Getting started

> ⊘ **Getting started documentation.**

Getting started with MODS

MARIN On-line Documentation System, or MODS, contains user and theoretical manuals for the MARIN software products, and user documentation for MARIN employees. The latest version and earlier versions of this information is always available on-line.

To be able to access MODS information you need to have a login for MODS. For MARIN employee this is your standard MARIN account, but you have to arrange your MODS 2FA registration seperately. See also: MODS 2FA registration. For more information on MODS start here: MODS basics

> ⚠ **External users**
>
> If we already provided you with a login (for example to use our MARIN Issue Tracking System, MITS) you can use this login to access. However, first time you have to arrange MODS 2FA registration seperately. See also: MODS 2FA registration. If you do not have a login, you need to request one at support@marin.nl, provide your full name and email-address.

Login to MODS

In the top right corner, right of the 'Browse', you will find the "log In" icon.

Once logged in, you have only access to the product manuals for the products you have purchased. Please note that you require an account and the MODS 2FA registration.

Product manuals of MARIN software

If you click on the product (for example RAPID), it will expand to "Latest online documentation" and "All online and downloadable documentation".

QSTAP

▶ ReFRESCO

▼ RAPID

Latest online documentation

All online and downloadable documentation

▶ SHIPMO
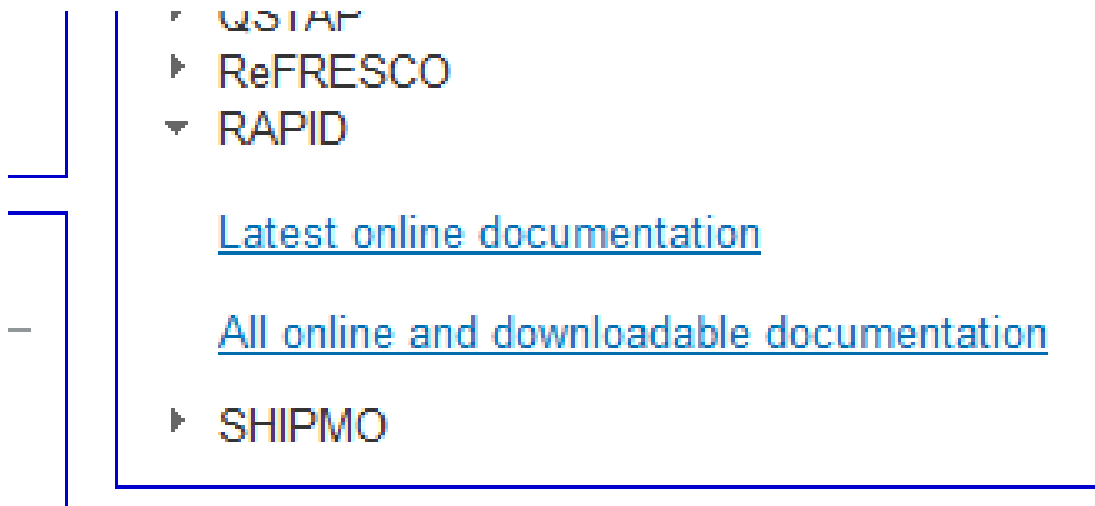
Latest on-line documentation: direct link to the user manual and (if applicable) theoretical manual of the product.

All on-line and downloadable documentation: link to a page containing links to earlier version of the user and theoretical manuals.

For each product the on-line information consists of:
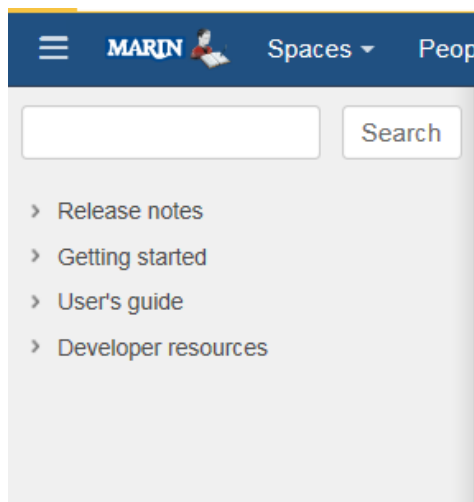
- **Release notes**: A supplementary document that is distributed with the software product and shared with customers detailing the changes or enhancement made to the product (bug-fixes, additional features). Release notes can also contain test results and information about the test procedure. After reading the release notes for a specific product version it must be clear which enhancements and/or changes are included in this version.
- **Getting started**: This section provides help in getting the MARIN software product installed and operational. It d escribes the installation of the MARIN software product and how to activate the MARIN software product. Product activation is necessary because each MARIN software product requires a license.
- **User's Guide**: The User's Guide is the actual guide for using the MARIN software product.
- **Developer resources**: Items in the Developer Resources are not part of the regular documentation pages for the MARIN software product. Pages under this Developer Resources are restricted to specific user groups and they are NOT visible to all users. These pages can contain specific theoretical manuals, implementation details or other non-public product resources.

