

Template

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This page in a nutshell / Cette page en bref:

A template is a set of logical or physical boundaries that help maintain a consistent output. This page has examples for your page's visual and navigational design.



For information about how to use templates in the GCcollab Wiki, see [Help:Templates](#). To see a list of all templates in the [template "namespace"](#), see [Special:AllPages](#)



For a list of the most common notice messages (the banners at the tops of pages), see [Help:Notice templates](#). For personal userboxes, see [GCpedia:Userboxes](#).

Tables

Multi-row, multi-column table

	Title of the table		
	Column label 1	Column label 2	Column label 3
Row label 1	Column 1, row 1	Column 2, row 1	Column 3, row 1
Row label 2	Column 1, row 2	Column 2, row 2	Column 3, row 2
Row label 3	Column 1, row 3	Column 2, row 3	Column 3, row 3

[Instructions](#)

Simplified 2-column table

Add French here. Add French here. Add French here. Add French here. Add French here.	Add English here. Add English here. Add English here. Add English here. Add English here.
--	---

[Instructions](#)

Simplified 3-column table

--	--	--

Add French here. Add French here. Add French here. Add French here. Add French here.

Add English here. Add English here. Add English here. Add English here. Add English here.

Add something else here. Add something else here. Add something else here.

Instructions

Navigation menus

Examples of various menus to navigate subpages or multi-page topics.

Menu buttons

[DeptContacts](#)

[GVUG](#)

[Technical](#)

[Management](#)

[Procurement](#)

[Training](#)

[Resources](#)

Simple to set up, easy to modify. Get the code and complete instructions [here](#).

W2P style

[Main page](#)

[Community](#)

[Meetups](#)

[Events](#)

[Bootcamps](#)

[Projects](#)

[Discussion](#)

	Members					
--	----------------	--	--	--	--	--

The code is more complex. You may wish to use a lighter background with use the default link font style and colours. Copy the code [from here](#).

Horizontal navigation bar

This works well for the bottom of a page. The code [is here](#).

Tabs

Small...

<figure-inline class="mw-default-size">[File:Basic-tabs-capture.PNG](#)</figure-inline>

NEW! A pretty simple template that keeps all tabbed content on a single page. [Instructions here](#).

Support

What's New

Training

FAQs

Meetings

SME

Events

Members

Additional Resources

Colourful, but not for the faint of heart. The tab code is contained in a template; the trancluded template has options to specify which tab is has the focus and which are linked. For each page the template is transcluded on, that page tab should be specified as the focus while others are specified as link. The template code [is here](#). If you need help, you might want to contact a [peer helper](#) for assistance.

Large(ish)...

Home

About IM&TS

IM/IT Governance

Service Desk

Client Portfolio Management

Information Management

Planning and Enterprise Architecture

Less colourful, but still not for the faint of heart. Code [is here](#).

Plainer still, are the following templates:

- [Tabs](#)
- [Small tabs](#)

Helpbox

Code:

```
{{helpbox|width:200px;
|name= Demo
|group1= foo
|list1= bar
|group2= foo1
|list2= bar1
|group3= foo2
|list3= bar2
}}
```

Makes:

Demo
foo
bar
foo1
bar1
foo2
bar2

Helpbox Instructions

Infobox

Test Infobox

Example alt text

Caption for example.png

Header defined alone

Data defined alone

All three defined (header, label, data, all with same number)

Label and data defined (label)

Label and data defined (data)

Below text

```
{{Infobox
|name          = Infobox/doc
|bodystyle     =
|title         = Test Infobox
|titlestyle    =

|image         = [[File:example.png|200px|alt=Example alt text]]
|imagestyle    =
|caption       = Caption for example.png
|captionstyle  =
|headerstyle   = background:#ccf;
|labelstyle    = background:#ddf;
|datastyle     =

|header1       = Header defined alone
|label1        =
|data1         =
|header2       =
|label2        = Label defined alone does not display (needs data, or is suppressed)
|data2         =
|header3       =
|label3        =
|data3         = Data defined alone
|header4       = All three defined (header, label, data, all with same number)
|label4        = does not display (same number as a header)
```

```

|data4    = does not display (same number as a header)
|header5  =
|label5   = Label and data defined (label)
|data5    = Label and data defined (data)

|belowstyle = background:#ddf;
|below = Below text
}}
```

Infobox Instructions

Web Development Templates

Cascading Style Sheets (CSS)

