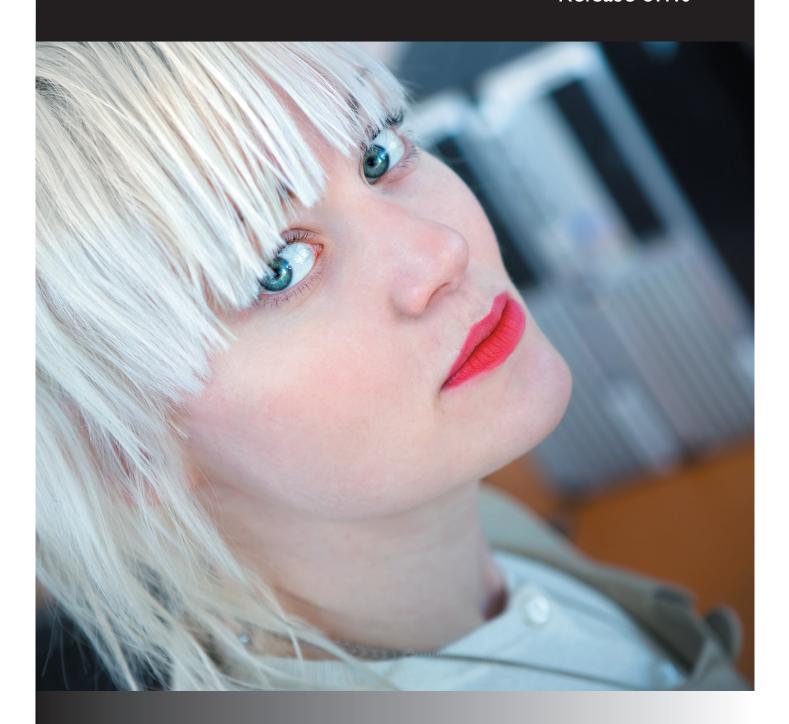
# **EPISERVER COMMUNITY**

Release 3.1.0



**Functionality Specification** 

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**EPISERVER** 

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# **Description of EPiServer Community Functions**

EPiServer Community includes a variety of functions to enable high interactivity with selected target groups and between members within the target groups. In this document all EPiServer Community Functions are described in detail, from end user and administrator perspectives.

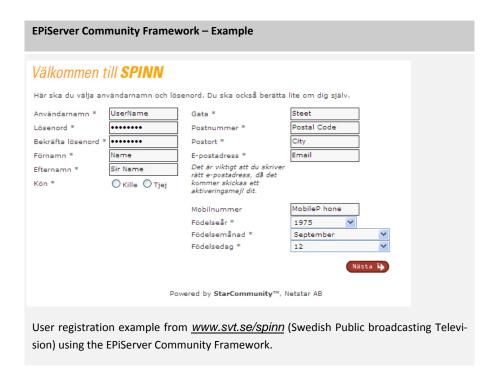
Developers, please refer to EPiServer Community Programmer's Guide, version 3.1.

# **EPiServer Community Framework**

The EPiServer Community Framework includes all features that are available throughout all EPiServer Community functions and can be used by third party functions. The framework includes Users and Groups, Tags and Tag Clouds, Rating System, Category System, Dynamic Attribute System, Query System, Cache System, Logging, Abuse Reporting and Database Hand-

# Users

The EPiServer Community Framework includes handling of users and groups, where users can be clustered into groups and have their own access rights connected to them, along with user functionality such as registration functionality as shown in the example below.



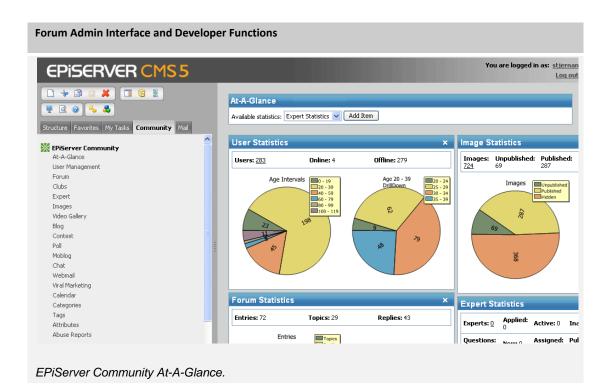
# Tag Clouds

art australia baby beach birthday blue bw california canada canon cat chicago china christmas city dog england europe family festival flower flowers food france friends fun germany holiday india italy japan london me mexico music nature new newyork night nikon nyc paris park party people portrait sanfrancisco sky snow spain summer sunset taiwan tokyo travel trip us usa vacation water wedding

User Functions in EPiServer Community Framework	
Online Status	Logged in, logged out, latest login, user registration functionality.
Dynamic Queries	Search content in any EPiServer Community entity combined with other entities and attributes. Also supports group wise and/or and sorting on all fields ascending/descending.
Dynamic Attributes	Any number of attributes of any type can be associated with any entity in EPiServer Community.
Tags and Tag Clouds	Organize content by tagging it and enable drawing of tag clouds.
Categorize	Categorize content and retrieve content based on one or more categories.
Rating	Rate any EPiServer Community entity and retrieve rated entities based on average rating.
Abuse Report	Report any content for abuse
Logging	Log any action in EPiServer Community Framwork with Timestamp, User, IP-address, Action.

#### Administrator

As an administrator of a community it is easy to administer and manage both large and small communities with the EPi-Server Community Admin User Interface. The Admin User Interface is a dynamic interface and includes the most common features owners and administrators of a community need. It is also easy for partners to apply customer specific adjustments in the EPiServer Community Admin User Interface.

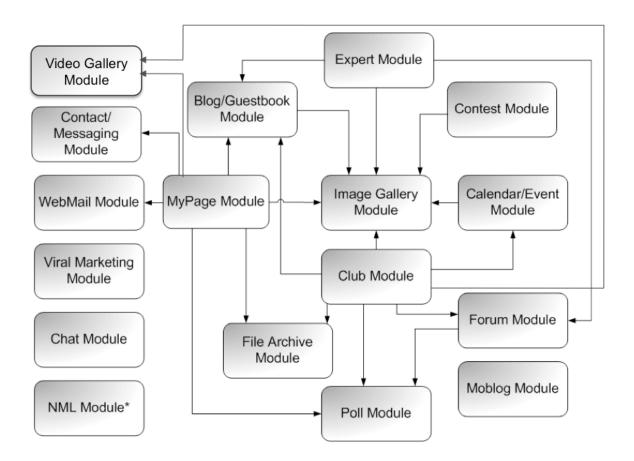


Admin User Interface Functions in EPiServer Community Framework	
Admin User Interface	In the EPiServer Community Framework an Admin User Interface is included with basic functionality such as User Management, Security Settings, Globalization, Site Management and Administrative Settings.
Search	Search functionality for content in all selected functions in EPiServer Community.
Web Services	For each function and basic functionality in the EPiServer Community Framework there are Web Services to enable information and data to easily be entered into or taken out of EPiServer Community.
Globalization	The possibility to easily change language of an EPiServer Community and the communities built on EPiServer Community by adjusting the Globalization parameters.
Community Partitioning	The possibility to partition an EPiServer Community installation, enabling content to be partitioned in the same EPiServer Community installation.
Event Handling	Predefined events for each selected function.

