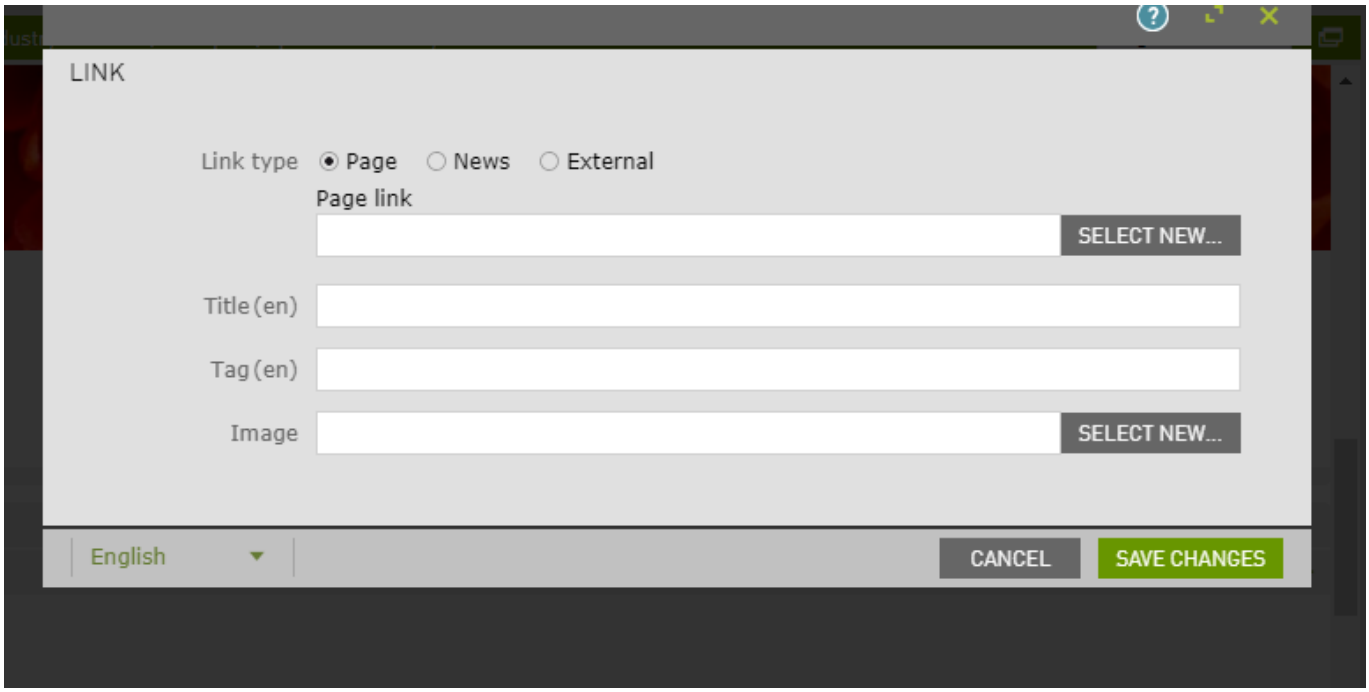
Position the mouse where you'd like to add the block on the page and click on NEW COMPONENT: select the type RELATED SLIDER component and click on Next



Add the related links: ideally up to 3 to have a well-balanced display at the bottom of the page.

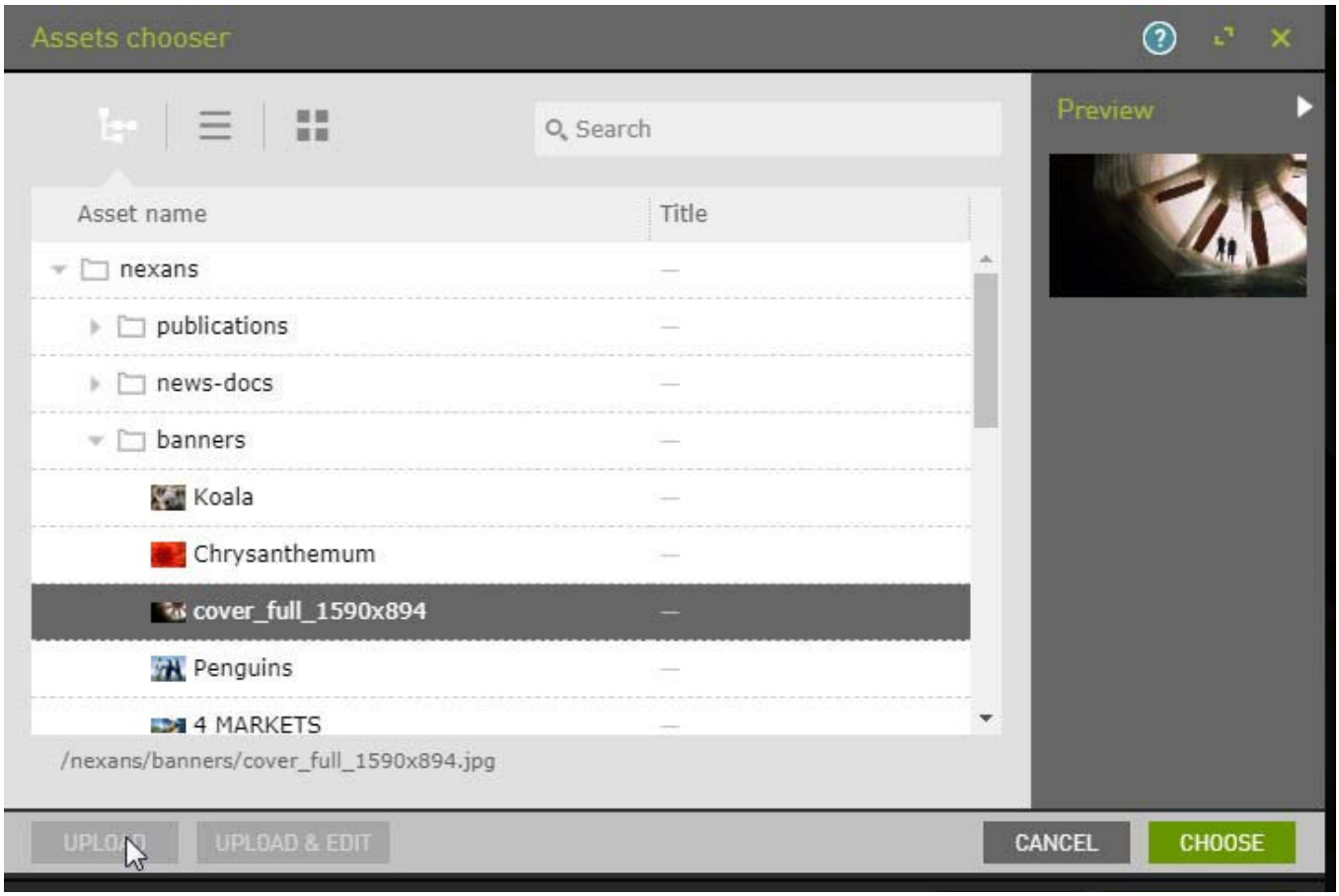
For each link, specify

- Link type: page / news / external. Then depending on the chosen link, browse for the relevant content.
- Title of the link
- Tag (showing on the image)
- Select the image from the asset management library or upload a new one (in the asset management library)

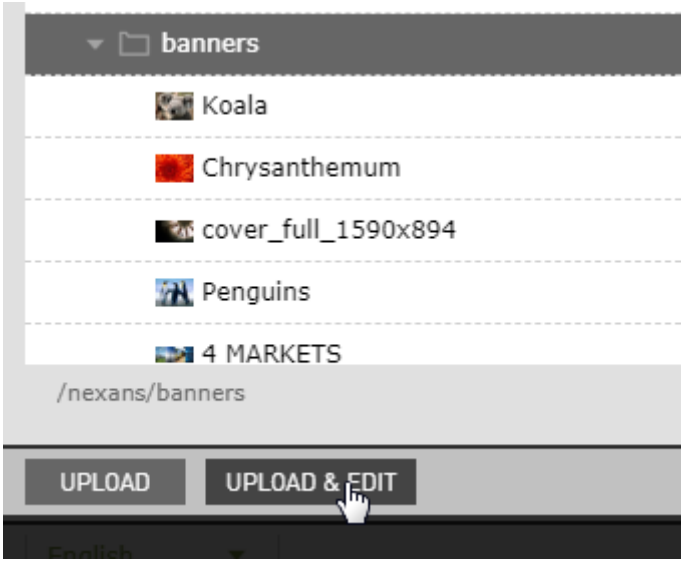


To upload an image, click on the button SELECT NEW:

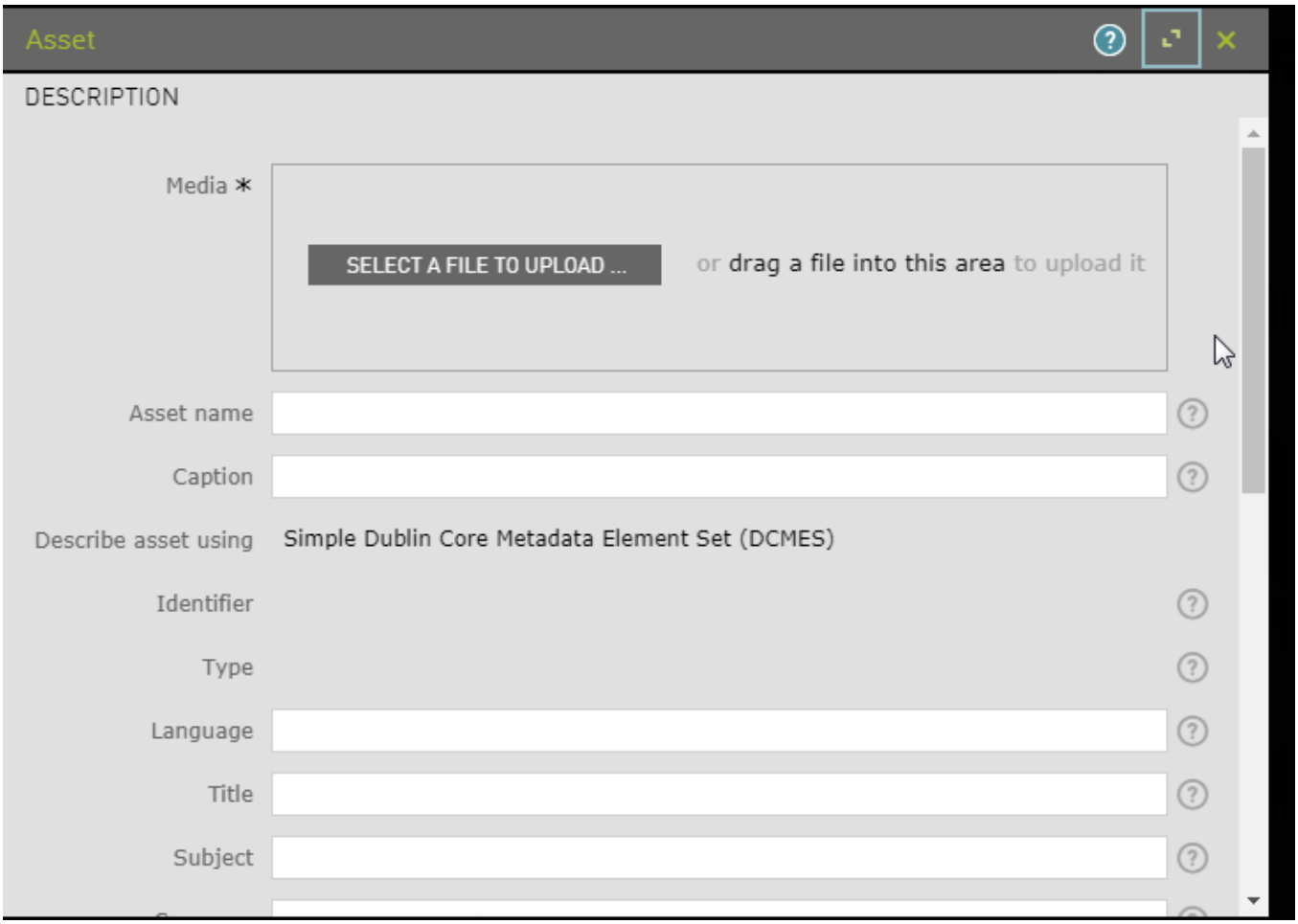
- Either you select an existing image in the repository: select the image and click on UPLOAD



- Or upload a new one: position the mouse on the folder in which you'd like to upload the image. Then click on UPLOAD AND EDIT



The following screen will show

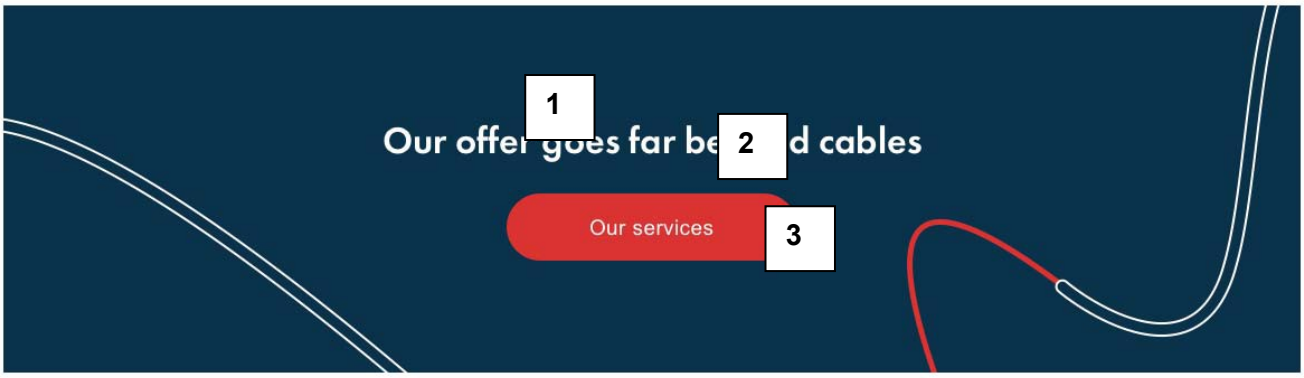


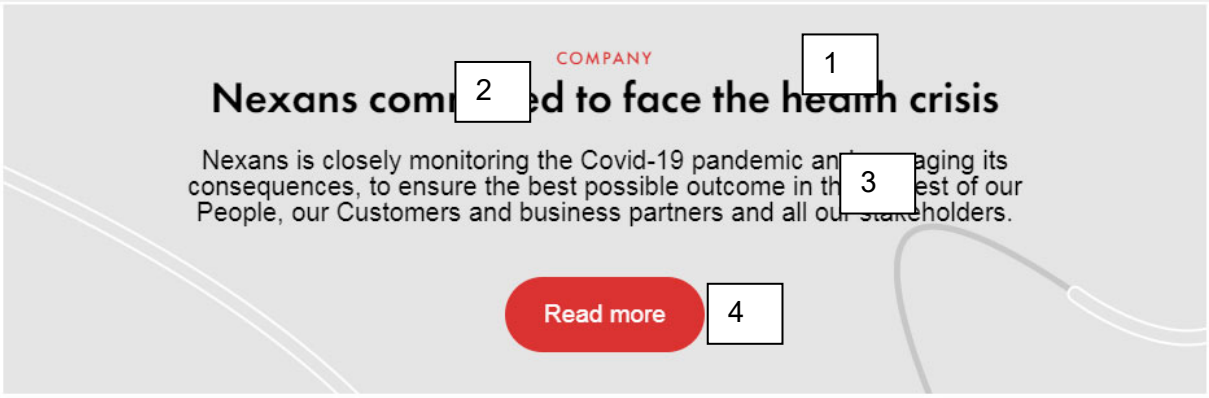
Upload the file at the top (MEDIA block) and then key in the relevant information.
TIP just click on the question mark icon to get the meaning of each field !

- Asset name: name of the file. By default, the system will pick up the file name, but you can add a specific name
- Caption: showing next to the asset name to get additional information about the image
- Language: use standard code for language – ex: en for ENGLISH, fr-BE for French Belgium
- Title: title of the image (picked up by Search engines)
- Subject topic of the resource / key words for ex: business segment
- Coverage: if a specific jurisdiction applies (depending on image rights for instance – only valid for a country) or spatial coverage (only applicable to one country / one territory / duration...)
- Description: usually the abstract of the image / additional information (if graph for instance). Useful for referencing
- Creation date / modification date / creator: will be filled in automatically by the system
- Publisher: person name / company responsible for making the resource available
- Contributor: entity responsible for making the contribution of the asset
- Rights: rights held over the resource, more specifically COPYRIGHT
- Source: source from which it is derived
- Relation: a related resource
- Document type: specify the document, for instance: annual report
- Tag: select appropriate tag for the asset among the list of tags defined for the site

Related Link - Push

This block allows you to link to a specific content of the site – case study or else.



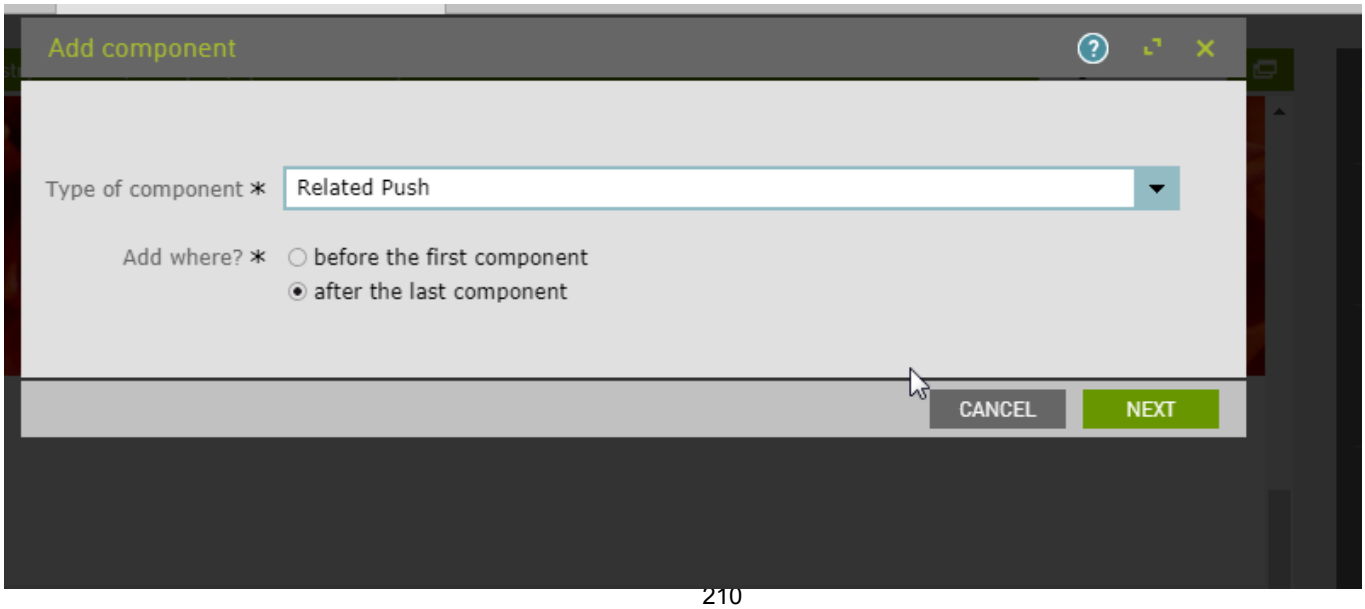


Content characteristics

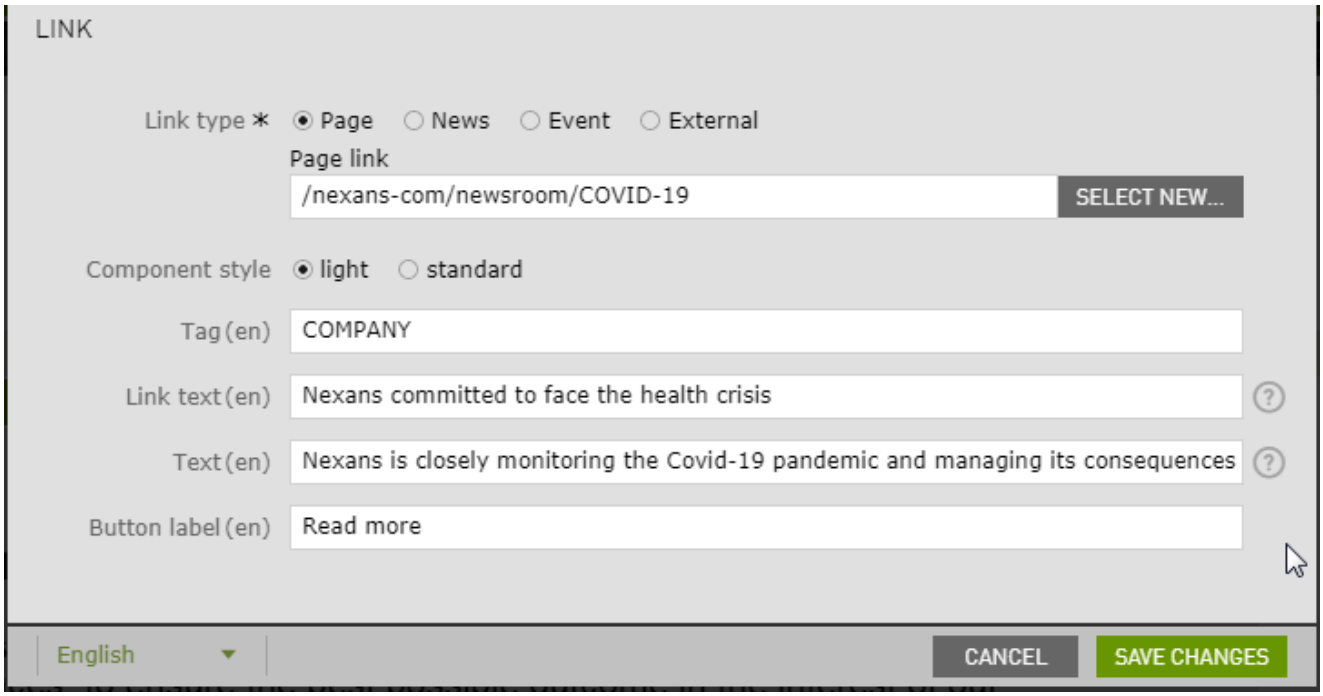
Footnote	Key	Description
1	TAG	Correspond to the category for the content
2	Content title	Manual
3	Short text	Manual
4	Button label	manual

Interface elements

Footnote	Element	Element interaction / Link
3	Button text: string (translatable)	Link to the related content



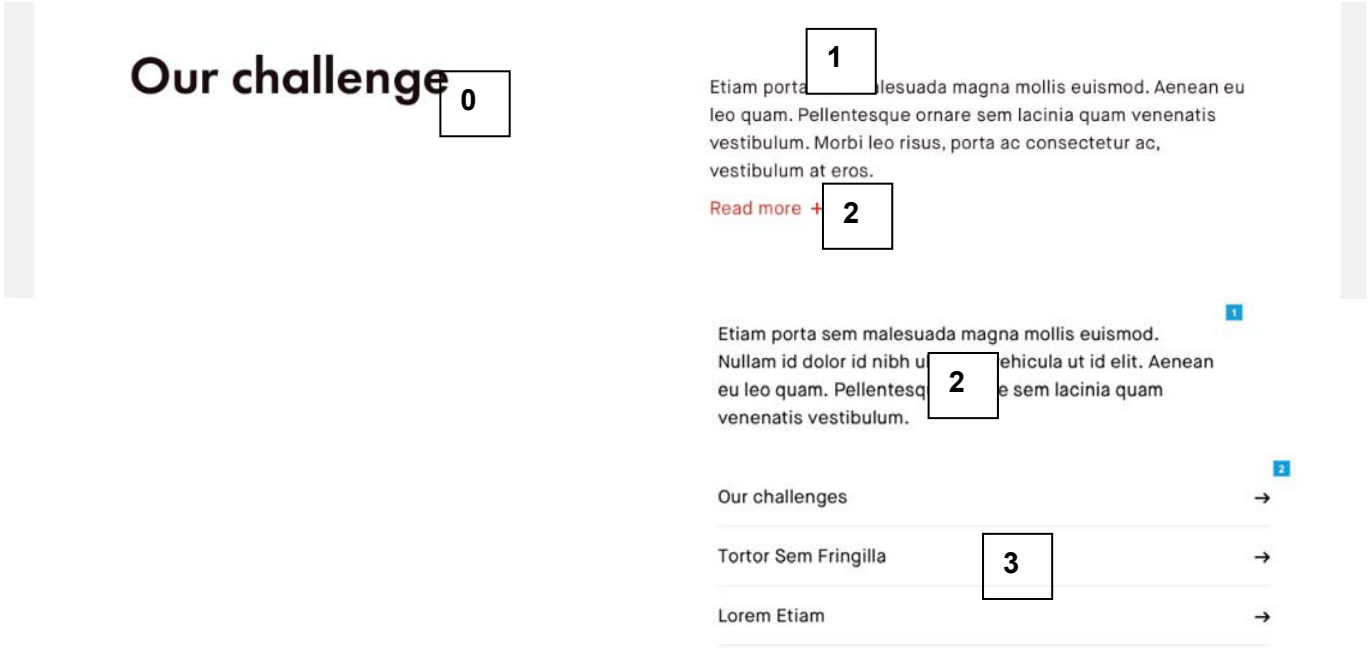
Then select the page to where it should link or to the site



Select the style of the block: either standard (dark blue background) or light (light grey)
Enter the link text that will be displayed and the tag (showing above the title), short text in addition to the title (optional) & text showing on the button. Then click on save.

Don't forget to key in the translation by switching language at the bottom.

