



Strengthening primary Medical care in IsoLated and  
deprived cross-border arEas



D.2.1.4.A.

Trilingual Website Manual

## Contract ID

Contract title	Technical Support for the project SMiLe: "Strengthening primary Medical care in IsoLated and deprived cross-border arEas"
Contract No	No 140/2018 [18SYMV003444283 2018-07-18]
Contracting Authority:	4th Health District of Macedonia and Thrace
Contactor:	PlanO2 Consulting P.C.
Corresponding Contract Deliverable	Π.6.1.1.Γ.
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## Review History

Version	Date	Reviewed by	Justification



## Deliverable ID

Project Code:	5012828
Acronym:	SMiLe
Project Title:	Strengthening primary Medical care in IsoLated and deprived cross-border arEas

Deliverable:	D.2.1.4.A. Trilingual Website Manual
Version:	V.1.0

Description:	The current document is supplementary to the D.2.1.4.A. Trilingual Website and briefly presents the basic administration functions of the website
Keywords:	SMiLe, Information, Project management, Cross-border Health, Healthcare, Interreg V-A "Greece-Bulgaria 2014 - 2020" Cooperation Programme, cross-border cooperation, European Union, Thessaloniki, Ardino, Harmanli

## Target Audience

Leader	Description/Purpose	Audience
LB	The current document is supplementary to the D.2.1.4.A. Trilingual Website and briefly presents the basic administration functions of the website	Lead Partner Personnel

### DISCLAIMER

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## Project Partners

Role	Partner name	Country
Lead Beneficiary	4th Health District of Macedonia Thrace	Greece
Partner Beneficiary 2	Aristotle University of Thessaloniki - Special Account for Research Fund (Department of Medicine)	Greece
Partner Beneficiary 3	Multi-profile Hospital for Active Treatment of Ardino	Bulgaria
Partner Beneficiary 4	Municipality of Harmanli	Bulgaria
Partner Beneficiary 5	National Emergency Aid Center	Greece

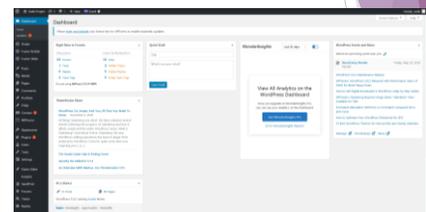
### Short presentation of the programme

The Cooperation Programme "Greece-Bulgaria 2014-2020" was approved by the European Commission on 09/09/2015 by Decision C(2015) 6283. The total budget (ERDF and national contribution) for the European Territorial Programme "Greece-Bulgaria 2007-2013" is €129,695,572.00. The total financing consists of €110.241.234,00 (85%) ERDF funding and €19.434.338,00 (15%) national contribution. The eligible area of the Programme consists of the Region of Eastern Macedonia-Thrace (Regional Units of Evros, Kavala, Xanthi, Rodopi and Drama) and the Region of Central Macedonia (Regional Units of Thessaloniki and Serres) in Greece and the South-Central Planning Region and South-West Planning Region (Districts of Blagoevgrad, Smolyan, Kardjali and Haskovo) in Bulgaria. The Priority Axes are PA 1: A competitive and Innovative Cross-Border area, PA 2: A Sustainable and climate adaptable Cross-Border area, PA 3: A better interconnected Cross-Border area, PA 4: A socially inclusive Cross-Border area.





