

**FACULTY OF LAW – WEBSITE USER GUIDE**

**Table of Contents**

Study landing page.....2

    Banner.....2

    Introduction & Extra Information.....3

    Page Builder.....4

        Course list.....5

        Featured information.....7

        Video.....8

        Video selector.....9

        Text with image.....9

        Quote.....11

Course landing page.....11

    Course header.....12

        Banner.....12

        Course overview.....13

        Course length.....13

        Course Brief.....13

        Disclaimer.....14

        Brochure.....14

Page builder.....16

    Course structure – text with tabs.....16

    Video selector.....16

    Accordion.....17

    Feature boxes.....18

    Page information highlight.....18

    Quote.....18

    Featured row.....18

## Study landing page

The study landing page is made up of the following sections: Banner, Introduction & Extra information and the Page Builder. You will see these sections in the edit screen, and the information in these sections will appear on the published page.

There is an additional section in the edit screen called Listing content, which contains information that will be displayed when this study landing page is referenced on another page.

**Title \***

▼ **Banner**

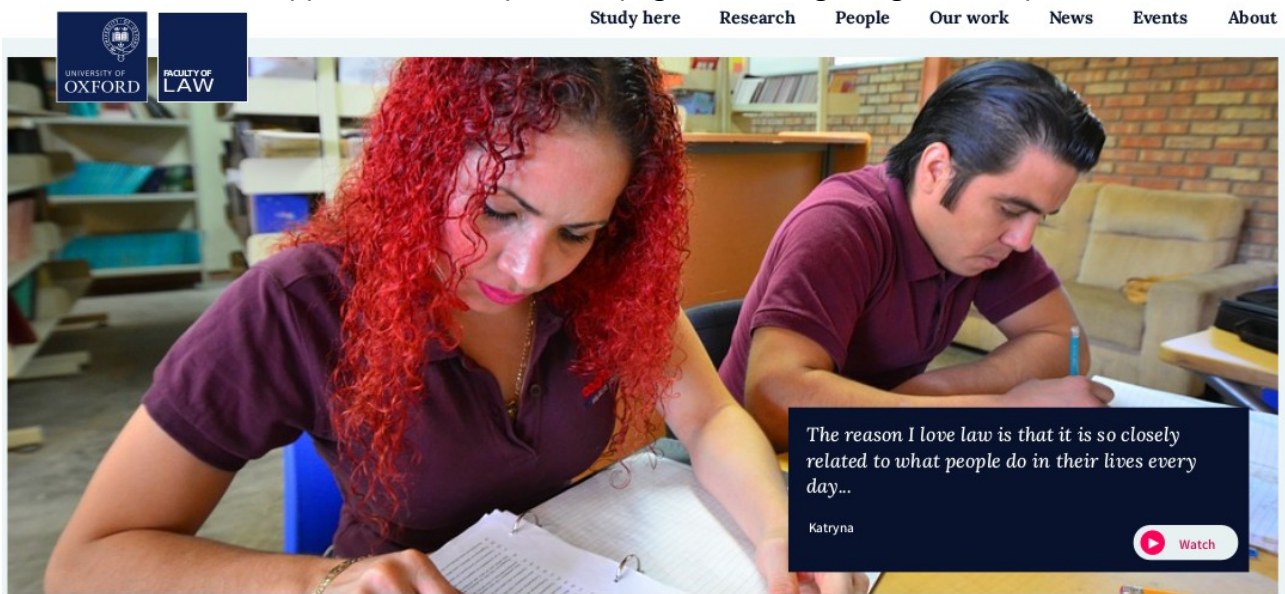
▼ **Introduction & Extra information**

▼ **Page builder**

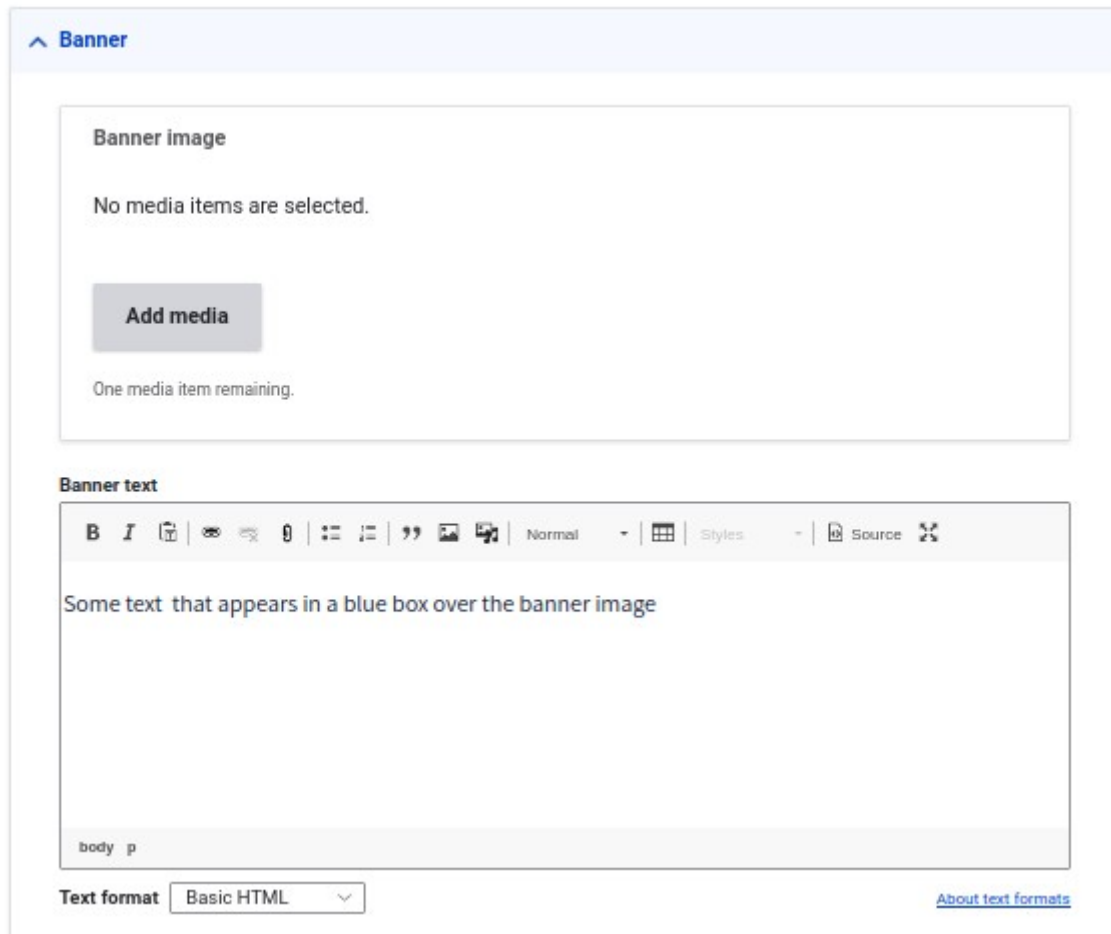
▼ **Listing content**

## Banner

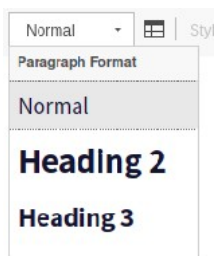
The banner section appears at the top of the page with a big image and a quote.



The edit form looks like this and has a spot for an image which you can load from your computer or from the media library, space for text which appears in the blue box (and for a link which you can choose to use or not use).



To make the quote appear as in the design, select the text and style as Heading 2:



## Introduction & Extra Information

This is the section that appears immediately underneath the banner:

