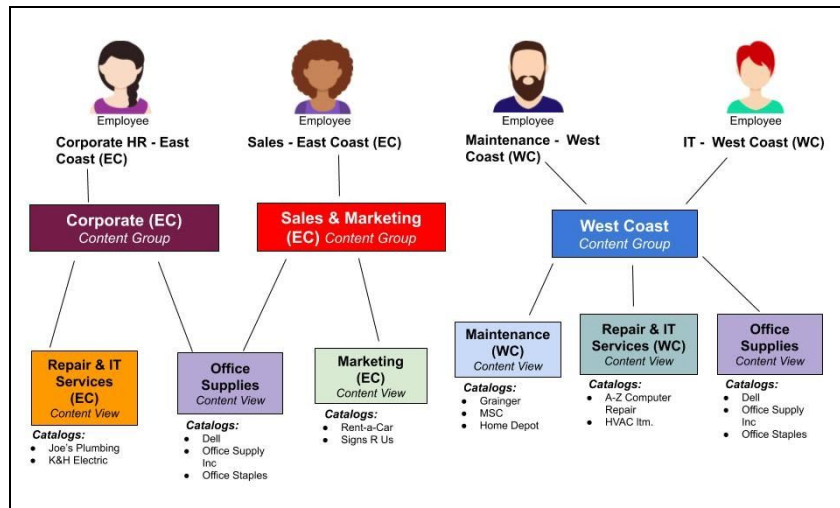


Configure Content Views and Groups

Grab & Go on the customization of catalog access based on user role, region or commodity.



Content Views: Grouping of catalogs and non-catalog suppliers into logical sets.

- A single Content View can belong to multiple Content Groups.
- Ex: Region, Commodity, Division, Content groups are then assigned to Content Views.

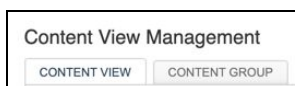
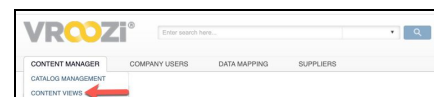
Content Groups: Users assigned to a Content View(s). This assignment determines what catalogs and non-catalog suppliers users will have access to.

- A single Content Group may be assigned to multiple Content Views.

ACCESS CONTENT VIEWS & GROUPS

Content Views & Groups are configured from the same location within *Vroozi Catalog*

1. Within the *Content Manager* tab and select *Content Views/Groups*.
2. There are **2** tabs separating *Content Group* and *Content View* management.



CREATE A NEW CONTENT GROUP OR VIEW

Since Views are associated to Groups, Content Views should be created first.

1. Click *Create* from the left navigation panel.
2. Type in the Content View or Group Name in the text field
3. The View/Group status defaults to *Active: Yes*. To create an *Inactive Content Group*, click on it to change it to *Active: No*.

4. Select *Add Content Views* for Content Group Creation and select *Add Catalogs* for Content View Creation.

- Check the box next to the View/Group name to select it. More than one or all can be selected at a time. (shown on right)
- Save.

Note: Catalogs can be associated to Views at the catalog record or at the Content View Manager.

<input type="checkbox"/>	Content View Name	Description
<input type="checkbox"/>	24-Categories	24-Categories
<input type="checkbox"/>	AK-002	
<input type="checkbox"/>	AK-VIEW	
<input type="checkbox"/>	Cubex_CV	Cubex Content View
<input type="checkbox"/>	Human Resources - Corp Office	
<input type="checkbox"/>	Maintenance	Maintenance suppliers.
<input type="checkbox"/>	Maintenance (WC)	
<input checked="" type="checkbox"/>	Marketing (EC)	
<input type="checkbox"/>	OCT17	OCT17
<input checked="" type="checkbox"/>	Office Supplies	

5. Returning to the Content Group/View draft, select *Save*

CATALOG NAME	CATALOG TYPE
<input type="checkbox"/> Dell	Internal
<input type="checkbox"/> Office Supply Inc.	Internal
<input type="checkbox"/> Staples	Internal

CONTENT VIEW NAME	CONTENT VIEW DESCRIPTION
<input type="checkbox"/> Marketing (EC)	
<input type="checkbox"/> Office Supplies	

SUPPLIER VIEWS

Suppliers not associated to a catalog can be configured as a *Non-Catalog* supplier and associated to a Content View at the Supplier record. (shown below)

CONTENT VIEW NAME
<input type="checkbox"/> Repair & IT Services (EC)

EDIT VIEWS OR GROUPS

DELETE, ACTIVATE OR DEACTIVATE

Select the Group or View and either Delete, Activate or Deactivate.

<input type="checkbox"/>	Repair & IT Services (EC)		05.11.2019	notfyvroozi@gmail.com	Active
<input checked="" type="checkbox"/>	Repair & IT Services (WC)		05.11.2019	notfyvroozi@gmail.com	Active
<input type="checkbox"/>	SW Texas	All HR in Southwest Texas st	13.11.2018	notfyvroozi@gmail.com	Active
<input type="checkbox"/>	Texas - Corporate	Corporate Office	10.09.2019	notfyvroozi@gmail.com	Active
<input type="checkbox"/>	ak-s00333	ak-s00333	05.03.2019	notfyvroozi@gmail.com	Active
<input type="checkbox"/>	magnus		06.03.2019	notfyvroozi@gmail.com	Active

DELETE ACTIVATE DEACTIVATE

EDIT

Click on the Group/View Name to reveal edit screen. View/update name or add Catalogs/Views.

Edit Content Group

CONTENT GROUP SETTINGS

*Content Group Name:

Content Group Token:

Display On Registration Form: Yes No

Active: Yes

* Required Field

CONTENT VIEWS

ADD CONTENT VIEWS ←

<input type="checkbox"/> CONTENT VIEW NAME	CONTENT VIEW DESCRIPTION
<input type="checkbox"/> Marketing (EC)	
<input type="checkbox"/> Office Supplies	

Remove a View or Catalog by checking the box next to the name and selecting *Remove*.

* Required Field

CATALOGS

ADD CATALOGS

<input type="checkbox"/> CATALOG NAME	CATALOG TYPE
<input type="checkbox"/> Jan-Gar	External
<input checked="" type="checkbox"/> SCIM Admin	Internal
<input type="checkbox"/> DMZ	Internal