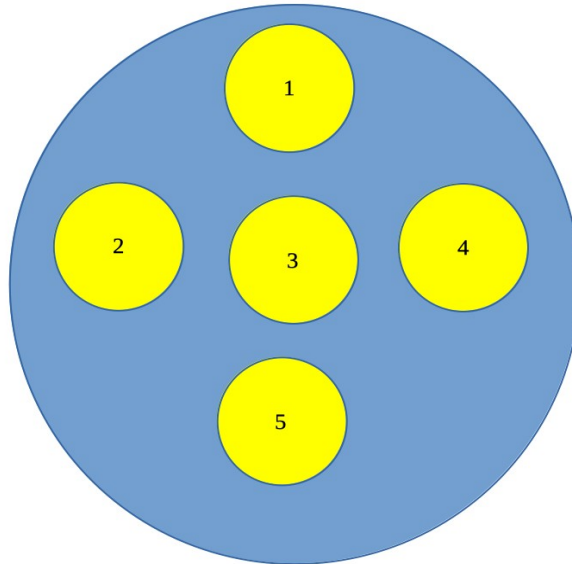


## Wallingford Heritage Online

### Domain, sub-domains and websites – a note for users

This note explains the websites which have been created for the work of making Wallingford Museum's assets more easily managed and used.



A network of websites

We have a number of websites for use in our various projects and activities. They are organised under one internet domain space (wallingfordmuseum.net). They are hosted on a file server “in the cloud” – which means they are easily available and will not be lost if there is a problem with the computer equipment at the museum.

The websites are summed up in the diagram above. The domain, in blue, is wallingfordmuseum.net; it is a website, it is public. The sub-domains, in yellow, are the websites where the work of the threads of the project will be carried out. These can only be entered by a registered user and the way of opening them is described below. On the next page you can see the top page of the domain.



## About

This website installation, wallingfordmuseum.net, contains websites for the individual projects and activities being undertaken by people associated with The Wallingford Historical & Archaeological Society, TWHAS for short, and the museum.

As new websites are published their name and how to access them will be published here.

The first websites are:

[Oral History](#)

[Research](#)

[Collection](#)

[Archaeology](#)

[Administration](#)

If you are looking for the TWHAS public website click [here](#) .

If you are looking for the Wallingford Museum public website click [here](#) .

The current sub-domain websites include:

- 1 wvp.wallingfordmuseum.net – for work relating to the oral history project
- 2 research.wallingfordmuseum.net – for work in relation to transcripts and occasional papers
- 3 collection.wallingfordmuseum.net – for work relating to managing the museum’s collection
- 4 archaeology.wallingfordmuseum.net – for work managing archaeological finds
- 5 administration.wallingfordmuseum.net – for work around administration

Each user has a level of access to one or more of the sub-domain websites depending on their role. The roles are:

Super Admin – administers and make changes to the whole domain, in particular the blue website and can administer all the sub-domain websites.

Administrator administers a single site.

Editor – somebody who can publish and manage posts including the posts of other users.

Author – somebody who can publish and manage their own posts.

Contributor – somebody who can write and manage their own posts but cannot publish them.

Subscriber – somebody who can only view the content of a website.

More information on how this works can be found on <https://wordpress.org/documentation/article/roles-and-capabilities/>

## Accessing the websites

Opening the Domain website (wallingfordmuseum.net) will show a page with the titles of the sub-domain websites. (If you know the title of the sub-domain website you wish to access you can go there directly).

When you click on a title, the following will be displayed:

### Authentication

You need to identify yourself by entering either the username or the email address with which you are registered as a user on the website.

After clicking on the login button, you will be emailed a link to a token which enables you to access the website.

Check your spam or junk folder if the email does not arrive promptly.

Login with email or username

LOG IN

If you need to, you may email [access@wallingfordmuseum.uk](mailto:access@wallingfordmuseum.uk).

Enter your email address or username and click on

LOG IN

You will receive an email message like this:<sup>1</sup>

Hello !

Login at WM Collection by visiting this url: <https://collection.wallingfordmuseum.net/authentication/?uid=5&token=4f3d6c8f972a469bee9cba06c6b62001&nonce=d4e5c1c9e2>

Click on the link. This will take you back to the Authentication page where you will see that you are logged in:

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<sup>1</sup> You may receive an email with a password when you are first registered. You can either ignore this or note it.

## Authentication

You need to identify yourself by entering either the username or the email address with which you are registered as a user on the website.

After clicking on the login button, you will be emailed a link to a token which enables you to access the website.

Check your spam or junk folder if the email does not arrive promptly.

You are currently logged in as [andrew](#). [Log out »](#)

If you need to, you may email [access@wallingfordmuseum.uk](mailto:access@wallingfordmuseum.uk) .

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The website menu will be displayed at the top of the page and you can access it. There is no need for passwords.