OVERVIEW

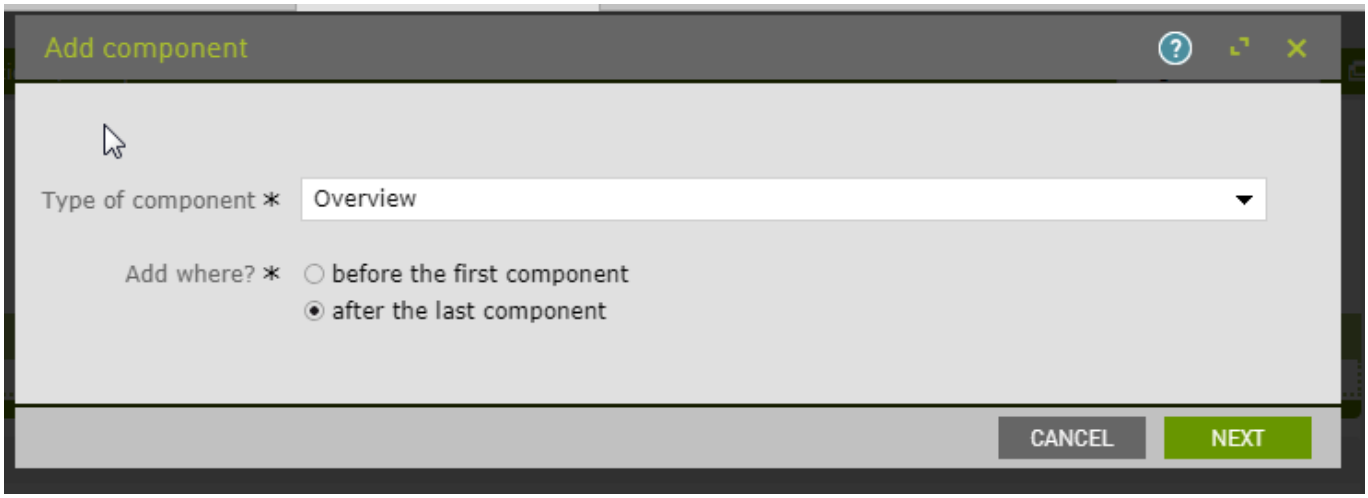


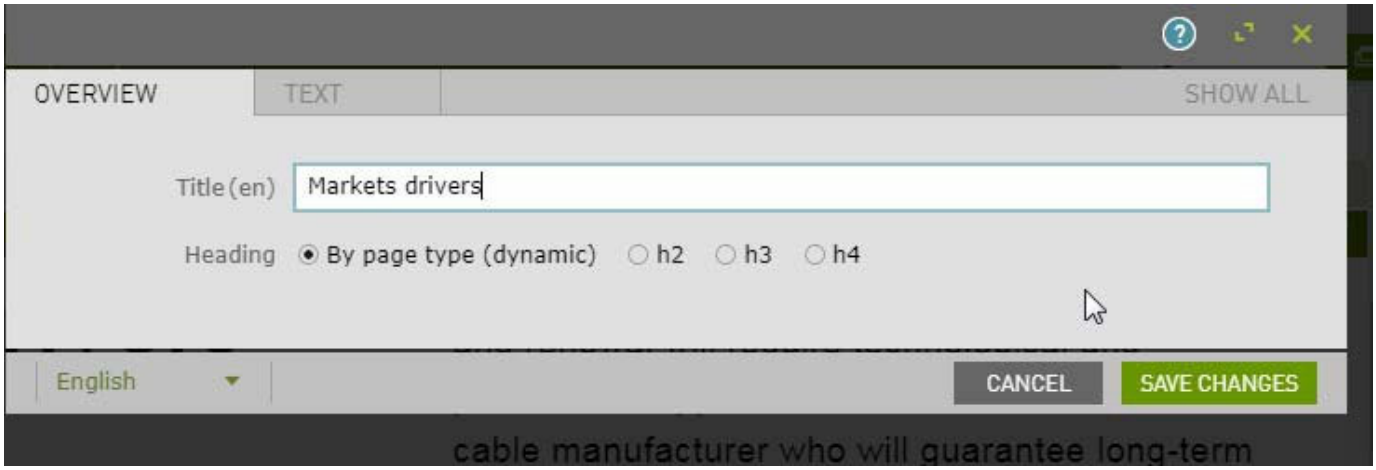
Content characteristics

Footnote	Key	Description
0	Title	Block title (manual)

Footnote	Key	Description
1/2	CHALLENGE	Text 1. If more than 1500 characters, then show READ MORE is displayed
3	RELATED_PAGES	List of all links related to the segment (we display PAGE_TITLE) Order: manual On Click: link to the page

The block OVERVIEW allows you to do links to several sub-pages or other navigations of the site.
To add an overview block, select NEW COMPONENT in the area where you'd like to add it and select type OVERVIEW in the list. Then click on NEXT

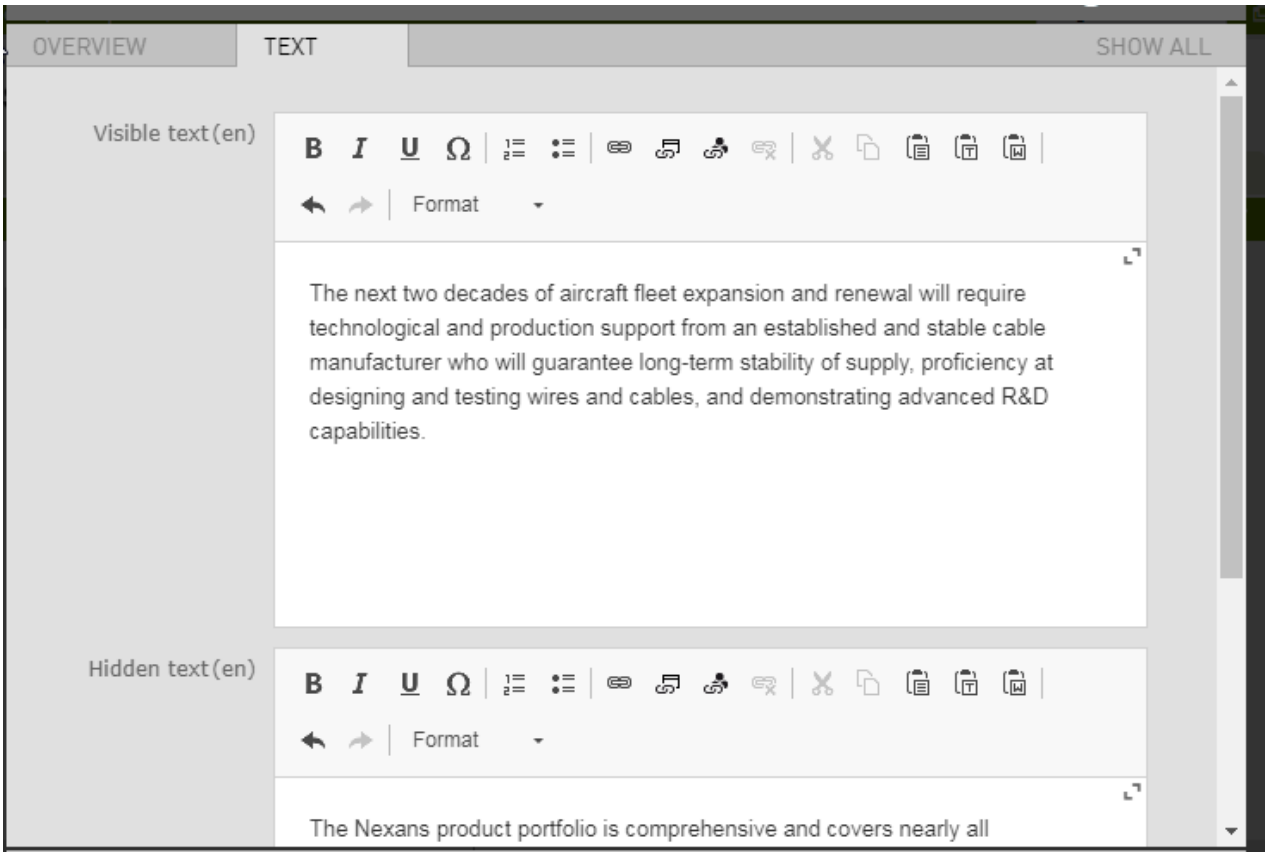




TAB OVERVIEW

Once done, key in the title (you can choose the heading style: if title is too long, you can amend the style by taking a smaller font then: like H3 or H4). By default, the system will pick the one defined for the page.

TAB TEXT



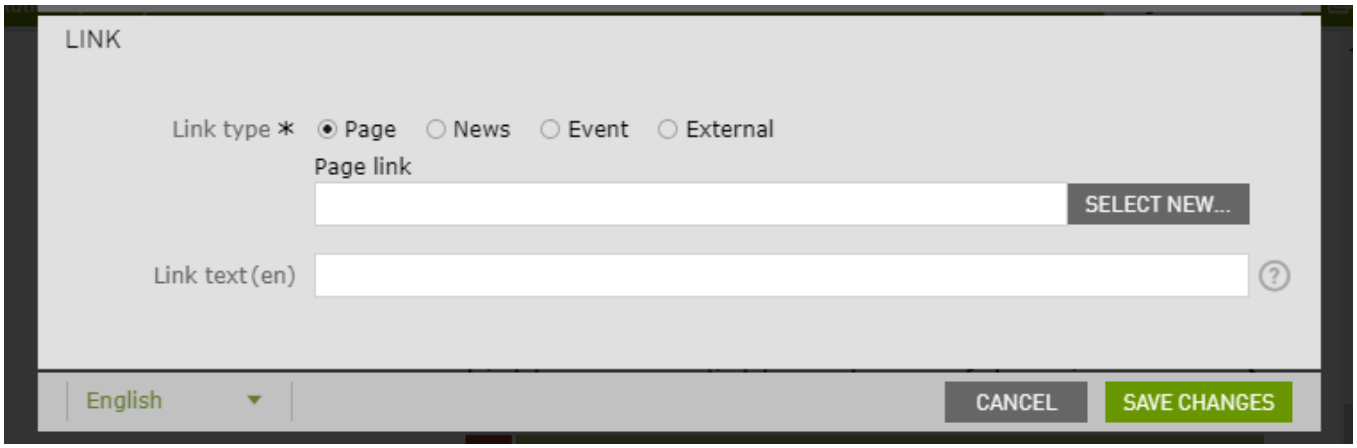
The text tab is divided into two elements:

- One visible text that will show on the page
- One hidden text that will show if user clicks on READ more button

That allows you to balance the text if too long without having to summarize it if needed.
Don't forget to key in the translations for all fields and then click on SAVE CHANGES

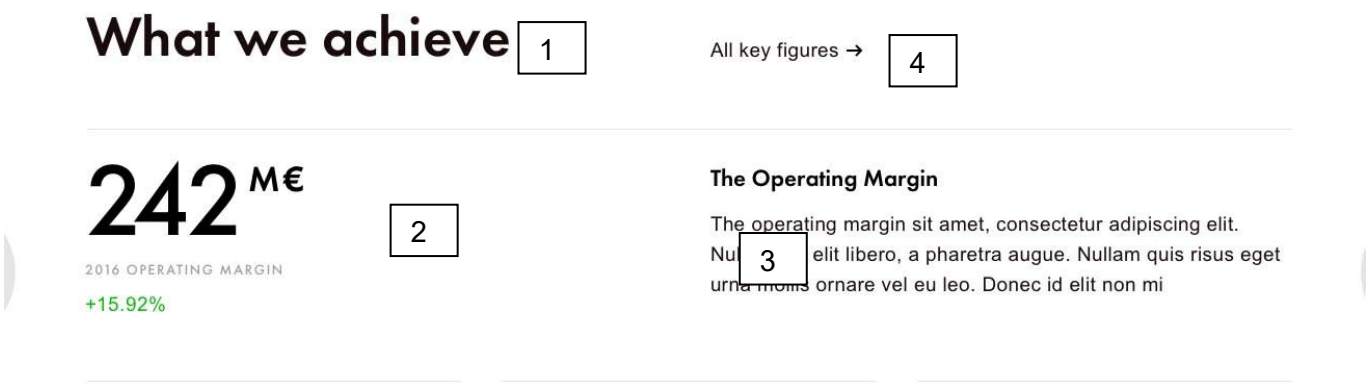
The overview block can contain some links. On the page itself, when editing the blocks you'll see after the text the possibility to add some related links. Click on the LINKS components

And to add a new one, click on NEW LINKS COMPONENTS



Select the targeted content or key in the external URL if external
Key in the link text (text showing on the page), don't forget to key in the translation and then click on SAVE CHANGES.
You can add as many links as you want in that block

KEY FIGURES HIGHGLIGHT



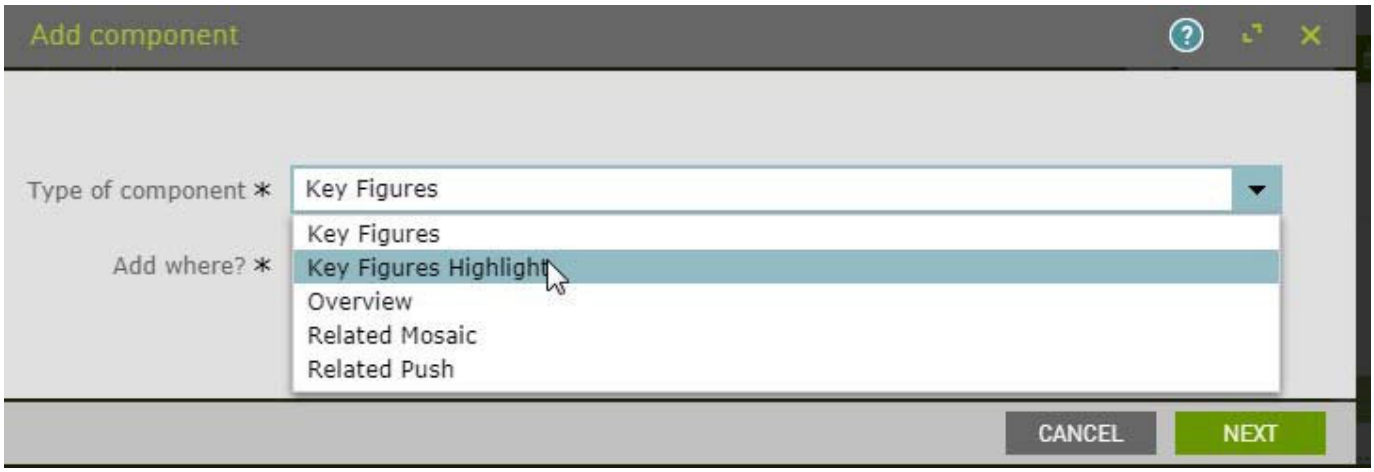
Content characteristics

Footnote	Key	Description
1	HPFINANCE_TITLE	
2	HPFINANCE_ MAIN_KEYFIGURE	Key figure Unit Subtitle (%)
3	HPFINANCE_ MAIN_KEYFIGURE_DESCRIPTION	Title Subtitle
4	Link "VIEW ALL" (string – translatable)	Link (optional) to access related content

The block allows you to give further explanation to one major key figure on a page (for example a definition of what it means).

To add it, just select the area where you want to add it, and click on NEW COMPONENT

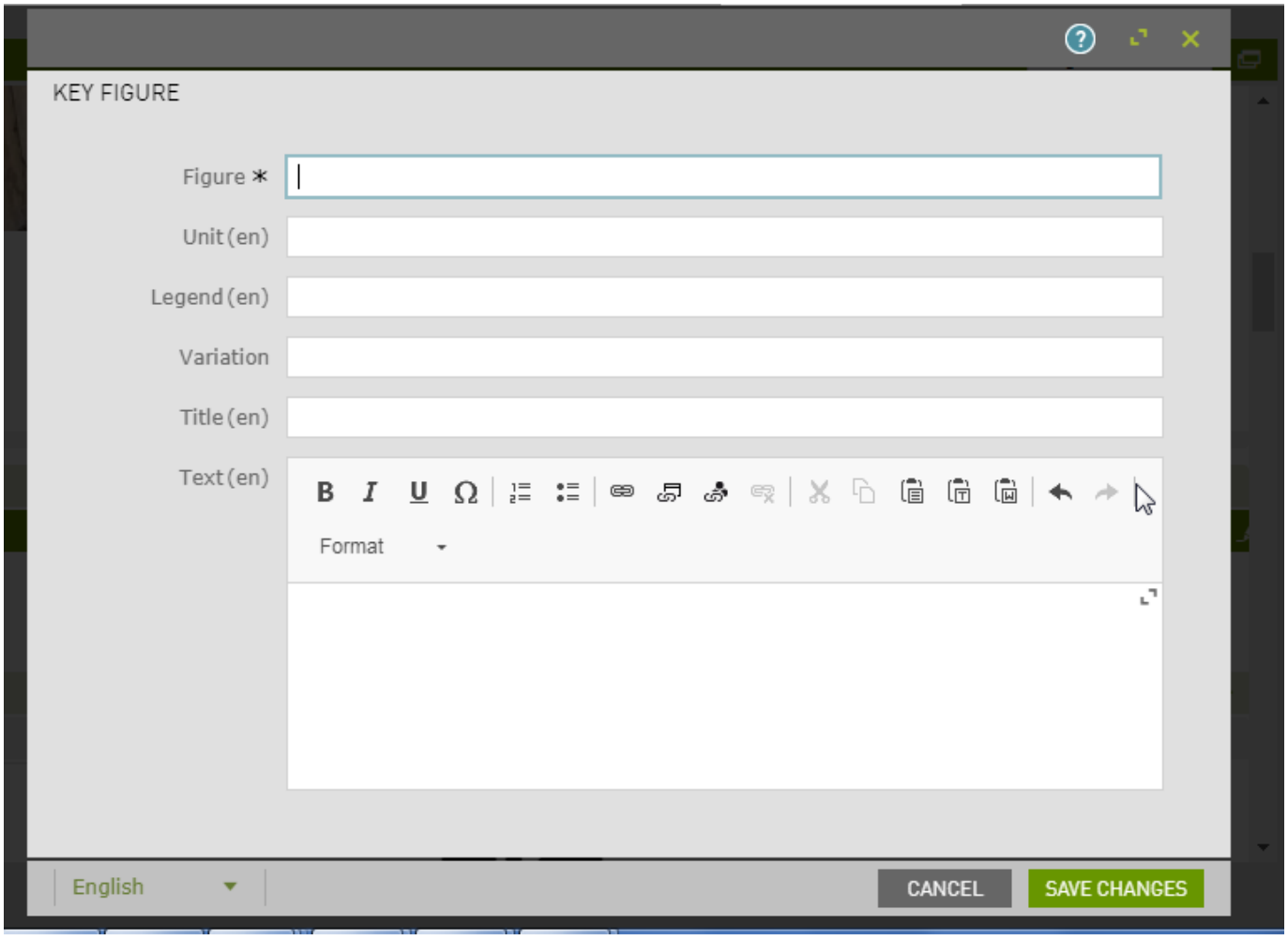
Select KEY FIGURES HIGHLIGHT in the component type list.



Then click on NEXT

Key in the figure / unit / legend / variation => these will show on the left

Fill in the title and the text (description) that will then show on the right hand side



Once done, don't forget to key in the translation and click on SAVE CHANGES.

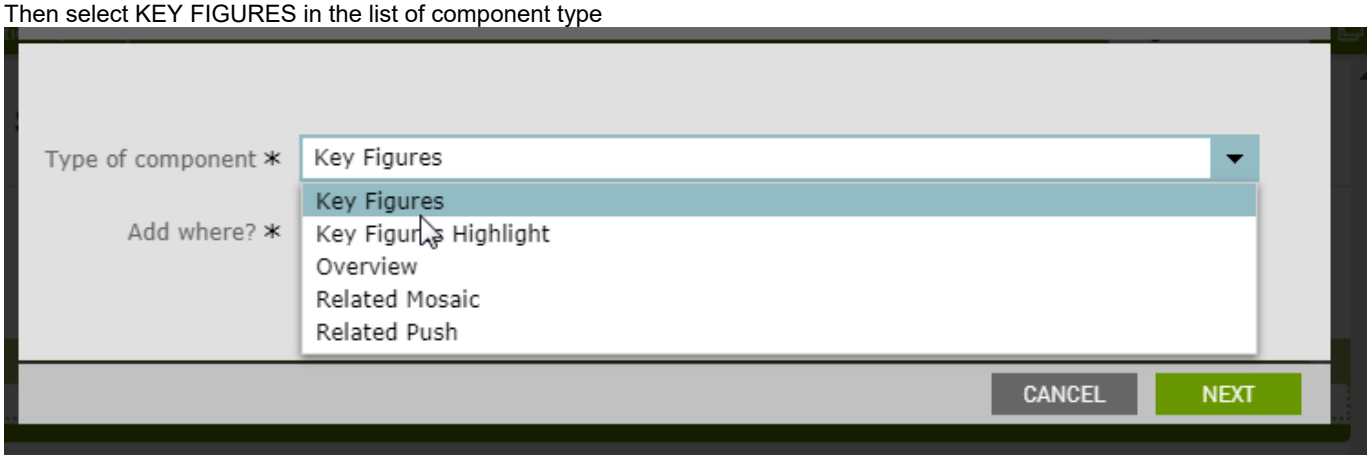
KEY FIGURES

2-4 key figures, on one single line (reduce type of font): figures are showing on one single line

Content characteristics

Footnote	Key	Description
1	G13_KEYFIGURE_FIGURE	Figure
2	G13_KEYFIGURE_FIGURE_SUBTITLE	
3	UNIT (optional)	
4	VARIATION (optional) – in black	

To add this block, just select the area where you would like to add the block, and click on NEW COMPONENT
Then select KEY FIGURES in the list of component type



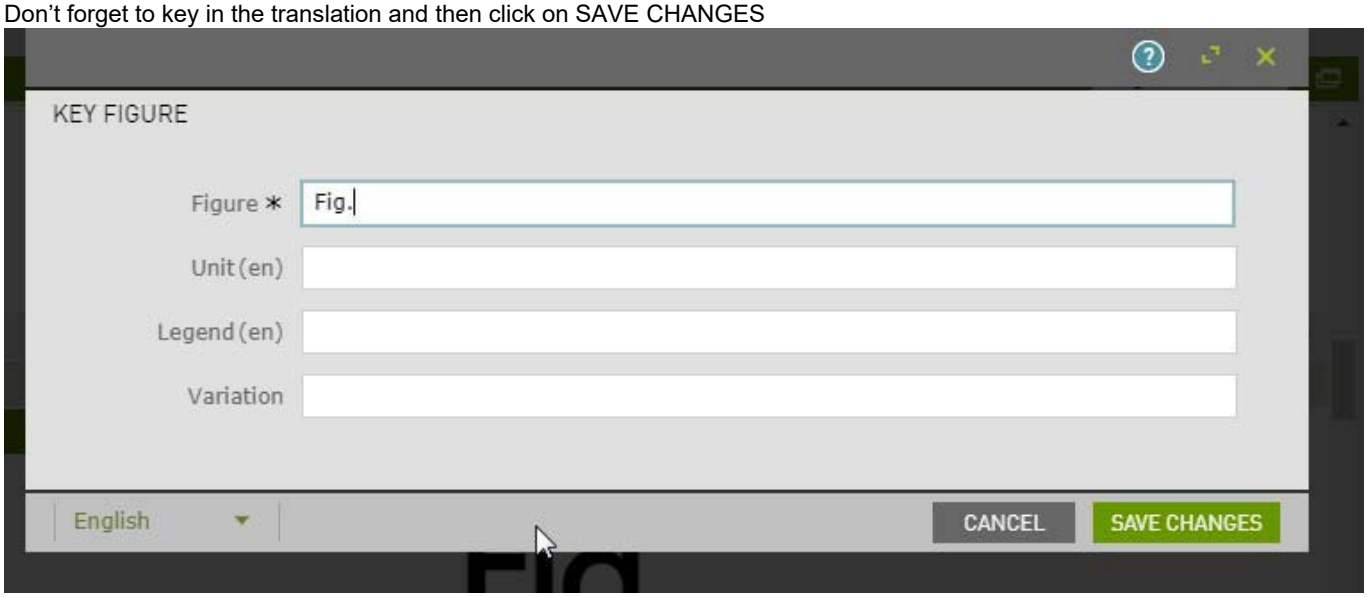
Once done, the block will be added on the page
By default, only two key figures components are displayed. You can have up to 4
Edit the first key figure by clicking on the pencil icon

Then key in the required fields

- Figure
- Unit

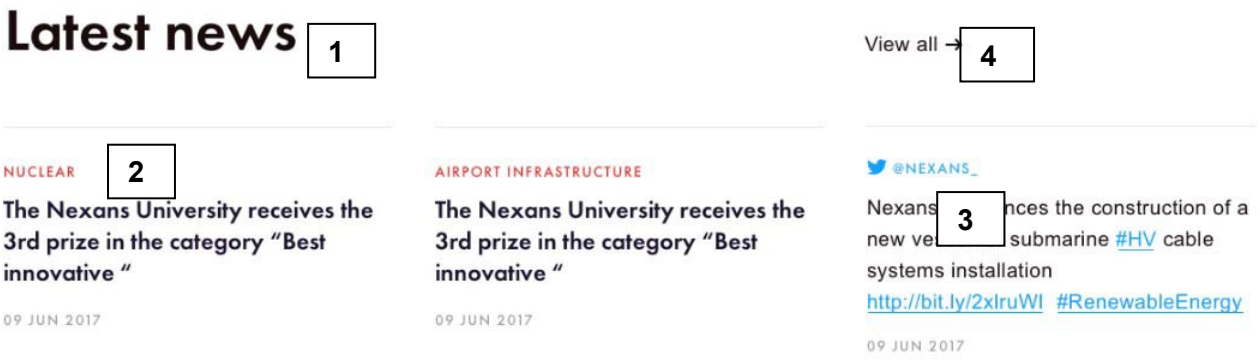
- Legend
- Variation

Don’t forget to key in the translation and then click on SAVE CHANGES



NEWS LIST BLOCK

It always has the same layout wherever it is. Can show all latest news, based on the publishing dates, or can show news with specific tags



Content characteristics

Footnote	Key		Description - interaction
1	BLOCK TITLE		Free text - translatable
2	NEWS ATTRIBUTES	NEWS_CATEGORY	Link to the news list filtered by the category
		NEWS_TITLE	Link the news page
		NEWS_DATE	DD/MM/YYYY
		NEWS_IMAGE NEWS_SUMMARY	Display news image on top (optional) Display news summary (if option show images is shown, then summary will show)

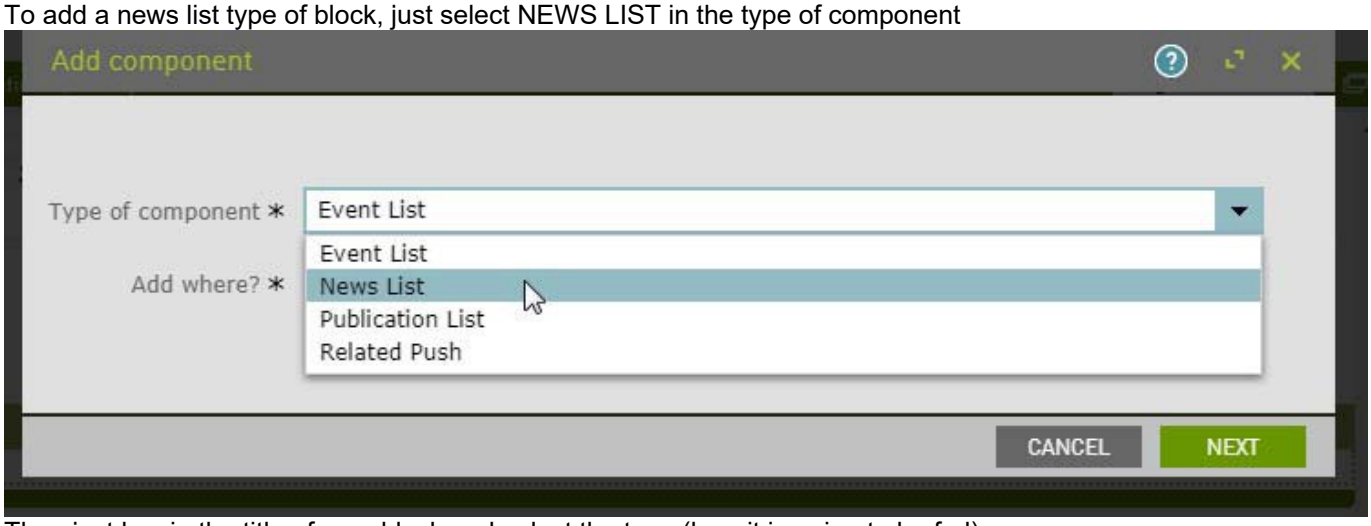
3	SOCIAL MEDIA FEED (optional)		
4	View all		Goes to news list with - Either all news in the news room - Or if filtered on topic, goes to news listfiltered on the selected topic

