Metro
Setup Guide

This documentation was developed by, and is property of Bind Lda, Portugal.

As with any software product that constantly evolves, our themes are in constant evolution. If you can't find an answer to your questions by reading this manual, please contact us directly. See how in section Customer Support. We'll be glad to assist you!
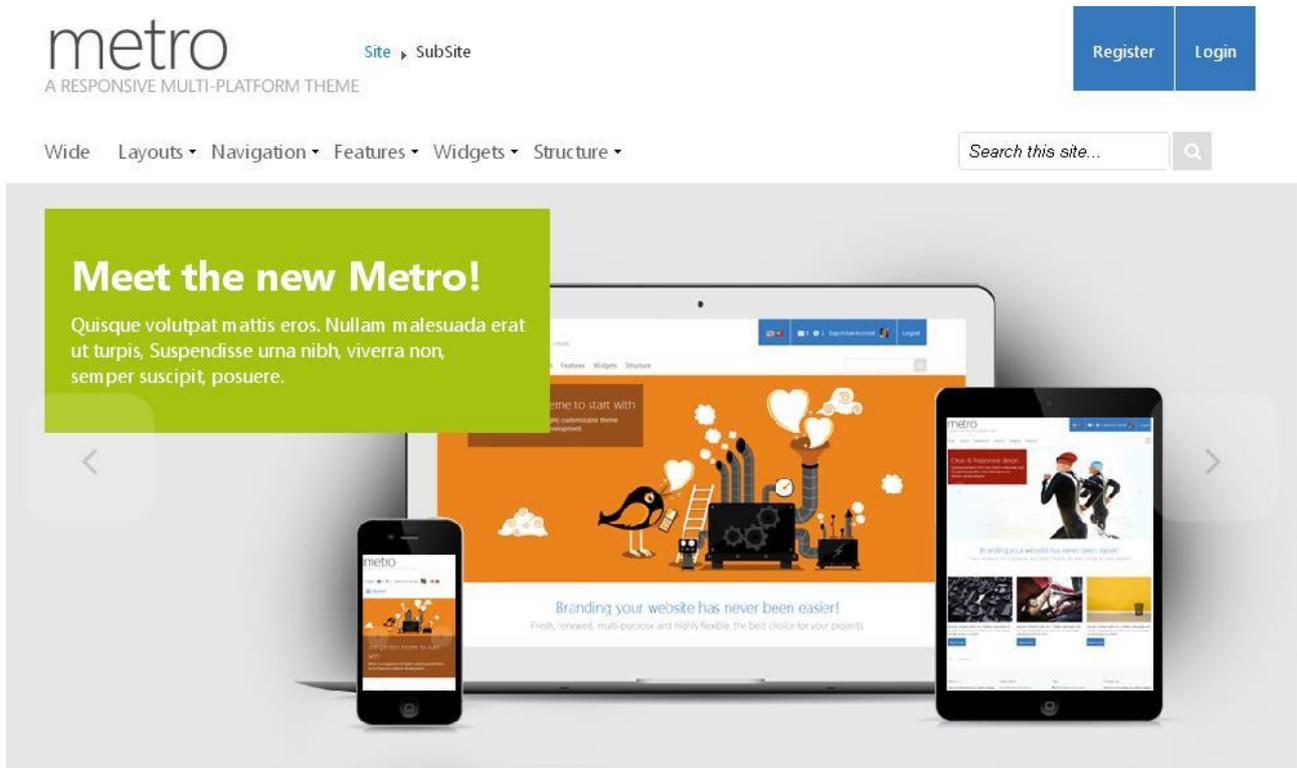
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Theme Details

Theme name	**Metro** *(based on Metro)*
Platform	SPO (SharePoint Online Office 365)
Date generated	2013-17-11 11h7m
Customer email	mail@bind.pt

Installation

Files available for download

Your custom theme includes the following files:

Metro.SPO.zip   *This is the installation file*

Metro.SPO.UserGuide.pdf   *Current documentation file*

Setup files

Extract Metro.SPO.zip to your computer.

The zip file includes two WSP compiled solutions, each of which contains a feature that will have to be enabled on desired websites after installing. The first solution is the "Metro.SPO.wsp" and installs the CSS and images chosen by the user. The second solution is "MetroPackage.SPO.wsp" and installs the necessary master pages. They are shipped separately by design so one can have multiple Metro themes installed, without requiring multiple master pages, since they would be the same.

Both solutions contain files that will be added to each site when the features are activated. It's important to know that we do not change or remove any of the default SharePoint hive's files. Both solutions simply add the master pages, images and CSS files needed by the themes.