License System	Functionality for administrators to see the license status for EPiServer Community and add-ons.
User Management	Functionality to easily add users and administrators, as well as to create and manage groups.
Admin User Interface Access Rights	Several users can manage the Admin User Interface and an access hierarchy can be implemented within this Admin User Interface.
User Access Rights	Developers can easily make a site using different levels and groups, to create a multilayer community with different accessibility.
Cache Functionality	Specific EPiServer Community Cache Functionality.
Replication Service	Synchronize files in specified folders between multiple Web servers.
Scheduler Service	Developers can Schedule tasks for execution at a specified time.
EPiServer Integration	Authentication of an EPiServer Community member when logging in to EPiServer.
Dynamic attributes	Administer attributes for all EPiServer Community entities.
Rating	Administer Rating for all EPiServer Community entities.
Categories	Administer Categories for all EPiServer Community entities.
Tags	Administer Tags and predefine Tags for all EPiServer Community entities.
Abuse Reports	View and manage Abuse Reports, reported content and users.

# **EPiServer Community Functions**

EPiServer Community is shipped with a wide variety of functions. These functions, and how they interact with each other, are described in detail below. It is also possible for third party systems to subscribe to EPiServer Community events, such as user registration, adding of forum topics, new contact relations etc.



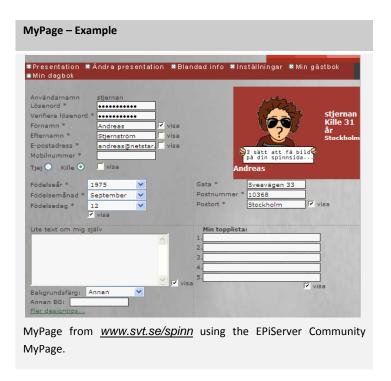
<sup>\*</sup>Applies to all modules where a user can input text.

# MyPage Function

The EPiServer Community MyPage Function serves as a foundation for the user's personal page and provides a fast and easy way to aggregate content from other functions.

#### Users

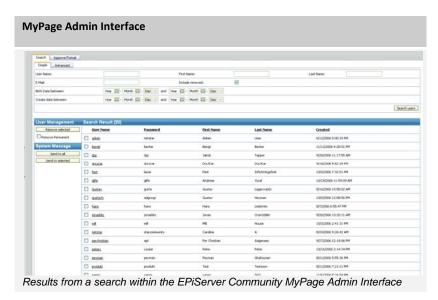
The MyPage function is often used for creating personal pages where users can manage their own settings and personal information, as well as their blogs and Image Gallery etc. The following functions are included in MyPage:



User Functions in MyPage	
Portrait	Upload and manage a user portrait.
Block users	Functionality to block a specified user. The block can later be examined by the developer/administrator for disallowing messaging, contact relations etc.
User Information	A user can have an unlimited number of attributes that can be displayed depending on settings or implementation.

#### Administrator

MyPage includes a powerful administration interface, making it easy to manage a large number of users by utilizing the advanced search features.



Admin User Interface Functions in MyPage	
User Management	Manage users and groups, approve portraits, edit user info, send system messages etc.
Image Gallery	Edit a specific user's personal image gallery.
File Archive	Edit a specific user's personal file archive
Blog	Edit a specific user's personal blog.
Guestbook	Edit a specific user's personal guestbook.
Polls	Edit a specific user's personal polls.
Direct Messages	Edit a specific user's personal direct messages.
Webmail	Create a webmail account for a user and set personal quota limits.
EPiServer Mail* Integration	Export a static or dynamic list of your search results directly to EPiServer Mail.

<sup>\*</sup>EPiServer Mail is an EPiServer Community add-on that provides composition, distribution, and statistic follow up of bulk email & newsletters.

# Extensions

The MyPage can be extended with the following EPiServer Community Functions:

Embedded Functions in MyPage	
NML Function	With the NML Function, users can change the text format in their Direct Message text, presentation etc. It is also possible to use icons such as "smilies" (③).
Image Gallery Function	A user can create and edit a personal Image Gallery on their MyPage.
File Archive Function	Edit a user's personal File Archive.
Blog/Guestbook Function	Edit a user's personal Blog.
Blog/Guestbook Function	Edit a user's personal Guestbook.
Poll Function	Edit a user's personal Polls.
Contact Function	Edit a user's personal Direct Messages.
Webmail Function	Create a Webmail account for a user and set personal quota limits.

# Contact/Messaging Function

The EPiServer Community Contact/Messaging Function contains all necessary functionality for managing contacts and messaging between members, and between administrators and members.

#### Users

The Contact/Messaging Function provides functionality for adding, removing and editing contacts as well as managing incoming and outgoing requests. Depending on settings or implementation, contacts can be added directly or must be approved by the requested user. The function also provides functionality for sending direct messages to contacts and provides a visual representation of how you are connected to your friends via the Connection Link feature.

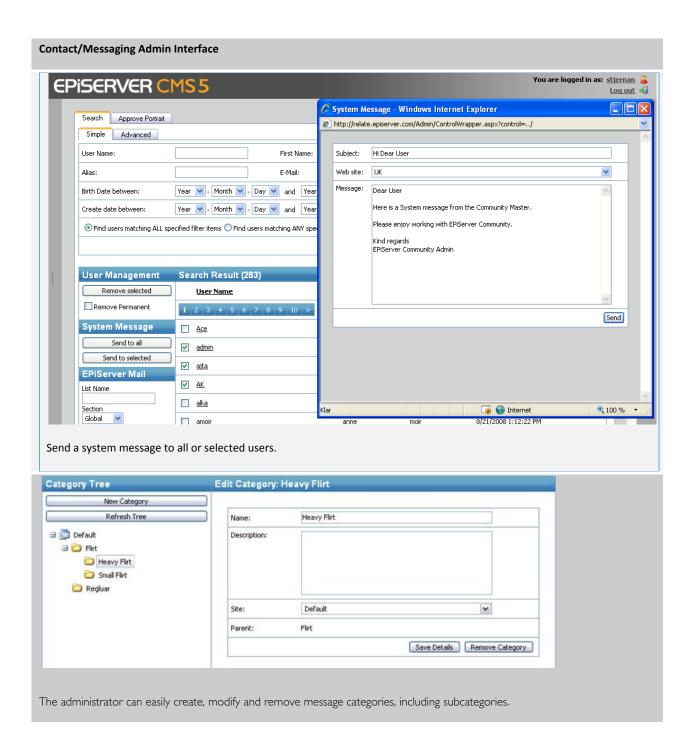
In the Contact/Messaging Function, the following functions are included:



User Functions in Contact/Messaging	
Contact Management	Create, edit, and remove contact relations. Manage incoming/outgoing requests. Support for site-specific contact lists.
Contact Types	A contact can be either a request (a pending contact) or (an accepted) contact. When asking to become a friend with another member, a request is created. If accepted, that request then becomes a contact.
Perspective	Perspective indicates from which direction the contact is initiated. It can be either from me or to me. From me describes contacts I have or requests I have made, and to me describes where I am a contact or where requests are made to me as a member.
Message Management	Send to multiple recipients and remove direct messages. A message can be retrieved, according to the folder it is contained within.
Message Folder	Messages belong to either the inbox, draft or sent folders.
Direct Message Categories	Support for use of multiple message categories and sub-categories is included.
Message Read	The message can be set as read or unread.
Connection Link Management	View the shortest path between how two members know each other, using the Breadth First Search algorithm. This can then be visualized on a user's My Page.

#### Administrator

Included in the Contact/Messaging Function is an interface for the administrator to send messages to many users at the same time (System Message), manage member messages and set message categories.





Folders and messages are displayed for each user.

Admin User Interface Functions in Contact/Message Function	
System Message Management	Search users and send a message to either selected, or all users.
System Message Categories	Create, set and edit System Message categories. Edit and manage System Message category tree.
Direct Message Management	View, remove, and categorize messages for a member.
Direct Message Categories	Create, set and edit Direct Message categories. Edit and manage Direct Message category tree.