Number of elements: 3 – can have 2

News can be

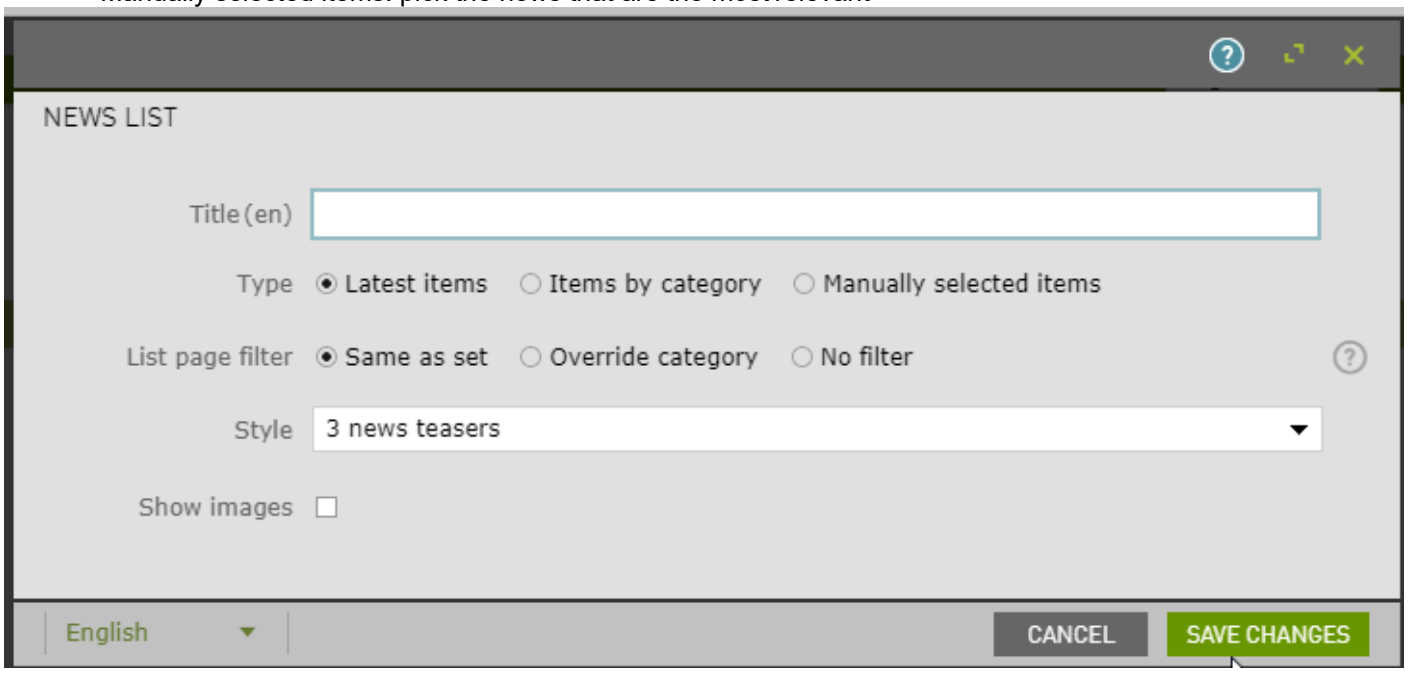
- picked up manually,
- filtered based on the category (topic)
- latest news from the site

To add a news list type of block, just select NEWS LIST in the type of component



Then just key in the title of your block and select the type (how it is going to be fed)

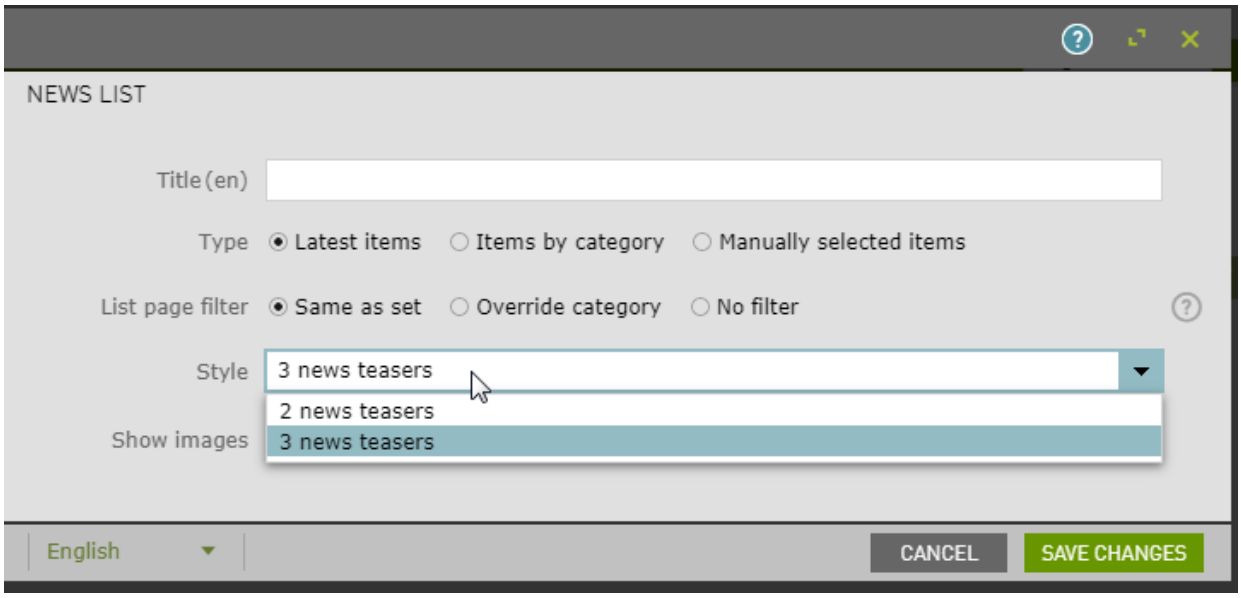
- latest items: the system will pick the latest news published on the site
- Items by category: pick the latest news from a specific category (specific market / topic)
- Manually selected items: pick the news that are the most relevant



List page filter: apply a filter if needed

- Same as set: based on the type of filter already applied above
- Override category: if you selected a category, you may decide to overwrite the selection and select another one
- No filter: no filter will be applied

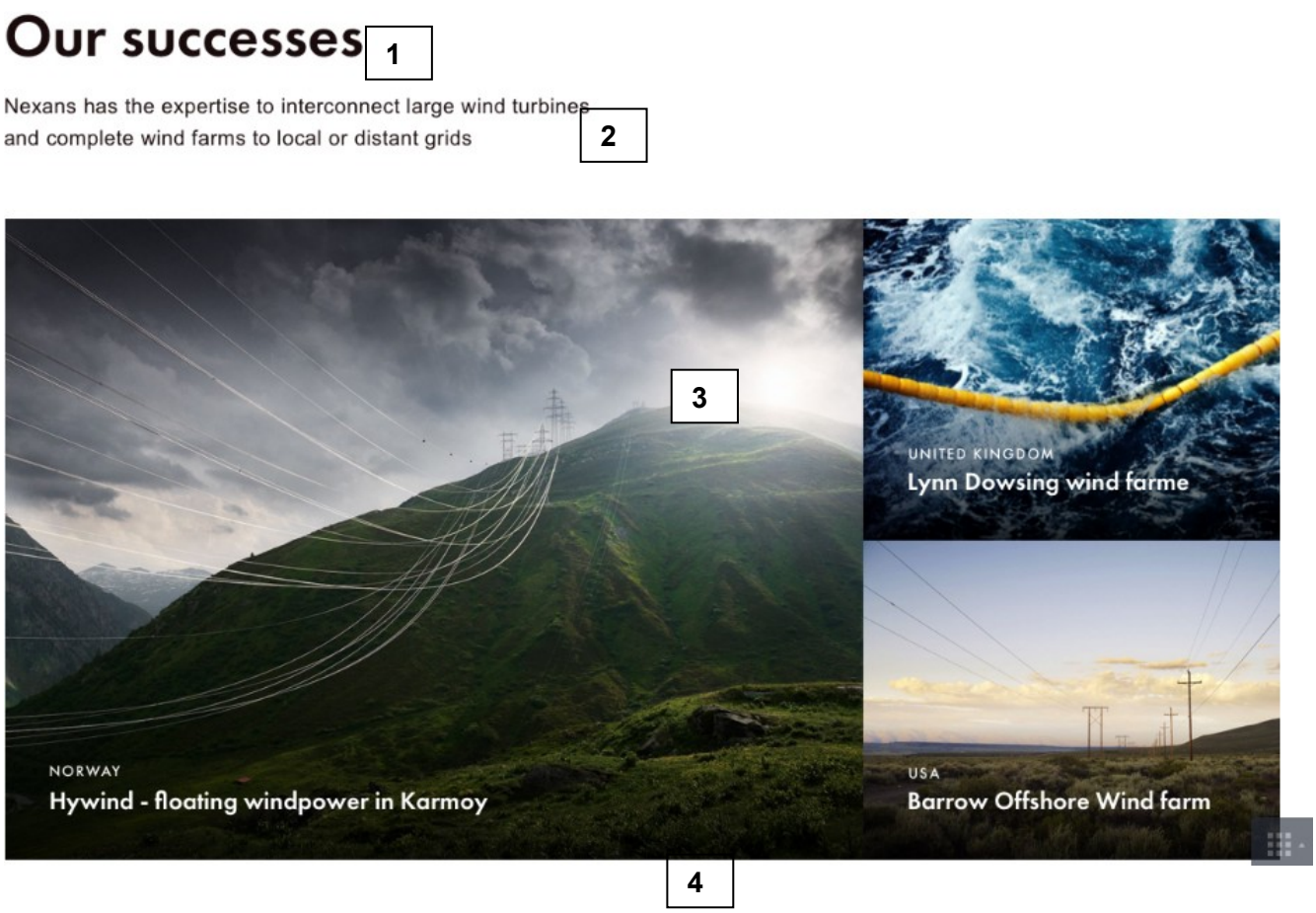
Then you can choose the style of the block



Number of news that can show in the block: 2 or 3
You can choose to have only news showing or news

Show images: the block will show the news image as well as the summary in the block
Once all set, don't forget to key in the translation and click on SAVE CHANGES.

SLIDER-MOSAIC



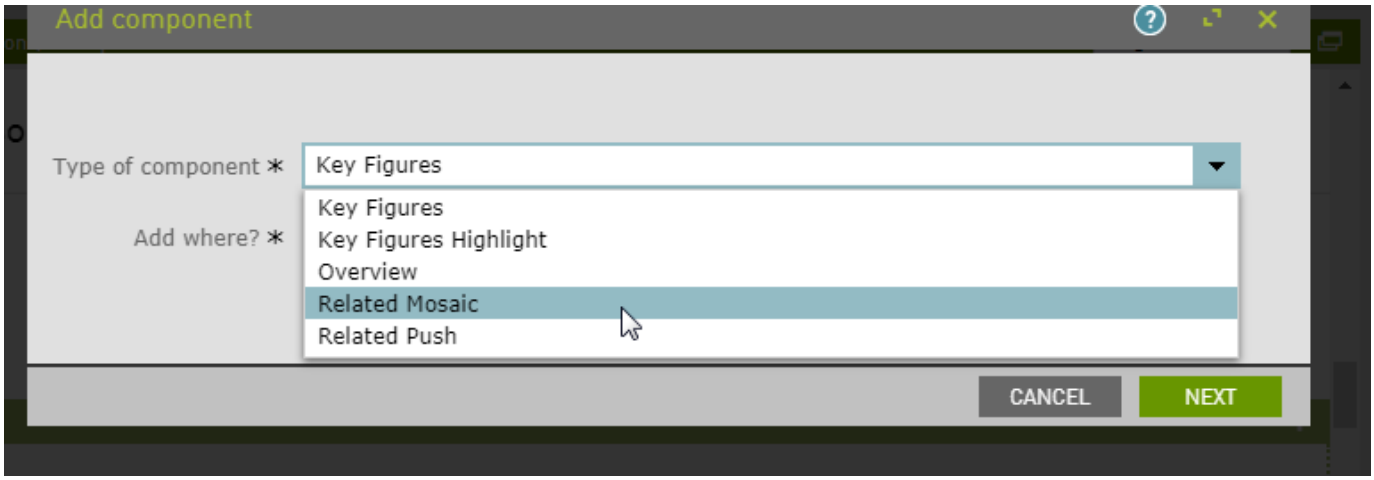
Content characteristics

Footnote	Key	Description	Interactions / Actions / Links
1	G-MOSAIC BLOCK TITLE	Title of the block (manual)	
2	G-MOSAIC BLOCK SUBTITLE	Subtitle (optional)	
3	G-MOSAIC- BLOCK ITEM	Cover image (specify size) Tag (coming from content) Title (from content)	On click go to related page
4	G-MOSAIC BLOCK MORE	View more to show other items (small image – 3 per line)	

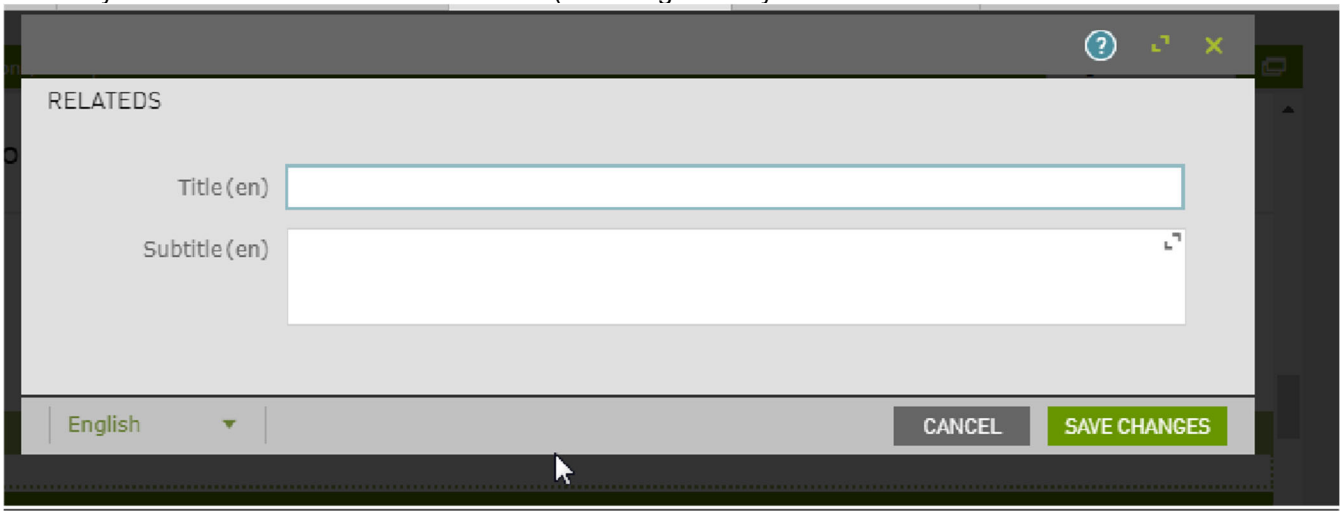
Attributes of the block: title + introduction text + links to various success stories

- If one: full image (big)
- If two: images next to another
- If three: one big and two smaller
- If more than three: view more button and then

To add the block on a page, select it from the type of component list



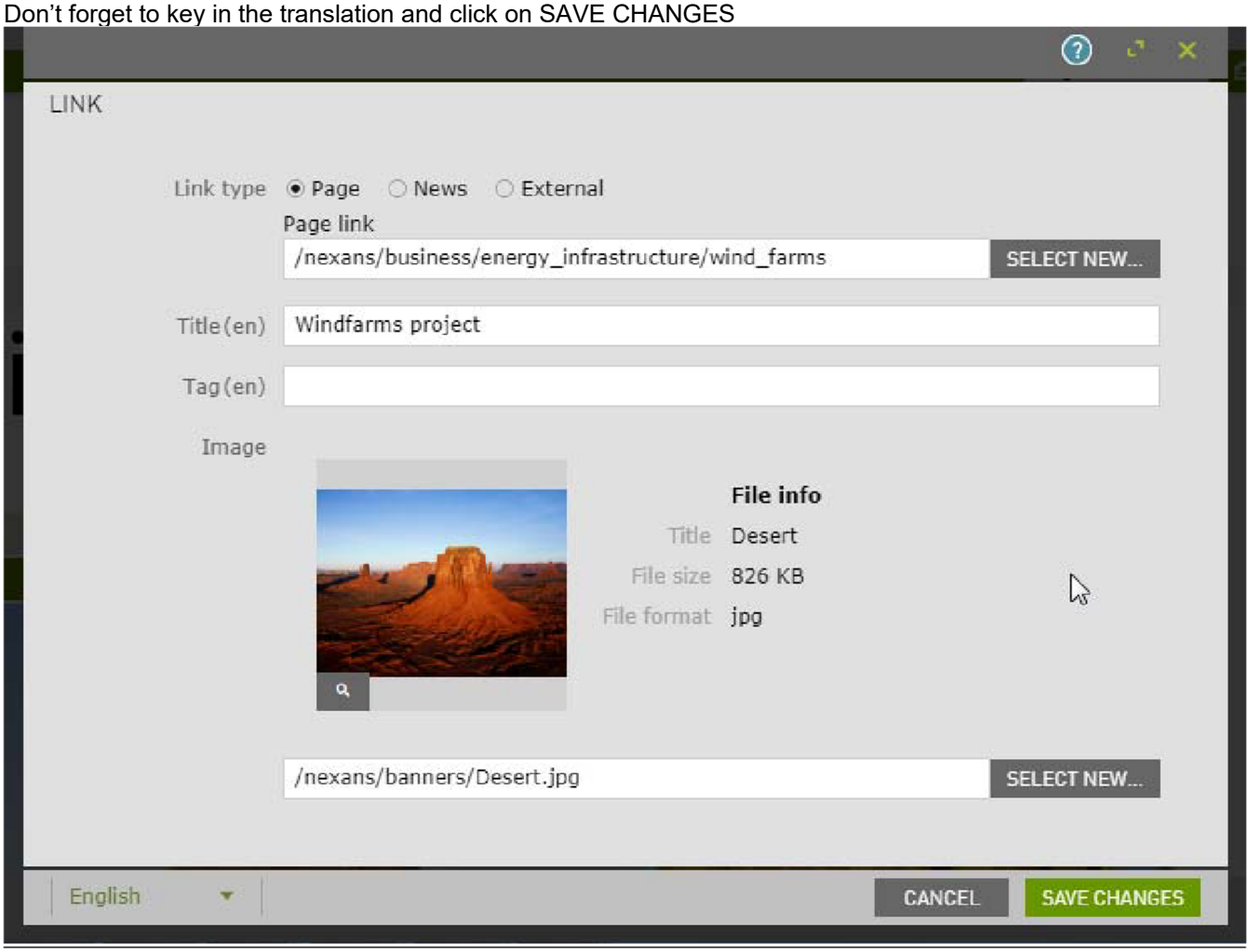
Then key in the title of the block and a subtitle (don't forget to key in the translation and click on SAVE CHANGES)



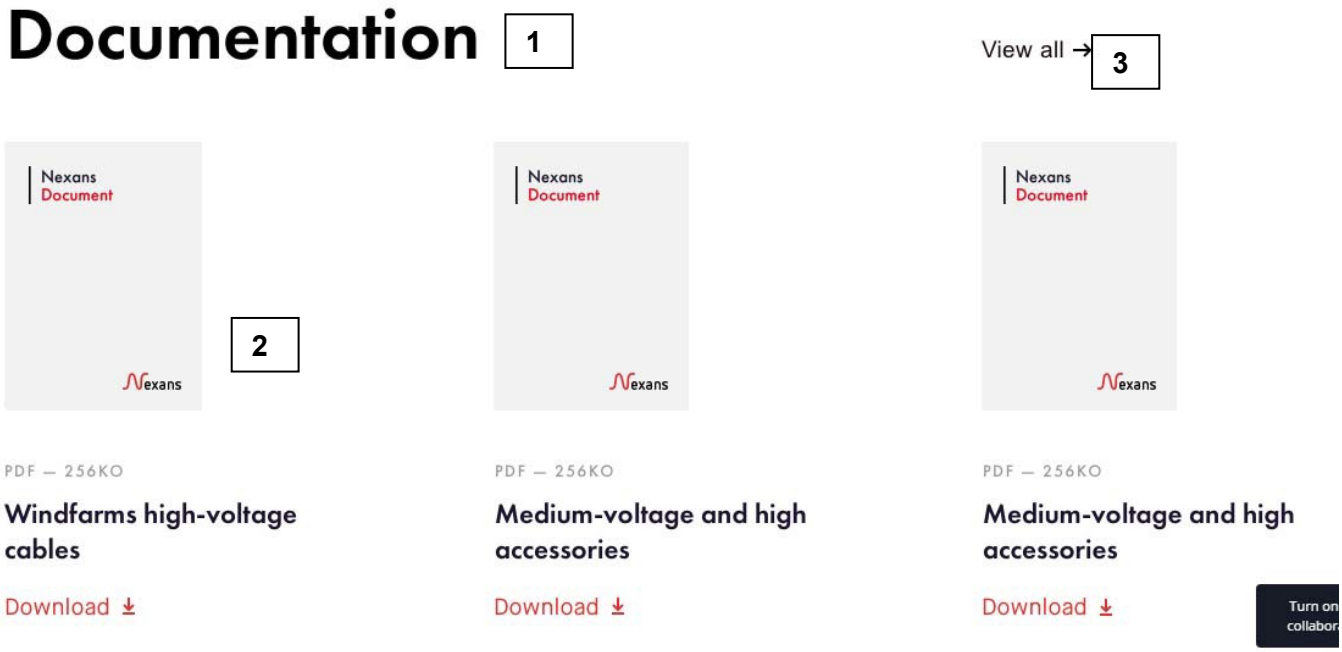
You'll then add your links from the page. Select the area where the block is located and select on the first related link

- Define the link type
- Key in the title (showing on the picture)
- Key in the tag (showing above title on the picture)
- Add your image

Don't forget to key in the translation and click on SAVE CHANGES



PUBLICATION LIST



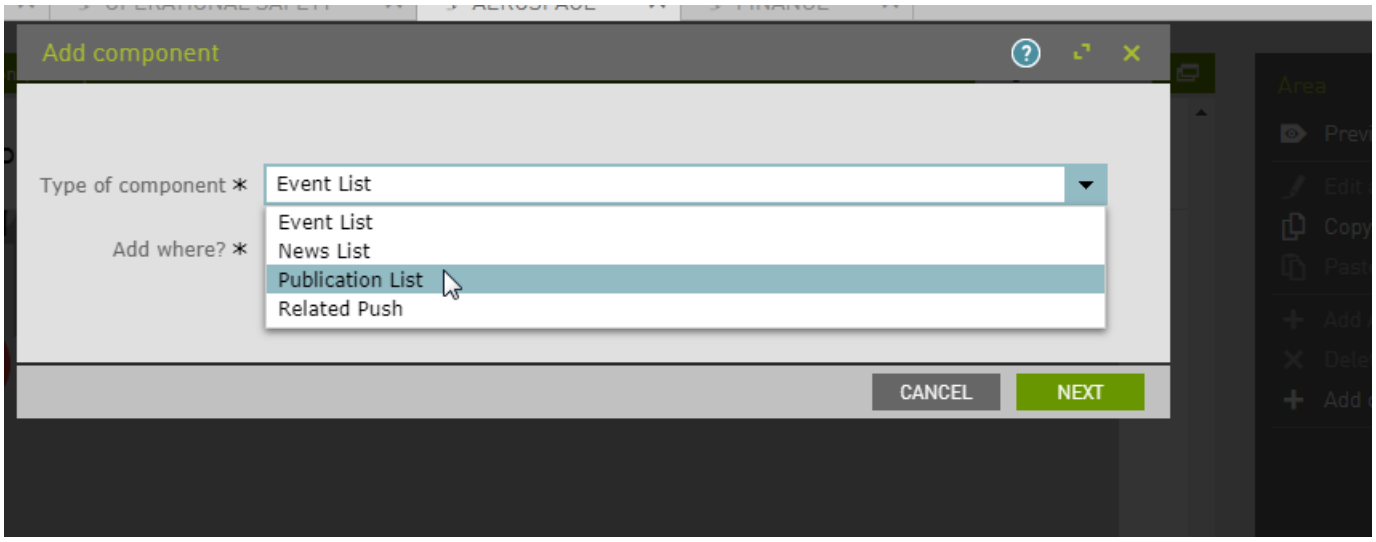
Content characteristics

Footnote	Key		Description	Interactions / Actions / Links
1	BLOCK DOCUMENT LIST TITLE		Manual	
2	DOCUMENT ATTRIBUTES	DOCUMENT_COVER	Thumbnail uploaded when document is uploaded (free contribution), if no contribution, generic cover to be applied	On click: download the document
		FORMAT SIZE	Document format and size	On click: download the document
		DOCUMENT_NAME		On click: download the document
		Download link	String (translatable)	On click: download the document
3	VIEW ALL		Access all documents	Goes to publications list - Either all docs in the news room - Or if filtered on topic, goes to publication list filtered on the selected topic

Same principle as news:

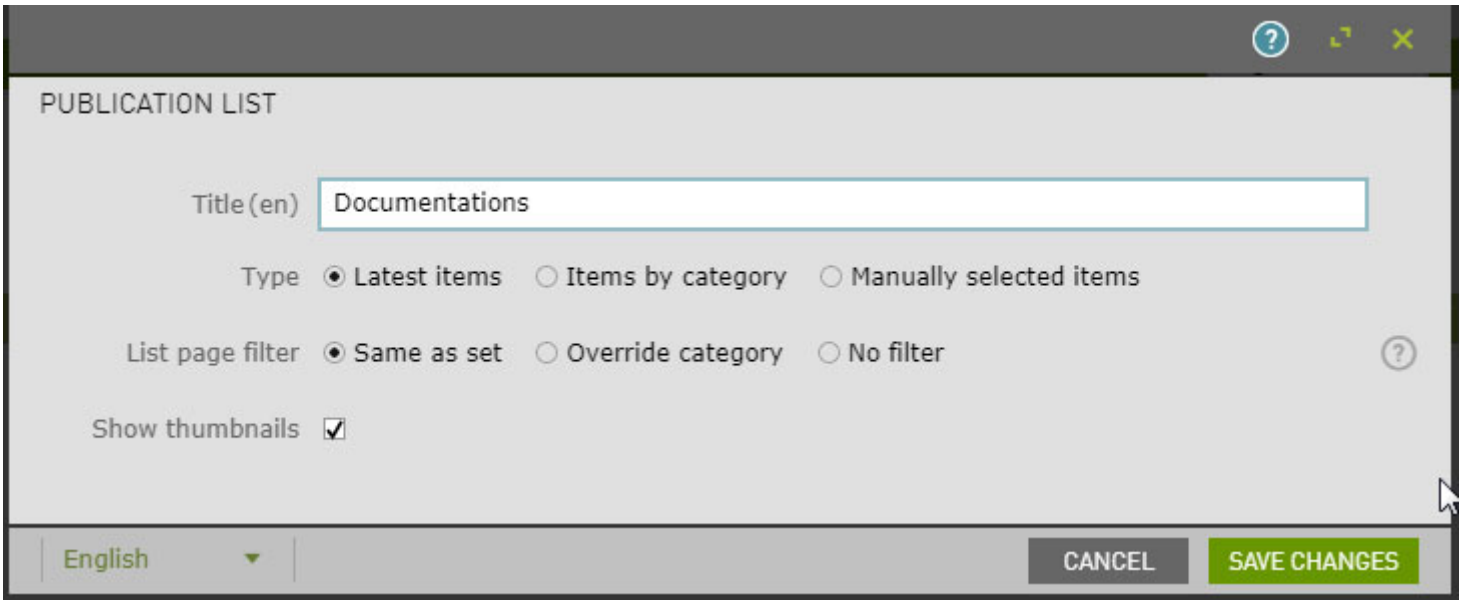
- Manual contribution (pick document)
- Based on category selected for tag

