PeopleFluent Learning

Skin Customization Guide

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Introduction

This guide describes how PeopleFluent Learning administrators can change the look of the LMS for their users, using skins. With skins you can specify a single design, aligned your organization's branding, or different designs for different cohorts of users. Using the LMS System Roles features, you can choose whether to allow users to change the skin they see when using the LMS.

Document Information

Revision Information	
Revision Date:	April 25, 2024
Revised Document Version Number:	2.0
Details of Revision:	Initial publication.

About Skins

Skins allow organizations to change the look of the LMS. With skins you can specify a single design, aligned your organization's branding, or different designs for different cohorts of users. Using the LMS System Roles features, you can choose whether to allow users to change the skin they see when using the LMS.

> ⓘ Users can change the skin only if their System Role has unrestricted access permission for the User Preferences feature (System Roles > Learner Features > Personalization Features). If allowed to, users can select a skin from the User Preferences tab in their User Profile (accessed from their avatar menu).

Legacy User Interface

For the legacy (UI), skins can be used to configure:

- Graphics and styles

- Menu navigation

- The home page template

Responsive User Interface

Pages that use the responsive new UI cannot be skinned, but you can re-brand specific pages with an organization logo and different accent colors. These pages include:

- Home page

- Course Catalog

- Catalog Search

- Course Calendar

- Current Courses

- Course History

- External Courses

On these pages, you can replace the organization logo in the header, and specify the primary and secondary colors used for the header bottom-border, button colors and the navigation menu hover colors. When updating the primary and secondary colors for the new UI pages, you will also need to update the colors for pages that use the legacy UI. For more information, see Rebrand the New UI.

You can choose on a per-user basis which users see the legacy or new UI for the pages available in both versions. To use the legacy UI, select **No** from the *Enable new UI* setting in the User Editor, or set it via the User CSV Data Loader or USER API.

The LMS is shipped with the PeopleFluent_LMS_Default skin, to provide a consistent look across the legacy and new UIs.

Create a Skin

While you can create a skin from scratch, it is much easier to export an existing skin and adapt it to suit your needs, and this is the recommended approach.

To preview the standard skins your System Role must have unrestricted access permission for the *User Preferences* feature (System Roles > Learner Features > Personalization Features).

To preview the standard skins

1. Select **My Profile** from the avatar menu. The Settings page opens with the User Preferences tab selected.
2. Select a skin from the Skin Selection drop-down list.
3. Click **Submit**.

HTML Standards

If you base a new skin on an older customized skin, it is important to check that it complies with the HTML standards used in the default skins, which are kept up-to-date. The following issues can be caused by using skins based on old customized skins.

Table: CSS Property Units that Cause Display Issues

Display Issue	Resolution
Alignment issues due to units not being specified in margin properties in styles.	Always include units in margin properties. For example: `margin-left:40px;`
Text size inconsistencies due to a mixture of *pt* and *px* units applied to *font-size* properties.	Standardize font-size properties by using *em* units. For example: `font-size:0.8em;`

Export a Skin

You can export a skin from the LMS and update it to suite your needs. Skins are exported as ZIP files containing the following folders and files:

Folders and files comprising a skin

Fonts and images referenced from the stylesheets must be included in the corresponding folders in the skin package. Skin designers are free to define a bespoke sub-folder structure, so long as they are correctly referenced from the other files.

To export a skin

1. Go to **Manage Center > System > Screen Layout Manager**.
2. Select the skin you want to export from the Installed Layouts drop-down list.
3. Click **Export**. The skin is saved to your browser's default download location as a ZIP file.

Update skin.properties

If you are changing an existing skin, you can open the skin.properties file in a text editor and update the values as required.

