

Content Templates

Content templates provide a way to ensure new content is created using a standardised style/layout which is particularly important when a Tiki system has multiple editors. They can also allow complex new content to be created to an initial stage both quickly and consistently.

Each template is just a block of static HTML markup or wiki syntax and other text, images etc., that can be created using either the standard wiki editor or the WYSIWYG editor, and can then be applied as starting content when creating tiki objects. The following objects currently use content templates:

- Wiki pages (HTML format or wiki format)
- Articles or submissions
- Newsletters

Activate the feature

- **Wiki pages:**
 - You can enable them in **Control Panels > Wiki > General Preferences (tab) > Editing (section) > Wiki content templates**
 - You may want to enable there also the other option: *Lock Content Templates*
- **Articles or submissions:**
 - You can enable them in **Control Panels > Articles > General Settings (tab) > Features (section) > Article content templates**
 - You may want to enable there also the other option: *Lock Content Templates*
- **Newsletters:**
 - You can enable the Wiki content template to create a template for newsletters, through a wiki page, or through a standalone text area.
 - Once you have newsletters enabled, and one newsletter defined, when you go to compose a newsletter for sending, you will be able to select content templates.

Use it

To create or edit a content template, follow the "**Content templates**" link from the admin section of the application menu (called the Settings menu from Tiki14 onwards). It will take you to `tiki-admin_content_templates.php`

When a new template is created not only is the content defined but whether the template can be used in Articles, Wiki pages or Newsletter is configured by a series of checkboxes.

The content itself is either created in the edit section of the screen (using either the standard wiki editor or the WYSIWYG editor) - this is the 'Text area' option in the 'Template Type' field - or it can be 'referenced' by providing the name of an existing wiki page - this is the 'Wiki Page' option in the 'Template Type' field .

The details of the individual screens are shown below:

Tip

Use the *Administration* page of each enabled feature to allow the use of content templates.

Create template

Name *

Sections ☐ Articles ☐ Wiki ☐ Newsletter

Template Type

HTML ☐

Template

B I U | **A** |

H H H |

[Preview](#) [Save](#)

Templates

Find...				
				Find
id	Name	Last Modified	Sections	
9	Plugin Template	Mon 28 Sep, 2015 04:47 CEST	wiki	
10	Tiki Admin Special Announcement Oct 29th 2013	Tue 29 Oct, 2013 23:33 CET	newletters	
5	Module Page Template	Wed 20 Jul, 2011 04:38 CEST	wiki	
8	Tiki Reference Guide - Tab	Mon 14 Mar, 2011 19:36 CET	wiki	
7	Tiki Reference Guide - Page	Mon 14 Mar, 2011 19:33 CET	wiki	
3	Editorial Board Meeting	Sat 23 May, 2009 22:26 CEST	wiki	
2	Features Page Template	Tue 24 Jul, 2007 15:53 CEST	cms wiki	
1	Technical Reference Page	Tue 12 Dec, 2006 05:56 CET	cms wiki	

In Tiki14, and earlier versions, there is a single admin screen as shown above where a new template can be defined in the top section and the bottom section tabulates the existing templates allowing them to be 'selected' for re-editing if required.

ID	Name	Last Modified	Sections	Categories	
6	Newsletter wysiwyg text area template	Fri 22 Jan, 2016 17:55 GMT	newsletters ❌ wiki_html ❌	c_admins	
8	another articles template	Fri 22 Jan, 2016 17:54 GMT	cms ❌ wiki_html ❌	all_editors another_edit_cat	
3	test wysiwyg template	Thu 17 Dec, 2015 08:52 GMT	wiki ❌ wiki_html ❌	all_editors yet_another_edit_cat	
5	simple wysiwyg template	Wed 09 Dec, 2015 22:29 GMT	newsletters ❌ wiki ❌ wiki_html ❌	all_editors	
1	normal editor template	Wed 09 Dec, 2015 22:23 GMT	wiki ❌	Admins_only	
4	wiki page newsletter	Wed 09 Dec, 2015 22:23 GMT	newsletters ❌	Admins_only	
2	WYSIWYG template	Wed 09 Dec, 2015 22:22 GMT	wiki ❌ wiki_html ❌	Admins_only	
7	Article wysiwyg template	Wed 09 Dec, 2015 22:21 GMT	cms ❌ wiki_html ❌	Admins_only	

Name *

Sections ☐ Articles ☐ Wiki ☐ Newsletters

Template Type

HTML ☒

Lock

Categorize [Select Categories](#)

Template

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Further details of how templates are used are provided in the User Guide at [Using Content templates](#).

- [Content Template](#)