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# Announcement App for Communities



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## OVERVIEW

Announcement app helps you configure and display all the important alerts / announcements for your customers on Client Portal (Community).

It basically comprises of 2 components:

- **Announcement Object** - can be used to configure all the important messages which you want to be available to your Client Portal user's in real time. You can setup the duration [Start Date - End Date] for which the message will remain active and it will automatically expire and will be removed from the client portal once the end date is met.
- **Announcement Lightning Component** - this component can be easily added to any of your existing community page and will display all the active messages which you have setup in your system.



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## **INSTALLATION STEPS FOR ANNOUNCEMENT APP**

- Use this URL to install the package into any organization:  
<https://login.salesforce.com/package/installPackage.apexp?p0=04t6g0000083aTz>
- Note: If you are installing into a sandbox organization you must replace the initial portion of the URL with **http://test.salesforce.com**
- **Setup Announcement Tab:**
  1. Go to Setup -> Build -> Create -> Tabs
    - a. Scroll down to “Custom Object Tabs” section
    - b. Click on New Button
    - c. In Step 1:
      - i. Set Object = Announcement
      - ii. Set Tab Style = Bell
      - iii. Click Next
    - d. In Step 2:
      - i. Select the desired profiles which will have access to this object
      - ii. Click Next
    - e. In Step 3:
      - i. Select the desired Custom Apps which will have this object
      - ii. Click Save
- **Setup Announcement Lightning Component:**
  1. Go to Setup -> Build -> Communities -> All Communities
    - a. Select your desired community
    - b. Click on “Builder” Link
    - c. From Settings -> Select Components
    - d. Scroll to Custom Components section
    - e. Drag Xap\_Announcement Component on the Community Page
    - f. Publish the Community
- **Community User Profile Updates:**
  1. Go to Setup -> Manage Users -> Profiles
    - a. Select the Community User Profile
    - b. Click on “Edit” Button



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- c. In Custom Object Permission section, search “Announcement” object and give “Read” and “View All” access and click Save button.

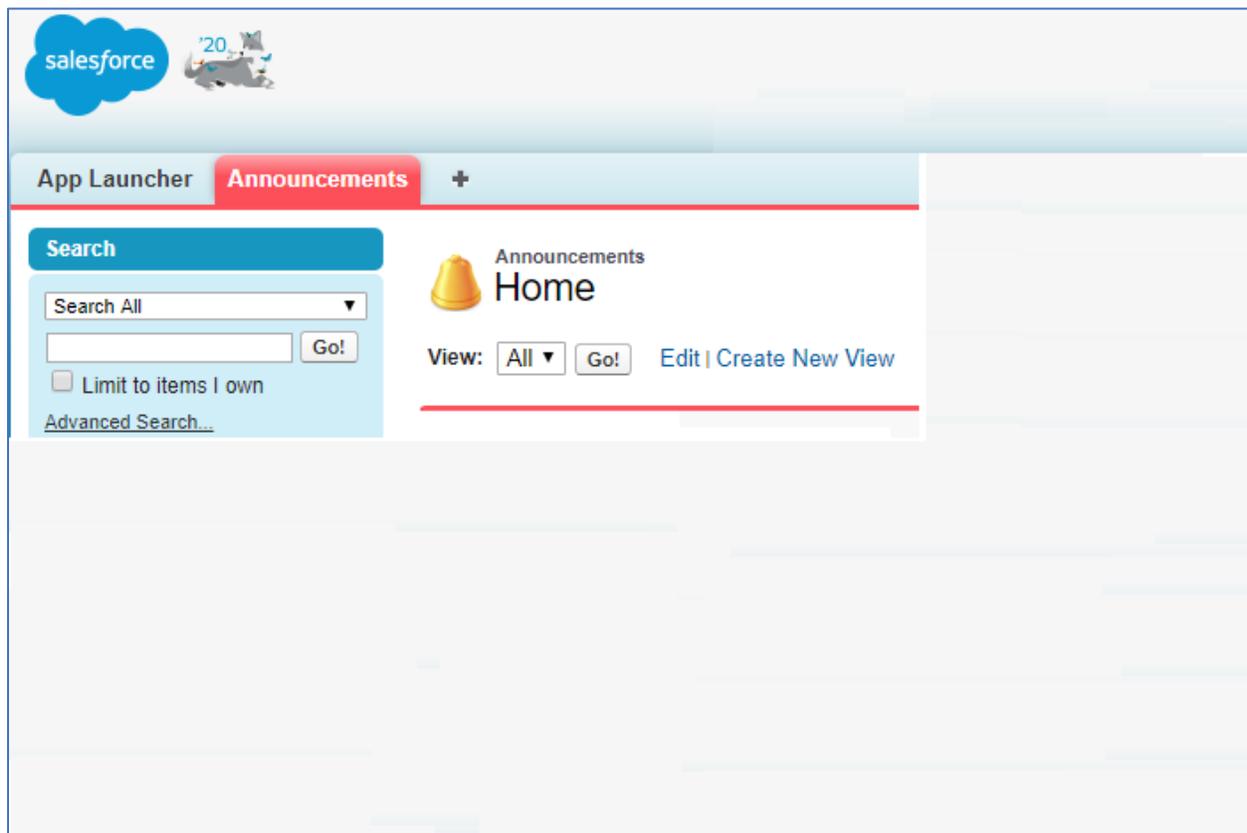
Custom Object Permissions						
	Basic Access				Data Administration	
	Read	Create	Edit	Delete	View All	Modify All
Announcements	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>



