


DIGIMAKER 6.0



Digimaker 6.0 How to guides


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1.1 Adding and managing New Categories

In Digimaker you can create categories for most of the things. Assets such as images, files, banners, polls, links, meta keywords, design templates and forms can be organised into categories. Categories can be organised into a hierarchy, and access to categories by users can be restricted to specific roles.

To add a new category ex: (link category)

Step 1: Clicking the icon  next to the element in **Library Explorer** displays a menu. From the menu choose **Add category**.

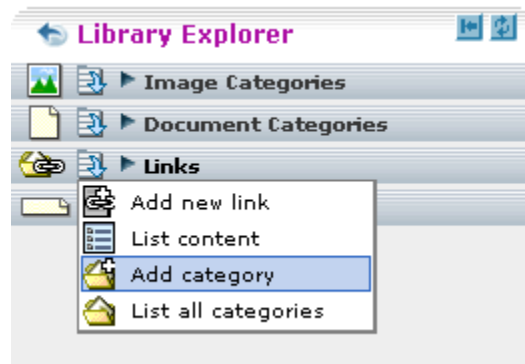


Figure 1: Add Category - Explorer

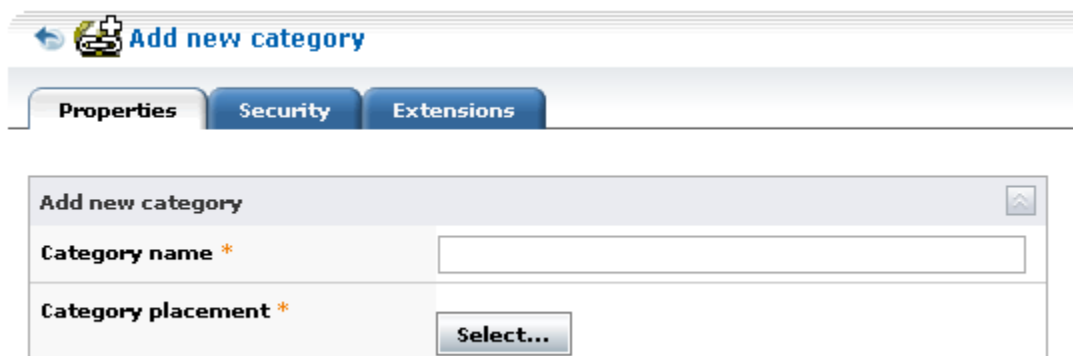



Figure 2: Add new category

Step 2: This displays the **Add new link Workspace**.

The **Add new category Workspace** allows us to add a category and enter information about the category in the **Properties** and **Security** tabs.

Enter a **Category name** for the category.

Category placement allows you select where the category is placed in the category hierarchy.

NOTE! In order to see the newly added category in Explorer, you need to click the Refresh  button.