Microsite vs. Standalone Site Details

Action/Functionality	*Microsite Layout*	*Standalone Layout*
Data	Data for all sites centrally located	Data is separate for each standalone site
URL	Single URL, but Direct URLs to individual microsites available	Separate URLs
SSO	All users use same portal	Distinct for each site
Homepage		
Arrangement	Sites together; dropdown listing microsites replaces home button	Separate sites
Header	Single header managed by global admin	Separate header
Body	Customizable for each microsite	Specific to site
Footer	Single footer managed by global admin	Separate footer
Table	"Organizer" column indicates the affiliated microsite	Listed opportunities are only for the standalone site
User Profile	Single User Profile for all sites	Separate User Profile for each site
User History	Cumulative activity for all microsites	Activity siloed on each site
Global Admin	Access to all aspects of the whole site	n/a
Super Admin	Access to all aspects of individual microsite	Access to all aspects of the whole site
Admin	Only access to opportunities created bythe admin or in a co-admin role	Only access to opportunities created bythe admin or in a co-admin role
Applications tab	Cumulative activity for all microsites (identified by "Organizer" column)	Only lists the applicant's activity for the stand-alone site
Reports tab	Cumulative activity for all microsites (identified by "Organizer" column)	Only lists the opportunities for the stand-alone site

Administrator View & Permissions with Microsites

	Admin	Super Admin	Global Admin
Navigation Bar Tabs			
Home page	Default	Default	Default
Create	Default	Default	Default
Manage	Default	Default	Default
Reviews	If Applicable	If Applicable	If Applicable
Letters	If Applicable	If Applicable	If Applicable
Applications	Default	Default	Default
Calendar	Default	Default	Default
Messages	Default	Default	Default
Reports	Default	Default	Default
Administration Tab Tools			
Configure Microsite Homepage	No	Only for 1 Microsite	All Microsites
Configure Overall Site Homepage	No	No	Default
Customize Header and Footer	No	No	Default
Configure System	No	No	Default
Manage Users	No	Default	Default
Manage Funding Orgs	No	No	Default

Other Items to Know and Consider

Header and Footer

- The header and footer will be the same across all microsites and will be managed by the Global Admin(s). Content in the body of the page (between the header and footer) will be managed by the microsite Super Admins.
- Each microsite name should be less than 20 characters to display properly.

Admins

- You can have multiple Global Admins, and there has to be at least one Global Admin. There can also be multiple Super Admins and Admins assigned to a microsite.
- Every Admin and Super Admin is only associated with one microsite. This applies to where their opportunities are posted and which reports they can pull.
  - Example: Jane Doe can be the Super Admin for the Microsite A, but she can't be the Super Admin for both Microsite A and Microsite B.
  - An Admin in one microsite *can* be made a Co-Admin for an opportunity created on anothermicrosite.
- The Global Admin can see everything, edit everything, and pull reports on everything.
- All Super admins and the Global Admins can see and manage users.
- All content in the *Configure System* section of the Administration tab is managed by the Global Admin(s). The settings in this section affect the whole site, making it important for all Super Admins to agree on how to set up categories, award cycles, and the Participating Organization Hierarchy (school/college/dept list).