## Extensions

The Contact/Messaging Function can be extended with the following EPiServer Community Functions:

Extensions in Contact/Messaging Function	
NML Function	With the NML Function users can change the text format in their Direct Message text. It is also possible to use icons such as "smilies" (③).

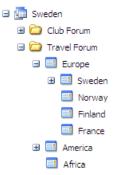
# **Security Settings**

It is possible to set a contact to have specific security settings and access rights. A group or a specific user can be set to have certain access rights to a contact, direct message or a system message. The security settings that can be set in contact are:

Security Settings in Contact Function	
Create Contact	Create Message
Read Contact	Read Message
Edit Contact	Edit Message
Remove Contact	Remove Message
Create System Message	Read System Message
Edit System Message	Remove System Message

#### Forum Function

Through the Forum Function, interactivity is achieved by offering the possibility to discuss subjects of interest to the members. The forum can be implemented as a "flat" and/or "threaded" structure and can be open, closed or hidden. It supports an unlimited number of forum levels and use of moderators. Moderators as well as members can be granted enhanced administrative rights such as edit, move and delete topics, delete and lock discussions, place announcements, etc. The Function also provides functionality for adding polls to forum topics.



The Forum Function consists of the basic elements needed to build a forum for every need:

On a Community Partitioning [Sweden] at the root there can be one or more forums [Club Forum and Travel Forum] and under each forum a structure of rooms [Europe, America, and, Africa etc]. There is no limit to how large the structure can be. In each room there are one or more topics that can be set by administrators or users.

The Forum Function provides a forum tool which can be used to manage one or many forums on a Web site or within a community, with advanced security settings and extension possibilities to other EPiServer Community Functions.

#### Users

The EPiServer Community Forum Function provides all the necessary functionality to create easy-to-navigate Forums. In the Forum Function the following functions are included:

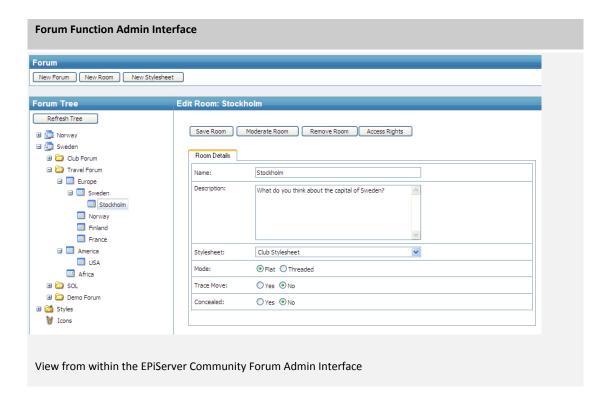


User Functions in Forum Function	
Forum	View all available forums and forums for a specific site. A forum can be open, closed or hidden.
Room	View available rooms for a selected forum and aggregated data such as number of topics and replies. Users can view rooms and the structure of rooms set up for a forum. If a user is set as Moderator for a room, it is possible for the user to manage that room.
Topic	View preset topics and/or user added topics for a selected room. There are no limits to how many topics there can be in a room.  A topic can be set as Normal, Prioritized or Announcement.  An icon or a poll can be connected to a specific topic.
Reply	View replies for a selected topic. Add replies.
Flat or Threaded	The structure of the replies can be either flat or threaded.
Hot Topic	A topic can automatically be set as hot depending on the settings of the forum. Normally, the designation as Hot Topic, is dependant upon the amount of replies received during a specific time.
Search	Possibilities to search among and list the results of topics and replies in forums.
Unlimited Forum Levels	There are no limitations to Forum Levels, and how large and complex the structure could be in a forum or room.
Moderators	Supports an unlimited number of moderators. A user can easily be set as moderator for one or more rooms or forums.
Icons	Icons can be added and attached to rooms, topics and replies.
Style Sheets	Each forum and room can have different Style Sheets connected. For the user this means that one forum and room can look different from another.
Poll	A poll can be added to a topic so that users that reply can also vote on a specific topic. See more under the section, Forum Function Extension.
Users	There can be different kinds of users that use a forum. Most common is the registered user, followed by the non registered user, or a registered user with an alternative alias.
Trace and Log	Possible to log all or selected activities in a forum and forum rooms. Also allows forum users and readers to be recognized with a cookie. It is

also possible to log the IP address from where the room, topic or reply was created or written.

#### Administrator

As an administrator of a community you can see, search and manage all forums, rooms, topics and replies, within that community. Properties and security settings for users and moderators for a forum and/or rooms are easy to set in the EPiServer Community Admin Interface.



Administrators can either manage forums from the built in Admin User Interface for the Forum Function, or together with users with minor administrator user rights, they can manage forums from "view" mode, if EPiServer Community is implemented with that option.

The EPiServer Community Forum Function Admin Interface is a powerful interface for administrators, which makes it easy to manage one or more forums with advanced structures of rooms and topics.

Admin User Interface Functions in Forum Function	
Forum Tree	The forums, rooms, Style Sheets, and icons are listed and easily managed in the Forum Tree in the Admin User Interface.

Forum Management	Administrators can add, remove and manage forums. A forum can be either a general forum on a site or in a community, or it can be a specific forum for a club within a community only seen and accessible for club members, or a forum for an expert in the Expert Function.
Room Management	Rooms are created, removed and updated from the Admin User Interface. There are no limitations to how many parent and child levels, a room can have.
	A room can be set as either a flat or threaded structure.
	A room can easily, and with no loss of information, be moved with the setting Trace Move, between parent rooms and forums.
	The administrator can easily set security settings for each room or group of rooms.
Topic Management	Topics are listed in the room they are connected to.
	It is possible for administrators or users with adequate security settings to add, remove, move, update, report, and lock a topic. It is also possible to set a topic as Normal, Prioritized, or as an Announcement.
	Possibilities to measure activities within a topic, for example number of views and number of replies.
Users	There can be different kinds of users that use a forum. Most common is the registered user, followed by a non-registered user or a registered user with an alternative alias.
Reply Management	Under each topic there can be an unlimited number of replies. Sub- replies can also be added to existing replies.
	As an administrator of a forum or room it is possible to add, remove, update, or report replies for each topic in that room or forum.
Flat or Threaded structure	The structure within a room with topics and replies can be either Flat or Threaded. This is a setting for each room.
Trace Move of Room	If a room or a topic is moved to another place within a forum structure, the move is traced and the users are able to follow the move.
Icons	Administrators can upload and manage icons that are used in the forum structure.
Style Sheets	It is possible to use different Style Sheets. Administrators can add, remove, and update Style Sheets from the Forum Admin User Interface.

Security Settings	It is possible to set different and separate Security Settings and user rights for each forum and specific rooms, with the Forum Function. Read more under the section Security Settings.
Author	Easily built in functionality to see which user created a topic, and to identify the source and time of any replies.
Statistics	It is possible to retrieve statistics from forums, rooms, topics, and replies within the Forum Function.
Traceability	Built in support to log the IP number of the author of topics and replies, and to log the IP number of the creator of a room or a forum.