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## GETTING STARTED WITH ANNOUNCEMENT APP

- Access the Announcement Tab from the navigation menu and click on it to launch the Announcement Messages window.





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- Set the filter to “All” to display all the announcement messages. Click on “New Announcement” button to create new message.

The screenshot shows the Salesforce interface for the 'Announcements' app. At the top left, there is a 'salesforce' logo and a user profile icon for '20'. Below this is a navigation bar with 'App Launcher' and 'Announcements' (highlighted in red) with a plus sign. The main content area is divided into a left sidebar and a main right pane. The sidebar contains a 'Search' section with a 'Search All' dropdown, a search input field, a 'Go!' button, and a checkbox for 'Limit to items I own'. Below the search is a 'Create New...' button. The 'Recent Items' section shows a notification icon and the text 'Service Maintenance Notification'. At the bottom of the sidebar is a 'Recycle Bin' button. The main right pane features a bell icon, a filter dropdown set to 'All', and links for 'Edit | Delete | Create New View'. Below this are buttons for 'New Announcement', 'Change Owner', and a refresh icon. A table header is visible with columns for 'Action' and 'Announcement Name'. One row is shown with the text 'Service Maintenance Notification' and links for 'Edit | Del'.



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- Create new message by providing the Announcement Name, Message Text, Start Date and End Date and click on “Save” button to save the message.

**Announcement Edit** Save Save & New Cancel

**Information**

Announcement Name

Alert Message

← → **B** *I* U ~~S~~ [Link] [Image]

[List] [List] [List] [List] [List] [List]

This is to inform everyone that XapDigital will be performing routine maintenance work on 30th April 2020 at 5 AM EST for approximately 10 minutes.

**Note:** All services will remain active and we do not anticipate any disruption during this period.

Alert Start Date  [ 2/24/2020, 5:24 AM ]

Alert End Date  [ 2/24/2020, 5:24 AM ]



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- The announcement details can be viewed in detail view.
- **Note:**
  - The status will be automatically set to Active, if the current date lies within the duration specified in the message configuration and only the active messages will be displayed on the client portal.
  - The status will be automatically set to Expired, and the message will be removed from the client portal once the current date passed the end date.

 **Announcement**

## Service Maintenance Notification

[« Back to List: Announcements](#)

[Open Activities \[0\]](#) | [Activity History \[0\]](#)

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**Announcement Detail** Edit Delete Clone

Announcement Name	Service Maintenance Notification
Alert Message	This is to inform everyone that XapDigital will be performing routine maintenance work on 30th April 2020 at 5 AM EST for approximately 10 minutes.  <b>Note:</b> All services will remain active and we do not anticipate any disruption during this period.
Alert Start Date	4/27/2020, 5:00 AM
Alert End Date	4/30/2020, 5:00 AM
Status	Active
Created By	<a href="#">Amit Sharma</a> , 2/24/2020, 5:21 AM

