

PANDORA PRODUCTS



SCWA Site Maintenance SCWA MAINT

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1 Logins

There are two logins necessary for site maintenance. The first is to IPage which hosts the site and the second is to a repository of the site files. You can get these logins by calling Jim Schimpf (see above). Record the values here or in your password manager.

1.1 IPage Login (<https://secure.ipage.com>)

NAME: _____[_sewickleycreekmgmtco](#)

PASSWORD: _____

1.2 Repository (<http://chiselapp.com/user/jschimpf/repository/SCWA>)

NAME: _____

PASSWORD: _____

2 Setup for Site Maintenance

2.0.1 Introduction

The SCWA site is kept hosted on IPage but when you make changes you will work on a local copy on your machine where you can easily edit the files and test the changes. Then you will commit the changes to the Repository saving the site at the Chiselapp location. Finally you will upload the files to the live site at IPage.

The reason for this method is you are not alone in maintaining the site, Jim Schimpf and others will be doing the same and to keep from stepping on each other's changes follow this method.

This setup section does two things, first gets a copy of the program Fossil to your machine and second gets a clone of the SCWA site to your machine and sets it up with Fossil.

This part of the work only needs to be done once.

2.1 Fossil

Fossil is a source code manager which allows multiple people to work on the same set of files without messing up. In this manual we will only show you the commands you need to get the work done. If you need further information see <http://www.fossil-scm.org/schimpf-book/home> for a book on the tool. Fossil was written by D. Richard Hipp the creator of SQLite.

2.2 Download Fossil

Go to <https://www.fossil-scm.org/download.html> and download the EXE matching your operating system. If you don't know how to add this program to your executable path (see Appendix A). With it added to your path you should be able to open a command window, type **fossil** and see:

fossil

Usage: fossil COMMAND ...

or: fossil help -- for a list of common commands

or: fossil help COMMAND -- for help with the named command

Commands and filenames may be passed on to fossil from a file by using:

```
fossil --args FILENAME ...
```

Each line of the file is assumed to be a filename unless it starts with '-' and contains a space, in which case it is assumed to be another flag and is treated as such. --args FILENAME may be used in conjunction with any other flags.

If this didn't work see Appendix A and set up your path correctly.

2.3 Setting up the working directory

The next part will be getting a working copy of the SCWA website on your machine. This is done in two steps, cloning the repository to your machine and second creating the working folder.

2.4 Cloning the repository

The repository is a database that contains all the site files plus their history back to when they were added to the site. Fossil is a distributed source control manager meaning it keeps a local copy of this repository and synchronizes this with the original at Chiselapp.

2.4.1 Create a directory for your repositories

Create a directory called FOSSIL at a convenient place in your file system, this can be in your directory or at C:\. It does not matter.

Then cd to this directory and if you are connected to the internet type the following all on one line. Note <name> is the Chiselapp login name.

```
fossil clone https://<name>@chiselapp.com/user/jschimpf/repository/SCWA/SCWA.fossil SCWA.fossil
```

It will come back with

```
password for <name>:
```

Type in the password from the Chiselapp login

```
remember password (Y/n)?
```

type Y and it will type

```
Round-trips: 1 Artifacts sent: 0 received: 1
:
:
:
```

Till the clone SCWA.fossil is done.

2.4.2 Creating the working directory

The next step will be using the cloned repository to create a working directory of the SCWA website. Create folder SCWA at any convenient place either in your directory or at C: it does not matter. cd to this directory and type the following:

```
fossil open <your path to FOSSIL>/FOSSIL/SCWA.fossil
```

It will then start moving the files:

```
banquet.pdf
body/AMD/2012LowberED.html
body/AMD/Lowber.pdf
body/AMD/LowberSwans/Cygnus.png
body/AMD/LowberSwans/IMG_2473.jpg
body/AMD/LowberSwans/IMG_4701.png
:
:
project-name: SCWA
repository:   /Users/jim/SCWA/../../jschimpf/Public/FOSSIL/SCWA.fossil
local-root:  /Users/jim/SCWA/
config-db:   /Users/jim/.fossil
project-code: ec9d7387afcb98762caa61fda65852a85ab5314a
checkout:    eeb60d41cd4e8a0718f571a1585cafc3c4d1a5fb 2016-06-18 12:46:21 U
parent:      ecd87dac774942a0357446123949dd80d1859589 2016-06-16 13:09:46 U
tags:        trunk
comment:     Correct Keller's phone # (user: jim)
checkins:    58
```

The last section will differ in detail, you now have the SCWA website on your machine at in the SCWA folder and are ready to work.

