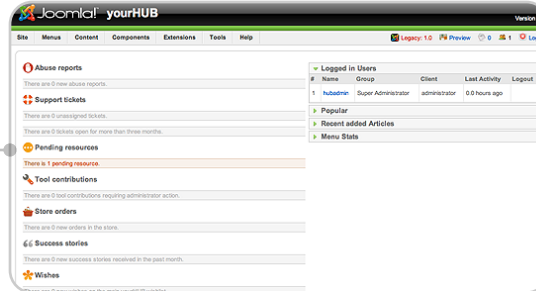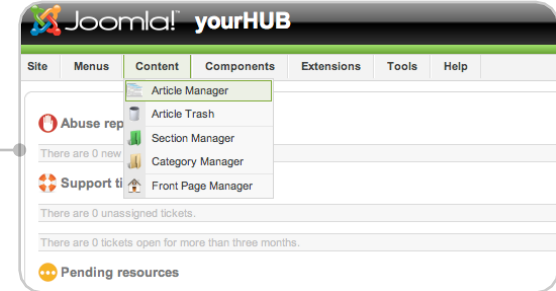| **Article** Management	**Version**	HUBzero 1.0
	Online	http://hubzero.org/documentation/0.9.0/managers/articles

You access the Administrator back-end of your website by entering a special URL into the address bar of your web browser. If your website URL is http://www.example.com then you will enter the address http://www.example.com/administrator
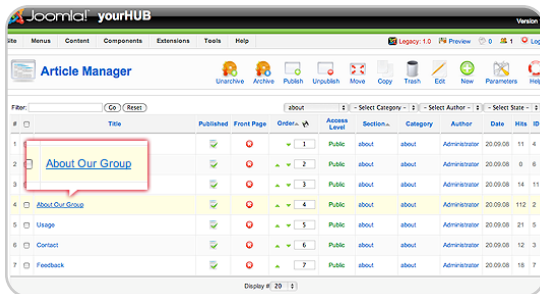

If you are logged in successfully you should see the Administrator control panel screen.
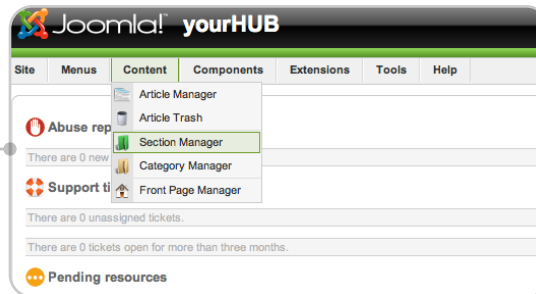

Find "Content" in the main menu bar located toward the top of the page. You should be presented with a drop-down menu.

Choose "Article Manager" from the available options.

You should now be presented with a list of all the content articles on your site. There are a variety of methods to find a specific entry: you can filter by selecting section, category, author, or even state (published, unpublished, archive).

Before we create a new article, let's take a look at Sections and Categories. Find "Content" in the main menu and choose "Section Manager" from the available options.
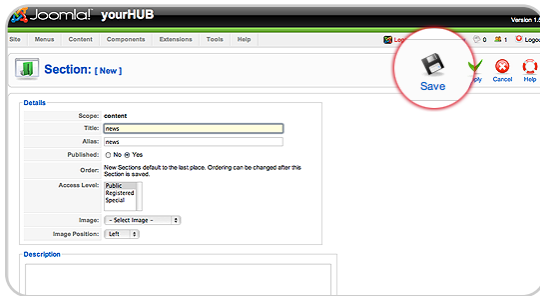