# **Security Settings**

It is possible to set a forum or a room to have specific security settings and access rights. One group or one specific user can be set to have special rights for one room or several rooms. Security settings that can be set in a forum or room are:

Security Settings in Forum Function	
Read Room	Prioritize
Create Topic	Announce
Edit Topic	Report
Remove Topic	Lock
Move Topic	Edit
Reply	Remove
	Administer

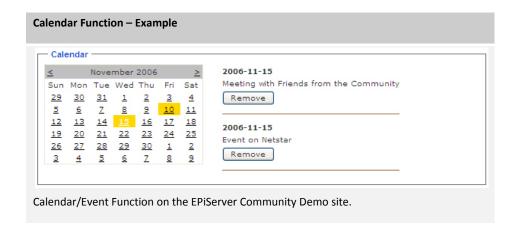
#### Extensions

The EPiServer Community Forum Function can be extended with the following EPiServer Community Functions:

Extension in Forum Function	
NML Function	Users can, with the NML Function, change the text format in their topics or replies. It is also possible to use icons such as "smilies" (©).
Poll Function	Polls can be connected to topics in a forum, so that users can both reply to a topic and vote on a topic.

# Calendar/Event Function

The EPiServer Community Calendar/Event Function provides all necessary functionality for creating calendar events, inviting users to the event, accepting invitations and keeping track of the number of attendees. The events can be either unique or recurring.



#### Users

The Calendar/Event Function provides functionality to manage events and includes the following functions:

User Functions in Calendar/Event Function	
Calendar Management	Create, edit and remove calendars. Support for multiple calendars.
Event Management	Create, edit and remove Events that belong to a calendar. Change event image, invite users, accept invitations and track attendees.
Image Gallery	Every event has its own image gallery.
Recurring Events	Supports recurring events.
Event Contact Person	The event contact person can be set as being either a member of the community, or a guest.

## Extensions

The EPiServer Community Calendar Function offers great functionality together with extensions from other EPiServer Community Function. The following EPiServer Community Function can be integrated with the Calendar Function:

Extensions in Calendar/Event Function	
NML Function	Users can, with the NML Function, change the text format in the event text. It is also possible to use icons such as "smilies" (©).

# **Security Settings**

It is possible to set a calendar to have specific security settings and access rights. A group or a specific user can be set to have certain access rights for one or more calendars. The security settings that can be set in a calendar are:

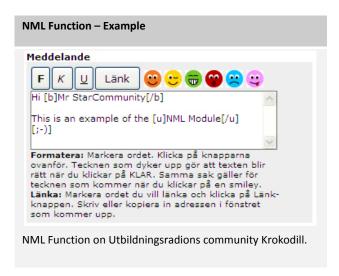
Security Settings in Calendar/Event Function		
Create Calendar	Create Event	
Read Calendar	Read Event	
Edit Calendar	Edit Event	
Remove Calendar	Remove Event	
Administer		

# **NML** Function

The EPiServer Community NML Function allows users to make posts with rich text content. It also strips content of potentially unsafe HTML.

#### Users

The EPiServer Community NML Function allows users to make posts with rich text content.



User Functions in NML Function	
Rich text content	Write rich text with the use of a safe markup language.
HTML encoding	Eliminates the risk of malicious scripting.
Automatic space insertions	Eliminates the risk of having long non-breaking text rows.

# Blog/Guestbook Function

The EPiServer Community Blog/Guestbook Function provides a blog tool which can be used to manage one or many blogs or guestbooks on a Web site or within a community. The Blog Function is built to manage either standalone blogs with many contemporary users, or complex community blogs where all users, clubs, and experts use blog functionality. Included in the EPiServer Community Blog/Guestbook Function is the Administrator User Interface and Blog/Guestbook functionality, as well as the most up-to-date extension possibilities to other EPiServer Community Functions.

#### Users

With the EPiServer Community Blog Function it is easy and fast for developers to create any number of blogs or guestbooks on a Web site or within a community. In the Blog/Guestbook Function the following functions are included:

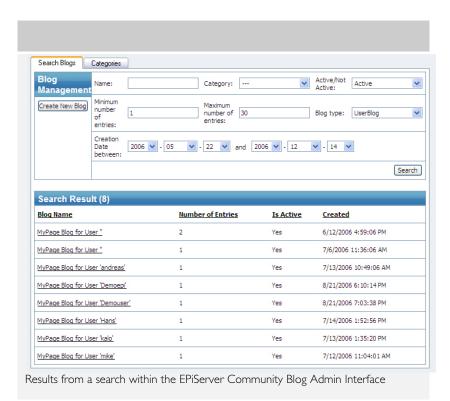


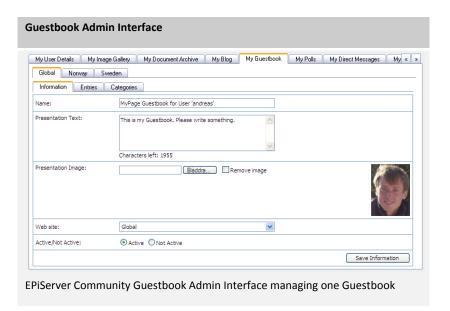


User Functions in Blog/Guestbook Function	
Blog/Guestbook Management	Create, remove and edit blogs and guestbooks. Support for multiple blogs and guestbooks.
Blog/Guestbook Entries	Create, edit and remove entries in blogs or guestbooks. Schedule the publish date of the entry by setting a start date. Unlimited numbers of entries per Blog/Guestbook.
Blog/Guestbook Comments	Create, edit and remove comments under entries in Blogs/Guestbooks. Unlimited numbers of comments per Blog/Guestbook and entry. Support for anonymous posting.
Blog/Guestbook Categories	Support for use of multiple Blog/Guestbook categories and sub-categories.
Blog/Guestbook Content	Support for users to insert text, images and hypertext links in Blog/Guestbook entries and comments.
Blog/Guestbook Search and listings	Powerful Blog/Guestbook search. Create Listings of Blogs/Guestbooks using information such as number of visits, text in topics, text entries, number of comments, creation date, last entry date, unread and read comments etc., with the facility to sort by ascending or descending order for all columns.
Public or private Blog/Guestbook	A Blog/Guestbook can be public and viewable by everyone, or it can be private and seen only by approved users.
Activate and Deactivate	Possibility to activate or deactivate Blogs/Guestbooks. Users can create new entries, and, comments on entries in an active Blog/Guestbook, but not in a non-active Blog/Guestbook.
Trace and Log	Possibility to log all or selected activities on a Blog/Guestbook. Also allows Blog/Guestbook owner and readers to be recognized with a cookie. It is also possible to log the IP address from where the entry or comment was written.

#### Administrator

Included in the Blog/Guestbook Function is a powerful interface for administrators, which makes it easy to manage a large numbers of users and Blogs/Guestbooks.





Admin User Interface Functions in Blog/Guestbook Function	
Blog/Guestbook Management	Create, administer and edit Blogs/Guestbooks.
Blog/Guestbook Entries	Create, edit and remove Blog/Guestbook entries for each Blog/Guestbook. Administrators can list entries and edit or delete inappropriate text.
Blog/Guestbook Entry Comments	Create, edit and remove comments under entries. Administrators can list comments and edit or delete inappropriate text.
Blog/Guestbook Search and Listings	Powerful search for Blogs/Guestbooks. Create Listings of Blogs/Guestbooks, filtered using information such as number of visits, text in topics, text entries, number of comments, creation date, last entry date, unread and read comments etc.
Blog/Guestbook Categories	Create, Set and edit Blog/Guestbook categories, Edit and manage Blog/Guestbook category tree.

