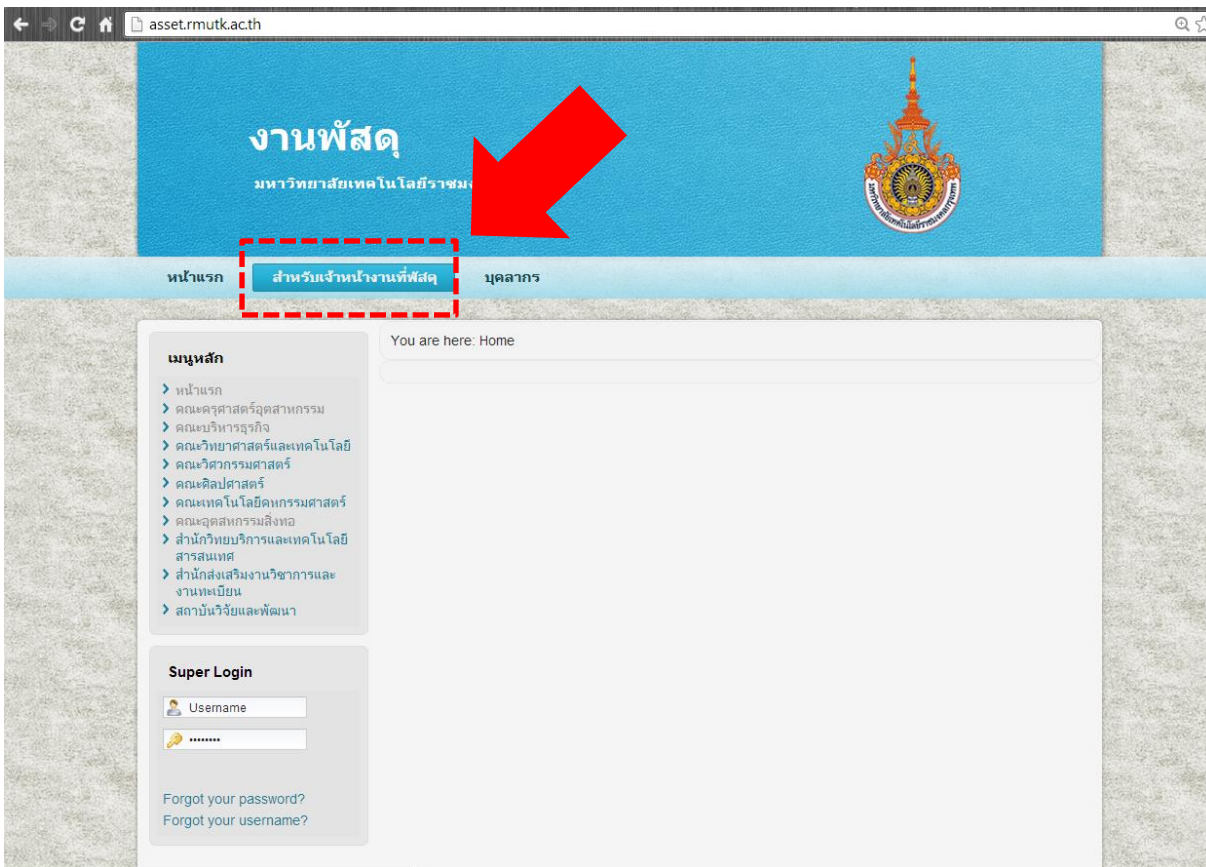
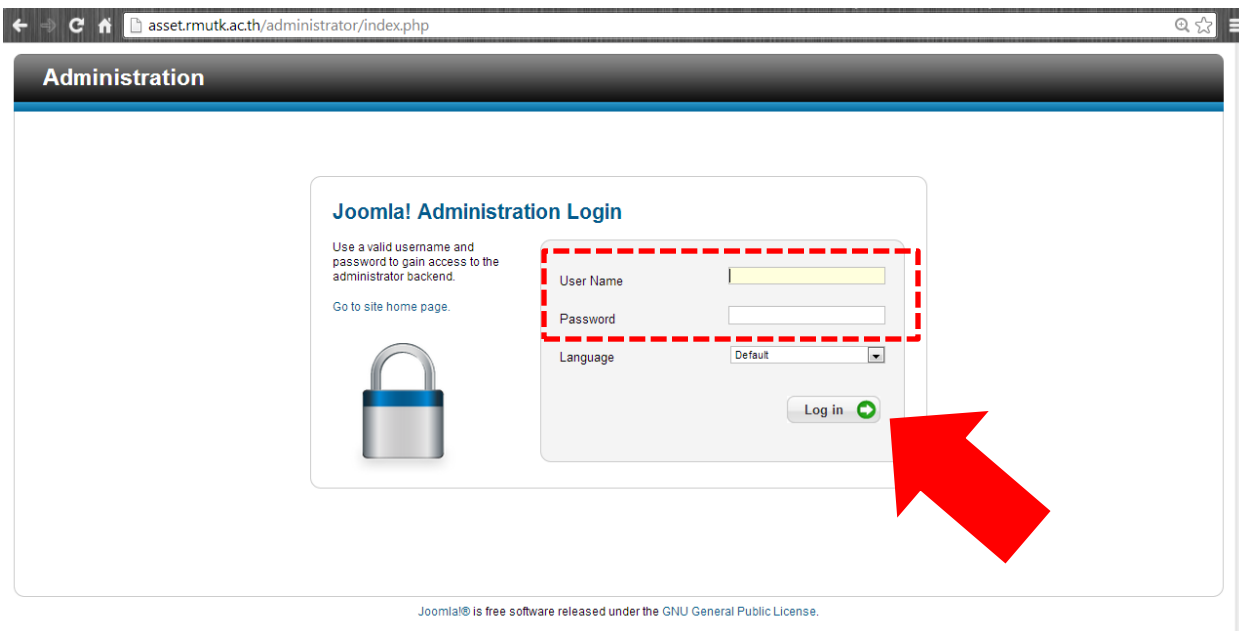


