

CMS Content Title Standards

When creating new content, please use the following standard for CMS Title field:

Community: Site Abbreviation: Content Type Abbreviation: Title of the page

Note that each category is separated by a colon and a space.

Example: CIO: Webdev: Article: Web Resource

Community	Abbreviation
Alumni	ALUMNI
BGSU Organizations and Special Projects	BGSU
Center of Excellence	CoE
College of Arts and Sciences	CAS
College of Business Administration	CBA, CBAMOD and CBAMBA
College of Education and Human Development	EDHD
College of Health and Human Services	CHHS
College of Musical Arts	CMA
College of Technology	TECH
Continuing and Extended Education	CEE
Division of Executive Vice President	ExecVP
Division of Student Affairs	SA
Enrollment (was Academics)	ACAD or Enrollment
Finance & Administration	FIN
Firelands College	FIRE
Graduate College	GRAD
Information Security Office	Infosec
Marketing and Communications	MC
Office of the Chief Information Officer	CIO
Office of the President	President
Office of the Provost	Provost
Office of the Provost Special Programs	Provost
Policy Repository	Policy
State Fire School	SFS
University Libraries	Library
WBGU	WBGU

Content Type	Abbreviation
External URL	URL
File	File
Generic Article	Article
Generic Home Page	Home
Image	Image
Left Navigation	LeftNav
Multimedia	Multimedia

The purpose of this standard is for users to easily locate content on the CMS system. If you follow this standard, all content will be listed by community, site and content type and easily located. While we cannot force you to follow these standards you will find that it will help you and anyone following you to find the content in your site with greater ease.