To add a publication list block, select the component type in the area and click on NEXT



Then key in the title and the type i.e. the way it will be fed on the site

- Latest items: based on the latest uploads
- Items by category: filtered on a specific category
- Manually selected: pick the ones that are the most relevant



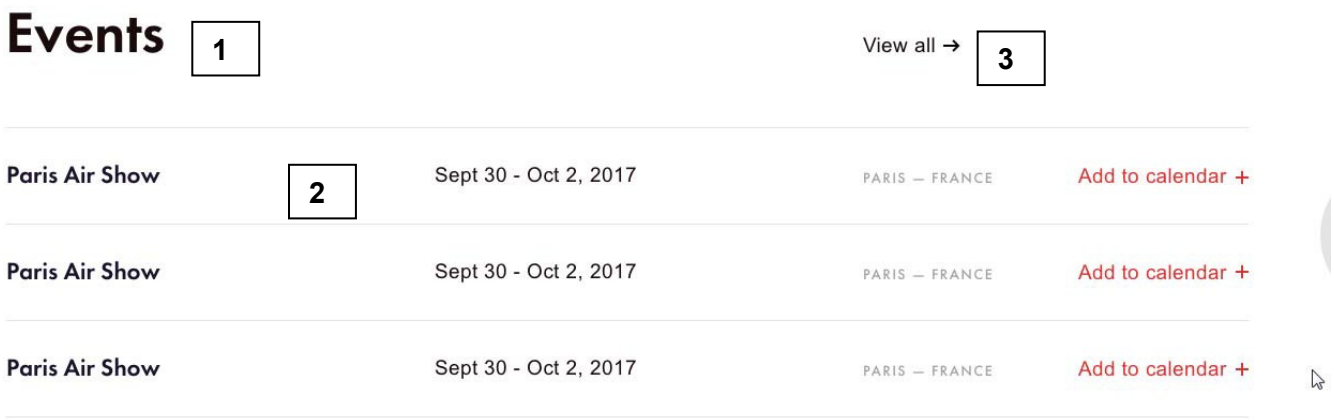
Then define the list page filter

List page filter: apply a filter if needed

- Same as set: based on the type of filter already applied above
- Override category: if you selected a category, you may decide to overwrite the selection and select another one
- No filter: no filter will be applied

Show thumbnails: show the publications cover in the list (if not ticked, the list will just show the documents name)

EVENT LIST



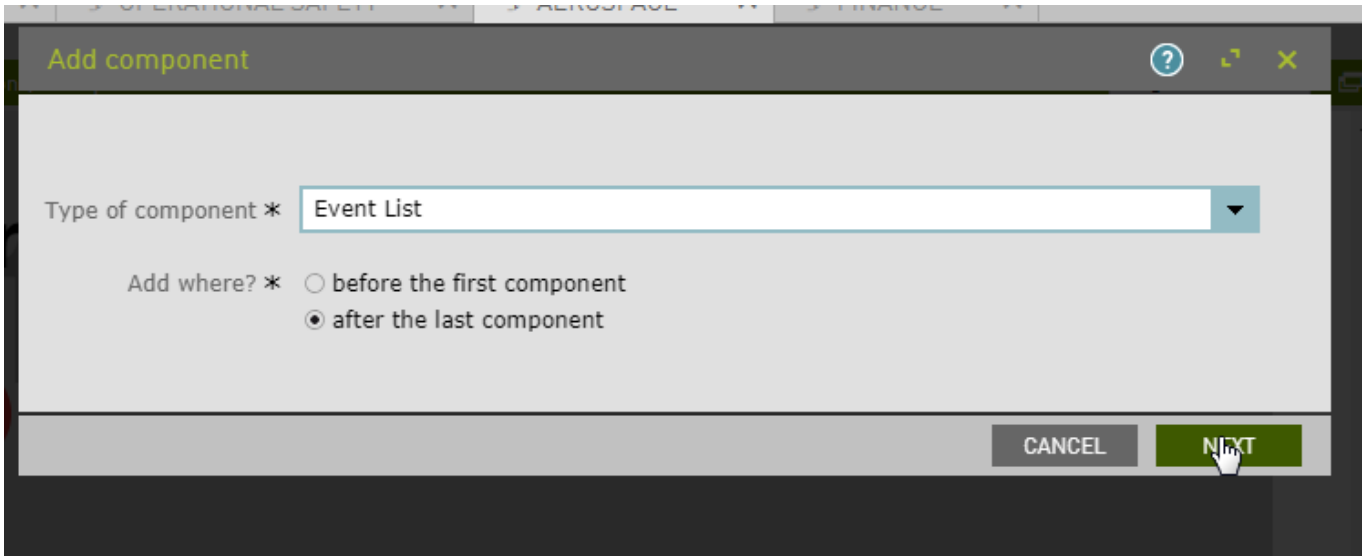
Content characteristics

Footnote	Key		Description	Interactions / Actions / Links
1	EVENT BLOCK TITLE		Manual	
2	EVENT ITEM	EVENT TITLE	From event	
		EVENT_DATE_BEGINNING and EVENT_DATE_END	From event	
		EVENT_CITY and EVENT_COUNTRY	Location (from event)	
		ADD TO CALENDAR	String (translatable)	Download the EVENT_FILE (ics)
3	VIEW ALL		Access all events	Goes to event list - Either all events in the news room - Or if filtered on topic, goes to event list filtered on the selected topic

Same principle as news:

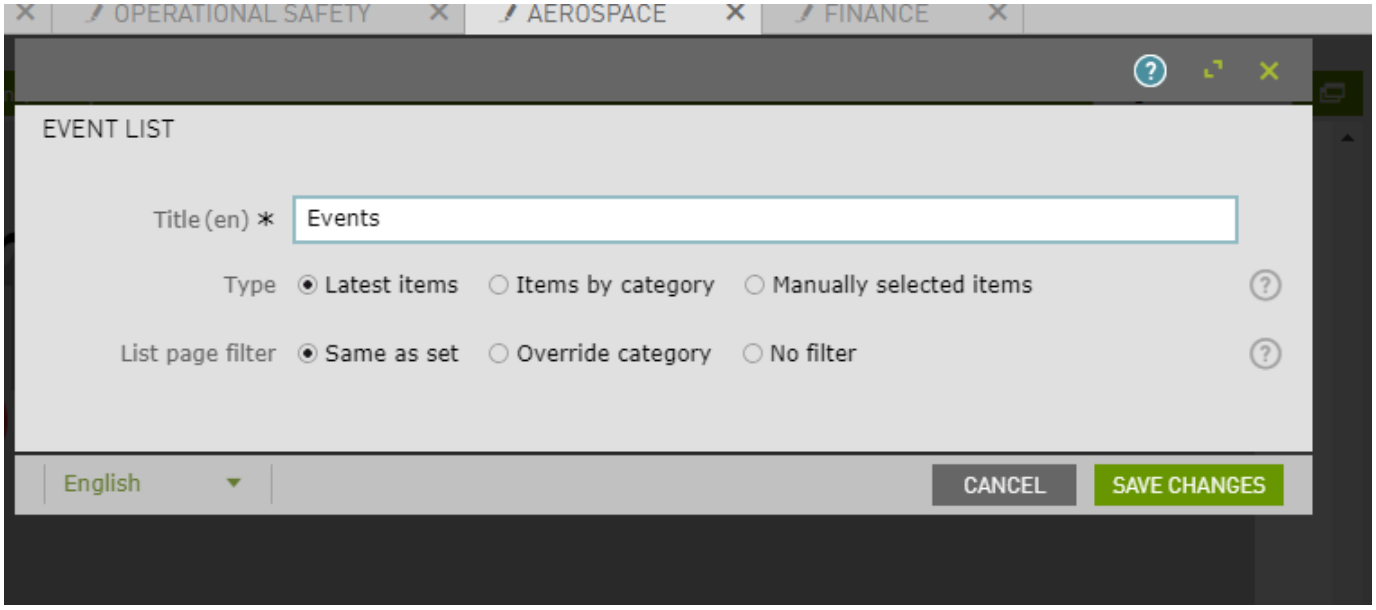
- Manual contribution (pick document)
- Based on category selected for tag

To add an event list block, select the component type in the area and click on NEXT



Then key in the title and the type i.e. the way it will be fed on the site

- Latest items: based on the latest uploads
- Items by category: filtered on a specific category
- Manually selected: pick the ones that are the most relevant



TEXT

This block allows you to add some text within news pages / editorial pages.
It's a standard text block.

East Anglia ONE offshore wind farm will power half a million homes in the UK while supporting jobs in the region. 1

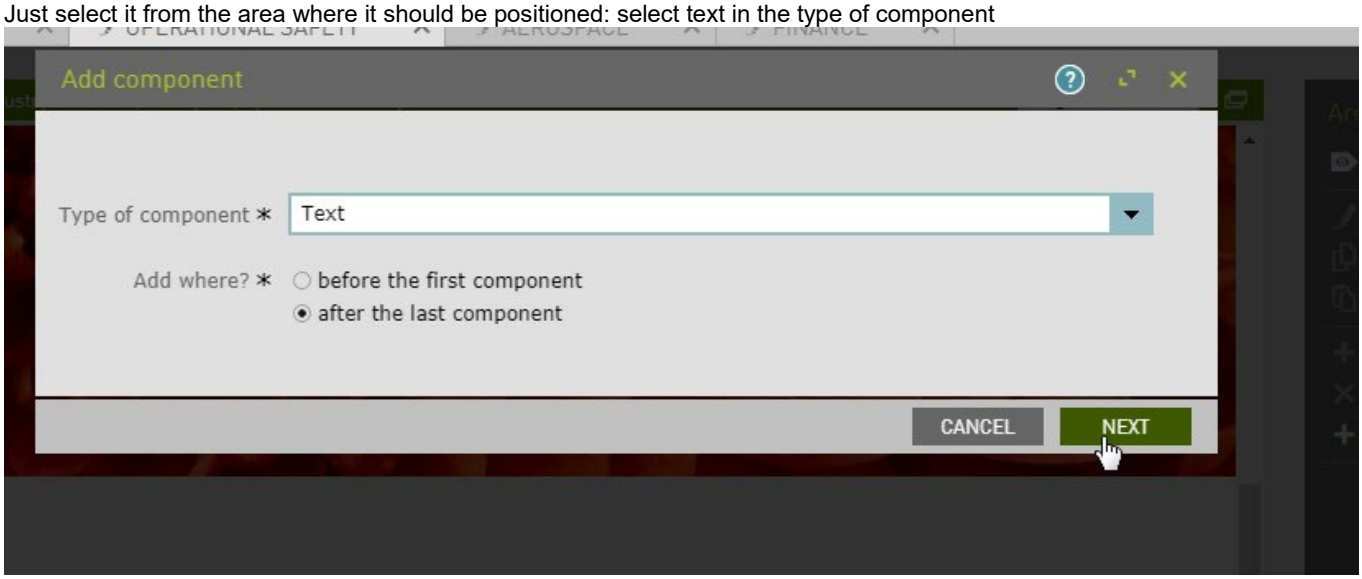
Nexans' HV cables to connect ScottishPower Renewables' 714 MW wind farm to shoreThe new wind farm, due to be finished in 2020, will be made of up 102 wind turbi[2]n a capacity to power around 500,000 homes. The entire is worth nearly €3 billion. East Anglia ONE will stimulate the East region and support thousands of skilled jobs.

Nexans will type test, manufacture and then install the high voltage cables and accessories at the 300 km2 site. The turnkey contract includes a pre-installation survey and cable protection by burying. Delivery of the cables will begin in Summer 2018.

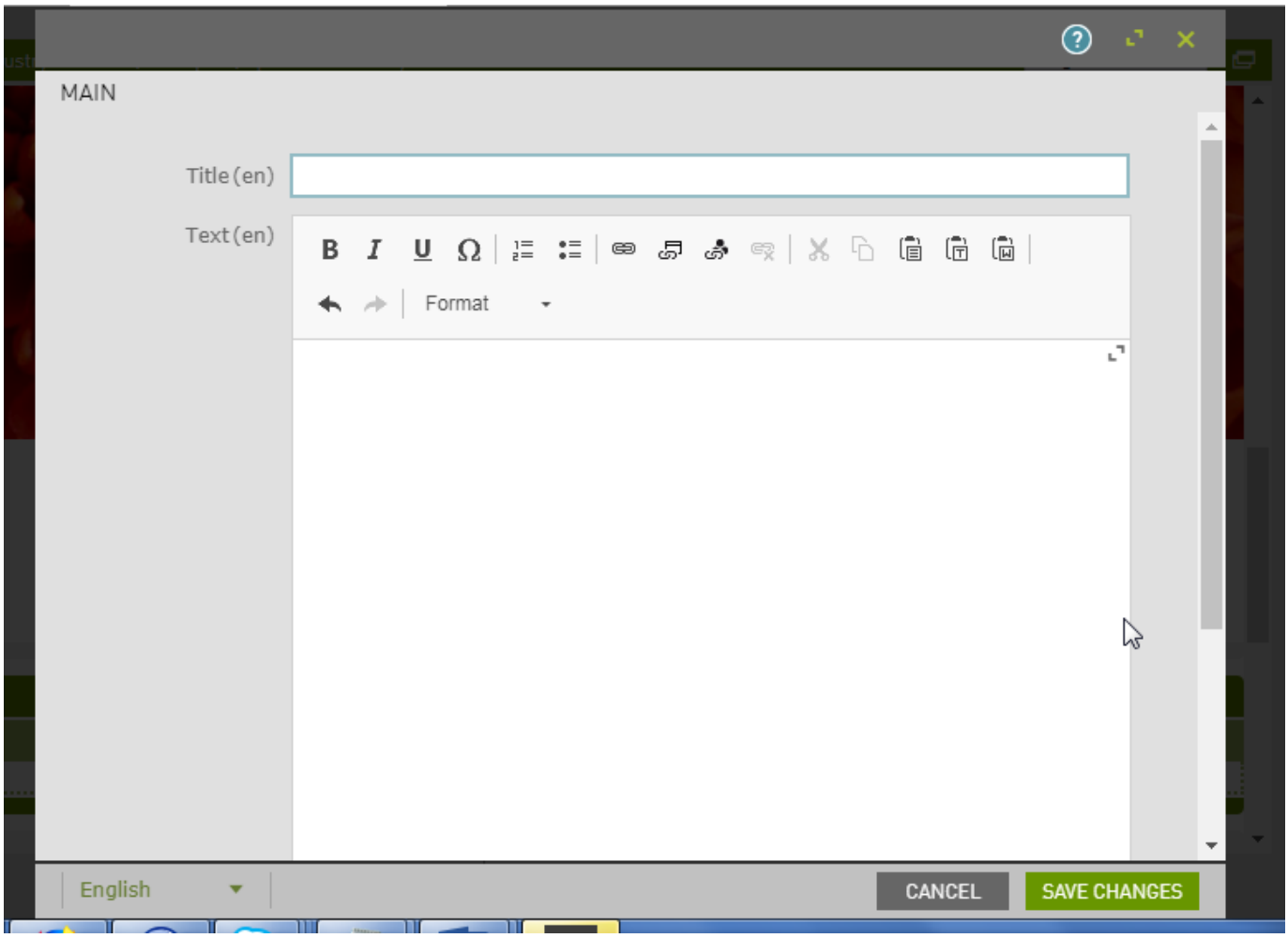
Content characteristics

Footnote	Key	Description
1	G02_TITLE (optional)	Title should be displayed in bold – H5
2	G02_TXT	Left aligned

Just select it from the area where it should be positioned: select text in the type of component

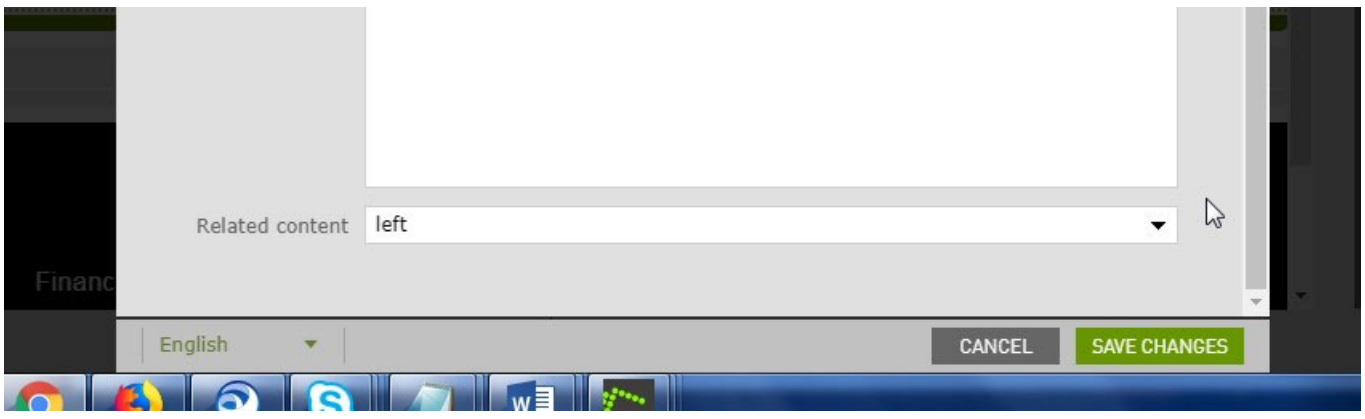


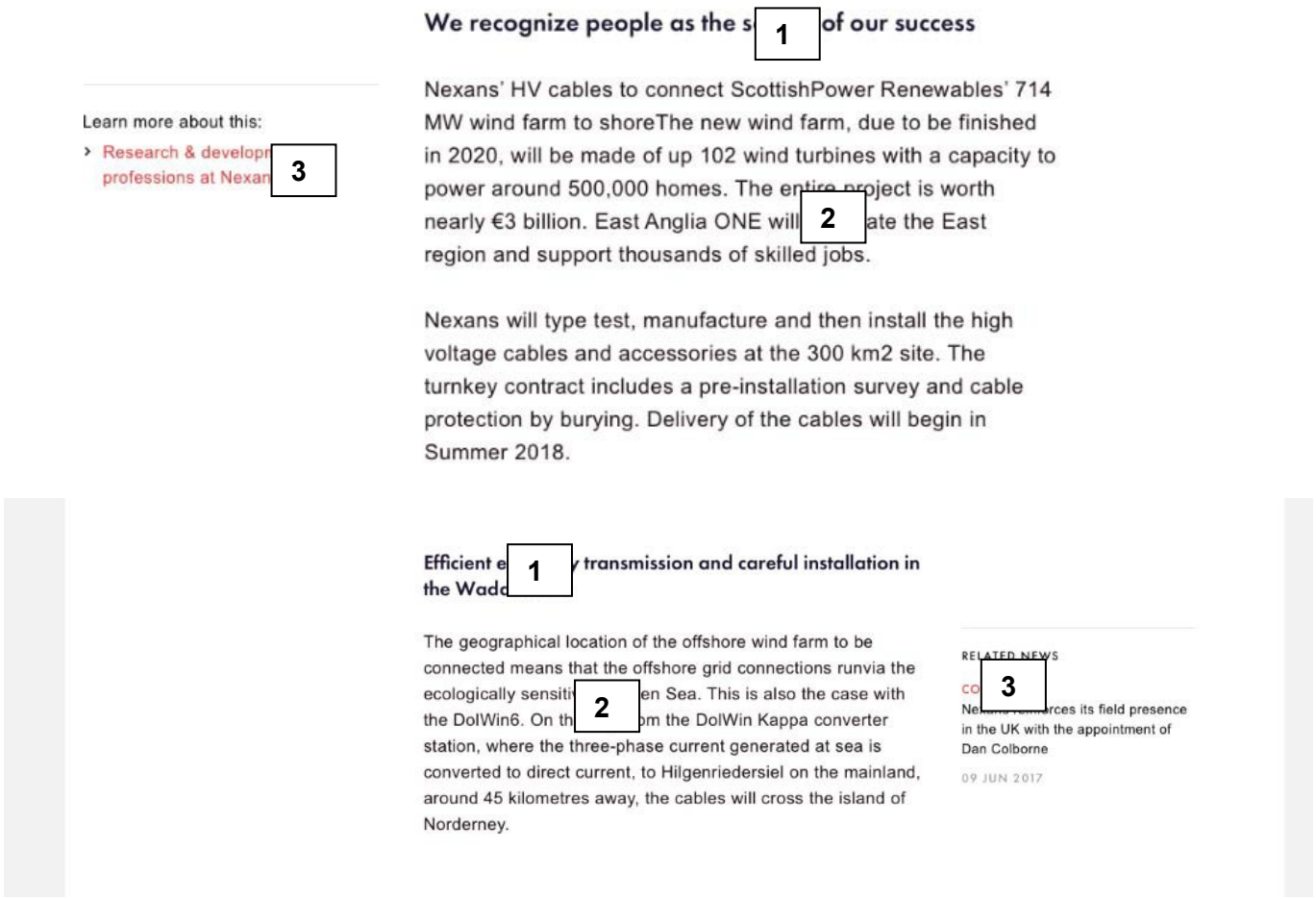
Then key in a title and a body text – don't forget to key in the translation and click on SAVE CHANGES



G13-EDITORIAL-BLOC-TXT-RELATED

You can add a related link to the text block, this will be a contextual link (applying to the text and not to the whole page).





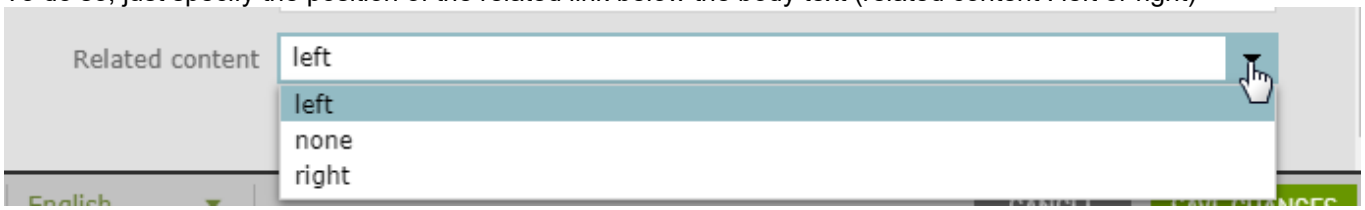
Content characteristics

Footnote	Key	Description	Interactions / Actions / Links
1	G16_TITLE (optional)	Title should be displayed in bold	
2	G16_TXT		
3	G16_RELATED_NEWS	Text from related coming from resource files Related news can be displayed either on left or right We display NEWS_CATEGORY, NEWS_DATE and NEWS_TITLE	On Click on the category: link to the news list filtered by category On Click on the title: link to the news page

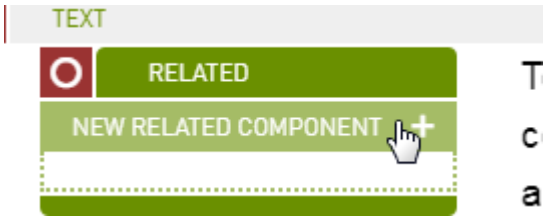
Content characteristics

Footnote	Key	Description	Interactions / Actions / Links
1	G13_TITLE (optional)	Title should be displayed in bold	
2	G13_TXT		
3	G13_RELATED_LINKTITLE and G13_RELATED_LINKURL	Text from resource file: learn more about this Related link can be displayed either on left or right Link to be displayed in red	On Click: link to CS5_RELATED_LINKURL

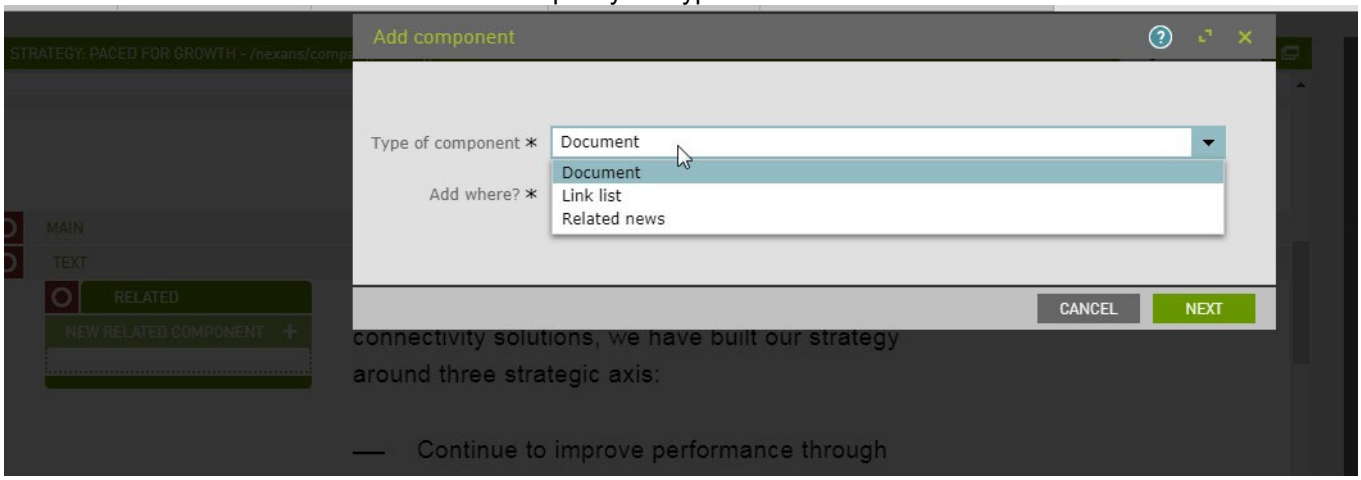
To do so, just specify the position of the related link below the body text (related content : left or right)



Once done, the related block will show on the page, just add the link to the related content