1.เข้าสู่ web site “<http://asset.rmutk.ac.th/administrator/index.php>”

2.คลิกที่เมนู “สำหรับเจ้าหน้าที่”



3.เข้าสู่ระบบ username และ password ชุดเดียวกับที่ใช้อินเทอร์เน็ตภายในมหาวิทยาลัย จากนั้น คลิก “Log in”



4.คลิกที่ Add New Article

The screenshot shows the Joomla! Administration interface. The 'Add New Article' button is highlighted with a red dashed box, and a red arrow points to it. The dashboard includes a navigation menu (Site, Content, Components, Help), a status bar (JAT3 Clean Cache, 0 Visitors, 1 Admin, 0), and a sidebar with 'Add New Article', 'Edit Profile', 'Category Manager', and 'Media Manager'. The main content area displays 'Last 5 Logged-in Users', 'Top 5 Popular Articles', and 'Last 5 Added Articles'.

Name	Location	ID	Last Activity	Logout
test	Administrator	90	2013-11-12 15:11:19	

5. กรอก หัวข้อข่าวประกาศ และกรอกเนื้อหาข่าว

The screenshot shows the Joomla! Administration 'Article Manager: Add New Article' form. The 'Title' field and the 'Article Text' editor are highlighted with red dashed boxes, and red arrows point to them. The form includes fields for Title, Alias, Status, Access, Featured, Language, and ID. The 'Publishing Options' section includes 'Created by', 'Created by alias', 'Created Date', 'Start Publishing', and 'Finish Publishing'. The 'Article Text' editor has a toolbar with various formatting options and a 'Words:0' counter.

6.บันทึกข่าว

The screenshot shows the Joomla! Administration interface for adding a new article. The browser address bar displays `asset.rmutk.ac.th/administrator/index.php?option=com_content&view=article&layout=edit`. The Joomla! logo and navigation menu are visible at the top. The main heading is "Article Manager: Add New Article".

In the top right corner, there is a toolbar with several buttons: "Save", "Save & Close", "Save & New", "Cancel", and "Help". The "Save & Close" button is highlighted with a red dashed box, and a large red arrow points to it from the right side of the screen.

The main content area is divided into two columns:

- Left Column (New Article):** Contains form fields for "Title", "Alias", "Status" (set to "Published"), "Access" (set to "Public"), "Featured" (set to "Yes"), "Language" (set to "All"), and "ID" (set to "0"). Below these fields is a rich text editor with a toolbar and a text area. At the bottom of the editor, it shows "Path: p" and "Words:0".
- Right Column (Publishing Options):** Contains a section titled "Publishing Options" with fields for "Created by", "Created by alias", "Created Date", "Start Publishing", and "Finish Publishing". A tooltip for "Finish Publishing" is visible, stating "An optional date to Finish Publishing the article." Below this are sections for "Article Options", "Images and links", and "Metadata Options".