Table: skin.properties Reference

Property	Values	Default	Example
skin.name	The name of the skin as it will appear in the LMS. Remember to change it if you are adapting an exported skin.	The name of the downloaded skin.	skin.name= PeopleFluent_LMS
skin.description	A brief description that appears only in the skin.properties file. This appears in the Screen Layout Manager.	The description of the downloaded skin.	skin.description=New-UI-Compatible
skin.language	A number corresponding to the language.	The number set in the downloaded skin reflects the user's selected language.	skin.language=0
skin.iconset	*True* or *false*.	false	skin.iconset=false

skin.frames	Number of frames in legacy framed skins. Not used for frameless skins.	4	skin.frames=4
skin.menu_position	A letter that denotes which menus to display: • *T*: Show top menu HTML only • *S*: Show side menu HTML only • *N*: Show both top and side menu HTML	N	skin.menu_position=N
skin.maincontent	Not used.	0	skin.maincontent=0
skin.mainmenu	Not used.	100	skin.mainmenu=100
skin.mainstylesheet	The primary style sheet name. This CSS file contains the main skin styles. It is loaded on every page and overrides the LMS base styles.	main.css	skin.mainstylesheet= main.css
skin.hometx	The transaction (TX) name of the first page to load after login.	WIDGETCONTAINERPAGE (Except PeopleFluent_LMS_Default skin) HOMEPAGE (PeopleFluent_LMS_Default skin)	skin.hometx= WIDGETCONTAINERPAGE
skin.showteachbutton	Whether to show the Teach primary navigation menu: • *yes* • *no*	yes	skin.showteachbutton= yes
skin.righttoleft	false: Use *ltr* as the value for the dir attribute in HTML tags. Used for most languages that read from left to right. true: User *rtl* as the value for the dir attribute in HTML tags. Used for languages that read from right to left (for example, Arabic). Only set to true for right-to-left skins.	false	skin.righttoleft=false

skin.usetab	Not used.	Y	skin.usetab=Y
skin.displaySearchBox	*true*: Display the Universal Search box. *false*: Hide the Universal Search box.	true	skin.displaySearchBox= true
skin.fixed_width	Not used.	0	skin.fixed_width=0
skin.homepage_template	The home page template name. The template can be specified in Manage Center > Home Page Manager.	Default	skin.homepage_template= Default
skin.frameless_ui	*true* (recommended): Apply the modern layout without frames to the main LMS pages. *false*: Turn on the old framed structure view.	true	skin.frameless_ui=true
skin.mouseovermenu	*true*: Shows sub-menu when mousing over main navigation. *false*: Requires users to click main navigation to see sub-menu.	true	skin.mouseovermenu= true
legacy.mode	*false* (recommended): From PeopleFluent Learning 12.0 onwards, apply the contextual heading order that follows the WCAG 2.0 standard (for example, page headings use H1 tags). *true*: For backward compatibility, continues to use tags without adhering to WCAG 2.0 (for example, page headings use H2 tags).	false	legacy.mode=false

About navigations.xml

The navigations.xml file defines the following skin features:

- Primary and secondary navigation menus, with optional sub-menus

- External links

- Menu text localization

- CSS class names to apply to navigation menus and items

> ⓘ If you use CSS to control sub-menu styling, do not create a class called *.submenu*.
> This is a reserved class name and using it could result in undesired menu behavior.