You now have this arrangement

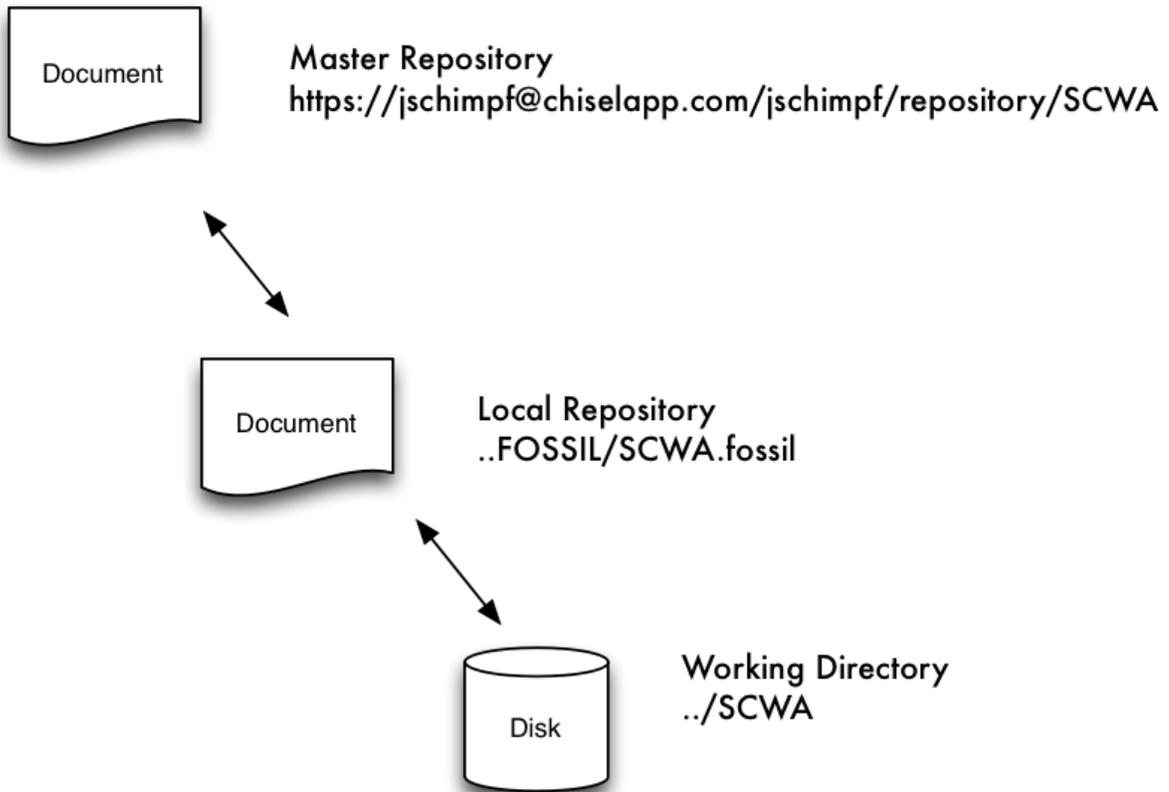


Figure 1: SCM Paths

Any changes to the working directory will be copied by fossil to the local repository and synchronized with the master repository.

3 Site Maintenance

3.1 Tools & Organization

The SCWA site is written in plain HTML with just a little bit of CSS for the menus. Any editor like TextWrangler or NotePad++ would be suitable.

The website is organized as follows:

SCWA

```
body          <---- Body of website
  AMD         <--- Major Divisions
  CONTACT
  HIST
  LAND
  PLAN
  Public     <--- Newsletters here
  REC
index.html  <--- Index page
```

This shows the major folders. The Public folder is highlighted because adding newsletters is a continuing task and you will need to work there. The index page is highlighted as you will go there to put special notices on the front page.

3.2 Maintenance Step 1: Synchronize

The first thing to do is cd to the SCWA directory and synchronize it with the master repository. You do this so you will get any changes anyone else did to the website and you are working with an up to date copy.

```
fossil sync
Sync with https://jschimpf@chiselapp.com/user/jschimpf/repository/SCWA
Round-trips: 1  Artifacts sent: 0  received: 1
Sync finished with 1103 bytes sent, 1037 bytes received
```

You will get a message like this when there are no changes brought down, but repeated Round-trips: lines if there are changes.

3.3 Maintenance Step 2: File changes

This section will show you how to add the quarterly newsletter with is one of the more complicated actions you have to do anything else will probably be a subset of this.

