

# Property template and authorizations

This document will reveal how to use the configuration of the Property template to define which metadata the author of a steplist will have to enter when uploading to the Curator. Furthermore, it will also explain which authorizations have to be granted to the author role to facilitate the editing of steplists.

## 1 Property template for the upload dialog

The information requested in the upload dialog of a Creator document can be controlled by means of a Property template. Since an upload from the Creator initially creates a regular document within tts performance suite, this document also has the corresponding metadata designated in the Curator for the target document type.

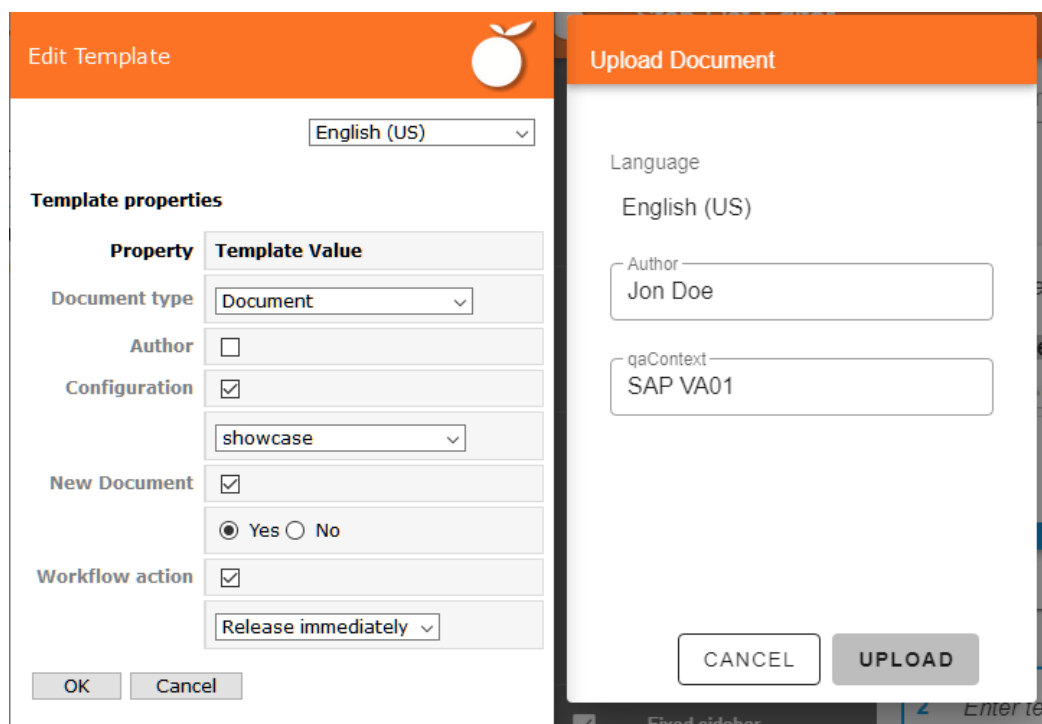


Figure 1: By assigning default values in the template (left), the number of fields that have to be filled in during the upload (right) is reduced.

Since this often involves a large amount of metadata, the Property template allows the possibility of simplification and structuring. It can be used to define fixed default values for any selection of metadata. Once data has been preassigned in this way, users of the Creator will no longer be asked to fill in such data during the upload process.

In the case of users who up to now have little experience with authoring tools – e.g. end users involved in the creation of user-generated content – this makes the upload process much easier because they are no longer forced to deal with a multitude of input options first. But this procedure – e.g. the possibility to automatically set Creator documents to a particular



workflow status – also has the potential to lessen the daily workload of even experienced authors.

The settings are made in the Administrator view (Settings > Creator > Define Template). If you want to preassign a particular property (therefore hiding it from the Creator user during an upload), simply select the corresponding checkbox and set/enter the desired default value. In the example above, the only text field not to be preset is the one for the “Author”, meaning that this will be displayed during the upload.

## 2 Setting authorizations

To ensure that a user of tts performance suite will be able to create steplists, he/she has to be assigned at least one author role that encompasses the required authorizations.

The first necessary authorization is the one called “log in to the Curator”. This can be granted in the dialog titled “Edit the rights of an author role” under Properties > Login.

Furthermore, the author role also has to be granted access to the document type used for steplists. These settings can be found on the Documentation tab. In the example below, the author role has been granted access to the document type “user-generated content” (among other things).



English (US) ▾

Title\*

- Properties
- Structuring and modeling
- Documentation
- Portal
- Quick Guides

**Documentation**

Documentation											
Assign documents											
	View										
	Add										
	Edit										
	Edit, own Documents only										
	Delete										
	Delete, own Documents only										
	Create variant										
	Create variant, own Documents only										
	Assign owner										
	Associate owner, own Documents only										
	Republish documents										
	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Document	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Link	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
User-generated content	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Other information can be found in the document titled "Author roles: Documentation".