Providing feedback

MARIN encourages each reader to provide feedback on the MARIN software product documentation. With your feedback we can improve our manuals. There are several ways for you to provide feedback.

👍 Like   Be the first to like this

Write a comment...

At the bottom of each page in MODS you can 'Write a comment...' or you can indicate that you 👍 Like the page.

MODS 2FA

Registration procedure for Secsign 2FA. This procedure is applicable when logging in for the first time outside of the MARIN network. The procedure can be repeated indefinitely. If you cancel the procedure you can simply restart it.

Step 1:

Log in as per regular procedure.

Step 2:

You will receive a QR code which can be scanned with an app of preference (I.e. Authy, Google Authenticator, Microsoft Authenticator). When the QR is scanned and you are receiving a 2FA code press "next".
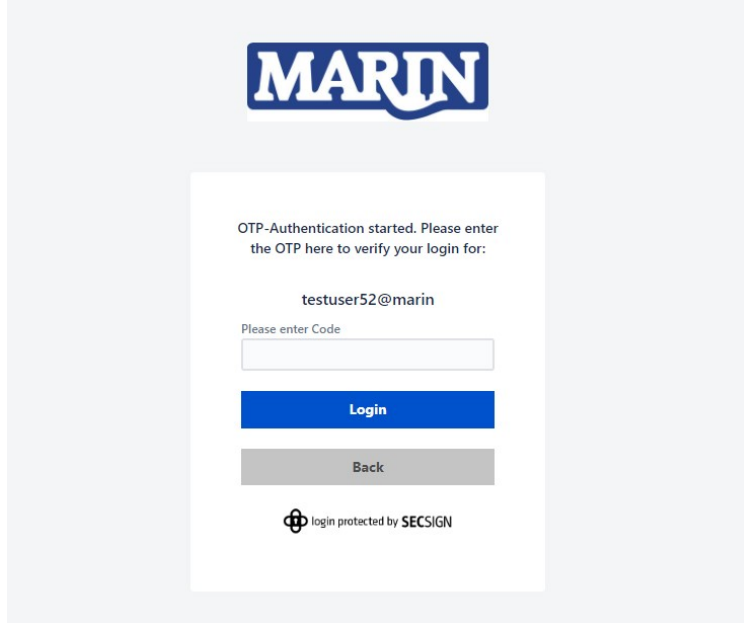
Step 3:

Enter the 2FA code you are receiving trough the 2FA app and press "next". Should you receive the message the code is not valid, wait until you receive a new 2FA code from your app and try again.

Ready to use!

MODS basics

> (i) Here are some tips about the MODS basics.

Concepts

MODS (Confluence) has the following concepts to organise information

- **Spaces**: these are basically websites with *pages*
- **Pages**: these are the content holders with *text*, *images*, *links*, *macro's* and *attachments*
- **Text**: all text can be edited through a "What You See Is What You Get (WYSIWYG)" editor (although it is html under water). In addition you can use *macro's* to do and automate special things
- **Images**: you can add images to a page by drag and drop and selecting the insert image option in the edit menu. You are able to select a presentation format of the original images (when you click on the image as reader, the bigger image is presented). Moreover, you can use images in combination with links to other content.
- **Links**: these are references to other content in- and outside MODS. MODS tries to manage these links, this means that changes to page names will be corrected throughout the other pages that contain a link to the pages. Moreover, MODS will provide suggestions to the new page when old links are used. Please note that we have discover issue inside add-ins (special cases).
- **Macro's**: are a smart way to create dynamic content on your pages, such as content menu's for a page, overview of child pages, overview of related documents based on *labels*, etc.
- **Attachments**: each page can contain *attachments*. And there is version management on these attachments (so you can download, make changes and upload, and versions are managed). *Macro's* can present these attachments on the *page*

- **Labels** are a convenient way to associate pages with comparable topics. This can help with navigation (MODS navigation) and, for instance, for generating filtered lists of pages on specific topics (labels). For all existing labels: All labels in MODS