A style sheet or master page on which you can globally edit and format graphic elements and text common to each page of a web-site. These allow the application of a Common Look and Feel (CLF) framework that maintains a certain constant identity throughout a visitors' visit to the site. Changes made to the master (template) page are said to "cascade" down to all sub-pages (thus the term "cascading style sheets"). This type of template typically contains information about:

1. font types, sizes and colours;
2. the content and placement of navigation tools and sub-menus (in our case, displayed on the left hand side);
3. the content and placement of tabs displayed along the top of each page;
4. standard graphic headers and footers;
5. copyright notices;

The **primary benefit** of these types of templates is that they allow the web-master to apply global changes by making a single change in one location.

A number of groups have created CSS templates for their pages, which you may use as-is or copy to a new template for modification:

- [{{Cco-css}}](#)
- [{{AINC-INAC-css}}](#)
- [{{Mbl-css}}](#)
- [{{TC-css}}](#)
- [{{DOJ-css}}](#)

To use a CSS formatting template on your page (CCO's for, example), insert:

```
{{#css:{{Cco-css}}}}
```

...into your wiki page.

Wiki Page Scaffolds

A scaffold is a style sheet or master page you can use to build your own page. Don't edit or write over these: copy and paste the code onto the new page as a framework from which to base your work on:

- [Action Item table](#)

- [Agenda / Record of Decision/ Action Item](#)
- [Bilingual page](#); see also: [Template:Two column fr-en](#)
- [Briefing Note](#)
- [Calendar: 2015](#)
- [Community page](#); see also: [Template:Sample community page](#)
- [Directory of Expertise](#)
- [Elegant page](#)
- [the GCcollab Wiki Main Page-style](#)
- [Meeting minutes](#)
- [Newspaper / Newsletter](#) - **NEW!**
- [Project](#)
- [Project charter](#)
- [User Page: Default, Basic, Deluxe, Todd Lyons' style, Chelsea Edgell style](#) — See also: [Help:Creating a user profile](#)
- [Working Group](#)

More may be available in: [Category:Scaffolds](#)

If you create additional scaffolds, please add them to the [category](#) and to the listing above.

Notice Templates

A page **element** created explicitly for its contents to be displayed on other pages. By themselves, these *mini*-pages hold no value, however, when included on other [the GCcollab Wiki](#) pages, [Help:Notice Templates](#) can provide valuable information as to the status of the information being presented to the reader.

- For more information on how to use the GCcollab Wiki Notice Templates [click here](#).
- If you have questions about templates, or if you are interested in the discussion concerning [the GCcollab Wiki](#) templates, [vist this page](#).
- For a complete list of the GCcollab Wiki pages that make use of one or more templates, [click here \(http://www.gcpedia.gc.ca/gcwiki/index.php?title=Special%3AAIIPages&from=&namespace=10\)](http://www.gcpedia.gc.ca/gcwiki/index.php?title=Special%3AAIIPages&from=&namespace=10).

Desktop templates

A pre-developed page layout in electronic media used to make new pages with a similar design, pattern, or style including standard letters used in mass-mailings. A standardized file type used by computer software as a pre-formatted example on which to base other files, especially documents. **the GCcollab Wiki users are encouraged to further develop this section by including links to the following types of templates:**

Word Processing Templates

- Agenda;
- Meeting Minutes;
- Project Documentation (charters, plans, schedules, etc.);
- Event Management Tools;
- etc.

Spreadsheet Templates

- Budgeting & Reporting;
- Statistical Evaluation;
- etc.

Presentation Templates

- Standard Departmental Presentations;
- Team Building Activities;
- Project/Idea Submissions;
- etc.

Small Database Templates

- Contacts Management;
- File Tracking;
- etc.

Desktop Publishing

- Event Notices (i.e. Public Service Week barbecues);
- Event Advertising (i.e. GCWCC Campaign Events);
- Team Building Functions;
- etc.

Other uses for templates

- Arts: a stencil, pattern or overlay used in drawing, painting, etc. Also used in sewing to replicate letters, shapes or designs.
- Manufacturing: a mechanical template used to cut and shape a product.
- Programming Templates: a tool for generic programming (particularly C++ language).
- Science: genetic sequences.

References

- Wikipedia Template (<http://en.wikipedia.org/wiki/Template>)
 - Wikipedia Help:Template (<http://en.wikipedia.org/wiki/Help:Template>)
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