

JOURNAL CLUB MANAGER

Version 1.3

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<http://www.florianperdreau.fr>

Journal Club

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Home

News

Enjoy your brand new Journal Club Manager!

Hello everyone,

Welcome to your new **Journal Club Manager**! This new release goes along with a new design, a more responsive interface and new features.

On the user's side:

- Now, journal club sessions can hold several presentations and the amount of presentation can be set by the admin or the organizers.
- Multiple files can now be attached to a presentation, either during the submission, or later by modifying the past presentation.

On the admin/organizer's side:

- Possibility to manage the sessions, their type or time, individually.
- Possibility to assign a chairman to each presentation either on each submission or via an automatic preplanning.
- Possibility to access the history of Posts, to edit/delete them and choose to add them to the homepage.
- The Configuration and the Admin tools are now only accessible by user with an admin status.

Enjoy,

The Journal Club Team

2015-03-06 at 14:36, Posted by [Florian Perdreau](#)

Next Session

Date: 2015-03-12 **From:** 17:00 **To:** 18:00 **Room:** H432

Our next session will host 4 presentations.

Summary

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Introduction

Journal Club Manager is a web-application made to help labs and researchers in managing their journal clubs or talks.

Users who signed up to this web-application can schedule, modify or delete their presentations and add or delete files attached to their presentations.

Users can also suggest presentations ("make a wish") that other users could present instead of them. If one chooses to make this wish true, he or she can then modify the content of this presentation, add some files, etc. and choose a date for giving his or her presentation.

Journal Club Manager also includes a mailing system (requires CRON jobs installed on the running server) to notify users about upcoming journal club sessions, recent news posted by the organizers on the website or the last wishes made by the other users.

Finally, *Journal Club Manager* comes along with an administration interface allowing administrators and organizers of the journal club to manage the different presentations, users, to export/back-up the database, to configure the application (frequency of email notifications, etc.). Particularly, they can manage the different types of sessions (e.g. a journal club session or a business meeting), the types of presentation (paper, research topic, business, methodology or guest speaker), the number of presentations per session and the chairman.

License

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You should have received a copy of the GNU Affero General Public License along with *Journal Club Manager*. If not, see <<http://www.gnu.org/licenses/>>.

External sources

Journal Club Manager also depends on external open-sources dependencies:

- **PHPMailer**, Copyright © 2014 Marcus Bointon, licensed under the [LGPL 2.1]: <http://www.gnu.org/licenses/lgpl-2.1.html>.
- **html2text**, Copyright © 2010 Jevon Wright and others, licensed under the [LGPL 2.1]: <http://www.gnu.org/licenses/lgpl-2.1.html>.
- **TinyMCE** Copyright © Moxiecode Systems AB, licensed under the [LGPL 2.1]: <http://www.gnu.org/licenses/lgpl-2.1.html>.

System Requirements

- A web server running PHP 5.2 or later
- MySQLi (5.0 or later)
- CRON table (on Linux servers) or scheduled tasks (on Microsoft Windows servers) **required for email notifications*
- SMTP server (or a Google Mail account)

Installation

Step 1: Upload files on the server

Using GIT

Simply clone the Journal Club Manager repository (<https://github.com/Fperdreau/jcm.git>) at the root of your web-server.

Using FTP

- Upload the "jcm" folder to the root of your web-server using a FTP client (e.g. FileZilla).
- Make sure that you have the writing permissions for all the folders and files (set folders chmod to 0755 and files chmod to 0644).

Step 2: Preparation of the database

Go to your SQL database interface (e.g. PHPmyadmin) and create a new database (if you have the rights, however, ask your admin for the name of the database). That's it!

Step 3: Online installer

In your favorite web-browser, go to the URL: <http://www.mydomain.com/jcm/install.php>.

Step 0: New installation or update

Installation

Welcome to the Journal Club Manager

Hello

The current version of *Journal Club Manager* installed here is v1.3. You are about to install the version v1.3.

You can choose to either do an entirely new installation by clicking on 'New installation' or to simply update your current version to the new one by clicking on 'Update'.

Please, be aware that choosing to perform a new installation will completely erase all the data present in your *Journal Club Manager* database!!

New installation Update

The installer will automatically check for the presence of previous installations of the Journal Club Manager.