Web interface

This functionality can be found in the web interface as follows:
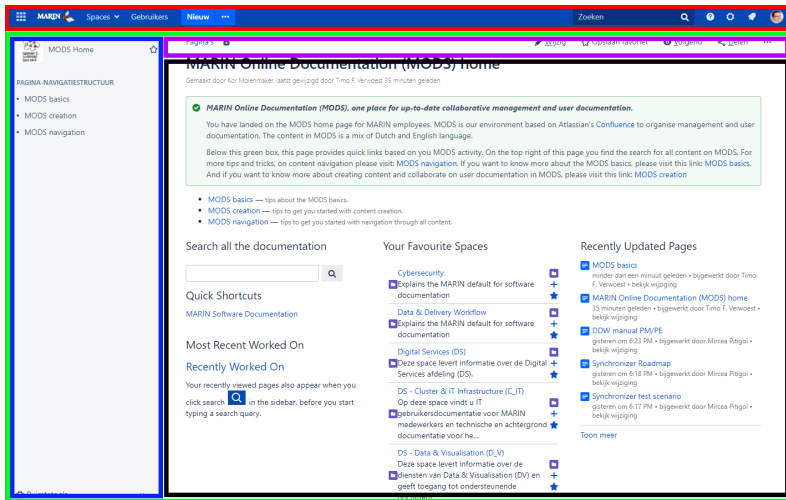
1. **Main navigation bar** (red box in the picture above):

    (for further on navigation go to MODS navigation)

   a. <u>On the left side</u> of this main navigation bar you find the links to main pages. And the starting point to create new pages in your present *space* (if you are allowed to do so, see further MODS creation).

   b. <u>On the right side</u> of this main navigation bar you find the main search and access to user settings and your personal space.

2. **Spaces** (green box in the picture above): a space is a website in MODS. Basically MODS contains of many websites:
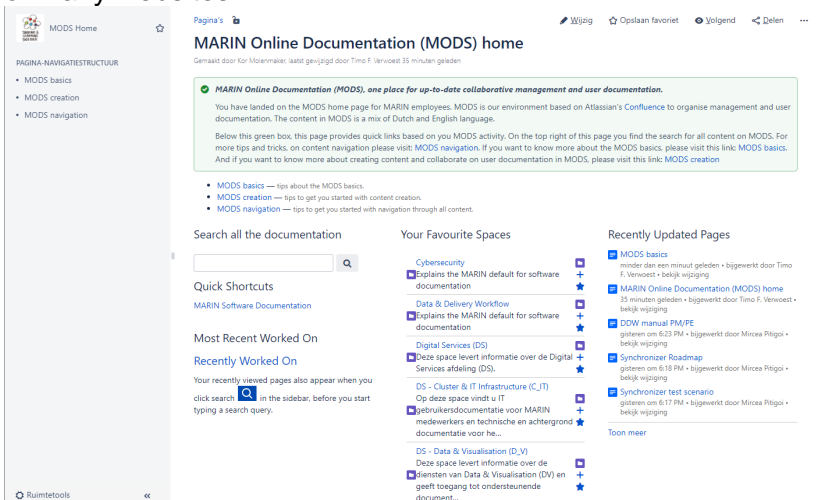

   a. A space has a name and identifier (short name for the link),
   b. a *sidebar* (blue box in the top picture) on the left: for navigating to pages in the space
   c. a (sub) *topbar* (magenta box in the top picture): for pages options
   d. a *page* (black box in the top picture) on the right

