# Editorial User Manual

[www.beautyofbirds.com](http://www.beautyofbirds.com)

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1. INTRODUCTION

Welcome! This document is a step-by-step guide for all the Photographers, Authors and other Content Contributors for adding content to BeautyOfBirds (BoB). Content Contributors, such as Photographers and Authors, can register and add or edit their content, which may include images, videos, audios, and articles.

2. GETTING STARTED IN BOB

*Note: If you have already registered on the site, skip 2.1 Account Setup directly go to 2.2 Signing In*

2.1. Account Setup

To add and edit your content on the site it is required that you register on the site and get authenticated. This will prevent uploading to, and publishing of, inappropriate or irrelevant content to the website.

The first step is to sign up. Follow these steps to sign up.

2.1.1. Visit [http://beautyofbirds.com/](http://beautyofbirds.com/) page. There is a “REGISTER” link at the top right corner of the page [fig.2.1.1(a)]. Click the link to go to User Registration or directly visit the link by clicking: [http://beautyofbirds.com/user/register](http://beautyofbirds.com/user/register).

2.1.2. Enter the username, email-id, and other required fields to get register on the site [fig.2.1.2(a)].
2.1.3. Click on “Create new account.” Page will be redirected to the home page with a confirmation message on the site [fig.2.1.3.(a)].

![Confirmation Message after successful registration on the site](image)

2.1.4. An e-mail will be sent to the registered e-mail address (e-mail id) with access details and a one-time login link [fig.2.1.4.(a)].

![One time login link](image)

user name

Thank you for registering at Beauty Of Birds. You may now log in by clicking this link or copying and pasting it to your browser:

http://beautyofbirds.com/user/reset/3023/1444280132/TH2hjJ29gmCxa85e6qzSllUk3ljq_CTDjYrM6i9X44Z4

This link can only be used once to log in and will lead you to a page where you can set your password.

After setting your password, you will be able to log in at http://beautyofbirds.com/user in the future using:

username: [masked]
password: [masked]

— Beauty Of Birds team

![User name](image)
2.2. **Signing In**

After successful registration user can sign in with access details sent to their respective e-mail addresses. To sign in, please follow the steps:

2.2.1. Visit [http://beautyofbirds.com/](http://beautyofbirds.com/) page. There is a link “LOG IN” at the top right corner of the page. Click the link to go to User Login page or directly visit the link by clicking on: [http://beautyofbirds.com/user/login](http://beautyofbirds.com/user/login).

2.2.2. Enter the username and password to log in on the site and click button “Log in”. There is an option to log in using your social linkedin or facebook account details.
2.2.3. After login the user will be redirected to the home page \( \text{fig.2.2.3.(a)} \). To go to your dashboard page visit the link \( \text{http://beautyofbirds.com/user} \) \( \text{fig.2.2.3.(b)} \).
2.3. **Signing Out**

To log out after logging in, click the link “LOG OUT” found at the top right corner of the site **fig.2.3.(b)**.

3. **CREATING CONTENT**

To create new content on the site, log in (refer: **2.2. Signing In**) first or if the user does not exist yet, sign up (refer: **2.1. Account Setup**).

At your first time log-in, click on “My Account” (last button on the top GREY menu bar), the following page will to your user dashboard. The user dashboard will contain the list of contents added by a user (if applicable) and option to add new content or edit the existing one **fig.3.(a)**.

Upon a User’s first visit, the tab click display will be empty. After content has been added, the content will be displayed accordingly. In order to prevent abuses (uploading of inappropriate content, viruses, etc.), any new content will be sent to the Site Administrator for approval. Once content has been reviewed and approved, it will be published on the site.
3.1. **Add Photo**

After clicking the link “Upload Photos” or “Add Photo” in fig.3.1(a), a form in fig.3.1(b) will open.
Add the title of the content

Drag or browse from your system to upload image

After filling the form click “Save” button
After filling the form, click the “save” button at the bottom. After saving the content you will be redirected to the added content page.
To see your added content on your profile page, visit the login user dashboard by clicking on “My Account” which takes you to the link [http://beautyofbirds.com/user](http://beautyofbirds.com/user).

To see only the photos, click the link “[add link](#)”. 

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**fig.3.1.(c)**

**fig.3.1.(d)**

**fig.3.1.(e)**
Beauty Of Birds
After adding any content, the administrator will be informed through e-mail about the added content. Once the content has been approved by the Administrator, your added content will be published on the site. Unpublished content will be bright yellow in the User Dashboard. The yellow color will be removed after approval of content and once content is published and visible to the public. fig.3.1.(e) & fig.3.1.(e).
3.2. **Add Video**

Click the link “Upload Videos” or “Add Video” [fig.3.2.(a)] a form will [fig.3.2.(b)] open.

