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# Unloca ICT Solution

## **BoostCMS**

Web: [www.unloca.co.za](http://www.unloca.co.za)

Version : 1.0

Email: [support@unloca.co.za](mailto:support@unloca.co.za)

Tel: 076 291 0774

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### 1. A Quick Introduction:

#### What is a Content Management System (CMS)?

According to Wikipedia, the free online encyclopedia, Content management system (CMS) is the collection of procedures used to manage work flow in a collaborative environment. These procedures can be manual or computer-based. The procedures are designed to:

- Allow for a large number of people to contribute to and share stored data
- Control access to data, based on user roles. User roles define what information each user can view or edit
- Aid in easy storage and retrieval of data
- Reduce repetitive duplicate input
- Improve the ease of report writing
- Improve communication between users

In a CMS, data can be defined as nearly anything - documents, movies, pictures, phone numbers, scientific data, etc. CMSs are frequently used for storing, controlling, revising, semantically enriching, and publishing documentation.

#### What is a BoostCMS?

BoostCMS is a CMS designed to simplify the publication of web content to web sites, in particular, allowing content creators to submit content without requiring technical knowledge of HTML or the uploading of files. It is a complete content management system that will manage your site from the news right up to the actual content. The system dynamically 'inserts' content into pages whilst at the same time creating menu links to them on demand from the user. BoostCMS is a web based program used to control the content of your website.

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### 2. Features

- Easy to use website Admin Panel.
- What you see is what you get (WYSIWYG) HTML editor embedded in the site admin panel, so there is no need to know HTML!
- Menu Tree structure capable of unlimited sub-tree's.
- Fully templatable News Management System, with ability to add a [read more] link which links to a full page.
- Page/Article Management with ability to add multiple pages to the same article.
- Build in commenting system!
- User Management with a wide range of user levels, set users access permissions
- Upload features, so that site administrators do not have to know FTP
- Visitors' log allows you to keep an eye on members of staff for your site- who logged in and who did what...
- Ability to sort the menu the way you want them sorted.
- Ability to add/edit/delete/modify articles, news and the complete site content
- Create unlimited users with access permissions.
- Ability to edit profiles and change passwords.
- And much more control for your website through the admin panel

### 3. Basic Installation

We install the software for you. Once installed, you will need to login into the admin panel where you can start configuring and posting on your website. If you need to install the software yourself please contact us for installation detail.

Login using:

Username: [check your email for user name](#)

Password: [check your email for password](#)

We advise that you change the admin password immediately after your first login.

**TIPS:** Do not share usernames and passwords (for security reason)

### 4. Contact Information

Website : <http://www.unloca.co.za>

Email : [support@unloca.co.za](mailto:support@unloca.co.za)

Email 2 : [raphy@unloca.co.za](mailto:raphy@unloca.co.za)

Programmer : Raphy Maluleke

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### **5. Credits / Thanks**

Thanks go out to the following people:

**Mashudu Tshisikule** : : Both for technical assistance and testing of my software's/site programs and etc

**Miracles of God Church** : : For sponsoring with reliable servers and hosting

And more importantly, thanks for your interest in using this software!

----- [ End of Manual ] -----