If no previous installation is found, then you will only have the option to start a new installation. This will create all the required SQL tables, folders and files.

Otherwise, you will also have the option of updating a previous installation. Do not worry, this will not overwrite your preexistent data!

Step 1 : Database configuration**Installation**

Step 1: Database configuration

Host Name

localhost

Username

root

Password

DB Name

test

DB Prefix

jcm

Next

Hostname: Your SQL hostname (e.g.: sql.mydomain.com)

User name: your SQL username (the one you may use to access PHPMyAdmin).

Password: your SQL password (The same you are using to access PHPMyAdmin).

Database name: the name of the database you have created at the Step 3 of the preparation phase.

Database prefix: Choose a prefix that will be used to create tables in your database (e.g.: jcm).

*Make sure the prefix you choose if not already used by other applications installed on your server.

Step 2: Application configuration**Installation**
JOURNAL CLUB MANAGER - WEBSITE

Site title: title of the website (it will appear in the website's header: e.g. "My Lab Journal Club").

Web path to root: Web path to the application root (e.g. <http://www.mydomain.com/Pjc>).

JOURNAL CLUB MANAGER - MAILING SERVICE

Send Email address: your journal club email

Sender Name: Name associated to the email address

Email host: SMTP host address (e.g. smtp.gmail.com if you are using a Gmail address).

SMTP access: Security protocol (SSL/TLS/none).

**Note that using SSL/TLS requires that SSL PHP extension is installed on your web-server.*

Email username: your email username

Email password: your email password.

Step 3 : Creation of the admin account (only for new installation)

Username: choose a username for your admin account

Password: choose a password for your admin account

Confirm password: re-enter your password

Email: provide an email address that will be associated with the admin account.

Step 4: Delete installation files

For security reasons, you must delete installation files from your web-server. Go to your FTP and:

- Delete the “install.php” file located at the root of the “jcm” folder.

Step 5 (optional): Set automatic jobs (e.g. email notification)

In order to automatically send email notifications, you must set CRON jobs on your server (if your server is running on Linux) or scheduled tasks (if it’s running on MS Windows).

Whatever the system your server is running on, you must target your scheduled task to the PHP script located in the “jcm/cronjobs” folder.

Here is a tutorial to automatically run PHP file:

- on MS Windows: <https://www.drupal.org/node/31506>
- on Linux: <http://www.thegeekstuff.com/2011/07/php-cron-job/>

in the “cronjobs” folder, you may find different independent scripts:

mailing.php: send weekly digest including the last news, details about the upcoming session, the list of the future sessions and the list of the newest wishes.

reminder.php: send reminder for the upcoming session.

Assignchairs.php: automatically assigned chairs to each presentation by pseudo-randomly picking up one organizer. The simple rule is that all organizers must have been a chair once for this particular session type (e.g. journal club, group meeting, etc.) before an organizer can be selected again as a chair.

Db_backup.php: do a backup copy of the database and save it into a .sql file that can be found in “jcm/backup/mysql” folder.

Full_backup: do a backup copy of the database and of all the files and store it in an archive that can be found in “jcm/backup/complete” folder.

Features

Publication

Submit a new publication

Select a publication type :

- Paper: a published article
- Research: your own research
- Methodology: a methodology topic
- Guest: a guest speaker.

Speaker: Name of the invited speaker (you do not need to fill this field if you are presenting).

Date: Choose a date for your presentation (only available dates are selectable).

Title: submission title

Abstract: submission abstract (2000 characters maximum)

Authors: Authors of the article or of the research.

File: pdf of the article, or slides, etc.

Suggest a paper:**Title:** Article's title**Abstract:** Article's abstract**Authors:** Name of the authors**File:** PDF of the article.**Select a paper from the wish list****Choose a wish:** select a paper from the wish list (the list may be empty if no papers have been suggested yet).

Check that all the fields are properly filled in and choose a date for your presentation.

Archives

Here, you can find all the previous presentations and download the associated files. Archives can be filtered by year.

Contact

Here you can find information relative to the journal club (address, time, map) and contact the organizers by email.

My profile

Every user can access his/her own profile page and manage his/her account and submissions.

Admin interface

This interface is only accessible to admins and organizers.

