

# Edit the appearance of classes

- [Overview](#)
  - [What can it do for you?](#)
  - [Before and After](#)
  - [What do you need to know?](#)
  - [Getting started](#)
- [What to do](#)
- [Notes](#)

## Overview

### What can it do for you?

Change how VIVO displays a class of individuals.

For each class, you can change

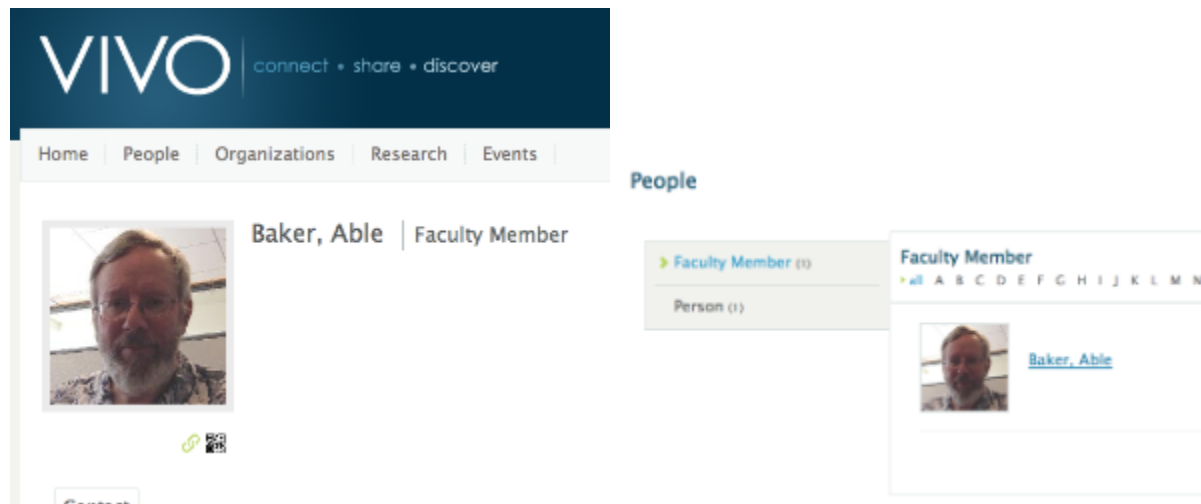
- the display label
- the public and private descriptions
- which class group it belongs to
- who can see the values
- who can edit the values
- whether the values will be published in linked open data requests

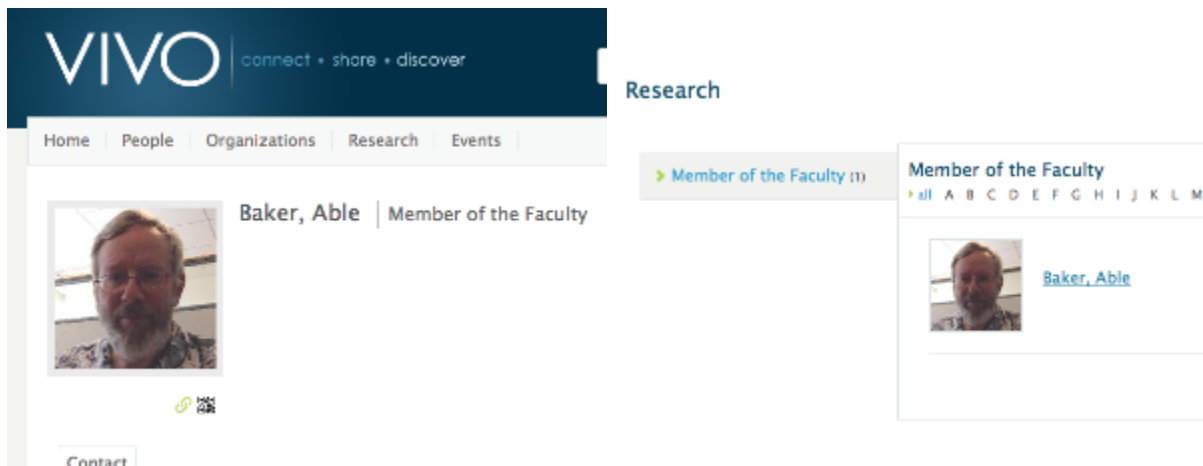
You can also change things like the namespace and parent class, but these are changes to the ontology.

The class editing form also allows you to assign a custom entry form to a class, as described in [Custom entry forms](#)

### Before and After

Rename "Faculty Member" to "Member of the Faculty", and move it from the "People" class group to the "Research" class group.





## What do you need to know?

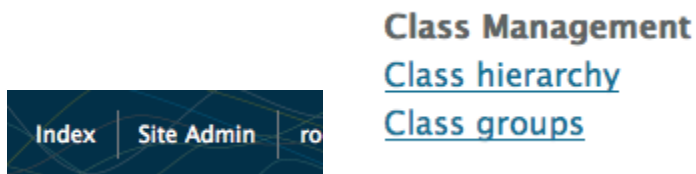
How to follow the GUI for class editing.

## Getting started

VIVO comes with a default set of classes. You can edit them to suit your display requirements, or make more extensive modifications, by customizing the ontology.

## What to do

From the VIVO **Site Admin** page, navigate to the **Class Hierarchy** page.



If you know the ancestry of the class you want to change, you can navigate to it through the hierarchy. Otherwise, you may want to set the display options to show **All Classes**, and scroll directly to the class you want.

### All Classes

Display Options  [Add New Class](#)

#### [Abstract \(vivo\)](#)

An abstract that is published as a standalone document or in a journal of abstracts

Class Group: research

Ontology: VIVO Core

#### [Academic Article \(bibio\)](#)

Written by scholars for other scholars, typically published in an academic journal with an abstract and bibliography

Class Group: research

Ontology: Bibontology

#### [Academic Degree \(vivo\)](#)

An academic degree at any level, both as reported by individuals for employment and as offered by academic degree programs.

Ontology: VIVO Core

#### [Academic Department \(vivo\)](#)

A distinct, usually specialized educational unit within an educational organization.

Class Group: organizations

Click on the name of the class you want to edit.

### Faculty Member (vivo)

A person with at least one academic appointment to a specific faculty of a university or institution of higher learning.

Class Group: people

Ontology: VIVO Core

This shows you the **Class Control Panel**. Click on the **Edit Class** button, and you will see the **Class Editing Form**.

**Edit Class**

You can change the class label, or the membership in a class group. You can also change the definition and description of the class.

### Class Editing Form

Editing Existing Record (\* Required Fields)

Class label

Faculty Member

by convention use initial capital letters; spaces OK

Class group

people

for menu pages, search results and the index page

Ontology

VIVO Core

Edit via "change URI" on previous screen

Internal name\* (RDF local name)

FacultyMember

Edit via "change URI"

Short definition to display publicly

A person with at least one academic appointment to a specific faculty of a university or instituti

Example for ontology editors

Description for ontology editors

Definition from here: <http://research.carleton.ca/htr/defs.php>.

Display level

all users, including public

Update level

all users who can log in

Publish level

all users, including public

Display rank when collating property by subclass

Custom entry form

When you have made the changes, click on **Submit Changes**, and navigate to a page where you can see the results.

## Notes

There is no need to restart or rebuild VIVO to see the effects of your changes.