3.3.1 Add Newsletter (Spring 2017)

- Go to the directory SCWA/body/Public/newsletter
- Make a directory in here called SPRING2017
- Copy the newsletter (.pdf) in here and rename it SPRING2017.pdf
- Add the directory and file to the Fossil archive

```
501 newsletter> fossil add SPRING2017
ADDED  body/Public/newsletter/SPRING2017/SPRING2017.pdf
502 newsletter>
```

3.3.2 Edit archive.html & current.html

3.3.2.1 Edit archive.html Use your text editor and edit the file archive.html (in the newsletter directory) add a new line

```
<li>
<a href="SPRING2016/SPRING2016.pdf">2016 Spring</a>
</li>
<li>
<a href="SPRING2017/SPRING2017.pdf">2017 Spring</a>
</li>
```

3.3.2.2 Edit current .html Edit this line and point to the new newsletter.

```
<div class="mainbody">
<center><h2><a href="../newsletter/SPRING2017/SPRING2017.pdf">Spring 2017
</a></h2></center>
</div>
```

3.3.3 Edit Index page

Go to the top level of the SCWA site and edit the index.html file. Edit the Headline area and point to the new newsletter

```
<!-- Headline area ***** -->
<div class="headline" >
<center><h3>* Breaking News *</h3></center>
<p/>
<center><h2><a href="body/Public/newsletter/SPRING2017/SPRING2017.pdf">Spring Newsletter</a></h2></center>
</div>
<p/>
</div>
```

3.3.4 Testing

At the top level directory run a fossil status command and see if you have changed all the necessary files.

```
508 SCWA> fossil status
repository: /Users/jschimpf/Public/SCWA/./FOSSIL/SCWA.fossil
local-root: /Users/jschimpf/Public/SCWA/
config-db: /Users/jim/.fossil
checkout: 0caeb3b6b89d489b13f22cb63b578ae31bcd0655 2016-06-29 08:09:54 UTC
parent: 721bb45b79adc164fdb1f8c0080d4c52de3b1b1d 2016-06-28 11:53:26 UTC
tags: trunk
comment: Add OS X directions (user: jim)
ADDED body/Public/newsletter/SPRING2017/SPRING2017.pdf
EDITED body/Public/newsletter/archive.html
EDITED body/Public/newsletter/current.html
EDITED index.html
```

The with your browser open index.html in your SCWA directory and see if you can navigate to the news letter and return to the index page.

- See if the Breaking News link takes you to the Spring 2017 news letter
- Go to the Educating and Informing the Public like on the home page and pick that
- At the bottom of the page pick the Newsletter link
- Pick the Archives link and see if there is a 2017 Spring link there, pick it and see if it goes to the newsletter
- Pick the Current link and see that there is a link to the 2017 Sprint newsletter there and it goes to the correct page.

3.4 Maintenance Step 3: Commit

In this step you will move your changed files to the repository and it will automatically synchronize with the chiselapp repository backing up the changes.

```
512 SCWA> fossil commit -m "Spring 2017 Newsletter"
Autosync: http://jschimpf@chiselapp.com/user/jschimpf/repository/SCWA
Round-trips: 1 Artifacts sent: 0 received: 0
Pull done, sent: 370 received: 1508 ip: 216.250.117.7
./body/Public/newsletter/SPRING2017/SPRING2017.pdf contains binary data.
Use --no-warnings or the "binary-glob" setting to disable this warning.
Commit anyhow (a=all/y/N)? y
New_Version: 8e33d5ae47f293d214d9f642159d90c126bbde40
Autosync: http://jschimpf@chiselapp.com/user/jschimpf/repository/SCWA
Round-trips: 2 Artifacts sent: 8 received: 0
Sync done, sent: 1683644 received: 3411 ip: 216.250.117.7
```

Note: Your sync won't look exactly like this but will be similar with different Round-trips, amount sent and IP address/

3.5 Maintenance Step 4: Move to IPage

In this step you will log into IPage and copy the changed files from your working copy to the website using their FileManager program. Go to www.ipage.com and log in as **sewicklyemgmtco** then on your Control Panel pick **FileManager**

