

## What is my course of action to win the Top WebriQ prizes?

You need to create a high quality web template with the WebriQ Template Creation Kit. Then populate the website with real content with your new template with the WebriQ Content management system. When you are done and satisfied with your work, just enter the competition by clicking on the button that can be found in the admin area when logged in to your site.

## Who should enter the contest?

The template creation kit is developed for web developers and web designers, though non-professional web builders can learn to use the creation kit without any CSS or HTML knowledge .

## Step by step

1. Register a user and at least one website on WebriQ (<http://webriq.com>) using the Universal Template. If you are using the quick registration, your site will be created with this template.
2. When your site has been created, you can see an empty page with some default designs. This is the “Lite” version of the Universal template. If you want to start without any default design, you can change to “Pro” version. The Pro version is for professional designers and developers. You can change your templates in the Admin menu situated at the top of the page (you must be logged in as site owner). Under Design and Templates, you can see all our standard templates listed . Please note that you can ONLY enter the contest using Universal Template (Lite or Pro). The other templates are usable, but you can not submit a site to the contest with those templates.
3. Set up your layout. Go to the Design button, and select Preset layout. Here you can set your basic layout settings. Number of columns, header boxes, page width, alignments, menu positions amongst others. You can modify these settings later on but it is recommended that you do this before starting your Template creation. For more information, please check the Universal Template editing guide.
4. Create your basic content. To see the design modifications you need to create some content. Without content you won't be able to see your modifications. As an example, if you modify the Font type of your content pages, it will be hard to see those changes if there is no content in that particular page. If you change your main menu settings, it will be hard again to judge the changes when you have no main menu items on your site. So, it is recommended to start adding some basic content and some main menu items to your site. To do so, please go to the Menu editor and add as many content elements as you like by dragging and dropping them in to the Root menu. Adding text to a for example a content page is also simply – click on the content page in your main menu and an edit button will appear. Click on that edit button and an on-line editor will be displayed. Add any content to that page, and click on Save.

It is very important that the content is published and accessible for everyone. You can do so by checking the *published checkbox* and the *All access checkbox*. These actions can be done whilst you are in the EDIT mode of your particular content page.

There are many features and functionality available to you for creating content on your WebriQ site. Use them to a full extend and use your creativity to do so.

A nice template is based on a combination of design and content, so developing those simultaneously will result in a better website.

5. Customize your site. This is the most important and most exciting part of your template creation and winning the \$1000 prize.

What is customization? Customization is a set of css settings and images which are defining the look of your website.

There are different ways to customize your site.

The first one is the online customization, and that methodology is better suited for non-professional users. It can be accessed in the Admin menu-Design-Customize menupoint. There you can modify your custom design group by group. A group is section of the site, for example footer, header, content and many more. You need to set the values individually to customize your site. customization and you can upload images where possible.

Professionals will be more suited with our Template creation kit. Here you can export your customized or non-customized template, edit it on your local machine and then upload (import) the final version. You can export the actual design of your site in the Admin menu-Design-Template creation kit menupoint. Just click on download button in the Export area. A zip file will be downloaded. Browse to a suitable directory on your machine and download it. The zip file is guaranteed virus free. You can check it with your anti-virus software. The zip file contains help and information files, css files, image files, xml files and an xhtml file. We strongly recommend you to read the help file. If you open the xhtml file, you can see your online designed page from your machine. This is how you can test your local modifications. The site will work only if your network connection is active, because some js files and other non-relevant content are downloaded from the WebriQ server.

You can modify the css files and images. You can add as many images as you want and the downloaded images can be deleted if they are not used in the modified css files.

6. Customize your page locally. (online editors can skip this step) If you are a webdesigner or sitebuilder, you have a certain routine on how to design a webpage. You can use all the tools that you are used to work with and although the css structure is complicated, this is the only way to achieve the maximized customization. Browser tools, such as firebug for Firefox or Development tools for IE8 can be used and these tools will help a lot to discover the css structure of the site.

When you edit the css file, you must follow certain rules. One of the most important is, that shorthand css definitions are not accepted by the system. For example this version of background definition will NOT be accepted:

`.class {background:#fff url(back.png) no-repeat;} – this will not be accepted.`

Instead use:

`.class {background-color:#fff; background-image:url(back.png); background-repeat: no-repeat;} - this is accepted!`

Another important thing is the cross-browser compatibility. Please test your design with different browser types!

Please, do a css validation. The best practice is to check your css with W3C validator.

Check the validity: [http://jigsaw.w3.org/css-validator/#validate\\_by\\_input](http://jigsaw.w3.org/css-validator/#validate_by_input)

There are different css files in the zip file. Every css file represents a group (or section) – group is a part of the site (header, footer, content, boxes, etc.) - it's there for simplifying your editing tasks, as the groups have been set in the same way as the groups are set in the online customization. You can create more groups by adding new css files. These new groups will appear once you have uploaded (imported) your CSS Files. For more information about the structure of the Universal Template.

7. Upload your customized design. (online editors can skip this step)  
If you are satisfied with your design, zip it to a file. The relevant files are: the downloaded xml files, the css files and the image files. All the others (xhtml and help files) will be ignored at upload.  
Open your WebriQ page, login as siteowner (the user that you registered), and open the Template creation kit menupoint in the Design Admin menu. Click on the browse button, select your zip file and click on the upload button and your site will be changed to the new design. If your site looks different from the look on your local machine, you most likely created an invalid css. The system does not necessarily drop all invalid css settings if only one of it is invalid. Only the invalid properties will be dropped. You can fix your design in the online customize admin page or you can try to fix it locally and upload it again.
  
8. Store your design online. We recommend that you store your design and we give you the possibility to save your actual customization settings. Select the Admin/Design/Load-save option or you can use the customization menu point where the load-save also can be found. Select a slot (there is one slot set as default) and save your design. Now, it is stored and you can create another one, or you can change the current one without losing the settings of the stored customization . You can reload the stored design with the load button at any time.
  
9. Enter the contest! Log in to your page as siteowner (the user that you registered). Select the Template that you want to enter the contest with. The “Enter the contest” button can be seen at the right part of your site. Click on it and follow the instructions. Your submission will be pre-screened by one of the WebriQ site builders. You will be notified by e-mail if your submission has been accepted or rejected.  
Once accepted, please take following points in to consideration:
  - The submissions will be published on the Contest Microsite if and when the voting period starts
  - The submissions will be displayed in chronological order
  - The sites submitted will not be editable from the time of submission till the end of the voting period – they will remain in VIEW ONLY MODE.
  - You have the possibility to create and submit as many sites as you want during the contest

If you have any question with regards to the contest or the Help file above, or you need some extra help, please go to our Forum on:

<http://webriq.com/forum/pro-s-pro-template-contest>

Or use the following FORM

<http://webriq.com/contactForms/contact-form>

Or click on the HELP function within your site and you will be connected with one of our support representatives.