## Undergraduate study

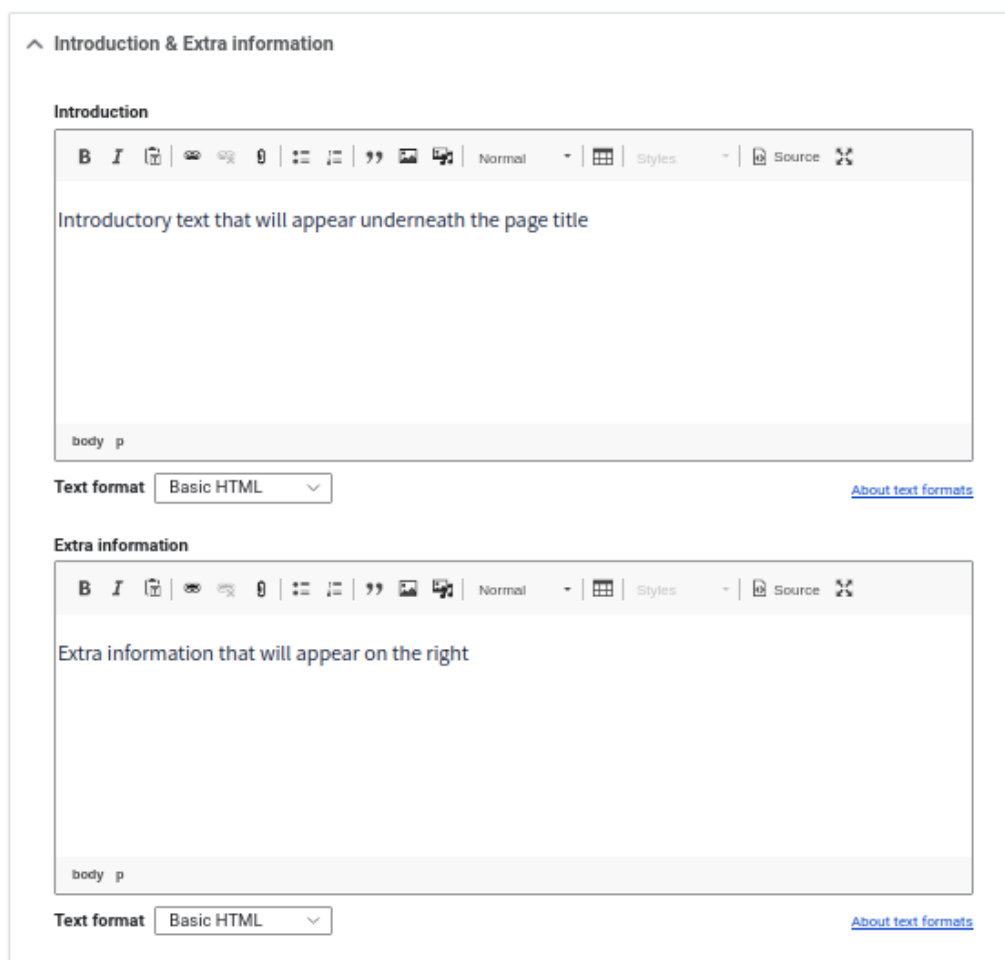
If you're academically ambitious, like to draw ideas together and critically analyse them, feel ready to be in an environment where you will learn to argue and debate your interpretation of legal ideas and process large amounts of material then Oxford Law may be for you. We expect a lot from you as we teach you to tap into your skills for writing, questioning and analysis.

### Open Days

This year **17 June 2022 & 19 September 2022**

Our students and staff look forward to meeting you if you are able to make an Open Day. We also have plenty of [virtual resources](#) for those of you who can't.

The edit screen looks like this:



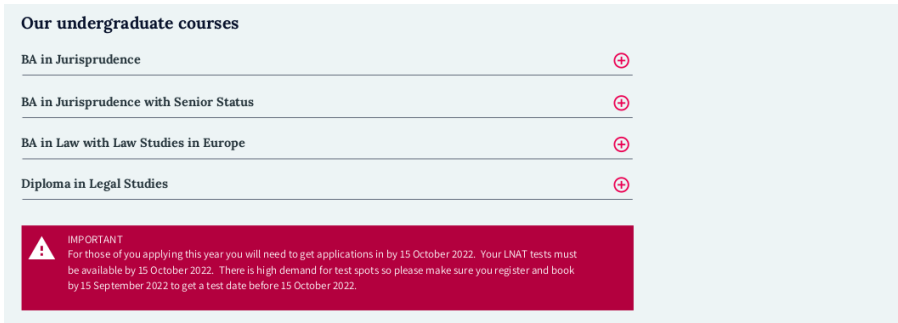
## Page Builder

The page builder section allows you to flexibly build up your page. This guide will walk you through how to use the page builder to set up a page as in the design.

Tip: You can re-order elements in the page builder by dragging and dropping.

## Course list

The first bit of content is a listing of courses displayed in an accordion with an optional important info box beneath:

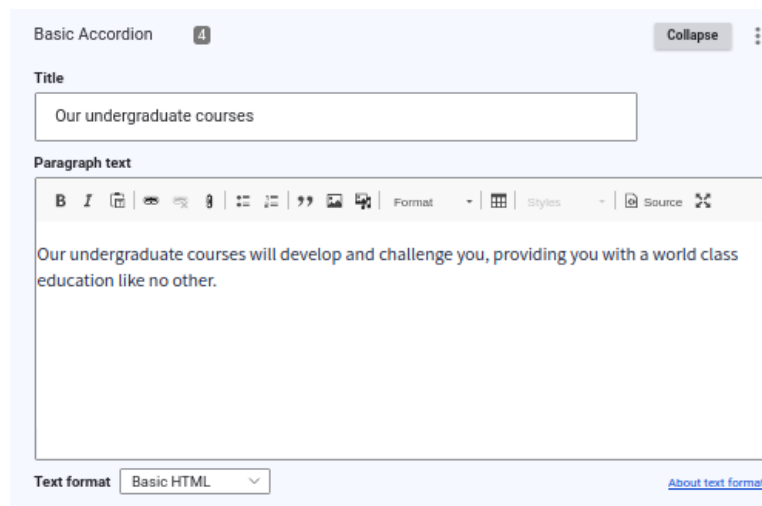


**Our undergraduate courses**

- BA in Jurisprudence +
- BA in Jurisprudence with Senior Status +
- BA in Law with Law Studies in Europe +
- Diploma in Legal Studies +

**IMPORTANT**  
 For those of you applying this year you will need to get applications in by 15 October 2022. Your LNAT tests must be available by 15 October 2022. There is high demand for test spots so please make sure you register and book by 15 September 2022 to get a test date before 15 October 2022.