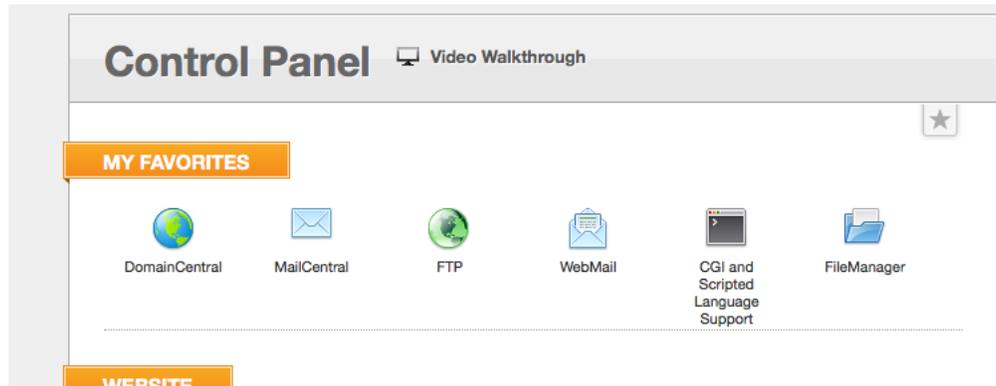


Figure 2: Control Panel

3.5.1 Move Files

NOTE: Enable FLASH before using the FileManager. If you have your browser set to ask you to use FLASH, this WON'T work you must enable it manually. See directions for your browser. (Chrome chrome://settings/content)

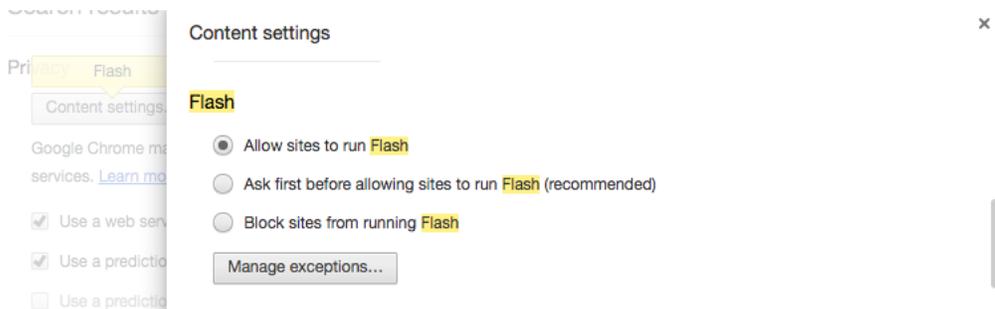


Figure 3: Chrome Enable FLASH

You have your list from the fossil status command, you have to:

- Copy the changed index.html

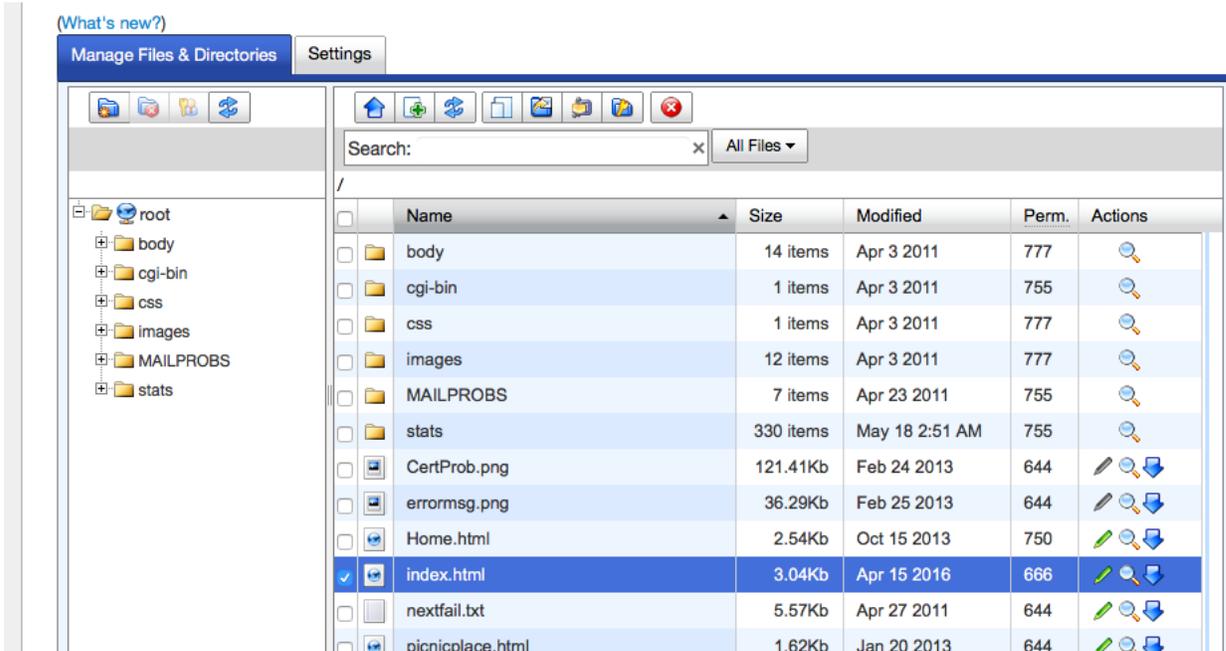


Figure 4: Copy index.html

-

Press the BLUE UPLOAD arrow at the top of the page and get the file move dialog. The pick Browse and navigate to index.html in your local directory. Then pick Upload and it will update the file on the website.