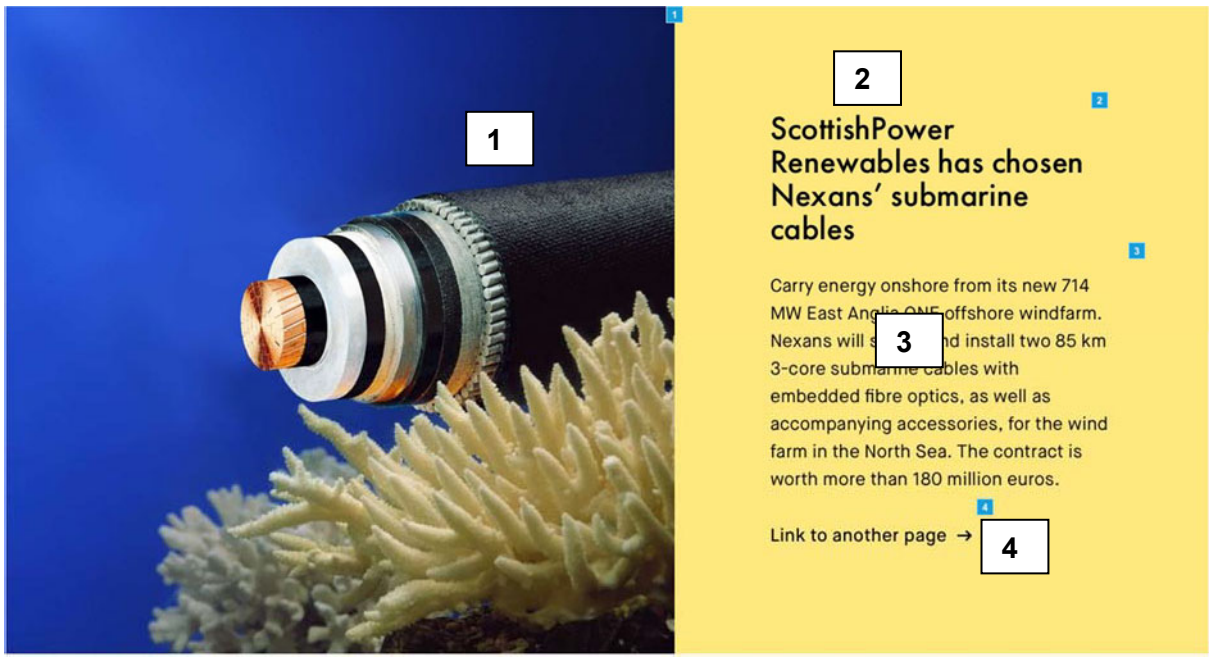


Click on NEW RELATED COMPONENT and specify the type of link



Either a document / links list (page or external) or a related news

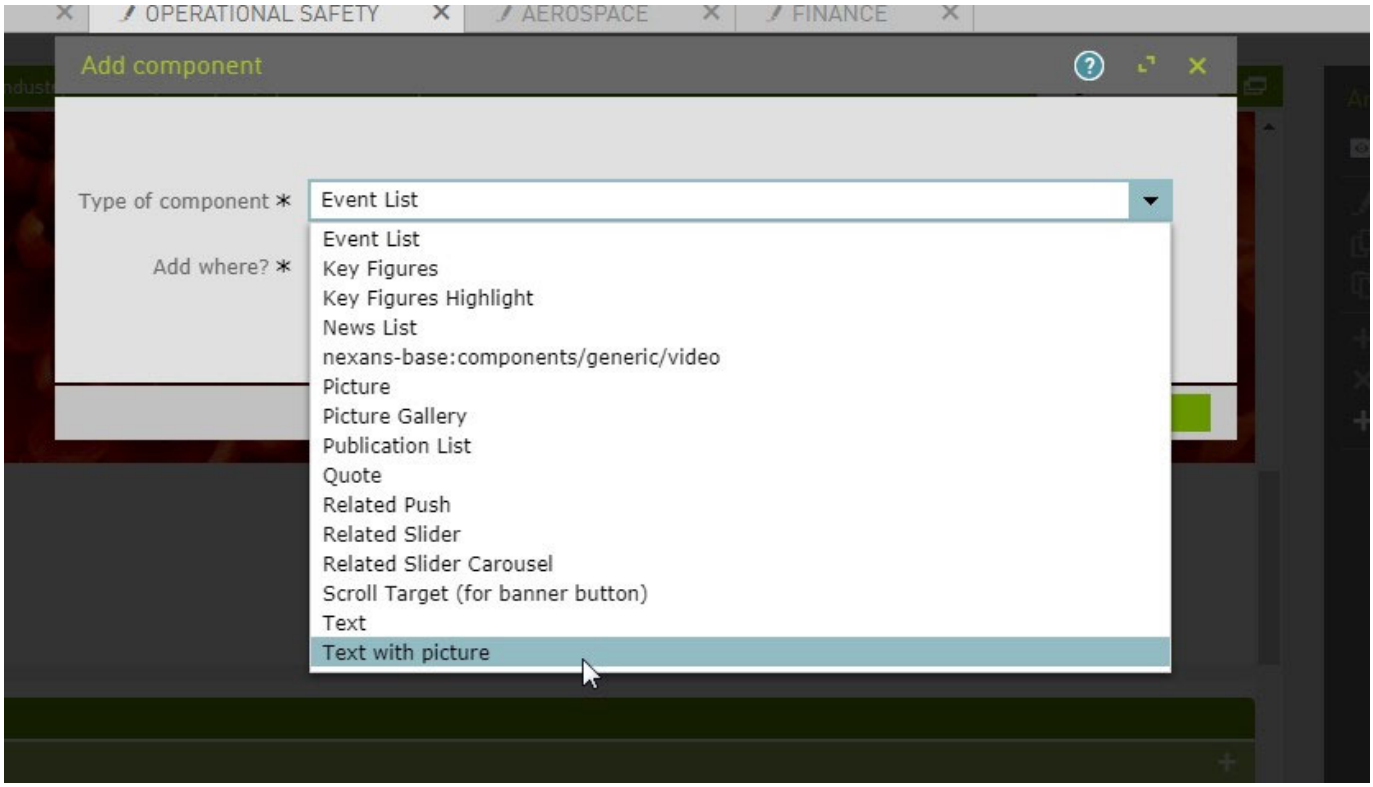
TEXT WITH PICTURE



Content characteristics

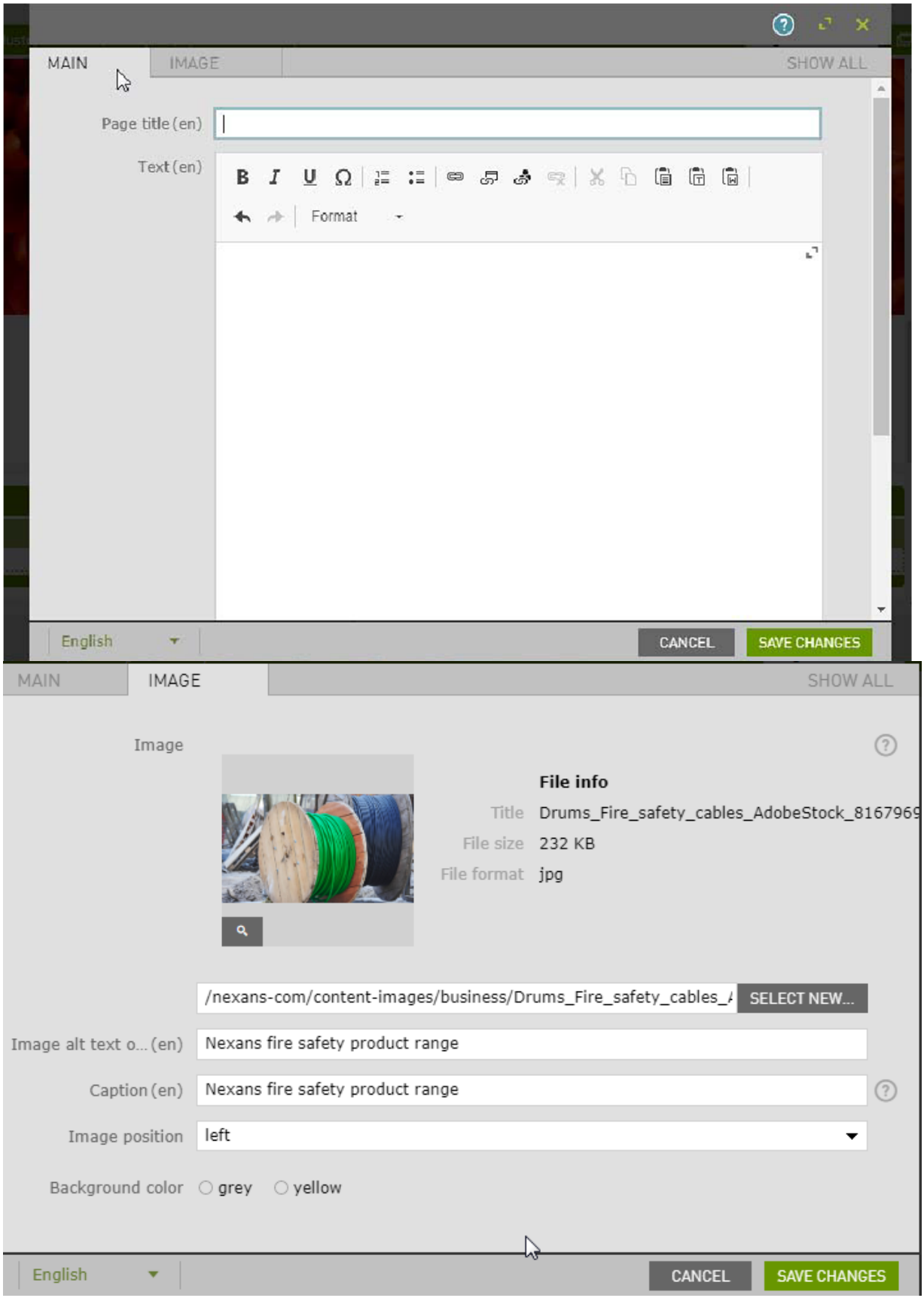
Footnote	Key	Description	Interactions / Actions / Links
1	G15_IMAGE	Image size Option: position of the image (left or right): if left, block left aligned and if right, right aligned	
2	G15_TITLE (optional)	Title should be displayed in bold	
3	G15_TXT		
4	G15_LINKTITLE and CS1_LINKURL		On click: link to CS1_LINKURL

The block consists of a text block to which you can add a picture that will show either on the left or on the right.



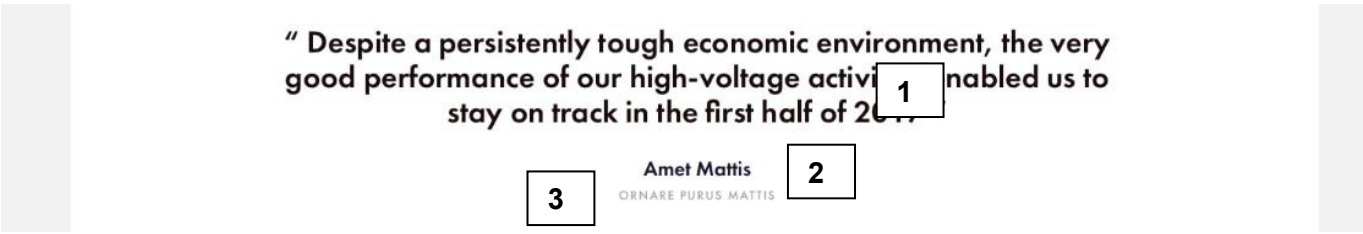
Select text with picture type of block and then key in the two tabs

- MAIN: key in title and body text
- IMAGE: upload the image that will be showing in the block and define its position
- You can choose the background colour of the block: either yellow or light grey



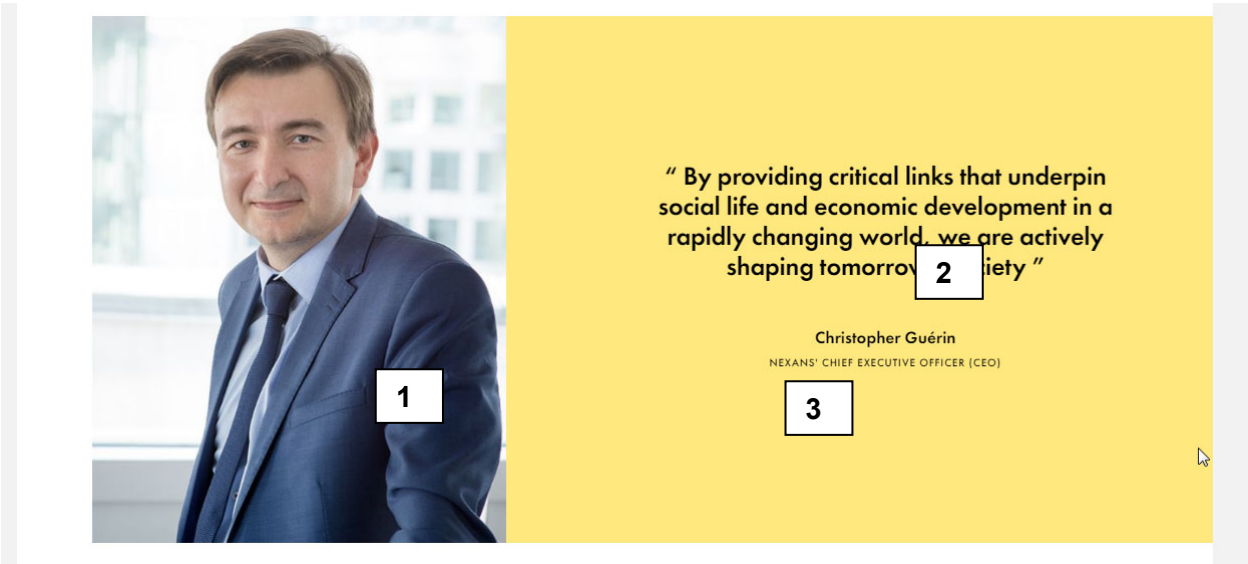
Don’t forget to enter the translations and click on SAVE CHANGES

QUOTE



Content characteristics

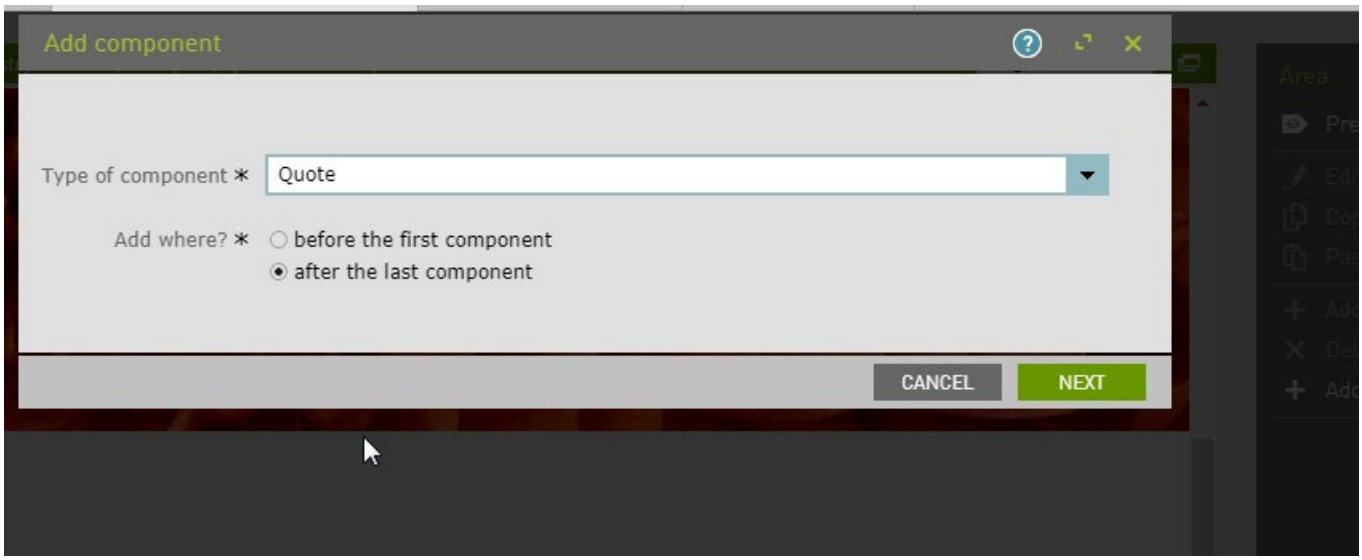
Footnote	Key	Description
1	G07_QUOTE	
2	G07_AUTHOR	First name and last name
3	G07_AUTHOR_STATUS	



Content characteristics

Footnote	Key	Description
1	G07_IMG	Image size Option: position of the image (left or right): if left, block left aligned and if right, right aligned
2	G07_QUOTE_TXT	
3	G07_AUTHOR	First name and last name
4	G07_AUTHOR_STATUS	

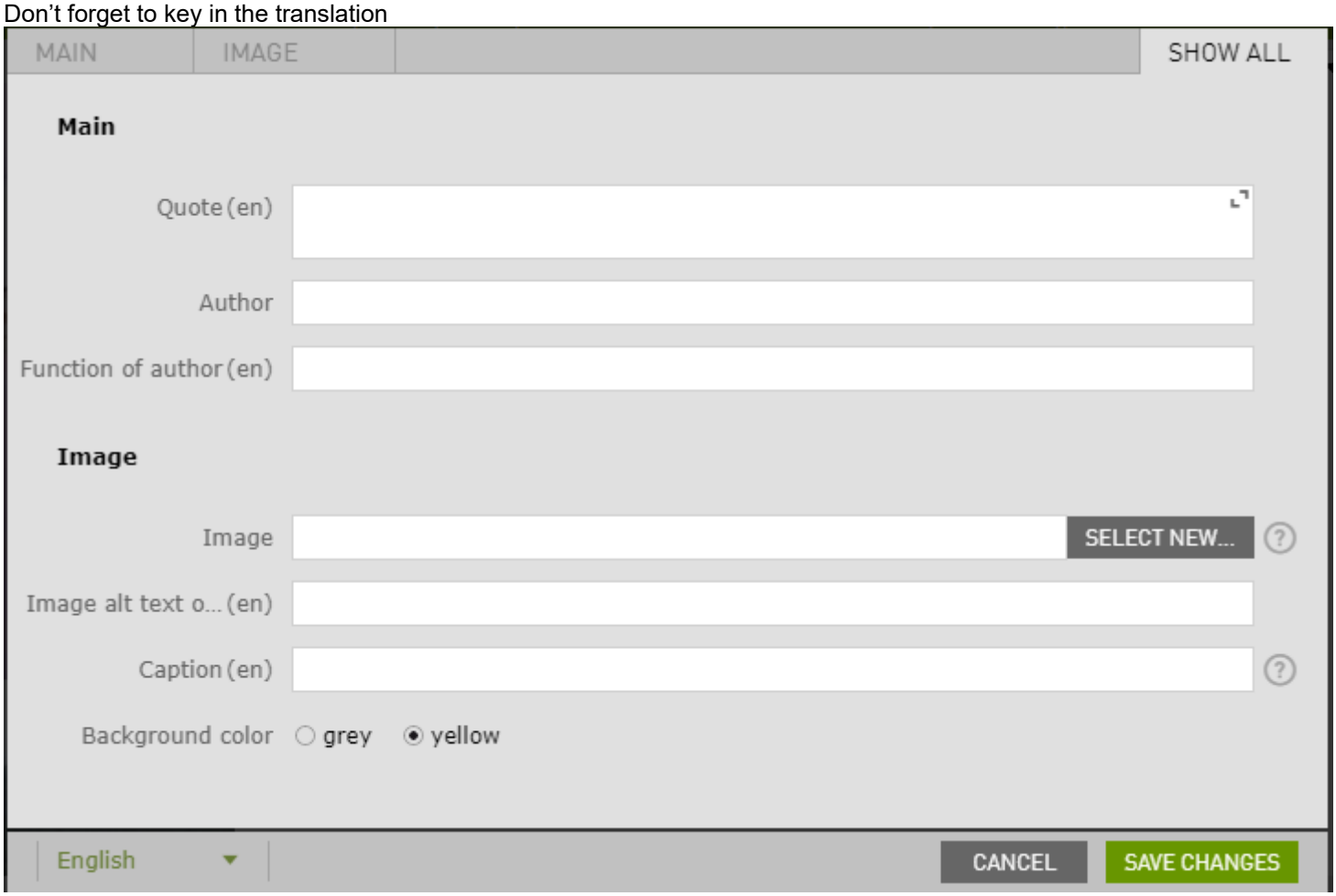
Quotes can be used in various pages to highlight specific information
Select the component type QUOTE in the list



Then key in the relevant information

- QUOTE
- Author
- Function

Don't forget to key in the translation

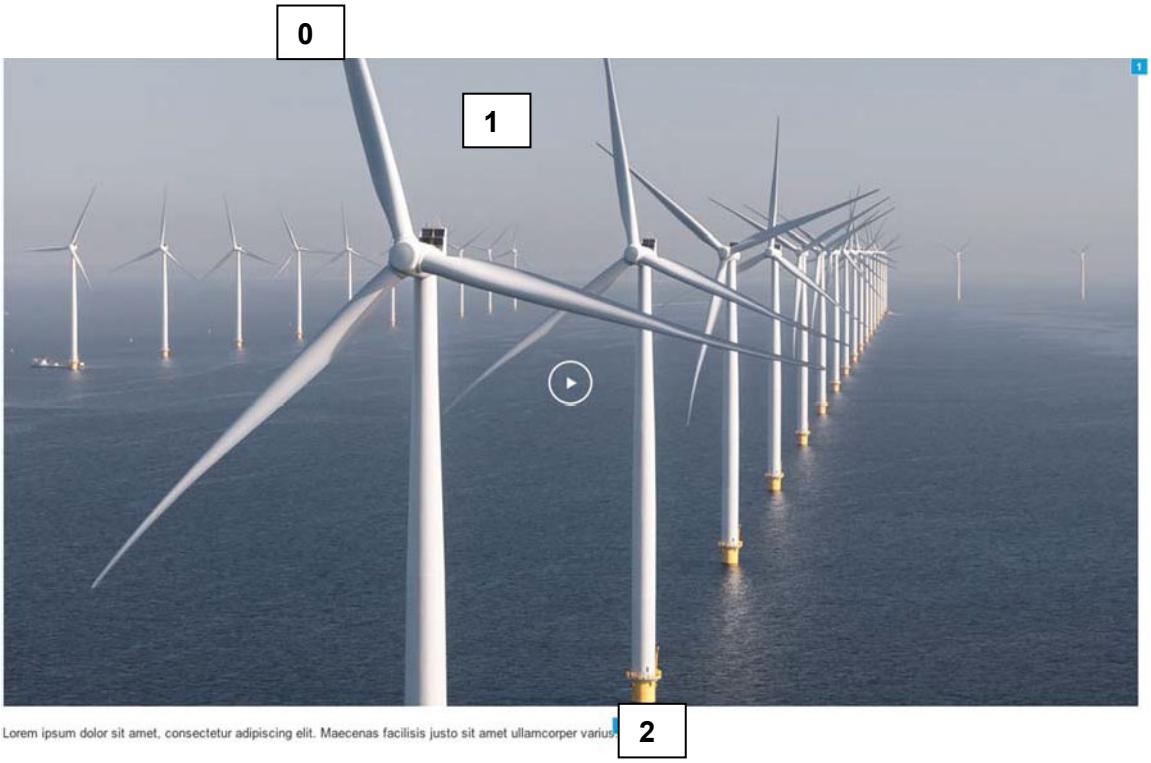


You can add an image (picture of the person): browse for the image in the asset management library or upload a new one. If you add an image, you can also choose the background color of the component: either yellow or grey

You can enter an alt. text for referencing and caption for the image

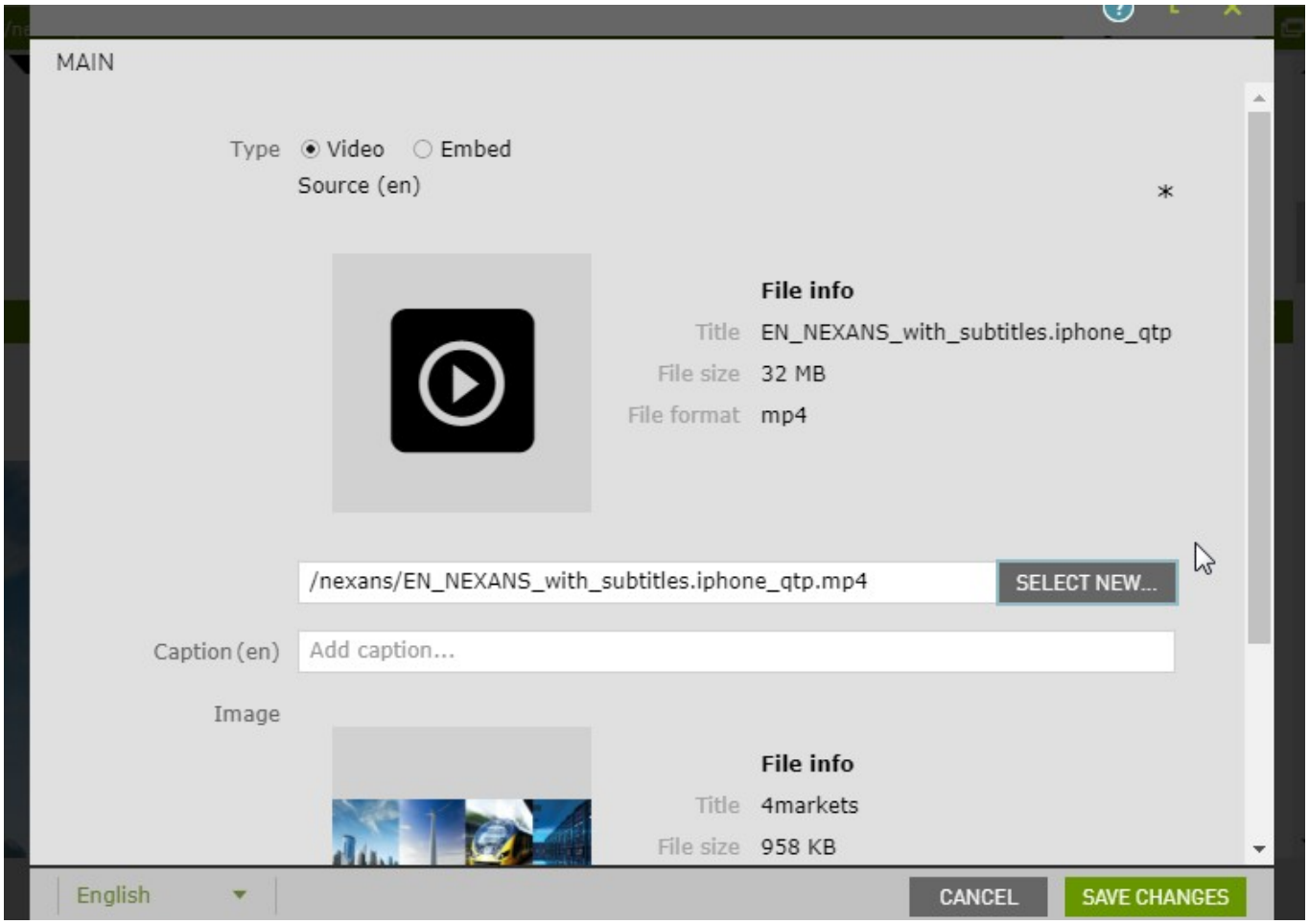
Don't forget to key in the translation and save changes

