

User Manual

Penggunaan Layanan Blog Universitas Widyatama



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Kata Pengantar

Puji syukur atas kehadiran Allah SWT akhirnya penyusunan dokumen manual penggunaan blog dapat diselesaikan. Dokumen ini berisi petunjuk penggunaan aplikasi blog yang disediakan oleh Pusat Teknologi Informasi Universitas Widyatama untuk pengguna *civitas academica*. Dokumen ini membahas dan memberikan petunjuk tentang penggunaan fitur-fitur yang terdapat pada aplikasi blog beserta contoh-contoh penerapannya sesuai dengan regulasi yang berlaku di Universitas Widyatama.

Dengan penyediaan layanan blog ini, diharapkan seluruh *civitas academica* Universitas Widyatama dapat berkontribusi untuk meningkatkan presensi keberadaan *civitas academica* Universitas Widyatama di dunia virtual.

Tim penyusun berharap file yang sederhana ini bisa berguna. Penyusunan dokumen ini jauh dari sempurna maka dari itu kritik, saran sangat dibutuhkan demi kepentingan kita bersama.

Kami dari tim Pusat Teknologi Informasi Universitas Widyatama tidak lupa mengucapkan terima kasih kepada pihak-pihak yg telah membantu dalam penyusunan dokumen ini, terutama **Sdr. Buddy Nugraha** atas bantuannya dalam penyusunan dokumen manual blog ini.

Bandung, Juli 2013

Tim Penyusun

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1. Pendahuluan

1.1 WordPress

WordPress merupakan salah satu CMS (*Content Management System*) yang digunakan untuk membuat sebuah blog atau website. Di dunia ini, ada berbagai macam CMS, seperti misalnya Joomla, Drupal, DotNetNuke, WordPress, Moodle, dll.

Blog Civitas Widyatama menggunakan core WordPress 3.5.2, karena memang penggunaannya yang mudah dan *user-friendly*, WordPress bisa digunakan untuk blog pribadi maupun website perusahaan, berbeda dengan Joomla yang memang di khususkan untuk membuat website perusahaan dan Moodle di khususkan untuk pembelajaran melalui internet atau e-learning.

WordPress tidak hanya digunakan di Indonesia, akan tetapi digunakan oleh para blogger di seluruh penjuru dunia dan sebagian dari mereka sudah mengetahui keunggulan maupun kemudahan yang dimiliki WordPress.

1.2 Themes

Theme adalah desain layout tampilan dari blog, theme atau tema blog ini dapat Anda ubah sesuai dengan yang diinginkan. Saat ini Blog Utama baru memiliki 4 tema blog, rencana kedepannya akan ditambah sesuai dengan kebutuhan, berikut beberapa tema blog yang sudah siap digunakan :

1. **BuddyPress Default (Version 1.7.2)** : Clean and stylish, BuddyPress Default lets you build a social network straight out of the box. Make it yours with a custom menu, header image, and background. Along with five widgetized areas (one in the sidebar, four in the footer), BP-Default supports featured images (as custom header images on posts and pages) and is furnished with an optional one-column page template that removes the sidebar, and a stylesheet for the admin Visualor.
2. **BuddyPress Default (Version 1.5.4)** : Clean and stylish, BuddyPress Default lets you build a social network straight out of the box. Make it yours with a custom menu, header image, and background. Along with five widgetized areas (one in the sidebar, four in the footer), BP-Default supports featured images (as custom header images on posts and pages) and is furnished with an optional one-column page template that removes the sidebar, and a stylesheet for the admin Visualor.
3. **proEducation (Version 2.1)** : Free General/Blog WordPress theme by NewWpThemes
4. **Twenty Twelve (Version 1.1)** : The 2012 theme for WordPress is a fully responsive theme that looks great on any device. Features include a front page template with its own widgets, an optional display font, styling for post formats on both index and single views, and an optional no-sidebar page template. Make it yours with a custom menu, header image, and background.

1.3 Plugins

1.3.1 Network Active

1. BP System Report : Records regular summaries of BuddyPress-related systemwide info.
2. BWP Google XML Sitemaps : A more lightweight Google XML Sitemap WordPress plugin that generates a Sitemap index rather than a single sitemap. Despite its simplicity, it is still very powerful and has plenty of options to choose.
3. New Twitter Widget : WordPress plugin that adds customizable Twitter widget.

4. Simple Page Ordering : Order your pages and hierarchical post types using drag and drop on the built in page list. For further instructions, open the "Help" tab on the Pages screen.
5. The Events Calendar : The Events Calendar is a fully featured event management system with multiple views, 3rd party integrations, and a slew of premium add-ons.
6. TinyMCE Advanced : Enables advanced features and plugins in TinyMCE for WordPress.
7. User Role Editor : It allows you to change/add/delete any WordPress user role or capabilities with a few clicks.
8. WibStats : A simple statistics plugin for Wordpress and WPMU, in use at <http://wibsite.com> (hence the name).
9. TablePress : TablePress enables you to create and manage tables, without having to write HTML code, and it adds valuable functions for your visitors

1.3.2 Admin Active

1. About Me 3000
2. Akismet
3. Better WordPress Syntax
4. Blogger Importer
5. BuddyPress
6. Configure SMTP
7. Facebook Comments for WordPress
8. Google Analytics Multisite Async
9. GRAND Flash Album Gallery
10. Pinger
11. Print Friendly and PDF
12. TypePad AntiSpam
13. WordPress Importer
14. WordPress SEO
15. WP-Piwik
16. TablePress

1.3.3 Inactive

1. BP System Report
2. BWP Google XML Sitemaps
3. Multisite Plugin Manager
4. New Twitter Widget
5. Simple Page Ordering
6. The Events Calendar
7. TinyMCE Advanced
8. User Roleor
9. WibStats
10. YD Network-wide options

2. Register

2.1 Syarat dan Ketentuan Pengguna

Blog UTama merupakan fasilitas yang diberikan oleh Universitas Widyatama (UTama) kepada civitas academica sebagai sarana publikasi. Tujuan utama layanan ini adalah memberikan kemudahan bagi civitas academica UTama dalam mempublikasikan kegiatan akademik, tulisan dan pengetahuan untuk dapat disimpan secara permanen dan mudah dijangkau kapan saja dan dimana saja, secara instan dan sederhana. Pada dasarnya, UTama tidak akan bertanggung jawab atas kesalahan atau kelalaian dalam ketersediaan informasi pada blog. UTama juga tidak akan bertanggung jawab atas kerugian, cedera, atau kerusakan dari tampilan atau penggunaan informasi yang terdapat pada blog.

Oleh karena itu, UTama perlu membuat rambu-rambu dan beberapa aturan demi menyikapi beberapa hal umum dan khusus sehingga dapat memberikan pelayanan yang optimal bagi segenap civitas academica UTama. Segala peraturan, kebijakan, pengembangan dan pelayanan Blog dikoordinasi dan dikelola sepenuhnya oleh Pusat Teknologi Informasi Universitas Widyatama. Sedangkan untuk pengelolaan konten merupakan tanggung jawab sepenuhnya oleh pengguna.

2.2 Syarat Pengguna

1. Yang berhak menggunakan layanan blog ini adalah civitas academica UTama, baik dosen, staff maupun mahasiswa yang masih aktif kuliah di UTama.
2. Seorang pengguna blog harus memiliki login UTama (username & sandi UTama) dan hak akses ke blog yang dapat diperoleh dengan cara melakukan Inisialisasi Login pada sistem Blog UTama.
3. Setiap pengguna layanan Blog harus melakukan proses otentifikasi untuk mendapatkan sesi akses Blog, yang dapat dilakukan pada halaman login pada situs blog UTama. Setiap sesi akses akan berakhir apabila pengguna melakukan proses logout. Segala bentuk kecurangan, maupun penggunaan ilegal sebuah login UTama bukan menjadi tanggung jawab Universitas, tetapi merupakan tanggung jawab sepenuhnya oleh pengguna.

Setiap pengguna tidak dapat:

1. Mengunggah berkas lebih besar dari 5 MB.
2. Menyimpan konten Blog (file maupun tulisan) dengan total lebih dari 100 MB.

2.3 Ketentuan Pengguna

1. Tidak membagi sesi akses Blog UTama kepada orang lain.
2. Tidak merusak sistem infrastruktur Blog UTama.
3. Tidak akan membuat konten yang berisi virus, gambar-gambar asusila, iklan baris, menyinggung SARA, mempublikasikan konten-konten bajakan / ilegal, dan lain sebagainya.
4. Tidak melakukan tindakan destructive seperti hacking, cracking, sniffing terhadap data-data orang lain.
5. Tidak melakukan pemalsuan dan penggunaan ilegal dari username orang lain yang belum maupun sudah terdaftar.
6. Tidak meminjamkan login UTama (username dan sandi) miliknya kepada pengguna lain.
7. Menjaga kerahasiaan data-data pribadinya (contoh: login, sandi, berkas-berkas, dokumen, dll)
8. Melaporkan segala bentuk kecurangan dan pelanggaran dalam penggunaan Blog ini, kepada administrator Blog UTama.
9. Administrator blog berhak menghapus konten yang melanggar ketentuan yang berlaku.

10. Administrator blog berhak mencatat, menindak, memblokir serta memberikan sanksi terhadap setiap pelanggaran yang dilakukan oleh pengguna, disesuaikan dengan bukti terkait.
11. Menjaga nama baik Universitas Widyatama.

2.4 Saran untuk Pengguna

1. Melakukan logout apabila hendak selesai menulis Blog.
2. Tidak menyimpan username dan sandi pada browser.

Sanksi Setiap pengguna yang secara sengaja melakukan pelanggaran-pelanggaran terhadap syarat dan ketentuan di atas akan mendapatkan sanksi, mulai dari sanksi norma, sanksi akademik, hingga sanksi pidana/hukum. Peraturan-peraturan ini dibuat dengan tujuan untuk melindungi dan meningkatkan pelayanan kepada pengguna. Syarat dan Ketentuan ini dapat berubah sewaktu-waktu dengan atau tanpa pemberitahuan.

3. Cara Mendaftar di Blog Utama

Untuk mendaftar, silahkan kunjungi link berikut: <http://blog.widyatama.ac.id/register/>

3.1 Baca Syarat dan Ketentuan Pengguna

Events Pengumuman Berita Agenda Layanan Digital SK dan Peraturan Hubungi Kami Sitemap

Blog Utama
Friendly Campus for Future Business Pro

Universitas Widyatama
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Phone : +62-22-7272955 ext.228
Fax : +62-22-720299
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HOME ACTIVITY BLOGS GROUPS MEMBERS EVENTS REGISTER

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4. Tidak melakukan tindakan destructive seperti hacking, cracking, sniffing terhadap data-data orang lain.
5. Tidak melakukan pemalsuan dan penggunaan ilegal dari username orang lain yang belum maupun sudah terdaftar.
6. Tidak meminjamkan login UTama (username dan sandi) miliknya kepada pengguna lain.
7. Menjaga kerahasiaan data-data pribadinya (contoh: login, sandi, berkas-berkas, dokumen, dll)
8. Melaporkan segala bentuk kecurangan dan pelanggaran dalam penggunaan Blog ini, kepada administrator Blog UTama.
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10. Administrator blog berhak mencatat, menindak, memblokir serta memberikan sanksi terhadap setiap pelanggaran yang dilakukan oleh pengguna, disesuaikan dengan bukti terkait.
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Saran untuk Pengguna:

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Sanksi Setiap pengguna yang secara sengaja melakukan pelanggaran-pelanggaran terhadap syarat dan ketentuan di atas akan mendapatkan sanksi, mulai dari sanksi norma, sanksi akademik, hingga sanksi pidana/hukum. Peraturan-peraturan ini dibuat dengan tujuan untuk melindungi dan meningkatkan pelayanan kepada pengguna. Syarat dan Ketentuan ini dapat berubah sewaktu-waktu dengan atau tanpa pemberitahuan.

☐ Saya menyetujui Syarat dan Ketentuan :

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Apabila sudah mengerti akan syarat dan ketentuan silahkan Ceklist **Saya Menyetujui Syarat dan Ketentuan**, maka form pendaftaran akan ditampilkan

3.2 Formulir Pendaftaran Blog UTama

The screenshot shows the registration form for the Blog Widyatama. At the top, there is a navigation bar with links: Events, Pengumuman, Berita, Agenda, Layanan Digital, SK dan Peraturan, Hubungi Kami, and Sitemap. To the right of the navigation bar are several logos: Asia System, SEAIR, SAP, CERT, and International Colleges & Universities. Below the navigation bar, there is a checkbox labeled "Saya menyetujui Syarat dan Ketentuan :". The main section is titled "PROFIL PENGGUNA BLOG WIDYATAMA". It contains several input fields: Name (required), Username (required), Choose a Password (required), Confirm Password (required), Email Address (required), Blog URL (required) with a pre-filled ".blog.widyatama.ac.id/" suffix, and Site Title (required). Below these fields, there is a section for search engine preferences: "I would like my site to appear in search engines, and in public listings around this network:". It has two radio buttons: "Yes" (selected) and "No". There is also a checkbox labeled "Yes, I'd like to create a new site". At the bottom right, there is a "Complete Sign Up" button. The footer contains the copyright notice "© 2013 Blog Universitas Widyatama" and a "Siemafice" logo.

Events Pengumuman Berita Agenda Layanan Digital SK dan Peraturan Hubungi Kami Sitemap

Saya menyetujui Syarat dan Ketentuan :

PROFIL PENGGUNA BLOG WIDYATAMA

Name (required) :

Username (required) :

Choose a Password (required) :

Confirm Password (required) :

Email Address (required) :

Blog URL (required) : http:// .blog.widyatama.ac.id/

Site Title (required) :

I would like my site to appear in search engines, and in public listings around this network:

☒ Yes ☐ No

☒ Yes, I'd like to create a new site

Complete Sign Up

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Apabila username atau nama blog sudah ada maka sistem akan memberikan alert

The screenshot shows the registration form for the Blog Widyatama with error messages. The form is titled "PROFIL PENGGUNA BLOG WIDYATAMA". It contains several input fields: Name (required), Username (required), Choose a Password (required), Confirm Password (required), Email Address (required), Blog URL (required) with a pre-filled ".blog.widyatama.ac.id/" suffix, and Site Title (required). Below these fields, there is a section for search engine preferences: "I would like my site to appear in search engines, and in public listings around this network:". It has two radio buttons: "Yes" (selected) and "No". There is also a checkbox labeled "Yes, I'd like to create a new site". At the bottom right, there is a "Complete Sign Up" button. The footer contains the copyright notice "© 2013 Blog Universitas Widyatama" and a "Siemafice" logo. Red error messages are displayed next to the Username and Blog URL fields: "Sorry, that username already exists!" and "Sorry, that site already exists!".

Events Pengumuman Berita Agenda Layanan Digital SK dan Peraturan Hubungi Kami Sitemap

Saya menyetujui Syarat dan Ketentuan :

PROFIL PENGGUNA BLOG WIDYATAMA

Name (required) :

Username (required) : **Sorry, that username already exists!**

Choose a Password (required) :

Confirm Password (required) :

Email Address (required) :

Blog URL (required) : http:// .blog.widyatama.ac.id/ **Sorry, that site already exists!**

Site Title (required) :

I would like my site to appear in search engines, and in public listings around this network:

☒ Yes ☐ No

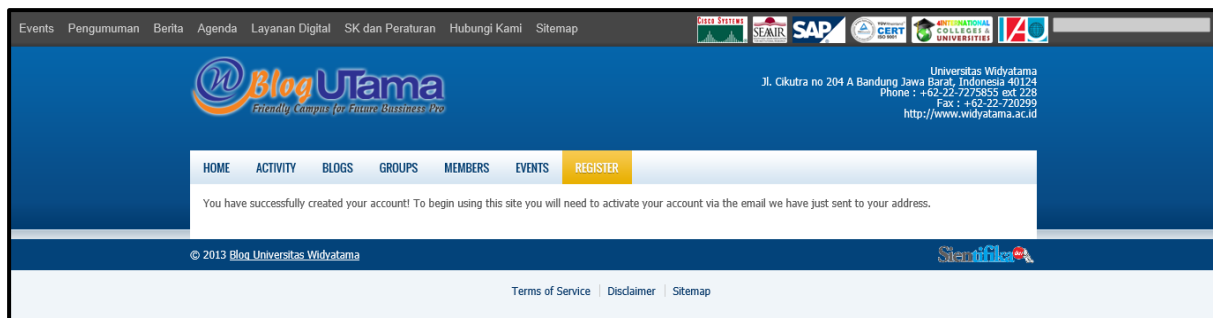
☒ Yes, I'd like to create a new site

Complete Sign Up

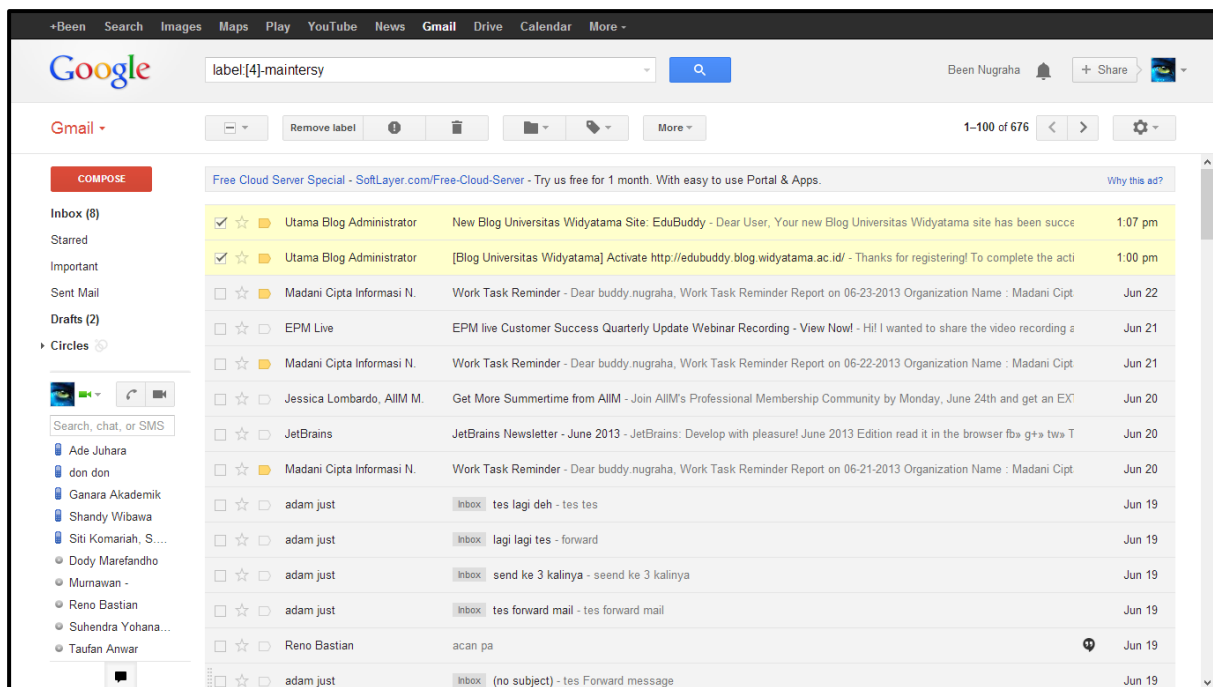
© 2013 Blog Universitas Widyatama

Siemafice

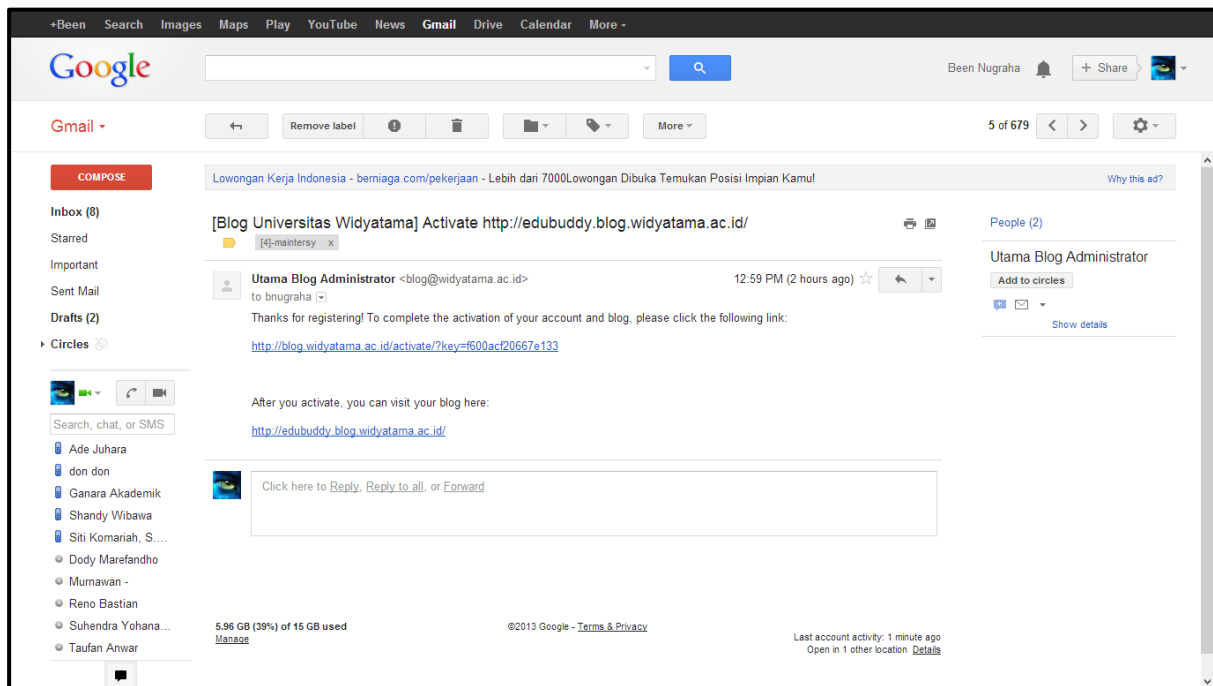
Edit form yang telah di tandai dengan blok merah sampai berhasil, kemudian Klik **Complete Sign Up**



Cek link aktivasi pada email yang telah Anda Daftarkan

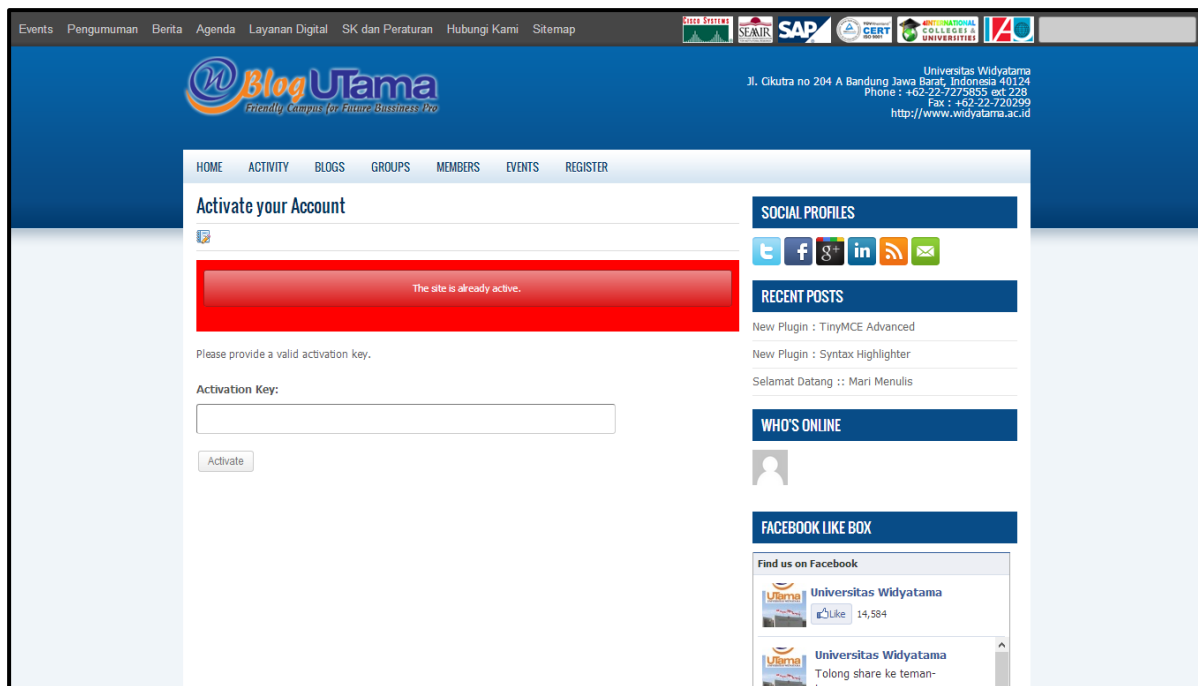


3.3 Buka email dari Blog Universitas Widyatama



3.4 Klik link aktivasi blog

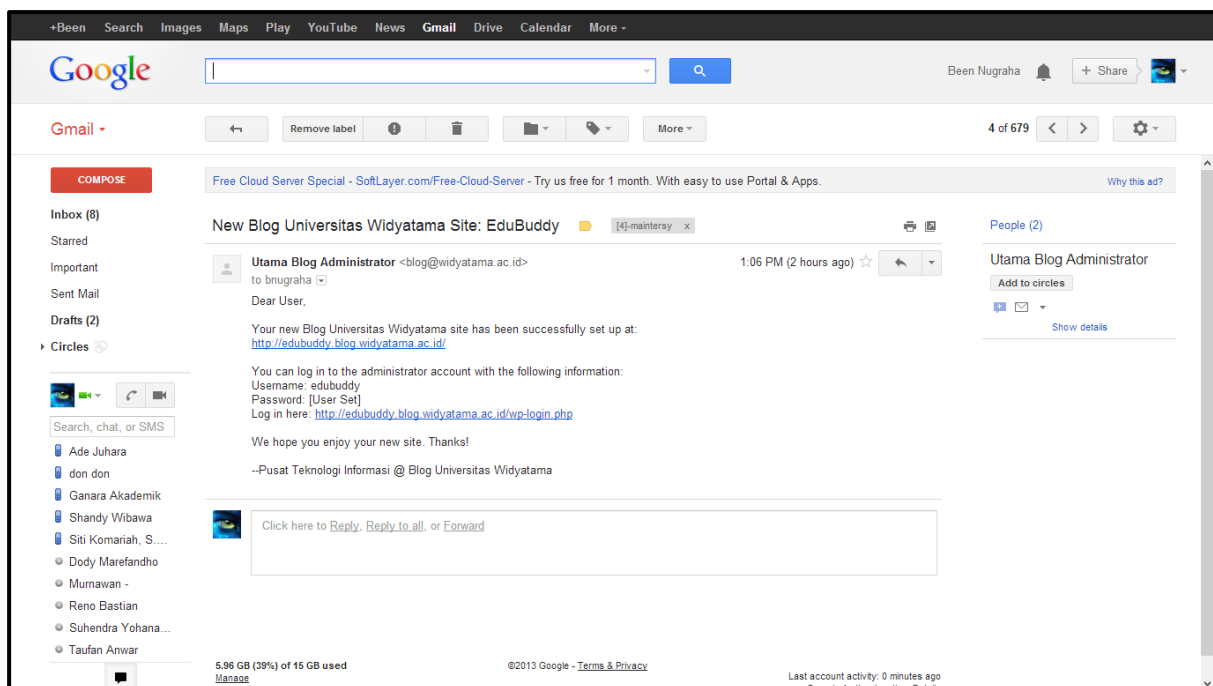




Maka Account Blog Anda telah aktif dan Anda bisa mulai menulis

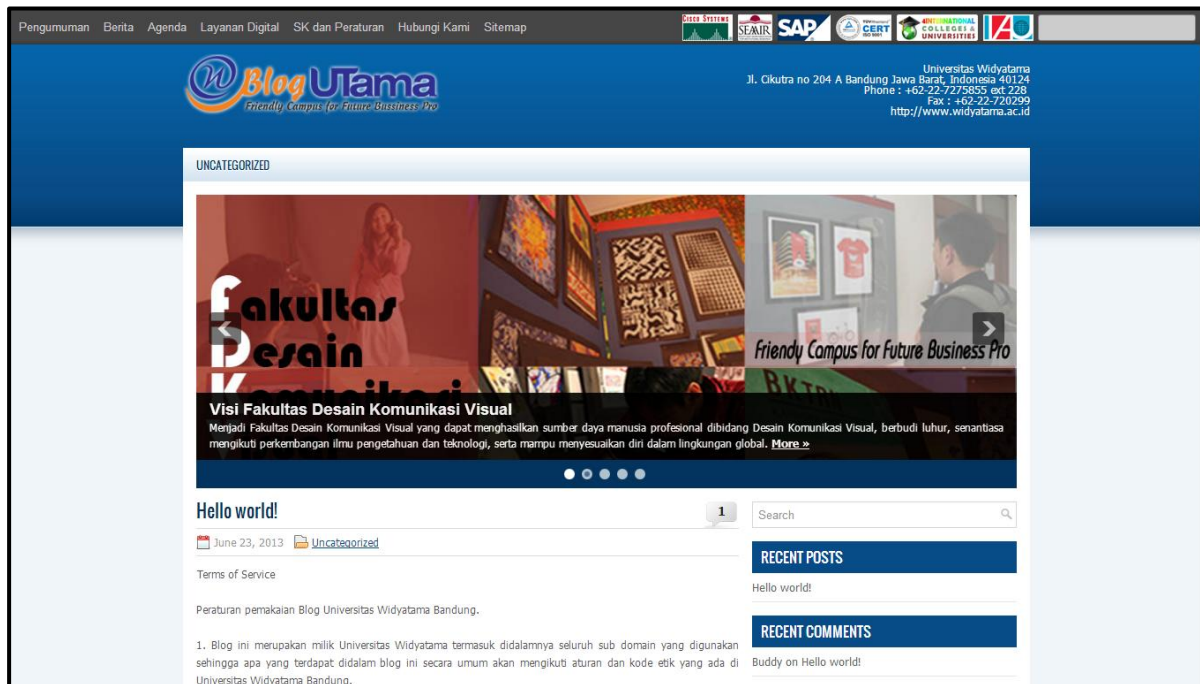
Lihat kembali email, sistem secara otomatis akan mengirimkan pemberitahuan mengenai data login blog Anda

3.5 Data Login Blog UTama



3.6 Klik url blog Anda

Tampilan awal akan terlihat seperti ini



Untuk melakukan perubahan tampilan silahkan login ke halaman Dashboard Admin

<http://namabloganda.blog.widyatama.ac.id/wp-admin> atau

<http://namabloganda.blog.widyatama.ac.id/wp-login.php>

3.7 Halaman Login Blog UTama



3.8 Lupa Password

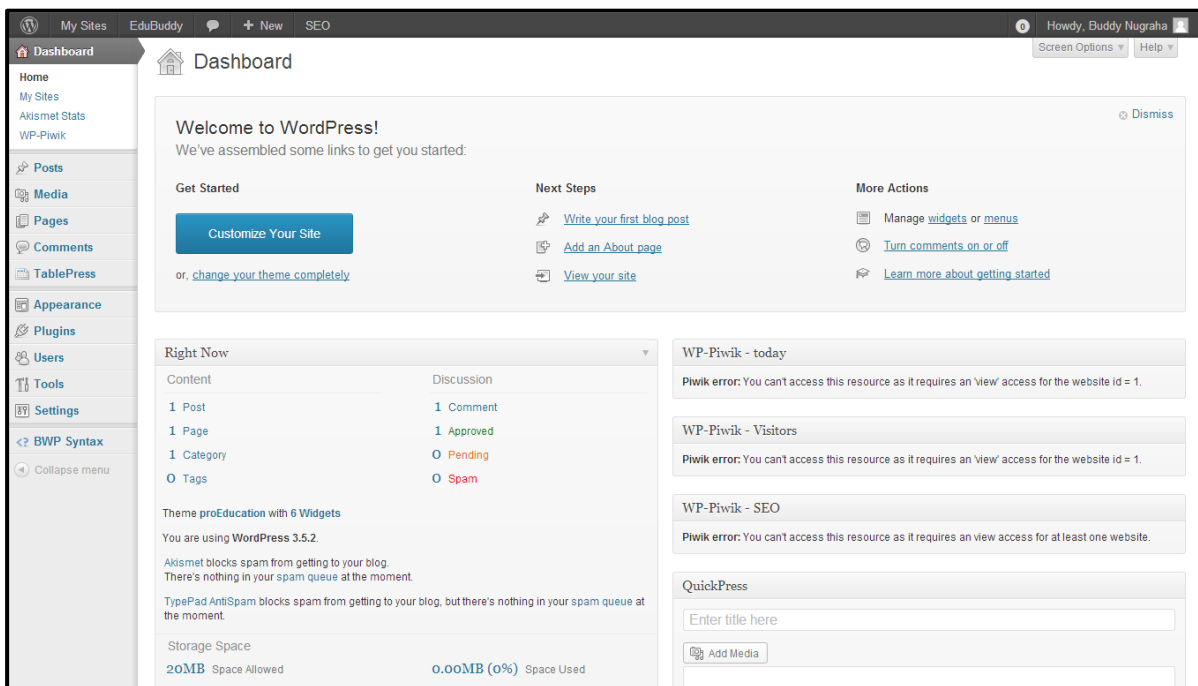
Apabila Anda lupa dengan password yang digunakan, silahkan klik **Lost Password**



Isikan username atau email yang Anda gunakan sewaktu pendaftaran, kemudian klik tombol **Get New Password**.

Lihat password baru di email Anda, kemudian silahkan login kembali, setelah sukses login Anda akan di bawa ke halaman dashboard blog.

3.9 Halaman Dashboard



4. Cara Menggunakan Blog Utama

4.1 Cara Login ke Blog Utama

Ketikan <http://namabloganda.blog.widyatama.ac.id/wp-login.php> pada url address internet browser anda



The screenshot shows a login interface for 'Blog Utama'. The logo at the top center reads 'Blog Utama' in a stylized font, with 'Friendly Campus for Future Business Pro' underneath. The login form is centered and contains the following elements:

- A 'Username' label above a text input field containing the text 'edubuddy'.
- A 'Password' label above a password input field represented by a series of dots.
- A checkbox labeled 'Remember Me'.
- A blue 'Log In' button.
- Below the form, three links: 'Register |', 'Lost your password?', and 'Back to EduBuddy'.

Isi Username dan Password sesuai dengan data yang telah Anda peroleh sebelumnya, Anda akan di bawa ke halaman dashboard untuk melakukan pengelolaan blog.