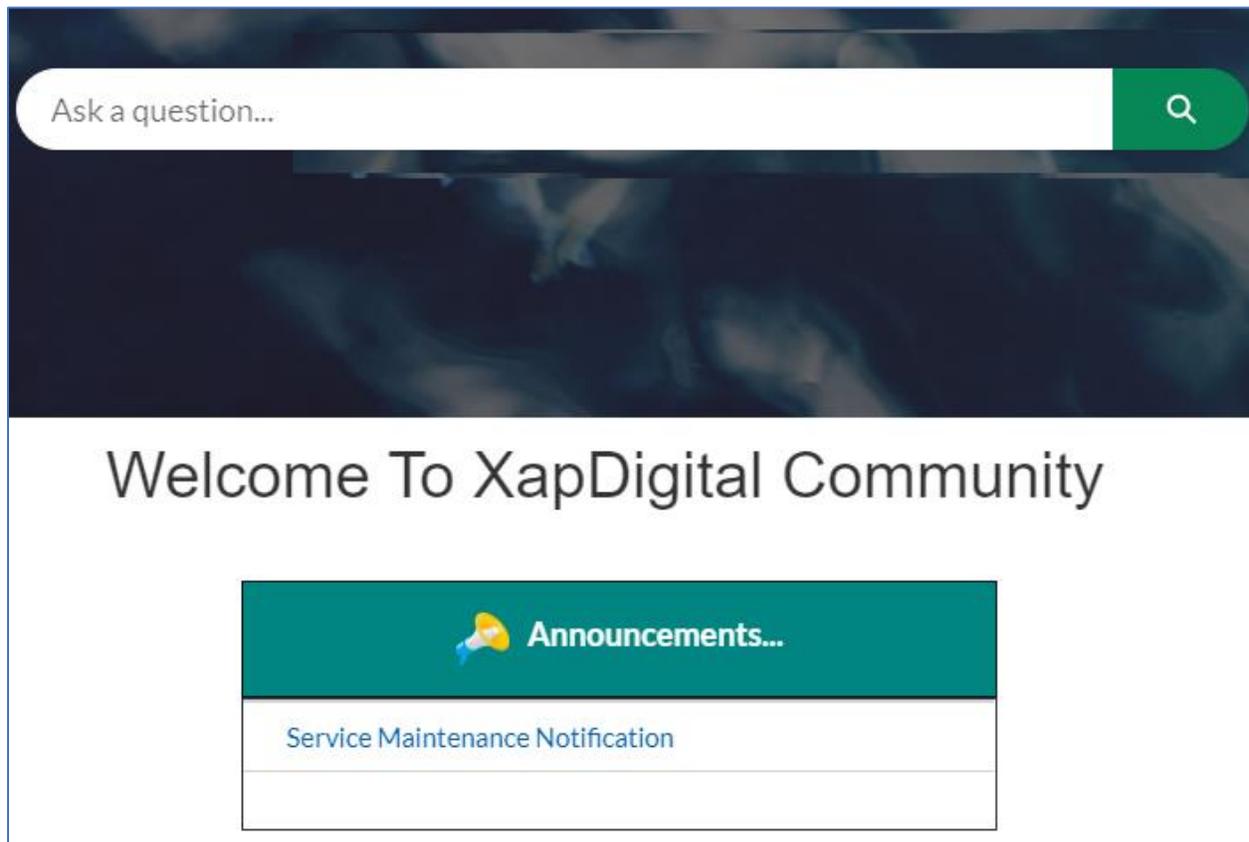
1

Edit Delete Clone



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- Once the announcement message is configured and its status is Active, it will be available in the announcement component on the client portal as a clickable link.





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- On clicking the link, the message you have configured will be displayed in a pop-up window as shown below.
  - Click on the Close button to close the pop-up window.

A screenshot of a web interface showing a search bar at the top with the placeholder text 'Ask a question...' and a magnifying glass icon. Below the search bar is a white pop-up notification box with a red header that reads 'Service Maintenance Notification'. The main text of the notification states: 'This is to inform everyone that XapDigital will be performing routine maintenance work on 30th April 2020 at 5 AM EST for approximately 10 minutes.' Below this, a note says: 'Note: All services will remain active and we do not anticipate any disruption during this period.' At the bottom right of the notification box is a green 'Close' button. The background of the page is a dark grey color.



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# Thank You