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**fig.3.2.(a)**

**fig.3.2.(b)**

Click to add your first Video
fig.3.2(b)
Insert the required fields and the video and click the save button. After submitting the content, the user will be redirected to the added new video content fig.3.2.(d).

To see your added content on your profile page, visit the login user dashboard (http://beautyofbirds.com/user) fig.3.2.(e) & fig.3.2.(f)
To see the entire list of videos, please click the link “All” fig.3.2(f).
After adding the Content, the web administrator will be informed through e-mail about the added content. Once the content is approved by the Administrator, the added content will be published and available for viewing by the public. The Yellow color will also be removed from your added content on the user’s dashboard Fig. 3.2 (g) & Fig. 3.2 (h).
3.3. **Add Audio**

Click the link “Upload Audios” or “Add Audio” (fig. 3.3(a)) - a form will open (fig. 3.3(b)).
Fill in the required fields and upload the audio, and click the Save button at the bottom of the form. After submitting the content, the user will be redirected to the added new audio content.
To see your added content on your profile page, visit the login user dashboard (http://beautyofbirds.com/user)

Fig. 3.3(d)

To see all your uploads, click the link “All” Fig. 3.3(e).
After adding Content, the administrator will be informed through e-mail for final approval and publishing. After publishing, the content is publicly available. The Yellow color will also be removed from the item on the dashboard.

**fig.3.3.(f)**

**fig.3.3.(g)**
3.4. **Add Article**
Click the link “Add Audio” fig.3.4.(a) - a form will fig.3.4.(b) open.
Insert the required fields and click the Save button at the bottom of the form. After submitting the content, the user will be redirected to the added-new-article page. Once the content is approved by the Administrator, the content will be published and publically available on the site.

4. **UPDATING CONTENT**

To edit the existing content visit the user dashboard page [http://beautyofbirds.com/user](http://beautyofbirds.com/user). Click the link “List” on the dashboard. All the added content will be listed with an edit link.
Content can be updated manually also by directly visiting the content and clicking the edit button (found in the header of the content).
5. **DISPLAY CONTENT LIST**

Display list after adding multiple contents.

5.1. All
5.2. Photos

12 Birds Images

- White Hummingbird by Tammie Smith, Calvert City, KY, United States
  - Date: 18-Aug-15 08:33 PM
  - Views: 18

- Juvenile peregrine falcons, Falco peregrinus anatum, Torrey Pines State Park, CA, United States
  - Date: 06-Aug-15 10:53 PM
  - Views: 2

- Indian Ringneck bathing.
  - Date: 21-Jul-15 09:52 PM
  - Views: 6

- Blue Macaw Chilidren Halloween Costume, United States
  - Date: 25-Mar-15 12:26 PM
  - Views: 10

- Adorable Blue Macaw Halloween Costume, United States
  - Date: 25-Mar-15 12:27 PM
  - Views: 22

- Gang Gang Cockatoo / Black Cockatoo feeding, United States
  - Date: 04-Jan-15 05:41 PM
  - Views: 30

- Pineapple Grosbeak Conure, United States
  - Date: 25-Dec-14 06:54 PM
  - Views: 26

- Greencheek Conure / Pineapple Mutual, United States
  - Date: 25-Dec-14 06:56 PM
  - Views: 26

- African Grey Parrot Kilaya photographed in flight, United States
  - Date: 28-Dec-14 06:40 PM
  - Views: 29

- Congo African Grey Kilaya in flight, United States
  - Date: 35-Dec-14 06:38 PM
  - Views: 30

- Leucistic / White Hummingbird, Bryan, Texas - August 2014, United States
  - Date: 23-Aug-14 09:52 PM
  - Views: 37

- African Grey Chick , United States
  - Date: 16-Jul-14 01:13 PM
  - Views: 52
5.3. Videos
Beauty Of Birds

5.4. Audios

12 Birds Audios

Parrots talking in a local pet shop, talking or squawking sound effect, United States
21-Feb-15 04:37 PM, 11

Turkey Call, United States
21-Feb-15 04:32 PM, 12

Pair Of Laughing Gulls, United States
21-Feb-15 04:36 PM, 15

Bluejay Call, United States
21-Feb-15 04:24 PM, 16

Warbling Vireo Sound, United States
21-Feb-15 04:22 PM, 9

Killdeer Song Sound, United States
21-Feb-15 04:17 PM, 9

Mallard Duck Quacking Sound, United States
21-Feb-15 04:14 PM, 10

Barred Owl Calls, United States
21-Feb-15 04:09 PM, 14

Call of a falcon as it flies across the sky, United States
21-Feb-15 03:55 PM, 11

Rooster crowing, United States
21-Feb-15 03:50 PM, 11

20 minutes of Greenfinch, Goldfinch & Yellow-Fronted Canary song, United States
21-Feb-15 03:24 PM, 20