4.2 Menu Dashboard

4.2.1 Home

The screenshot shows the WordPress Dashboard Home page. The top navigation bar includes 'My Sites', 'EduBuddy', '+ New', and 'SEO'. The user is logged in as 'Howdy, Buddy Nugraha'. The left sidebar contains a 'Dashboard' menu with sub-items: Home, My Sites, Akismet Stats, WP-Piwik, Posts, Media, Pages, Comments, TablePress, Appearance, Plugins, Users, Tools, and Settings. The main content area is titled 'Dashboard' and features several widgets: 'Right Now' showing 1 Post, 1 Page, 1 Category, 0 Tags, 1 Comment, 1 Approved, 0 Pending, and 0 Spam; 'Theme proEducation with 6 Widgets'; 'Storage Space' showing 20MB Space Allowed and 0.00MB (0%) Space Used; 'Recent Comments' showing a comment from 'Buddy on Hello world! Mari Menulis... #'; 'Incoming Links'; 'WP-Piwik - today' with a Piwik error; 'WP-Piwik - Visitors' with a Piwik error; 'WP-Piwik - SEO' with a Piwik error; 'QuickPress' with a title input field, 'Add Media' button, and 'Save Draft', 'Reset', 'Publish' buttons; 'Recent Drafts' showing no drafts; and 'WordPress Blog' with a link to 'WordPress 3.5.2 Maintenance and Security Release June 21, 2013'.

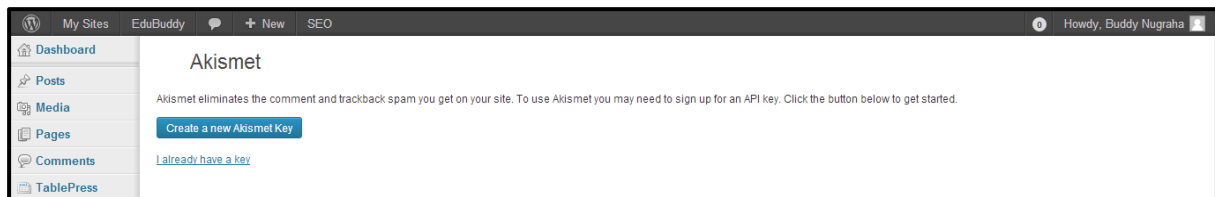
4.2.2 My Sites

The screenshot shows the WordPress 'My Sites' page. The top navigation bar includes 'My Sites', 'EduBuddy', '+ New', and 'SEO'. The user is logged in as 'Howdy, Buddy Nugraha'. The left sidebar contains a 'Dashboard' menu with sub-items: Home, My Sites, Akismet Stats, WP-Piwik, Posts, Media, Pages, Comments, TablePress, Appearance, Plugins, Users, Tools, and Settings. The main content area is titled 'My Sites' and features a 'Primary Site' section with the URL 'edubuddy.blog.widyatama.ac.id' and a 'Create a New Site' link. Below this is an 'EduBuddy' section with a 'Visit | Dashboard' link and a 'Save Changes' button. The footer includes the text 'Thank you for creating with WordPress.' and 'Version 3.5.2'.

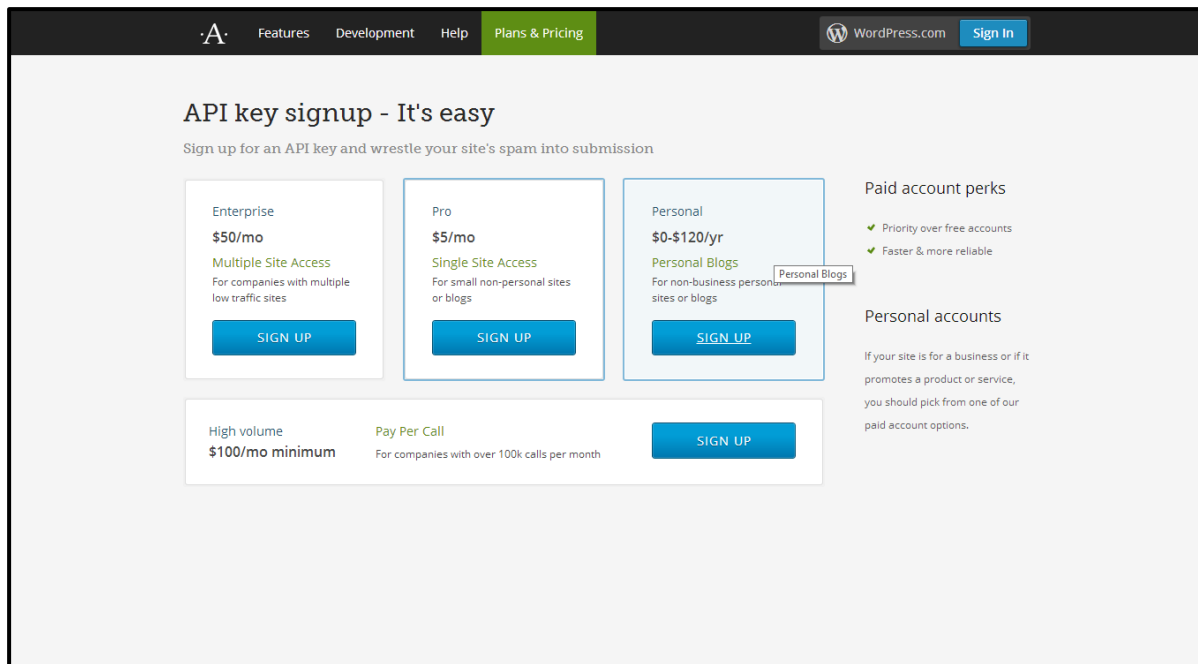
4.2.3 Askimet Stats

The screenshot shows the WordPress 'Askimet Stats' page. The top navigation bar includes 'My Sites', 'EduBuddy', '+ New', and 'SEO'. The user is logged in as 'Howdy, Buddy Nugraha'. The left sidebar contains a 'Dashboard' menu with sub-items: Home, My Sites, Akismet Stats, WP-Piwik, Posts, Media, Pages, Comments, TablePress, Appearance, Plugins, Users, Tools, and Settings. The main content area is titled 'Askimet Stats' and features a yellow notification bar that reads 'Askimet is almost ready. You must enter your Askimet API key for it to work.'

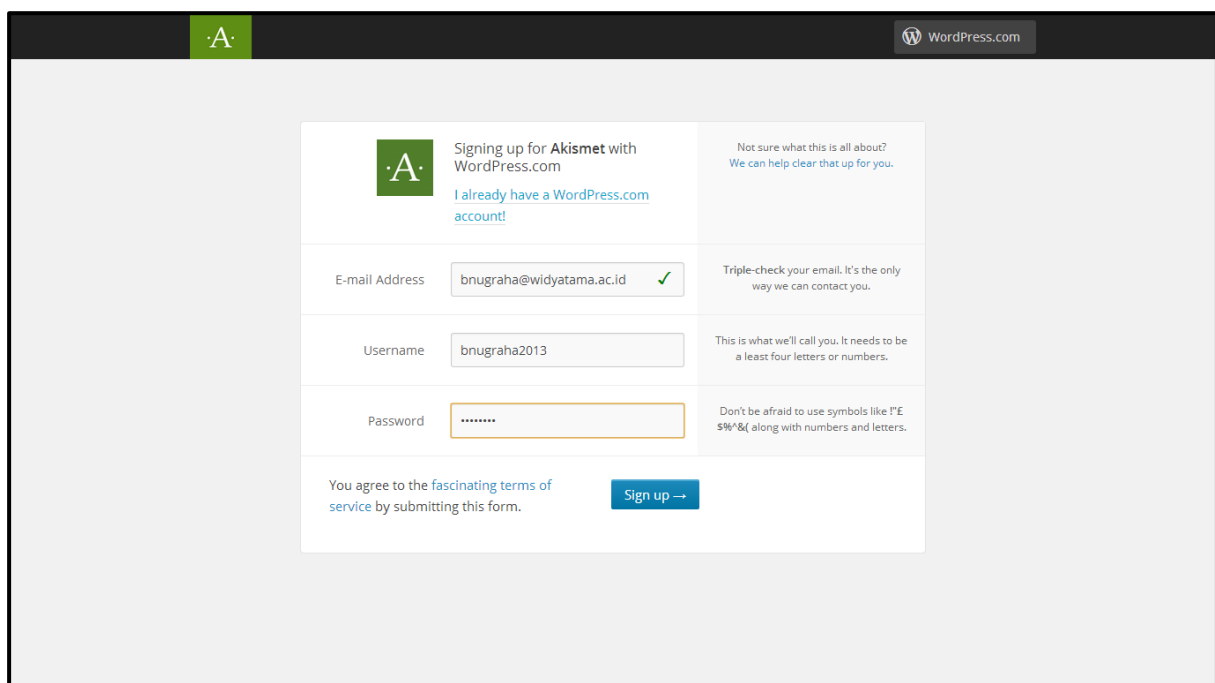
Klik “You must enter your Akismet API key”, askimet key ini berfungsi untuk memblock spamming comment



Klik **Create a new Akismet Key**, Anda akan di bawa ke halaman penyedia askimet



Lakukan Sign UP untuk type Personal,

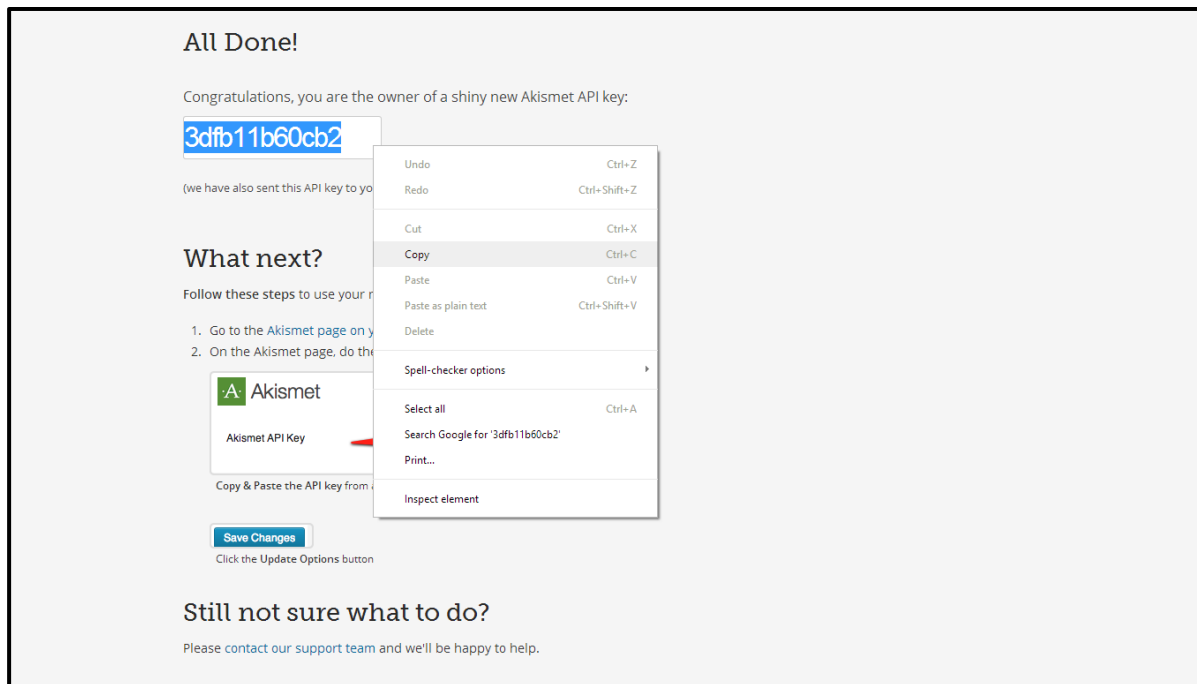


Isi form sesuai data yang Anda miliki, kemudian klik Sign Up

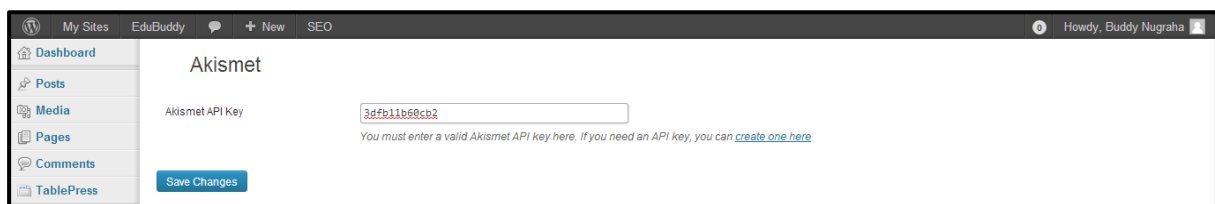
Isi form Contact Info, kemudian klik Continue

Setelah proses selesai, Anda akan mendapatkan Askimet Key seperti ini,

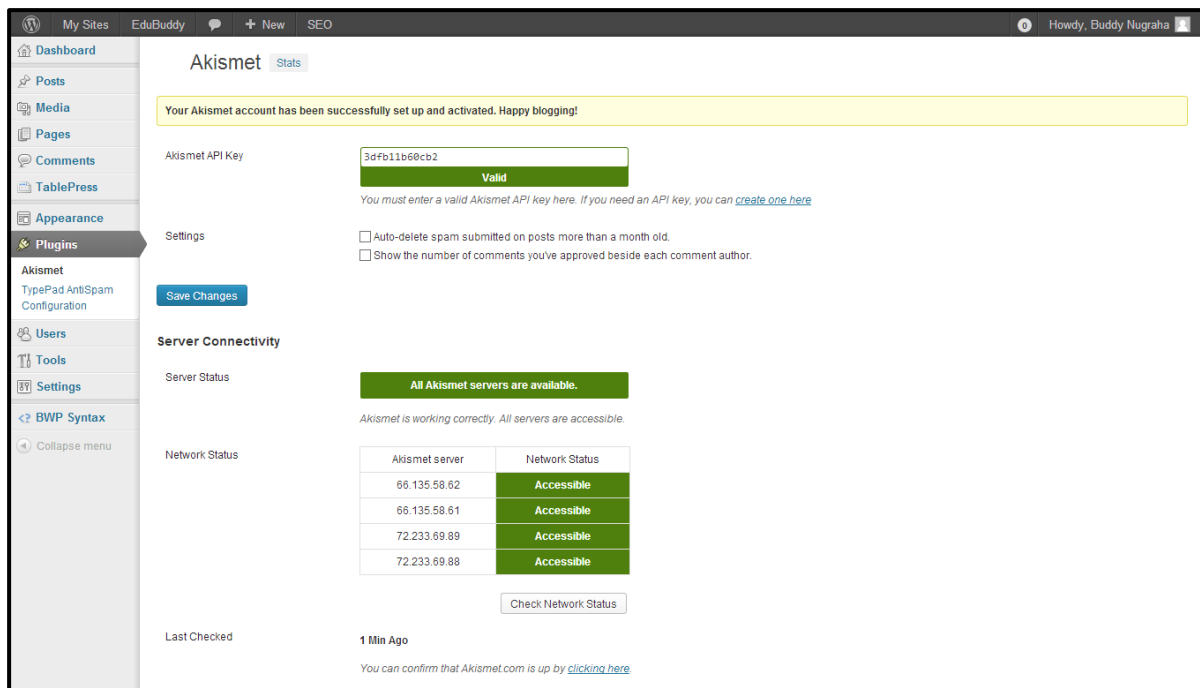
Sorot Key Askimet, Klik Kanan, pilih menu **Copy** untuk Key tersebut



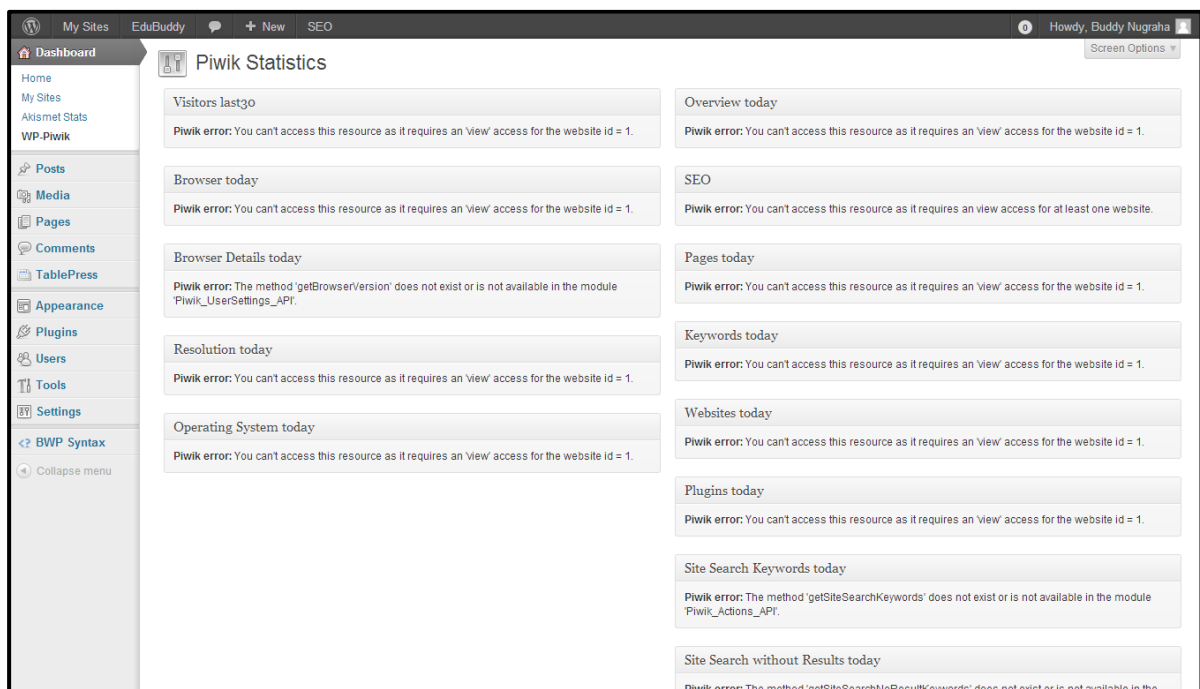
Kemudian kembali ke halaman Dashboard Blog Anda, klik link **I already have a key** pada menu Askimet, Lakukan **Paste** Key Askimet Anda.



Simpan perubahan tersebut dengan klik tombol **Save Changes**, Anda akan diberikan informasi bahwa Askimet Key telah sukses terinstal pada blog Anda.



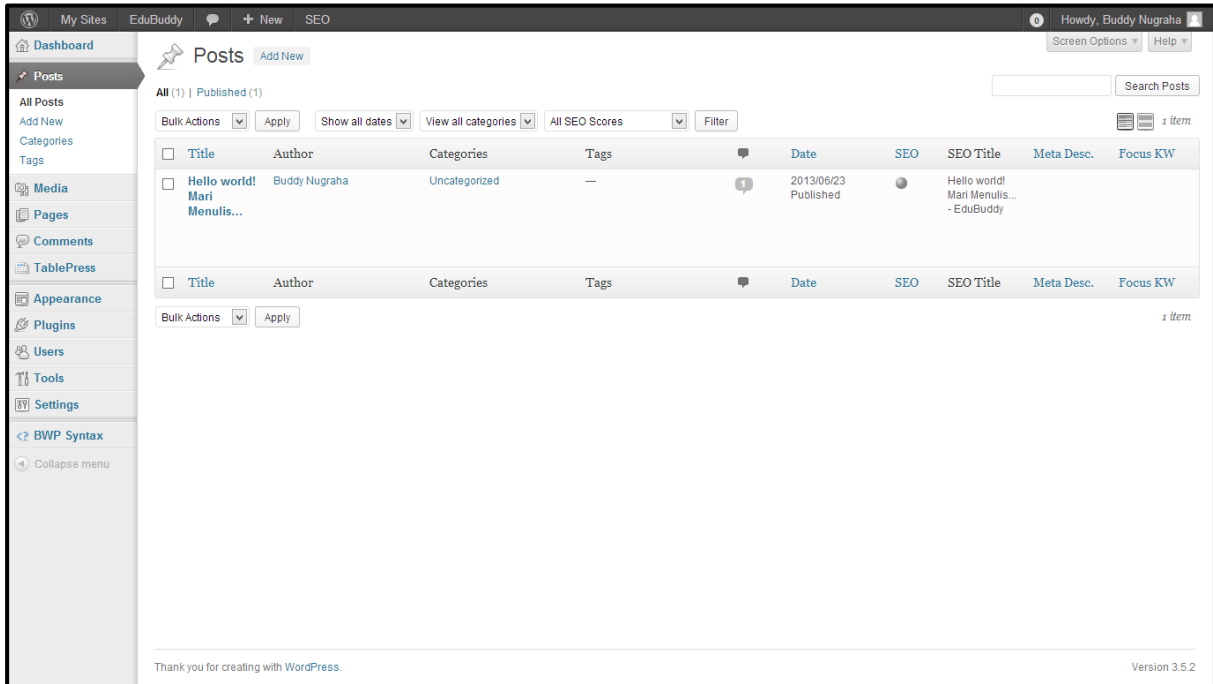
4.2.4 WP-Piwik



Pada halaman ini Anda bisa melakukan analisa pengunjung blog Anda, karena Piwik memberikan wawasan pada pengunjung website Anda, kampanye pemasaran Anda dan banyak lagi, sehingga Anda dapat mengoptimalkan strategi Anda dan pengalaman online pengunjung Anda. Piwik adalah plugins wordpress dengan platform open source untuk analisis web.

4.2.5 Post

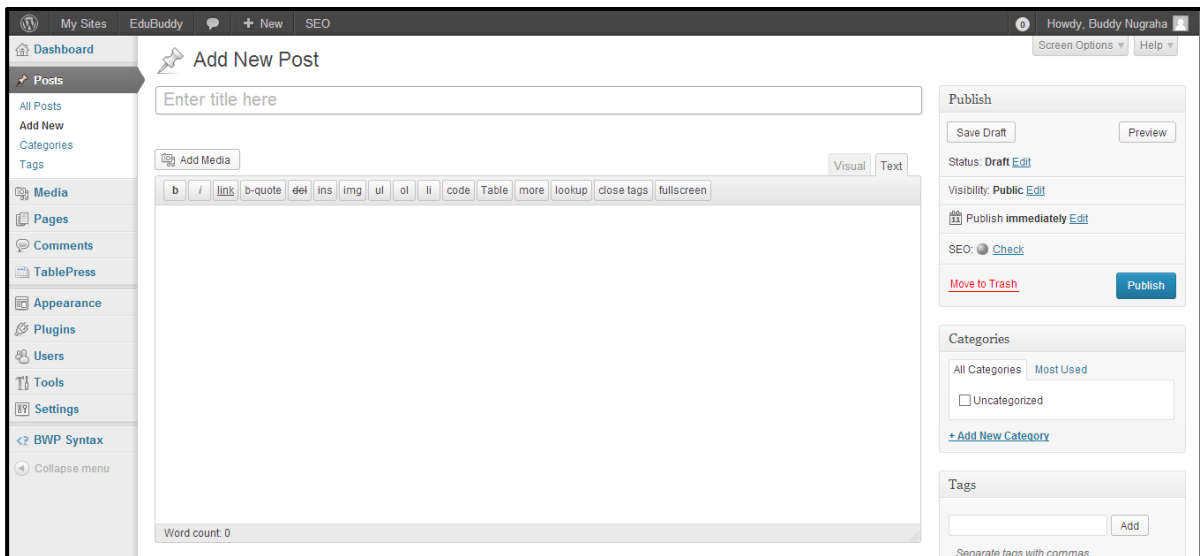
4.2.5.1 All Post



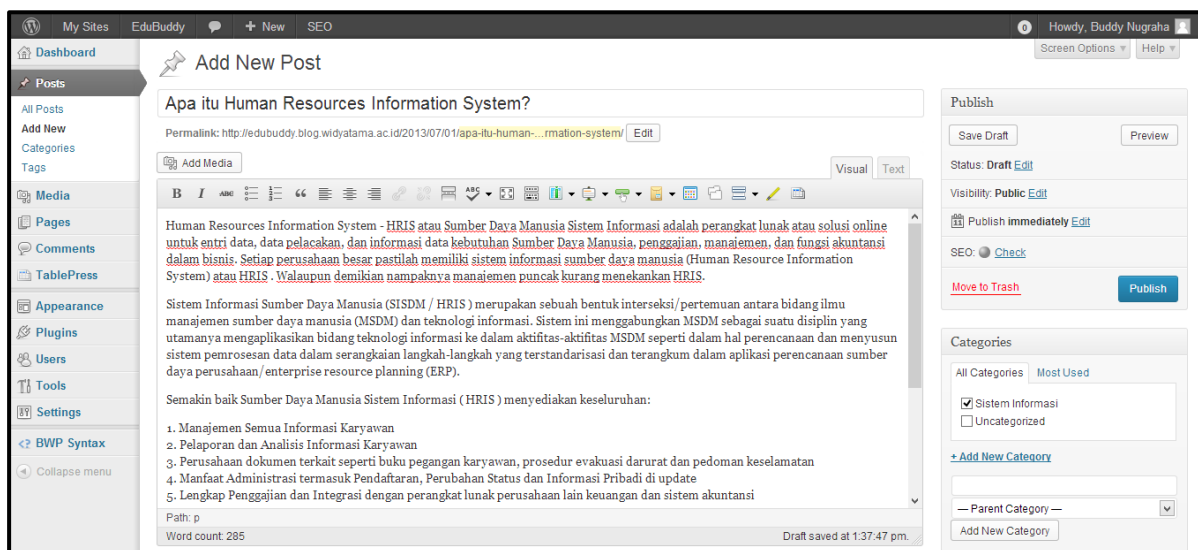
The screenshot shows the WordPress dashboard with the 'Posts' menu selected. The 'All Posts' view displays a table of posts. The first post is titled 'Hello world! Mari Menulis...' by Buddy Nugraha, published on 2013/06/23. The table has columns for Title, Author, Categories, Tags, Date, SEO, SEO Title, Meta Desc., and Focus KW. The interface includes a sidebar with navigation links, a top bar with user information, and a bottom bar with a WordPress version notice.

	Title	Author	Categories	Tags		Date	SEO	SEO Title	Meta Desc.	Focus KW
☐	Hello world! Mari Menulis...	Buddy Nugraha	Uncategorized	—		2013/06/23 Published		Hello world! Mari Menulis... - EduBuddy		

4.2.5.2 Add New



The screenshot shows the 'Add New Post' page in the WordPress dashboard. The page includes a title field, a content editor with a toolbar, and a right-hand sidebar with options for Publish, Categories, and Tags. The 'Publish' section shows the status as 'Draft' and a 'Publish' button. The 'Categories' section shows a list of categories, including 'Uncategorized'. The 'Tags' section shows a field to add new tags. The interface includes a sidebar with navigation links, a top bar with user information, and a bottom bar with a WordPress version notice.



My Sites

EduDuddy

New

New Post

SEO

Dashboard

Posts

All Posts

Add New

Categories

Tags

Media

Pages

Comments

TablePress

Appearance

Plugins

Users

Tools

Settings

BWP Syntax

Collapse menu

Howdy, Buddy Nugraha

Screen Options

Help

Edit Post

Add New

Post published. [View post](#)

Apa itu Human Resources Information System?

Permalink: <http://edubuddy.blog.widyatama.ac.id/2013/07/01/apa-itu-human-resources-information-system/>

Edit

View Post

Get Shortlink

Add Media

Visual

Text

Human Resources Information System - HRIS atau Sumber Daya Manusia Sistem Informasi adalah perangkat lunak atau solusi online untuk entri data, data pelacakan, dan informasi data kebutuhan Sumber Daya Manusia, penggajian, manajemen, dan fungsi akuntansi dalam bisnis. Setiap perusahaan besar pasti memiliki sistem informasi sumber daya manusia (Human Resource Information System) atau HRIS . Walaupun demikian nampaknya manajemen puncak kurang menekankan HRIS.

Sistem Informasi Sumber Daya Manusia (SISDM / HRIS) merupakan sebuah bentuk interseksi / pertemuan antara bidang ilmu manajemen sumber daya manusia (MSDM) dan teknologi informasi. Sistem ini menggabungkan MSDM sebagai suatu disiplin yang utamanya mengaplikasikan bidang teknologi informasi ke dalam aktifitas-aktifitas MSDM seperti dalam hal perencanaan dan menyusun sistem pemrosesan data dalam serangkaian langkah-langkah yang terstandarisasi dan terangkum dalam aplikasi perencanaan sumber daya perusahaan / enterprise planning (ERP).

Semakin baik Sumber Daya Manusia Sistem Informasi (HRIS) menyediakan keseluruhan:

1. Manajemen Semua Informasi Karyawan

2. Pelaporan dan Analisis Informasi Karyawan

3. Perusahaan dokumen terkait seperti buku pegangan karyawan, prosedur evakuasi darurat dan pedoman keselamatan

4. Manfaat Administrasi termasuk Pendaftaran, Perubahan Status dan Informasi Pribadi di update

5. Lengkap Penggajian dan Integrasi dengan perangkat lunak perusahaan lain keuangan dan sistem akuntansi

Path: p

Word count: 286

Last edited by Buddy Nugraha on July 1, 2013 at 1:38 pm

Publish

Preview Changes

Status: **Published** [Edit](#)

Visibility: **Public** [Edit](#)

Published on: **Jul 1, 2013 @ 13:38** [Edit](#)

SEO: [Check](#)

Move to Trash

Update

Categories

All Categories

Most Used

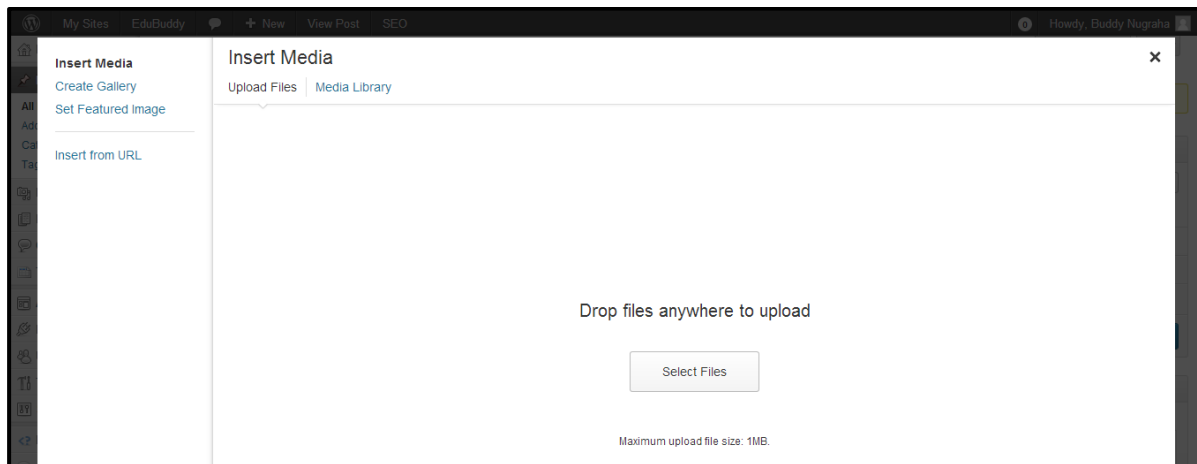
☒ Sistem Informasi

☐ Uncategorized

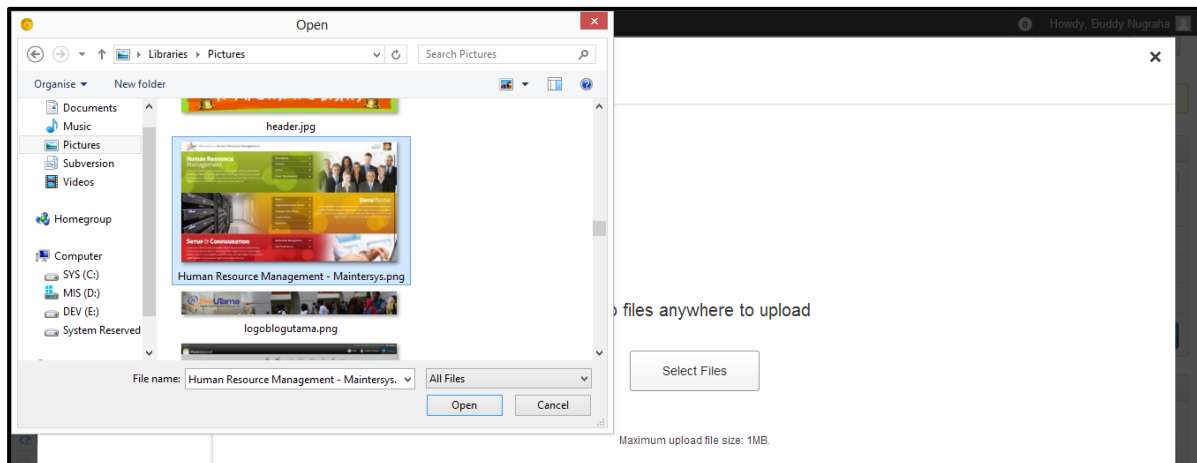
+ Add New Category

Tags

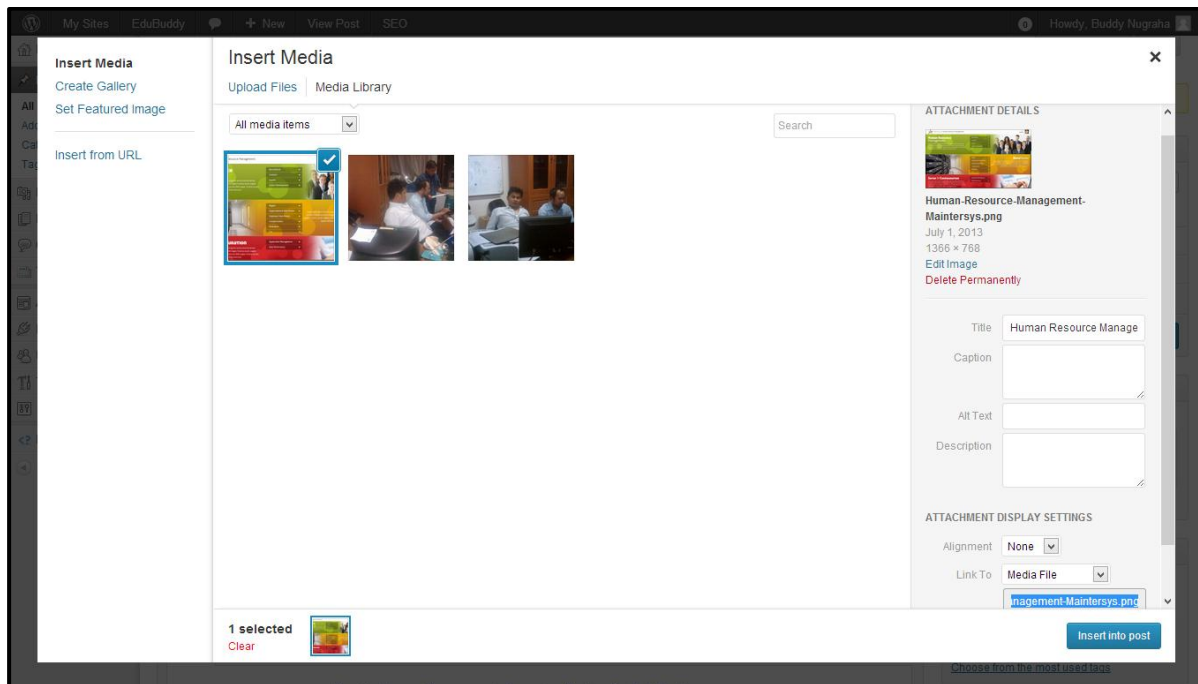
Untuk menambahkan gambar pada posting, klik **Add Media**