The files to look for are:

Metro.wsp – Contains all the necessary images and customized CSS.

MetroPackage.wsp – Contains all the necessary master pages.

Note: After installing both features, manual site-by-site activation is needed for the theme to be active. One can either activate master page and CSS inheritance on a root site, or activate both features in a site-by-site basis.

SPO Installation

After submitting theme requests for SPO, a zip file is available for download. This is the procedure to get the SharePoint site with the look and feel chosen.

1. Extract the received zip file

2. Open the SharePoint Site and go to Site Actions

3. Open "Solutions" under "Galleries" or /_catalogs/solutions/Forms/AllItems.aspx

4. Click "Solutions" on the Ribbon and then click "Upload Solution"

5. Select Metro.wsp

6. Confirm and activate the solution

7. Click "Upload Solution" once more

8. Select MetroPackage.wsp

9. Confirm and activate the solution

10. Go to Site Actions → Site Settings →Site features → "Manage site features" under "Site Actions" (/_layouts/ManageFeatures.aspx).

    Note: the activation of the features should be made on the root site, because the master pages will have references to /Style Library. If using the root site is not possible for some reason, after activating the features on a subsite, it is required that the references to **/Style Library/** are replaced by **/yoursubsiteurl/Style Library**/ within the provided master pages so the CSS resources are correctly loaded.

11. Activate the Metro Package Feature

12. Activate the Metro Feature

13. Manually change the master, either with SharePoint Designer, and right clicking the master in _catalogs\masterpage, or by going to the "Master Page" option under "Look and Feel" (SharePoint Server Publishing Feature must be enabled for the option to appear).

14. Set the master page as Default Master Page

15. Set the master page as Custom Master Page

Note: Since in SharePoint different site templates have different master pages, we ship three different master pages for using in Search Sites (Metro.minimal.master), Meeting Sites (Metro.meetings.master) and General Sites (Regular master page Metro.master) for all other sites.

Activating the features throughout the sites and sub-sites

There are two ways of working with the features.

- Activating both features one the root web site and optionally chose master page inheritance in "Master Page" options for all sub-sites to have the same look and feel (this option needs the "*SharePoint Server Publishing Feature*" enabled, or else we can chose the master page by going to the site's *_catalogs\masterpage* folder with SharePoint Designer;

- Activating both features on the root site, and again on each site where we want the look and feel enabled (no inheritance);

Note: When having multiple themes, based on the same package, we recommend using the "AlternateCSSUrl" field in master page options and disable master page inheritance, to avoid any issues with the CSS from the different themes.

Alternate CSS file entries can be added, after activating the theme feature on the current site, and typing: http://[my_sharepoint_site]/_themes/Metro/theme.css

Location: http://[my_sharepoint_site]/_Layouts/ChangeSiteMasterPage.aspx

Enabling design for specific Site Templates

Contrary to the "regular" SharePoint 2010 (or *on-premises*), the SharePoint Online themes cannot have any automation capabilities regarding either the PowerShell installation scripts, or the master page change. This means that we have to manually add the solutions, activate them and change the master page.

The Package feature installs all master pages to a site. Then, it's up to who's installing it to pick the required master page. Therefore, if the site is a "Search Site", we should use Metro.Minimal.master; if it's a "Meeting Site", Metro.Meetings.master; if the site template of any other, the default master page to use is Metro.master.

If the publishing infrastructure feature is available and enabled, the master page can be selected through the site actions, site features, in "Master page" under "Look and Feel". The common procedure to change the master page on hosted environments is to use SharePoint Designer, opening the site in _catalogs\masterpage, right-click the master page and select both options:

- Set as Default Master Page

- Set as Custom Master Page

The complete installation procedure is explained on the next page.

Installing for the Public Facing Website

This theme is enabled with a version for your Public Facing Website.

Make sure you have taken all steps in the following sections before proceeding:

- Files available for download
- Setup Files
- SPO installation

Install the theme on public facing websites

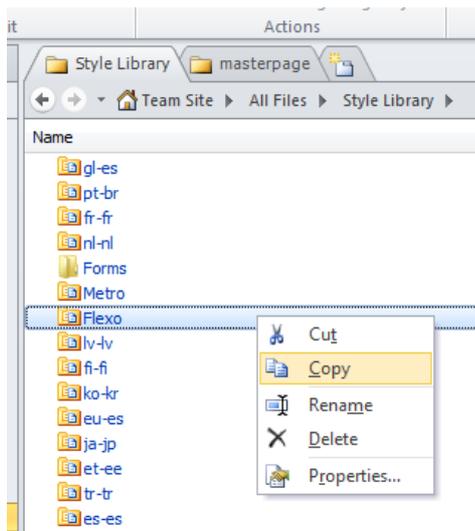1 – Open your SharePoint Site with SharePoint designer