Example navigations.xml file

```xml
<?xml version="1.0" encoding="UTF-8"?>
<navigations xmlns="http://www.netdimensions.com/2010/05/navigations">
  <menu cssClassName="main-menu-container">
    <item labelKey="label.Home" txCode="WIDGETCONTAINERPAGE" />
    <item labelKey="label.LearningCentre" txCode="TABLISTSESSIONS">
      <menu cssClassName="submenu">
        <item labelKey="menu.my.learning_tab" txCode="TABLISTSESSIONS">
            <tabset heading="menu.my.learning_tab">
                <tabitem labelKey="desc.my_learning_profile"
txCode="TABLISTSESSIONS" />
                <tabitem labelKey="heading.Tabs_Transcript"
txCode="TABLISTTRAN" />
                <tabitem labelKey="label.externalTraining"
txCode="TABLISTEXTTRAININGRECORDBROWSER" />
                <tabitem labelKey="heading.statement_activity_log"
txCode="STATEMENTLOGBROWSER" />
            </tabset>
        </item>
        <item labelKey="label.Enrollment_Requests"
txCode="TABPENDINGENROLLMENTS" />
        <item labelKey="label.Certificate" txCode="LISTUSERCERT" >
            <tabset heading="label.Certificate">
                <tabitem labelKey="label.Certificate" txCode="LISTUSERCERT" /
>
                <tabitem labelKey="label.self_award.tab.certification"
txCode="SELFAWARDCERTIFICATIONS" />
            </tabset>
        </item>
        <item labelKey="heading.TrainingPlan" txCode="GETPLAN" />
        <item labelKey="label.LearningPath" txCode="LEARNINGPATH"></item>
        <item labelKey="label.Find_a_Learning_Item"
txCode="FramelessCatalogSearch" />
        <item labelKey="heading.Catalog_Search" txCode="STRUCTUREDCATALOG"></
item>
        <item labelKey="label.Course_Calendar" txCode="SESSIONCAL" />
        <item labelKey="catelog.label.tokenPackages"
txCode="BUYTOKENPACKAGES" />
        <item labelKey="label.CourseCouponEnrollment"
txCode="COUPONENROLLMENT" />
        <item labelKey="label.Check_Out" txCode="CONFIRM" />
      </menu>
```

```
            </item>
      <item labelKey="label.personalcalendar" txCode="PERSONALCAL"></item>
      <item labelKey="label.CareerCentre" txCode="COMPCENTERINTRO">
        <menu cssClassName="submenu">
          <item labelKey="label.Summary" txCode="COMPCENTERINTRO"/>
          <item labelKey="label.Job_Profile" txCode="myJobProfiles" />
          <item labelKey="heading.Competencies" txCode="myCompetencies" />
          <item labelKey="menu.goals" txCode="MYPERSONALGOALBROWSER">
            <tabset heading="heading.my_goal">
              <tabitem labelKey="menu.personal_goal"
txCode="MYPERSONALGOALBROWSER" />
              <tabitem labelKey="tab.development_goal.name"
txCode="MYDEVELOPMENTGOALBROWSER" />
              <tabitem labelKey="menu.organizational_goal"
txCode="MYORGGOALBROWSER" />
            </tabset>
          </item>
          <item labelKey="heading.Appraisal" txCode="APPRAISALINTRO" />
            <item labelKey="label.TrainingGapAnalysis" txCode="TRAININGGAP" />
            <item labelKey="heading.My.Files" txCode="EDITSHAREDFILES" />
        </menu>
      </item>
      <item labelKey="label.Workspace" txCode="TABLISTAPPRAISEE">
        <menu cssClassName="submenu">
            <item labelKey="heading.Review" txCode="TABLISTAPPRAISEE">
            <tabset heading="heading.Review">
              <tabitem labelKey="heading.Direct_Appraiser_Review"
txCode="TABLISTAPPRAISEE" />
              <tabitem labelKey="menu.Group_Review" txCode="LISTSTUDENTS" />
              <tabitem labelKey="heading.Organization_Review" txCode="SELORG" /
>
            </tabset>
          </item>
          <item labelKey="heading.SupervisorAssessment"
txCode="SUPERVISORASSESSMENT"></item>
          <item labelKey="heading.review_enrollment"
txCode="REVIEWENROLLMENT"></item>
          <item labelKey="heading.integrated_user_calendar"
txCode="INTEGRATEDUSERCALENDAR"></item>
          <item labelKey="heading.pending_assessment"
txCode="PENDINGASSESSMENT"/>