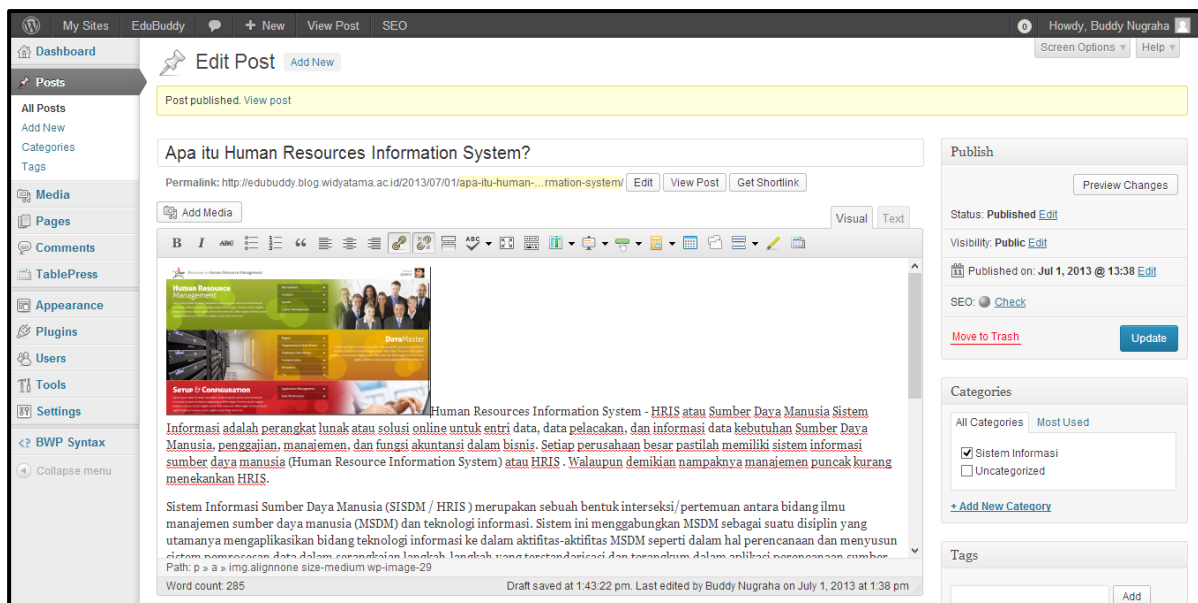
Pilih Select Files apabila file gambar belum diupload pada blog



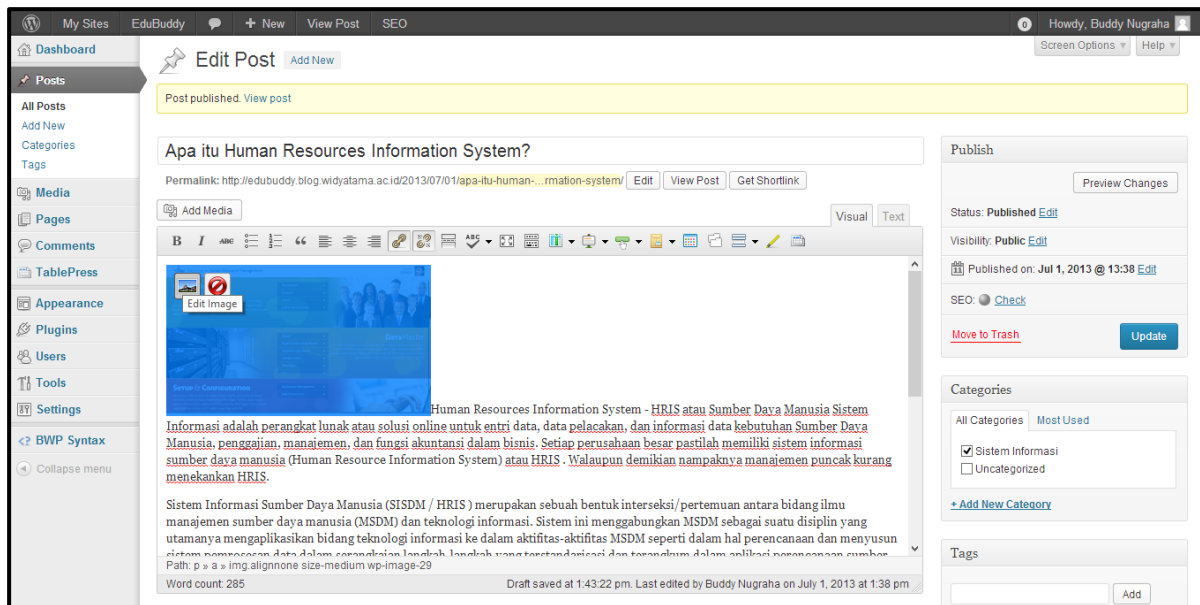
Klik Open atau lakukan klik 2 kali pada file di komputer Anda



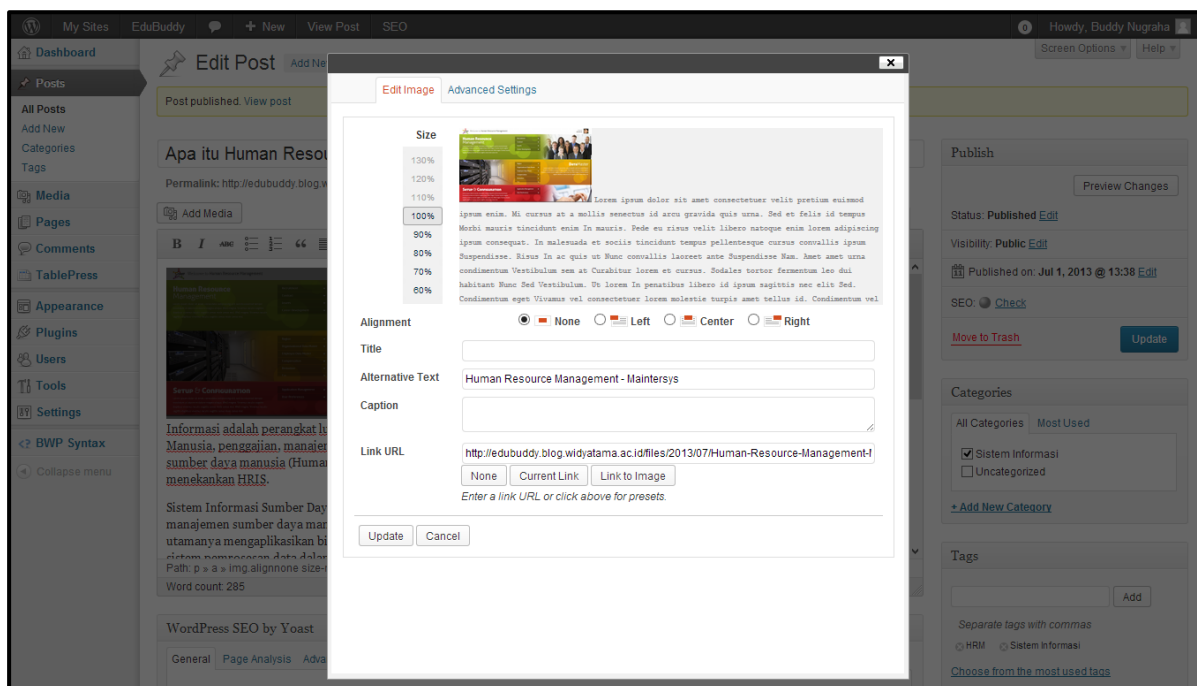
Klik Insert into post



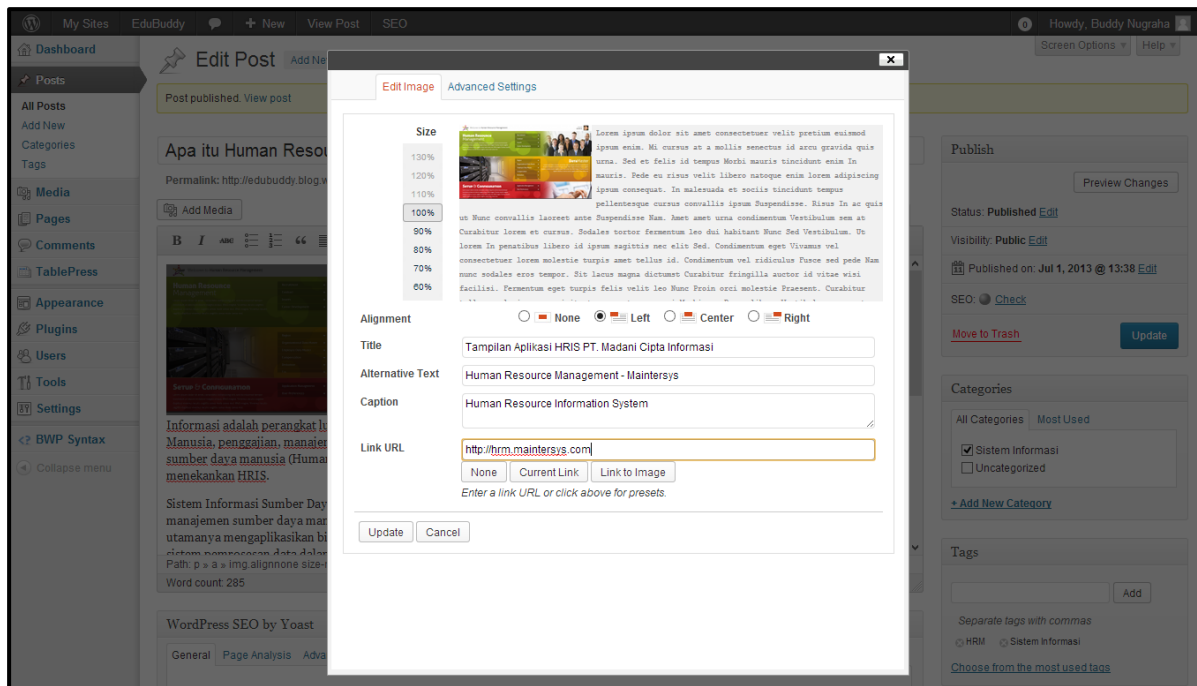
Lakukan edit posisi gambar agar letaknya sesuai dengan yang diinginkan, caranya sorot gambar kemudian pilih **Edit Image**



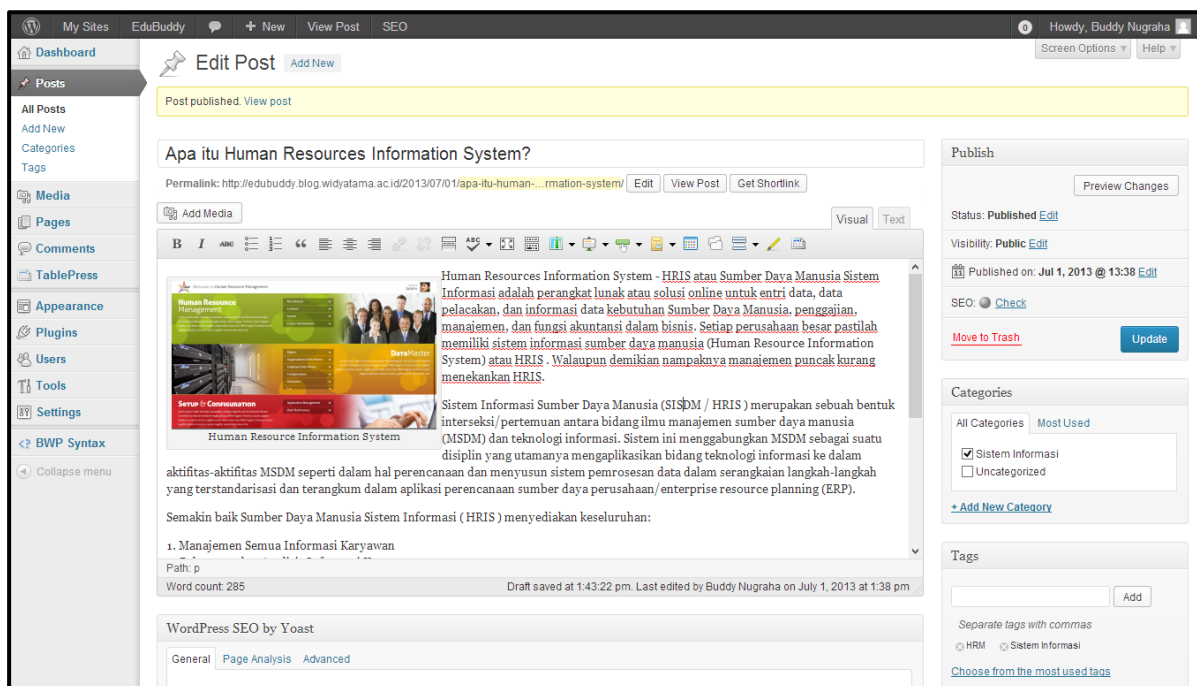
Klik icon Edit Image



Lakukan setting sesuai keinginan Anda, misalnya seperti gambar seting di bawah ini, kemudian klik **Update**



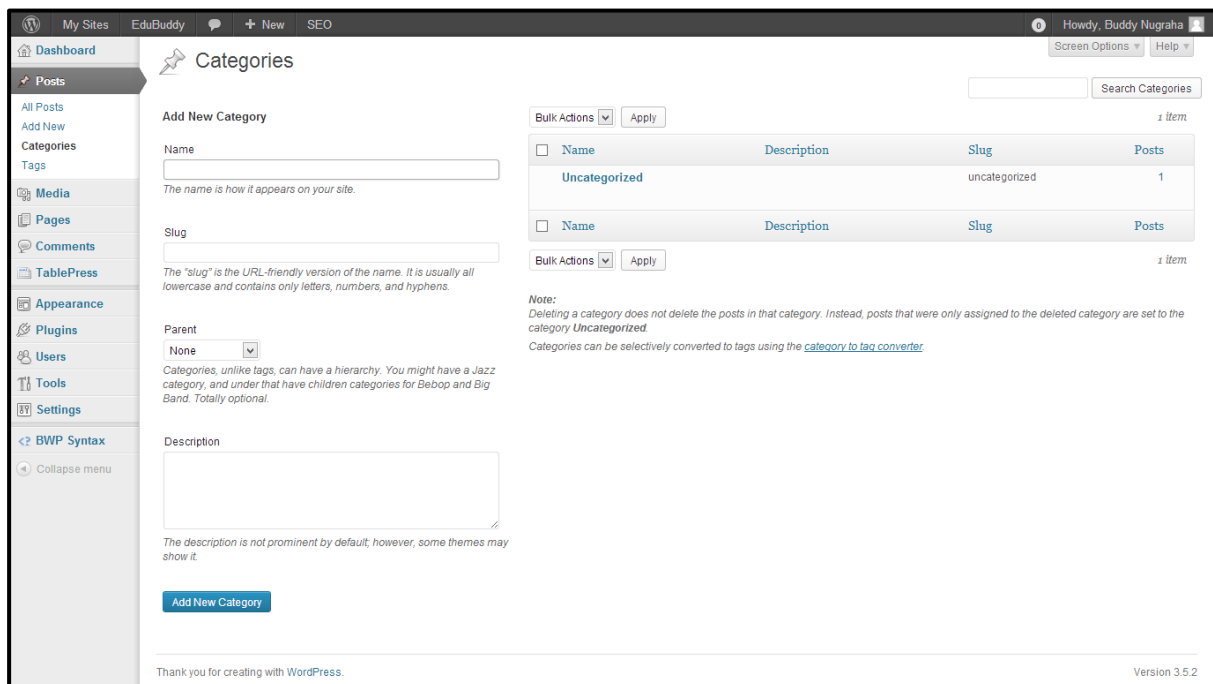
Maka tampilan posting Anda akan terlihat seperti ini



Agar posting bisa di tampilkan pada halaman blog Anda, klik Update. Lihat visual pada blog Anda dengan klik **View Post**



4.2.5.3 Categories



4.2.5.4 Tags

The screenshot shows the 'Tags' page in the WordPress dashboard. The left sidebar contains the standard WordPress menu items: Dashboard, Posts, Media, Pages, Comments, TablePress, Appearance, Plugins, Users, Tools, and Settings. The main content area is titled 'Tags' and features an 'Add New Tag' section on the left with input fields for 'Name', 'Slug', and 'Description'. The 'Name' field has a placeholder text: 'The name is how it appears on your site.' The 'Slug' field has a placeholder text: 'The "slug" is the URL-friendly version of the name. It is usually all lowercase and contains only letters, numbers, and hyphens.' The 'Description' field has a placeholder text: 'The description is not prominent by default; however, some themes may show it.' Below these fields is an 'Add New Tag' button. On the right side of the page, there are two tables, each with columns for 'Name', 'Description', 'Slug', and 'Posts'. Both tables are currently empty, with the text 'No items found.' displayed. Above the tables are 'Bulk Actions' and 'Apply' buttons. A 'Search Tags' input field is located at the top right. At the bottom of the page, there is a 'Thank you for creating with WordPress.' message and the version number 'Version 3.5.2'.

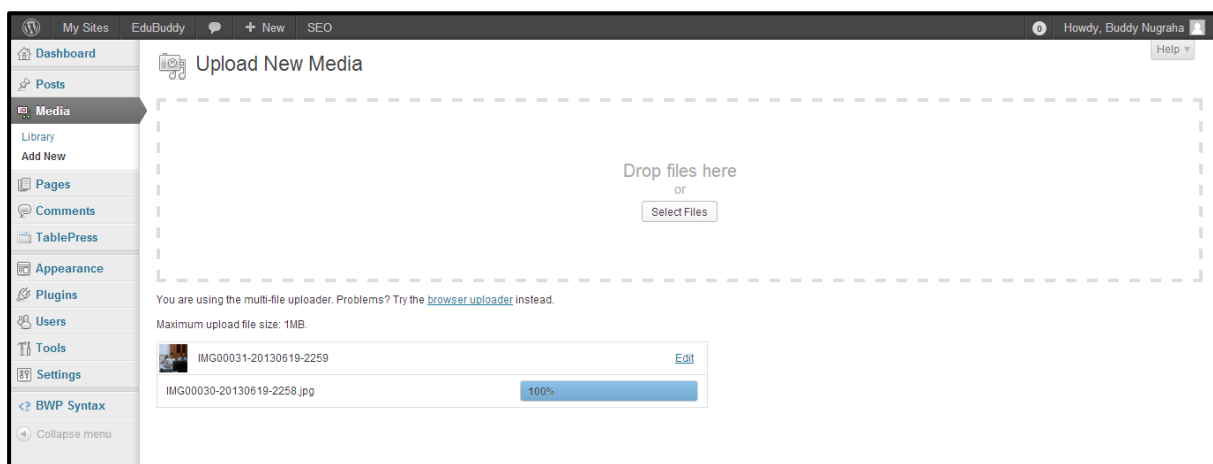
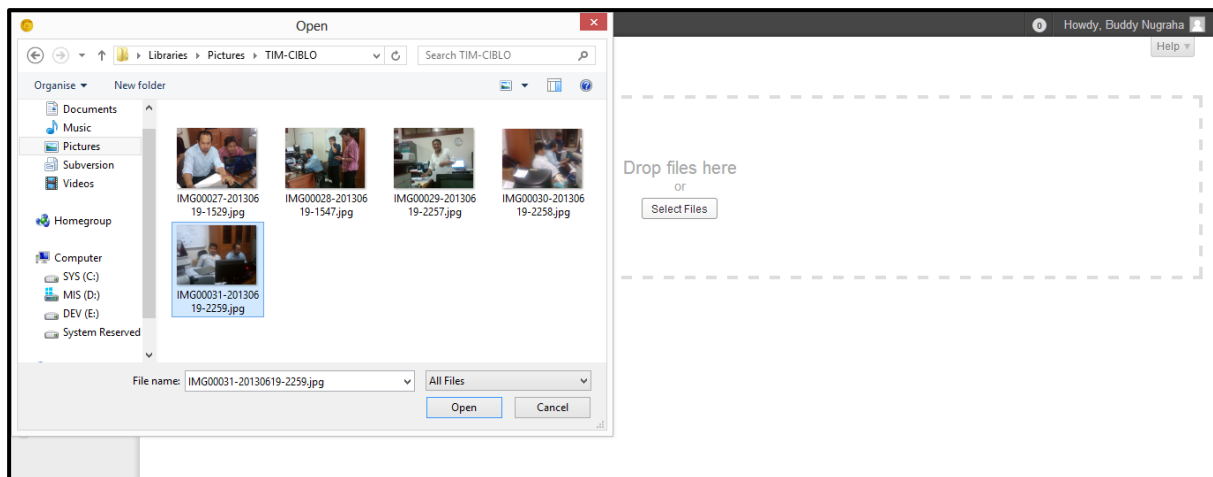
4.2.6 Media

4.2.6.1 Library

The screenshot shows the 'Media Library' page in the WordPress dashboard. The left sidebar contains the standard WordPress menu items: Dashboard, Posts, Media, Pages, Comments, TablePress, Appearance, Plugins, Users, Tools, and Settings. The main content area is titled 'Media Library' and features an 'Add New' button. Below the title, there is a section for 'All (0) | Unattached (0)' with 'Bulk Actions' and 'Apply' buttons. The main content area is empty, with the text 'No media attachments found.' displayed. Below this text is a table with columns for 'File', 'Author', 'Uploaded to', and 'Date'. The table is currently empty. At the bottom of the page, there is a 'Bulk Actions' and 'Apply' button.

4.2.6.2 Add New

The screenshot shows the 'Upload New Media' page in the WordPress dashboard. The left sidebar contains the standard WordPress menu items: Dashboard, Posts, Media, Pages, Comments, TablePress, Appearance, Plugins, Users, Tools, and Settings. The main content area is titled 'Upload New Media' and features a large dashed box for dropping files. Below the box is a 'Select Files' button. At the bottom of the page, there is a message: 'You are using the multi-file uploader. Problems? Try the [browser uploader](#) instead. Maximum upload file size: 1MB.'



Edit Image

Caption

Proses Plotting Jadwal Semester Pendek

Alternative Text

Lembur Plotting

Description

b

/

link

b-quote

del

ins

img

ul

ol

li

code

Table

lookup

close tags

Suasana dan penampakan personel akademik ketika sedang melakukan proses plotting semester pendek 2012-2013

Thank you for creating with WordPress

Version 3.5.2

Klik Update

My Sites

EduBuddy

+ New

View Attachment Page

SEO

Howdy, Buddy Nugraha

Screen Options

Help

Dashboard

Posts

Media

Library

Pages

Comments

TablePress

Appearance

Plugins

Users

Tools

Settings

BWP Syntax

Collapse menu

Edit Media

Add New

Media attachment updated.

Ayo bereskan bung!!!!

Permalink: http://edubuddy.blog.widyatama.ac.id/?attachment_id=20

View Attachment Page

Scale Image

Image Crop (help)

Aspect ratio: :

Selection: :

Thumbnail Settings (help)

Current thumbnail

Apply changes to:

☐ All image sizes
 ☐ Thumbnail
 ☒ All sizes except thumbnail

Cancel

Save

Caption

Proses Plotting Jadwal Semester Pendek

Alternative Text

Lembur Plotting

Save

Uploaded on: Jul 1, 2013 @ 13:21

File URL: <http://edubuddy.blog.widyatama.ac.id/files/201>

File name: IMG00031-20130619-2259.jpg

File type: JPG

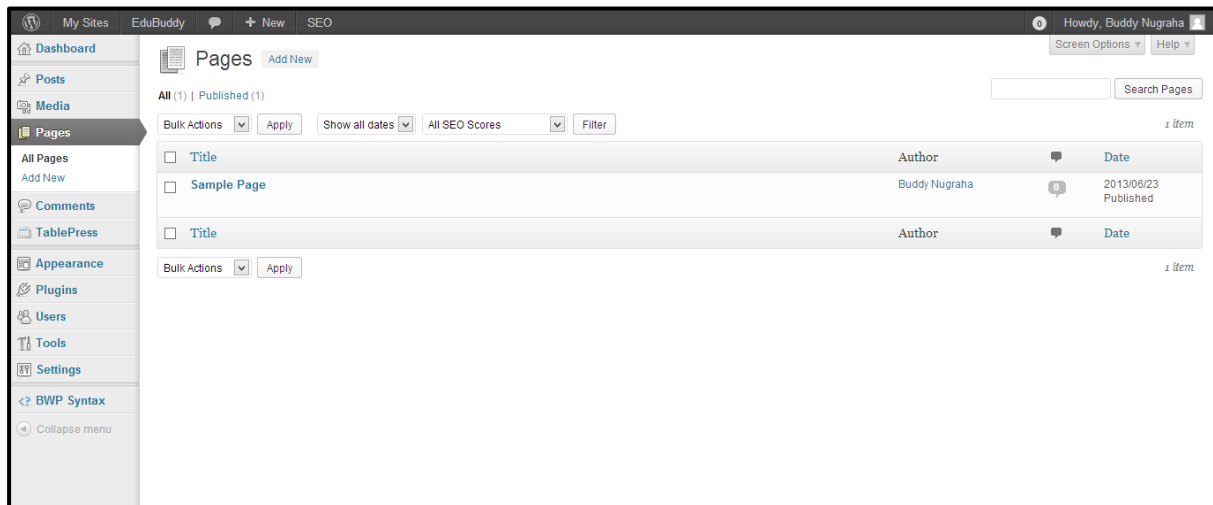
Dimensions: 2048 x 1536

Delete Permanently

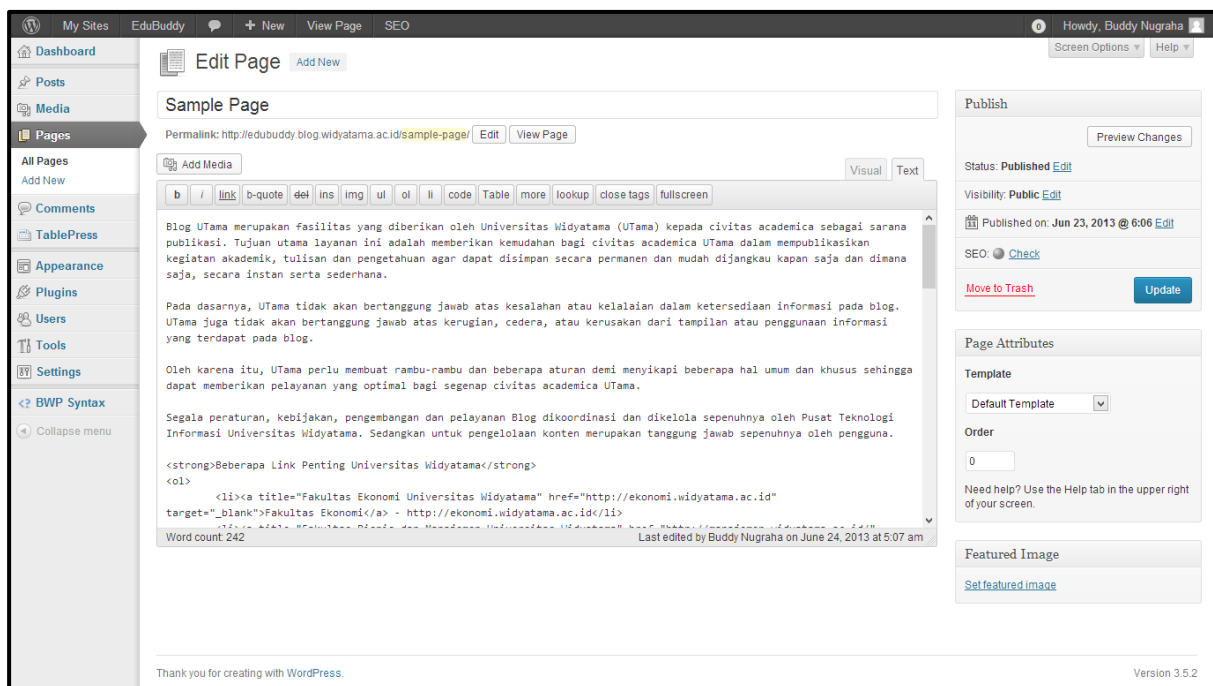
Update

4.2.7 Pages

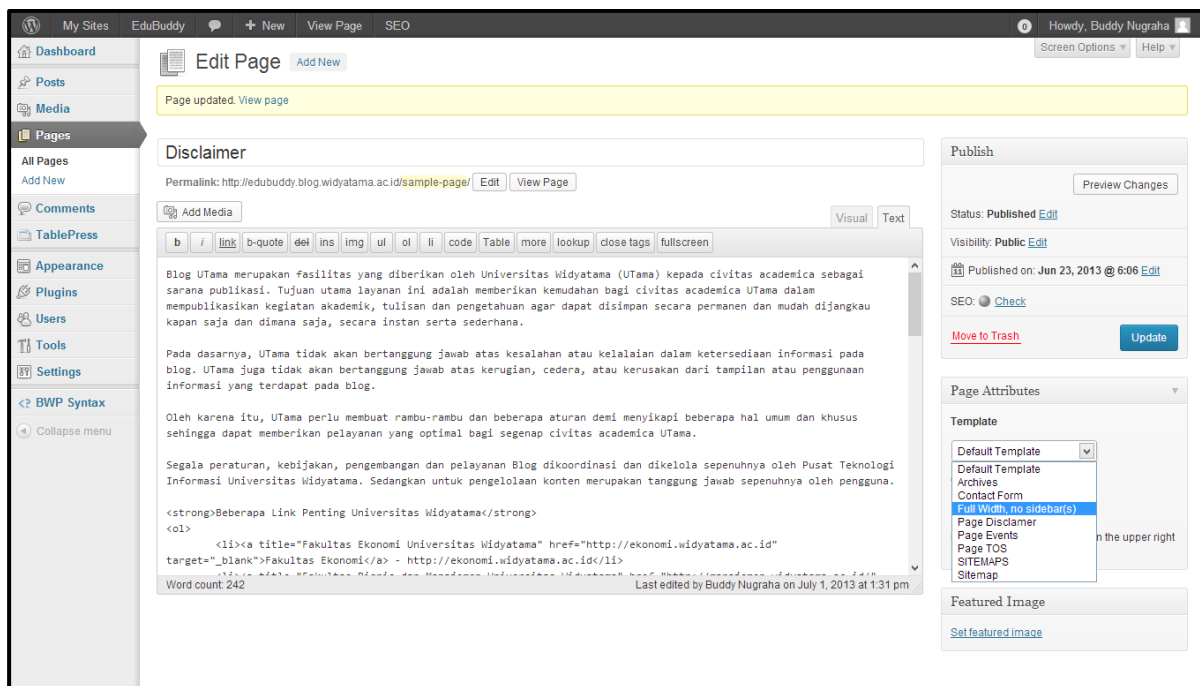
4.2.7.1 All Pages



4.2.7.2 Edit Page

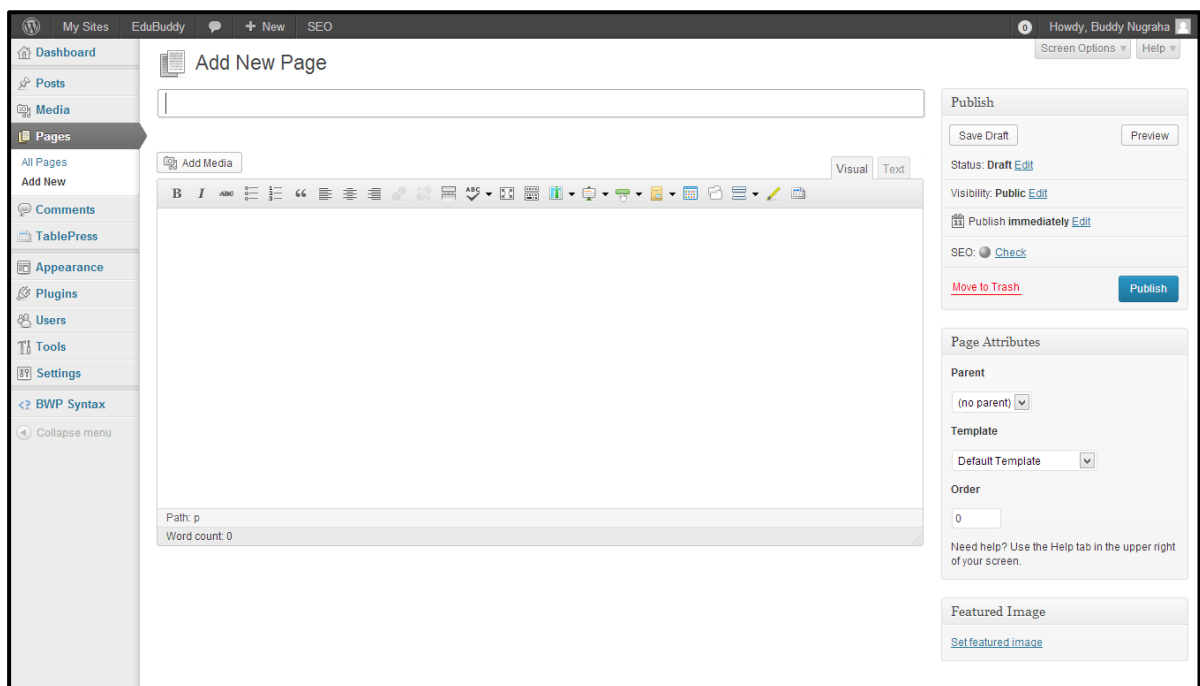


Pilihan Template Pages



4.2.7.3 Add New

Untuk membuat page atau halaman baru Anda tinggal klik tombol Add New Page



Kemudian isi title page dan konten yang di inginkan, misalnya page Tentang Saya

Add New Page

TENTANG SAYA

Permalink: <http://edubuddy.blog.widyatama.ac.id/tentang-saya/> [Edit](#)

[Add Media](#) Visual Text

Asal Sumedang dan hobi saya memancing, mendengarkan lagu sunda, menonton TV, membaca dan menulis, makan sate sama nasi liwet... :D

Melalui blog ini saya ingin berbagi pengetahuan dengan siapa saja karena pada dasarnya semua manusia dapat memberikan manfaat bagi manusia di sekitarnya, cuma mungkin apa adanya,... modalnya nekad dan gak tau apa-apa tentang perblogan. Mohon maaf dan harap maklum, Saya percaya akan ada para pemirsa yang ingin berbagi pengetahuan juga... he he, apalagi ngasih komentar biar sayanya tambah semangat nulis di blog ini... atow mungkin ada yang mau nyumbang artikel atau uneg-uneg tentang apa pun yang menyemangati hidup dan kehidupan... hidup persib lah... :D

Oya, mengenai isi dari blog ini kadang-kadang serius, kadang tidak, tapi percaya deh dalam tiap postingannya akan selalu dan always menghindari fitnah, intrik, mencelakakan orang lain dan... tidak ada hati yang disakiti....