VIDEO

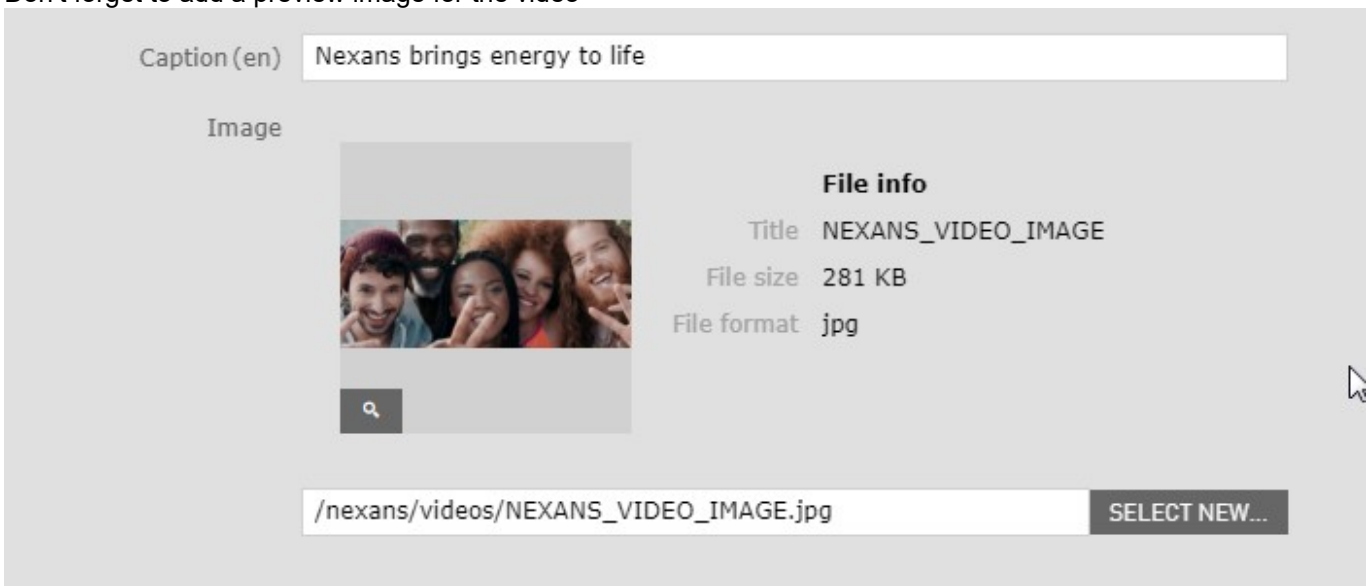


Content characteristics

Footnote	Key	Description	Interactions / Actions / Links
0	G04_TITLE (optional)	Title should be displayed in bold	
1	G04_VIDEO		On click: play the video
2	G04_LEGEND	Left aligned	



The video can be uploaded (in the asset management library) or embedded (from another platform)
Select it from the asset management library or upload a new one.
Don't forget to add a preview image for the video



To embed a video from youtube, use the relevant format that is https://www.youtube.com/embed/{video_id}
For example: : https://www.youtube.com/embed/a-5QTyu31ag

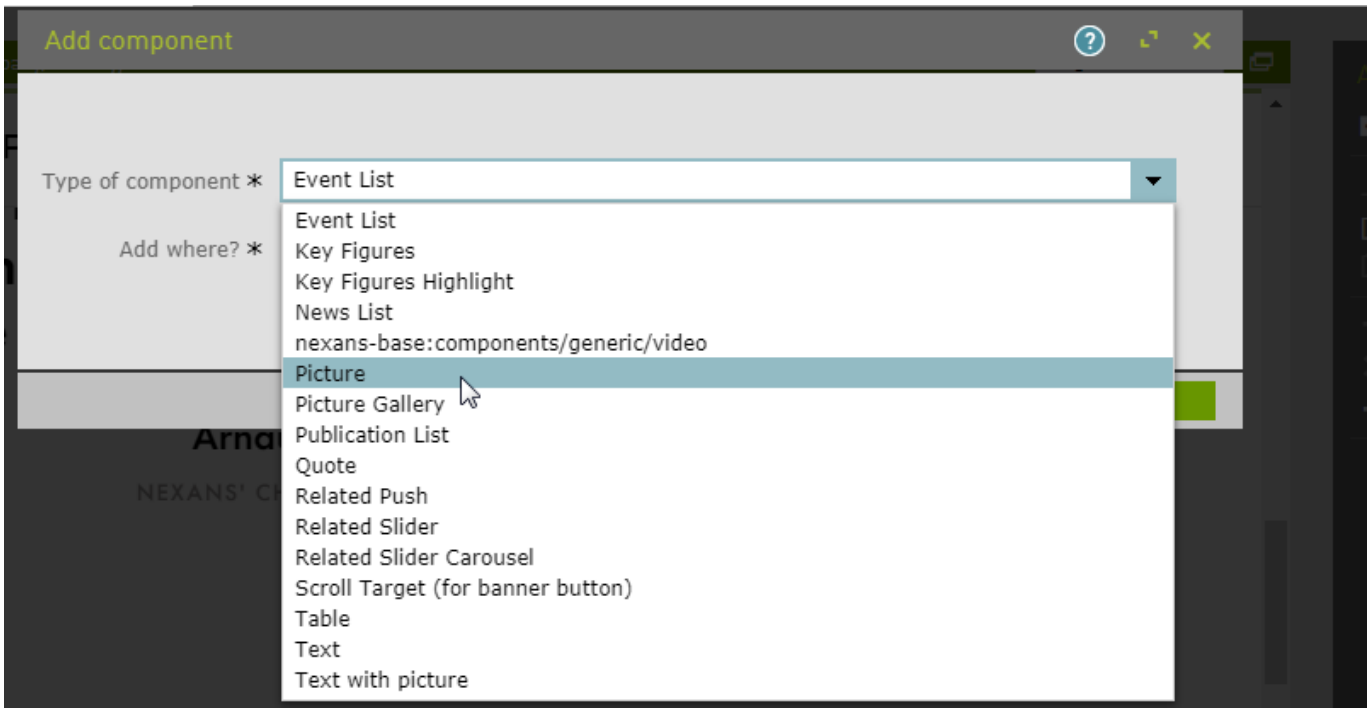
PICTURE

In July 2017, transmission system operator TenneT awarded Nexans the contract to supply and install the cables

Content characteristics

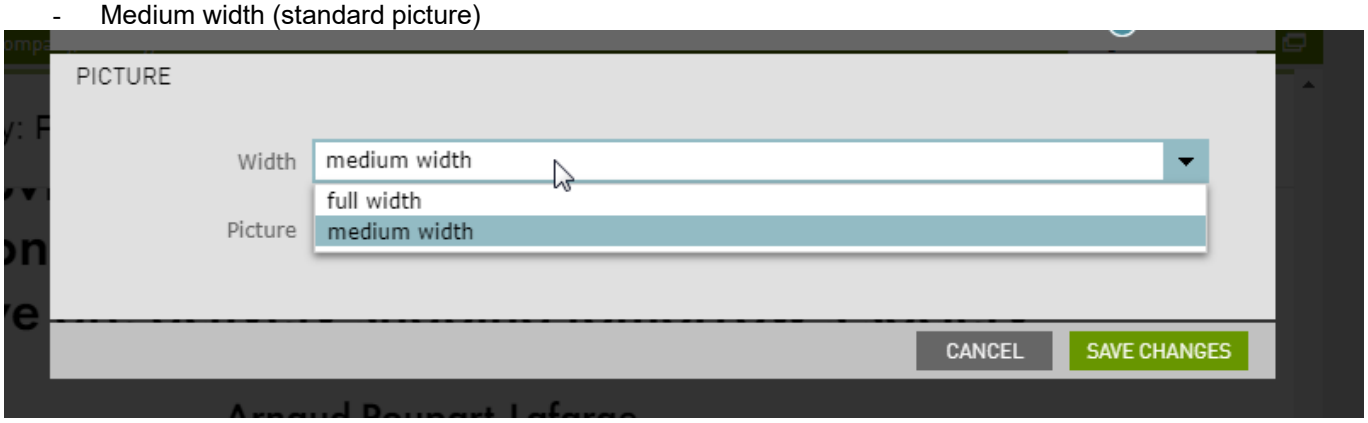
Footnote	Key	Description	Interactions / Actions / Links
0	G03_TITLE (optional)	Title should be displayed in bold	
1	G03_IMAGE	3 sizes possible: - Adjusted to content in EDITORIAL BLOCK TEXT (same width) - Medium: corresponding to image above (larger than text) - Full width: display image in full width of the page	
2	G03_LEGEND	Left aligned (optional)	

Select the picture block in the list of component type



The following options will then show

- Either full width (the full width of the page, just like covers)
- Medium width (standard picture)



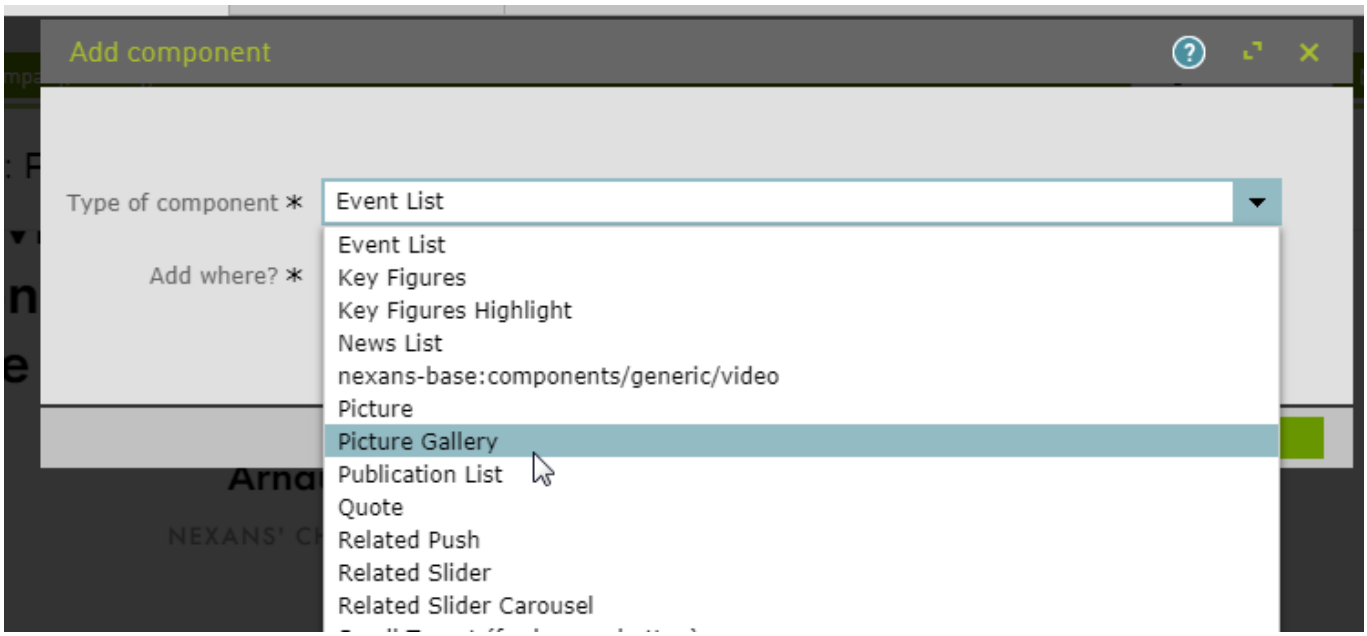
Select the option you need and then select your picture from the asset management library (if already uploaded) or upload a new one if needed
Once done, click on SAVE CHANGES

PICTURE-GALLERY

This block will allow to add several pictures within an editorial content, a news or a success story, and set up as a gallery.
Two display options are possible

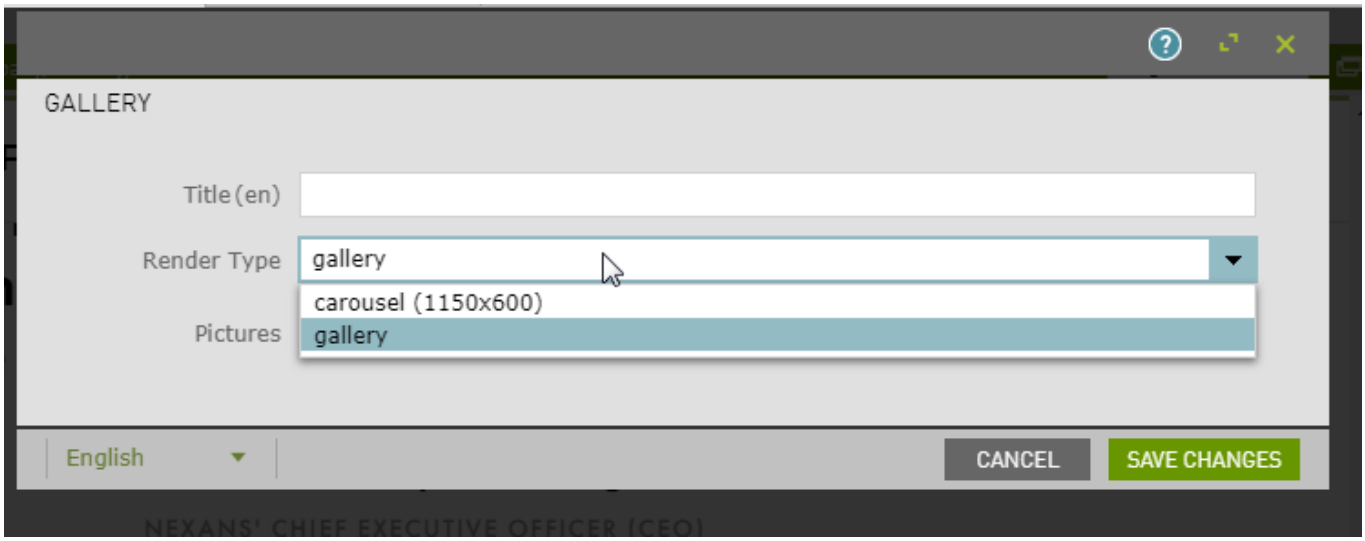
- Either a gallery
- Or a carousel

To add a picture gallery block, just select PICTURE GALLERY from the component types list



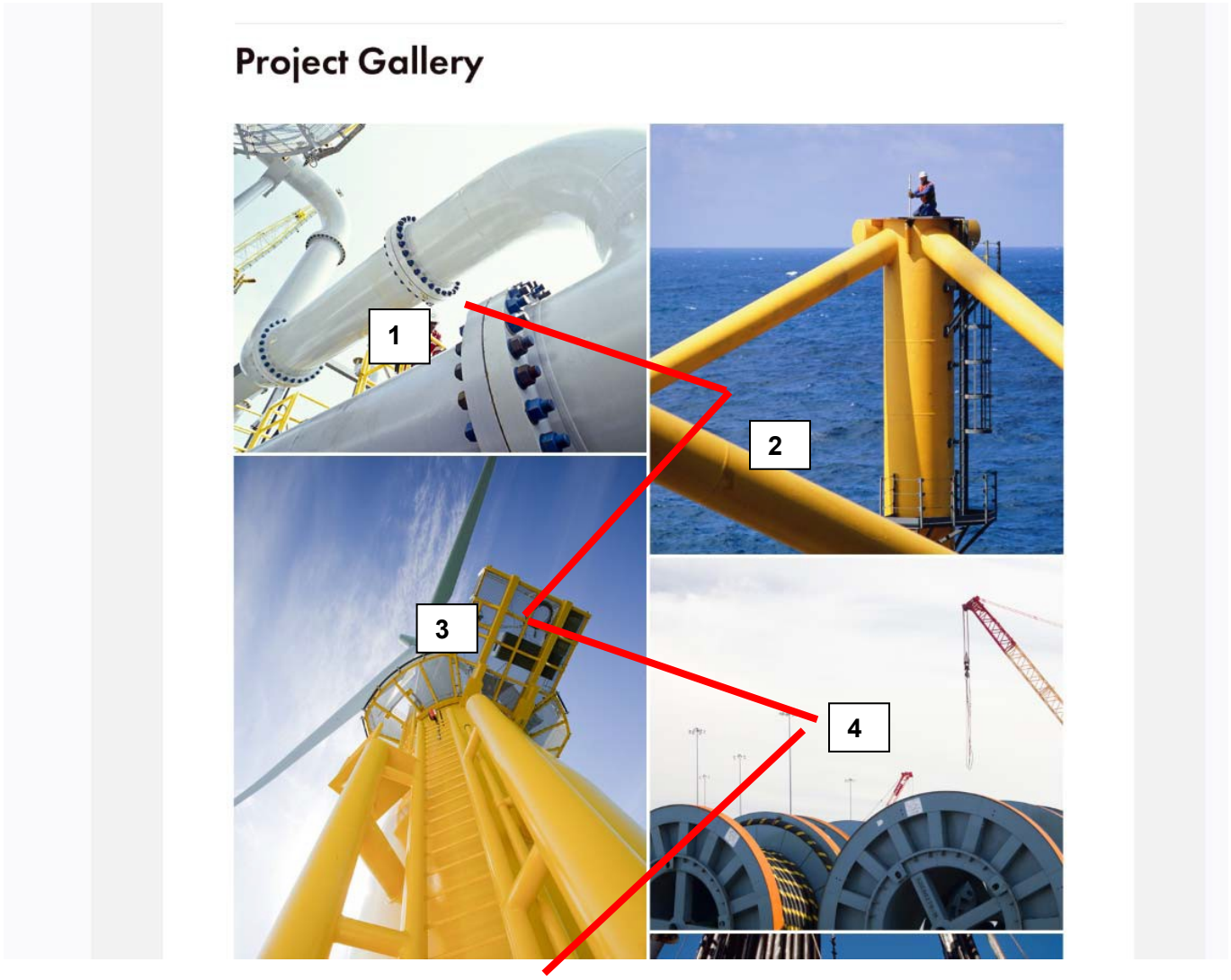
Then give it a title and specify which option you want

- Gallery
- Carousel



1. GALLERY

Choosing the gallery allows you to present the picture in two columns – width will be fixed and height will adjust per image height. The block can contain an unlimited number of pictures that will be displayed from left to right and then top to bottom



Content characteristics

Footnote		Key	Description	Interactions / Actions / Links
0	G08_TITLE		Title of the block	
1	G08_IMG properties: images displayed over two columns with fixed width	G08_IMG1	Fixed width. Picture number one will show on the top left. Height depends on the height of the picture	On click: open a popin to show full picture
2		G08_IMG2	Fixed width. Picture number two will show on the top right. Height depends on the height of the picture	On click: open a popin to show full picture
3		G08_IMG3	Fixed width. Picture number two will show on the left (below picture 1), height depends on the height of the picture	On click: open a popin to show full picture
…		…..	…	

2. CAROUSEL

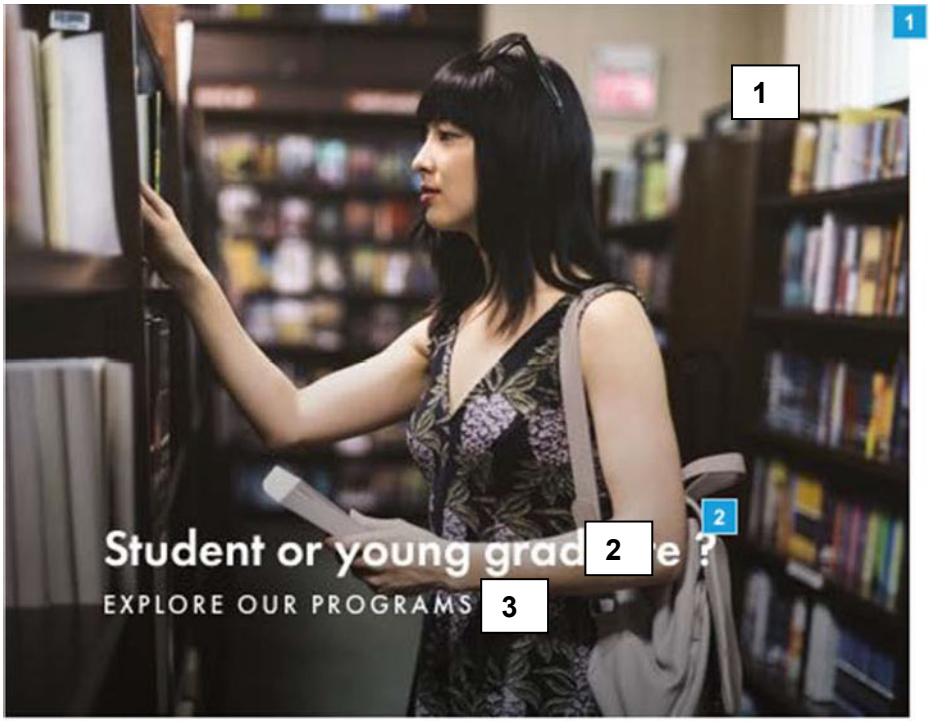
The carousel allows for a more classical presentation: pictures will be presented in the center and the arrows on both sides will allow you to slide from one to the other. By clicking on the picture, you can enlarge it.

Content characteristics

Footnote		Key	Description	Interactions / Actions / Links
0	G08_TITLE		Title of the block	
1	G08_IMG properties: images displayed over two columns with fixed width	G08_IMG1	Free x 720	On click: open a popin to show full picture
2		G08_IMG2	Free x 720	On click: open a popin to show full picture
3		G08_IMG3	Free x 720	On click: open a popin to show full picture
…		…..	…	

Add as many pictures you want in the carousel – arrows will show from both sides to allow users to view all images

RELATED TRANSVERSAL

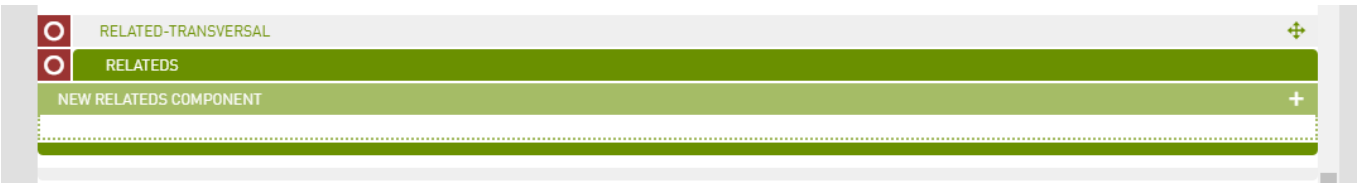


Content characteristics

Footnote	Key	Interactions / Actions / Links
1	PAGE_COVER	On click: link to the page
2	PAGE_TITLE	On click: link to the page
3	PAGE_SUBTITLE	On click: link to the page

3 images at the bottom of page, just above footer. Min 2 images visible – format will be adjusted
This block is available from nearly all pages – in the bottom area
Select the Related transversal type of component from the list if not mandatory

There can be up to 3 related at the bottom of the page. To add new related, just position the mouse on the area, on the RELATED component. Click on the + icon



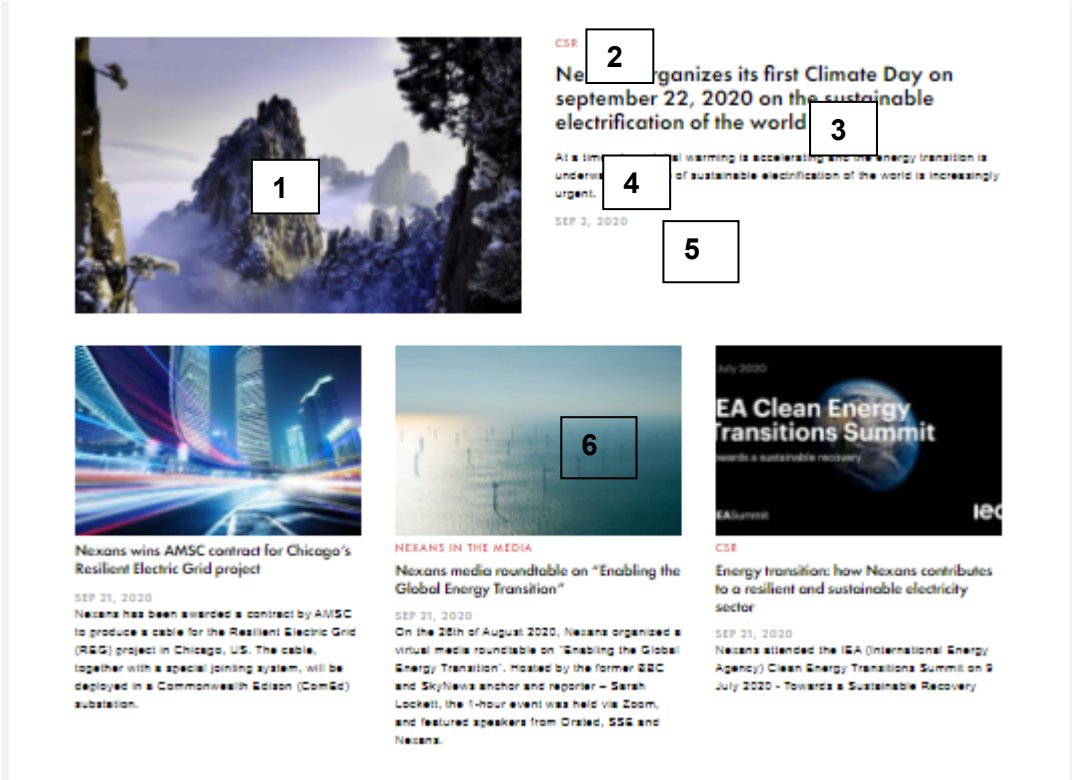
The following screen will show up

You can either insert a link to a page, a news page or an external link.