## Webpage Administration Dashboard



### Tools Covered in the manual

- ▶ Library
  - ▶ Upload photos etc
- ▶ Posts
  - ▶ Upload news
- ▶ WP Forms
  - ▶ Manage replies of Questionnaires
- ▶ Forum
  - ▶ Manage Forum Users

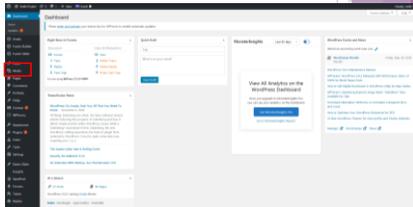


### SMiLe Library Administration Manual

### Upload Media

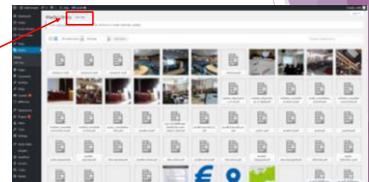
You can access the Media Library here

Click on Media>Library



### Upload Files

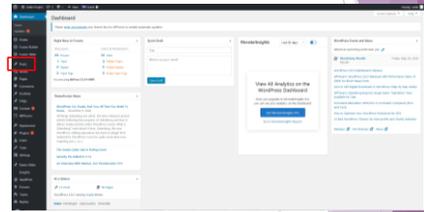
You can upload files or photos by simply drag and drop or  
By clicking on Add New





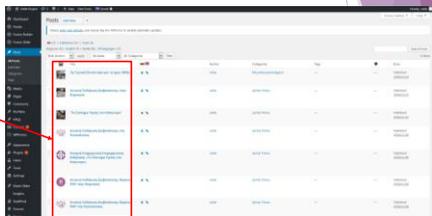
### Posts

To access posts click here



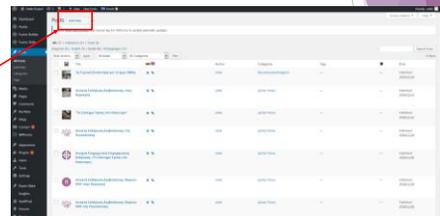
### Posts

Older Posts can be viewed from here

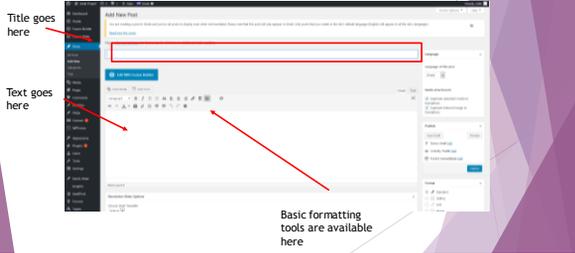


### Posts

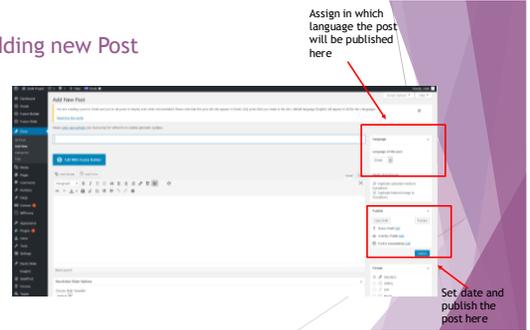
To add new post click here



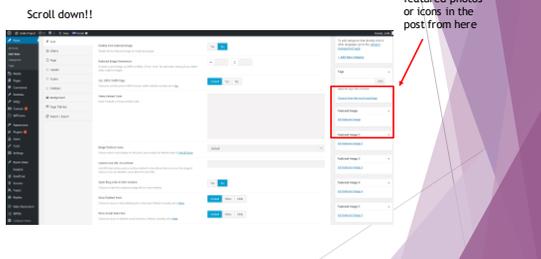
### Adding new Post



### Adding new Post



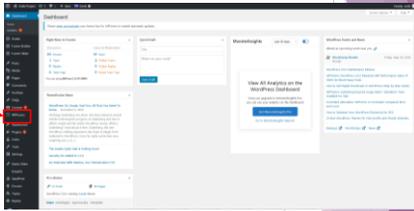
### Adding new Post



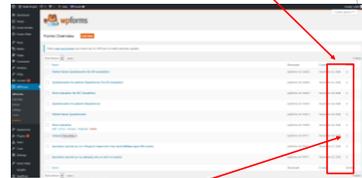
The logo for 'Interreg Greece-Bulgaria SMiLe' is displayed, featuring the project name and the European Union flag. Below the logo, the text 'SMiLe WP forms Manual' is written in a blue, sans-serif font.