Hanya menyalurkan hobi belajar menulis...

Path: p
Word count: 140
Draft saved at 12:26:40 pm.

Publish

[Save Draft](#) [Preview](#)

Status: **Draft** [Edit](#)

Visibility: **Public** [Edit](#)

[Publish immediately](#) [Edit](#)

SEO: [Check](#)

[Move to Trash](#) [Publish](#)

Page Attributes

Parent: (no parent) [v](#)

Template: Default Template [v](#)

Order: 1

Need help? Use the Help tab in the upper right of your screen.

Featured Image: [Set featured image](#)

Apabila dirasa sudah cukup Anda tinggal klik Publish, jangan lupa untuk melakukan seting Template yang ingin ditampilkan dan Order untuk urutan page

Edit Page [Add New](#)

Page published. [View page](#)

TENTANG SAYA

Permalink: <http://edubuddy.blog.widyatama.ac.id/tentang-saya/> [Edit](#) [View Page](#)

[Add Media](#) Visual Text

Asal Sumedang dan hobi saya memancing, mendengarkan lagu sunda, menonton TV, membaca dan menulis, makan sate sama nasi liwet... :D

Melalui blog ini saya ingin berbagi pengetahuan dengan siapa saja karena pada dasarnya semua manusia dapat memberikan manfaat bagi manusia di sekitarnya, cuma mungkin apa adanya,... modalnya nekad dan gak tau apa-apa tentang perblogan. Mohon maaf dan harap maklum, Saya percaya akan ada para pemirsa yang ingin berbagi pengetahuan juga... he he, apalagi ngasih komentar biar sayanya tambah semangat nulis di blog ini... atow mungkin ada yang mau nyumbang artikel atau uneg-uneg tentang apa pun yang menyemangati hidup dan kehidupan... hidup persib lah... :D

Oya, mengenai isi dari blog ini kadang-kadang serius, kadang tidak, tapi percaya deh dalam tiap postingannya akan selalu dan always menghindari fitnah, intrik, mencelakakan orang lain dan... tidak ada hati yang disakiti....

Hanya menyalurkan hobi belajar menulis...

Path: p
Word count: 141
Last edited by Buddy Nugraha on July 2, 2013 at 12:29 pm

Publish

[Preview Changes](#)

Status: **Published** [Edit](#)

Visibility: **Public** [Edit](#)

[Published on: Jul 2, 2013 @ 12:29](#) [Edit](#)

SEO: [Check](#)

[Move to Trash](#) [Update](#)

Page Attributes

Parent: (no parent) [v](#)

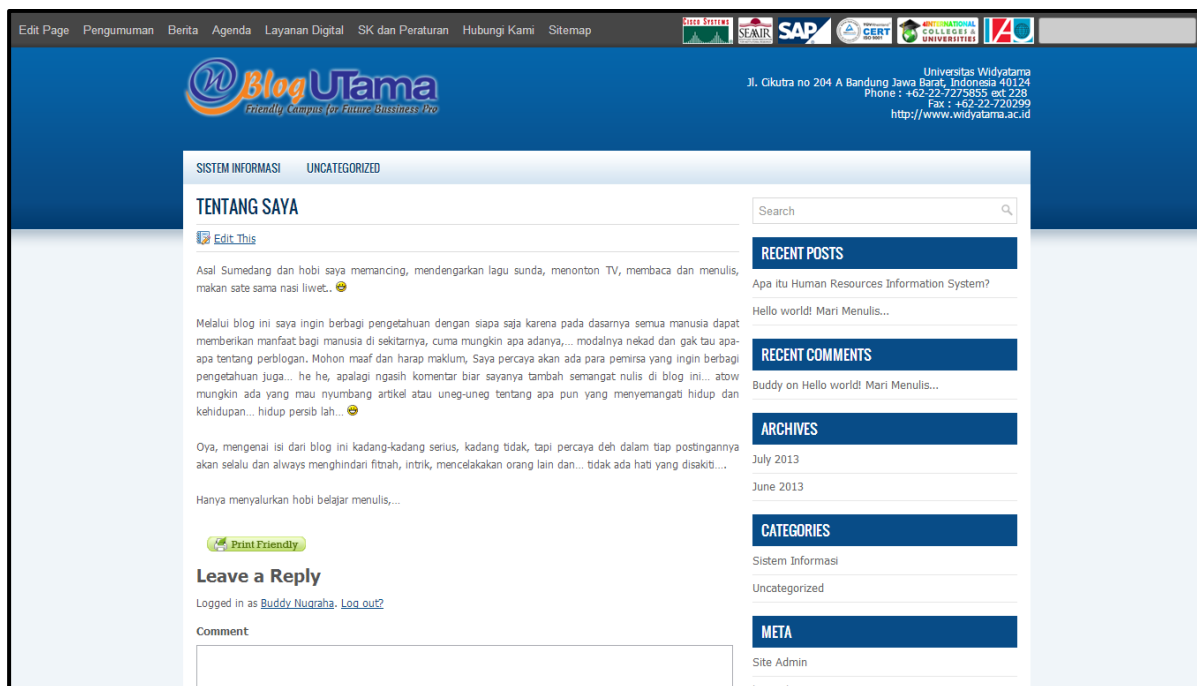
Template: Default Template [v](#)

Order: 1

Need help? Use the Help tab in the upper right of your screen.

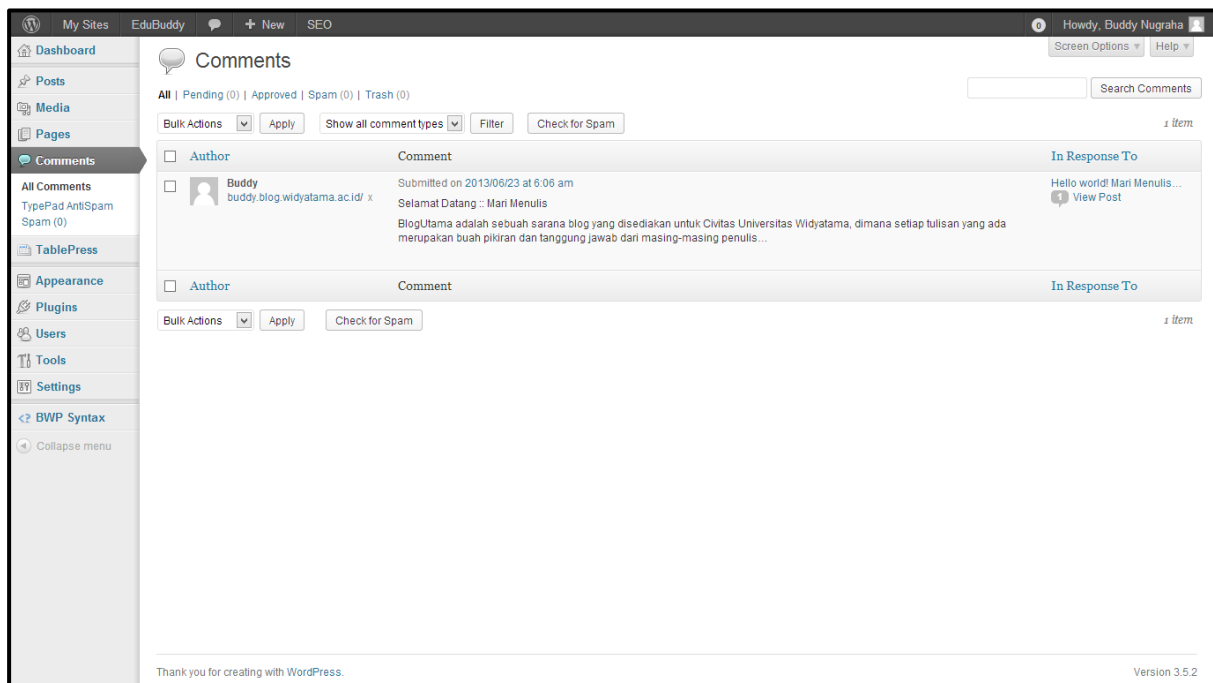
Featured Image: [Set featured image](#)

Page akan terlihat seperti ini



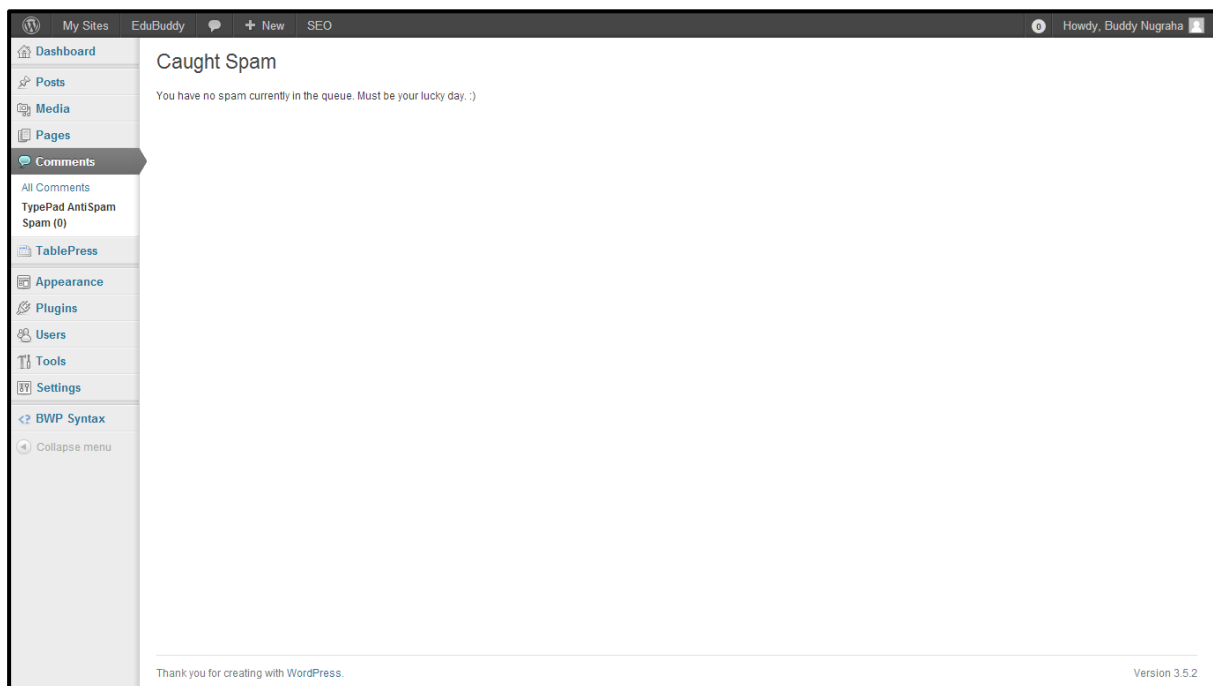
4.2.8 Comments

4.2.8.1 All Comments



Pada menu sidebar Comment akan ditampilkan komentar yang masuk atau mengomentari isi blog Anda, sedangkan di menu atas Anda bisa mengetahui jumlah dari kategori komentar yang ada seperti berapa komentar yang | Pending (0) | Approved | Spam (0) | Trash (0)

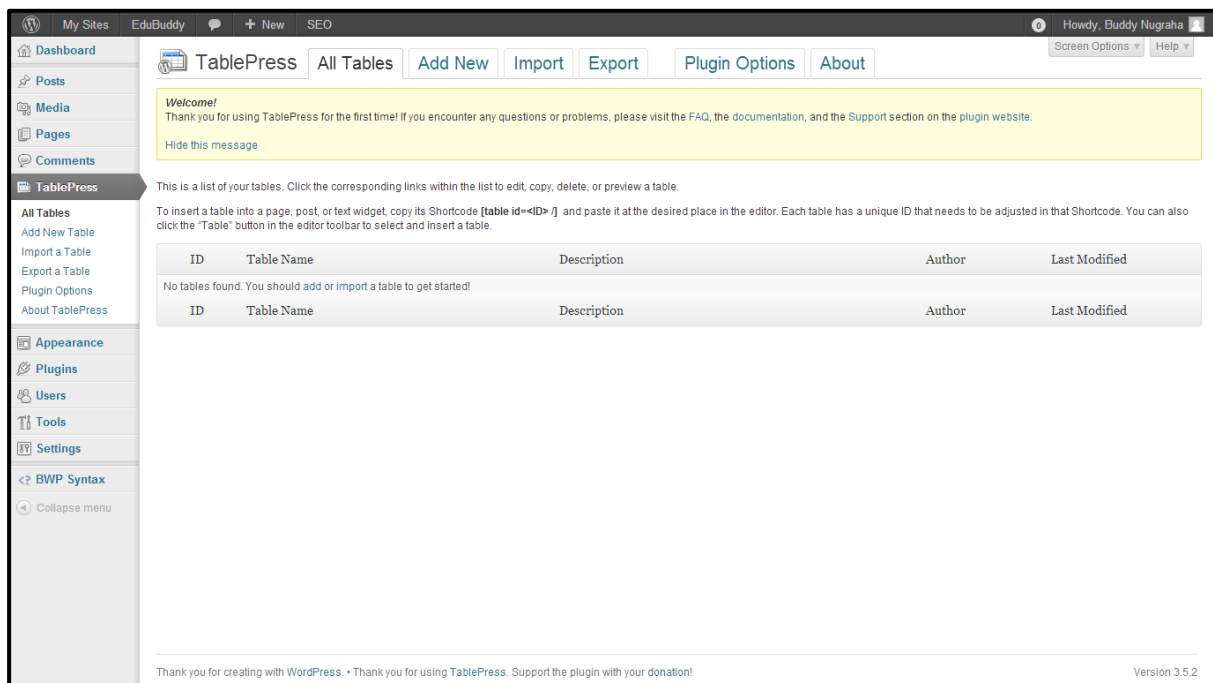
4.2.8.2 TypePad AntiSpam Spam



Menu ini merupakan plugin yang bisa mengkategorikan komentar itu termasuk Spam atau bukan

4.2.9 TablePress

4.2.9.1 All Tables



TablePress merupakan plugin yang telah ditambahkan ke dalam fasilitas blog Utama yang berfungsi untuk menampilkan tulisan atau posting berupa tabel, Anda bisa menambahkan tabel secara manual dengan klik menu Add New atau melakukan Import kedalam postingan Anda serta bisa melakukan Export dari tabel dalam postingan Anda menjadi file .csv

4.2.9.2 Add New Tables

The screenshot shows the WordPress dashboard with the TablePress plugin interface. The left sidebar contains navigation links: Dashboard, Posts, Media, Pages, Comments, TablePress (selected), Appearance, Plugins, Users, Tools, and Settings. The TablePress section is expanded, showing 'All Tables', 'Add New Table', 'Import a Table', 'Export a Table', 'Plugin Options', and 'About TablePress'. The main content area is titled 'TablePress' and includes tabs for 'All Tables', 'Add New', 'Import', 'Export', 'Plugin Options', and 'About'. The 'Add New' tab is active, displaying the 'Add New Table' form. The form includes fields for 'Table Name' (filled with 'Nama Mata Kuliah Sem. Genap T.A 2012/2013'), 'Description (optional)' (filled with the same text), 'Number of Rows' (set to 5), and 'Number of Columns' (set to 3). A blue 'Add Table' button is at the bottom. The footer shows a thank you message and the version number 3.5.2.

My Sites EduBuddy + New SEO Howdy, Buddy Nugraha

TablePress All Tables Add New Import Export Plugin Options About

To add a new table, enter its name, a description (optional), and the number of rows and columns into the form below.
You can always change the name, description, and size of your table later.

Add New Table

Table Name:
Nama Mata Kuliah Sem. Genap T.A 2012/2013
The name or title of your table.

Description (optional):
Nama Mata Kuliah Sem. Genap T.A 2012/2013
A description of the contents of your table.

Number of Rows: 5 Number of Columns: 3
The number of rows in your table. The number of columns in your table.

Add Table

Thank you for creating with WordPress. • Thank you for using TablePress. Support the plugin with your donation! Version 3.5.2

Untuk menambah tabel baru Anda klik Add New Table kemudian isi kolom yang sudah disediakan, apabila sudah dirasa cukup Anda tinggal klik Add New

The screenshot shows the 'Table Information' and 'Table Content' sections of the TablePress plugin. The 'Table Information' section includes fields for 'Table ID' (1), 'Shortcode' ([table id=1 /]), 'Table Name' (Nama Mata Kuliah Sem. Genap T.A 2012/2013), 'Description' (Nama Mata Kuliah Sem. Genap T.A 2012/2013), and 'Last Modified' (July 2, 2013 12:46 pm by Buddy Nugraha). The 'Table Content' section displays a table with 5 rows and 3 columns. The first row is highlighted in blue. The table content is as follows:

	A	B	C	
1	Kode Mata Kuliah	Nama Mata Kuliah	Nama Dosen	1
2	0211203	Bahasa Indonesia	Fida Eka Putri	2
3	0411203	Manajemen	Nandani Ningrum	3
4	0411201	Teori Makro	Adi Nugraha	4
5	0211202	Hukum Bisnis	Aditya Widjan	5

The 'Table Manipulation' section at the bottom includes buttons for 'Insert Link', 'Insert Image', and 'Advanced Editor'. It also has options to 'Combine cells' (in a column (rowspan) or in a row (colspan)), 'Selected rows' (Hide, Show), and 'Selected columns' (Hide, Show). There are also buttons for 'Duplicate', 'Insert', and 'Delete' for both rows and columns.

My Sites EduBuddy + New SEO Howdy, Buddy Nugraha

TablePress All Tables Add New Import Export Plugin Options About

Preview Save Changes

Table Information

Table ID: 1 Shortcode: [table id=1 /]

Table Name: Nama Mata Kuliah Sem. Genap T.A 2012/2013

Description: Nama Mata Kuliah Sem. Genap T.A 2012/2013

Last Modified: July 2, 2013 12:46 pm by Buddy Nugraha

Table Content

	A	B	C	
1	Kode Mata Kuliah	Nama Mata Kuliah	Nama Dosen	1
2	0211203	Bahasa Indonesia	Fida Eka Putri	2
3	0411203	Manajemen	Nandani Ningrum	3
4	0411201	Teori Makro	Adi Nugraha	4
5	0211202	Hukum Bisnis	Aditya Widjan	5

Table Manipulation

Insert Link Insert Image Advanced Editor

Combine cells: in a column (rowspan) in a row (colspan) ?

Selected rows: Hide Show

Selected columns: Hide Show

Selected rows: Duplicate Insert Delete

Selected columns: Duplicate Insert Delete

Untuk menyimpannya klik Save Changes

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TablePress

Preview Save Changes

Saving successful: The table was saved successfully.

Table Information

Table ID: 1 Shortcode: [table id=1 /]

Table Name: Nama Mata Kuliah Sem. Genap T.A 2012/2013

Description: Nama Mata Kuliah Sem. Genap T.A 2012/2013

Last Modified: July 2, 2013 12:50 pm by Buddy Nugraha

Table Content

	A	B	C	
1	☐ Kode Mata Kuliah	Nama Mata Kuliah	Nama Dosen	1
2	☐ 0211203	Bahasa Indonesia	Fida Eka Putri	2
3	☐ 0411203	Manajemen	Nandani Ningrum	3
4	☐ 0411201	Teori Makro	Adi Nugraha	4
5	☐ 0211202	Hukum Bisnis	Aditya Widjan	5

Table Manipulation

Insert Link Insert Image Advanced Editor

Combine cells: in a column (rowspan) in a row (colspan) ?

Akan terlihat informasi tabel sudah di simpan, untuk melihat hasilnya klik Preview

My Sites EduBuddy + New SEO Howdy, Buddy Nugraha

TablePress

Preview Save Changes

Preview

This is a preview of your table. Because of CSS styling in your theme, the table might look different on your page! The features of the DataTables JavaScript library are also not available or visible in this preview!
To insert the table into a page, post, or text widget, copy the Shortcode [table id=1 /] and paste it into the editor.

Kode Mata Kuliah	Nama Mata Kuliah	Nama Dosen
0211203	Bahasa Indonesia	Fida Eka Putri
0411203	Manajemen	Nandani Ningrum
0411201	Teori Makro	Adi Nugraha
0211202	Hukum Bisnis	Aditya Widjan

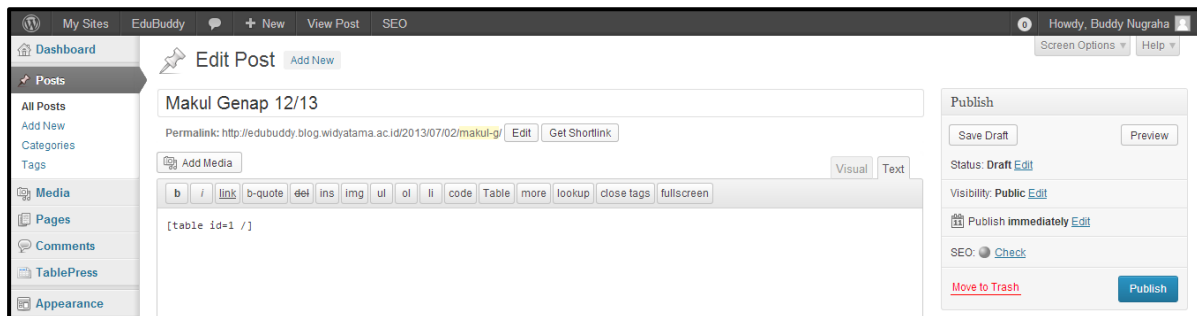
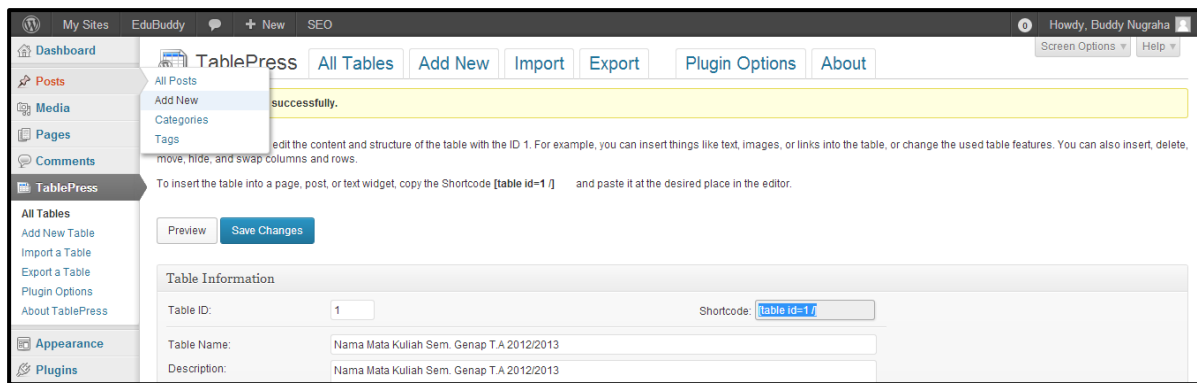
Selected rows: Hide Show

Selected columns: Hide Show

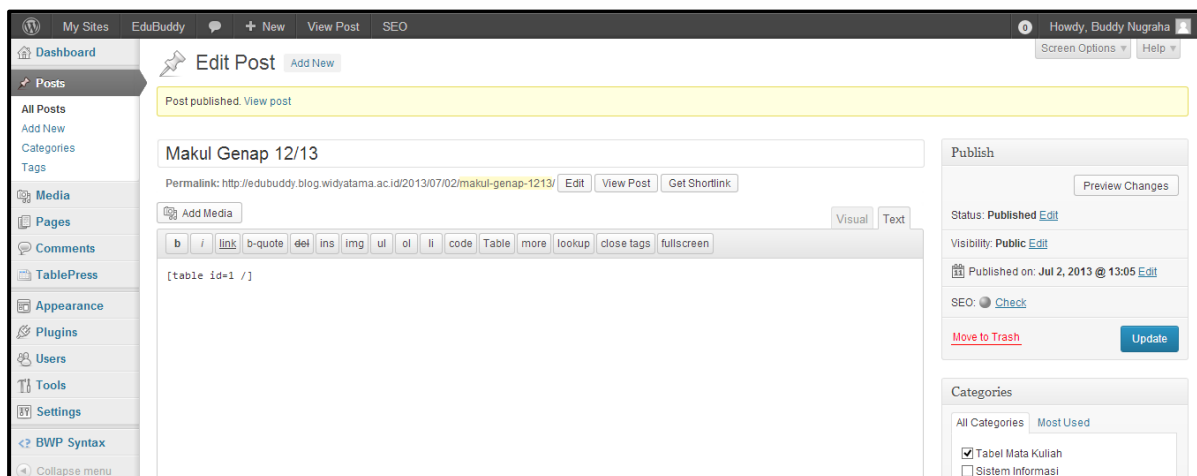
Selected rows: Hide Show

Selected columns: Hide Show

Apabila ingin memasukan tabel ke dalam postingan blog Anda tinggal melakukan Copy – Paste Shortcode dari tabel tersebut



Jangan lupa lakukan Copy – Paste Shortcode Table dengan posisi tab posting di Text jangan di Visual, agar tabel bisa terlihat di blog, Anda tinggal klik publish, sebelumnya pilih Categories dan Tags dari postingan



Hasilnya akan terlihat seperti ini

The screenshot shows a WordPress blog post titled "Makul Genap 12/13" dated July 2, 2013. The post contains a table with course information. The table has three columns: "Kode Mata Kuliah", "Nama Mata Kuliah", and "Nama Dosen". The table lists four courses. To the right of the table, there are sections for "RECENT POSTS" and "RECENT COMMENTS".

Kode Mata Kuliah	Nama Mata Kuliah	Nama Dosen
0211203	Bahasa Indonesia	Fida Eka Putri
0411203	Manajemen	Nandani Ningrum
0411201	Teori Makro	Adi Nugraha
0211202	Hukum Bisnis	Aditya Widjan

4.2.9.3 Import a Table

The screenshot shows the "Import" interface of the TablePress plugin. The interface includes a sidebar with navigation links and a main content area with various options for importing a table.

TablePress | All Tables | Add New | Import | Export | Plugin Options | About

TablePress can import tables from existing data, like from a CSV file from a spreadsheet application (e.g. Excel), an HTML file resembling a webpage, or its own JSON format. You can also import existing tables from the WP-Table Reloaded plugin below.

To import a table, select and enter the import source in the following form. You can also choose to import it as a new table, to replace an existing table, or to append the rows to an existing table.

Import Tables

Import Source: ☒ File Upload ☐ URL ☐ File on server ☐ Manual Input

Select file: No file chosen

You can import multiple tables by placing them in a ZIP file.

Import Format:

Add, Replace, or Append?: ☒ Add as new table ☐ Replace existing table ☐ Append rows to existing table

Table to replace or append to:

Thank you for creating with WordPress. • Thank you for using TablePress. Support the plugin with your donation!

Version 3.5.2

Import tabel dari url

TablePress can import tables from existing data, like from a CSV file from a spreadsheet application (e.g. Excel), an HTML file resembling a webpage, or its own JSON format. You can also import existing tables from the WP-Table Reloaded plugin below.

To import a table, select and enter the import source in the following form. You can also choose to import it as a new table, to replace an existing table, or to append the rows to an existing table.

Import Tables

Import Source: ☐ File Upload ☒ URL ☐ File on server ☐ Manual Input

File URL:
You can import multiple tables by placing them in a ZIP file.

Import Format:

Add, Replace, or Append?: ☒ Add as new table ☐ Replace existing table ☐ Append rows to existing table

Table to replace or append to:

The table was imported successfully.

On this screen, you can edit the content and structure of the table with the ID 3. For example, you can insert things like text, images, or links into the table, or change the used table features. You can also insert, delete, move, hide, and swap columns and rows.

To insert the table into a page, post, or text widget, copy the Shortcode `[table id=3 /]` and paste it at the desired place in the editor.

Table Information

Table ID: Shortcode: `[table id=3 /]`

Table Name:

Description:

Last Modified: July 4, 2013 9:07 am by Buddy Nugraha

Table Content

	A	B	C	D	E	F	G
1	☐ Prefix	Journal Title	Homepage URL	Print ISSN	Online ISSN	PDF Starts	Full Text HTML Starts
2	☐	Acta Biochimica et	☐ http://abbs.oxfordjourn	1672-9145	1745-7270	36:1 (2004)	41:1 (2009)

Import tabel dari server

TablePress can import tables from existing data, like from a CSV file from a spreadsheet application (e.g. Excel), an HTML file resembling a webpage, or its own JSON format. You can also import existing tables from the WP-Table Reloaded plugin below.

To import a table, select and enter the import source in the following form. You can also choose to import it as a new table, to replace an existing table, or to append the rows to an existing table.

Import Tables

Import Source: ☐ File Upload ☐ URL ☒ File on server ☐ Manual Input

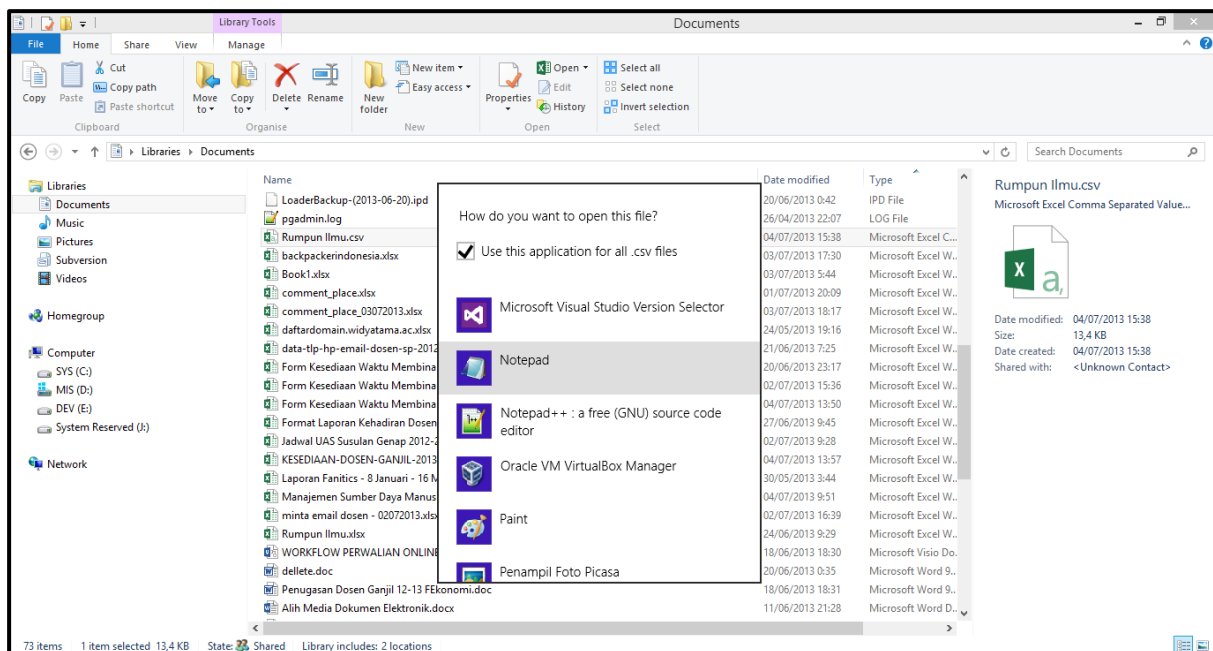
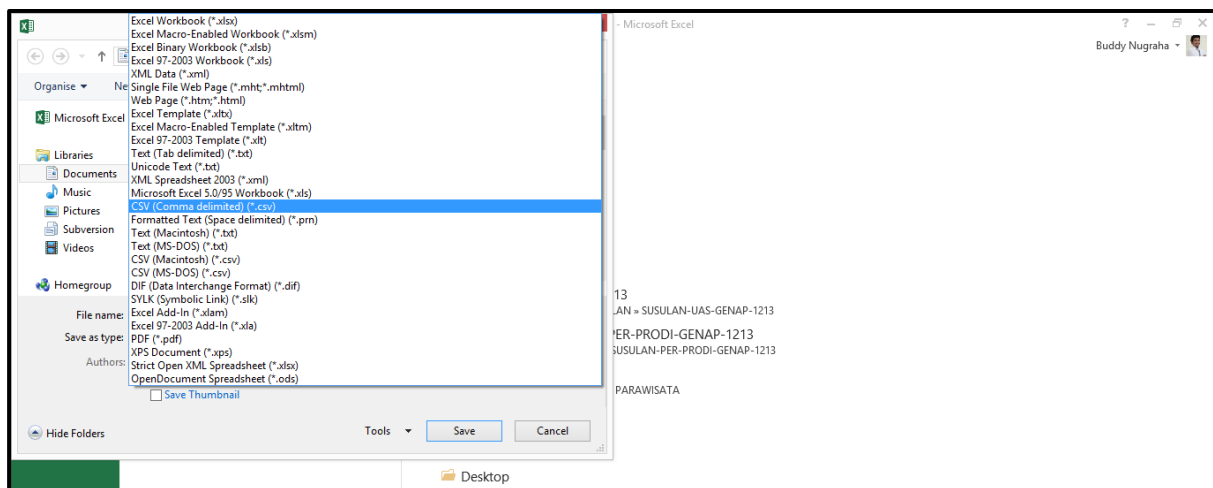
Server Path to file:
You can import multiple tables by placing them in a ZIP file.

Import Format:

Add, Replace, or Append?: ☒ Add as new table ☐ Replace existing table ☐ Append rows to existing table

Table to replace or append to:

Import tabel manual



```
File Edit Format View Help
Rumpun Ilmu;
;
;
;
Kode;Rumpun;Level
100;MATEMATIKA DAN ILMU PENGETAHUAN ALAM (MIPA);1
110;ILMU IPA;2
111;Fisika;3
112;Kimia;3
113;Biologi (dan Bioteknologi Umum);3
114;Bidang Ipa Lain Yang Belum Tercantum;3
120;MATEMATIKA;2
121;Matematika;3
122;Statistik;3
123;Ilmu Komputer;3
124;Bidang Matematika Lain yang Belum Tercantum;3
130;KEBUMIHAN DAN ANGKASA;2
131;Astronomi;3
132;Geografi;3
133;Geologi;3
134;Geofisika;3
135;Meteonologi;3
136;Bidang Geofisika Lain yang Belum Tercantum;3
140;ILMU TANAMAN;1
150;ILMU PERTANIAN DAN PERKEBUNAN;2
151;Ilmu Tanah;3
152;Hortikultura;3
153;Ilmu Hama dan Penyakit Tanaman;3
154;Budidaya Pertanian dan Perkebunan;3
155;Perkebunan;3
156;Pemuliaan Tanaman;3
157;Bidang Pertanian & Perkebunan Lain yang Belum Tercantum;3
160;TEKNOLOGI DALAM ILMU TANAMAN;2
161;Teknologi Industri Pertanian (dan Agroteknologi);3
162;Teknologi Hasil Pertanian;3
163;Teknologi Pertanian;3
164;Mekanisasi Pertanian;3
165;Teknologi Pangan dan Gizi;3
```

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Screen Options

Help

TablePress

All Tables

Add New

Import

Export

Plugin Options

About

TablePress can import tables from existing data, like from a CSV file from a spreadsheet application (e.g. Excel), an HTML file resembling a webpage, or its own JSON format. You can also import existing tables from the WP-Table Reloaded plugin below.

