

Add documents to news or events

When entering news, it is now possible to add documents directly in the news / event. The addition is done from the “Links / documents” workflow step.

Workflow step: Links / documents

The screenshot shows the 'Liens/documents' workflow step in the UNIL system. The interface is in French and includes a top navigation bar with the UNIL logo, date (mardi, 01 mars 2016), and links for 'Donner un avis', 'Aide', and 'Contact'. Below the navigation bar are icons for 'Quoi de neuf?', 'Agenda', and 'Mail'. The main content area has a blue header with tabs: 'Informations', 'Contenu', 'Images/vidéo', 'Liens/documents' (selected), 'Visualisation/Publication', and 'Partage'. A 'Sauvegarder' button is in the top right of the main area. The 'Liens/documents' section contains two tables. The first table, 'Liens', has columns for 'Lien', 'Titre', and 'Description', with an 'Ajouter lien' button at the bottom right. The second table, 'Documents', has columns for 'Nom du fichier' and 'Type de fichier', with an 'Ajouter document' button at the bottom right. A red circle with the number '1' highlights the 'Ajouter document' button.

| Liens | Lien | Titre | Description |
|------------------------------|------|-------|-------------|
| | | | |
| Ajouter lien | | | |

| Documents | Nom du fichier | Type de fichier |
|----------------------------------|-------------------|-----------------|
| | pages_de_test.pdf | application/pdf |
| | La_bégueule.pdf | application/pdf |
| Ajouter document | | |

1. Add document button

For reasons of portability between different systems, **the only accepted format will be the PDF**. The maximum size allowed is **10Mb**.

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