## Extensions

The EPiServer Community Blog/Guestbook Function is a powerful tool, and together with extensions from other EPiServer Community Functions, a great variety of Blog/Guestbook functionalities can be offered. The following EPiServer Community Function can be integrated with the Blog/Guestbook Function:

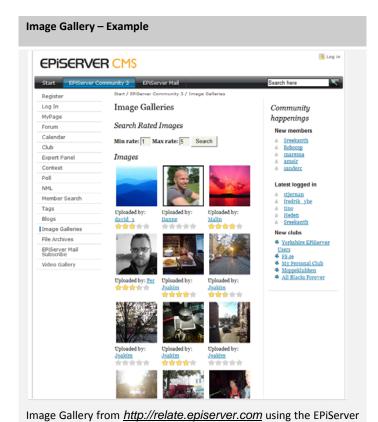
Extensions in Blog/Guestbook Function	
NML Function	With the NML Function users can change the text format in their Blog/Guestbook entries and comments. It is also possible to use icons such as "smilies" (©).
Image Gallery Function	Each Blog/Guestbook can have its own Image gallery

# Image Gallery Function

The EPiServer Community Image Gallery Function stores and manages images of many types. Images can be cropped, rotated and most importantly, given thumbnails of multiple sizes and types, on the fly.

#### Users

With the EPiServer Community Image Gallery Function it is easy for developers to handle images on your community. Everywhere images are used in EPiServer Community, users use the powerful features of the Image Gallery Function.



Community Image Gallery with Rating functionality.

User Functions in Image Gallery Function	
Create Image Galleries	Create an unlimited number of Image Galleries.
Sub-gallery tree structure	Create galleries that act as sub-galleries, creating a tree structure of folders.
Store images	An image can be stored within an Image Gallery.
Crop images	Images can be cropped while saving the original image.
Rotate images	Images can be rotated by 90 degree intervals while saving the original image.
Rate images	Images can be rated and then be sorted by rating.
Comments on images	All users can comment upon images.
Thumbnails	Thumbnails are generated when they are requested. Thumbnails can be proportional, exact or cropped to fit a certain target size.
Categories	Categorize images by genre.

#### Administrator

Included in the Image Gallery Function is the ability to manage images by an approval process, or to handle images in a more detailed manner for a certain image gallery.



Admin User Interface Functions in Image Gallery Function	
Image Information	Information about the uploaded image: date uploaded, user who uploaded, size, description etc.
Image approval	Set image approval status; Published, Not Published or Hidden.
Remove images	Remove images from galleries or from the approval process.

# Video Gallery Function

The EPiServer Community Video Gallery Function stores and manages videos. Uploaded videos are automatically encoded into flash video, a widely spread "web friendly format". Flash video provides fast, lightweight and platform independent playback. The Video Gallery Function generates Image Samples of every uploaded video and stores them in an Image Gallery bound to the Video. The Image Samples provides a fast overview of the video, while saving performance and bandwith.

Note that a content delivery network (CDN) is required in order to use the Video Gallery Function.

Supported file types	
Container files	AVI, MOV, MKV, ASF, MP4, 3GP
Video Codecs	DivX, Xvid, H.264, WMV, MPEG2, MSMPEG4, Sorensen
Audio Codecs	MP3, AAC, WMA, AC3

#### Users

With the EPiServer Community Video Gallery Function it's easy for developers to handle videos on your community. Everywhere videos are used in EPiServer Community, users use the powerful features of the Video Gallery Function.

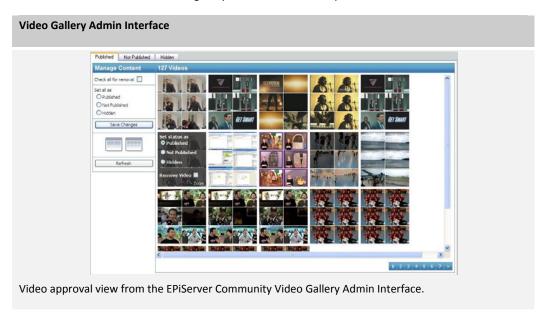
# Video Gallery - Example

Video player with information and image samples from EPiServer's Demo Site http://relate.episerver.com using the EPiServer Community Video Gallery Function.

User Functions in Video Gallery Function	
Create Video Galleries	Create an unlimited number of Video Galleries.
Sub-gallery tree structure	Create galleries that act as sub-galleries, creating a tree structure of folders.
Store videos	A video can be stored within a Video Gallery.
Video playback	Playback controls include play, pause, progress-bar with search, volume control, and fullscreen option.
Rate videos	Videos can be rated and then be sorted by rating.
Comments on videos	Users can comment on all videos.
Image samples	Image Samples are generated for fast overview of the video.
Categories	Categorize videos by genre.

#### Administrator

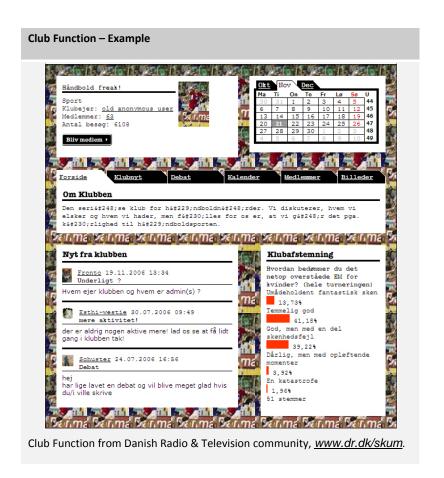
Included in the Video Gallery Function is the ability to manage videos by an approval process, or to handle videos in a more detailed manner for a certain video gallery. The Admin Interface provides a fast and efficient overview and



Admin User Interface Functions in Video Gallery Function	
Video information	Information about the uploaded video: date uploaded, user who uploaded, size, description, image samples etc.
Download original	Download the original video to your local hard drive.
Video playback	Playback controls include play, pause, progress-bar with search, volume control, and fullscreen option.
Video approval	Set videos approval status; Published, Not Published or Hidden.
Video removal	Remove videos from galleries or from the approval process.

# Club Function

The EPiServer Community Club Function contains all the necessary functionality to handle clubs in a community. The latest club functionality, administrator user interface, and extension possibilities to other EPiServer Community Functions are included.

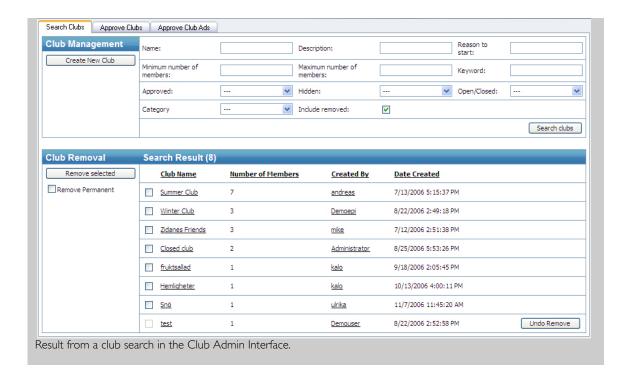


# Users

With the EPiServer Community Club Function it is easy to create clubs on a Web site or within a community. The Club Function functions are:

User Functions in Club Function	
Club Management	Create, edit or remove an unlimited number of clubs.
Club Membership Management	Add, edit or remove members of a club. Support for an unlimited number of members per club.
Club News	News entries can easily be added, changed or removed.
Club Messages	Message entries can easily be added, changed or removed.
Club Ads Management	Create, edit or remove ads.
Club Keywords Management	Create, edit or remove quick search keywords.
Club Membership Approval	Club members can be set to approved, not approved or banned. Lists can be filtered by membership approval.
Open/Closed Club	When a club is set to be open, community members can join a club and become members immediately. To a closed club members must be approved by an administrator.
Approved/Non Approved Club	A clubs approval setting allows the administrator to approve/disapprove new clubs in the club section of the administration.
Hidden/Non Hidden Club	Clubs can be set as hidden and thus not be included in club listings.
My Clubs	Lists clubs where a user is a member.
Related Clubs	Lists clubs related to a specified club. Relations between clubs are based on overlapping members.