## Forms

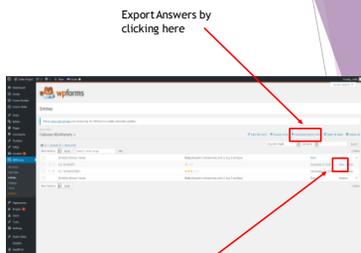
To access answers to questionnaires click WP forms -> All Forms



Number of entries are shown here



Click on number to access the answers (entries) of the Questionnaire (Form)

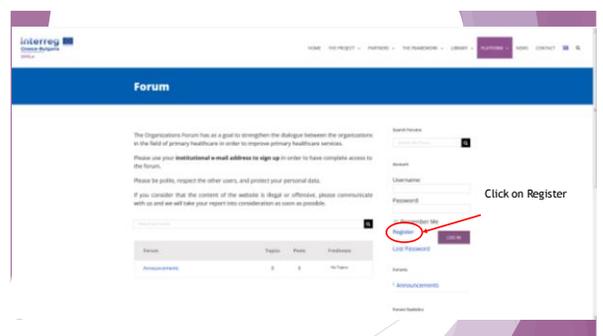


Export Answers by clicking here

You can view an Individual Answer by clicking View

For more information on forms visit

<https://wpforms.com/docs/creating-first-form/>



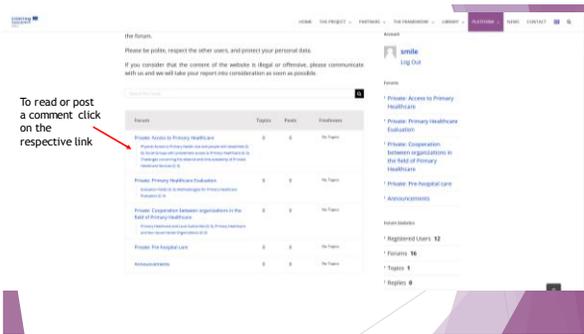
In the new page give a username and fill in the institutional email address of the organization you are a member

The Forum Administrator will verify that you are a member of the organization before having access to all of the forum

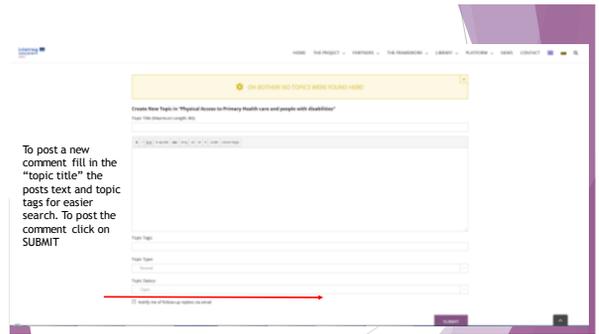
Log in to the Platform

To Log in the platform fill in your username and password and click on LOG IN

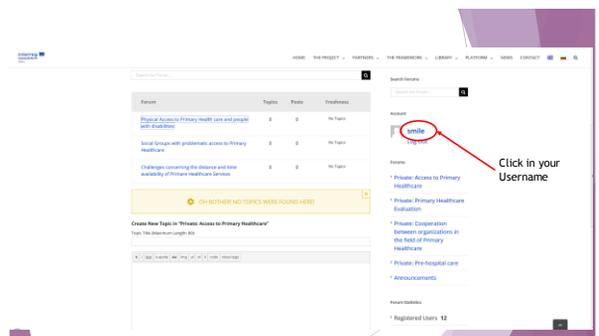
Reading and Posting a Comment



To read or post a comment click on the respective link



To post a new comment fill in the "topic title" the "posts text and topic tags for easier search. To post the comment click on SUBMIT



Click in your Username





**For more information or help**

Visit

<https://easywpguide.com/wordpress-manual/>