2 – Open your **public** SharePoint Site with SharePoint designer

3 – In your SharePoint site using SharePoint designer go to All Files > _catalogs > masterpage select the file *YourTheme*.ONLYPublicWeb.master, and copy it
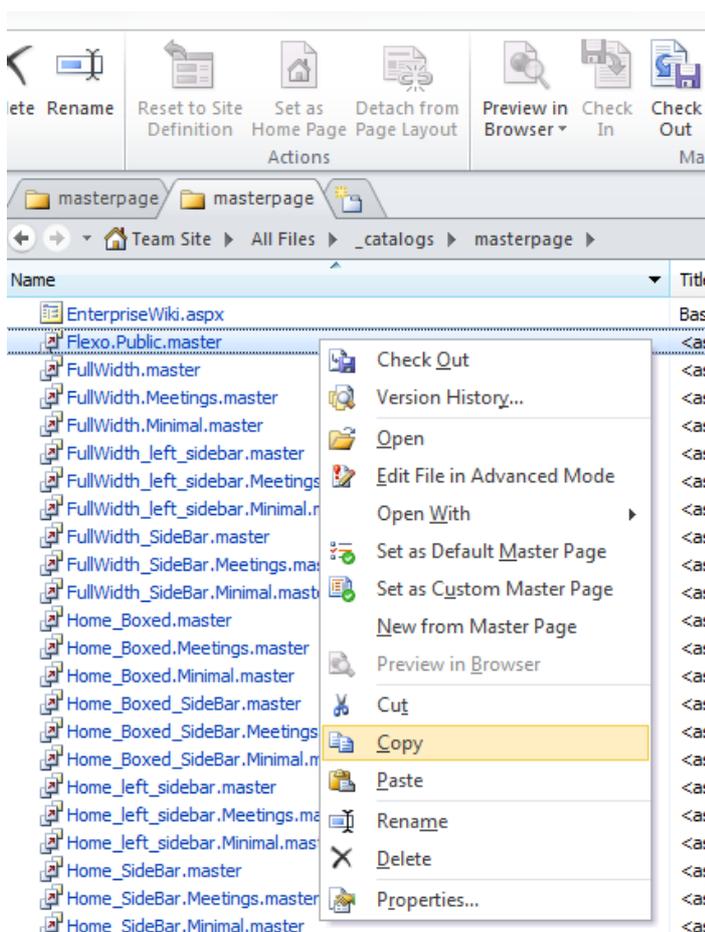
4 – In your **public** SharePoint site using SharePoint designer go to All Files > _catalogs > masterpage and paste the file

5 – In your SharePoint site using SharePoint designer go to All Files > Style Library, select the theme name folder and copy it

6 – In your **public** SharePoint site using SharePoint designer go to All Files > Style Library and paste the folder
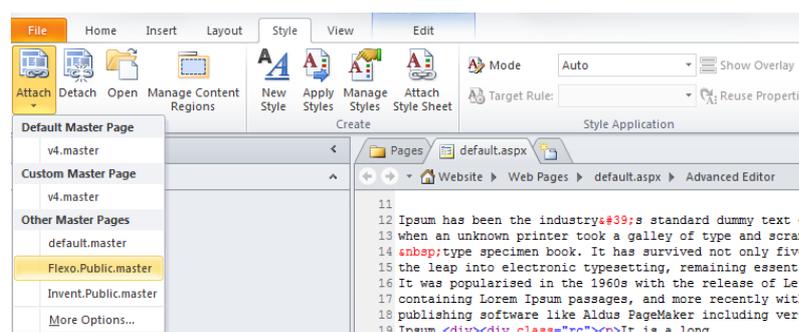
7 - In your **public** SharePoint site using SharePoint designer go to All Files > Pages

8 – Select one page, right click on it and choose Edit in advanced mode
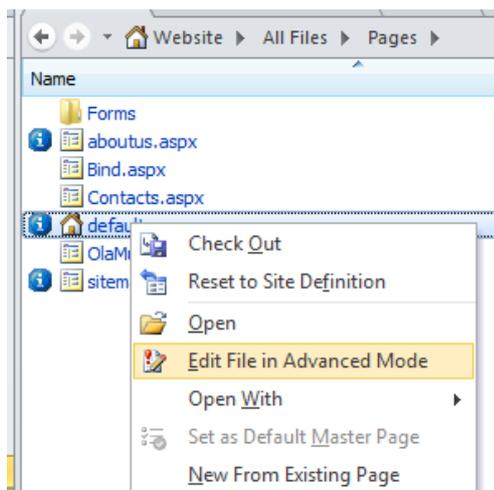
9 – In the edition mode click on the style tab, and then choose your *ThemeName*.Public.master from the Attach menu