Administrators can easily manage all aspects of clubs within a community.



Admin User Interface Functions in Club Function	
Club Management	Create, administer or remove clubs.
Soft vs. permanent remove	The standard remove feature is a soft remove, meaning a removal can be undone. The admin interface also supports permanent remove.
Club Search	Powerful filtering functionality to search on many different clubs attributes.
Security Settings	Access rights can be set for groups and users of a specific club. See the Security Settings section for more detailed information.
Approve Clubs	Administrators can easily approve or disapprove new clubs.
Approve Club Ads	Administrators can easily approve or disapprove new ads.
Change Club Owner	The club owner can be changed by searching for a community member by its alias.
Administer Club Members	In a club, the club member's approval status can be changed to either

	approved, disapproved or banned.
Club News	Add, edit or remove news entries.
Club Messages	Add, edit or remove message entries.

## Extensions

The EPiServer Community Club Function can easily be combined with other EPiServer Community Functions for extended functionality. The following EPiServer Community Functions can be integrated with the Club Function:

Extensions in Club Function	
NML Function	With the NML Function users can change the text format in any club text. It is also possible to use icons such as "smilies" ( $©$ ). See NML Function for more info.
Forum Function	Each club can have its own forum room. The forum room is administered either in the forum Admin Interface or in the Club Management Admin Interface.
Image Gallery Function	Each club can have its own Image Gallery. The administration is done in the Club Admin Interface.
Calendar Function	A club can have its own calendar with events.
File Archive Function	A club can have its own File Archive that allows club members to upload and share club-specific files.
Poll Function	A club can have one or more polls connected.

# **Security Settings**

A club can have specific security settings and access rights. A group or user can have different access rights in a club. The security settings that can be set in clubs are:

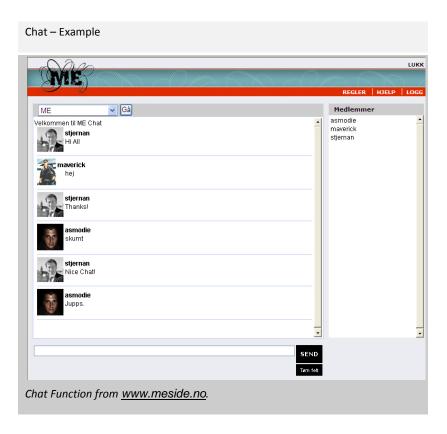
Security Settings in Club Function	
Read Club	Edit Club
Remove Club	Administer Club

## **Chat Function**

The EPiServer Community Chat Function provides functionality that enables site members to send and receive messages in real-time. Chat sessions can be either moderated or designated as VIP sessions. Is this what is meant here?

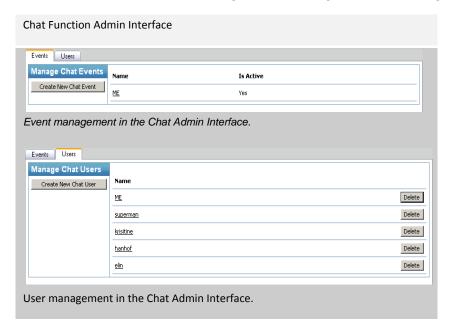
## Users

With the EPiServer Community Chat Function it is easy to integrate a real-time chat on a Web site. The chat Function is specially designed to enable moderated chat events.



User Functions in Chat Function	
Members	List the members of a chat, with pictures and links to members' MyPage.
Messages	Read and send messages in real time.
Color Coding	Chat members can be set to have different colors.

The Chat Function administrator can manage chat events and give users additional rights, such as VIP or moderator access.



Admin User Interface Functions in Chat Function	
Name	Create, set and change the name of the chat event.
User limit	Specifies the maximum number of simultaneous users allowed in a chat room.
VIP password	Specifies a password required to enter a room, as a moderator or VIP member.
Intro text	A text describing the chat room.
Active	Specifies if the chat room is active; i.e., if it is possible to enter the chat room.
Moderate	Defines if this chat room requires a moderator. Non-privileged users cannot write messages in the room if there is no moderator present.
Chat users	Lists privileged users. Moderators have extended abilities, like "kick" and "ban". Moderators are optional in non-moderated chat rooms.
VIP users	VIP users may enter messages directly to all chat rooms, without being moderated.

### Technical Requirements for the Chat Function

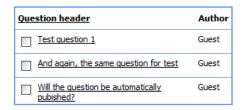
The Chat Function has additional technical requirements:

The Chat Function requires a specially designed IRC server as backend. Java(TM) is required on the client computer.

EPiServer AB also provides a hosting package for servers, set up and ready for this purpose. For more information about this and other hosting alternatives, contact EPiServer AB.

## **Expert Function**

EPiServer Community Expert Function provides functionality that enables the site users to ask questions within specific or general categories, and to receive answers from an expert. The expert can be an external expert or a community member. The Member Expert is a member of the community, who can be easily distinguished from other users after login, this way a different user interface can be created for the Member Expert users, e.g. to display the list of questions assigned to them, and allow them to create



answers. The External Expert gets access to the site by a unique expert ID, which can be provided e.g. as a part of a link in an e-mail with the question. Experts can be assigned to a specific site or they can answer questions from any site within the community. The site administrators can review questions and answers before they are published, and the users can rate the answers. The Expert Function provides superior expert functionality, administrator user interface and can be extended with other EPiServer Community Functions.

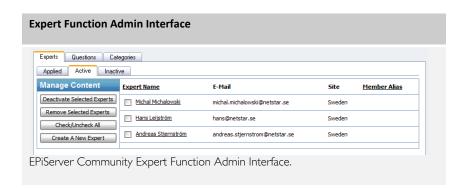
#### Users

With the EPiServer Community Expert Function, it is easy for developers to create expertise functionality on a web site or within a community. The following functionality is included in the Member Expert Function:

User Functions in Expert Function	
Expert Management	Activate, deactivate, remove or edit Member Experts. Each Member Expert can have the following properties: phone number, home page, description, qualifications, image, site, forum room and category. The name and e-mail are taken from the user settings. A Member Expert can be active or inactive. Each Member Expert can have his own blog where answers to the common questions can be published.
Member Assignment	Each member of the community can apply to be a Member Expert (depending on the criteria created by the site developers). After applying, the user has to be accepted (activated) by the site administrator — after which the user becomes a Member Expert within the community.

# Questions Users can create new questions which can be either included in a specific category, or left uncategorized. The administrator can review questions before publication, and can reject a question if it is found to be inappropriate. A question consists of a header and a body, making it easy to display a large number of questions by displaying only the headers. The questions retrieval (listing) is very powerful, and includes paging and sorting mechanisms. The question can be assigned by the administrator to an expert, or a developer can create his own strategy for question assignment. Questions can be related to other collections of related questions (the relation is specified by a user with appropriate permissions, e.g. the administrator). The web site developer may decide to allow anonymous (guest) users to ask questions; in that case a Guest Author is assigned to the question as the author. Answers Experts that are assigned to a question can create answers. The answer consists of a header and a body, making it easy to display a large number of answers by displaying only the headers. The answer listing is very powerful and includes paging and sorting mechanisms. Users can rate the most relevant answers to a question. Values can be between 0 and the maximum value set in the Expert Function settings. **Question Assignment** Assigns a specific question to an expert to enable him to answer the question. All questions assigned to a specific expert can be listed. **Answer Rate** Rate answers in a range from 0 to the maximum number specified for the Function. This feature allows displaying e.g. the highest ranked answers to a question at the top of a list. **Question Relations** A question can be related to other questions. The administrator can add a relation between questions, which enables grouping of similar questions and facilitates faster answer finding. The relations can be symmetric, depending on the Function settings. **Expert Function Settings** Settings include: maximum rating an answer can be given, maximum number of days the expert has to answer a question, a flag indicating whether or not the question shall be published automatically without administrator assistance, and a flag indicating if the question relations are symmetric (if question A is related to B, then question B is related to question A).