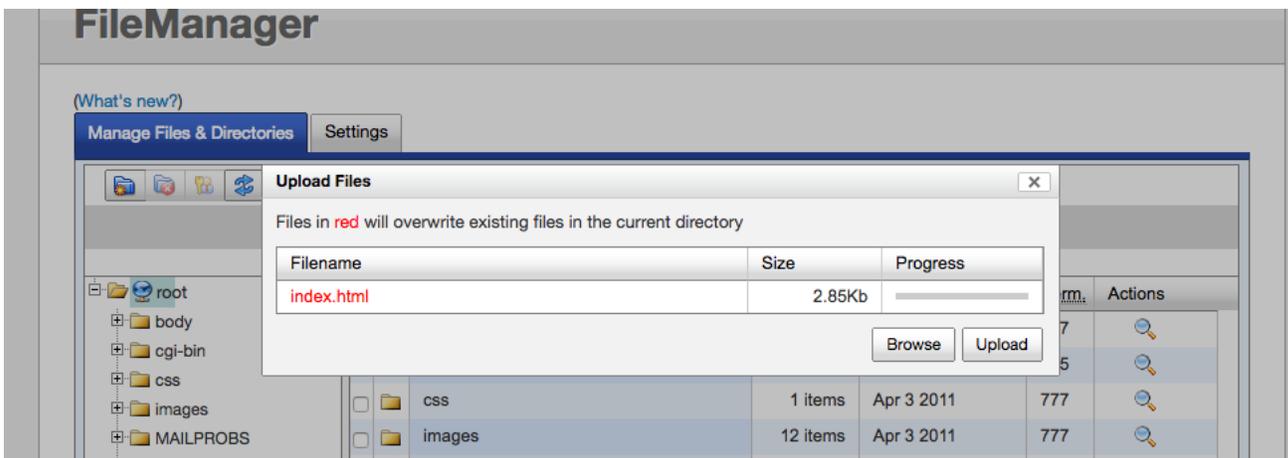


Figure 5: Upload index.html

- Create a new SPRING2107 directory

Move to the newsletter directory in the website and pick the New Directory button on the top Left of this dialog. Pick the first icon and create the new directory SPRING2017.

- Copy the SPRING2017.pdf there

Click on the new directory (SPRING2017) and then pick the Upload button again.

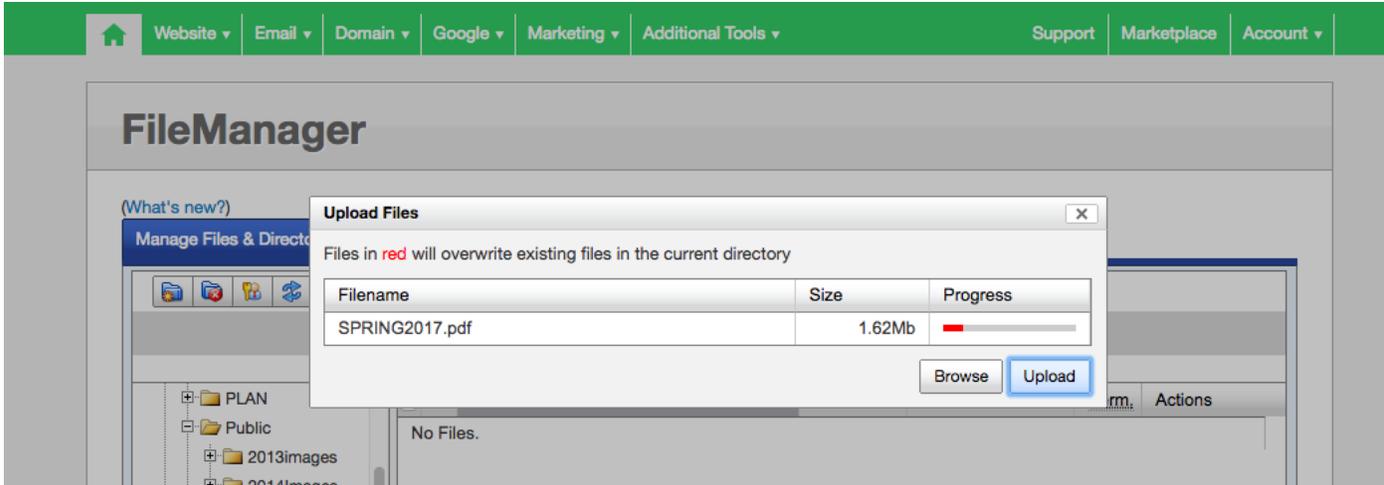


Figure 6: Upload SPRING2017.pdf

- Copy the changed archive.html and current.html there

Move to the newsletter directory and upload both archive and current.

