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CONTENT MANAGEMNET
NOTES
UNIT-4
SEM-3**

A **content management system (CMS)** is a computer software used to manage the creation and modification of digital content.

CMSs are typically used for enterprise content management (ECM) and web content management (WCM).

ECM typically supports multiple users in a collaborative environment^[4] by integrating document management, digital asset management, and record retention.^[5]

Alternatively, WCM is the collaborative authoring for websites and may include text and embed graphics, photos, video, audio, maps, and program code that display content and interact with the user.^{[6][7]} ECM typically includes a WCM function.

Installation type

There are two types of CMS installation: on-premises and cloud-based. On-premises installation means that the CMS software can be installed on the server. This approach was usually taken by businesses who want flexibility in their setup. Popular CMS systems which can be installed on premises are Wordpress.org, Drupal, Joomla, ModX and others.

The cloud-based CMS is hosted on the vendor environment. With this approach the CMS software can not be modified for the customer. Good examples of cloud-based CMS are SquareSpace, Wordpress.com, WIX.

Common features

The core CMS features are, indexing, search and retrieval, format management, revision control, and management.^[5]

Features may vary depending on the system application but will typically include:^[5]

- Intuitive indexing, search and retrieval features index all data for easy access through search functions and allow users to search by attributes such as publication dates, keywords or author.
- Format management facilitates turning scanned paper documents and legacy electronic documents into HTML or PDF documents.
- Revision features allow content to be updated and edited after initial publication. Revision control also tracks any changes made to files by individuals.
- Publishing functionality allows individuals to use a template or a set of templates approved by the organization, as well as wizards and other tools to create or modify content.

Popular additional features may include:^[5]

- SEO-friendly URLs

- Integrated and online help, including discussion boards
- Group-based permission systems
- Full template support and customizable templates
- Easy wizard-based install and versioning procedures
- Admin panel with multiple language support
- Content hierarchy with unlimited depth and size
- Minimal server requirements
- Integrated file managers
- Integrated audit logs

What Is a Content Management System (CMS)?

A content management system, often abbreviated as **CMS**, is software that helps users create, manage, and modify content on a website without the need for specialized technical knowledge.

In simpler language, a content management system is a tool that helps you build a website without needing to write all the code from scratch (or even know how to code at all).

Instead of building your own system for creating web pages, storing images, and other functions, the content management system handles all that basic infrastructure stuff for you so that you can focus on more forward-facing parts of your website.

Beyond websites, you can also find content management systems for other functions – like document management.

How Does a Content Management System Work?

To give you an idea of how a content management system works, we're going to take a whirlwind tour of the WordPress interface (WordPress is a good example of a content management system).

Let's start with creating a piece of content. **Without** a content management system, you'd need to write a static HTML file and upload it to your server (*sounds complicated, right?*).

With a content management system like WordPress, you can just write your content in an interface that looks a good bit like Microsoft Word:

What Makes up a Content Management System?

On a more technical level, a content management system is made up of two core parts:

- **A content management application (CMA)** – this is the part that allows you to actually add and manage content on your site (like you saw above).
- **A content delivery application (CDA)** – this is the backend, behind-the-scenes process that takes the content you input in the CMA, stores it properly, and makes it visible to your visitors.

Together, the two systems make it easy to maintain your website