In the edit screen, the accordion will start with a title and some introductory text:



Basic Accordion 4 Collapse ⋮

**Title**

Our undergraduate courses

**Paragraph text**

Our undergraduate courses will develop and challenge you, providing you with a world class education like no other.

Text format: Basic HTML [About text formats](#)

After this you will be able to add individual accordion items. Each accordion item has a header and some text which appears when the accordion is opened. Optional additional elements are an image and a link.

**Accordion item** Collapse

Accordion Item bas... Collapse

**Header**

BA in Jurisprudence

**Text**

**B I** [Icons] | Format - | Styles - | Source

The BA in Jurisprudence is our regular three year undergraduate law degree, equivalent to what in some universities would be called an LLB. It is also a 'qualifying law degree' for the purpose of practice as a solicitor or barrister in England and Wales. It is one of the most highly regarded undergraduate law degrees in the UK, and those who do well in it are in high demand both in the legal professions and in other fields in which professional analytical work is required.

**Text format** Basic HTML [About text formats](#)

**Paragraph image**

No media items are selected.

**Add media**

One media item remaining

**Paragraph link**

**URL\***

BA in Jurisprudence (36605)

Start typing the title of a piece of content to select it. You can also enter an internal path such as `./node/add/` or an external URL such as `http://example.com`. Enter `<front>` to link to the front page. Enter `<noLink>` to display link text only. Enter `<button>` to display keyboard-accessible link text only.

**Link text**

Find out more about the BA in Jurisprudence

If you want to add extra important information, use the disclaimer element

**Disclaimer** Collapse

**Paragraph text**

**B I** [Icons] | Normal - | Styles - | Source

A place to put some extra important information

body p

**Text format** Basic HTML [About text formats](#)

## Featured information

Below the course listing, there is the opportunity to add rows of featured items that signpost potential students to useful information:

### Studying at Oxford

We want to attract the strongest students to study with us, regardless of your background. Take a look at information designed to introduce you to Oxford and give you a feel of what it is like to be here.



#### Virtual faculty taster days

Experience the Law building virtually, hear about applying and see a taster lecture on human rights. With kind support of Clifford Chance.



#### Browse our video library

We've collected together videos which give you an insight into studying law from our application video to recorded lectures and events



#### Questions we are often asked

Practical information about Oxford terms, who teaches here and how you are taught and assessed.



### Applying to study with us

About the application process, admissions questions we are often asked, about the LNAT and information to encourage you to think about Oxford.



#### The LNAT

The Law National Aptitude Test (LNAT) is a required test you need to register for and take before the application deadline. Find out more about why many Law courses ask for it.



#### About applying and frequent questions

Questions asked about the application process and information on how to apply



#### Summer programmes

Want to get an insight into life as a Law student at Oxford? If you are eligible do think about applying for a free summer school which gives you an insight into Oxford study and life.














Each row has a title and some introductory text. In the referenced content field, you can search for the page you want to feature. To add another item, click the add an item button.

Featured row - Tran... Collapse ⋮

**Title**


**Paragraph text**

**B I**           | Format - | Styles - | Source 

About the application process, admissions questions we are often asked, about the LNAT and information to encourage you to think about Oxford.

**Text format** Basic HTML ⌵ [About text formats](#)


**Referenced content**



An external featured row works in a similar way, but this time uses an external url.

## Video

You can add a video to the page by using the video element.



**Meet Law at Oxford**

If you're academically ambitious and find the way lawyers approach problems the BA in Jurisprudence may be for you



Video




Collapse




**Paragraph title**

Meet Law at Oxford

**Paragraph text**

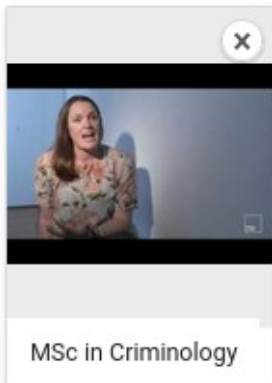
**B I**          | Format - |  | Styles - |  Source 

If you're academically ambitious and find the way lawyers approach problems the BA in Jurisprudence may be for you.