          <item labelKey="label.task_sign_off" txCode="TASKSIGNOFF"/>
          <item labelKey="heading.Enrollment_Approval"
txCode="TABLISTAPPROVALS"></item>
          <item labelKey="heading.Withdrawal_Approval"
txCode="TABLISTWITHDRAWREQUESTS"></item>
          <item labelKey="label.ExternalTrainingApproval"
txCode="TABLISTEXTTRAINAPPR"></item>
          <item labelKey="heading.certifications_approval"
txCode="CERTIFICATIONAPPROVAL" />
          <item labelKey="label.AppraisalReview"
txCode="REVIEWERAPPRAISALSEARCH"></item>
          <item labelKey="heading.Enrollment_Wizard"
```

```
txCode="ENROLLMENTWIZARD"></item>
        <item labelKey="heading.course_checklist"
txCode="ALLCOURSECHECKLISTBROWSER"></item>
        <item labelKey="heading.compliance_analysis"
txCode="COMPLIANCEANALYSISBROWSER"></item>
      </menu>
    </item>
    <item labelKey="label.Connect" txCode="LISTMSGS">
      <menu cssClassName="submenu">
        <item labelKey="desc.mail" txCode="LISTMSGS"></item>
        <item labelKey="heading.Forums" txCode="FRAMESFM"></item>
        <item labelKey="desc.Chat" txCode="LISTROOMS"></item>
        <item labelKey="heading.Mass_Mail" txCode="MASSMAILSENDER"></item>
        <item labelKey="heading.People" txCode="BIOSEARCH"></item>
        <item labelKey="heading.Wiki" txCode="WIKIMENUTX"
targetLocation="_popupFull"></item>
      </menu>
    </item>
    <item labelKey="label.Reports" txCode="DASHBOARD">
      <menu cssClassName="submenu">
        <item labelKey="header.Dashboard" txCode="DASHBOARD"></item>

        <item labelKey="menu.Report_Manager" txCode="LISTREPORT"></item>
      </menu>
    </item>
    <item labelKey="heading.th.teach" txCode="TEACHREVIEW">
      <menu cssClassName="submenu">
        <item labelKey="tab.Active" txCode="TEACHREVIEW"></item>
        <item labelKey="tab.Archive" txCode="TEACHREVIEWARCHIVE"></item>
        <item labelKey="tab.Administrative" txCode="TEACHREVIEWADMIN"></item>
      </menu>
    </item>
  </menu>
  <menu cssClassName="main-menu-container" authenticated="FALSE">
      <item labelKey="heading.Catalog_Browser" txCode="STRUCTUREDCATALOG?
PARENTTX=PUBLICCATALOGTX"/>
      <item labelKey="shopping.cart.page.heading" txCode="EDITSHOPPINGCART"/>
      <item labelKey="desc.login" txCode="LOGIN"/>
  </menu>
  <menu cssClassName="sec-menu-container menu-bar">
    <item labelKey="label.iPaaS.col_ipaas" isIPaaSSwitcher="true"
showTitle="false"/>
    <item labelKey="[username]" externalUrl="#" showTitle="false"/>
    <item labelKey="" isAvatar="true" showTitle="false">
      <menu cssClassName="submenu">
        <item labelKey="heading.My_Profile" txCode="DISPLAY"
showTitle="false">
          <tabset heading="heading.Settings">
            <tabitem txCode="DISPLAY" labelKey="menu.Preferences"/>
            <tabitem txCode="EDITORGASSOCIATIONS" labelKey="menu.editOrg"/>
            <tabitem txCode="TABBIO" labelKey="heading.Edit_Profile"/>
            <tabitem txCode="ADDRESS" labelKey="menu.Address_Administration"/
>
```

```
                <tabitem txCode="CHANGEPW" labelKey="heading.Change_Password"/>
                <tabitem txCode="LISTACCT" labelKey="heading.My_Accounts"/>
                <tabitem txCode="USERTXHIST" labelKey="heading.PaymentHistory"/>
                <tabitem txCode="TERMSOFUSESUMMARY"
labelKey="heading.Terms_Of_Use"/>
            </tabset>
        </item>
        <item labelKey="menu.select.assignment" isAssignmentSelector="true"
showTitle="false"/>
        <item labelKey="heading.manage_center" txCode="BSTOC"
showTitle="false"></item>
        <item labelKey="button.Help" txCode="EKPHELP" targetLocation="_popup"
showTitle="false">  </item>
        <item labelKey="heading.Contact_Us" txCode="CONTACTUS"
targetLocation="_popup" showTitle="false"></item>
        <item labelKey="skin.logout" txCode="LOGOFF" targetLocation="_top"
showTitle="false"></item>
      </menu>
    </item>
  </menu>
</navigations>
```