Once the type of link has been set, just key in the relevant information:

- Select the page link or news link or key in the external URL for external sites
- Key in a title
- Key in a tag
- Select an image from the asset management library or upload a new one

Results with 3 links

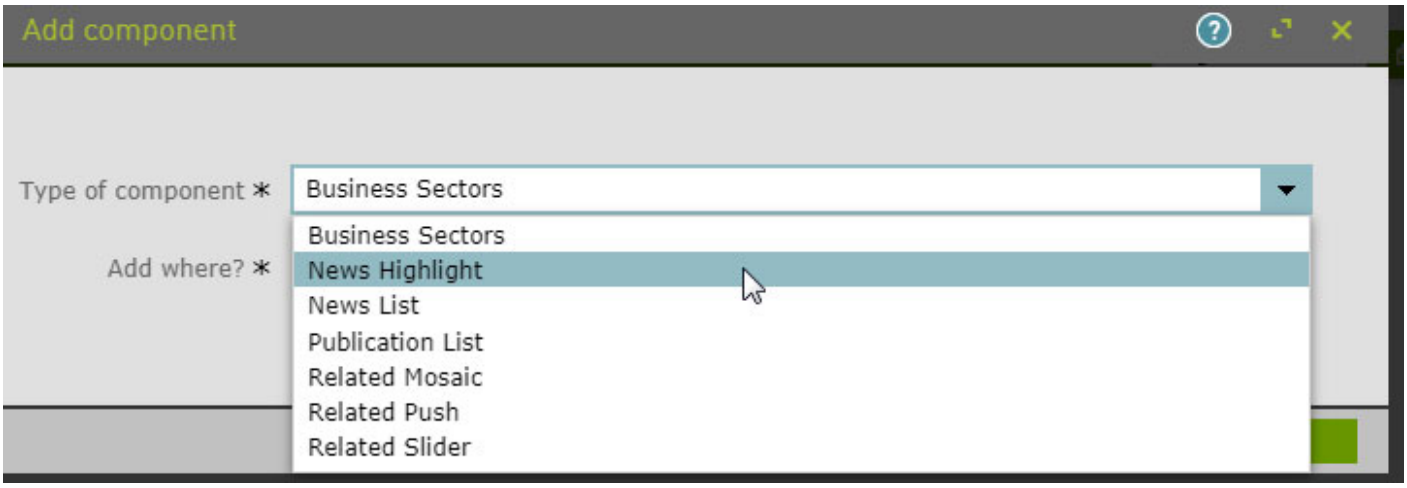


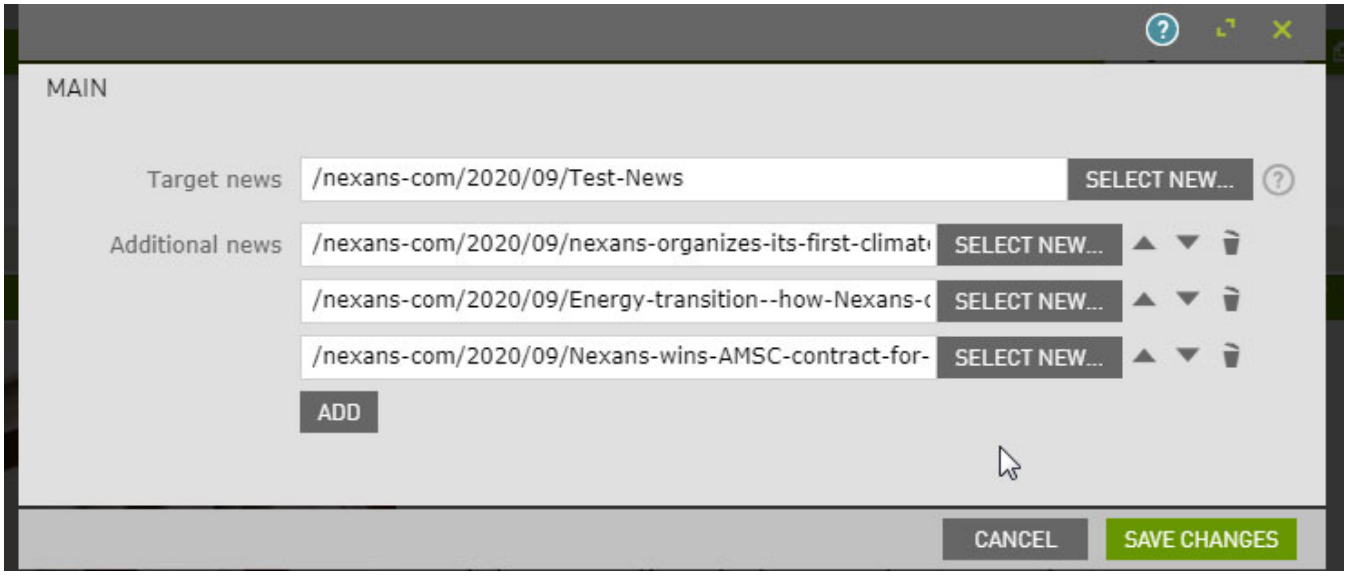
NEWS-HIGHLIGHT

Content characteristics

Footnote	Key	Description	Interactions / Actions / Links
1	NEWS_COVER	Crop and resize center Contribution from news content (main image/thumb). Size of image:	On click: link to the news page
2	NEWS_CATEGORY	From news content	On click: link to the news list, filtered by the category
3	NEWS_TITLE	From news content	On click: link to the news page
4	NEWS_INTRODUCTION	From news content (summary – max number of characters?)	On click: link to the news page
5	NEWS_DATE	From news content	
6	OPTION: ADDITIONAL NEWS	Manual selection from the news list to highlight other news from the site	On click: link to the news page

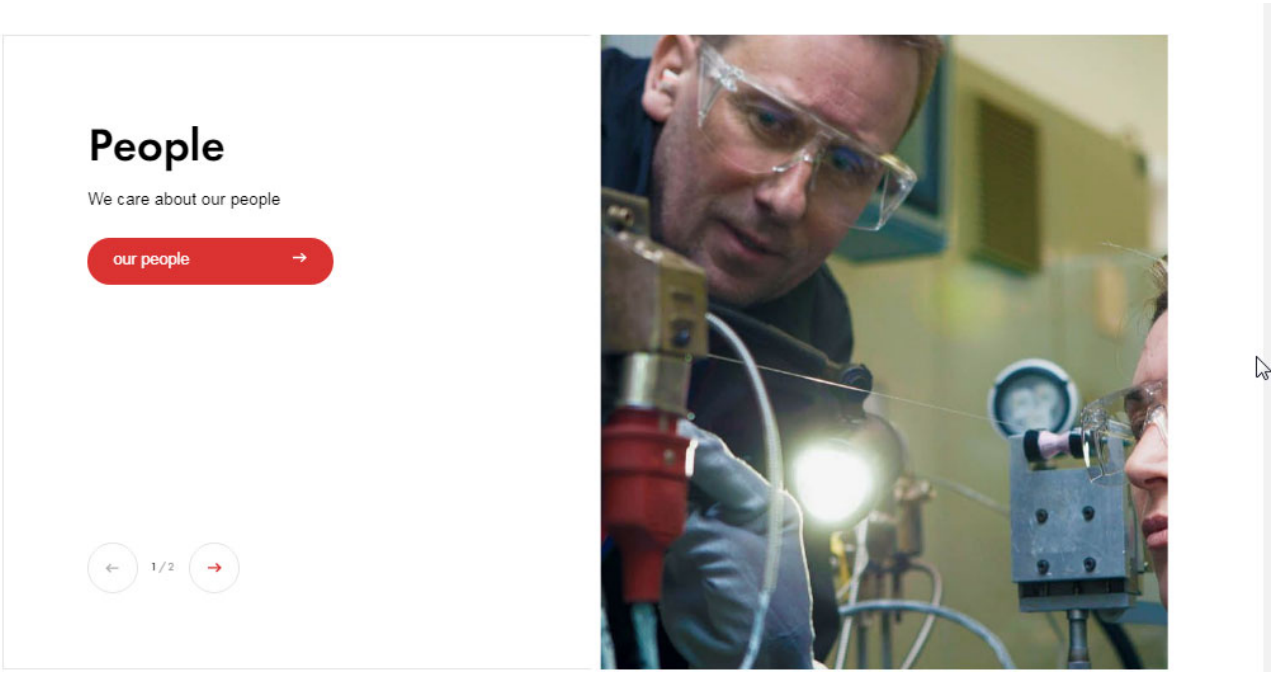
This block can be selected from the home page
Pick the block from the list and then select the news that will show on the page





Related- CAROUSEL

The related carousel allows to present the pictures in a classical carousel but includes title / subtitle and call to action buttons to direct users to the related content.
The block can contain as up to n pictures.



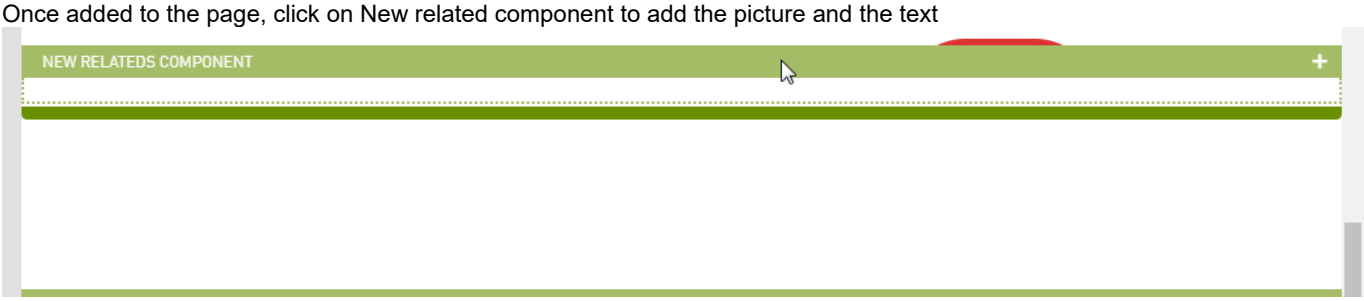
Content characteristics

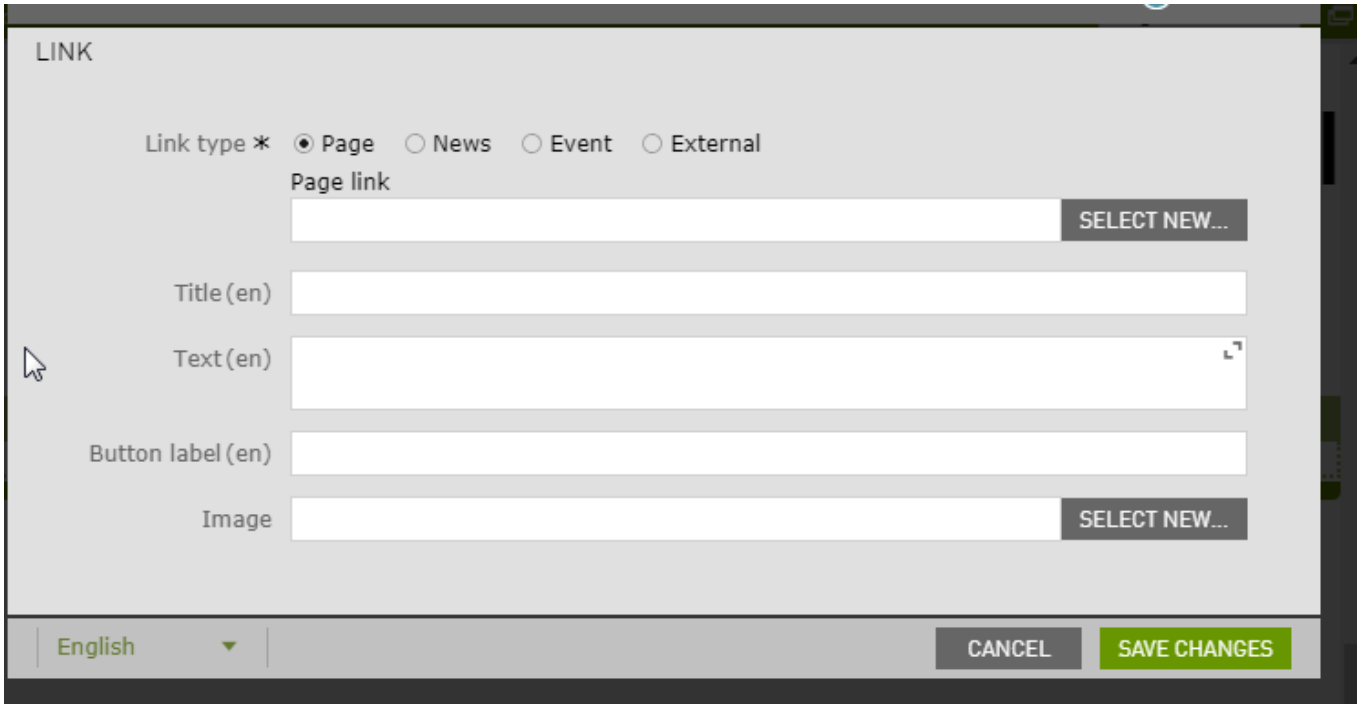
Footnote		Key	Interactions / Actions / Links
1	SLIDE ITEM	G_SLIDER_TITLE	
		G_SLIDER_DESCRIPTION	Short description of element
		G_SLIDER_LINKTITLE	On click: go to HPABOUT_SLIDE_LINKPAGE
		G_SLIDER_IMG	Contribution : 770 x 1369

(1 to N slides)

To add it on the page, select the area where the block shall be added and click on Add component
Select related slider in the list

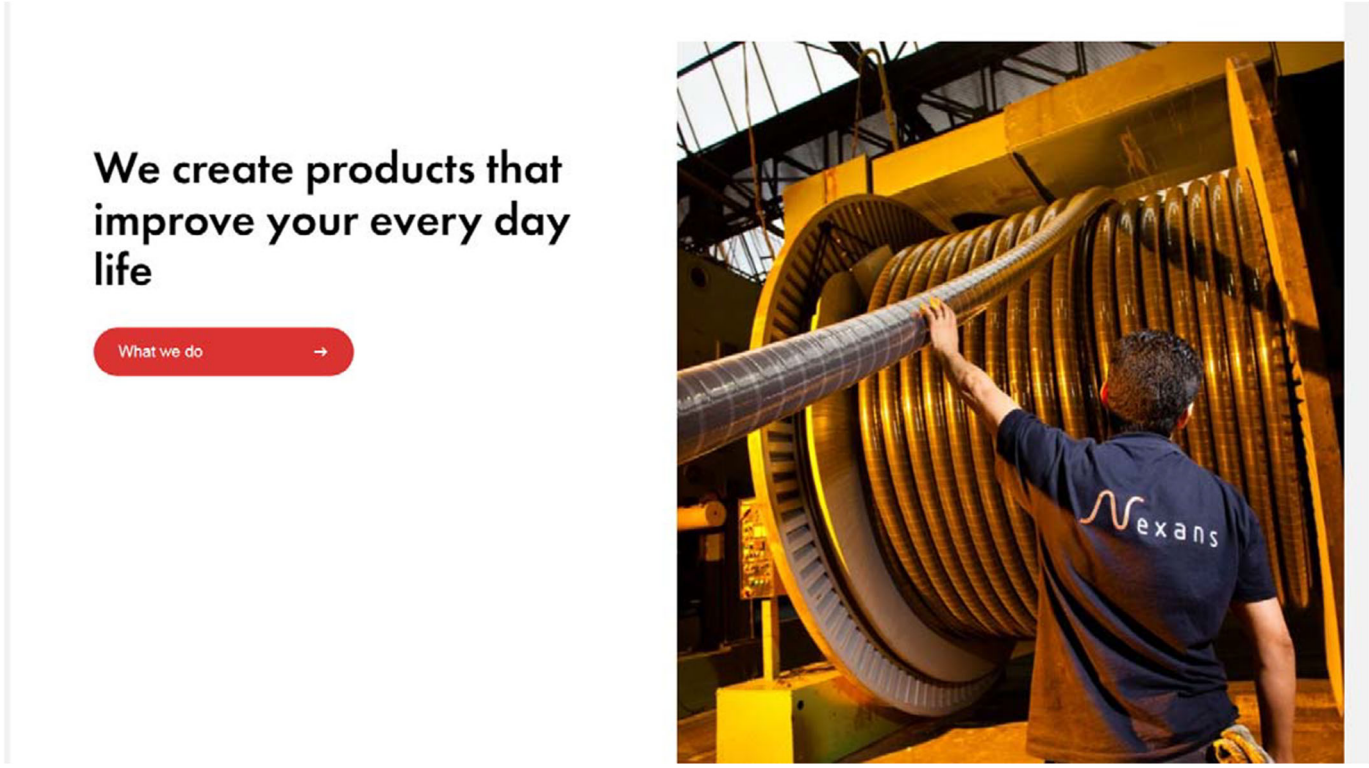
Once added to the page, click on New related component to add the picture and the text





Select the link type and add the related link
Key in a title, text (will show under title), button label (text showing on the button) and add the image
Don't forget to key in the translation and click on SAVE CHANGES

Related-SLIDER-CAROUSEL



The component is the same as the related carousel but the scrolling is vertical. Each slide will show up first on the scroll. Once loaded on the page, it will stay. The block can contain as up to n pictures.

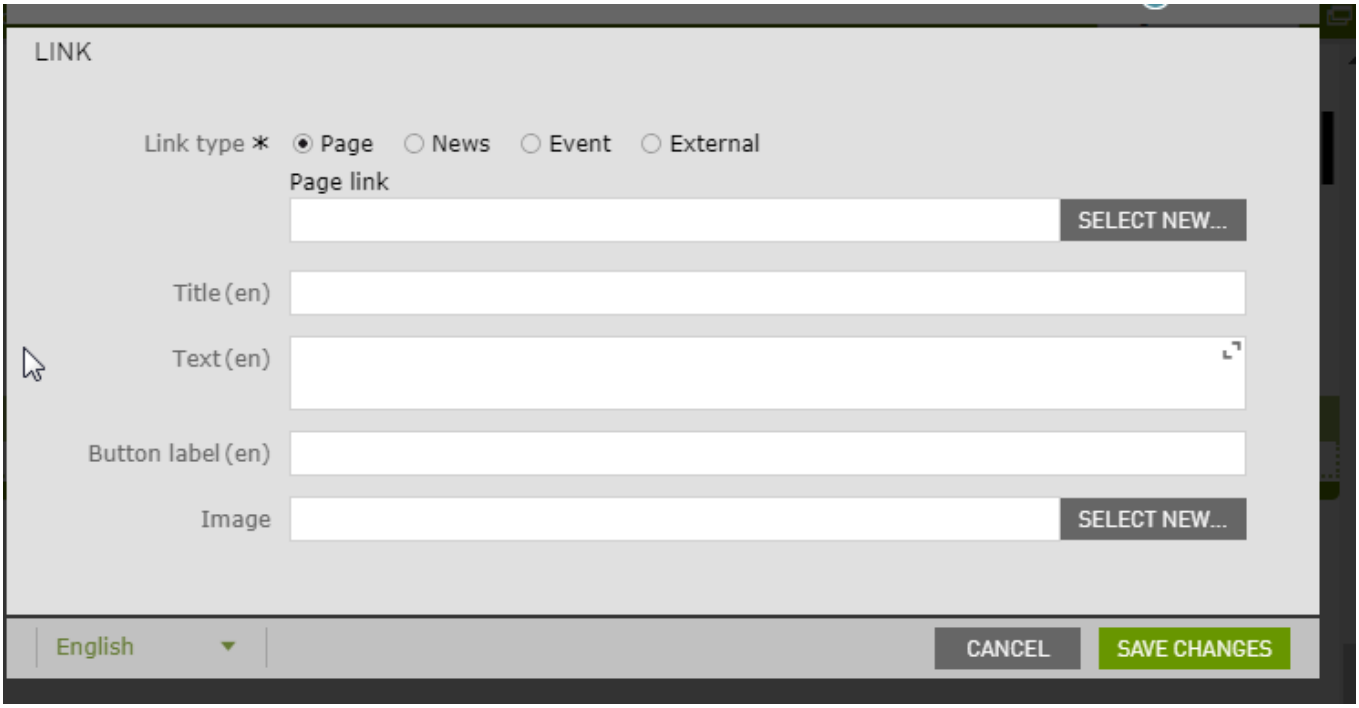
Content characteristics

Footnote		Key	Interactions / Actions / Links
1	SLIDE ITEM	G_SLIDER_TITLE	
		G_SLIDER_DESCRIPTION	Short description of element
		G_SLIDER_LINKTITLE	On click: go to HPABOUT_SLIDE_LINKPAGE
		G_SLIDER_IMG	Contribution : 770 x 1369

(1 to N slides)

To add it on the page, select the area where the block shall be added and click on Add component
Select related slider carousel in the list

Once added to the page, click on New related component to add the picture and the text



Select the link type and add the related link
Key in a title, text (will show under title), button label (text showing on the button) and add the image
Don't forget to key in the translation and click on SAVE CHANGES

TABLE

NAME	ADRESS	CONTACT	BUSINESSES
Chester, Nexans Energy USA Inc.	25 OAKLAND AVENUE, 10918 CHESTER NEW-YORK, USA	+1 845 469 2141	POWER AND DATA INFRASTRUCTURE, ENERGY, WIND FARMS
Goose Creek, Nexans High Voltage USA Inc.	BUSHY PARK RD, GOOSE CREEK, SC 29445, USA	+1 842 818 1700	ENERGY, WIND FARMS
El Dorado, Nexans Amercable	BUSHY PARK RD, GOOSE CREEK, SC 29445, USA	+1 845 469 2141	WIND FARMS
Goose Creek, Nexans High Voltage USA Inc.	25 OAKLAND AVENUE, 10918 CHESTER NEW-YORK, USA	+1 845 469 2141	POWER AND DATA INFRASTRUCTURE

The block can contain a table – max 8 columns – otherwise hampers visibility

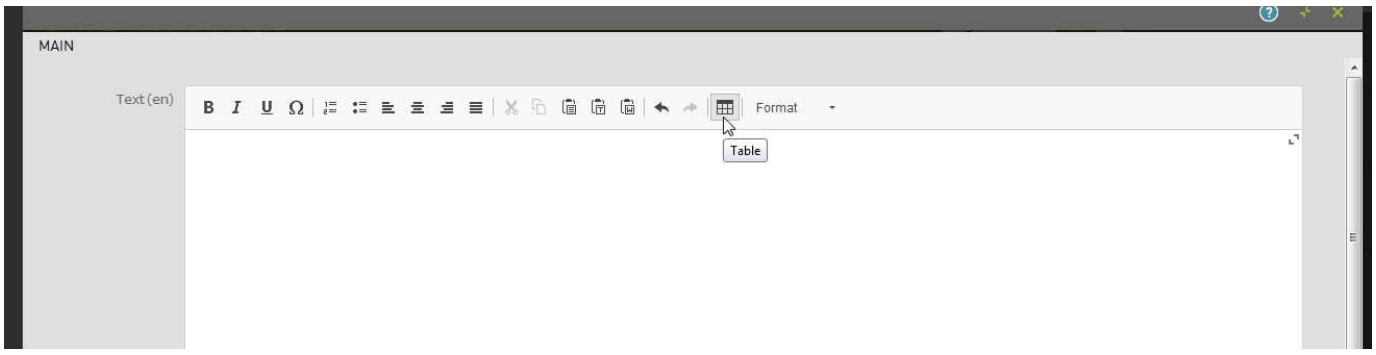
Content characteristics

Footnote		Key	Interactions / Actions / Links
1	TABLE ITEM	TABLE_COLUMN_HEADER	Header displayed in caps, bold black
		TABLE_COLUMN_FIRST COLUMN	Text in normal caps, bold black
		TABLE_COLUMN_CONTENT body cell	Capital letters, grey

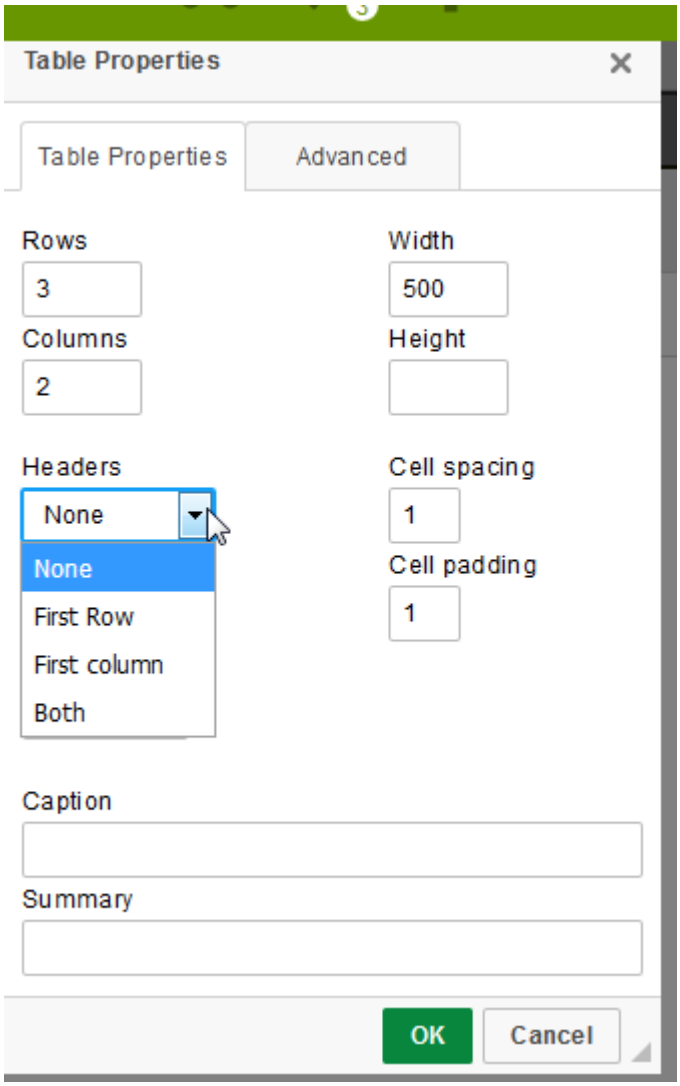
Lines borders visible in light grey

Border not visible between columns

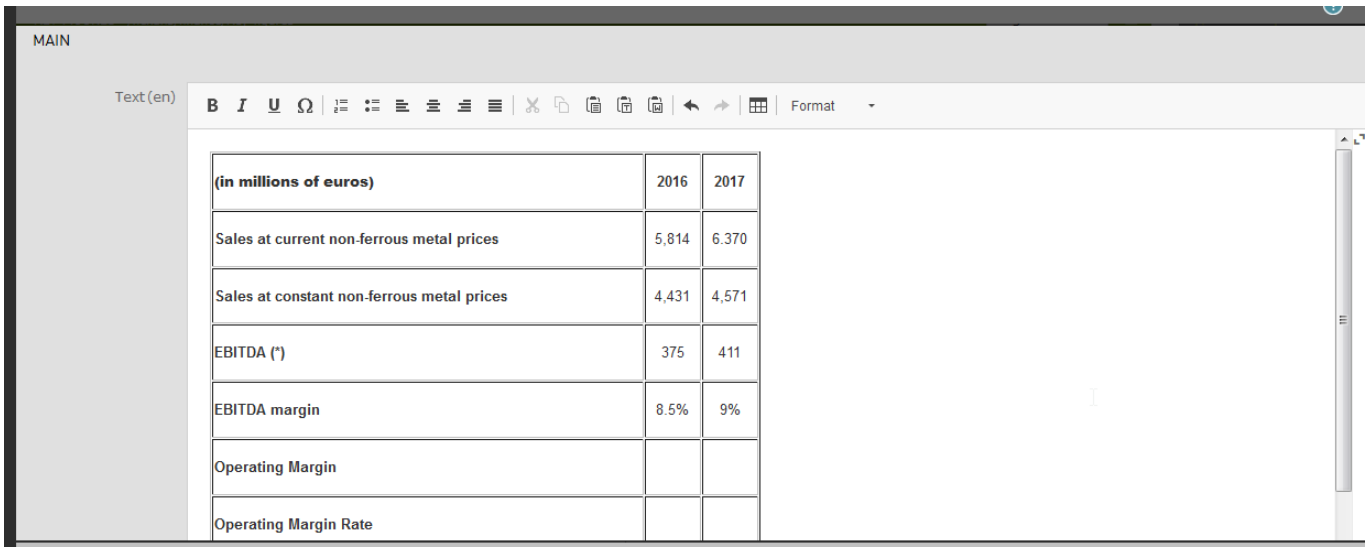
To use that block, select it in the list of components available from the template you are in Then just create your table using the shortcut in the menu



