Internet Portal Mintenance and Operation project for NBU

**Required content document for deanships subsites**

*Sent to:*

**

This Document has been prepared by:



الشركة الإلكترونية للتكنولوجيا العالية المحدودة

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|  |  |
| --- | --- |
| Status | College Contents |
|  | Important Links |
|  | About Deanship |
|  | Main Deanship’s Photo |
|  | Dean’s Speech / Dean’s Photo |
|  | Administrations and Departments |
|  | Events |
|  | Directory |
|  | Photo Gallery |
|  | Advertisements |
|  | News |

1. Important Links



Please add a list of the most important links for the deanship:

|  |  |
| --- | --- |
| Link | Link Name |
|  |  |

|  |  |
| --- | --- |
|  | The latest news and events will be requested before the actual or the trial launch of the sit on time. |

Each agency or administration page will contain the following lists. At least in the right menu:

1. About Deanship

The about deanship page will contain an introductory text about the deanship, also the page contains an expressive image of the deanship.

1. Deanship’s Photo



Please attach a picture for the deanship with the following specifications:

Size: (840 \* 1475) Length \* Width

The photo is preferred to contain the name of the deanship and to be taken professionally that fit to put it in the site.

|  |  |
| --- | --- |
|  | IT team member can be used to select the appropriate image. |

1. Dean’s Speech

This Page will contain the dean’s Speech, and it may also contain a personal photo of the dean or a photo of the deanship.

Dean’s Photo

Please attach the Dean’s photo.

1. Administrations and Departments

The list of administrations and departments will contain a sub-menu for administrations or deanship departments, and when clicking on department or administration: there will be a brief description for each administration or department.

Please add an overview for administrations and departments next.

1. Events

The events page will contain a list of the current and upcoming events like conferences and competitions. Where each event contains the following:

* Title
* Event description
* Event Date
* Event Time
* Event Location
* Photo

Events will be requested before the actual and trial launch of the site on time.

1. Directory

The directory page will contain a set of documents as pdf or doc files, where the page can be used to download the directories, procedures and any documents that the deanship site visitors can take advantage from it. Documents can be classified into more than one classification and the documents can be uploaded by clicking on the document name.

Please determine the attachments classifications.

Please attach the documents and directories for the deanships for each classification.

1. Photo Gallery

Photo gallery page will contain a set of images that can be classified and navigated in it in easy way.

Please add photos classification:

Please attach photos for each classifications.

With the following specifications.

Size: (840 \* 1475) Length \* Width

1. Advertisements

The advertisements page will contain the latest advertisements pic for the deanship, and may add the advertisement with a short text and the link of the advertisement shows the latest advertisements in the main page automatically.

The advertisements pic will be requested if it’s found before the actual and trial launch of the site on time.

It can also be added any other tabs for the deanship in the right menu. And edit the current tabs and edit the order of it through a specific partial inside the portal management section.

1. News

The news page will contain the latest news pic for the deanship. The news page will contain a list.

In which each news contains the following:

* Title
* News description
* News Date
* Photo
* News Content

Please attach photo for news.

In the following specifications:

Size: (840 \* 1475) Length \* Width