About navigations.xsd

The navigations.xsd file defines the transactions (txCode) that can be navigated via the primary or secondary navigation menus. It contains a full list of available transactions in the LMS. Menu items defined in navigations.xml are validated against the transactions in navigations.xsd and are rendered as a list of links whose elements can be selected for interactions and styling using CSS.

About the .css files

The .css file specified by the *skin.mainstylesheet* property in skin.properties, normally named *main.css*, is added to all pages in the LMS. You can add your styles for navigation menus to this stylesheet.

The following additional stylesheets are required for specific pages. You can edit these stylesheets but they cannot be renamed.

Table: Page-specific Stylesheets

Style Sheet	Description
forum.css	Used for forum pages.
notes.css	Used for the Personal Notebook in the Knowledge Center.
editor.css	Used for Editor pages (for example, Catalog Editor, Question Editor, Report Wizard, forum posts).

report.css	Used for report output.
mobile.css	Used for pages that support mobile devices.

To see which .css files are used on a page:

1. Login and navigate to the page.
2. Right Click and select **View Source** (or **View Frame Source**) to inspect the HTML.
3. Press Ctrl+F to search the page or frame source for *.css*.

Configuring Top and Side Skins Using CSS

For simple skins where the navigation is all in the one area of the page (for example, the top, left or right), set the *skin.menu_position* in skin.properties to *T* or *S* accordingly.

For layouts with banners and menus that will occupy both the top and side of the page, set *skin.menu_position* to *N* to render the top and side navigation containers on the page, both complete with user greeting, a primary menu, and a secondary menu. The individual child menu elements inside the two menu containers can then be styled or hidden as required.

The sample CSS below renders the primary menu being on the left of the page, and a banner, greeting and secondary menu across the top of the page (by hiding those elements from the side navigation).

Top-and-Side Layout CSS

```
#navigation-container-side {
 float: left;
 width: 15%;
 display: inline;
}
#navigation-container {
 background: url(images/customize/<filename>) top left no-repeat;
}
#navigation-container .main-menu-container {
 display: none;
}
#navigation-container-side .greeting {
 display: none;
}
#navigation-container-side .sec-menu-container {
 display: none;
}
```

Configuring Sub-menus Using CSS

You can create drop-down sub-menus with CSS. The sample CSS below hides the sub-menu until the user hovers over the parent menu item.

Sub-menu CSS

```
.dropdownmenu {
 display:none;
}
.main-menu-container li:hover ul {
 display: block;
 position: absolute;
 margin:0px;
 padding:0px;
}
.main-menu-container li:hover li {
 float: none;
}
.main-menu-container li:hover li a {
 border-bottom: 1px solid white;
 background: lightgrey;
}
.main-menu-container li li a:hover {
 background: black;
 color: white;
}
```

About the Home Page Template

Home page templates enable the home page to be customized with a dashboard of widgets, containing information relevant to different types of user. You can configure home page templates in the Home Page Manager in the LMS. You can then select the home page template to associate with a skin in the Screen Layout Manager.

Home page templates are exported with skins, in the template.xml file. This is useful if the skin is imported into another instance of the LMS that does not already have the same home page template configured.

To use a different template in the LMS instance you import a skin to, set the *skin.homepage_template* property in skin.properties to the target template name, and delete the template.xml file from the skin package (ZIP file).