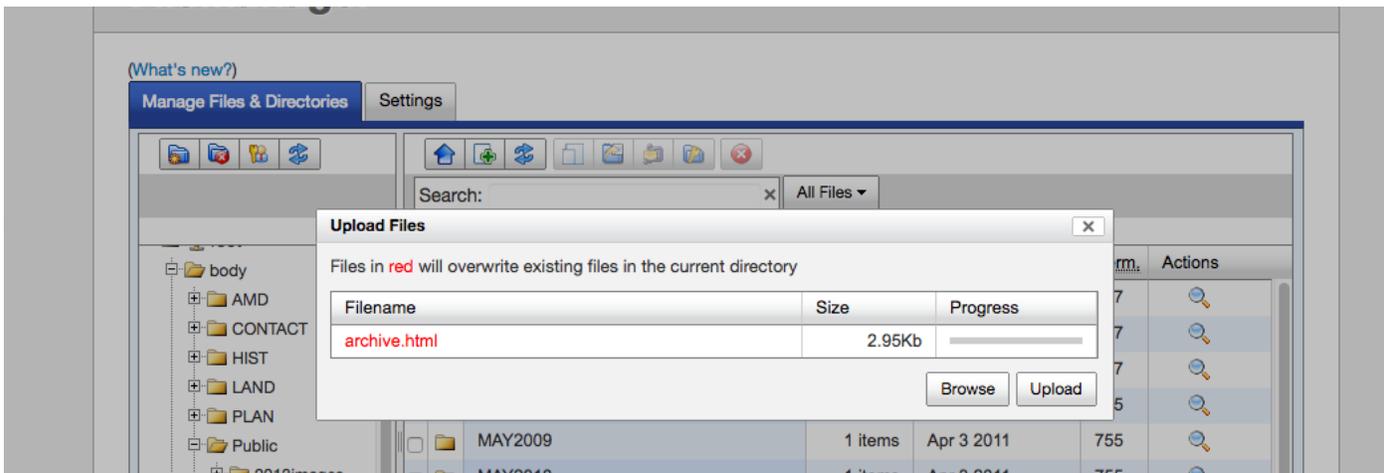


Figure 7: Upload archive.html

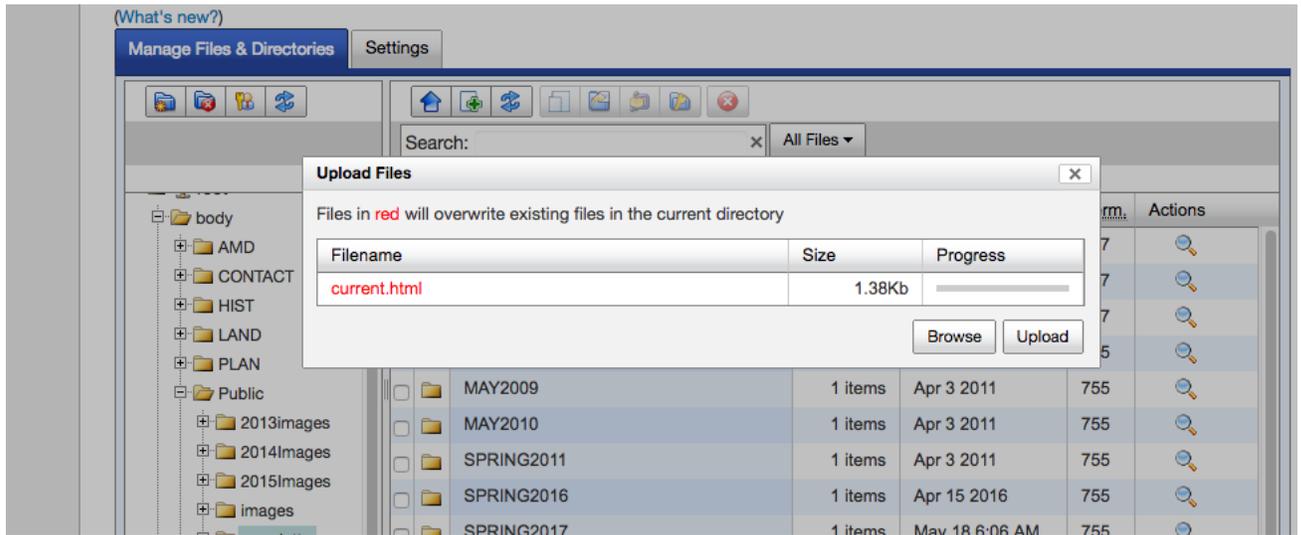


Figure 8: Upload current.html

Note: See the color of the file name. Make sure it's **red** or **black** matching the picture. **If not you are in the wrong directory.**

