

SiteWorks update

Agenda



- Progress to date, a look at some live sites
- The process for getting a SiteWorks site
- Support arrangements
- Choosing a “Starter” or “Migrated” site, demo migration
- Using additional WordPress plugins
- Future development
- User feedback - Frances Kilburn, Evesham u3a

Progress to date

(As of 1st February 2024)



- 28 sites live on SiteWorks project hosting
12 independently hosted (that we know about)
- just under 600 u3as have registered interest
- still too early to predict speed of rollout
- Site Builder will be supported until at least the end of 2024

Progress to date



Live demo

- Site Builder migrated sites list
- map of live hosted sites (SiteWorks website)
- the roll-out queue (SiteWorks website)
- a look at a few live sites

The process

SiteWorks hosting



- Register interest - join the queue
- Accept Terms and Conditions
- Zoom introductory workshop
- Familiarisation with WordPress using ‘Local’
- Migration team assist with site preparation
- Go Live

The process

Self hosting



- Choose your hosting service
- Install WordPress
- Install and activate the u3a SiteWorks theme plus plugins to meet your needs (*covered in detail on the u3aWPdev forum and on the project's GitHub pages*)

Note: A service to migrate a site from Site Builder is not provided for self-hosted sites

Support arrangements

- the main SiteWorks website has
 - FAQ
 - comprehensive User Guide
 - recommended learning resources
- the u3aWPdev forum
- the SiteWorks helpdesk for u3as using SiteWorks project hosting

“Starter” site or “Migrated” site?



- A migrated site takes the majority of your content from a Site Builder site
- A starter site provides a small set of sample pages
- In either case, there will be redirection from sites formerly hosted on Site Builder

Migration process

1 - Export site from Site Builder

A screenshot of a web browser showing the 'U3A SITE BUILDER: PUBLISHED' page. The browser address bar shows 'u3asites.org.uk/exports/intro.php?letter=R'. The page has a yellow header with the text 'U3A SITE BUILDER: PUBLISHED'. Below the header, there is a text prompt: 'Please use this alphabetic index to find a site to'. Below the prompt is a horizontal row of letters: 'A|B|C|D|E|F|G|H|I|J|K|L|M|N|O|P|Q|R'. The letter 'R' is circled in red. Below the letters is a table with four columns and five rows of site names. The first row contains 'Radlett & District', 'Ravenshead', 'Rayleigh', and 'Ray'. The second row contains 'Redbridge & District', 'Redditch', 'Retford', and 'Rich'. The third row contains 'Ridgeway', 'Ringmer', 'Ripley & District', and 'Rip'. The fourth row contains 'Rodings & Ongar', 'Romiley & District', 'Romsey & District', and 'Ron'. The fifth row contains 'Rotherham', 'Rowlands Castle', 'Rovston', and 'Rud'.

← → ↻ 🔍 u3asites.org.uk/exports/intro.php?letter=R

U3A SITE BUILDER: PUBLISHED

Please use this alphabetic index to find a site to

[A](#)|[B](#)|[C](#)|[D](#)|[E](#)|[F](#)|[G](#)|[H](#)|[I](#)|[J](#)|[K](#)|[L](#)|[M](#)|[N](#)|[O](#)|[P](#)|[Q](#)|[R](#)

Radlett & District	Ravenshead	Rayleigh	Ray
Redbridge & District	Redditch	Retford	Rich
Ridgeway	Ringmer	Ripley & District	Rip
Rodings & Ongar	Romiley & District	Romsey & District	Ron
Rotherham	Rowlands Castle	Rovston	Rud

Migration process



1 - Export site from Site Builder

A screenshot of a web browser window. The address bar shows the URL 'u3asites.org.uk/exports/newsite.php?site=389'. The page content includes a heading 'Site Builder Export', followed by two lines of text: 'Created allgroups directory' and 'Created nongroups directory'. Below this is another heading 'Exporting site Ravenshead to xmlfiles/ravenshead.zip', followed by three lines of text: '64 pages found', '11 valid image files found', and '48 valid document files found'. At the bottom, there is a heading 'Making grouplist ...'.