A powerful administrator interface is included in the Expert Function, which makes it easy to manage a large numbers of experts, questions and answers.



Admin User Interface Functions in Expert Function	
Expert Management	When a user applies to be an expert, the user becomes visible to the administrator in the applied section. The administrator can activate (or reject) the user and set user properties, such as profile image, community sites and forum rooms assigned, as well as blog activation.
Expert Activation/Deactivation	The status of each expert within the community can be given as activated or deactivated. Deactivated experts can still log in to the site, but cannot review questions or post answers.
Question Assignment and Publishing	If the Expert Function is set to manual question assignment, the administrator can assign questions to available experts, and decide either to publish or to reject questions.
Categories	Questions can be assigned to categories, which allows for grouping of questions into manageable sets. In addition, the experts can be assigned to categories, allowing them to see only the questions they are capable of answering.

## Extensions

The EPiServer Community Expert Function is a powerful tool providing expertise functionality, and together with extensions from other EPiServer Community Functions, a great community knowledge database can be offered. The following EPiServer Community Functions can be integrated with the Expert Function:

Extensions in Expert Function	
Blog Function	The administrator can activate a blog for an expert.
Forum Function	Experts can have a forum room assigned, thus answers to the questions assigned to an expert, can be added to the community sites as forum replies.

# Webmail Function

The EPiServer Community Webmail Function enables site members to send and receive e-mail on the Web site.

#### Users

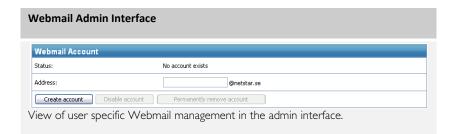
The EPiServer Community Webmail Function provides an easy and fast way for developers to add webmail functionality to a Web site or community. The following functions are included:



User Functions in Webmail Function	
Accounts	Webmail accounts can be created at the point of user registration or as a separate process.
Quota	Each account has a quota limiting the amount of disk space used on the mail server.

Folders	Create, remove and list folders in a mail account. This allows for categorizing messages on the mail server. For instance, a copy of each outgoing message can be saved in a "Sent"-folder.
Messages	Receive, add and remove messages on the mail server. Send a message, with the option of also having it added to a specified folder in the sender's account.
Attachments	Multiple files can be attached to both outgoing and incoming mail.
Searching	Easy to use text search within messages.

The administrator can manage both global and user specific settings through the Webmail Admin User Interface.



Admin User Interface Functions in Webmail Function	
Default Account Quota	Make changes to the default account quota.
Global Signature	Make changes to the global signature which is appended to all outgoing email sent through the Webmail.
User specific management	Create, remove or disable accounts.

## Additional Technical Requirements

The Webmail Function requires a mail server as a backend for the mail system. Any SMTP and any fully featured IMAP4 server should work, with an additional web service implementing functionality for the managing of accounts, etc. The WSDL file this web service should implement is available separately. The IMAP4 server needs to support user quotas, folders, sorting, searching, etc.

EPiServer AB also provides a hosting package for mail servers set up for this purpose. For more information about this and other hosting alternatives, contact EPiServer AB.

It is also necessary to have a dedicated domain name for the webmail system. The domain name can be used with, for example, a web site as well, but it should not be in use for other mail purposes.

# **Moblog Function**

The EPiServer Community Moblog Function allows for MMS messages from mobile phones to be intercepted and images, video, sound and text to be stored in defined destinations.

#### Users

With EPiServer Community Moblog Function you allow users to upload content to your community through a mobile pho-

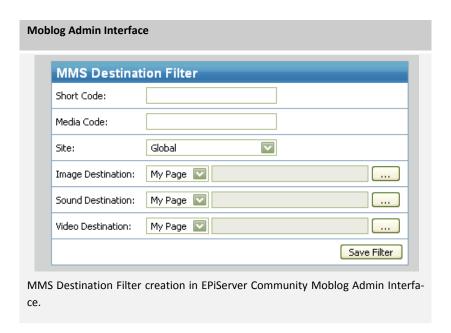
#### **Moblog Function – Example**



Moblog from <u>www.PZblog.no</u> (Egmont) using the EPiServer Community Moblog Function.

User Functions in Moblog Function	
Send MMS	Send MMS to a specified short code and media code intercepted by the community. Let users upload images, video and sound through MMS.

In the Moblog Function the administrator can set destination folders for different types of MMS content.



Admin User Interface Functions in Moblog Function	
Destination filters	Create and define MMS destination filters, deciding where images, video and sound should be stored depending on the short code or media code.
Overview list	Shows a detailed overview of the short codes and media codes used by your community.

#### Extensions

The following EPiServer Community Functions can be integrated with the Moblog Function:

Extensions in Moblog Function	
Image Gallery Function	Store images received in MMS messages in the Image Gallery Function.
File Archive Function	Store sound and video received in MMS messages in the File Archive

Function.

# **Contest Function**

The EPiServer Community Contest Function contains all functionality necessary to start and administer contests in a community. The EPiServer Community Contest Function can handle questions with single and multiple alternatives as well as plain text answers. The latest contest functionality, administrator user interface, and extension possibilities to other EPi-Server Community Functions, are included in the EPiServer Community Contest Function.

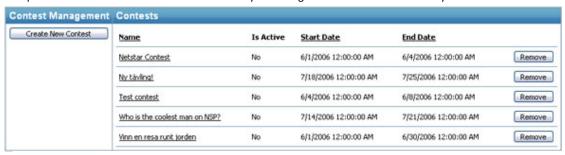
#### Users

With the EPiServer Community Contest Function it is easy to set up one or more contests on a web site or within a community. The following functions are included in the Contest Function:

User Functions in Contest Function	
Contest Management	Create, change or remove contests. A contest may contain one or more questions.
Submission Management	Create and remove contest submissions. A submission may contain one or more answers to a question.
Question Type	A question can be set as a text question, a single alternative question or a multiple alternative question.
Contest Winner	One or more members can be chosen as winners of the contest.

## Administrator

The powerful administrator interface makes it easy to manage all contests in a community.



List of contests in the Contest Admin Interface.

Admin User Interface Functions in Contest Function	
Contest Management	Create or administer contests.
Question Management	Create, edit and remove questions in a contest. Change sorting of questions.
Submission Management	View submissions and related answers. Download submissions.
Pick Winner	Select and remove one or more winners of a contest.

## Extensions

 $The \ EPiServer \ Community \ Contest \ Function \ can \ be \ extended \ with \ the \ following \ EPiServer \ Community \ Functions.$ 

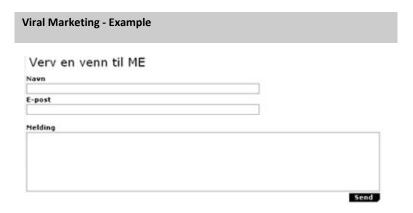
Extensions in Contest Function	
NML Function	With the NML Function users can change the text format in their contest text answers. It is also possible to use icons such as "smilies" $(©)$ .
Image Gallery Function	Each contest and each question can be associated with an image.