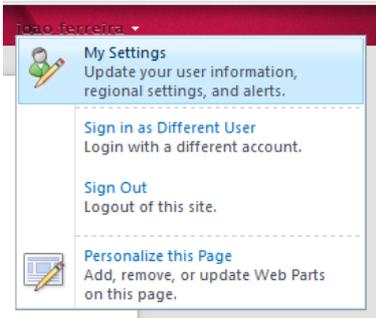10 – Save the changes to the page

11 – Repeat 8, 9 and 10 for each page

Configure your public facing website

Before applying the theme to your site we recommend you to make some changes to the pages in order to get the menu features working properly.

How to access site settings?

1 – Login into your website

2 – Click on your username, and choose My Settings

Pages Name

Each page title should be in the format "number dash name" 1-New Page.

The number before the name is used to sort the pages in the horizontal menu, and will not be visible on the site.

You should remove the number and the dash from the web address and from the navigation title.

Page Width

By default Microsoft master page support 3 different widths for the public sites: 780px, 980px and 100%.
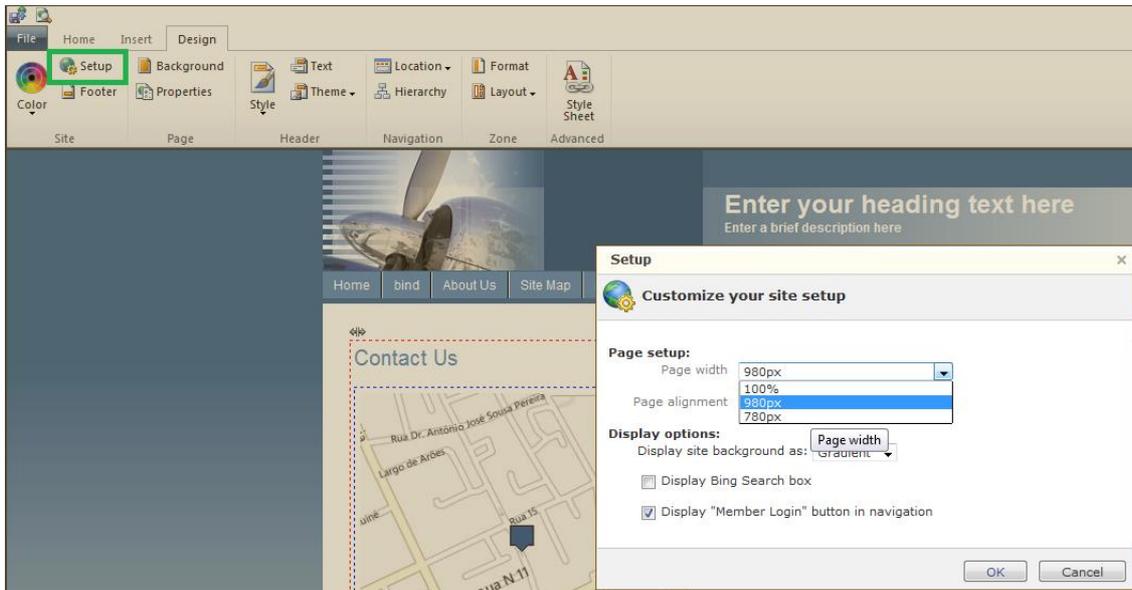
After you choose the page width, you will need to edit the css file from the theme.

1 – Open your **public** SharePoint site with SharePoint designer

2 – Edit the theme.css file located under All Files > Style Library > *YourThemeName*

3 – Add the code bellow to the bottom of the file.

```
.container { width: 980px;}
```

Know Issues

- Microsoft provide a graphical interface to personalize the public facing websites, unfortunately it's not 100% compatible with out themes.