Key in the basic fields for the table



You can apply a style to the headers of the table (only first rows and/or first columns)



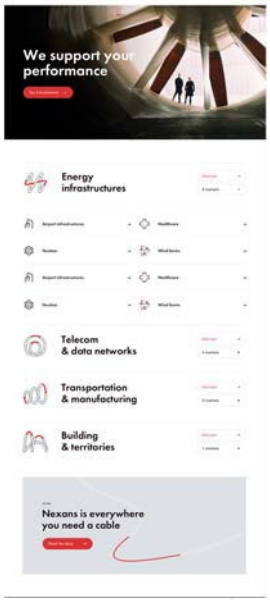
Then create your table
Once done, don't forget to key in the translations and click on SAVE CHANGES

(IN MILLIONS OF EUROS)	2016	2017
Sales at current non-ferrous metal prices	5,814	6.370
Sales at constant non-ferrous metal prices	4,431	4,571
EBITDA (*)	375	411
EBITDA margin	8.5%	9%
Operating Margin		

Overview of templates and components

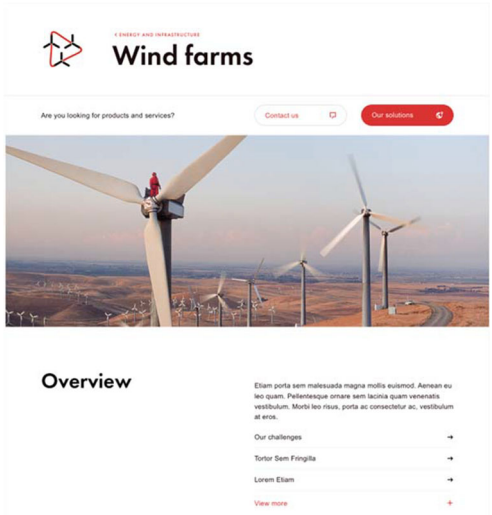
Hereafter a little summary regarding the templates and types of components you may add in each of them

Business home page



AREA	BLOCKS	COMMENT
COVER	Cover-banner	
MAIN	Overview Key figures Key figures highlight Related push	
	Segment list	Mandatory block. Contains the list of markets
BOTTOM FREE ZONE	Related Links - Transversal	Optional– links to other sections of the site or external links

Business Segment



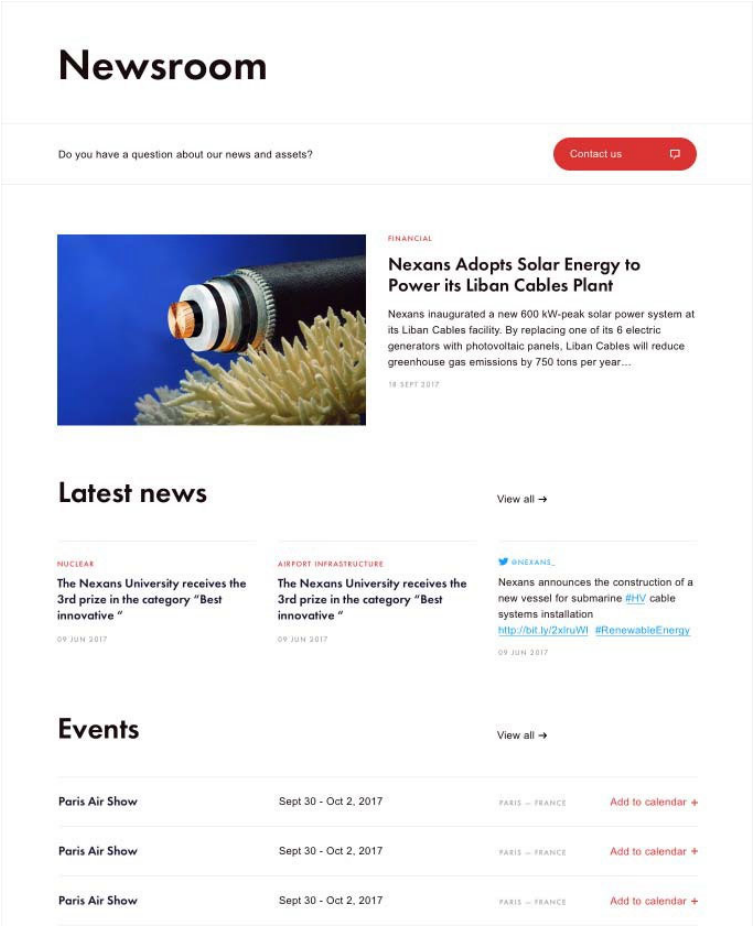
AREA	BLOCKS	COMMENT
COVER	Cover-banner	
MAIN	Key Figures Key Figures Highlight Overview Related push Related mosaic	
BOTTOM FREE	Product list	Mandatory block. Contains the list of sectors and corresponding markets
BOTTOM FREE ZONE	Event list News list Publication list Related push	
BOTTOM MANDATORY BLOCKS	Segment read next	Mandatory – links to other sections of the site or external links

Case study

AREA	BLOCKS	COMMENT
COVER	Cover-case-study	
MAIN	Event list Key figures Key figures highlight News list Picture Picture Gallery Publication list Related push Related slider Related slider / carousel Text Text with picture	
BOTTOM FREE	Related segment	Mandatory block. Contains the list of sectors and corresponding markets

BOTTOM MANDATORY BLOCKS	Segment read next	Mandatory – links to other sections of the site or external links

Newsroom

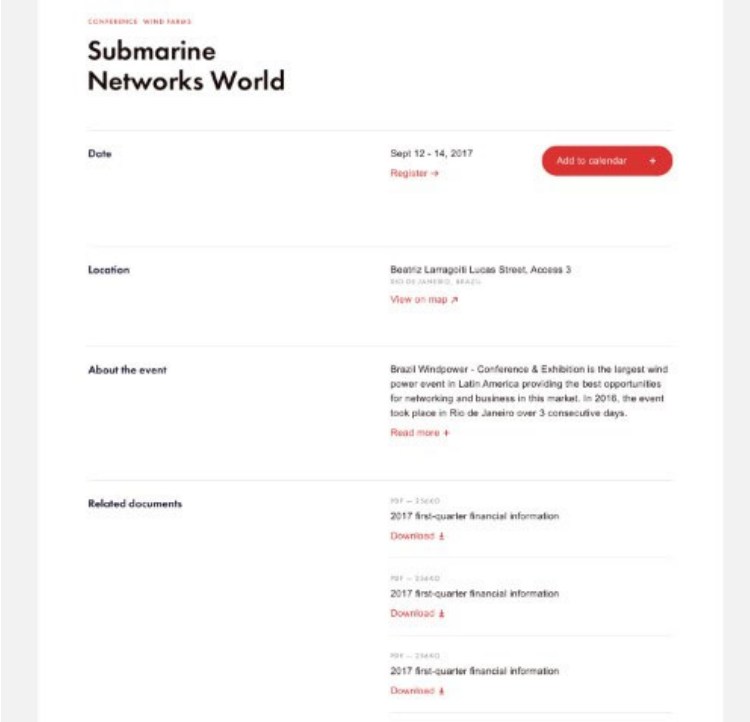


AREA	BLOCKS	COMMENT
COVER	Cover-newsroom	
MAIN	News-highlight	Fixed position on the page (at the top)
BOTTOM FREE ZONE BLOCKS	News list Publication list Publication set Event-list Related mosaic Related push	
BOTTOM MANDATORY BLOCKS	Related Links - Transversal	Fixed position on the page

News page

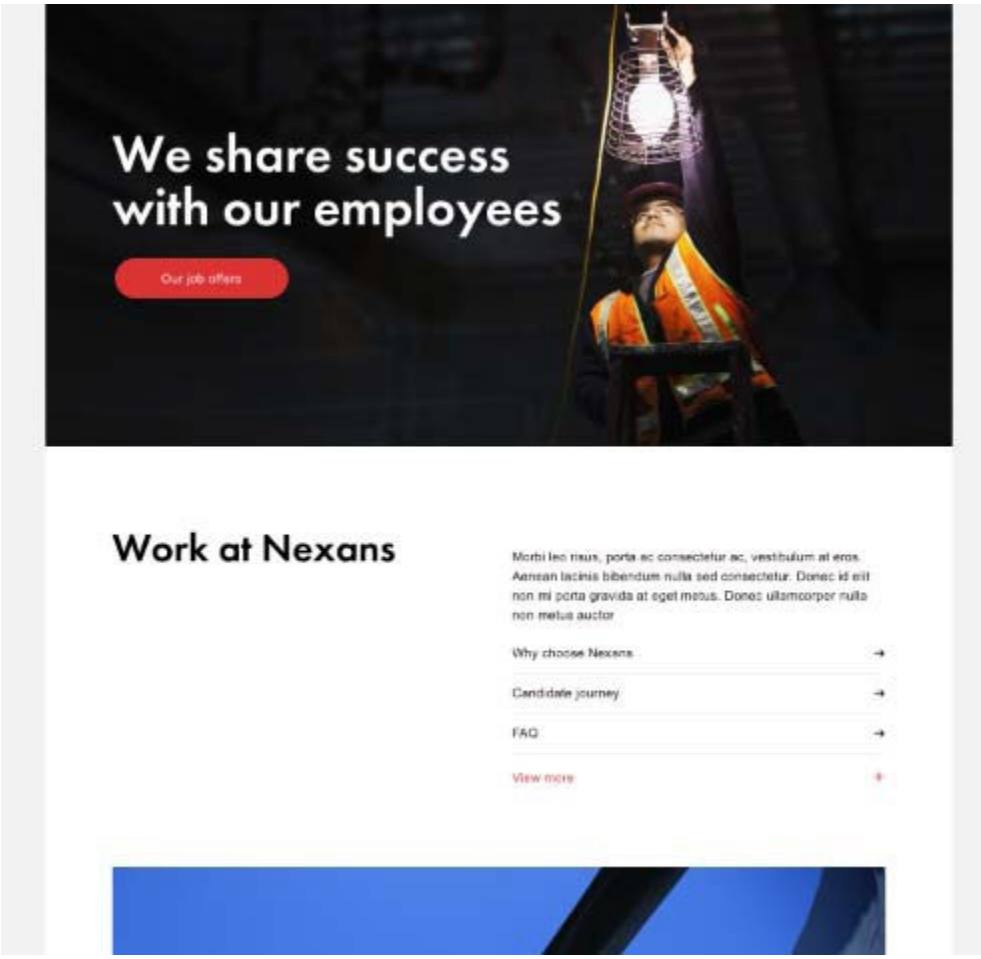
AREA	BLOCKS	COMMENT
COVER	Cover-news	
MAIN	Event list HTML Key figure Key figures highlight News list Video Picture Picture Gallery Publication list Quote Related mosaic Related push Related slider Related slider / carousel Text Text with picture Table	
BOTTOM MANDATORY BLOCKS	News-document-list News-contact-list	Fixed position on the page

Event page



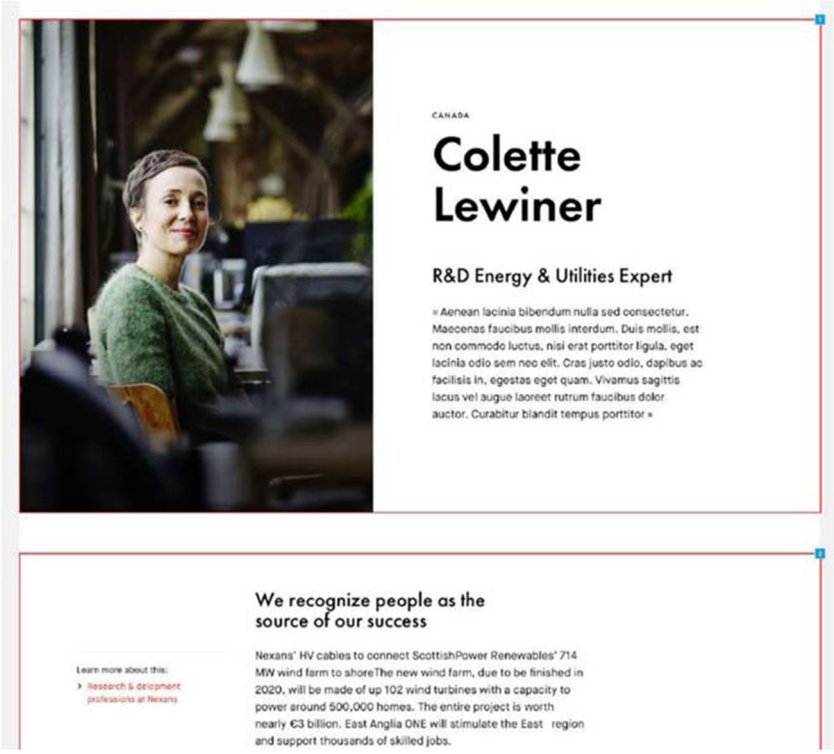
AREA	BLOCKS	COMMENT
COVER	Cover-event	
MAIN	Overview	
BOTTOM MANDATORY BLOCKS	Event-document-list Related Links - Transversal	Fixed position on the page

Career Home page



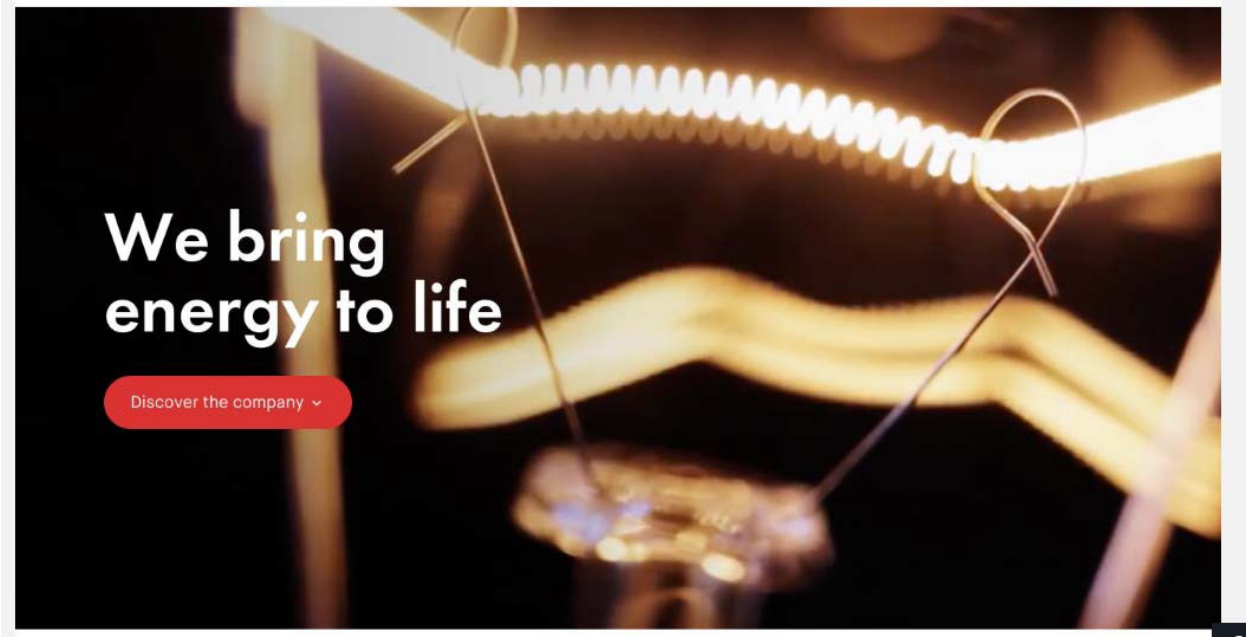
AREA	BLOCKS	COMMENT
COVER	Cover-banner	
MAIN	Video Overview Related mosaic Scroll target (anchor from the cover)	
MIDDLE-MANDATORY-BLOCKS	Related-ordered-list	Mandatory block
BOTTOM FREE ZONE	Event list News list Publication list Related mosaic Related push Related slider	
BOTTOM MANDATORY BLOCKS	Related-transversal	Mandatory – links to other sections of the site or external links

Career Testimonial



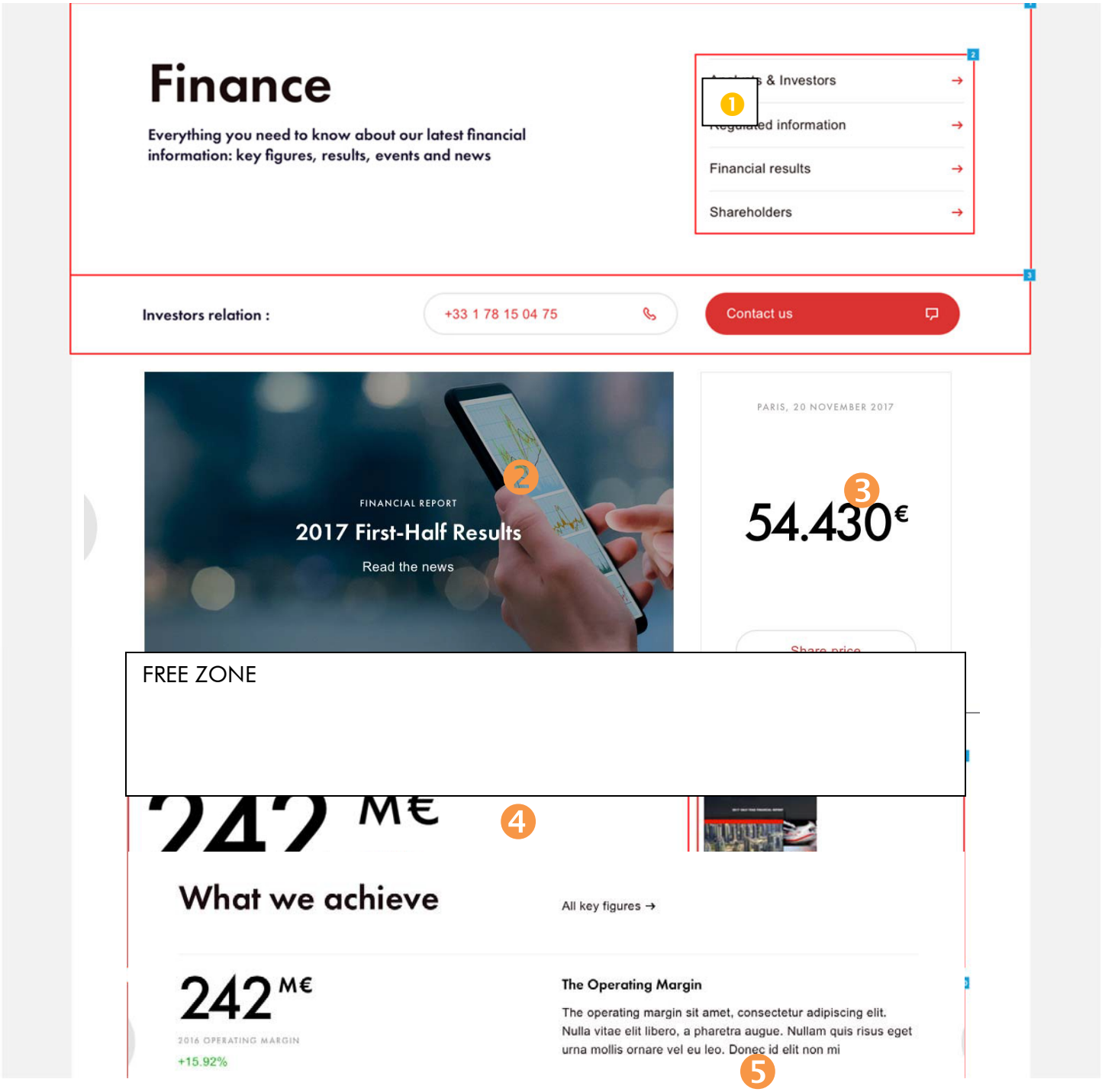
AREA	BLOCKS	COMMENT
COVER	Cover-testimonial	
MAIN	Overview Picture Picture gallery Quote Related mosaic Related slider Text Text with picture	
BOTTOM MANDATORY BLOCKS	Testimonial-links	Mandatory block – contains the list of testimonials

Company Home page



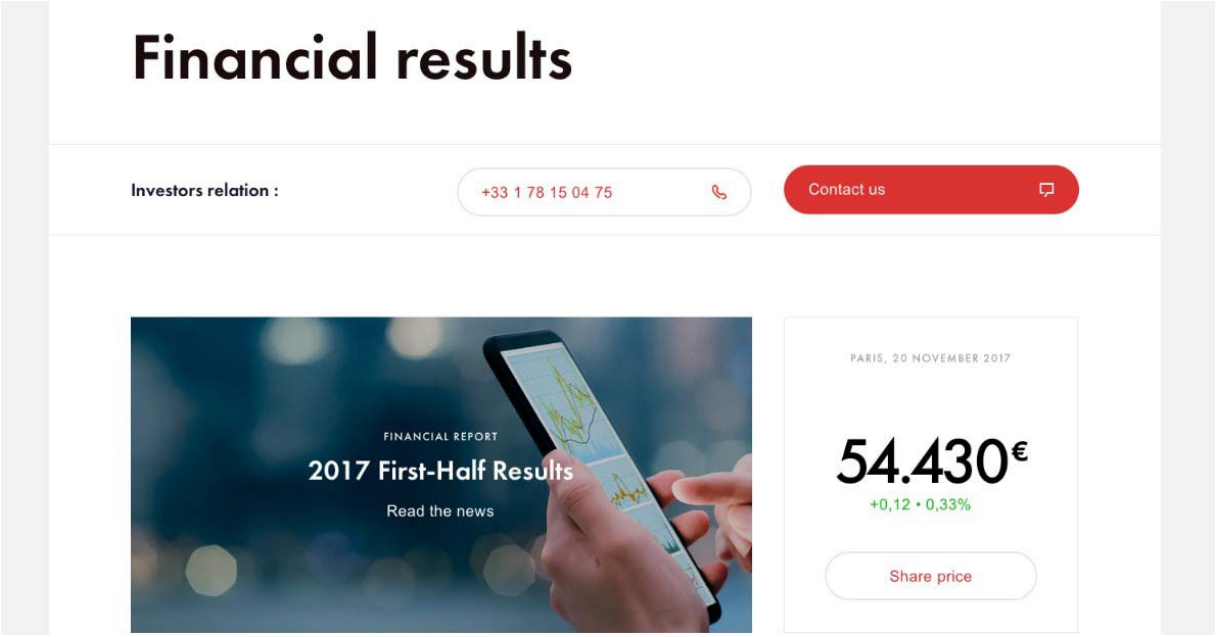
AREA	BLOCKS	COMMENT
COVER	Cover-banner	
MAIN	Key figures Key figures highlight Video Overview Text Related slider Related slider carousel Scroll target (anchor)	
BOTTOM FREE ZONE	Related Links - Transversal	Optional– links to other sections of the site or external links

Finance Home page



AREA	BLOCKS	COMMENT
COVER	Cover-finance-home page	
MAIN	Share price highlight: combining a news highlight + the share price Overview block	Fixed position on the page (at the top)
BOTTOM MANDATORY BLOCKS	Key figure highlight Key figures Event list News list Publication list Publication set Email alerts push Related transversal	Fixed position on the page

Financial results

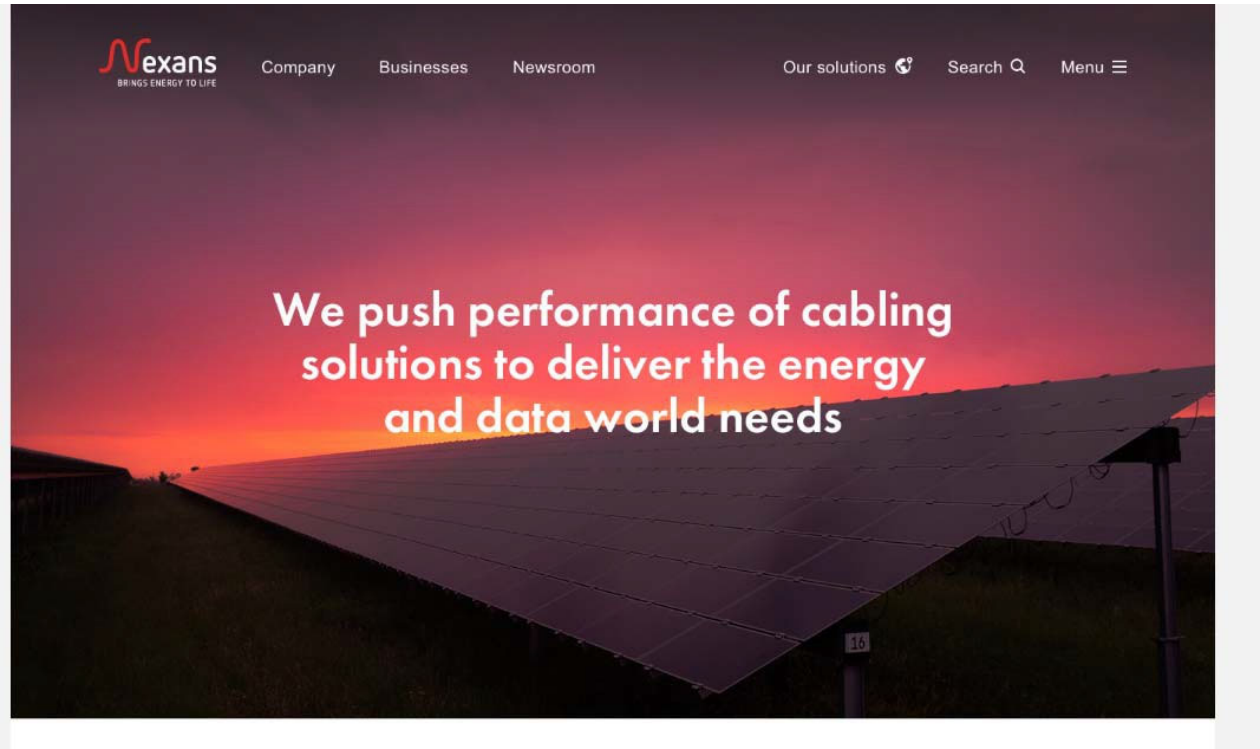


AREA	BLOCKS	COMMENT
COVER	Cover	
MAIN	Share price highlight: combining a news highlight + the share price Overview block	Fixed position on the page (at the top)
BOTTOM MANDATORY BLOCKS	Financial results	Mandatory
BOTTOM MANDATORY BLOCKS	Related transversal	Mandatory – links to other sections of the site or external inks

Editorial page

AREA	BLOCKS	COMMENT
COVER	Cover-banner	
MAIN	Event list Inline cover Key figures Key figures highlights News list Video Picture Picture gallery Publication list Publication set Quote Related push Related slider Related slider carousel Scroll target (for banner button) Text Text with picture Table	
BOTTOM MANDATORY BLOCKS	Related transversal	

Home page



AREA	BLOCKS	COMMENT
COVER	Cover-home-page	
MAIN	News-highlight News-list Sector-list Related mosaic Related slider Related push Publication list	
BOTTOM FREE ZONE	Related slider Related Links - Transversal	Optional– links to other sections of the site or external links