To import a table, select and enter the import source in the following form. You can also choose to import it as a new table, to replace an existing table, or to append the rows to an existing table.

Import Tables

Import Source: ☐ File Upload ☐ URL ☐ File on server ☒ Manual Input

Import data:

Rumpun Ilmu;
;
;
;
Kode;Rumpun;Level
100;MATEMATIKA DAN ILMU PENGETAHUAN ALAM (MIPA);1
110;ILMU IPA;2
111;Fisika;3
112;Kimia;3
113;Biologi (dan Bioteknologi Umum);3
114;Bidang Ipa Lain Yang Belum Tercantum;3
120;MATEMATIKA;2
121;Matematika;3
122;Statistik;3
123;Ilmu Komputer;3
124;Bidang Matematika Lain yang Belum Tercantum;3

Import Format:

CSV - Character-Separated Values

Add, Replace, or Append?: ☒ Add as new table ☐ Replace existing table ☐ Append rows to existing table

Table to replace or append to:

Select

Import

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Dashboard

Posts

Media

Pages

Comments

TablePress

All Tables

Add New Table

Import a Table

Export a Table

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About TablePress

Appearance

Plugins

Users

Tools

Settings

BWP Syntax

Collapse menu

TablePress

All Tables

Add New

Import

Export

Plugin Options

About

The table was imported successfully.

On this screen, you can edit the content and structure of the table with the ID 2. For example, you can insert things like text, images, or links into the table, or change the used table features. You can also insert, delete, move, hide, and swap columns and rows.

To insert the table into a page, post, or text widget, copy the Shortcode `[table id=2 /]` and paste it at the desired place in the editor.

Preview

Save Changes

Table Information

Table ID: 2

Shortcode: `[table id=2 /]`

Table Name: Imported from Manual Input

Description: Imported from Manual Input

Last Modified: July 4, 2013 8:42 am by Buddy Nugraha

Table Content

	A	B	C	
1 ☐	Rumpun Ilmu			1
2 ☐				2
3 ☐				3
4 ☐	Kode	Rumpun	Level	4
5 ☐	100	MATEMATIKA DAN	1	5

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Howdy, Buddy Nugraha

BWP Syntax

Collapse menu

Table Content

	A	B	C	
1 ☐	Kode	Rumpun	Level	1
2 ☐	100	MATEMATIKA DAN	1	2
3 ☐	110	ILMU IPA	2	3
4 ☐	111	Fisika	3	4
5 ☐	112	Kimia	3	5
6 ☐	113	Biologi (dan	3	6
7 ☐	114	Bidang Ipa Lain Yang	3	7
8 ☐	120	MATEMATIKA	2	8
9 ☐	121	Matematika	3	9
10 ☐	122	Statistik	3	10
11 ☐	123	Ilmu Komputer	3	11
12 ☐	124	Bidang Matematika	3	12

My Sites EduBuddy + New SEO Howdy, Buddy Nugraha

Table Options

Preview

This is a preview of your table. Because of CSS styling, the table might look different on your page! The features of the DataTables JavaScript library are also not visible in this preview!
To insert the table into a page, post, or text widget, copy the Shortcode [table id=2 /] and paste it into the editor.

Kode	Rumpun	Level
100	MATEMATIKA DAN ILMU PENGETAHUAN ALAM (MIPA)	1
110	ILMU IPA	2
111	Fisika	3
112	Kimia	3
113	Biologi (dan Bioteknologi Umum)	3
114	Bidang Ipa Lain Yang Belum Tercantum	3
120	MATEMATIKA	2
121	Matematika	3
122	Statistik	3
123	Ilmu Komputer	3
124	Bidang Matematika Lain yang Belum Tercantum	3
130	KEBUMIHAN DAN ANGKASA	2
131	Astronomi	3
132	Geografi	3

Thank you for creating with WordPress • Thank you for using TablePress. Support the plugin with your donation!

Version 3.5.2

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Table Options

Table Head Row: ☒ The first row of the table is the table header.
Table Foot Row: ☐ The last row of the table is the table footer.

Alternating Row Colors: ☒ The background colors of consecutive rows shall alternate.
Row Hover Highlighting: ☒ Highlight a row while the mouse cursor hovers above it by changing its background color.

Print Table Name: ☐ The table name shall be written above the table.
Print Table Description: ☐ The table description shall be written below the table.

Extra CSS Classes:
Additional CSS classes for styling purposes can be entered here. This is NOT the place to enter [Custom CSS](#) code!

Features of the DataTables JavaScript library

Use DataTables: ☒ Use the following features of the DataTables JavaScript library with this table:

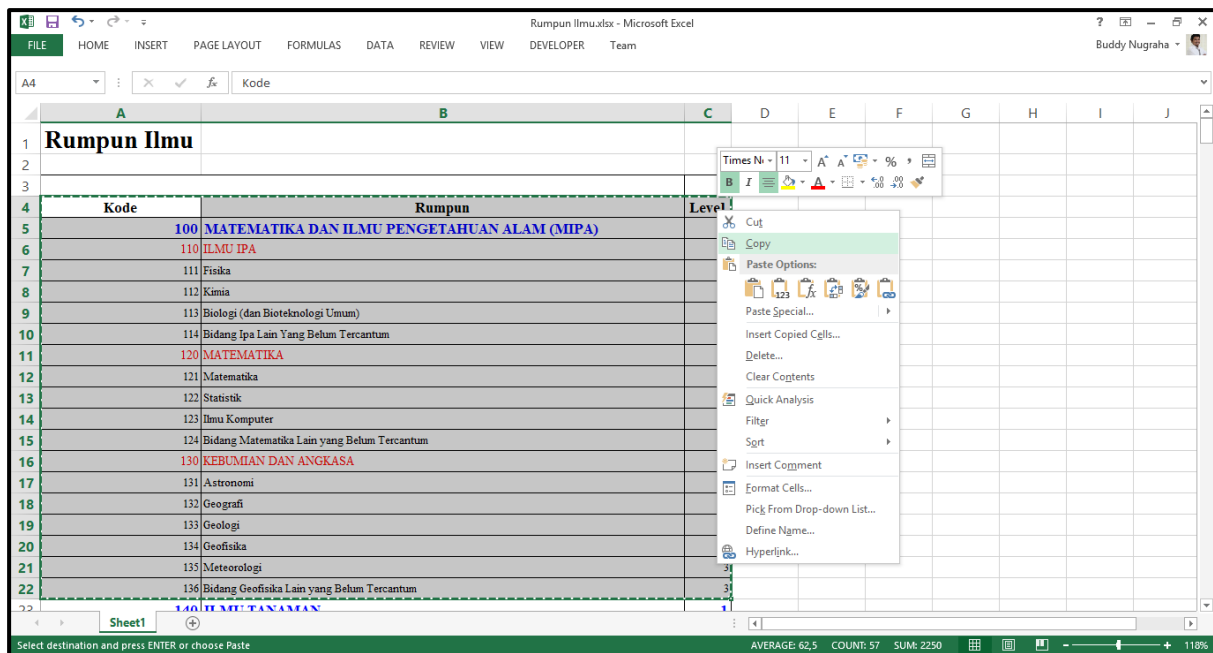
Sorting: ☒ Enable sorting of the table by the visitor.
Search/Filtering: ☒ Enable the visitor to filter or search the table. Only rows with the search word in them are shown.
Pagination: ☒ Enable pagination of the table (viewing only a certain number of rows at a time) by the visitor.
Show 10 rows per page.

Pagination Length Change: ☒ Allow the visitor to change the number of rows shown when using pagination.
Info: ☒ Enable the table information display, with information about the currently visible data, like the number of rows.
Horizontal Scrolling: ☐ Enable horizontal scrolling, to make viewing tables with many columns easier.

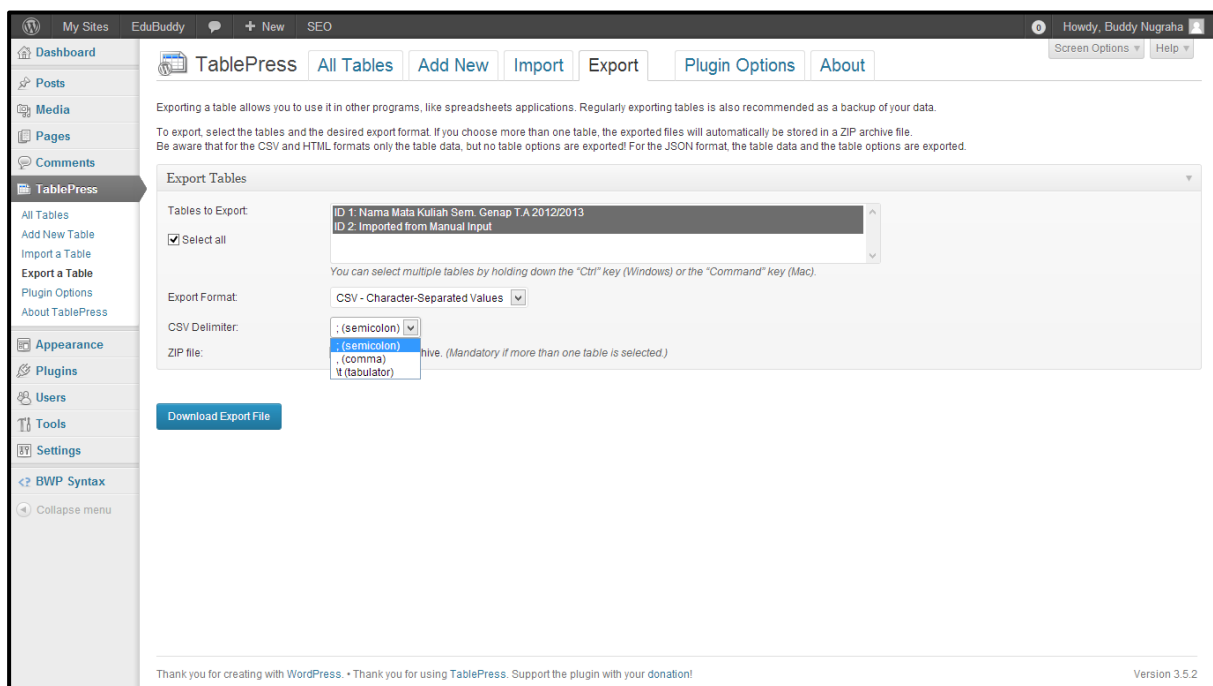
Preview Save Changes

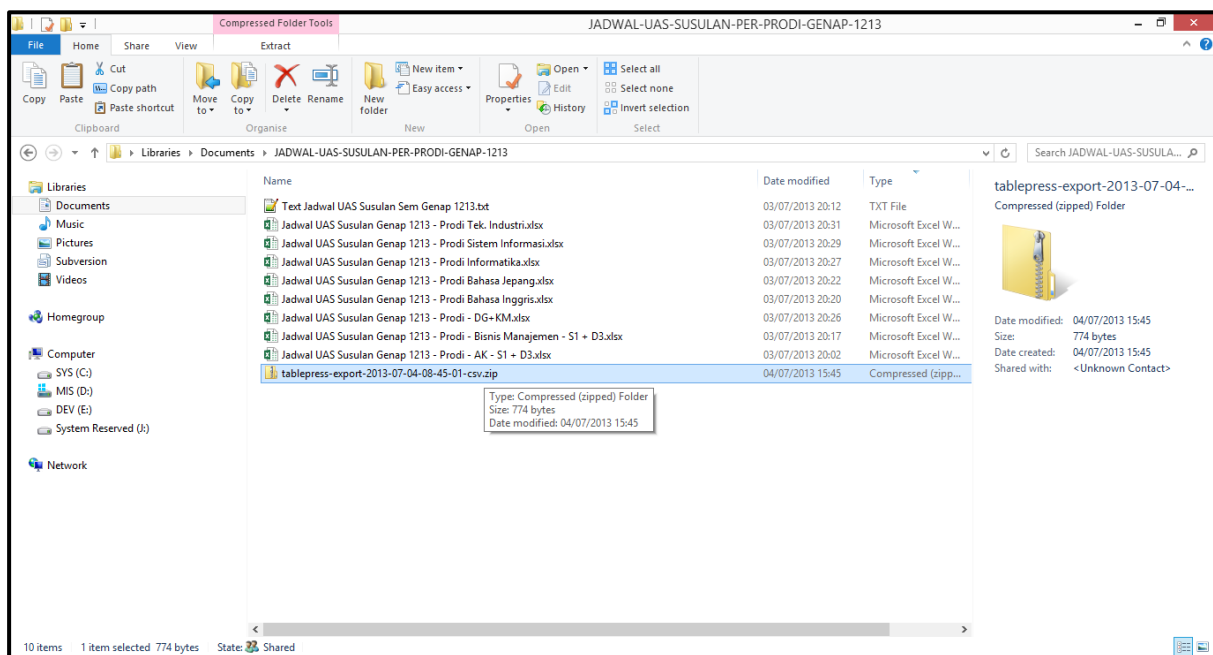
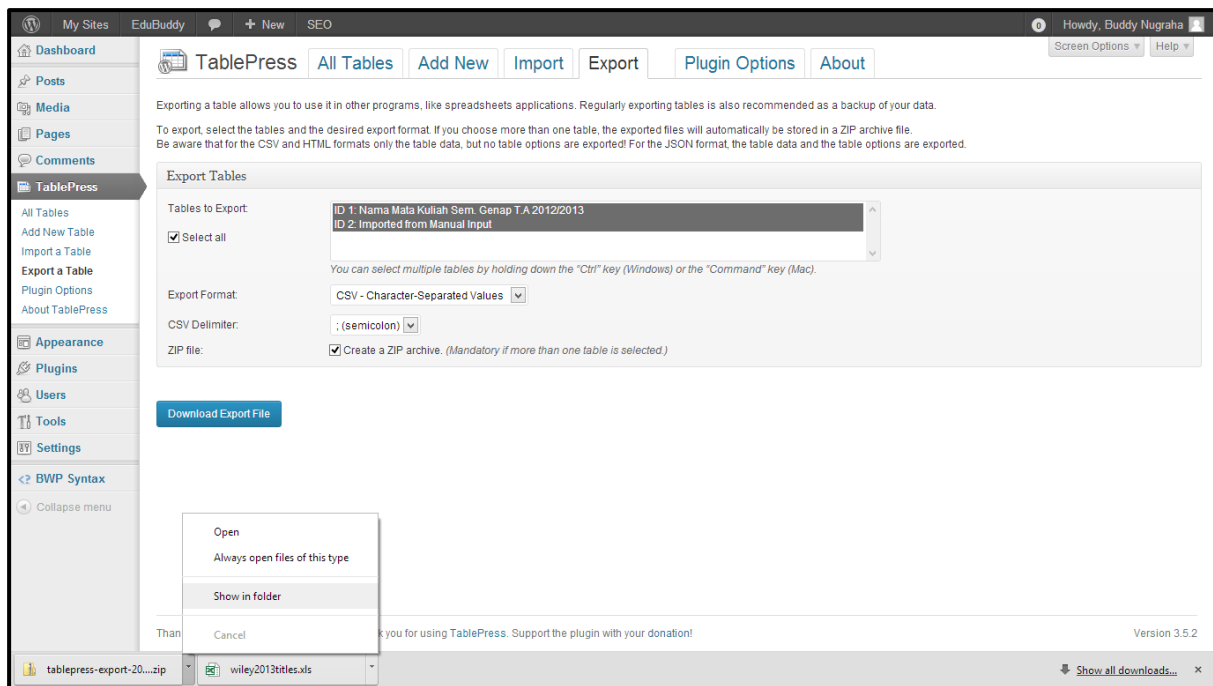
Saving successful: The table was saved successfully.

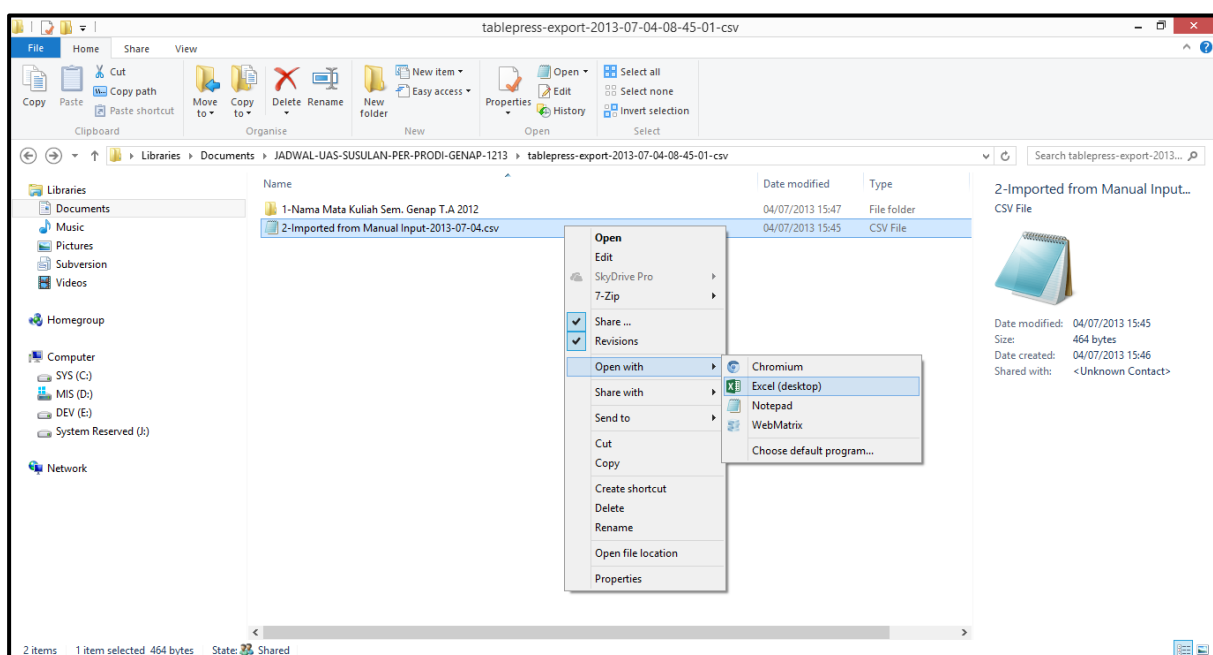
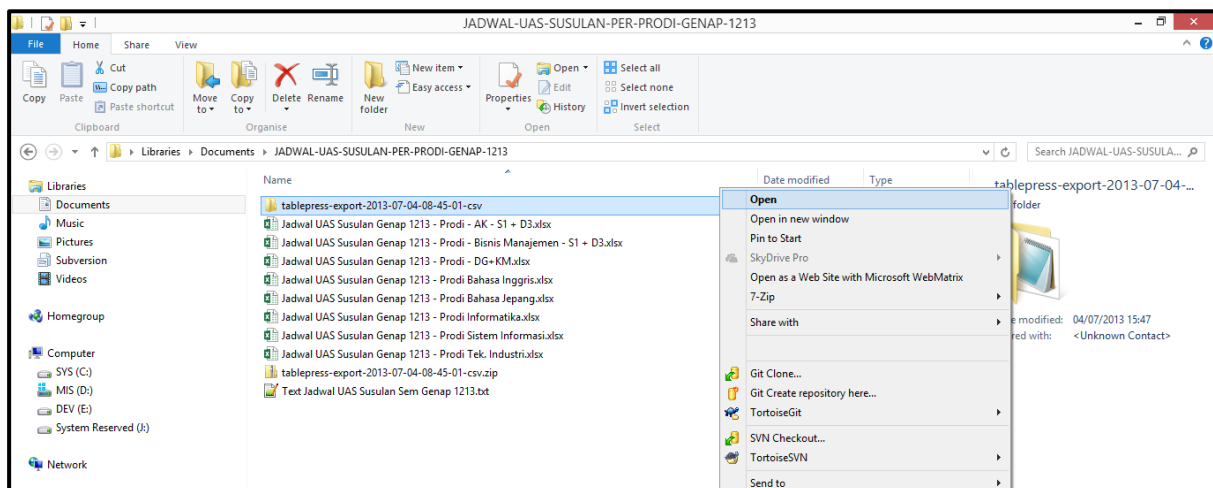
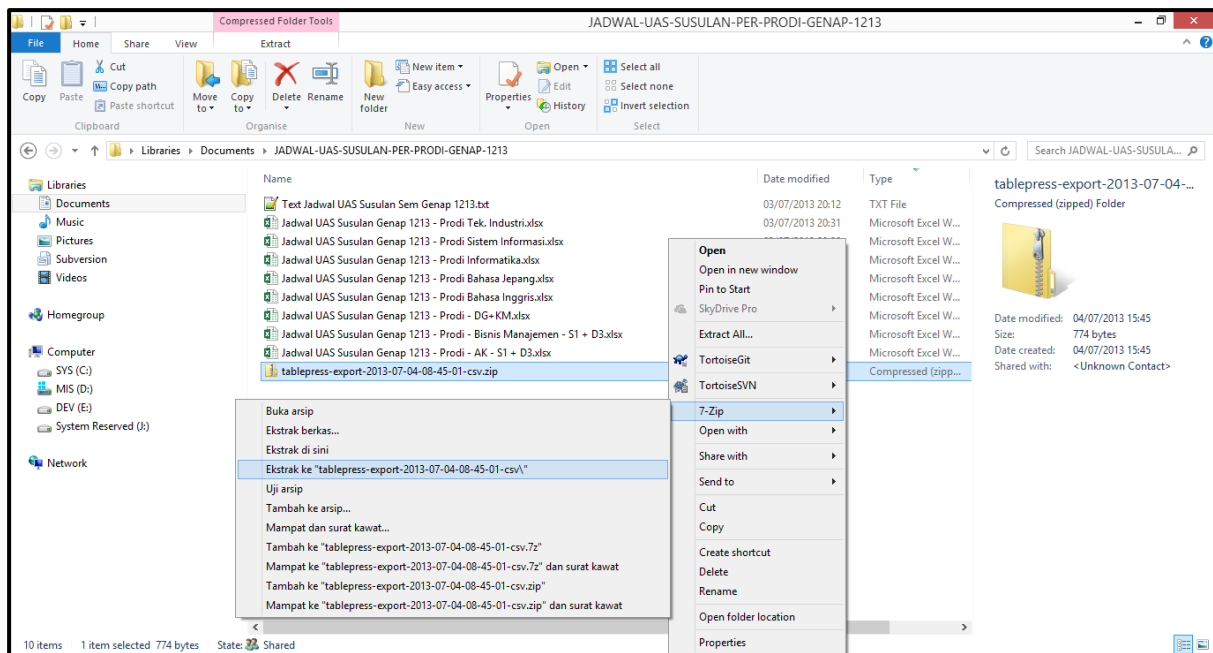
Other Actions: Delete Table Export Table



4.2.9.4 Export a Table







2-Imported from Manual Input-2013-07-04.csv - Microsoft Excel

FILE HOME INSERT PAGE LAYOUT FORMULAS DATA REVIEW VIEW DEVELOPER Team

A1 Kode

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1	Kode Rumpun	Level														
2	100 MATEMATIKA DAN ILMU PENGETAHUAN ALAM (MIPA)	1														
3	110 ILMU IPA	2														
4	111 Fisika	3														
5	112 Kimia	3														
6	113 Biologi (dan Bioteknologi Umum)	3														
7	114 Bidang Ipa Lain Yang Belum Tercantum	3														
8	120 MATEMATIKA	2														
9	121 Matematika	3														
10	122 Statistik	3														
11	123 Ilmu Komputer	3														
12	124 Bidang Matematika Lain yang Belum Tercantum	3														
13	130 KEBUMIHAN DAN ANGKASA	2														
14	131 Astronomi	3														
15	132 Geografi	3														
16	133 Geologi	3														
17	134 Geofisika	3														
18	135 Meteorologi	3														
19	136 Bidang Geofisika Lain yang Belum Tercantum	3														
20																
21																
22																
23																
24																
25																
26																
27																
28																

2-Imported from Manual Input-20

READY AVERAGE: 62,5 COUNT: 57 SUM: 2250 100%

4.2.10 Appearance

Menu ini berfungsi untuk mengelola tampilan blog, mengganti theme, menambahkan widgets sebagai kelengkapan blog yang bisa kita pasang di sidebar maupun footer. Menus adalah fitur terbaru untuk membuat dan mengelola drop down menu. Untuk header biasanya untuk menambahkan gambar pada header blog. Submenu di menu appearance ini akan bervariasi tergantung theme wordpress yang digunakan.

4.2.10.1 Themes

My Sites EduBuddy + New SEO Howdy, Buddy Nugraha Help

Dashboard Posts Media Pages Comments TablePress Appearance Themes Widgets Menus proEducation Theme Options Background Users Plugins Tools Settings BWP Syntax Collapse menu

Manage Themes

Current Theme
proEducation
By [NewWpThemes](#) | Version 2.1
Free GeneralBlog WordPress theme by NewWpThemes
[Customize](#) | OPTIONS: [Widgets](#) | [Menus](#) | [proEducation Theme Options](#) | [Background](#)

Available Themes

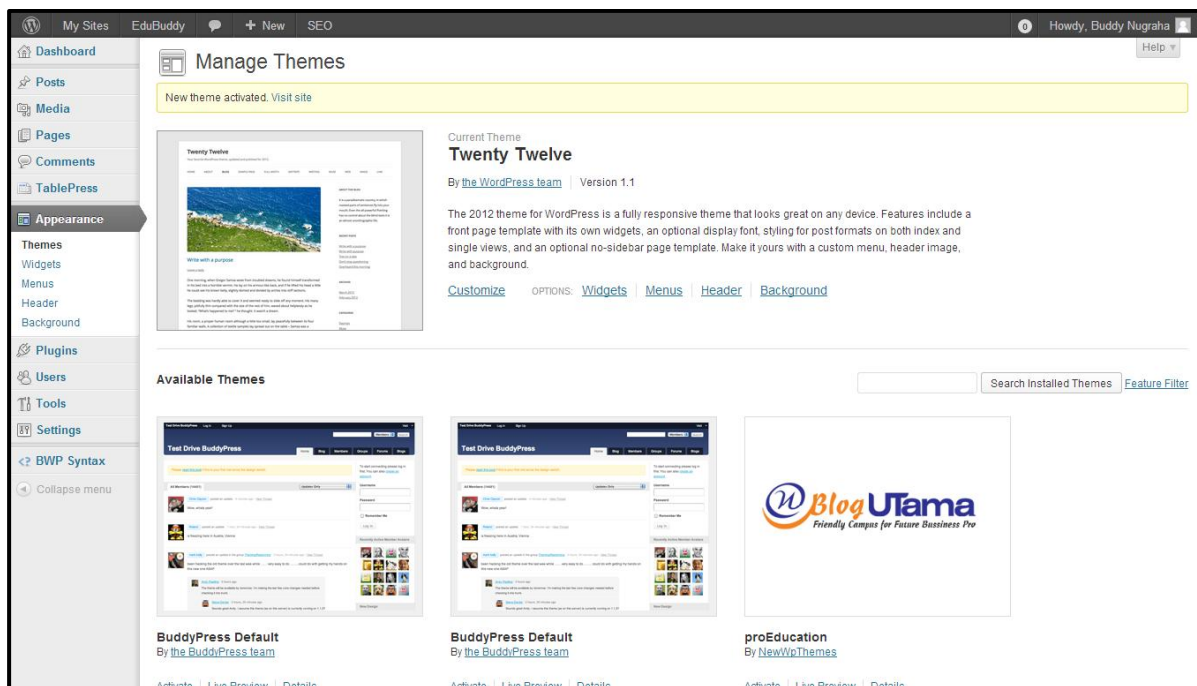
Search Installed Themes [Feature Filter](#)

BuddyPress Default
By the [BuddyPress team](#)
[Activate](#) | [Live Preview](#) | [Details](#)

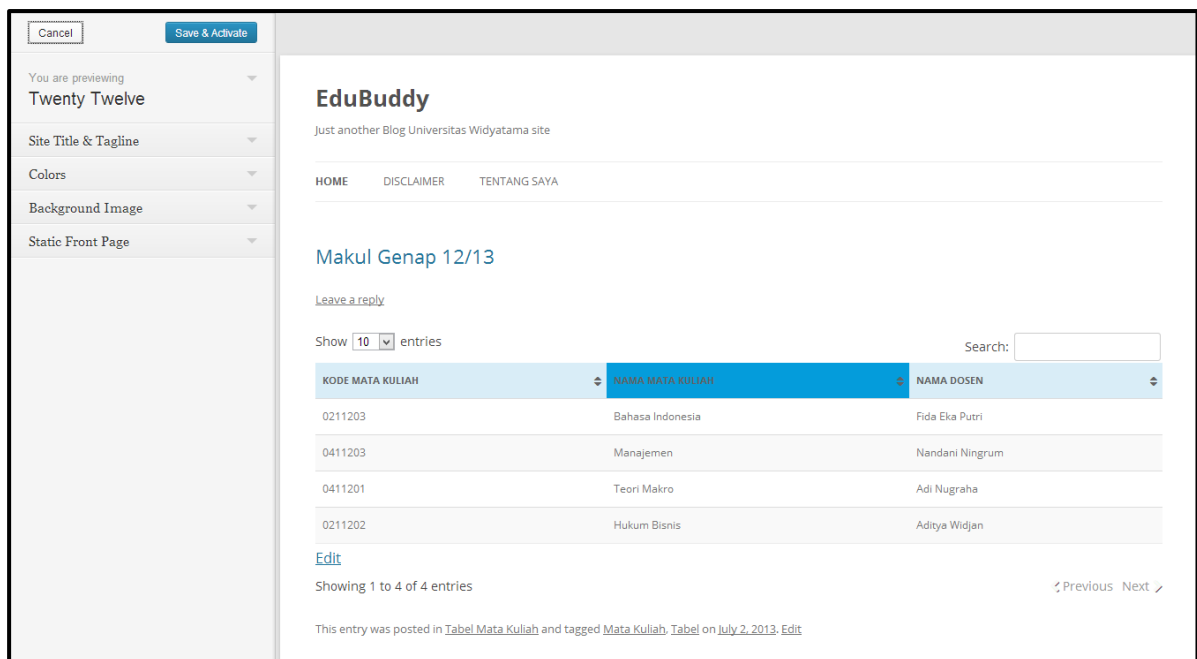
BuddyPress Default
By the [BuddyPress team](#)
[Activate](#) | [Live Preview](#) | [Details](#)

Twenty Twelve
By the [WordPress team](#)
[Activate](#) | [Live Preview](#) | [Details](#)