Text format Basic HTML 

[About text formats](#)

**Remote video**



The maximum number of media items have been selected.

### Video selector

This allows you to present multiple videos in a block. See page builder guide for more information.

### Text with image

This allows you to put in a full width element with text and image.

Access and outreach work

## Widening participation

To best serve all of society the legal profession needs a true diversity of thought. We are committed to widening our intake of students from all backgrounds and provide a network of support systems and outreach schemes to help those from low income backgrounds, first generation students and those from schools with a low history of progression to Oxford discover and apply to our courses.

[Find out more](#)















The subtitle is the small text at the top above the title. Then there is text beneath the title. The image can be set to appear on the left or the right by using the options dropdown at the bottom.

Text with image Collapse

Subtitle

Title

Paragraph text

**B** *I*            Format - | Styles - | Source 

Text format Basic HTML [About text formats](#)

Paragraph link

URL

Start typing the title of a piece of content to select it. You can also enter an internal path such as `/node/1234` or an external URL such as `http://example.com`. Enter `<front>` to link to the front page. Enter `<no-link>` to display link text only. Enter `<button>` to display keyboard-accessible link text only.

Link text

Paragraph image

Paragraph options

Left

## Quote

This allows you to add a quote. See page builder guide for more details.



*Some quote text*



## Course landing page

The study landing page is made up of the following sections: Banner, Introduction & Extra information and the Page Builder. You will see these sections in the edit screen, and the information in these sections will appear on the published page.