3.5.2 Testing

It usually takes time for the website changes to appear on the web due to caching done by IPage and your ISP so wait about 30 minutes before testing for your changes. If you find a problem go back to step 2 and fix the problems.

A APPENDIX Installing Fossil

A.1 Linux

Download the Fossil executable. Copy to /usr/local/bin and chmod to make it available to all. Should now be on Path and will execute in any command window.

A.2 Windows

Download fossil.exe. Now you have to create an executable directory, move fossil.exe there and change your path.

A.2.1 Create an executable directory

```
cd c:\
mkdir bin
```

A.2.2 Copy fossil.exe

Use Windows Explorer to copy it from the download location to c:\bin. Note if it is a ZIP file expand it to an EXE before copy.

A.2.3 Modify the Path

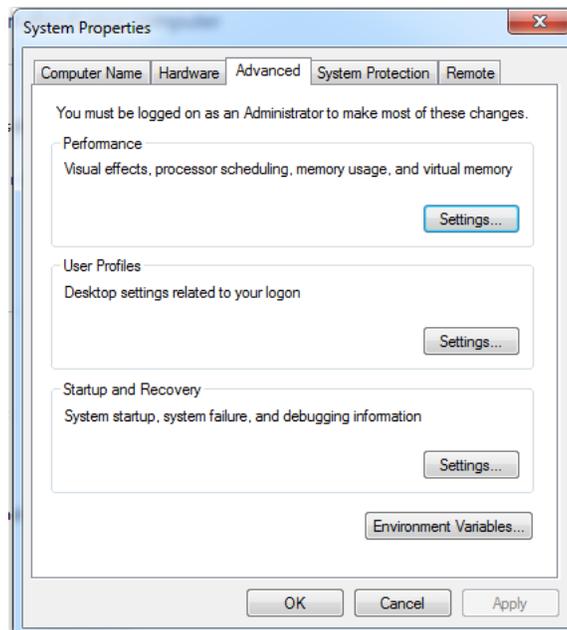


Figure 9: System Properties Control Panel

A.2.3.1 Open the System Properties Control Panel

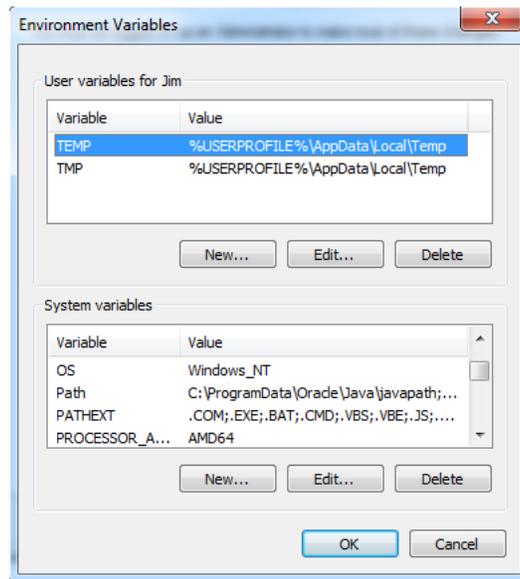


Figure 10: Environmental Variables

A.2.3.2 Set Environmental Variables Pick the **Path** System Variable and press Edit...

A.2.3.3 Edit the path Go to the end of the line and add ;c:\bin.