← → ↻ ⓘ u3asites.org.uk/exports/newsite.php?site=389

Site Builder Export

Created allgroups directory
Created nongroups directory

Exporting site Ravenshead to xmlfiles/ravenshead.zip

64 pages found
11 valid image files found
48 valid document files found

Making grouplist ...

Migration process



2 - Import site into WordPress

The screenshot shows the WordPress admin interface for the u3a Migration tool. On the left is a dark sidebar menu with the following items: Pages, u3a Groups, u3a Events, u3a Venues, u3a Contacts, u3a Notices, u3a Settings, u3a Import Export, u3a Migration (highlighted in blue), and Appearance. The main content area is titled 'Importing from Site Builder export file for Ravenshead'. It contains the following elements:

- A heading: 'Importing from Site Builder export file for Ravenshead'
- A text prompt: 'Select a different Site Builder export file'
- A 'Browse...' button and the text 'No file selected.'
- A blue 'Upload zip file' button
- A horizontal separator line
- Four checked checkboxes:
 - Import Groups
 - Import Events
 - Import other content
 - Download Media while migrating?

Migration process



3 - Set Site Builder menu, adjust as required

The screenshot shows the u3a Site Builder interface. At the top, there's a navigation bar with a WordPress logo, a plus sign, a pencil icon, and a hamburger menu icon. Below this is a 'List View' panel on the left with a tree structure showing 'Group', 'Group', 'Row', and 'Navigation' (selected). The main workspace shows a preview of a website header for 'Ravenshead'. The header has a blue background with the name 'Ravenshead' in white. Below the header is a navigation menu with various links: '2023 AGM', 'A Diary', 'Adverbial Conversations', 'Affinity Photo Links', 'Archive', 'Beacon', 'Beacon Training Guides', 'Billy', 'Committee', 'Contact', 'Contact Us', 'Cryptic Crossword Records All', 'Diary of Meetings Trips and other Events', 'Example Dance links', 'Front Page', 'Interest Groups', 'Links', 'Lipograms', 'Membership', 'News', 'Risk Assessment', 'Social Media Resources', 'The Briefcase', and 'Welcome to Ravenshead U3A'. A search bar is visible on the right side of the menu. On the right side of the interface, there's a 'Template part' panel with 'Block' selected, showing 'Navigation' and 'Menu' options. The 'Menu' panel shows a 'Page List' with the same links as the preview.