**Title\***

MSc in Criminology and Criminal Justice (Full time) - example page

▼ Course header

▼ Page builder

▼ Listing content

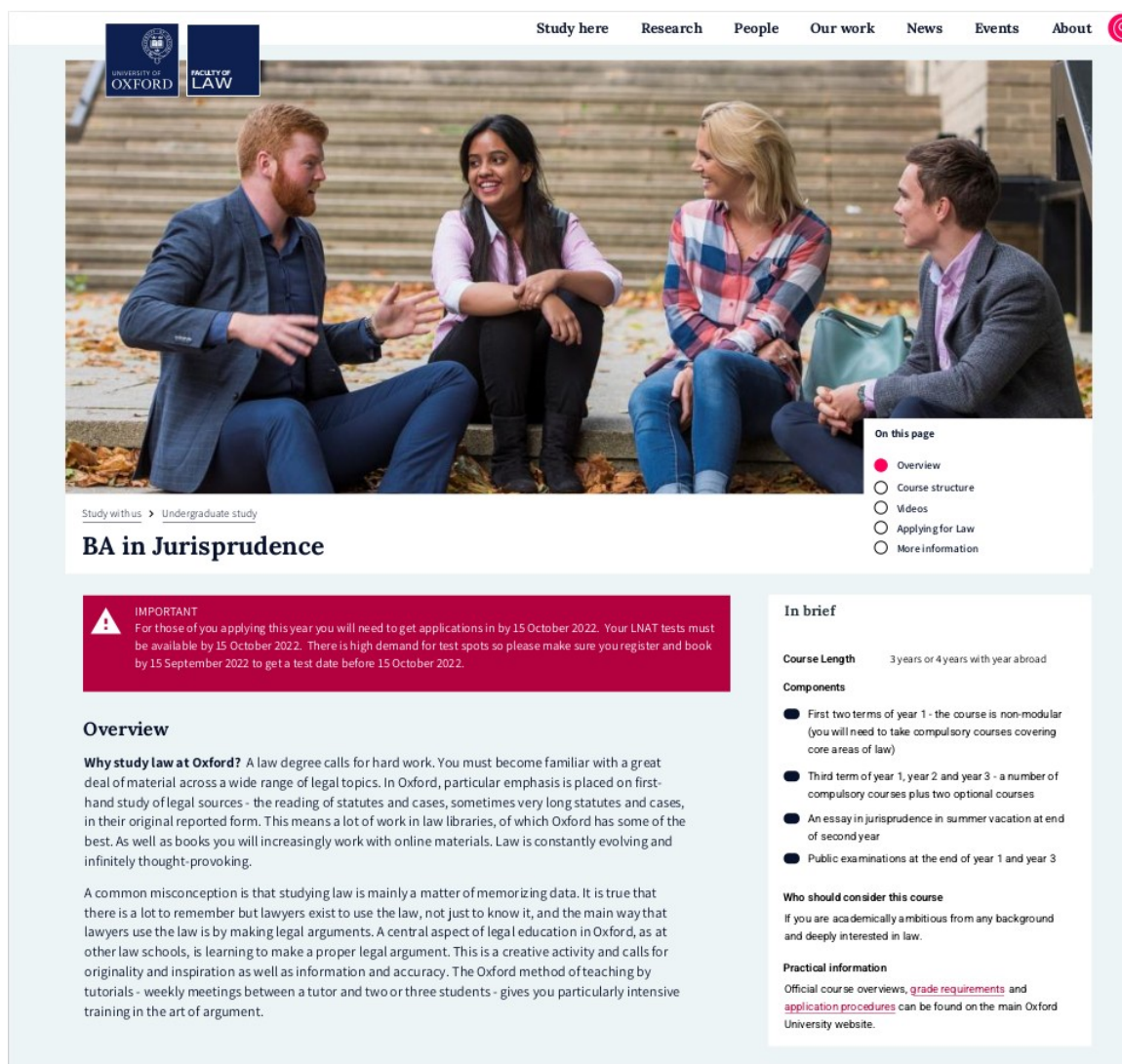
▼ Migrated content

There is an additional section in the edit screen called Listing content, which contains information that will be displayed when this course page is referenced on another page.

*Migrated content contains content from the old website that needs to be reformatted. For text content, you can create a new text element and copy and paste. For links, you can create a new featured row for either internal or external featured items. For guidance on how to set this up, see the page builder guide.*

## Course header

At the top of the page is a banner image. Underneath this comes an overview of the course with key pieces of information for a visitor who wants to quickly understand the course. This is an example from the design:



The screenshot shows the course header for the BA in Jurisprudence at the University of Oxford. At the top, there is a navigation menu with links for 'Study here', 'Research', 'People', 'Our work', 'News', 'Events', and 'About'. Below the navigation is a large banner image of four students sitting on steps outdoors, engaged in conversation. In the top left corner of the banner area, there are logos for the University of Oxford and the Faculty of Law. Below the banner image, there is a breadcrumb trail: 'Study with us > Undergraduate study'. The main heading is 'BA in Jurisprudence'. To the right of the heading is an 'On this page' section with a list of waypoints: Overview (selected), Course structure, Videos, Applying for Law, and More information. Below the heading is an 'IMPORTANT' notice with a warning icon, stating that applications must be submitted by 15 October 2022. The main content area is divided into two columns. The left column contains an 'Overview' section with the heading 'Why study law at Oxford?' and two paragraphs of text. The right column contains an 'In brief' section with sub-sections for 'Course Length', 'Components', 'Who should consider this course', and 'Practical information'.

## Banner

This is simply a banner image. Below the banner image on the right is an in-page navigation made up of waypoints (this will be covered later in the guide).

### Banner Image

No media items are selected.

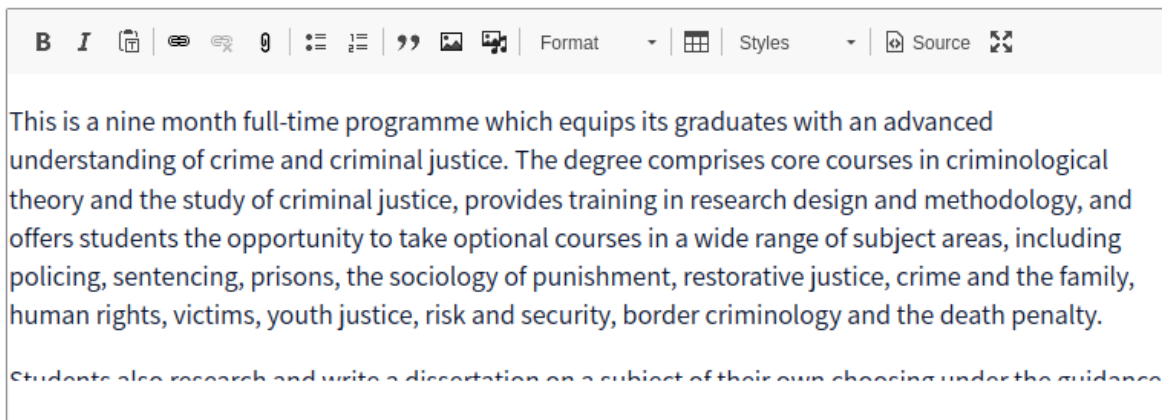
Add media

One media item remaining.