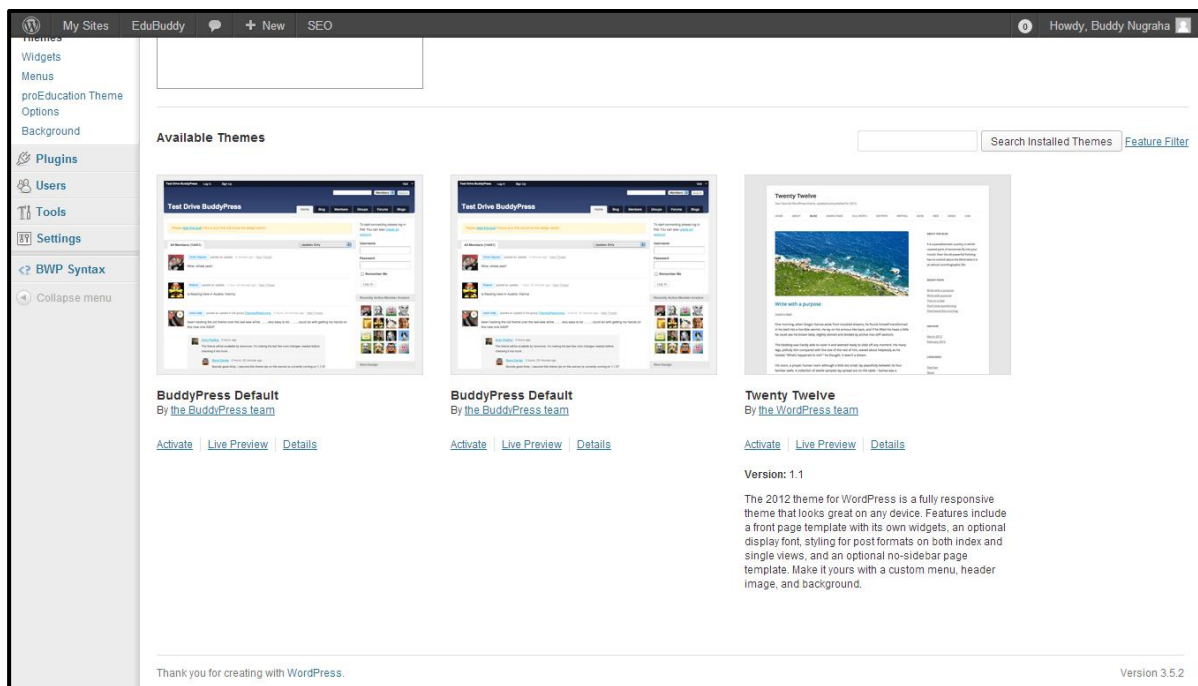
Activate



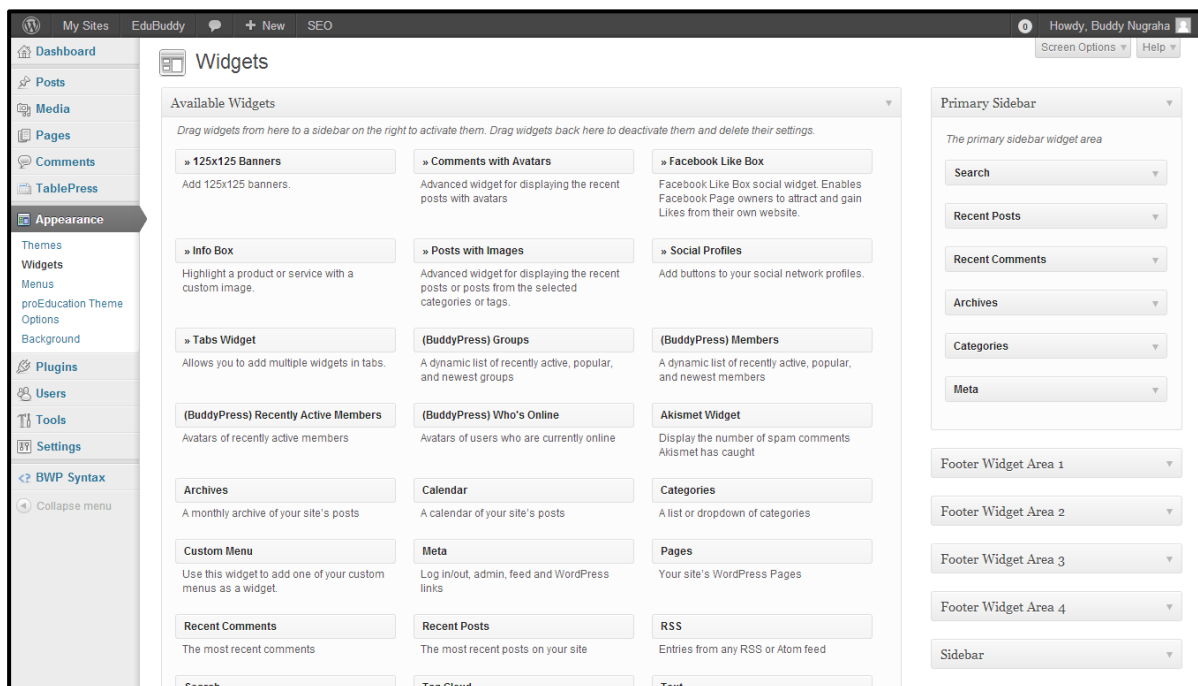
Live Preview



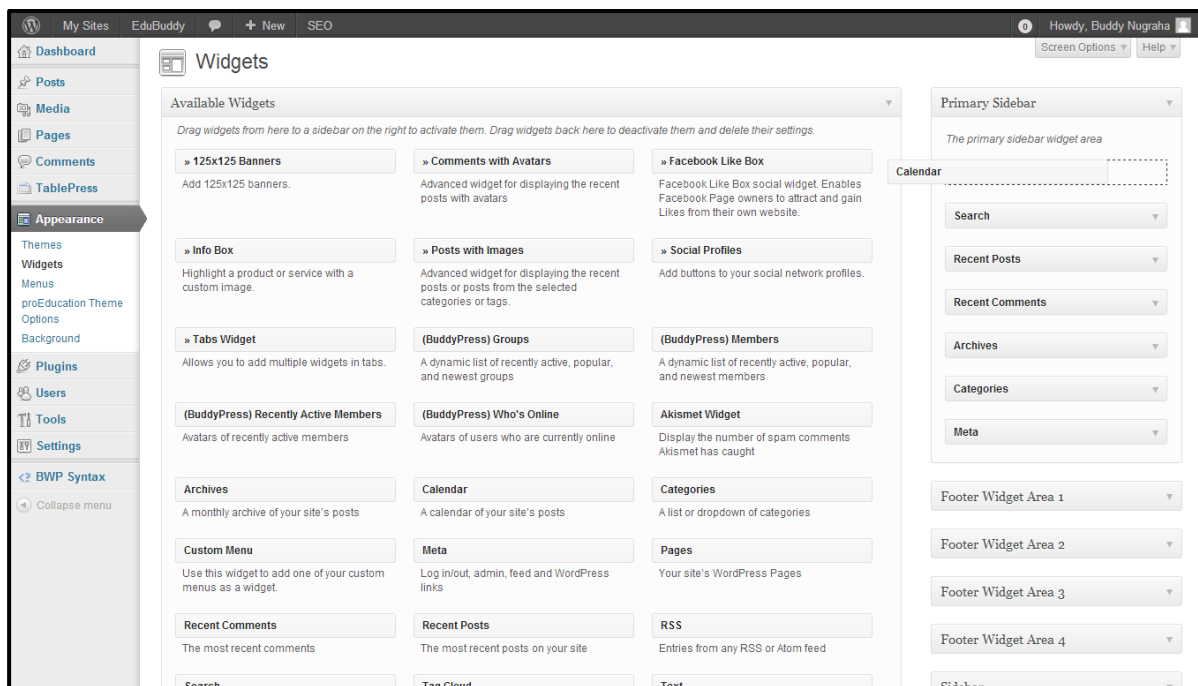
Detail



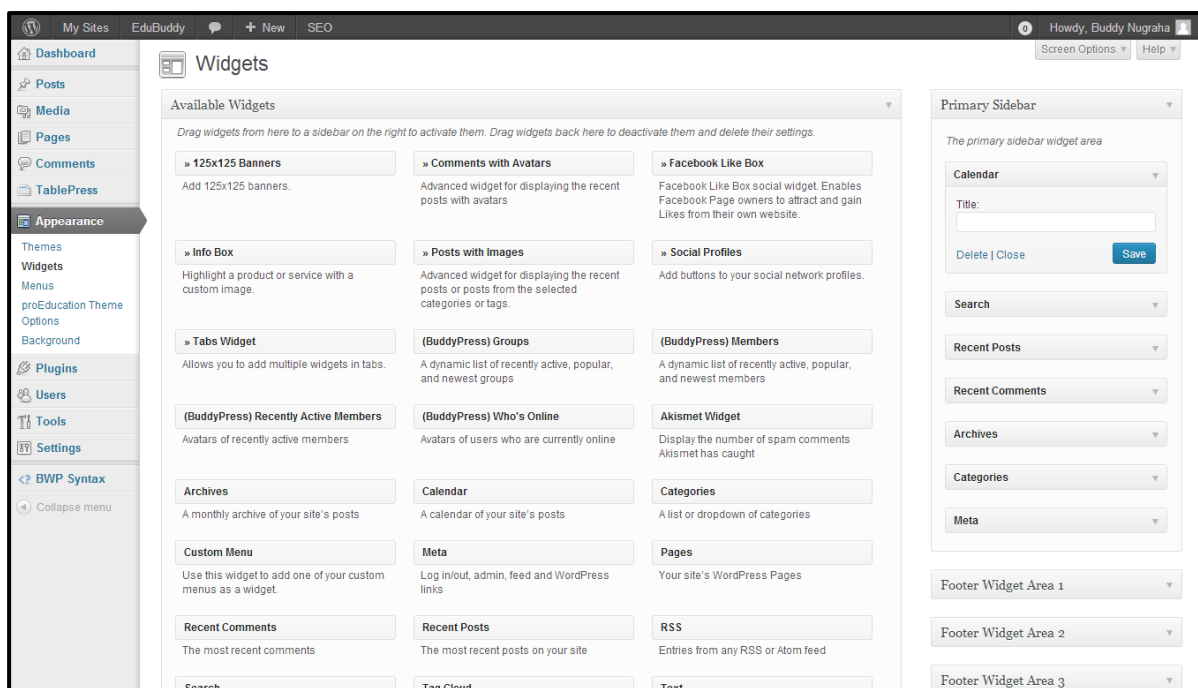
4.2.10.2 Widgets



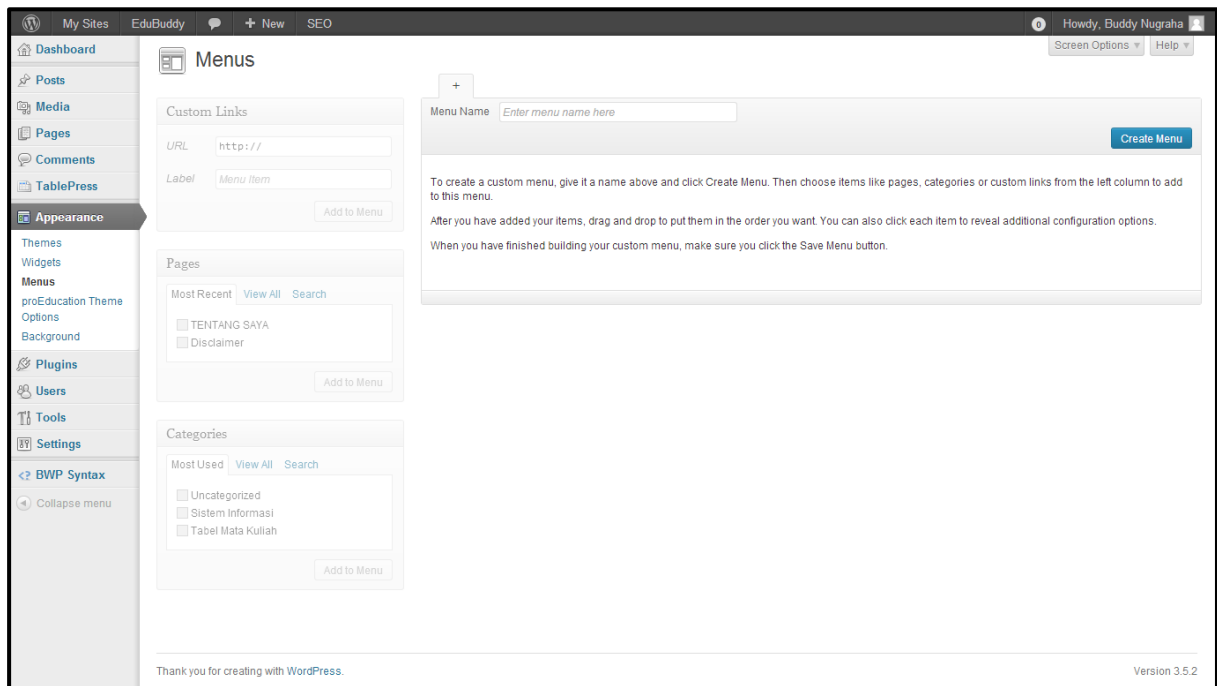
Menambah Widget



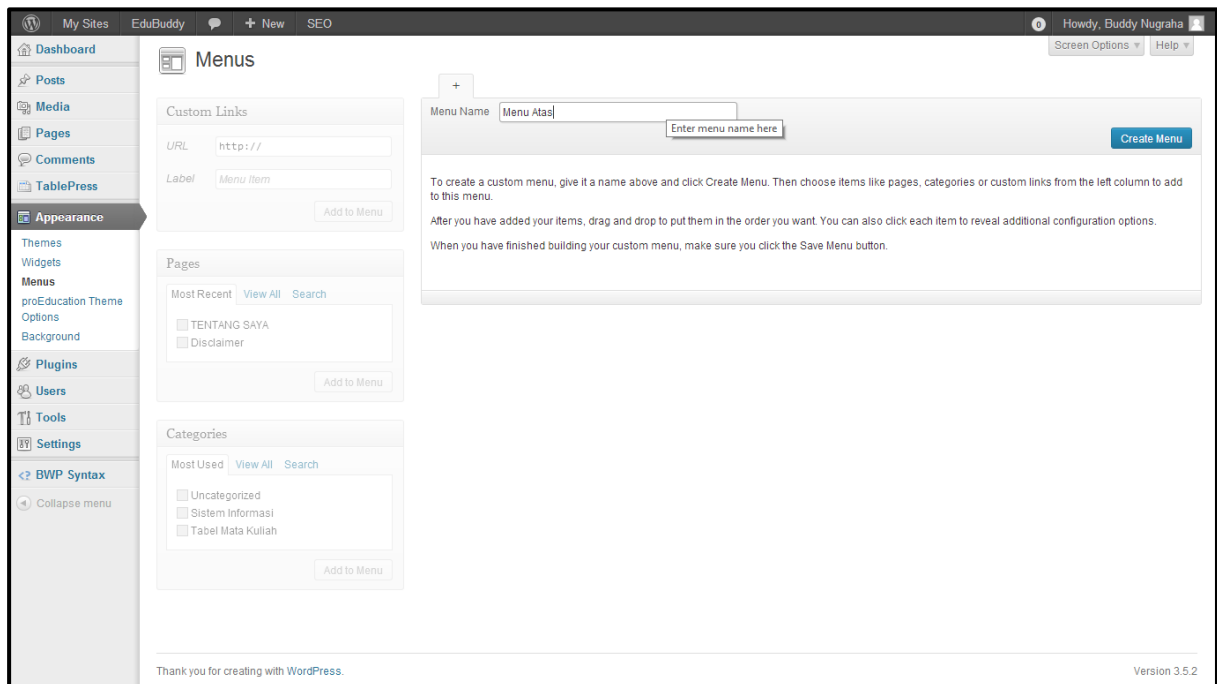
Lakukan drag – drop kemudian simpan di posisi sidebar yang diinginkan



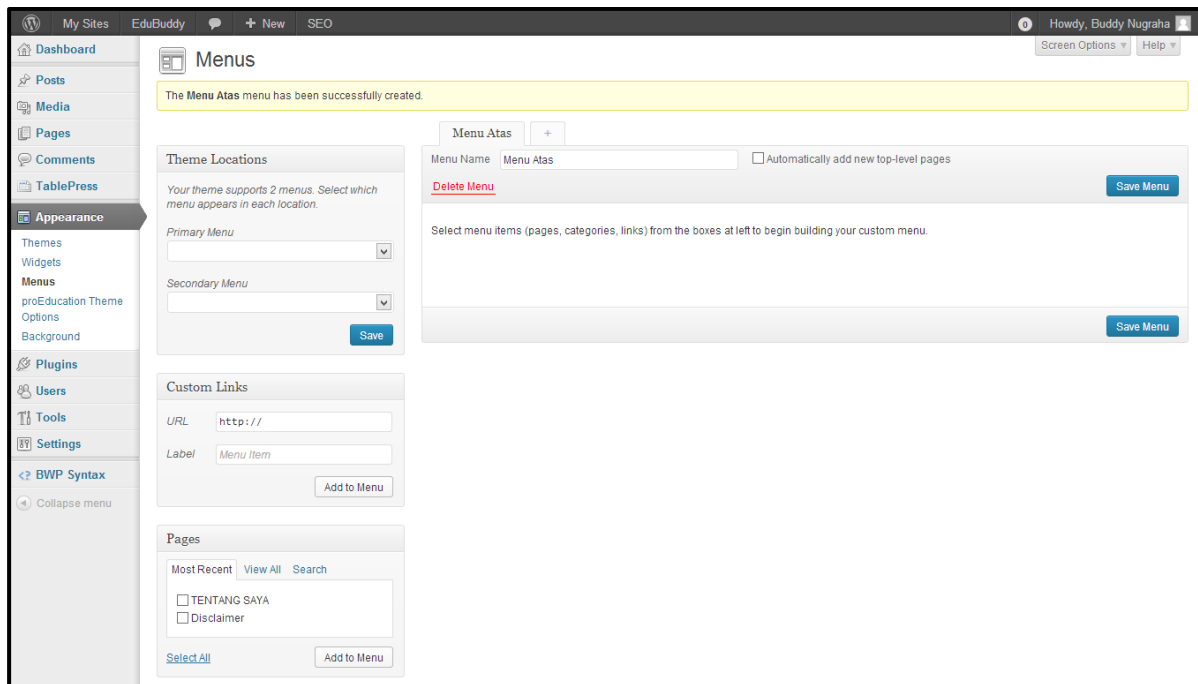
4.2.10.3 Menus



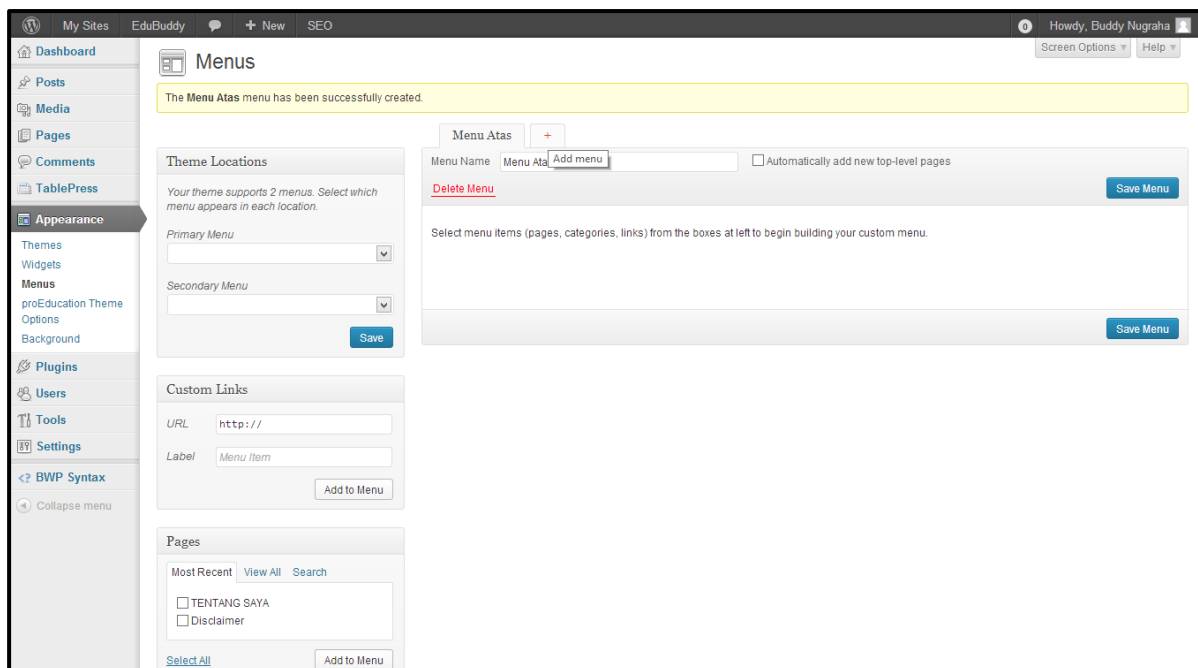
Untuk menambahkan menu, isi nama menu kemudian klik Create Menu



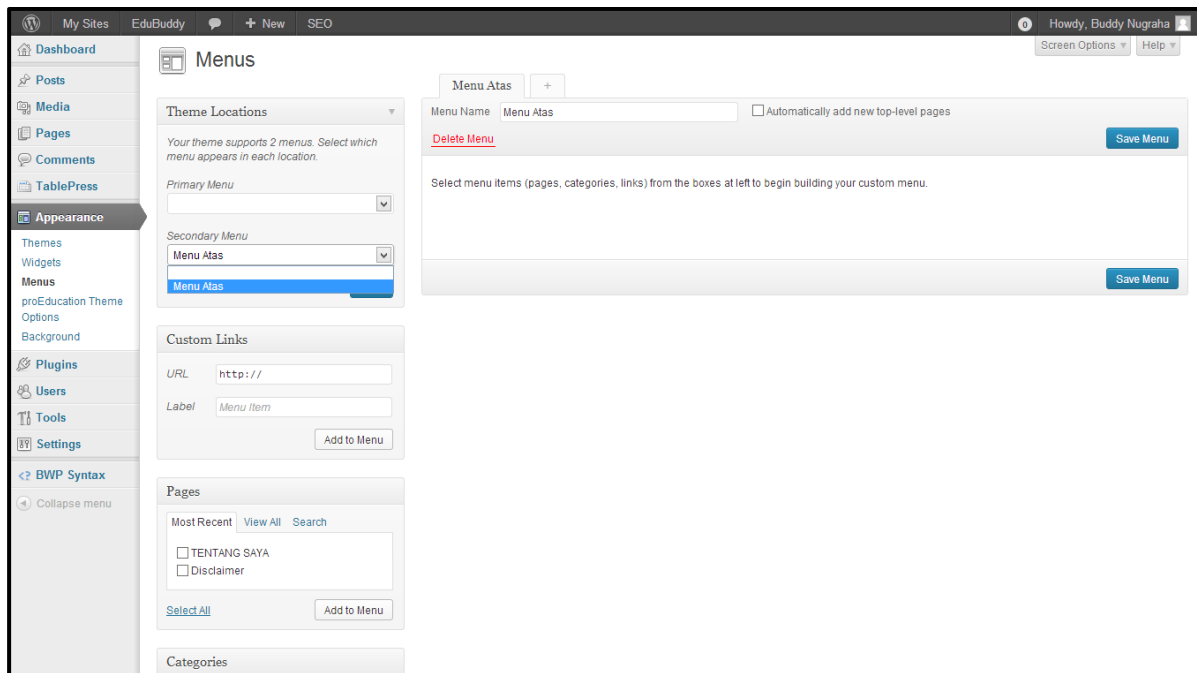
Akan ada pemberitahuan bahwa menu telah berhasil di buat



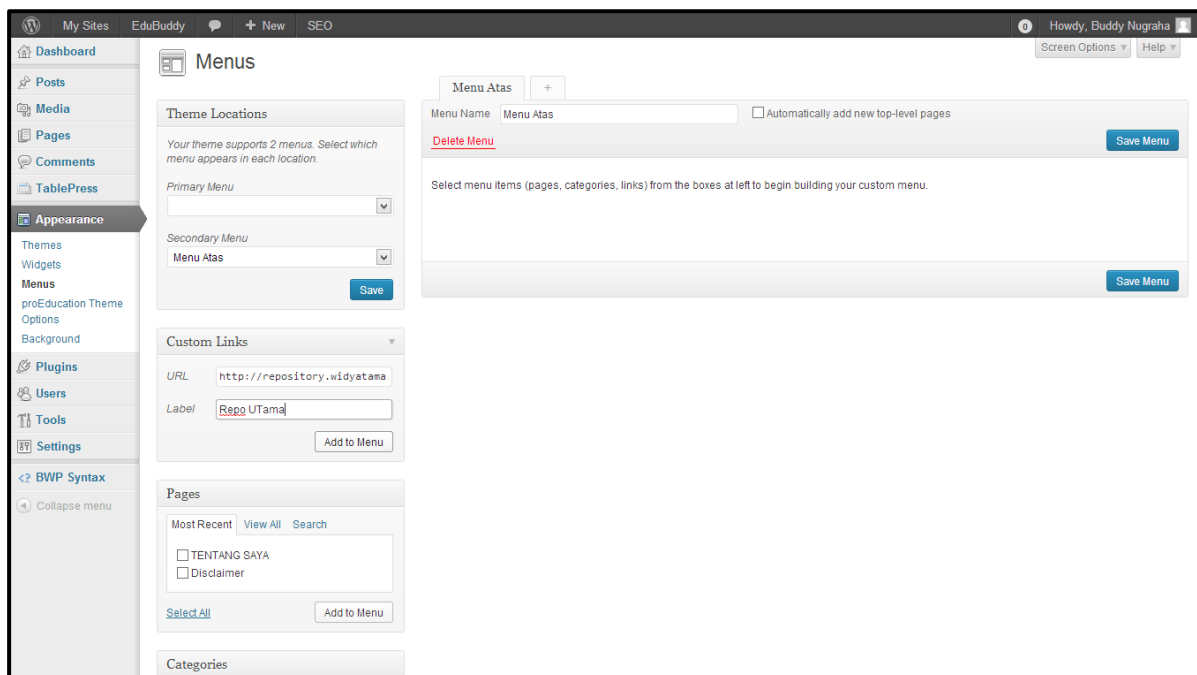
Untuk menambah posisi menu klik Add Menu (+)



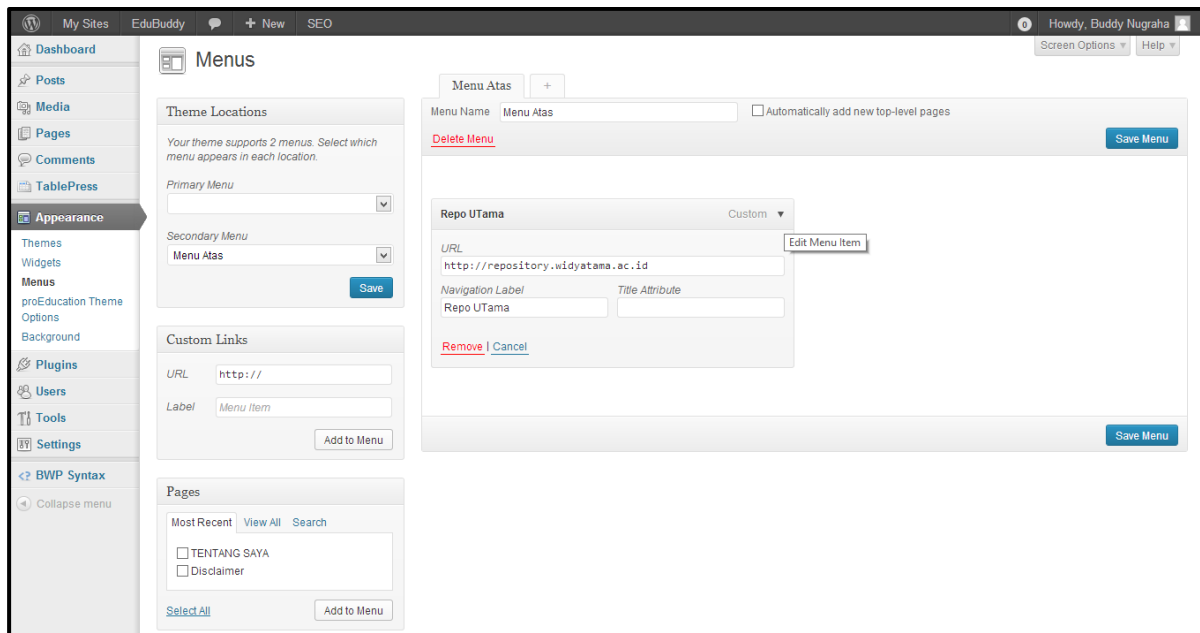
Tambahkan menu tersebut pada Theme Location Secondary Menu, kemudian klik Save



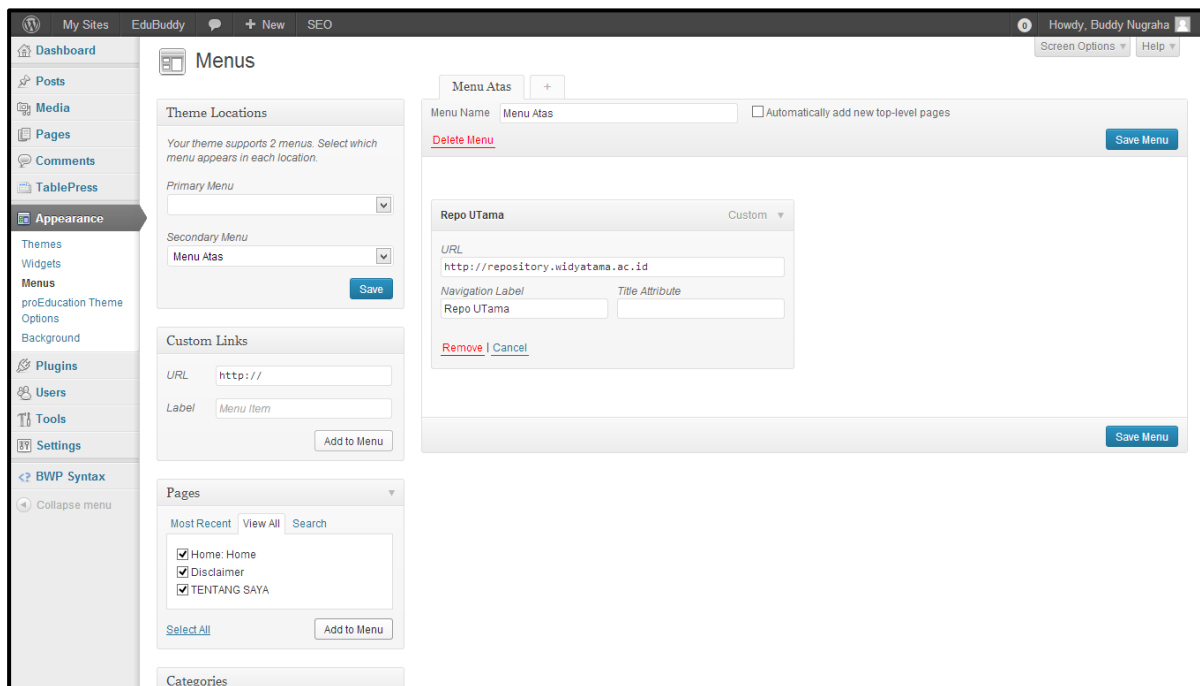
Untuk membuat dan menampilkan Custom Link, Anda tinggal mengetikkan url link yang diinginkan kemudian memberikan nama Label-nya, setelah itu klik Add to Menu



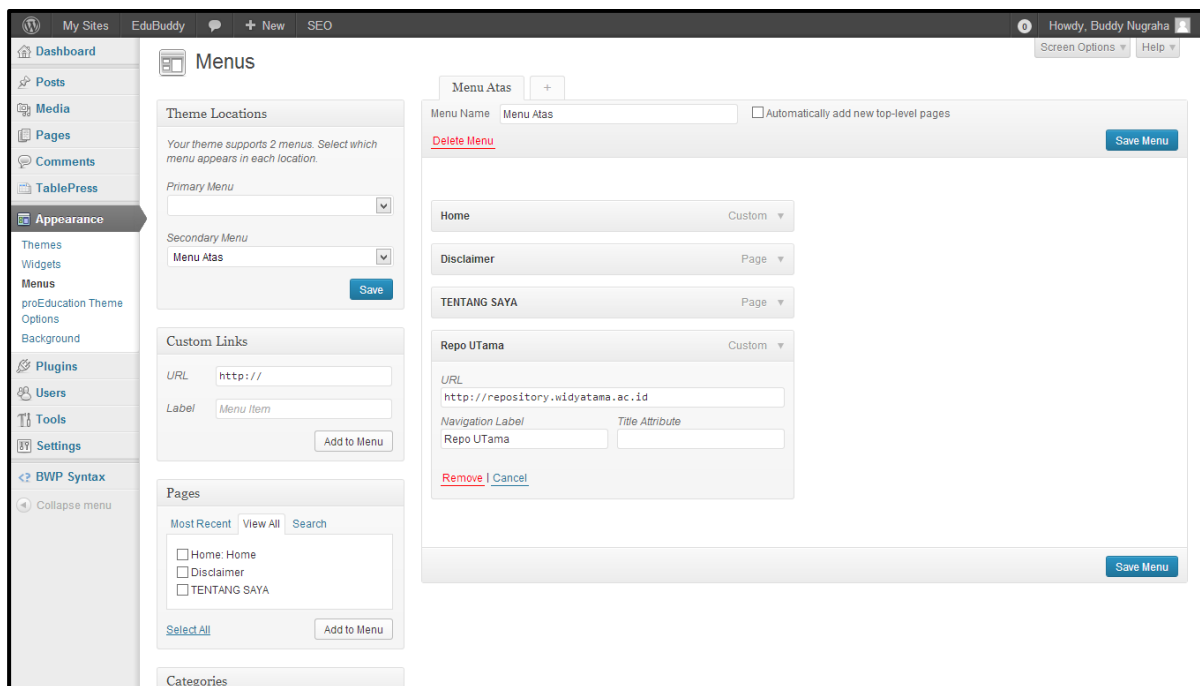
Menu yang telah ditambahkan akan terlihat seperti ini



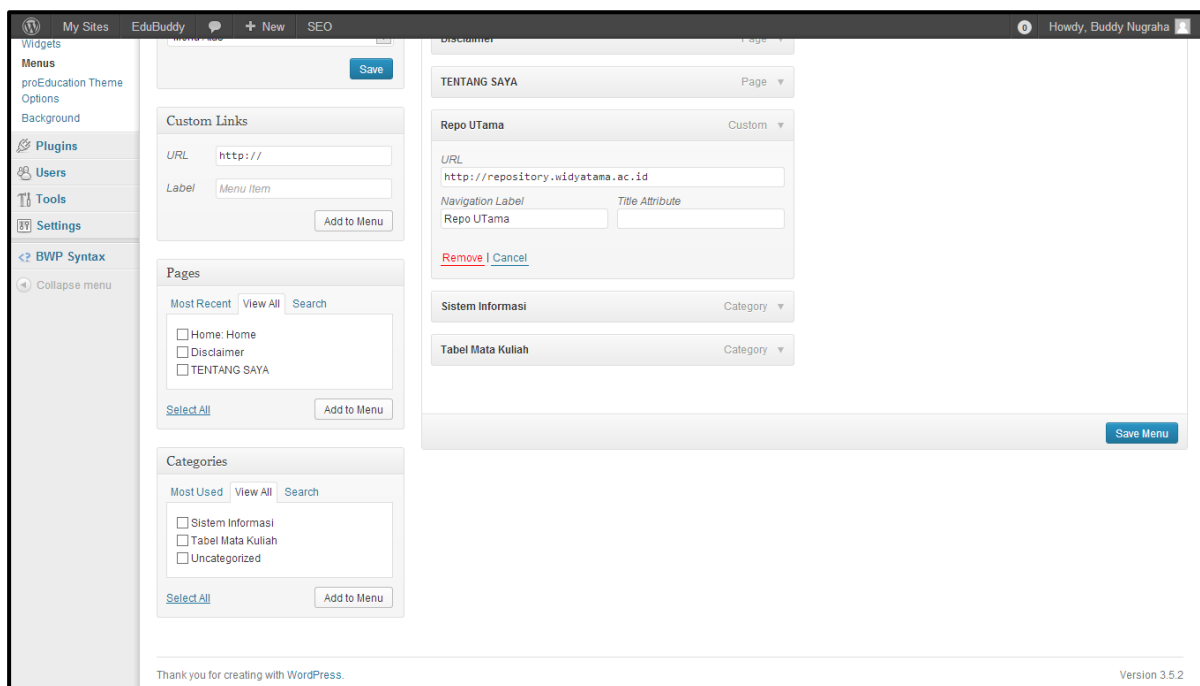
Untuk menambahkan Page sebagai Menu, silahkan Anda klik View All pada kolom Page, maka semua Page yang sudah ada akan terlihat, selanjutnya Anda tinggal memilih Page mana yang akan di tampilan sebagai Menu, setelah memilih Page klik Add to Menu



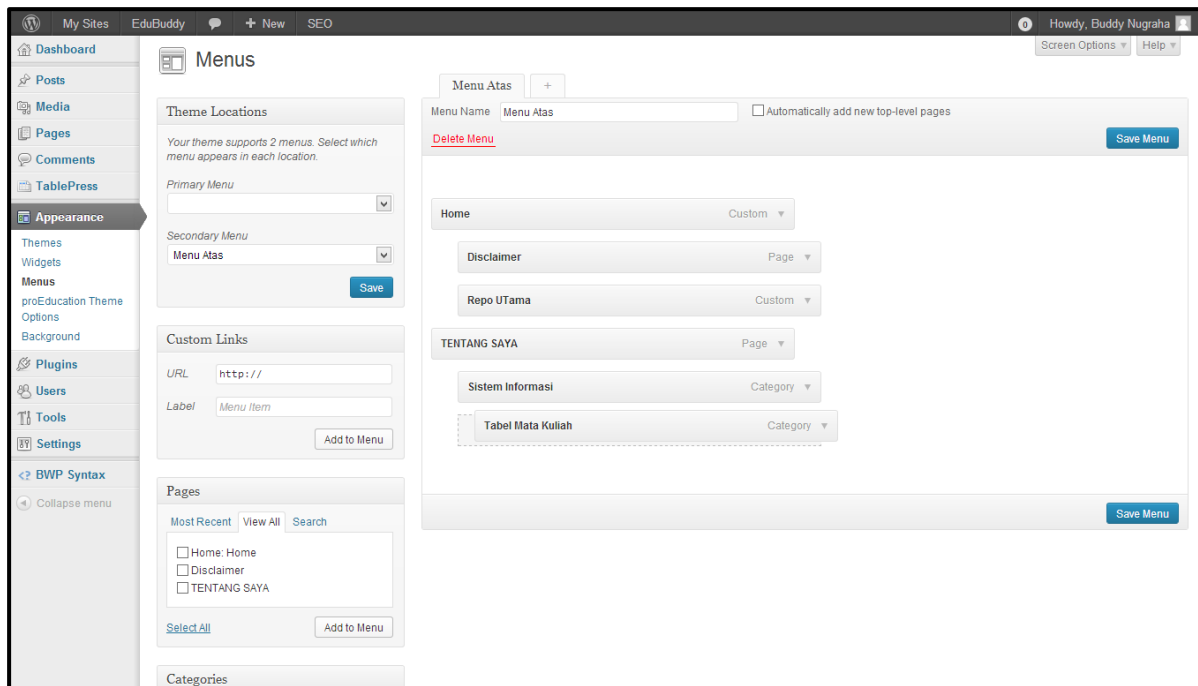
Maka Page tersebut akan masuk kedalam frame Menu Anda seperti tampilan gambar di bawah ini