Migration process

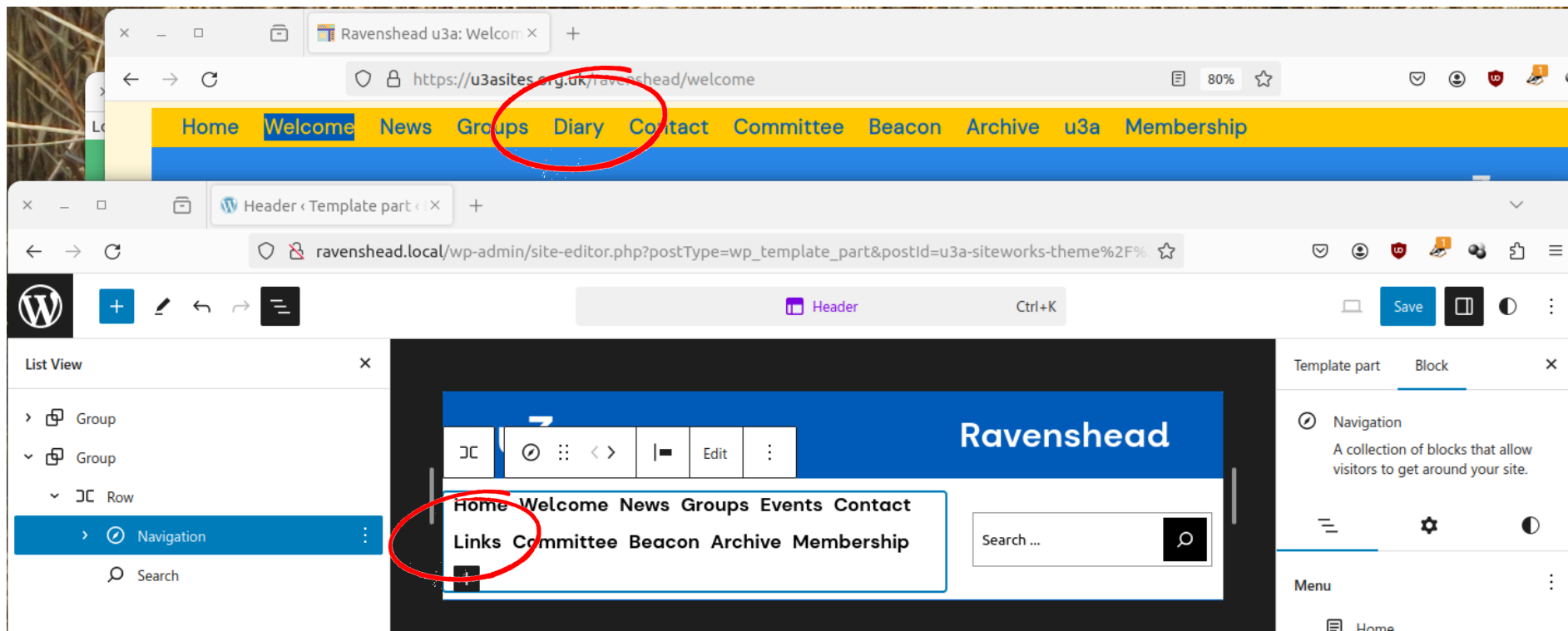


3 - Set Site Builder menu, adjust as required

The screenshot displays the u3a Site Builder interface. At the top, there is a toolbar with icons for adding, editing, undo, redo, and a menu icon. Below the toolbar is a 'List View' panel on the left, showing a tree structure of site components: 'Group', 'Group', 'Row', 'Navigation' (highlighted), and 'Search'. The central workspace shows a preview of the site header for 'Ravenshead'. The header is a blue bar with the site name 'Ravenshead' on the right. Below the header is a navigation menu with links: 'Home', 'Welcome', 'News', 'Groups', 'Events', 'Contact', 'Links', 'Committee', 'Beacon', 'Archive', and 'Membership'. A search box is located to the right of the menu. The right-hand side of the interface shows a 'Template part' panel with 'Block' selected, containing a 'Navigation' block description and a 'Menu' list with items: 'Home', 'Welcome', 'News', 'Groups', 'Events', 'Contact', and 'Links'.

Migration process

3 - Set Site Builder menu, adjust as required



The image displays two overlapping browser windows. The top window shows a live website with a yellow navigation bar containing the following links: Home, Welcome, News, Groups, Diary, Contact, Committee, Beacon, Archive, u3a, and Membership. The 'Groups' link is circled in red. The bottom window shows the WordPress Site Editor interface for the 'Header' template part. The editor displays a preview of the navigation menu with the following items: Home, Welcome, News, Groups, Events, Contact, Links, Committee, Beacon, Archive, and Membership. The 'Groups' link is also circled in red in the editor. The left sidebar of the editor shows a 'List View' of blocks, with 'Navigation' selected. The right sidebar shows the 'Navigation' block settings, including a search bar and a menu icon.

Migration process



4 - Set WordPress “home” page and test

The screenshot shows the u3a Ravenshead website. The top navigation bar is blue with the u3a logo and the word 'Ravenshead'. Below this is a yellow navigation bar with links: Home Beacon, Welcome, News Archive, Groups (highlighted), Diary u3a, Contact, and Committee Membership. The main content area has a blue header for 'Interest Groups'. The text below reads: 'We have nearly 40 active Interest Groups. Our Groups Coordinator, Anne Eldridge, is the link between the groups and the committee and can be contacted via the Committee page or the direct link below. Group leaders and other members give their time voluntarily to plan and organise interest group activities. If any member wishes to start a new group please contact Anne.' There is a search bar and a magnifying glass icon. At the bottom, there is a section for 'HELPFUL DOCUMENTS:' with a list item: '1. Guidance for Group Leaders 2022 This document is currently being updated so is unavailable.' The footer text says: 'View the national "U3A Oversight" web site which displays events across all U3A's'.