## Course overview

On the left hand side is the course overview

### Course Overview



The screenshot shows a rich text editor interface. At the top is a toolbar with icons for bold (B), italic (I), link, unlink, list, quote, image, video, and a 'Format' dropdown menu. Below the toolbar, the text reads: "This is a nine month full-time programme which equips its graduates with an advanced understanding of crime and criminal justice. The degree comprises core courses in criminological theory and the study of criminal justice, provides training in research design and methodology, and offers students the opportunity to take optional courses in a wide range of subject areas, including policing, sentencing, prisons, the sociology of punishment, restorative justice, crime and the family, human rights, victims, youth justice, risk and security, border criminology and the death penalty. Students also research and write a dissertation on a subject of their own choosing under the guidance of a supervisor." The text is displayed in a clean, sans-serif font.

Text format Basic HTML

[About text formats](#)

## Course length

This appears at the top of the “In brief” section on the right hand side.

### Course length

9 months

## Course Brief

On the right hand side, there is an “In brief” section which gives key information about the course. The structure here is flexible, allowing you to put in text, bullet points and links.

### Course Brief

**B I** [Icons] | Format | Styles | Source

**Who should consider this course**

Students wishing to develop an advanced understanding of crime and criminal justice.

**Practical information**

Official course overviews, [application deadlines and application procedures](#) can be found on the main Oxford University website.

## Disclaimer

There is the option to add a disclaimer element which puts a highlight at the top of the page content.

### Course disclaimer

**B I** [Icons] | Normal | Styles | Source

A spot to add some important information|

body p

Text format Basic HTML

[About text formats](#)

## Brochure

There is also the option to add a brochure. To get the styled look in the design (see below), you will need to upload an image to display.




You will then need to add a title and either upload a brochure or link to one that's already in the media library.

### Brochures

Brochure Collapse

^ Brochure image



Remove

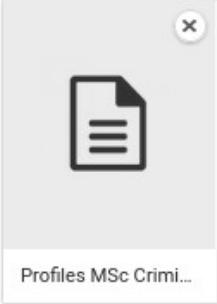
Edit

+

**Brochure Title**

Profiles of MSc Criminology Class 2021/22

**Brochure File**



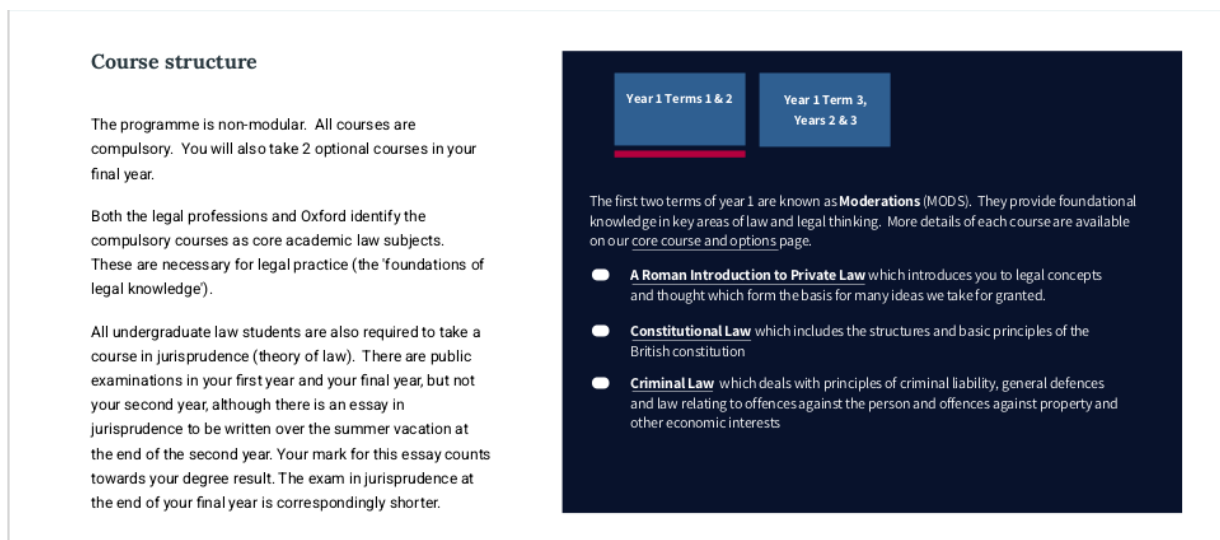
Profiles MSc Crimi...

The maximum number of media items have been selected.