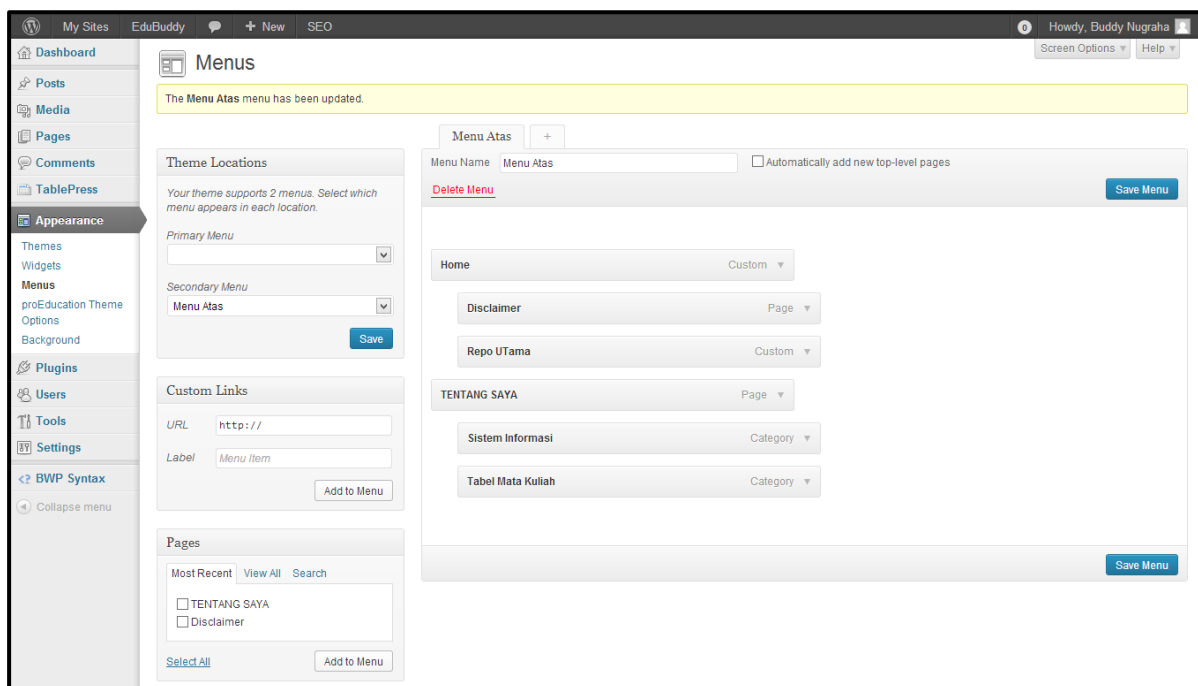
Untuk menambahkan Categories sebagai Menu, proses yang dilakukan sama seperti menambahkan Page sebagai Menu



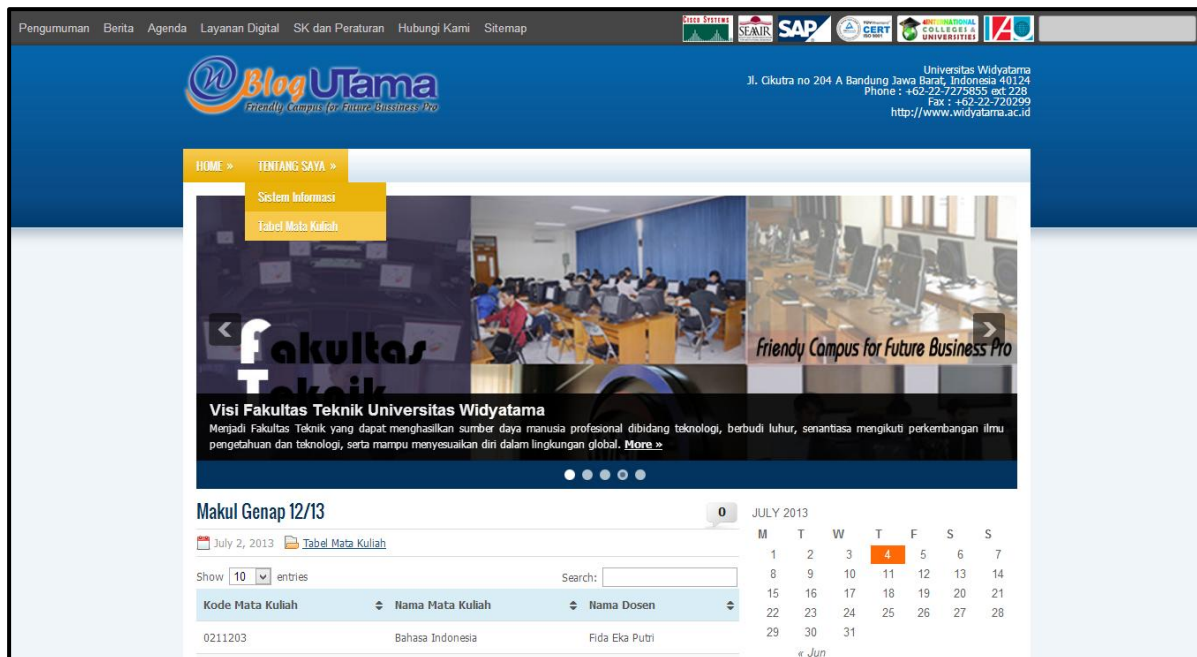
Selanjutnya lakukan Drag & Drop untuk merubah susunan Menu yang sudah terdapat pada frame Menu Anda



Klik Save Menu untuk menyimpan susunan Menu Anda



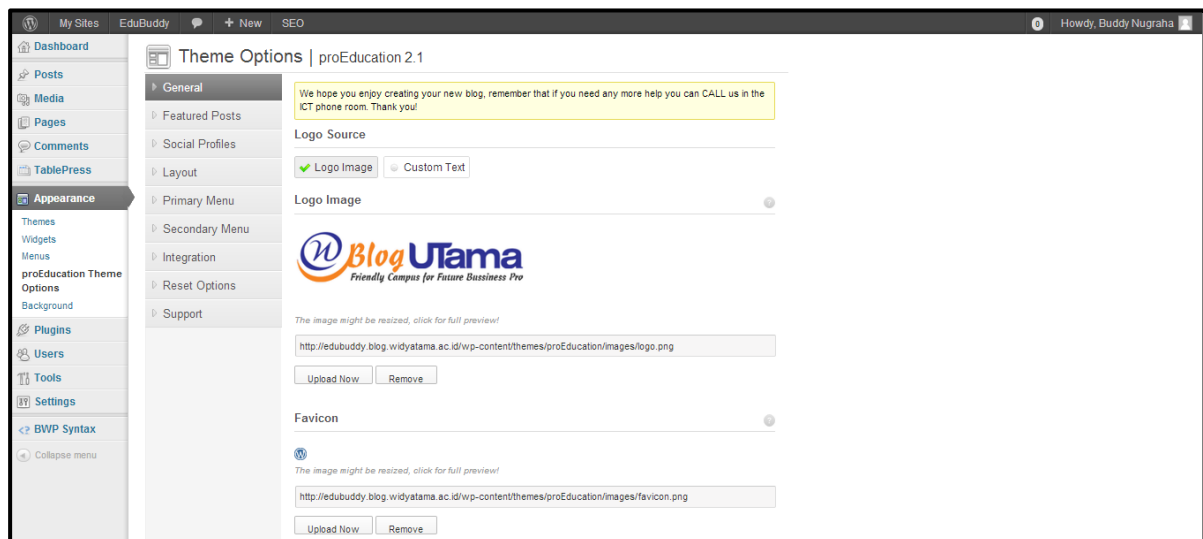
Setelah di save maka blog Anda sekarang telah di lengkapi dengan Menu yang dinamis, seperti pada tampilan berikut ini



4.2.10.4 ProEducation Themes Options

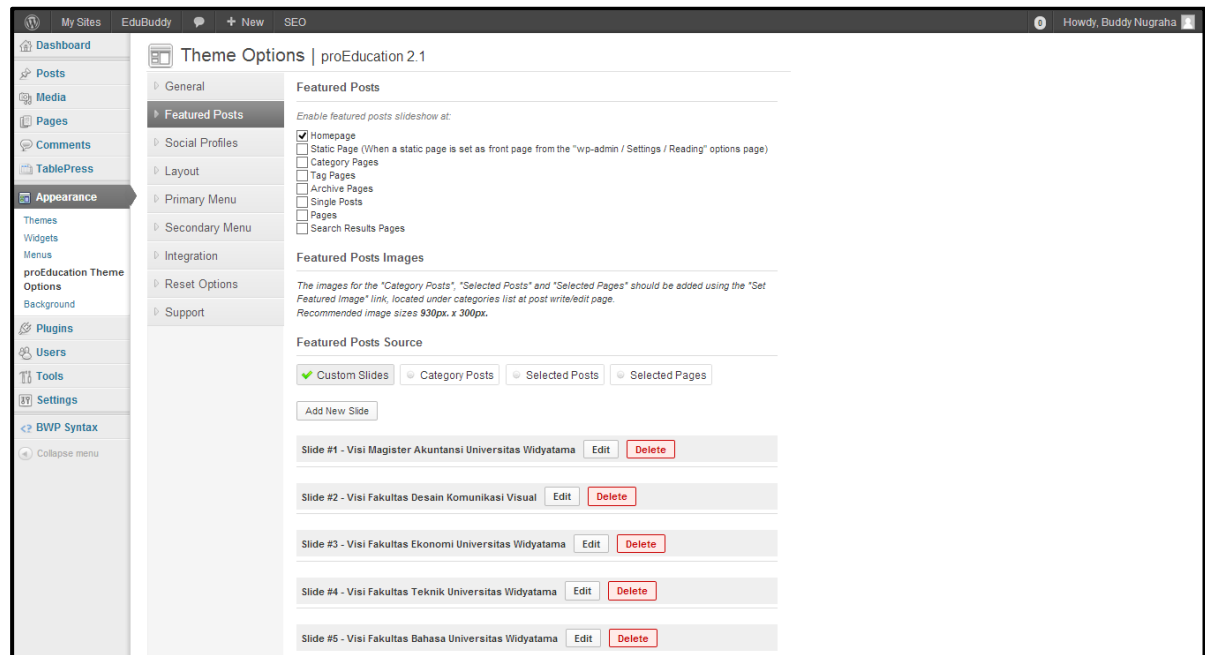
Apabila Anda memilih theme blog ProEducation maka pada halaman dashboard admin akan terdapat menu ProEducation Themes Options, menu ini berfungsi untuk melakukan pengaturan fitur yang terdapat pada themes tersebut

❖ General



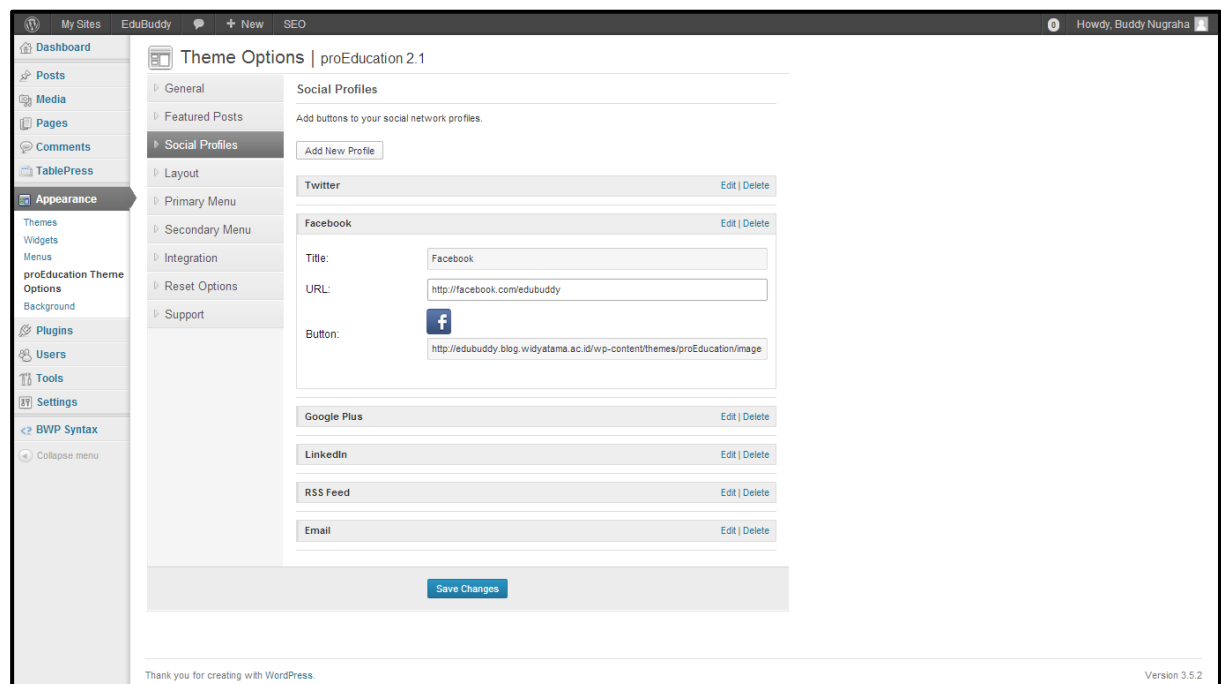
Pada option General ini Anda bisa melakukan perubahan format Logo, favicon dan perubahan email kontak.

❖ Featured Posts



Pada menu ini Anda bisa melakukan perubahan halaman statis yang akan dijadikan homepage Anda, menambah gambar slideshow berikut text –nya dan efectnya. Pilihan-pilihan tersebut juga dibagi menjadi tab sehingga Anda dapat dengan mudah menavigasi melalui pilihan Anda.

❖ Social Profiles



❖ Layout

The screenshot shows the 'Layout' tab of the 'Theme Options' for 'proEducation 2.1'. The left sidebar contains a menu with 'Appearance' selected, showing sub-items like Themes, Widgets, Menu, proEducation Theme Options, Background, Plugins, Users, Tools, and Settings. The main content area is divided into two columns. The left column has a list of tabs: General, Featured Posts, Social Profiles, Layout (selected), Primary Menu, Secondary Menu, Integration, Reset Options, and Support. The right column contains the following settings:

- "Read More" Text:** A text input field containing 'Baca selengkapnya'.
- Footer Widgets Enabled?:** A checkbox that is checked. Below it is the text: 'Display or hide the 3 widget areas in the footer.'
- Featured Image Options:**
 - A note: '» Options for the featured images in the loop (homepage, category pages, tag pages, search results and archive pages).'
 - Image Width:** 200 px.
 - Image Height:** 160 px.
 - Image Position:** Radio buttons for Left (selected), Right, and Center.
 - A note: '» Options for the featured image in the single post and single page.'
 - Image Width:** 300 px.
 - Image Height:** 225 px.
 - Image Position:** Radio buttons for Left (selected), Right, and Center.
- Custom Footer Text:** A text input field with the placeholder text: 'Add your custom footer text. Will override the default theme generated text.'

❖ Primary Menu

The screenshot shows the 'Primary Menu' tab of the 'Theme Options' for 'proEducation 2.1'. The left sidebar is the same as in the previous screenshot. The main content area is divided into two columns. The left column has a list of tabs: General, Featured Posts, Social Profiles, Layout, Primary Menu (selected), Secondary Menu, Integration, Reset Options, and Support. The right column contains the following settings:

- Primary Menu:**
 - A note: 'Please, use the [menus panel](#) to manage and organize menu items for the primary menu. The primary menu will display the pages list if no menu is selected from the menus panel. [More info.](#)'
 - Primary Menu Enabled?:** A checkbox that is checked.
 - Mobile Title:** A text input field containing 'Menu'. Below it is the text: 'The menu title that will be displayed in mobile/responsive mode for the primary menu.'
- Drop Down Settings:**
 - Depth:** 0. Below it is the text: 'Drop Down levels depth. 0 = unlimited'.
 - Effect:** A dropdown menu set to 'Fade'. Below it is the text: 'Drop Down animation effect.'
 - Speed:** 200 milliseconds. Below it is the text: 'Speed of the drop down animation.'
 - Delay:** 600 milliseconds. Below it is the text: 'The delay in milliseconds that the mouse can remain outside a submenu without it closing'.
 - Arrows:** A checkbox that is checked. Below it is the text: 'Display the sub-menu indicator arrows'.
 - Drop Shadows:** An unchecked checkbox. Below it is the text: 'Display Drop Shadows for the sub-menus'.

At the bottom right of the main content area is a blue button labeled 'Save Changes'.

❖ Secondary Menu

The screenshot shows the 'Theme Options | proEducation 2.1' interface. The left sidebar contains a menu with 'Appearance' selected, which includes sub-items like Themes, Widgets, Menus, proEducation Theme Options, Background, Plugins, Users, Tools, and Settings. The main content area is titled 'Secondary Menu' and includes a 'General' tab. Under 'General', there is a 'Secondary Menu Enabled?' checkbox which is checked. Below this is a 'Mobile Title' field with the value 'Navigation'. A 'Drop Down Settings' section follows, containing 'Depth' (0), 'Effect' (Fade), 'Speed' (200 milliseconds), 'Delay' (800 milliseconds), 'Arrows' (checked), and 'Drop Shadows' (unchecked). A 'Save Changes' button is at the bottom right.

My Sites EduBuddy + New SEO 0 Howdy, Buddy Nugraha

Dashboard Posts Media Pages Comments TablePress Appearance Themes Widgets Menus proEducation Theme Options Background Plugins Users Tools Settings BWP Syntax Collapse menu

Theme Options | proEducation 2.1

General

Secondary Menu

Please, use the [menus panel](#) to manage and organize menu items for the Secondary Menu. The Secondary Menu will display the categories list if no menu is selected from the menus panel. [More info](#).

Secondary Menu Enabled?: ☒

Mobile Title:

The menu title that will be displayed in mobile/responsive mode for the secondary menu.

Drop Down Settings

Depth:
Drop Down levels depth. 0 = unlimited

Effect:
Drop Down animation effect.

Speed: milliseconds
Speed of the drop down animation.

Delay: milliseconds
The delay in milliseconds that the mouse can remain outside a submenu without it closing

Arrows: ☒
Display the sub-menu indicator arrows

Drop Shadows: ☐
Display Drop Shadows for the sub-menus

Save Changes

❖ Integration

The screenshot shows the 'Theme Options | proEducation 2.1' interface. The left sidebar is the same as in the previous screenshot. The main content area is titled 'Integration' and includes a 'General' tab. Under 'General', there is an 'RSS Feed URL' field with a placeholder text 'Enter your custom RSS Feed URL, Feedburner or other.' Below this is a 'Custom CSS' section with a large text area. A 'Head Code' section follows with a large text area. A 'Footer Code' section is at the bottom with a large text area.

My Sites EduBuddy + New SEO 0 Howdy, Buddy Nugraha

Dashboard Posts Media Pages Comments TablePress Appearance Themes Widgets Menus proEducation Theme Options Background Plugins Users Tools Settings BWP Syntax Collapse menu

Theme Options | proEducation 2.1

General

RSS Feed URL

Enter your custom RSS Feed URL, Feedburner or other.

Custom CSS

Any code you add here will appear in the head section of every page of your site. Add only the css code without <style>-</style> style blocks, they are auto inserted.

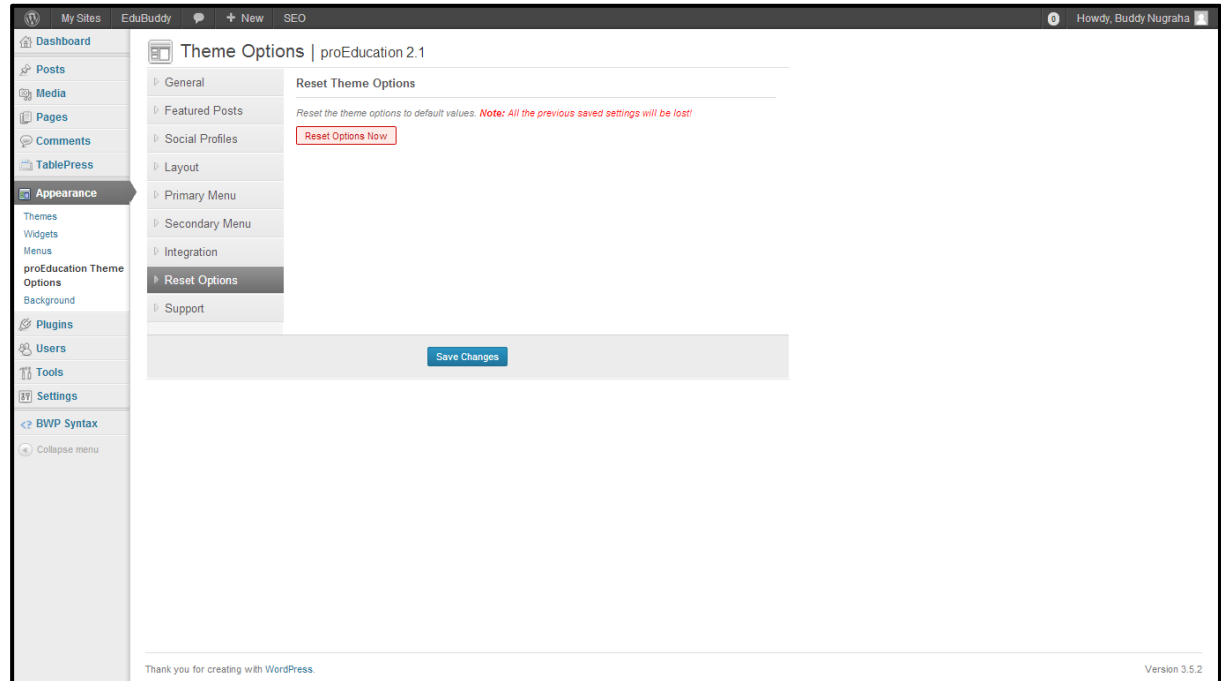
Head Code

Any code you add here will appear in the head section, just before </head> of every page of your site.

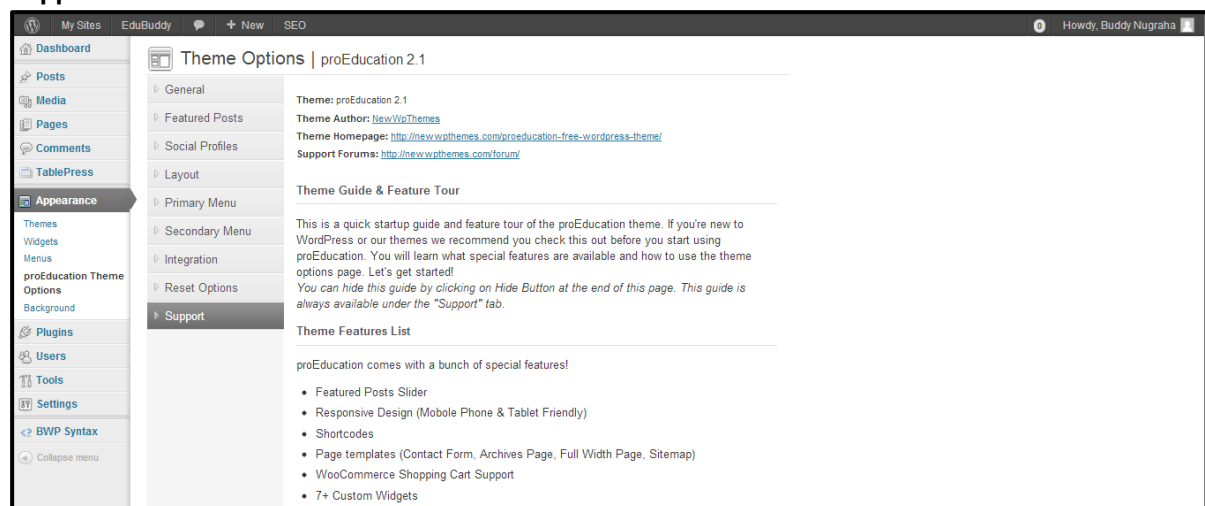
Footer Code

Any code you add here will appear just before </body> tag of every page of your site.

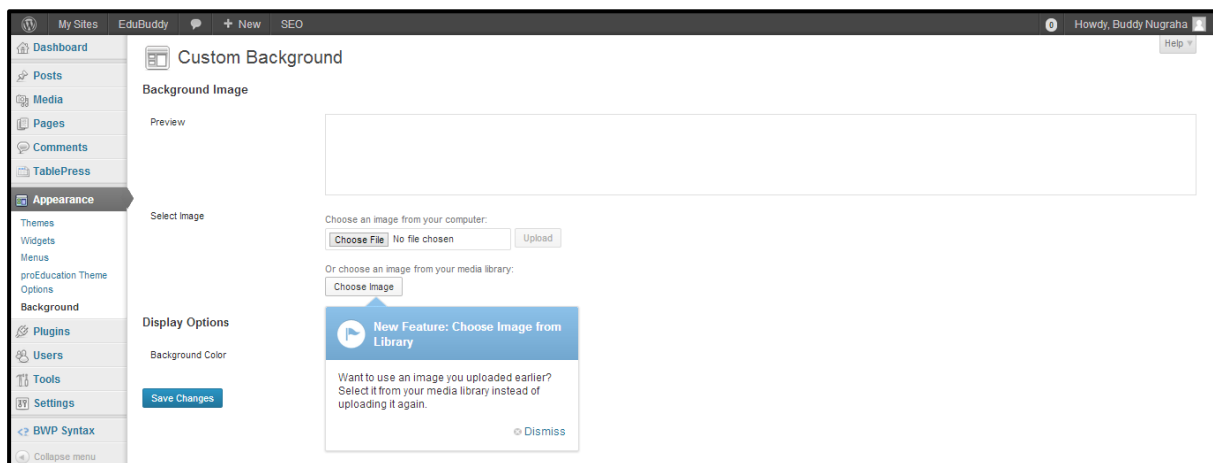
❖ Reset Options



❖ Support

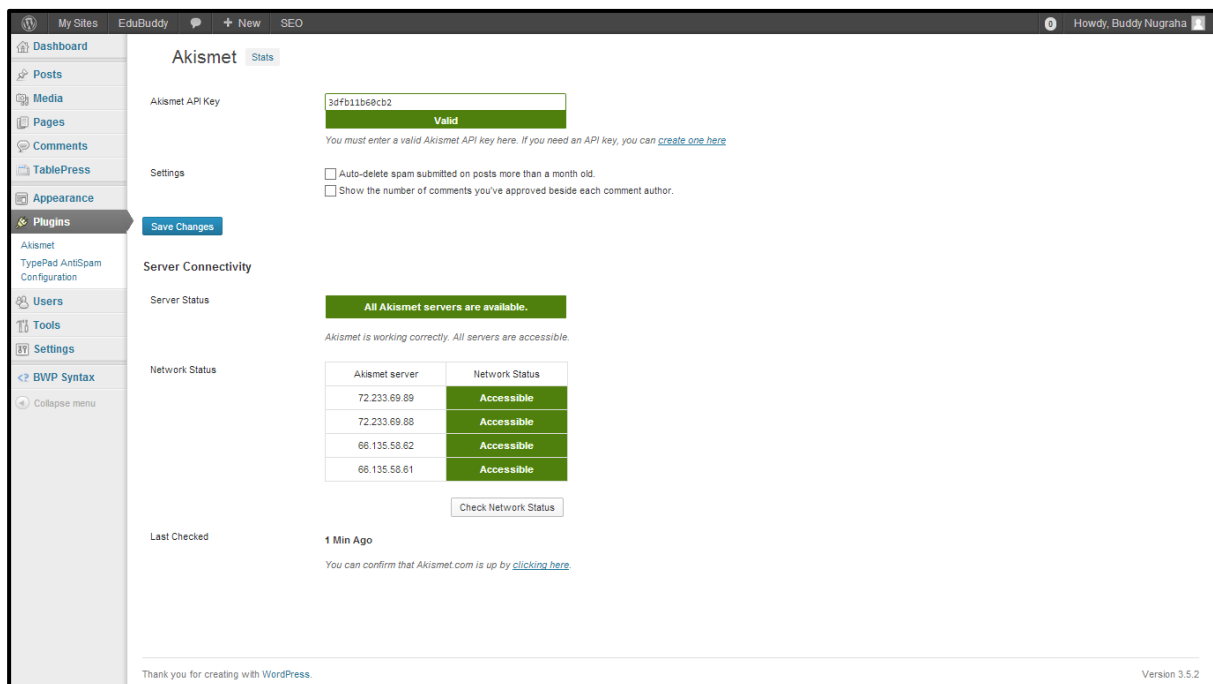


4.2.10.5 Background

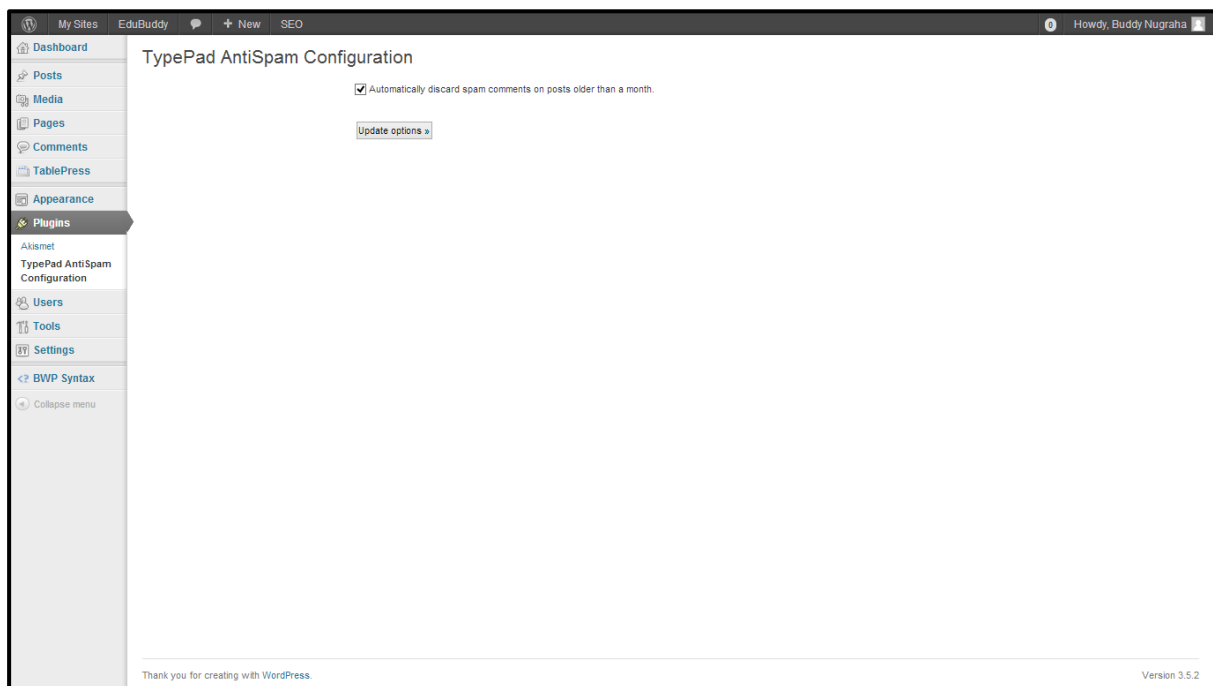


4.2.11 Plugins

4.2.11.1 Askimet



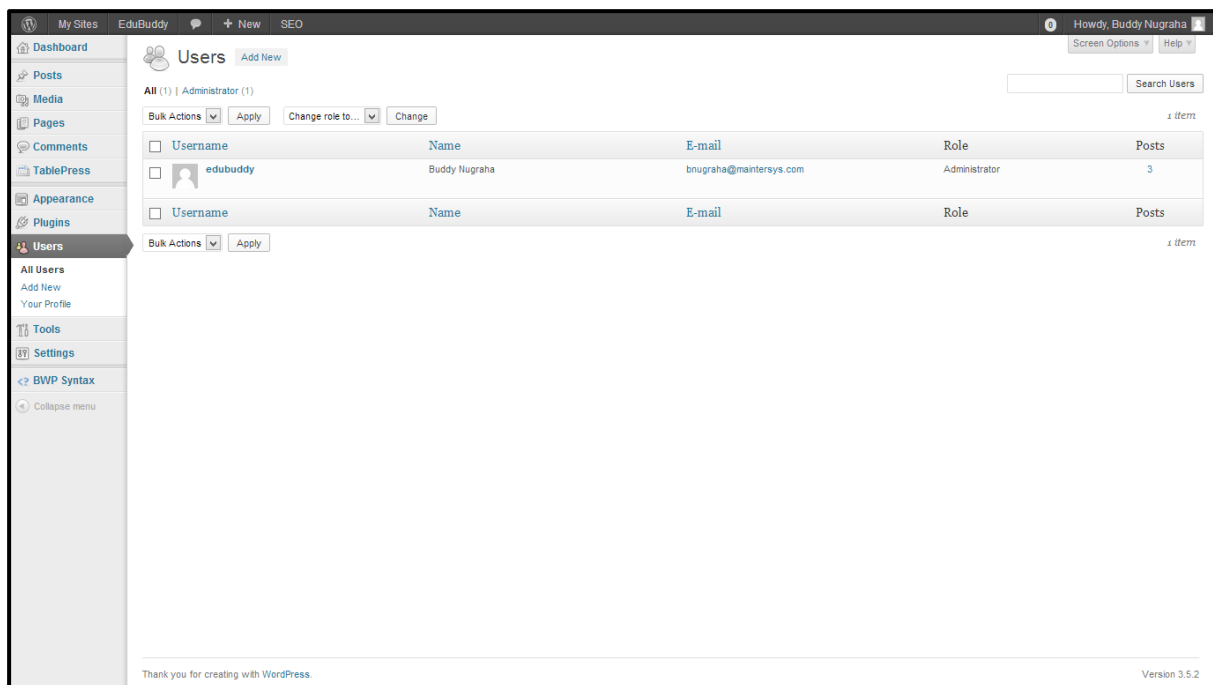
4.2.11.2 TypePad AntiSpam Configuration



4.2.12 Users

Menu Users digunakan untuk mengelola pengguna dalam blog, mengatur profile dan role pengguna

4.2.12.1 All Users



4.2.12.2 Add New

Add New User

Add Existing User

Enter the email address of an existing user on this network to invite them to this site. That person will be sent an email asking them to confirm the invite.