You will be presented with a list of all the article sections on your hub. Click the "New" toolbar button in the upper right-hand corner of the page. It will look like a green circle with a plus sign it.
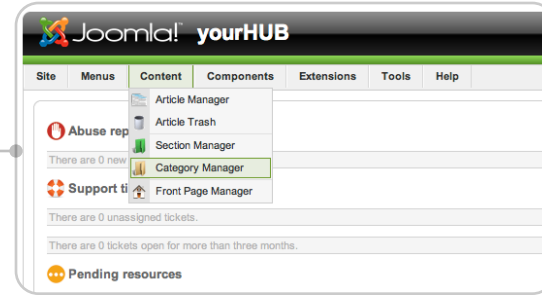
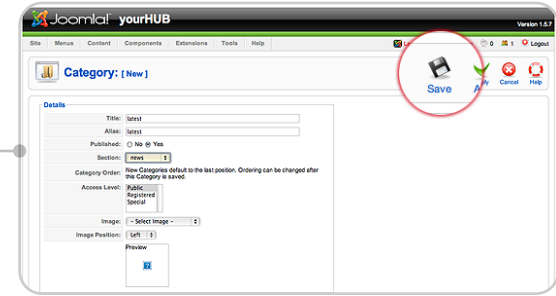| **Article** Management | **Version** | HUBzero 1.0 |
| | **Online** | http://hubzero.org/documentation/0.9.0/managers/articles |

Enter a title in the "Title" field. All other fields are optional and can be ignored for the purpose of this exercise.

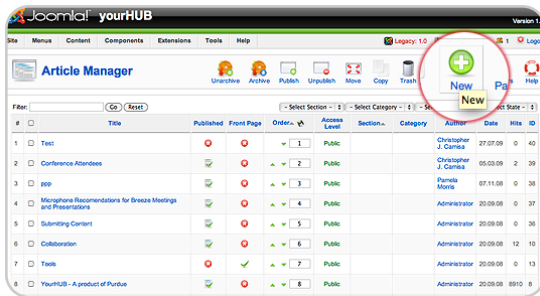Then hit the "Save" button in the toolbar located in the upper right-hand of the screen.

Go to the "Category Manager" and press the "New" icon in the toolbar.
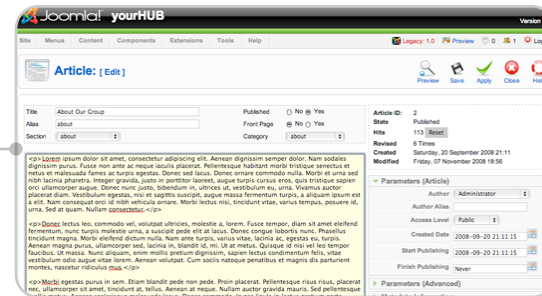

Fill in the "Title" field and select our recently created section from the "Section" select box.

Then hit "Save" in the toolbar.

Proceed back to the "Article Manager" and click "New" in the toolbar.

Fill in the "Title" and "Alias" fields. Choose our recently created section from the "Section" select box. Fill in any content.

Then hit "Save" in the toolbar.

Now navigate to the newly created page on the front-end. The Path to your page should look something like this:
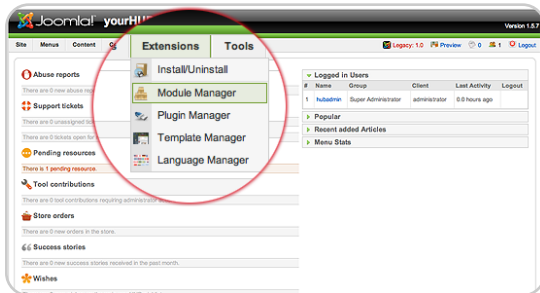
http://yourhub.org/section/category/article
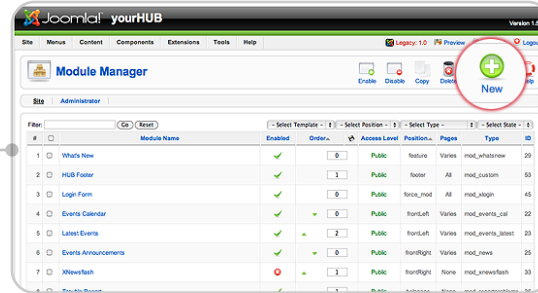
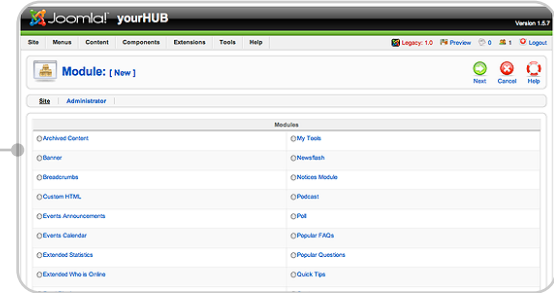|	**Version**	HUBzero 1.0
Module Creation	**Online**	

Modules are used to display content and/or media around the main content.

