

# Managing and Maintaining Websites

## DESCRIPTION:

This program gives you a practical model for the management and maintenance of your website. Through this, you can learn about all the process, people, technology and other resources you need to manage a successful site. In this program, we will be mainly focusing on the 3 commonly used CMSs in Maldives, Joomla, WordPress and Drupal.



## OBJECTIVES:

Upon completion of this workshop, the participants will understand:

- how the CMS works
- how to access their website in the CMS
- how to use rights and roles to control access to relevant areas of the websites

## OUTLINE:

- Introduction to the CMS
- Accessing to the CMS
- Adding new items
- Managing items
- Editing the navigation menus
- Managing groups and users
- Restricting access to folders

## TRAINING CODE:

MMWIT15

## DURATION:

- 15 hours

## MODE OF DELIVERY

- group discussions
- practical lab sessions
- peer reviewing
- self-assessing exercises

## DESIGNED FOR:

This training is ideal for non-technical administrative staff and IT staff interested in learning CMS

- Level 2
- Level 3

## CONTACT DEPARTMENT

Information Technology and Innovation Department  
3307359

[aminath.shiura@csc.gov.mv](mailto:aminath.shiura@csc.gov.mv)

## CONTACT CSTI

CSTI : 3303997

WWW: <http://csti.gov.mv/>

FB: [facebook.com/cstimv](https://www.facebook.com/cstimv)

Twitter: @CSTImv