3. **Page** (black box in the top picture): this is where all informatie exists in the shape of *text*, *pictures* and *macro's*. In addition, a pages can have *labels* associated with it (see below). There is a read-only and a edit mode for a *page*:
   a. In the read-only mode, pages are like normal web pages. For navigation go to: MODS navigation. If you have the correct user rights, you can also add *labels* to a page in the read-only mode. Furhtermore, the sub topbar (magenta box in the top picture) provides optional actions for this pages (depending on user rights). Selecting the three dots provides an additional advanced menu.
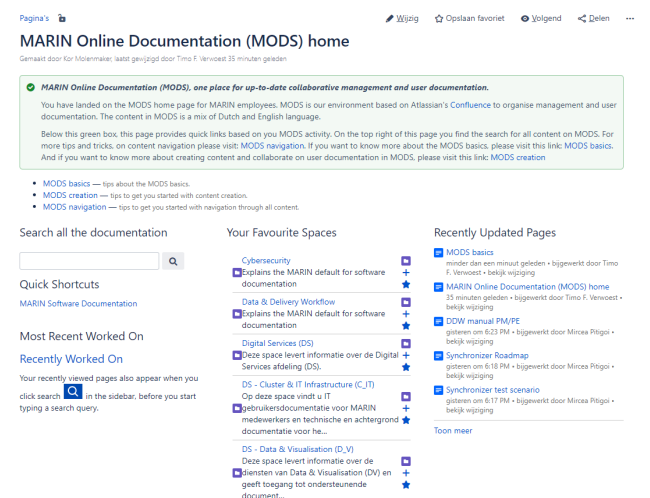
      i. **Attachments**: each page can contain *attachments*. And there is version management on these attachments (so you can download, make changes and upload, and versions are managed). *Macro's* can present these attachements on the *page*. You can find the attachment options on the top richt of the sub topbar (magenta box in the top picture) by selecting the three dots.
      ii. **Labels** are a convenient way to associate pages with comparable topics. This can help with navigation (MODS navigation) and, for instance, for generating filtered lists of pages on specific topics (labels). Click "Labels" at the bottom right of a page to add or edit the labels. Please use existing labels as much as possible and only add new labels when this is really relevant. Digital Services (together with other MARIN enthusiasts) is trying to use the labels to structure information for relevant products, services and domains. Please feel free to use these labels as weel. For our overview: MODS Labels en Space Categorieën. For all existing labels: All labels in MODS.
   b. In the edit mode (if you have the correct user rights you find the edit option on the right side of the page topbar, the magenta box above) you can modify a page (see also MODS creation):
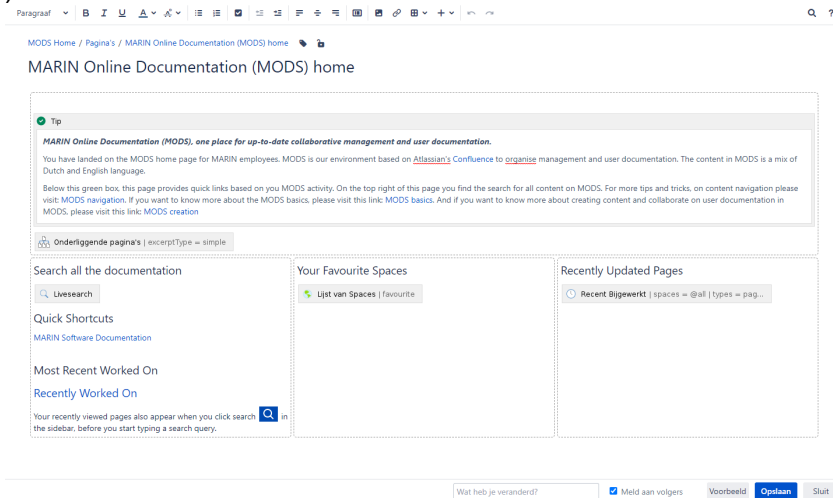
i. **Text**: all text can be edited through a "What You See Is What You Get (WYSIWYG)" editor (although it is html under water). In addition you can use *macro's* to do and automate special things

ii. **Images**: you can add images to a page by drag and drop and selecting the insert image option in the edit menu. You are able to select a presentation format of the original images (when you click on the image as reader, the bigger image is presented). Moreover, you can use images in combination with links to other content.

iii. **Links**: these are references to other content in- and outside MODS. MODS tries to manage these links, this means that changes to page names will be corrected throughout the other pages that contain a link to the pages. Moreover, MODS will provide suggestions to the new page when old links are used. Please note that we have discover issue inside add-ins (special cases).

iv. **Macro's**: are a smart way to create dynamic content on your pages, such as content menu's for a page, overview of child pages, overview of related documents based on labels, etc.

MODS navigation

ⓘ Here are some tips to get you started with navigation through all content.

Navigation in MODS works in the following ways:

- Use the **search box** in the top right corner of the topbar to find any content in MODS. *Please note that you need an account to search non-public content*.
- Use the **sidebar** to navigate to pages in the space or relevant links to pages in other spaces
- Use the **links** inside the page to navigate to linked content.
- Use **labels** attached to a page to get an overview of pages on the same topic. Please note that you will be shown pages inside your present space. If you want to see relevant pages for all spaces, you have to go to the gear icon in the top right corner and select the option to show content of all spaces.

MODS personisation

ⓘ Here are some tips to get you started on personalisation of MODS (an account will be required)

In the top right corner of the space you have access to your **personal profile and settings**.

Furthermore, for each space and page you can indicate whether you want to add this space or page to your **favourites** (the star). In that way you can easily navigate to these through your personal **dashboard**.

And for a page you can indicate you want to **follow** the pages (in that case you will get a message of all changes).