> ⓘ Individual widget settings are not included in exported skins. The sections, columns, widgets, and their order on the page are saved in the template.xml file in exported skins, but the widgets' settings are exported. They must be manually configured for the home page template after importing the skin to the target LMS instance.

Deploy a Skin

To access the Screen Layout Manager, you must have a system role with unrestricted access to the *Screen Layout Manager* feature in System Roles (Manage Features > System Administration).

To import a skin into the LMS

1. Compress the files in the skin package to a ZIP file.
2. Log into your test PeopleFluent Learning instance.
3. Go to **Manage > System > Screen Layout Manager**.
4. Click **Upload**.
5. Select your skin .zip file.

The contents of the skin package are copied to their own sub-directory in the <root>/styles directory on the server. Once tested, and updated if required, the skin can be exported for deployment on your production site and rolled out to users.

> ⓘ   If the upload fails, check the file extensions of all files in the skin .zip file against the *Allowed General User File Extensions* list in System Configuration > Security Management. Ensure all the extensions in the skin have been included in the list.

You can assign skins to users in the following ways:

- Use the User CSV Data Loader to assign the new skin to relevant accounts.

- Set the skin for a specific individual in the User Editor.

- Set the skin as default when creating user accounts for a given logical domain, going forward.

- Set permissions for the skin to ensure it is visible for the relevant users only.

Rebrand the New UI

While it is not possible to change the skin used for the responsive new user interface (UI), you can change the organization logo and header bottom-border color, button colors and the navigation menu hover colors.

The logo image and colors are defined in the PeopleFluent_LMS_Default skin. You can export this skin from the LMS, update the logo image files and color properties, and then upload the updated skin package. For more information about exporting skins, see Export a Skin. Fore more information about uploading edited skins, see Deploy a Skin.

When changing the colors for new UI pages, you will also need to update the colors used in legacy UI pages to match. For more information, see Change the Primary and Secondary Colors for Legacy UI Pages.

Change the Organization Logo

The logo that appears in the top-left of the new UI is located in two places: the skin's root folder and in the /image/customize folder.

In the root folder, the file is named *logo.########.png*, where *########* is a generated sequence of letters and numbers.

In the /image/customize folder, the file is named *logo.png*.

To change the logo image

1. Export the PeopleFluent_LMS_Default skin from the Screen Layout Manager.
2. Unzip the skin to a temporary folder.
3. Copy the new organization logo into the top-level (root) of the temporary folder, and also into the */image/customize* folder. Logos must be in PNG format.
4. Rename the existing logo image files by appending *.old* to them.
5. Rename the new logos to have the same filename as the old versions (without *.old* at the end).
6. Zip and upload the updated skin package.

Change the Primary and Secondary Colors for New UI Pages

The primary and secondary navigation colors are defined in the skin.properties file.

To update the branding colors

1. Export the PeopleFluent_LMS_Default skin from the Screen Layout Manager.
2. Unzip the skin to a temporary folder.

3. Add the following properties to the skin.properties file:

   ```
   skin.primary_color=#HEXCODE

   skin.secondary_color=#HEXCODE
   ```

   where:

skin.primary_color is used for the header bottom-border and button color.

skin.secondary_color is used for the primary_navigation menu hover color.

HEXCODE is the six-character hexadecimal code for the color. For example, #0080F0.

4. Zip and upload the updated skin package.

Change the Primary and Secondary Colors for Legacy UI Pages

The colors used on legacy pages are defined in four CSS classes in the following stylesheets:

- main.css

- forum.css

- notes.css

- report.css

To update the primary and secondary colors for legacy UI pages

1. Export the PeopleFluent_LMS_Default skin from the Screen Layout Manager.
2. Unzip the skin to a temporary folder.
3. Open each of the CSS files listed above in a text editor.
4. In each CSS file, find and replace *#1565c0* with the *#HEXCODE* for your primary color.
5. In each CSS file, find and replace *rgba(0,0,0,.9)* with the *#HEXCODE* for your secondary color.
6. Zip and upload the updated skin package.

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