## Page builder

### Course structure – text with tabs

The course page is designed to start with a section on the course structure. See this example from the design:



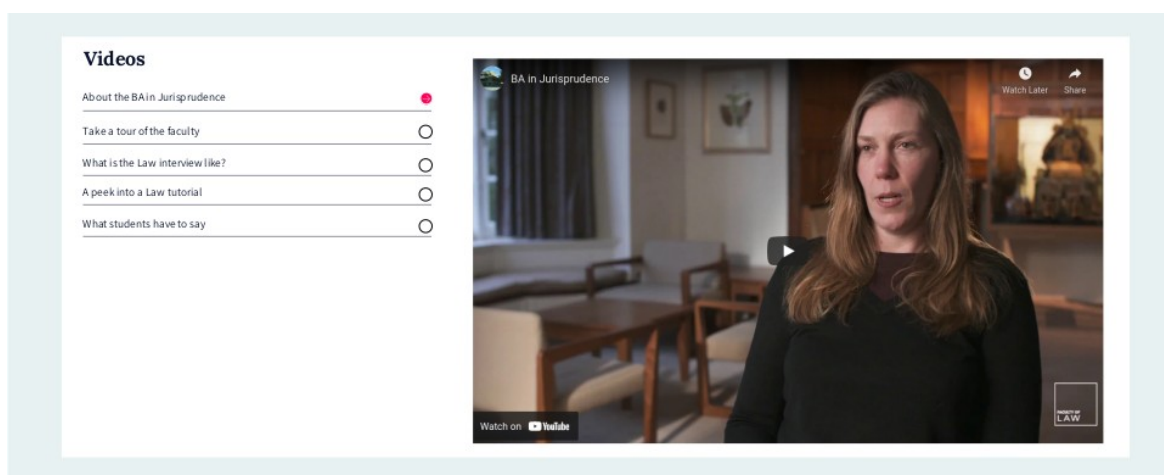
This is a text with tabs paragraph (see page builder guide for how this works).

Below this, the page structure is really flexible. It can be built up of a set of elements in any order.

Tip: You can re-order your elements within the page builder by dragging and dropping

### Video selector

Use the video selector to display a set of videos (see page builder guide for how this works).





## Accordion

Use the accordion for tidy presentation of detailed information.

### Applying for Law at Oxford (the Admissions Timeline)

|  |   |
|--|---|
| July: Your UCAS Registration   | + |
| August: Your LNAT registration and writing your personal statement   | - |
| <p><b>The Law National Aptitude Test (LNAT).</b> You must <a href="#">register yourself</a> and take a test (at a test centre). Register early if you can. <b>The test period runs between 1 September and 15 October.</b> Read more about <a href="#">how we (and other universities) use the LNAT</a> here.</p> <p><b>Your personal statement.</b> Think about this early and focus on the course you want to study. Both <a href="#">the university</a> and <a href="#">UCAS have pointers</a> on how to approach this.</p> |   |
| September: LNAT registration deadline. Visit in person or virtually.   | + |
| October: Complete your LNAT. Application deadlines   | + |
| December: Interviews   | + |
| Results  | + |

### Information about the course and practical information

|  |   |
|--|---|
| Dissertation   | + |
| Workload and study expectations  | - |
| <p>You are expected to spend at least 40 hours a week studying and also study during vacations. We advise the following (in the first two terms):-</p> <ul style="list-style-type: none"> <li>● At least 10 hours preparation a week for the core course;</li> <li>● At least 8 hours preparation a week for each option/compulsory course;</li> <li>● 4.5 to 6 hours a week in seminars (ninety minutes for each course).</li> </ul> <p>In your third term you will work on your dissertation and attend the weekly Academic Communication Skills sessions.</p> <p>This leaves very little time during the week for paid employment. We appreciate some students will have to work a few hours in the evenings or on the weekends. Students on this course are not allowed to teach or provide research assistance within the university or colleges.</p> |   |
| Assessments  | + |
| You and your college   | + |
| The MSc Symposium  | + |
| Results  | + |

## Feature boxes

Use feature boxes to signpost a visitor to more information.

### More information

The BA in Jurisprudence is equivalent to what in some universities would be called an LLB. It is also a 'qualifying law degree' for the purpose of practice as a solicitor or barrister in England and Wales. It is one of the most highly regarded undergraduate law degrees in the UK, and those who do well in it are in high demand both in the legal professions and in other fields in which professional analytical work is required.



#### Virtual faculty taster days

Experience the Law building virtually, hear about applying and see a taster lecture on human rights. With kind support of Clifford Chance.



#### Careers in law and elsewhere

Our students go onto all sorts of careers in law and other fields. Meet some of our alumni and find out about career options.




## Page information highlight

Use the page information highlight to highlight some important information (see page builder guide for how this works).

**Apply for this course**

Official course information and application details are on the main university website

Apply 

## Quote

See notes above in landing page section.

## Featured row

See notes above in landing page section.