

## Organizing Content

Compiled by Zahari Hamidon

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Five basic steps in organizing your information:

- Divide your content into logical units
- Establish a hierarchy of importance among the units
- Use the hierarchy to structure relations among units
- Build a site that closely follows your information structure
- Analyze the functional and aesthetic success of your system

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## National Geographic



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### Information filtering

- Generally, the goal of an information filtering system is to sort through large volumes of dynamically generated information and present to the user those which are likely to satisfy his or her information requirement. (Oard, 1995)

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### Information filtering

- In some domains (e.g. USENET News) the collection effort is **minimal** because the information comes to you.
- In other domains (e.g. the World Wide Web) the collection effort can be **considerable** because no mechanism exists to draw new information to the attention of a filtering system.

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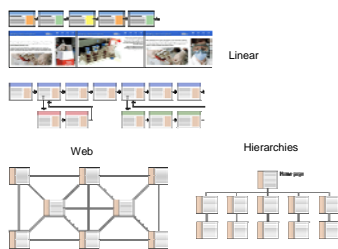
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### Basic Information Structure



Reference: Extracted from Web Style Guide

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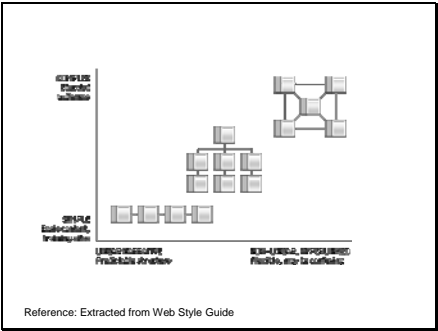
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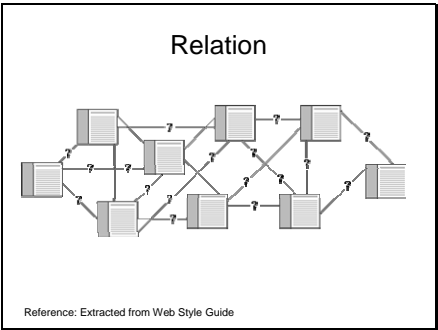
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## Construction

- Finished HTML for all Web pages, all page content in place
- Finished navigation link structure
- All programming in place and linked to pages, ready for beta testing
- All graphic design, illustration, and photography in place
- Final proofreading of all site content
- Testing of site reader support procedures, answering email, etc.
- Archives of all site content components, HTML code, programming code, and any other site development materials

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## Portal Pendidikan Utusan



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## MySchoolNet



<http://myschoolnet.ppk.kpm.my/indexi.htm>

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