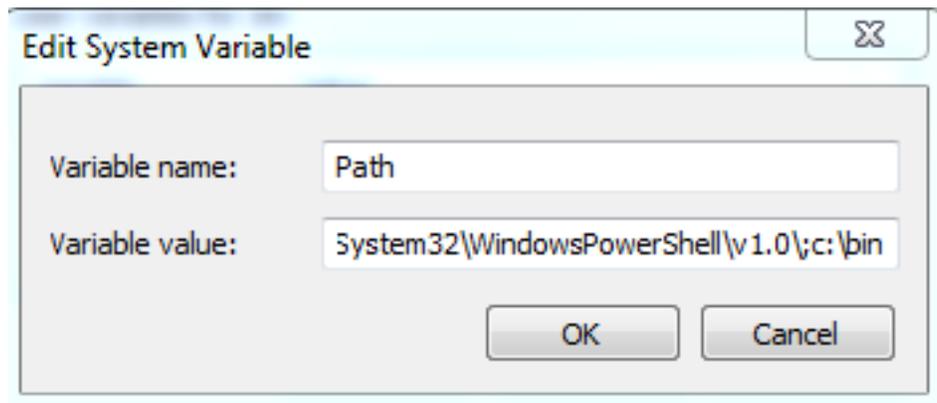
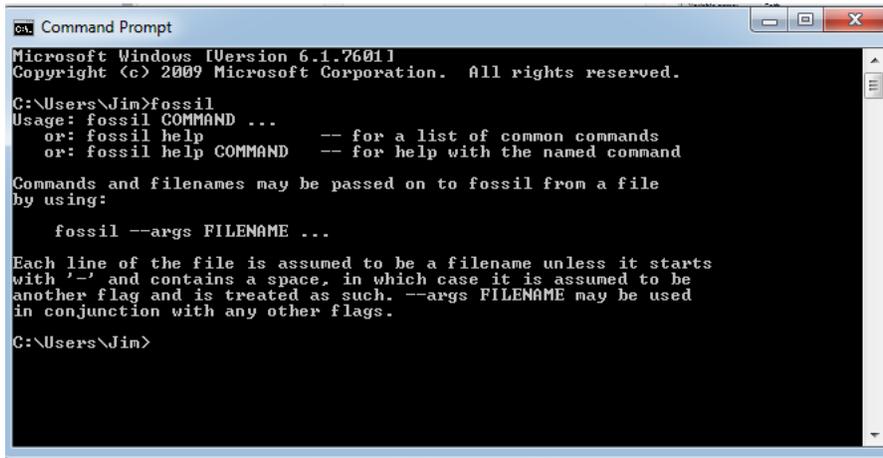


Figure 11: Edit the path

now close all the windows and open a DOS window.



```
Command Prompt
Microsoft Windows [Version 6.1.7601]
Copyright (c) 2009 Microsoft Corporation. All rights reserved.

C:\Users\Jim>fossil
Usage: fossil COMMAND ...
  or: fossil help           -- for a list of common commands
  or: fossil help COMMAND  -- for help with the named command

Commands and filenames may be passed on to fossil from a file
by using:

    fossil --args FILENAME ...

Each line of the file is assumed to be a filename unless it starts
with '-' and contains a space, in which case it is assumed to be
another flag and is treated as such. --args FILENAME may be used
in conjunction with any other flags.

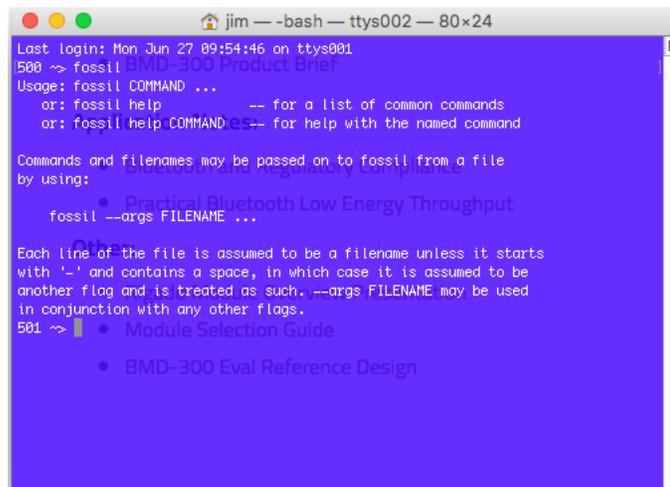
C:\Users\Jim>
```

Figure 12: Testing

A.2.3.4 Testing

A.3 OS X

Download fossil.exe for OS X. Then copy it to a directory on your PATH. Copy it to /usr/local/bin. Note to do this you will need **sudo** privileges. See <http://osxdaily.com/2014/02/06/add-user-sudoers-file-mac/>. Test it the same way as Windows.



```
jim -- bash -- ttys002 -- 80x24
Last login: Mon Jun 27 09:54:46 on ttys001
500 ~> fossil BMD-300 Product Brief
Usage: fossil COMMAND ...
  or: fossil help           -- for a list of common commands
  or: fossil help COMMAND  -- for help with the named command

Commands and filenames may be passed on to fossil from a file
by using:

    fossil --args FILENAME ...

Each line of the file is assumed to be a filename unless it starts
with '-' and contains a space, in which case it is assumed to be
another flag and is treated as such. --args FILENAME may be used
in conjunction with any other flags.
501 ~> |
```

Figure 13: Testing