

# Apply District Template Globally

Monday, April 2, 2018 12:10 PM

Last Reviewed: 5/16/18

## Apply template globally = Inactive, Allow subsite directors to customize = No

- District Template = Architect
- Subsite Template = Canopy
  - Site Settings > Advanced shows the Change button
  - Site Director can change the template and template settings: <https://i.imgur.com/ngAPP9k.png>
  - Subsite Director can change the template, but cannot change the template settings: <https://i.imgur.com/f578HX4.png>
    - **Known Issue with Subsite Directors having access to the Reset Defaults button**

SI-03146987	SCB-7431	Template Configuration - Sub-site admins sometimes have access to the template configuration window even though their 'allow' box isn't checked
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## Apply template globally = Inactive, Allow subsite directors to customize = Yes

- District Template = Architect
- Subsite Template = Canopy
  - Site Settings > Advanced shows the Change button
  - Both the Site Director and the Subsite Director can change the template and the template settings: <https://i.imgur.com/ik1T7lv.png>

## Apply template globally = Active, Allow subsite directors to customize = No

- District Template = Architect
- Subsite Template = Architect
  - Site Settings > Advanced
    - Site Director sees the Change button, and can change the template and template settings <https://i.imgur.com/rCRFkv6.png>
    - Subsite Director does not see the change button, and therefore cannot change the template or template settings <https://i.imgur.com/zpNRtVl.png>

## Apply template globally = Active, Allow subsite directors to customize = Yes

- District Template = Architect
- Subsite Template = Architect
  - Site Settings > Advanced shows the Change button
  - Both the Site Director and the Subsite Director can change the template settings but not the template: <https://i.imgur.com/hcrrh2a.jpg>

## If Apply District Template Globally is active and a Site Director goes through and selects different templates, modifies and publishes them in those subsites, will those be the templates applied when the Apply District Template Globally option is inactivated?

- Yes, any published templates will remain in place if Apply District Template Globally is made inactive
- If Apply District Template Globally is inactive and each subsite has a different template, then Apply District Template Globally is made active, the subsites will show the district template
  - If Apply District Template Globally is then changed back to inactive, subsites that *did not* publish changes to their template will revert back to their original template. (In the above testing, Canopy changed to Architect. It then switched back to Canopy.)

## If Apply District Template Globally is active, should site directors expect to see the district settings noted in the template configuration window at the subsites? Or will these display the template defaults until updated at the subsite?

- If Apply District Template Globally is active, the district's template and all of its settings will show at each subsite on the end user site. However, the TCW for each subsite will show the default settings for that particular template. It does not show the changed/update/current template colors and settings like it shows on end user site.
- This info can be used to assist a client during a move to a new template. When a client wants a new template(s) applied to their site or subsite (regardless of whether the apply district template universally is checked), they can go through, change the template in the TCW to their desire, then Save and Preview it. Those settings will be saved, and when the template will be ready to go. So basically
  - Apply district template globally is active – Site Director (or Subsite Director if allowed) can go through, choose the new template for the site, set it up with colors and values, and publish it. When the 'global' setting is inactivated, the new template will display ready to go.
  - Apply district template globally is inactive - Site Director (or Subsite Director if allowed) can go through, choose the new template for the site, set it up with colors and values, and Save & Preview. When they're ready to change the template, go to the subsite, make sure the new template is selected, and Publish & Exit.

## Single site district

### Apply template globally = Active, Allow subsite directors to customize = No