Home Welcome News Groups Diary
Contact Committee Beacon Archive
Membership

Interest Groups

We have nearly 40 active Interest Groups

Our Groups Coordinator, Anne Eldridge, is the link between the groups and the committee and can be contacted via the [Committee](#) page or the direct link below. Group leaders and other members give their time voluntarily to plan and organise interest group activities. If any member wishes to start a new group please contact Anne.

Please check with group leaders or [Anne Eldridge](#) how groups are working currently. Groups are meeting normally. Some groups are continuing to meet on Zoom as it suits them!

Home Beacon Welcome News Archive Groups Diary u3a Contact Committee Membership

Interest Groups

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HELPFUL DOCUMENTS:

1. **Guidance for Group Leaders 2022** This document is currently being updated so is unavailable.

View the national "U3A Oversight" web site which displays events across all U3A's

Migration process

Live demo of migrated site

- Ravenshead u3a Site Builder site
- Ravenshead site on 'Local' after standard migration process

Using additional plugins



- Plugins are perhaps the main reason WordPress is so widely used. Several are included in the standard SiteWorks build.
- Non standard plugins are not supported by the SiteWorks project team or helpdesk
- Must be tested by web manager before installing.
- In the event of problems the SiteWorks helpdesk can arrange restore from backup, or a fresh “Starter” site.

Using additional plugins



- Plugins which store backups on the server are not permitted under the T&Cs, but those that create off-site backups are fine
- Plugins may set additional cookies or facilitate tracking. Web managers are responsible for ensuring GDPR compliance.
- The project may in future identify a small number of “recommended” plugins which would not be installed as standard but which would be supported to some degree.

Future development



- Some enhancements to the SiteWorks plugins is under way as a result of feedback from Pioneer users.
- Next “feature release” likely April 2024, to follow the WordPress 6.5 update.
- bug fixes and “behind the scenes” changes deployed via the WordPress update service as need arises.

Future development



Principles:

- keep to a minimum any bespoke development so as to avoid problems with maintenance in the longer term
- always use WordPress core features and readily available, well-supported plugins where these can meet needs

Future development



SiteWorks and Beacon

- no significant changes likely until Site Builder migration complete
- work to identify options is under way
- Beacon and SiteWorks committee, chaired by Chris Winner, began meeting in October 2023

Future development

Contributions and suggestions

- the u3aWPdev forum
- u3a Siteworks Development on GitHub
- SiteWorksDev on Slack
- email the SiteWorks team

User Feedback



Over to Frances Kilburn, Evesham u3a ...

Users

SiteWorks project hosting



- Berwick-upon-Tweed u3a - custom header <https://berwick-upon-tweed.u3asite.uk/>
- Carlton & Gedling u3a - full home page <https://carlton.u3asite.uk/>
- Cupar u3a - button navigation <https://cupar.u3asite.uk/welcome/>
- Great Yarmouth u3a - members page <https://gtyarmouth.u3asite.uk/members/>
- Halesworth u3a - menu changes <https://halesworth.u3asite.uk/>
- High Wycombe u3a - straightforward example <https://highwycombe.u3asite.uk/>
- Odiham u3a - use of images, buttons <https://odiham.u3asite.uk/>
- West Bridgford - committee page gallery <https://westbridgford.u3asite.uk/>
- White Cliffs Country - member content plugin <https://wcc.u3asite.uk/>

Self-hosted

- Gilwern u3a - drop-down menus <https://gilwernu3a.org.uk/>
- Mapperley u3a - maps on Welcome page <https://madu3a.org/>
- Sheffield u3a - large site, many plugins <https://su3a.org.uk/>
- Winchester u3a - menu organisation <https://www.winchesteru3a.co.uk/>
- Oliva U3A - Spain <https://u3aoliva.org/>