# Viral Marketing Function

The EPiServer Community Viral Marketing Function provides a tool to create campaigns and referrals in a community, to attract more members. The Viral Marketing Function keeps track of invitations and invitations that have led to an actual membership.

### Users

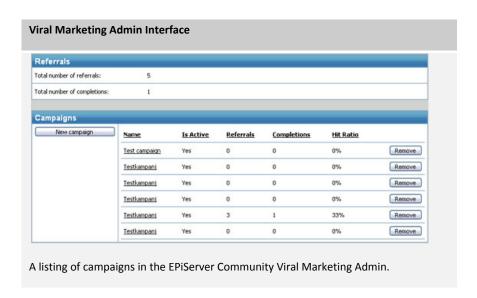
With the EPiServer Community Viral Marketing Function it is easy and fast for developers to create campaigns and referrals on a Web site or within a community.



Sample referral from Me, <u>http://www.meside.no</u>.

User Functions in Viral Marketing Function	
Campaign Management	Create, edit or remove campaigns.
Referral Management	Create, edit or remove referrals.

The powerful administrator interface makes it easy to manage a large number of campaigns and referrals in a community.



Admin User Interface Functions in Viral Marketing Function	
Campaign Management	Create, administer and edit campaigns. View the number of referrals, completions and the hit ratio by campaign.
Number of Referrals vs. Completions	View the total number of referrals and the number of successful completions (registrations).
Download Referrals	Download the referrals of a campaign to MS Excel.

### Extensions

The EPiServer Community Viral Marketing Function can be combined with other EPiServer Community Functions to provide extended functionality. The following EPiServer Community Functions can be integrated with the Viral Marketing Function:

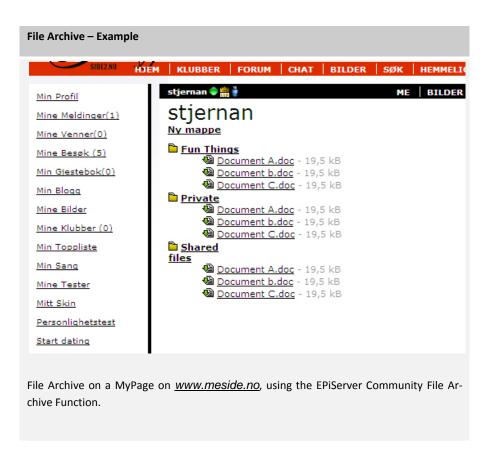
Extensions in Viral Marketing Function	
NML Function	With the NML Function users can change the text format of their referrals. It is also possible to use icons such as "smilies" (©).

## File Archive Function

The File Archive Function allows authorized users to manage documents on their personal home pages, common shared areas or clubs. Members can create a folder structure and upload files that others may download.

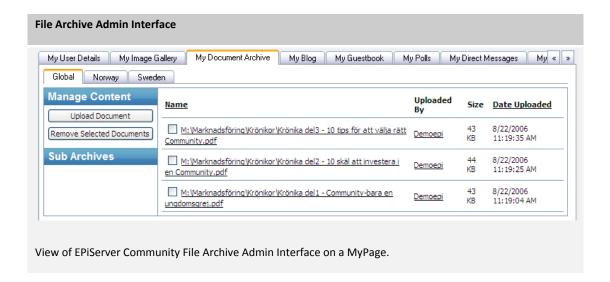
#### Users

Developers can easily create one or many file archives in a community.



User Functions in File Archive Function	
File Management	Upload, download or remove files.
Catalogue Structure	Structure archives with folders and sub-folders.
File Extensions	Most of the common file types are supported.
Document Description	Text descriptions can be attached to file names.

The administration interface provides various possibilities to manage documents.



Admin and Developer Functions in File Archive Function	
Admin User Interface	Upload or remove files.
Path	Files can have both physical and virtual paths.
File Information	For each file it is possible to see the file information: created by, created date, modified date, content description, file type, size etc.
File Description	Text descriptions can be attached to file names.
Folder Structure	Depending on security settings both administrators and users can manage a tree structure of folders.

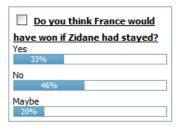
## **Security Settings**

Security settings and access rights can be set to individual files or archives. Special rights can be set for one group or one specific user.

Security in File Archive Function	
Read	Create
Remove	Change

## **Poll Function**

The EPiServer Community Poll Function consists of a powerful poll administration tool, with a web user interface, that is used by the web application administrators to manage polls. It includes creation, activating/deactivating and monitoring polls, a well as a poll software library, which enables web application developers to utilize the polls on the community Web sites, and extension possibilities to other EPiServer Community Functions.



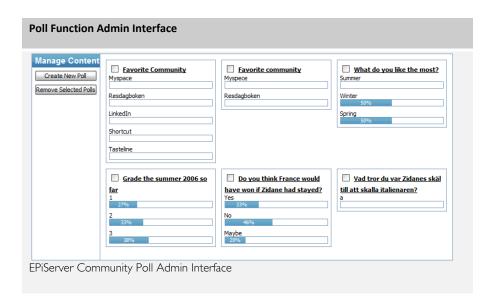
The EPiServer Community Poll Function provides full-featured polls, with ability to control all the aspects of poll creation and management, including poll visibility timeframes, ordering of choices and viewing of votes for each choice.

#### Users

With the EPiServer Community Poll Function, developers can easily create polls on a web site or within a community. The following functionality is included in the Poll Function:

User Functions in Poll Function	
Poll Management	Create, remove and edit polls. Multiple polls can be used at the same time. Activating and deactivating. Name, start and end date of a poll. Assigning a poll to a specific web site.
Poll Choices	Create, remove and edit choices available in the poll. Ability to change the display order of choices subsequent to creation.
Poll Votes	Add votes to a specific choice of a poll. Information about users who voted for a specific choice as well as the date of a vote.
Poll Search and Listing	Powerful search tool. Create listings of polls with information such as: create, start and end date, poll name, total number of votes, activity status etc. Possibility to sort ascending or descending by creation date, name and activity status.
Security Functions	Access rights for users. Users can be granted rights to vote in polls, as well as to edit, read, and remove polls.

A powerful administrator interface is included in the Poll Function, which makes it easy to manage and monitor a large number of polls.



Admin User Interface Functions in Poll Function		
Poll Management	Create, administer and edit polls. Change poll title, start and end date, status (active/inactive). Assign the poll to a specific Web site.	
Poll Choices	Create, edit or remove choices within a poll. Change the display order of choices.	
Poll Votes	View the votes of a specific choice. View detailed user information for each vote added to a choice.	

# Requirements

# Knowledge

Administration requires basic knowledge of using:

Internet Explorer / Firefox

Developers require basic knowledge of using:

**MS Visual Studio** 

.NET Framework

## Recommended Knowledge

Community administrators:

EPiServer Community Administrator Training\_ (1 day)

Developers require basic knowledge in EPiServer Community using:

Developing with EPiServer Community 3 (2 days)

## System requirements

Server side:	Client side (administrators):
Windows Server 2003 .NET Framework 2.0 MS SQL Server 2005	Microsoft Internet Explorer 6+  Mozilla Firefox 1.5+

# Add-ons to EPiServer Community

EPiServer AB offers the following add-ons to EPiServer Community:

**EPiServer Mail** - bulk e-mailing system to send and manage newsletters to target groups.

# Help us to get better

Please send your comments and feedback on this Functions Description by e-mail to info@episerver.com. We would also appreciate it if you were to notify us of any errors in this Functions Description, or indeed, if there are any features you think might be described more clearly. Thank you.