The Module Manager can be found by selecting "Extensions" in the main menu and "Module Manager" from the drop-down.

You should be presented with a list of all the modules currently available.
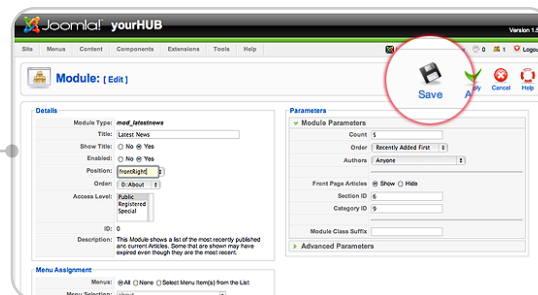
Click the "New" button in the toolbar.

You should now be presented a list of all the modules installed.

NOTE: You may have installed modules that do not appear in the "Modules Manager" list.

Select the "Latest News" module in the list and then click the "Next" button in the toolbar.

You will now be presented with a few fields and parameters to set up your module. Under "Details": Fill in a title, select a position. Under "Parameters": Fill in the section and category IDs of the articles you wish to display.
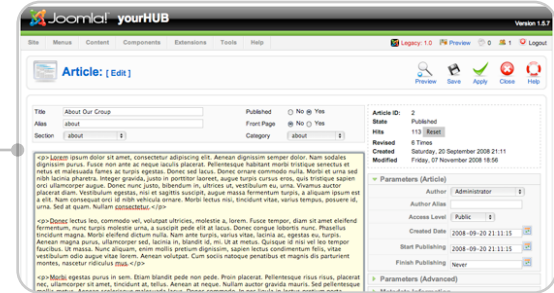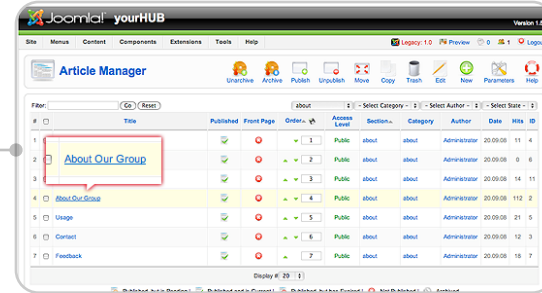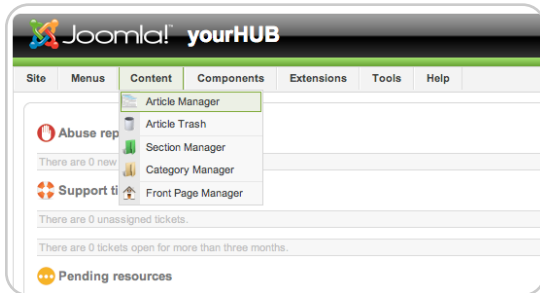
Then hit "Save" in the toolbar.

The module you created will now appear on your site in the location you selected in the previous step.

You should see a simple list of links to articles found in the section/category that was entered into the module's parameters.

Article with Modules	**Version** HUBzero 1.0
	Online http://hubzero.org/documentation/0.9.0/managers/articles.plugins

Find "Content" in the main menu bar located toward the top of the page. You should be presented with a drop-down menu.

Choose "Article Manager" from the available options.

You should now be presented with a list of all the content articles on your site. Click the title of the article you wish to edit or select the checkbox next to the article's title and click the "Edit" button in the toolbar.

Modules may be loaded in an article by including a specific tag anywhere in the article text:

{xhub:module position="footer"}

This tag accepts two attributes: style and position. In most cases, you will only need to worry about position. Any modules assigned to the specified position (set via the administrative "Module Manager") declared in the position attribute will have their output placed in the article in the location of the tag.

Add the tag to your article and click the "Save" button. Navigate to the article on the front-end and you should see the output of all modules assigned to position "footer" in the article.

Note: See the following documentation for information on how to create articles:

http://hubzero.org/documentation/0.9.0/managers/articles.editing

See the following documentation for information on creating modules:

http://hubzero.org/documentation/0.9.0/managers/extensions.modules