Displaying a set of pages as a table of results

Requires

TARGETED SEARCH

Displaying a set of pages as a table of results

Prompt

Use the Content Query macro to show a table of content and filters.

Outcome

Tables can be an effective and efficient way to show a group of pages, especially when you they are organized by filter group categories. This page describes how you can use the Content Query macro to do so.

Steps

Create your search filters

Before labeling pages, blogs, or attachments, spend some time determining and crafting your taxonomy. Think about the different categories and filters that might apply as descriptive labels for your content. These categories are often a reflection of your organization's structure and concerns.
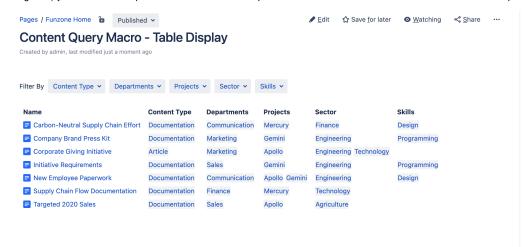
Label your pages

Once you have a working taxonomy, go back and label your pages using the filters from step one. Doing so now will pay dividends later, both for you as a content administrator and for users who wish to discover new content.

Create a "discovery" page

We encourage the use of home, landing, and special discovery pages where users can go to search, browse, and discover content. Targeted Search macros are purpose-built for this very function.

Insert the Content Query macro and configure for table display

In the Content Query macro parameters, under "Display", select "table". Then, under "Filter Groups" enter the names of the filter groups (aka taxonomy categories) you defined in step one. Each filter will correspond to a column in the table and a selectable "filter" dropdown on the page.

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Content Query Macro - Table Display
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Filter By   Content Type ⌄   Departments ⌄   Projects ⌄   Sector ⌄   Skills ⌄

Name	Content Type	Departments	Projects	Sector	Skills
Carbon-Neutral Supply Chain Effort	Documentation	Communication	Mercury	Finance	Design
Company Brand Press Kit	Documentation	Marketing	Gemini	Engineering	Programming
Corporate Giving Initiative	Article	Marketing	Apollo	Engineering Technology	
Initiative Requirements	Documentation	Sales	Gemini	Engineering	Programming
New Employee Paperwork	Documentation	Communication	Apollo Gemini	Engineering	Design
Supply Chain Flow Documentation	Documentation	Finance	Mercury	Technology	
Targeted 2020 Sales	Documentation	Sales	Apollo	Agriculture	

Note

Tip

Warning

Info

Related

- Content Query Macro
- Attachments Table Macro
- Creating Filter Groups