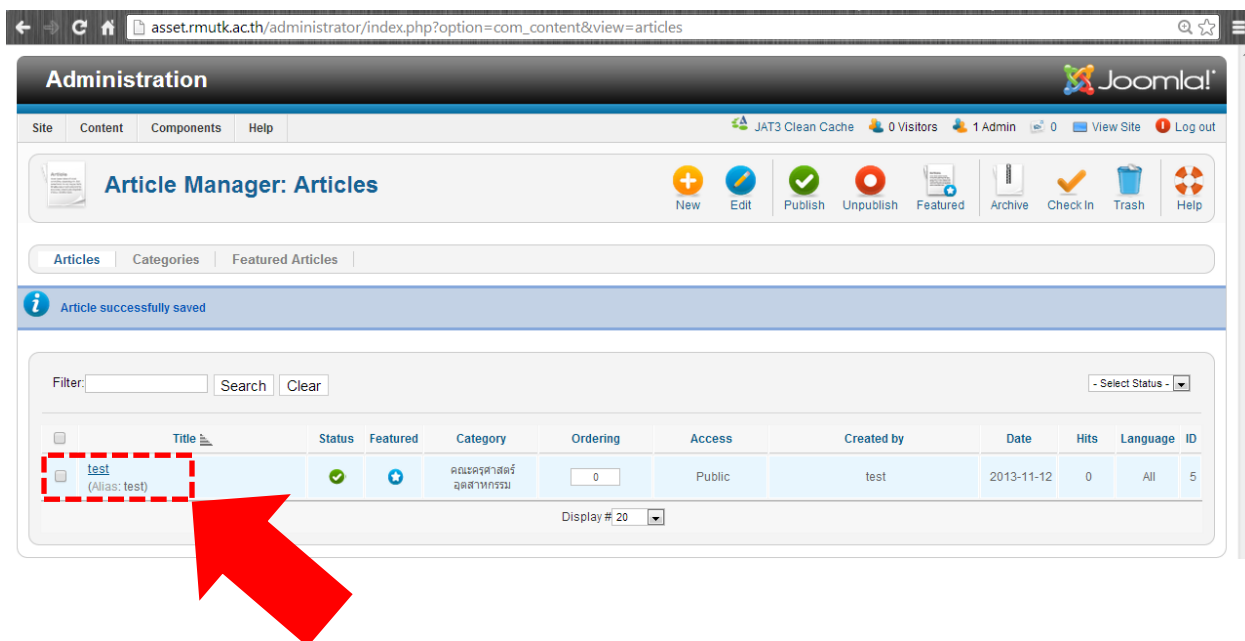
At the bottom of the interface, there are buttons for "Article", "Image", "Page Break", "Read More", and "Toggle editor".

หากต้องการจัดการเกี่ยวกับข่าว (แก้ไข / ลบ)



หากต้องการแก้ไขข่าว

1.คลิกที่หัวข้อที่ต้องการแก้ไข



2.เมื่อแก้ไขเนื้อหาว่าเรียบร้อยแล้วให้กดบันทึกที่ “Save&Close”

The screenshot shows the Joomla! Administration interface for editing an article. The browser address bar displays the URL: `asset.rmutk.ac.th/administrator/index.php?option=com_content&view=article&layout=edit&id=5`. The Joomla! logo is visible in the top right corner.

The main navigation bar includes: Site, Content, Components, Help, JAT3 Clean Cache, 0 Visitors, 1 Admin, 0, View Site, and Log out.

The page title is "Article Manager: Edit Article". The top right of the article editor contains several buttons: Save (checked), Save & Close (highlighted with a red dashed box and a red arrow), Save & New, Save as Copy, Close, and Help.

The "Edit Article" form includes the following fields:

- Title: test
- Alias: test
- Status: Published
- Access: Public
- Featured: Yes
- Language: All
- ID: 5

The "Article Text" area contains a rich text editor with the text "test1". The editor toolbar includes options for Bold, Italic, Underline, Text Color, Background Color, Bulleted List, Numbered List, Paragraph, Font Family, and Font Size.

The "Publishing Options" section includes:

- Created by: test
- Created by alias: [empty]
- Created Date: 2013-11-12 15:19:43
- Start Publishing: 2013-11-12 15:19:43
- Finish Publishing: 0000-00-00 00:00:00
- Revision: 1

Below the publishing options are sections for "Article Options", "Images and links", and "Metadata Options".

At the bottom of the article editor, there are buttons for "Article", "Image", "Page Break", "Read More", and "Toggle editor".

หากต้องการลบข่าว

1. ตีกรเลือกข่าวที่ต้องการลบ

The screenshot shows the Joomla! Administration interface for the Article Manager. The top navigation bar includes 'Administration' and 'Joomla!'. Below it, there are tabs for 'Site', 'Content', 'Components', and 'Help'. The main content area is titled 'Article Manager: Articles' and features a toolbar with icons for New, Edit, Publish, Unpublish, Featured, Archive, Check In, Trash, and Help. A filter and search section is present above a table of articles. The table has columns for Title, Status, Featured, Category, Ordering, Access, Created by, Date, Hits, Language, and ID. The first row shows an article titled 'test (Alias: test)' with a checked checkbox in the first column, highlighted by a red dashed box and a red arrow.

	Title	Status	Featured	Category	Ordering	Access	Created by	Date	Hits	Language	ID
<input checked="" type="checkbox"/>	test (Alias: test)	✓	+	คณะครุศาสตร์ อุตสาหกรรม	0	Public	test	2013-11-12	0	All	5

2. คลิกที่ Trash

The screenshot shows the Joomla! Administration interface for the Article Manager, similar to the previous one. The toolbar now includes a 'Trash' icon, which is highlighted by a red dashed box and a red arrow. The table below shows the same article 'test (Alias: test)' with its checkbox checked.

	Title	Status	Featured	Category	Ordering	Access	Created by	Date	Hits	Language	ID
<input checked="" type="checkbox"/>	test (Alias: test)	✓	+	คณะครุศาสตร์ อุตสาหกรรม	0	Public	test	2013-11-12	0	All	5