E-mail:

Role:

Add Existing User

Add New User

Create a brand new user and add it to this site.

Username (required):

E-mail (required):

Role:

Add New User

Thank you for creating with WordPress. Version 3.5.2

4.2.12.3 Your Profile

Profile

Personal Options

Visual Editor: ☐ Disable the visual editor when writing

Admin Color Scheme: ☐ Blue ☒ Gray

Keyboard Shortcuts: ☐ Enable keyboard shortcuts for comment moderation. [More information](#)

Toolbar: ☐ Show Toolbar when viewing site

Name

Username: Usernames cannot be changed.

First Name:

Last Name:

Nickname (required):

Display name publicly as:

Contact Info

E-mail (required):

Website:

AIM:

Yahoo IM:

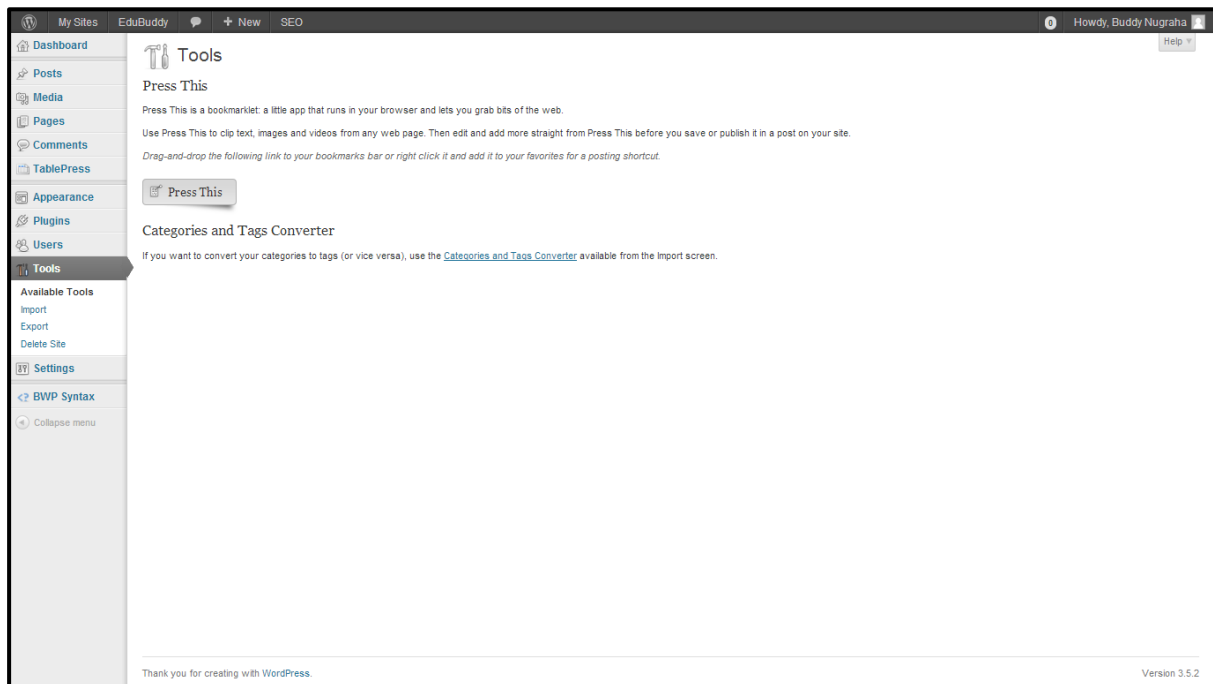
Jabber / Google Talk:

Google+:

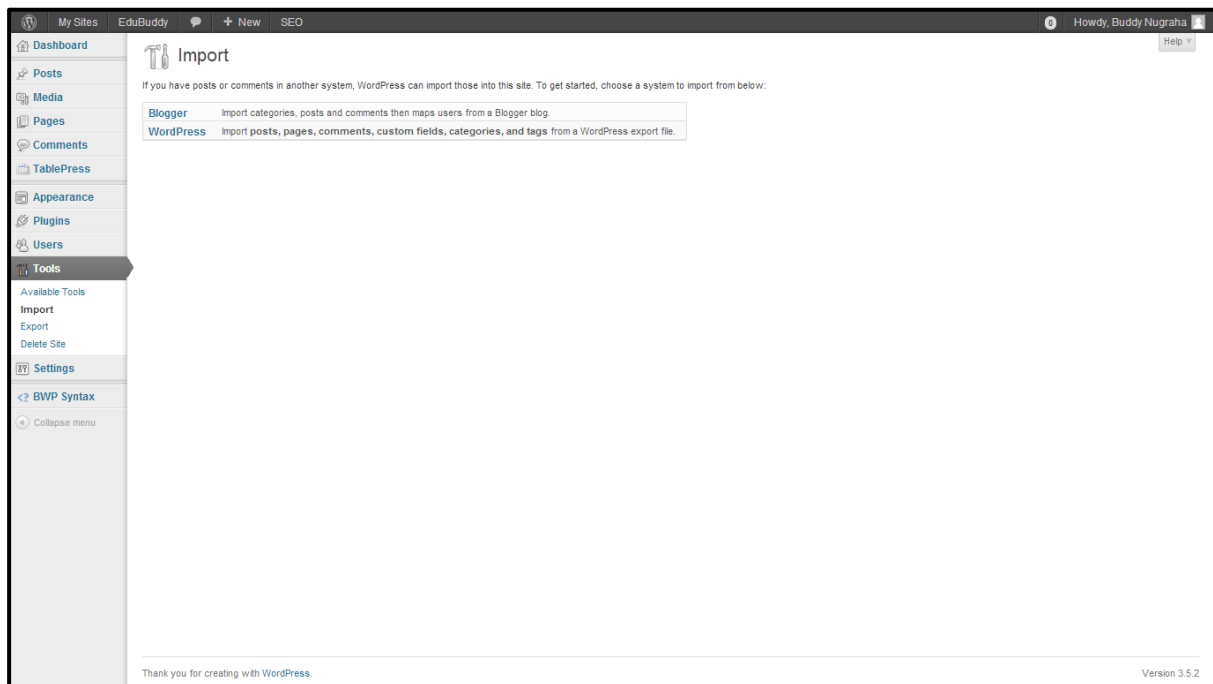
4.2.13 Tools

Pada menu Tools, Anda bisa melakukan pemindahan isi blog, berguna untuk backup, apabila di dikhawatirkan sewaktu – waktu terjadi error pada blog.

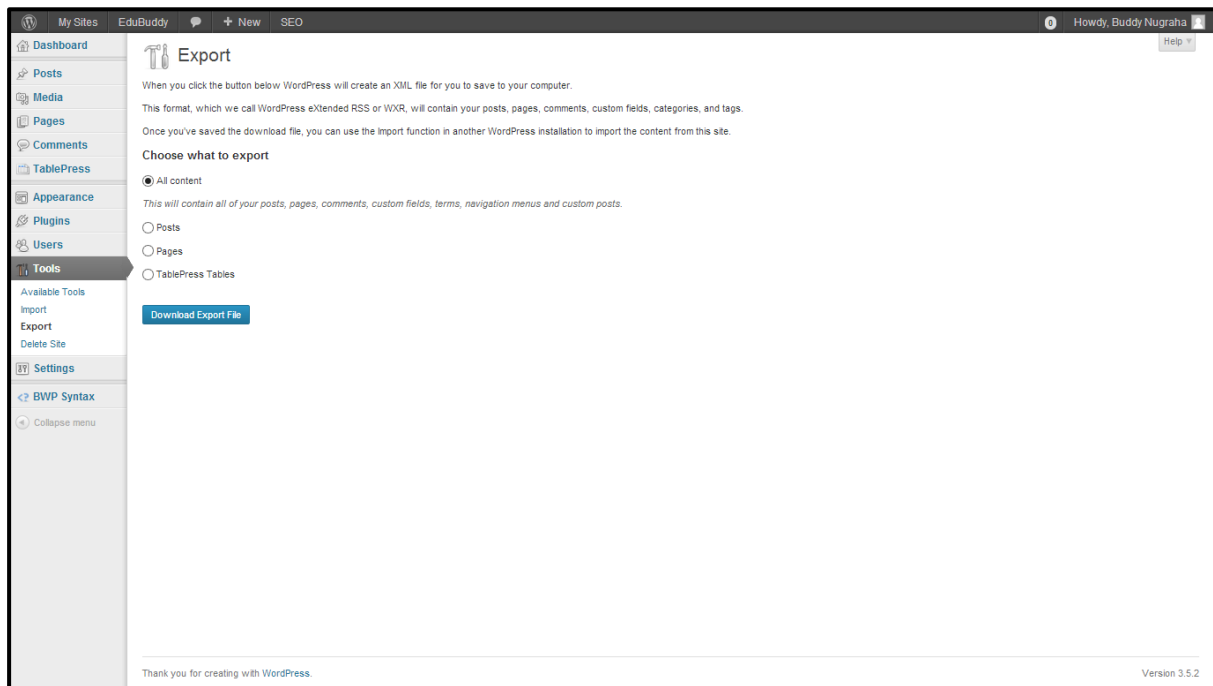
4.2.13.1 Available Tools



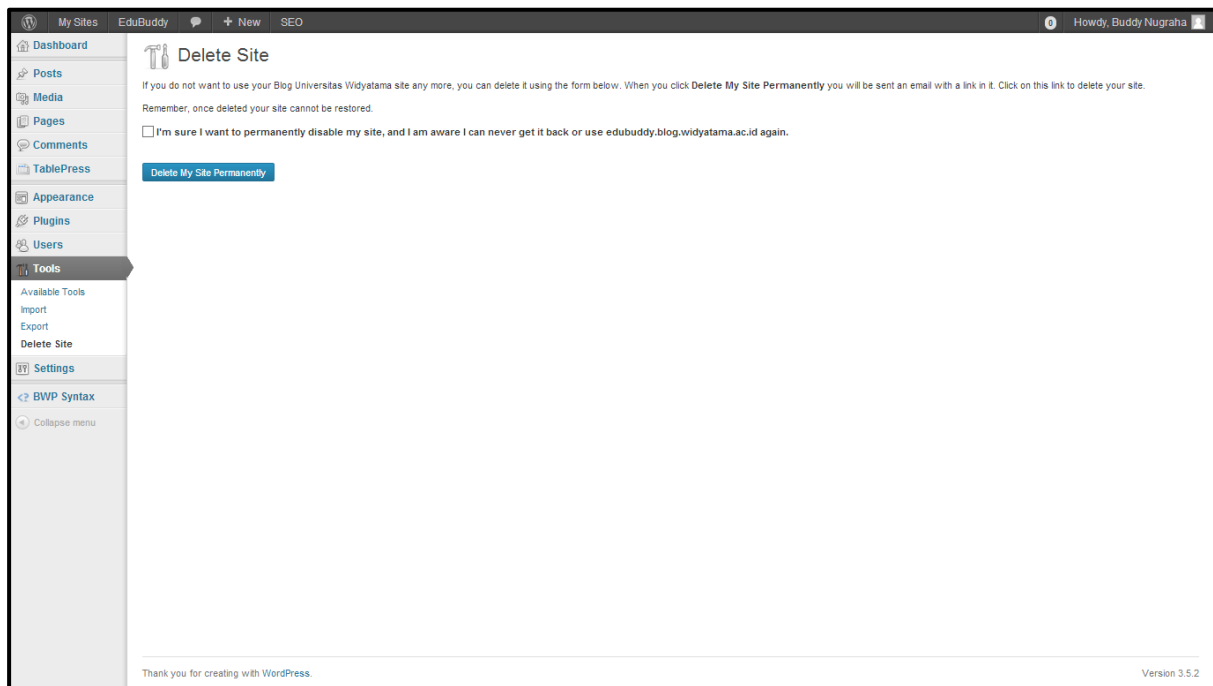
4.2.13.2 Import



4.2.13.3 Export



4.2.13.4 Delete Site



4.2.14 Settings

4.2.14.1 General

The screenshot shows the WordPress 'General Settings' page. The left sidebar contains a menu with options: Dashboard, Posts, Media, Pages, Comments, TablePress, Appearance, Plugins, Users, Tools, and Settings (highlighted). Under 'Settings', there are sub-links: General, Writing, Reading, Discussion, Media, Permalinks, About Me, Facebook Comments, Print Friendly & PDF, and SMTP. The main content area is titled 'General Settings' and includes the following fields:

- Site Title:** EduBuddy
- Tagline:** Just another Blog Universitas Widyatama site. Below it, a note says: 'In a few words, explain what this site is about.'
- E-mail Address:** bnugraha@widyatama.ac.id. Below it, a note says: 'This address is used for admin purposes. If you change this we will send you an e-mail at your new address to confirm it. The new address will not become active until confirmed.'
- Timezone:** UTC+0. Below it, a note says: 'UTC time is 2013-07-05 2:59:50. Choose a city in the same timezone as you.'
- Date Format:** Radio buttons for 'July 5, 2013', '2013/07/05', '07/05/2013', and '05/07/2013'. A 'Custom' option shows 'F j, Y' for 'July 5, 2013'. A link for 'Documentation on date and time formatting' is provided.
- Time Format:** Radio buttons for '2:59 am', '2:59 AM', '02:59', and 'Custom'. The custom option shows 'g i a' for '2:59 am'.
- Week Starts On:** Monday.

A 'Save Changes' button is at the bottom. The footer says 'Thank you for creating with WordPress.' and 'Version 3.5.2'.

4.2.14.2 Writing

The screenshot shows the WordPress 'Writing Settings' page. The left sidebar is identical to the previous screenshot, with 'Settings' highlighted and its sub-links visible. The main content area is titled 'Writing Settings' and includes the following fields:

- Formatting:** Two checked checkboxes: 'Convert emoticons like :-D and :-P to graphics on display' and 'WordPress should correct invalidly nested XHTML automatically'.
- Default Post Category:** A dropdown menu currently showing 'Uncategorized'. A dropdown menu is open, showing options: 'Uncategorized', 'Sistem Informasi', 'Tabel Mata Kuliah', and 'Uncategorized'.
- Press This:** A section describing 'Press This' as a bookmarklet. It includes a 'Press This' button and a 'Save Changes' button.

The footer says 'Thank you for creating with WordPress.' and 'Version 3.5.2'.

4.2.14.3 Reading

The screenshot shows the WordPress 'Reading Settings' page. The left sidebar contains a menu with 'Settings' highlighted. The main content area is titled 'Reading Settings' and includes the following sections:

- Front page displays:** Radio buttons for 'Your latest posts' (selected) and 'A static page (select below)'. Below are dropdowns for 'Front page:' and 'Posts page:'.
- Blog pages show at most:** A spinner set to 10 posts.
- Syndication feeds show the most recent:** A spinner set to 10 items.
- For each article in a feed, show:** Radio buttons for 'Full text' (selected) and 'Summary'.
- Search Engine Visibility:** A checkbox 'Discourage search engines from indexing this site' which is unchecked. Below it is a note: 'It is up to search engines to honor this request.'

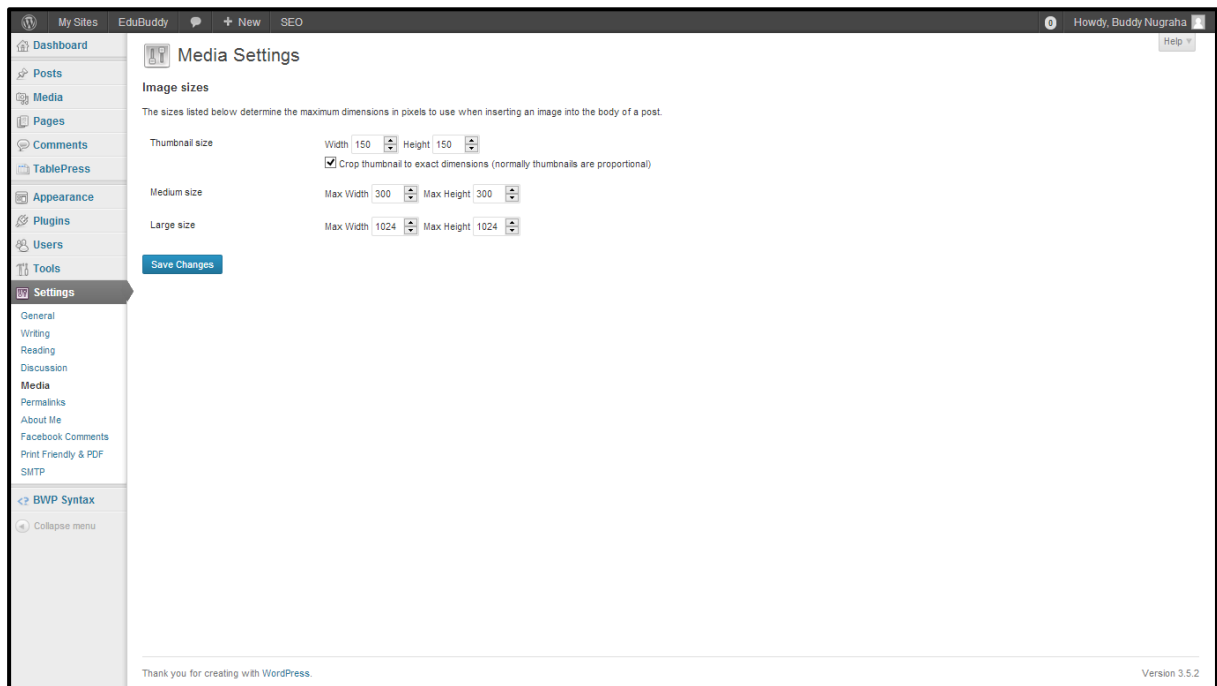
A 'Save Changes' button is located at the bottom left of the settings area. The footer of the page says 'Thank you for creating with WordPress.' and 'Version 3.5.2'.

4.2.14.4 Discussion

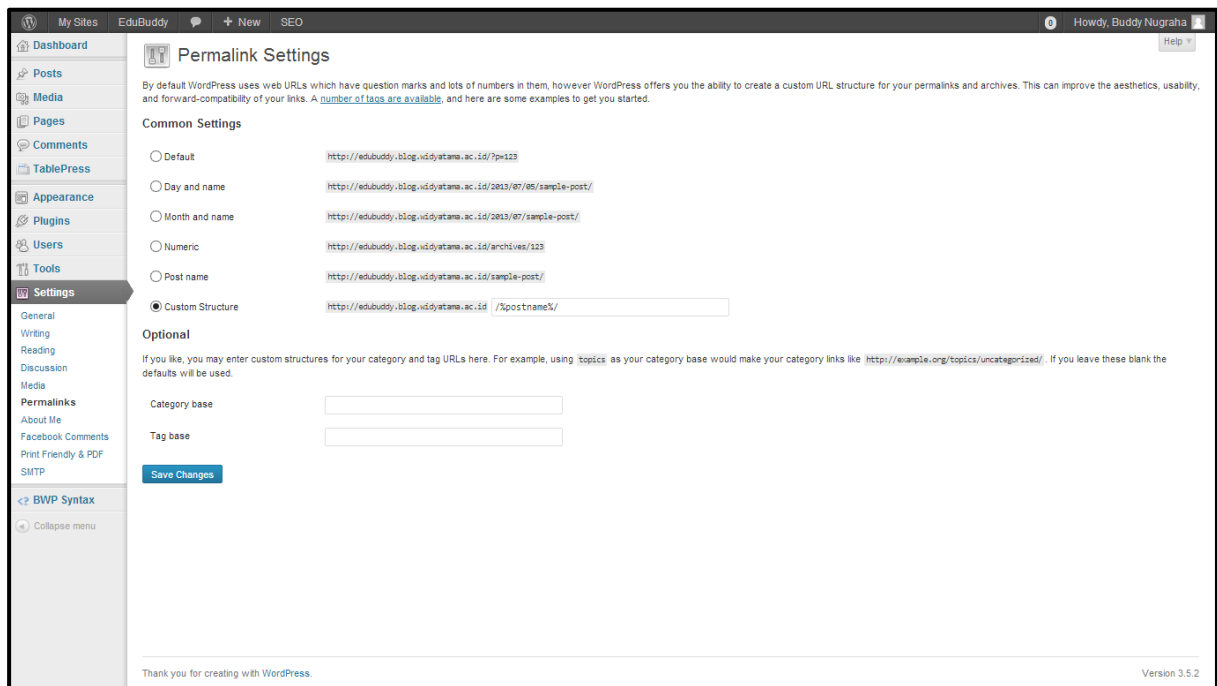
The screenshot shows the WordPress 'Discussion Settings' page. The left sidebar contains a menu with 'Settings' highlighted. The main content area is titled 'Discussion Settings' and includes the following sections:

- Default article settings:** Three checked checkboxes: 'Attempt to notify any blogs linked to from the article', 'Allow link notifications from other blogs (pingbacks and trackbacks)', and 'Allow people to post comments on new articles'. A note below says '(These settings may be overridden for individual articles.)'
- Other comment settings:** A checked checkbox 'Comment author must fill out name and e-mail'. Other options include 'Users must be registered and logged in to comment' (unchecked), 'Automatically close comments on articles older than 14 days' (unchecked), 'Enable threaded (nested) comments 5 levels deep' (checked), 'Break comments into pages with 50 top level comments per page and the last page displayed by default' (unchecked), and 'Comments should be displayed with the older comments at the top of each page' (checked).
- E-mail me whenever:** Two checked checkboxes: 'Anyone posts a comment' and 'A comment is held for moderation'.
- Before a comment appears:** Two unchecked checkboxes: 'An administrator must always approve the comment' and 'Comment author must have a previously approved comment'.
- Comment Moderation:** A spinner set to 2 links. A note says '(A common characteristic of comment spam is a large number of hyperlinks.)'. Below is a text area for defining words to be held in the moderation queue, with an example: 'When a comment contains any of these words in its content, name, URL, e-mail, or IP, it will be held in the moderation queue. One word or IP per line. It will match inside words, so "press" will match "WordPress".'
- Comment Blacklist:** A text area for defining words to be marked as spam. A note says 'When a comment contains any of these words in its content, name, URL, e-mail, or IP, it will be marked as spam. One word or IP per line. It will match inside words, so "press" will match "WordPress".'

4.2.14.5 Media



4.2.14.6 Permalinks



4.2.14.7 About Me

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Dashboard Posts Media Pages Comments TablePress Appearance Plugins Users Tools Settings

General Writing Reading Discussion Media Permalinks About Me Facebook Comments Print Friendly & PDF SMTP < BWP Syntax Collapse menu

About Me

Settings

Title:

Email: (used for gravatar)

☐ Show email contact

Gravatar: x

☐ Show frame for gravatar
☐ Align gravatar to right

Upload Image (will be resized to 80x80px) No file chosen
image

Image/Gravatar: ☒ Show nothing
☐ Show Gravatar
☐ Show uploaded image

About you:

Visual HTML

Facebook profile ID: ☐ Use Vanity URL
☐ Show Facebook icon

LinkedIn profile ID: ☐ Show LinkedIn icon

Twitter profile ID:

4.2.14.8 Facebook Comments

My Sites EduBuddy + New SEO 0 Howdy, Buddy Nugraha

Dashboard Posts Media Pages Comments TablePress Appearance Plugins Users Tools Settings

General Writing Reading Discussion Media Permalinks About Me Facebook Comments Print Friendly & PDF SMTP < BWP Syntax Collapse menu

Facebook Comments for WordPress Options

The Facebook comments box will not be included in your posts until you set a valid application ID and application secret.

XD from version 2.1.2: loaded

Enable/Disable Facebook's New Comment System

Enable the just-released version of facebook's comment plugin. This is quite new, and some people are having problems. See discussion [page](#).
* Selecting "new" will show comments from both the old system and the new one in the same comment box (migrated="1", as described in the above link).
* "v1 only" will use only the old system (only way to have custom css, like button, etc.).
* "v2 only" will use only the new system. This is the only way to get all the features of the new system (unless you select the option below).
v2 only ☒

☐ Display both v1 and v2 comments; ignores above setting (only way to have both new and old comments show up)

Basic Settings

Application ID (help): (This can be retrieved from your [Facebook application page](#))

Application Secret (help): (This can be retrieved from your [Facebook application page](#))

☒ Include Facebook comments on blog (Uncheck this if you want to hide the Facebook comments without having to deactivate the plugin)

☐ Hide WordPress comments on posts/pages where Facebook commenting is enabled

☒ Combine WordPress and Facebook comment counts (only counts "v1 only" and "new", use below option if using "v2 only")

☒ Enable native facebook comment count (does nothing unless "v2 only" is selected).

☐ Show the Dashboard Recent Comments admin widget

☐ Enable comment caching (enable if site is loading slowly).

☒ Just added* Use colors more easily visible on a dark website

[Moderation Settings](#)

4.2.14.9 Print Friendly & PDF

Print Friendly & PDF Settings

Pick Your Button Style

☐ Print Friendly

☐ Print

☐ Print Friendly

☐ Custom Button

☐ Print

☐ Print

☐ Print

☐ Print

☐ Print

☐ Print

Enter Image URL
http://cdn.printfriendly.com/pf-icon.gif
Ex: http://www.example.com/
Ex: /wp-content/uploads/example.png

Text
Print Friendly

Text Color

Text Size
14

Print Friendly

Button Positioning ☐ Do not use CSS for button styles

Left Align Below Content

1. Margin Left

1. Margin Right

1. Margin Top

1. Margin Bottom

Display button on:

4.2.14.10 SMTP

Configure SMTP Settings

Click for more help on this plugin (especially check out the "Other Notes" tab, if present).

See the "Help" link to the top-right of the page for more help.

After you have configured your SMTP settings, use the [test](#) to send a test message to yourself.

Send e-mail via Gmail? ☐

Clicking this will override many of the settings defined below. You will need to input your Gmail username and password below.

SMTP host

If "localhost" doesn't work for you, check with your host for the SMTP hostname.

SMTP port

This is generally 25.

Secure connection prefix

Sets connection prefix for secure connections (prefix method must be supported by your PHP install and your SMTP host)

Use SMTPAuth? ☐

If checked, you must provide the SMTP username and password below

SMTP username

SMTP password

Wordwrap length

Sets word wrapping on the body of the message to a given number of characters.

Enable debugging? ☐

Only check this if you are experiencing problems and would like more error reporting to occur. Uncheck this once you have finished debugging.

Sender e-mail

Sets the From e-mail address for all outgoing messages. Leave blank to use the WordPress default. This value will be used even if you don't enable SMTP. NOTE: This may not take effect depending on your mail server and settings, especially if using SMTPAuth (such as for Gmail).

Sender name

Sets the From name for all outgoing messages. Leave blank to use the WordPress default. This value will be used even if you don't enable SMTP.

[Save Changes](#) [Reset Settings](#)

4.2.15 BWP Syntax

4.2.15.1 General Options

The screenshot shows the WordPress dashboard with the BWP Syntax plugin settings. The left sidebar contains a menu with options like Dashboard, Posts, Media, Pages, Comments, TablePress, Appearance, Plugins, Users, Tools, and Settings. The 'BWP Syntax' option is selected under the 'Settings' category. The main content area is titled 'General Options' and includes tabs for 'General Options' and 'Theme Options'. The 'General Options' tab is active, showing sections for 'Parse Options', 'Display Options', and 'Miscellaneous'. The 'Parse Options' section includes checkboxes for parsing code inside `<pre>` tags, `<code>` tags, and `[code]` shortcodes. The 'Display Options' section includes checkboxes for showing line numbers and hiding code blocks by default. The 'Miscellaneous' section includes checkboxes for loading the plugin on single pages and linking to the plugin's official page. A 'Save Changes' button is at the bottom. A sidebar on the right contains a 'BetterWP Syntax' logo and a 'One cup \$5.00' button with a 'Via PayPal' link. The footer shows 'Thank you for creating with WordPress.' and 'Version 3.5.2'.

My Sites EduBuddy + New SEO Howdy, Buddy Nugraha

Dashboard Posts Media Pages Comments TablePress Appearance Plugins Users Tools Settings **BWP Syntax**

General Options Theme Options Collapse menu

1.0.5 General Options Theme Options

Parse Options

Choose what type of code parsing methods you want. By default this plugin will not parse codes inside the famous shortcode `[code]`, you can ask the plugin to do so, but it is **not recommended**. Even if you choose to do so, the plugin will only parse for your post content, not comment text. The reasons are described in this [note](#).

This plugin will parse

- ☒ codes inside `<pre>` tags.
- ☐ codes inside `<code>` tags.
- ☐ codes inside `[code]` shortcodes.

Search and remove nested shortcodes?

☐ If you choose to parse both `<pre>` or `<code>` with `[code]`, you should enable this to avoid nesting problem, such as `<pre>[code][code]</pre>`. This might cause some extremely long codeblock to fail to load. Follow the link in the note above for more details.

Parse code inside comments?

☒ **Warning:** This might cause performance issues if there are too many comments with codes inside. You can use a cache plugin to deal with such problem. This option might be improved in the future, though.

Default lang if none specified

No syntax highlighting

Display Options

Some general display options.

Show line numbers?

☒ Show the line number next to each line of code.

Hide the codeblock by default?

☒ Outputs are hidden by default to decrease post's length. Visitors will then click on folded codeblocks to toggle.

Miscellaneous

Other options that fit nowhere.

Load only on single pages?

☐ This plugin will only load if `is_singular()` returns true.

Give the author credits?

☐ A link to this plugin's official page will be visible to your visitors. The link is added next to the view source icon. Thank you!

Save Changes

Thank you for creating with WordPress.

Version 3.5.2

[BetterWP Syntax](#) (log)

You can buy me some coffees if you appreciate my work, thank you!

One cup \$5.00 [Via PayPal](#)

4.2.15.2 Theme Options

The screenshot shows the WordPress dashboard with the BWP Syntax plugin settings. The left sidebar contains a menu with options like Dashboard, Posts, Media, Pages, Comments, TablePress, Appearance, Plugins, Users, Tools, and Settings. The 'BWP Syntax' option is selected under the 'Settings' category. The main content area is titled 'Theme Options' and includes tabs for 'General Options' and 'Theme Options'. The 'Theme Options' tab is active, showing sections for 'Style a code block', 'Style a code block using', 'Show the toolbar', 'Load CSS, JS only when needed?', 'Preview your preference', and 'Generate language-based css'. The 'Style a code block' section includes a dropdown for 'Based on the language'. The 'Style a code block using' section includes a dropdown for 'CSS classes'. The 'Show the toolbar' section includes a dropdown for 'Overlay'. The 'Load CSS, JS only when needed?' section includes a checkbox. The 'Preview your preference' section includes a text area for 'Type some codes here' and a dropdown for 'Choose a language'. A 'Generate language-based css' button is at the bottom. A sidebar on the right contains a 'BetterWP Syntax' logo and a 'One cup \$5.00' button with a 'Via PayPal' link. The footer shows 'Thank you for creating with WordPress.' and 'Version 3.5.2'.

My Sites EduBuddy + New SEO Howdy, Buddy Nugraha

Dashboard Posts Media Pages Comments TablePress Appearance Plugins Users Tools Settings **BWP Syntax**

General Options Theme Options Collapse menu

1.0.5 General Options Theme Options

Theme Options

Show a vertical scrollbar when there are more than

15 lines of codes. Type 0 for no vertical bar.

Each line will be

16.8 pxs high. This should be the line-height you define in CSS (plus any margin or padding).

Each tab will equal

4 spaces. This is used by the Ordered List output method.

A code block will be

0 pxs wide. By default (0), the code block will stretch to its container. If you choose to output the code block as an Ordered List, this should be wider than 500 pixels.

Output a code block as

Table

Style a code block

Based on the language

Style a code block using

CSS classes

Note: If you choose to style globally, this plugin will style your codeblocks the same regardless of languages. Styling globally might save you some kbs if you need tons of languages for your blog. Also, if you choose to style based on languages and do not want to use CSS, you can use inline styles, which also saves you some kbs (only a simple CSS file is needed). It is recommended that, however, you use CSS classes.

Show the toolbar

Overlay

Note: The toolbar consists of a view source icon and a credit link if enabled. The view source button allows visitors to copy preformatted code with tabs and spaces untouched.

Load CSS, JS only when needed?

☒ This is only useful when you do not use any minify or cache plugin.

Preview your preference

This section allows you to preview how the codeblock will look. It might not be accurate since the styles of the admin page and your actual page differ but generally it should be the same. Note that this generates codeblock basing on your preference.

Type some codes here

Choose a language

php

Generate language-based css

[BetterWP Syntax](#) (log)

You can buy me some coffees if you appreciate my work, thank you!

One cup \$5.00 [Via PayPal](#)

4.2.16 Collapse Menu

The screenshot shows the WordPress Dashboard interface. At the top, there's a navigation bar with 'My Sites', 'EduBuddy', '+ New', and 'SEO'. The user's name 'Howdy, Buddy Nugraha' is in the top right corner. The left sidebar contains a vertical menu with icons for home, posts, media, comments, appearance, tools, and users. The main content area is titled 'Dashboard' and features several widgets:

- Right Now**: A table showing content statistics. Content: 1 Post, 1 Page, 1 Category, 0 Tags. Discussion: 1 Comment (1 Approved, 0 Pending, 0 Spam).
- Theme**: proEducation with 6 Widgets. You are using WordPress 3.5.2.
- Storage Space**: 20MB Space Allowed, 0.00MB (0%) Space Used.
- Recent Comments**: A comment from 'Buddy on Hello world! Mari Menulis... # Selamat Datang :: Mari Menulis BlogUtama adalah sebuah sarana blog yang disediakan untuk Civitas Universitas Widyatama, dimana setiap tulisan yang ada ...'. Status: All | Pending (0) | Approved | Spam (0) | Trash (0).
- Incoming Links**: This dashboard widget queries Google Blog Search so that when another blog links to your site it will show up here. It has found no incoming links... yet. It's okay — there is no rush.
- WP-Piwik - today**: Piwik error: You can't access this resource as it requires an 'view' access for the website id = 1.
- WP-Piwik - Visitors**: Piwik error: You can't access this resource as it requires an 'view' access for the website id = 1.
- WP-Piwik - SEO**: Piwik error: You can't access this resource as it requires an view access for at least one website.
- QuickPress**: A form to enter a title, add media, and publish a post. Includes 'Save Draft', 'Reset', and 'Publish' buttons.
- Recent Drafts**: There are no drafts at the moment.
- WordPress Blog**: WordPress 3.5.2 Maintenance and Security Release June 21, 2013.

5. Penutup

Demikian yang bisa kami sampaikan, semoga Manual Blog Utama ini bermanfaat. Mohon maaf apabila dalam penulisan dan penyampiannya masih banyak kekurangan maupun kesalahan, untuk itu kami menerima saran dan usulan melalui email blog@widyatama.ac.id.

