

## Content Types

<b>A-Z Pages</b>	Specific type of page used to provide information and further links for frequently requested government services.
<b>Calendars and Schedules</b>	Provides chronologically based list of items, such as meetings, concerts, etc. If the main purpose of the page is to announce one event, use News and Announcements.
<b>Contact Info and Biographies</b>	Use for materials that give contact information for people and/or organizations. Also used for pages which give biographies of city officials.
<b>External Link</b>	Use for materials on non-CSL sites. This content type allows metadata to be created for materials on other sites, so that sidebars and other page areas can link to them.
<b>Facts, Figures, and Demographics</b>	Use for pages and components which provide factual information such as census data, survey results, and other statistical or tabular data. Use Maps and GIS for data keyed to geographic maps.
<b>Gallery pages</b>	Use for pages which display galleries of images, videos, or audio
<b>Group Home Pages</b>	Use for main entry point to a City Department or other group.
<b>Help pages</b>	Pages created by web development staff to assist users using the website. Like search hints, usability page, download plugin page, etc
<b>Informational Pages</b>	Use for basic informational content that does not fall into any of the other categories.
<b>Job Openings</b>	Use for materials describing available jobs.
<b>Laws, Bills, and Policies</b>	Use for materials setting out policies, procedures, rules, regulations, ordinances, etc. which may or may not have the force of law.
<b>News and Announcements</b>	Announcements and other information of a timely nature. This includes announcements of RFPs, etc. but not the actual RFP text. Announcements of meetings go here, but not actual meeting materials like agendas or minutes. An announcement is different than a calendar.
<b>Maps and GIS</b>	Used for materials providing a map-like display of information keyed to geography.
<b>Meeting Materials</b>	Detailed materials (Agendas, Handouts, Minutes, etc.) associated with a meeting. For notices of a meeting, use "News and Announcements" associated with meetings. "Calendars and Schedules" are used as well so that the meeting will appear on the calendar.

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<b>Navigational Page</b>	Page used for navigation on the site...
<b>Online Forms and Applications</b>	Use for online forms, where people fill in the blanks online and submit it. Also includes pages givin instructions on how to complete an online form or use an online application.
<b>Plans and Reports</b>	Use for materials that provide plans of future action, or give reports on current status or previous actions.
<b>Printed Forms and Templates</b>	Used for materials that are to be printed before blanks are filled in. Also includes instructions on the use of such materials. For online forms, use Online Forms and Applications
<b>RFPs, Bids, and Notices</b>	Materials concerning procurement of goods and services - This includes Requests for Proposals, Information, and Quotes, the responses to those requests, notices of awards to those bids, etc.
<b>Subscriptions</b>	Use for pages (or components) where site visitors sign up to receive email newsletters, RSS feeds, pyhsical mail, etc.

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