Functional	Non-Functional
- Clipboard functionalities - Pages functionalities - Font functionalities - Paragraph functionalities - Site functionalities - Objects functionalities - Links functionalities - Gadgets functionalities - Site setup - Zone Layout	- Color Scheme - Footer options - Page Background - Header functionalities - Navigation Functionalities - Style sheet

- The navigation menu only has one level.
- ASP:Literal Error

o *If your site is showing an error like the one in the image bellow you should do the following procedure:*

1- Open your **public** SharePoint site with SharePoint designer
2- Go to All Files > _catalogs > masterpage > *YourThemeName*.ONLYPublicWeb.master
3- Find the line that starts with

```
<script type="text/javascript" src="<asp:Literal runat='server'
```

Eg.

```
<script type="text/javascript" src="<asp:Literal runat='server'
Text='<%$SPUrl:~sitecollection/Style Library/SPC/path.js%>' __designer:Preview="/Style
Library/SPC/path.js" __designer:Values="&lt;P N='ID' T='ctl13' /&gt;&lt;P N='Text'
Bound='True' T='SPUrl:~sitecollection/Style Library/SPC/path.js' /&gt;&lt;P N='Page'
ID='1' /&gt;&lt;P N='TemplateControl' ID='2' /&gt;&lt;P
N='AppRelativeTemplateSourceDirectory' R='-1' /&gt;"/>"></script>
```

4- *Replace it by:*

```
<script type="text/javascript" src="<asp:Literal runat='server'
Text='<%$SPUrl:~sitecollection/Style Library/SPC/path.js%>'/>"></script>
```

Repairing / uninstalling the theme

To uninstall the packages we recommend the following procedure:

1. Reset root site master page and all inheritance, if any (site actions, site settings, master page)

2. Deactivate Metro Package Feature and Metro Feature in Site Features (/_layouts/ManageFeatures.aspx)

3. Deactivate both solutions within the Solutions Gallery (/_catalogs/solutions/Forms/AllItems.aspx)

4. Remove both solutions from the Solutions Gallery

5. Open SharePoint Designer 2010

6. Erase any existing Metro master pages in _catalogs\masterpage

7. Erase any Metro folders in \Style Library

To repair the packages (re-install), please refer to the section above, "Installing".

Trial themes

Trials are not available for Office 365.

For more information on downloading trial themes, please read our knowledge base article:

http://support.bind.pt/entries/22356848-how-can-i-request-a-trial-theme

CSS Compression

This theme is delivered with **compressed CSS files**, for **performance improvement reasons** (making websites load a lot faster).

Next to each **theme.css** file you will find a **theme.uncompressed.css** file. In case you need to edit your CSS, or if you just don't want it compressed, you can rename it and use it, instead of the compressed version.

This theme includes several other CSS files (for containers mainly). Uncompressed versions will be sent upon request.

Troubleshooting

Our themes are extensively tested. Nevertheless, as with any software product, occasional issues may occur. Here we list the solution for some common ones.

How to use Megamenu / Accordion navigation with BindMENU (from Bind Tuning v1.1.0)

How can I apply my theme to all sites and subsites?

Displaying site scope in search for Sharepoint 2007

Deploying Sharepoint themes globally

Editing footer links and copyright

Adding a custom logo

Deactivating package feature with inherited master pages

Applying a Bind Tuning theme causes InfoPath fonts to not display

Key Filters in vertical menu are partially hidden

Modal dialog windows not rendering correctly

Scroll bars not displaying in Internet Explorer browser

Navigation in a picture list item breaks to a new line

Changing a masterpage

Enable/disable features

Deactivating package feature with inherited master pages

Content overflows my page's width

Web fonts are not being rendered

I still didn't receive my custom theme, what should I do?

How do I get an update for my theme?

For other troubleshooting topics visit our Knowledge Base at http://support.bind.pt

Customer support

BIND is proud to deliver excellent support service to its customers. You can access support in multiple ways, described below.

Standard support

Bind Tuning Knowledge Base

Our knowledge base is an excellent resource when you need support. Access our team's articles with solutions to common questions or to issues previously encountered by others. Suggest further enhancements to our products by posting your ideas, or vote on other users ideas.

Please note that our knowledge base is a resource for search and community sharing. Other options are available for urgent support.

To access the forum please visit http://support.bind.pt/forums

Bind Tuning Helpdesk

You can also choose to post your questions and suggestions directly to our support team, through our helpdesk system.

Your question will be reviewed and forwarded to the proper department.

Always remember to mention your invoiceID when submitting a new support ticket. You should receive an answer in less than 24 hours.

To access the forum please visit http://support.bind.pt/tickets/new

Premium Support

- Theme installation / upgrade
- Manual theme adjustments and customization
- Further changes to themes
- Premium support is required beyond 60 days after purchase

For further information on Premium Support please visit www.bind.pt or email us at mail@bind.pt.