

## Module Manager [ Administrator ]

Last Updated Sunday, 15 April 2007

Type:

com\_modules

Access:

menu=>Modules=>Administrator Modules

User Level:

Administrator; Super Administrator.

Screenshot:

Module Manager : Administrator

Description:

The Module Manager: Administrator is the main control panel for all Administrator Back-end Modules (Modules that can be displayed in the Control Panel and associated screens of Joomla!). It lists both published and unpublished Modules. It provides access to the main creation and editing functions of those Modules.

See Also: [The Module Manager\[Site\]](#).

Toolbar:

**Publish:** Check the check box next to the Module that is to be Published (displayed). Multiple Modules may be selected. Then click the Publish icon.

**Unpublish:** Check the check box next to the Module that is to be Unpublished (not displayed). Multiple Modules may be selected. Then click the Unpublish icon. Unpublishing a Module does not delete it.

**Copy:** Check the check box next to the Module to be copied. Click the Copy icon. A copy of the selected Module will appear in the Module Manager. The name of the Module will be prefixed by Copy of to distinguish it from the original.

**NOTE:**  
Whilst it is possible to click multiple check boxes in the Module Manager it is only possible to copy a single Module at a time.

**Delete:** Check the check box next to the Module to be deleted. Click the Delete icon to delete the Module selected. A cautionary pop up dialogue will appear asking for confirmation of the proposed deletion. Multiple Modules can be deleted at the same time. Click the OK button to delete the Module. Select the Cancel button to abort the delete operation.

**WARNING:** Deletion of the Module will be permanent. The Module will not be moved to the Trash Manager and is not therefore recoverable except via a backup, if one exists.

**Edit:** Check the check box next to the Module that is to be edited. Click the Edit icon to edit the details and parameters of an existing Module. The Module: Edit [ module\_name ] screen will open - see the list of Modules in the Related Information section below. The Module: Edit screen can also be accessed by clicking on the Module Name.

**New:** Click the New icon to create a new Module. The Administrator Module: New screen will open.

**Help:** Click the Help icon at any time to view this Help Screen.  
**Columns:**

**#:** This is simply an indexing number automatically inserted by Joomla! for ease of reference. It has no particular bearing on the use of the Module Manager.

**Check Box:** The column of check boxes are the means by which individual Modules are selected before clicking one of the appropriate icons in the Toolbar. Single Items can also be opened, for editing, by clicking upon the Title of the Module.

**NOTE:** A padlock icon will replace the Check Box if the item is checked-out. This means the Module is unavailable to other administrators. This can be either that you have already checked-out the item or someone else has. If you have checked-out the item, click the Module Name to go to the Edit screen. You can then either continue editing the Module, or click the Save, or the Cancel icon to check-in the Module.

If this Module has been checked out by another administrator, contact the Super Administrator of the site for them to perform a Global Check-in if appropriate.

**WARNING:**

This will close all open Items for the whole web site not just the single item currently under review. Any Content of other Users not already Saved will be lost. This action affects both the Front-end and Back-end of the site.

**Module Name:** This is the name of the Module as it will appear, in the Back-end of the web site, at the top of the display page when viewed.

**Published:** The icons in this column identify the current publication status of a particular Module, as follows

- The Published icon identifies that a Module is published. Clicking this icon will unpublish the Module.
- The Unpublished icon identifies that a Module is unpublished. Clicking this icon will publish the Module.

**Reorder:** Change the order that the Modules are displayed within the Module Manager. Click the up or down direction mini-icons to increase, or decrease, the Module's position in the list by one. Repeat as necessary.

**Order:** To change the order of the Modules in this Back-end table, type in the new order number and click the Save Order icon in the heading of this column.

**Position:** This column displays the position that this Module

will be situated in the target display page, if (and when) the Module is published. This position is governed by the settings in the Module itself in accordance with the available positions that have been created within the current template for the Back-end of the web site. The Module Position can only be assigned to one that has already been coded into the administrator template.

**Pages:** This column is included but none of the standard installed Joomla! Administrator Modules have this parameter active.

**ID:** This is the Module Identification Number automatically assigned by Joomla! when the Module was first created.

**Type:** This column displays the type of Module identified, generally but not always, in the format of mod\_module-name.

**Filters:**

Using the filters helps to organise the Module Manager display in a more usable presentation, not so important when there are only a few Modules installed - with the standard installation for example. However, if the site is large and complex with many Modules installed the filter helps sort the list down into a more specific display.

**Select Position :** This filter enables the display to be filtered to show only those Modules that have been assigned to a single, specific Position in the Front-end. For example: left, right, or banner.

**Select Type:** This filter enables the display to be filtered to show only those Modules that have been created from a single type of Module, for example mod\_mainmenu would only show the Modules Main Menu, Other Menu, User Menu, and Top Menu in the list.

**Filter:** The filter field allows a word or partial word to be entered and the displayed list would reflect this, only showing those Modules that matched the filter word in full or in part in the Module Name entered for each Module at the time of installation or activation.

To clear a filter select the - Select Position - or - Select Type - entries in their respective drop down lists, or highlight an entry in the Filter field and press Delete on your keyboard.

**Related Information:**

The following lists show the Administrator Modules that are installed for a standard Joomla! Core installation:

#### Joomla! Administrator Modules

Admin Module: Edit [ Logged ]

Admin Module: New

Admin Module: Edit [ Components ]

Admin Module: Edit [ Online Users ]

Admin Module: Edit [ Popular ]

Admin Module: Edit [ Quick Icons ]

Admin Module: Edit [ Latest Items ]

Admin Module: Edit [ System Message ]

Admin Module: Edit [ Menu Stats ]

Admin Module: Edit [ Pathway ]

Admin Module: Edit [ Unread Messages ]

Admin Module: Edit [ Toolbar ]

Admin Module: Edit [ Full Menu ]

Module Manager [Site]

NOTE: If you have any comments or suggestions regarding this Help screen then please post them in the [Suggestions, Modifications, and Corrections](#) forum in the [User Documentation Work Group](#).

Thank you!

The User Documentation Team