

# Sigmer Products Scribe



*Considered IT Solutions*



*Easy-to-use Website Content Management System*

Scribe is a highly-featured website content management system that enables organisations to create and manage their website content without the need for technical expertise.

**Scribe allows users to quickly and easily update and manage complex website content, ensuring that the latest information is communicated through the website with the minimum of effort or delay.**

Because Scribe has been specifically designed for non-technical users it eliminates the need to employ a webmaster for the management of content. Its powerful user-permissions model allows the creation of content to be devolved to the business owners of that content - while still retaining governance, and editorial control, centrally.

Scribe can be hosted internally or externally allowing a disparate community of autonomous users - perhaps geographically dispersed - to maintain content or manage single or multiple websites - from wherever there is access to the Internet.

Scribe has been designed with website accessibility standards in mind. By using Cascading Style Sheets and XHTML, Scribe helps to support accessibility levels as determined by the Disability Discrimination Act and by the standards published by W3C and WAI.

Scribe's structured approach to content management provides search-engine friendly content that helps to achieve higher search engine rankings, while keeping the visitor happy with faster page download times. Scribe also supports multiple languages, making it suitable for organisations operating on a global scale.



Scribe demo website:  
[www.scribe.uk.com/demo\\_area/](http://www.scribe.uk.com/demo_area/)



Publishing one or more files to a publish location



Editing content held within a content hotspot



Image inserter



Preview content



Audit trail administration



## FAQs

### **Is Scribe search engine friendly?**

Yes, very much so. Scribe actually functions in a way that supports search engines by associating content with meta data. This helps your website achieve higher rankings in the search engines.

### **How will Scribe help my site to comply with accessibility levels?**

Because Scribe helps to support accessibility standards, it automatically creates accessibility aware areas, such as menu systems, sitemap generators and form builders. This helps to make it easier for your site to meet accessibility levels.

### **I need a CMS that works with different languages. Will Scribe do that?**

Yes. Scribe supports multiple languages including Latin-based languages and non-Latin scripts, such as Chinese, Arabic or Thai.

### **My company has very strict brand guidelines, can Scribe help manage these on my website?**

Yes it can. Scribe works by allowing users to separate brand content, such as words or images, from the actual design of the site. This enables you to control the brand and structure of your site, and determine which contributors have access to which areas of your website.

### **I need to have multiple users working from various locations to update my website. How can Scribe facilitate that?**

Scribe's Executive User level has complete control over users, groups and permissions. Sets of permissions can be defined and applied to certain groups from any number of locations, and a file locking system prevents multiple users working concurrently on the same pages and overwriting content. This makes it very simple for you to manage your multiple user groups, regardless of location.

### **How much training might I need in order to use Scribe?**

You don't need technical expertise in order to use Scribe, but some basic training is required. 1-2 hours for a Foundation User is usually sufficient, whilst an Executive User or site owner might require 3-4 hours training. We also supply you with a comprehensive user's guide.

## Business Benefits

- Saves time and costs by more efficient content management for one or more websites
- Empowers users to manage their own content
- Ensures brand consistency across all websites
- Simplifies governance of multiple websites
- Supports Search Engine Optimisation and helps to achieve higher search engine rankings
- Helps to support website accessibility standards
- Ability to operate in multiple languages

## Product Features

### Foundation Users

- Create and edit web pages
- Copy, move and delete pages  
Edit page/document description
- Create, delete and rename folders
- Image Editor to scale, crop and resize images
- Prepare files in advance and publish at a later date
- Multiple master templates with ability to switch page contents into new templates
- File Locking system to prevent multiple users working concurrently on same pages

### Executive Users

#### *All features of a Foundation User plus:*

- Manage users and groups
- Manage multiple websites
- Create forms, menus and auto-generated site maps
- Undelete files
- Site Owner's Report sending selected statistics on a monthly basis
- Word Filter system for all HTML content, with a configurable dictionary of inappropriate words

For further Scribe features information, see [www.scribe.uk.com](http://www.scribe.uk.com)

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## Testimonials

Sarah Dewe, Online Communications Manager  
of The International Save the Children Alliance  
Secretariat:

*"The Scribe content management system has met our needs well, giving us the ownership and flexibility to manage a series of global websites. Web accessibility, cross-browser compatibility and clean, professional design have all been high priorities for us. Sigmer have proved themselves to be very committed to finding solutions to address all these issues in a very professional way. We are delighted that our international web portal, <http://www.savethechildren.net/>, now complies with W3C Priority Level 3 WAI Guidelines."*



Scribe is one of a number of products and services from Sigmer Technologies that enables businesses to work more effectively and efficiently. Please contact us to find out how we can help improve your business operation on 0870 870 8735 or see [www.sigmer.com](http://www.sigmer.com).