Configuration (requires admin level)

Here are all configurable settings of the website

SITE PARAMETERS:

Site parameters		
Site title <input type="text" value="Journal Club/"/>	Site url <input type="text" value="http://www.florianperdreau.fr/jcm"/>	<input type="button" value="Modify"/>
Oldest DB backups to keep (in days) <input type="text" value="10"/>	Allowed file types (upload) <input type="text" value="pdf,doc,docx,ppt,pptx,opt,odp"/>	
		Maximum file size (in Kb) <input type="text" value="10000000"/>

Site title: Title of the website**Site url:** web path to the application folder (e.g. <http://www.mydomain.com/Pic/>).

LAB INFORMATION

Lab information

Name

Post Code

Google Map's URL

Street

City

Country

Modify

Here you may precise your lab's name and address.

Google Map's URL (to show your location on the Contact page):

1. Go to Google Map website and search for your location.
2. Still on the Google Map website, look for the settings icon at the bottom right of the page (the little gray wheel), click on it and go to "Share or integrate the map", then "Integrate the map".

<iframe src="https://www.google.com/maps/embed?pb=!1m18!1m12!1m3!1d246

3. Choose the "Small size" and copy the address (as shown below). Then only paste the actual url starting with https://www.google.com/maps.... (*without the HTML tags) to the Google Map's URL field of the Journal Club Manager.

EMAIL NOTIFICATIONS

Email notifications

Notification day

sunday

Reminder (D-)

1

Modify

Notification day: day at which the system has to send the weekly digest to the users.

Reminder: day at which the system has to send a reminder (-1 = 1 day before the session)

EMAIL HOST INFORMATION

Email host information		
Sender Email address jc@journalclub.com	Sender name Journal Club	Modify
Email host smtp.gmail.com	SMTP access ssl	Email port 465
Email username	Email password	Email header prefix [Journal Club]

Please, refer to the 3rd installation step above.

Manage users

Here you can change users' status (admin/organizer/member), deactivate, activate or delete users' account.

Send email

Here you can send an email notification to the mailing list. Your "special header" (email title) and "special message" will be automatically added to the usual notification email.

Add a post

Here you can add/edit a news that will appear on the website's homepage.

Tools (require admin level)

Here you may find several tools:

- Check consistency between the presentation and the session table.
- Export your database to an XLS format
- Backup your database (a ".sql" copy will be made on the server and sent to the admin's email address).

Manage sessions

Here you can manage the journal club sessions, change their type, time, etc.

JOURNAL CLUB PARAMETERS

Sessions settings				
Room H432	Day thursday	From 17:00	To 18:00	Presentations/Session 2
Chair assignment In advance	Sessions to plan in advance 10			
Modify				

Room: Room of the journal club

Day: Day of the journal club.

Time (from/to): set starting and ending time of the JC session.

Presentation/session: maximum number of presentations per session.

Chair assignment:

- **On submission:** assign a chair every time an user submit a presentation.
- **In advance:** automatically assign chairs for the next X sessions.

Sessions to plan in advance: Number of sessions to plan in advance (only if the chair assignment is set to "in advance").

SESSION/PRESENTATION

Session/Presentation

Sessions

Default session type

Journal Club ▼

Add a category

New Category

Journal Club

✕

Business Meeting

✕

Presentations

Add a category

New Category

paper

✕

research

✕

methodology

✕

guest

✕

business

✕

Here, you can set the default type of session and add or delete types of sessions and presentations.

MANAGE SESSIONS

Manage Sessions

Number of sessions to show

2015-03-13

Type
No group meeting ▼

Free

From
09:30 ▼

To
11:00 ▼

TBA	Speaker	Chair
TBA	TBA	TBA ▼
TBA	TBA	TBA ▼

2015-03-20

Type
Business Meeting ▼

Free

From
09:30 ▼

To
11:00 ▼

TBA	Speaker	Chair
TBA	TBA	TBA ▼
TBA	TBA	TBA ▼

2015-03-27

Type
Journal Club ▼

FREE

From
09:30 ▼

To
11:00 ▼

TBA	Speaker	Chair
TBA	TBA	TBA ▼
TBA	TBA	TBA ▼

2015-04-03

Type
No group meeting ▼

Free

From
09:30 ▼

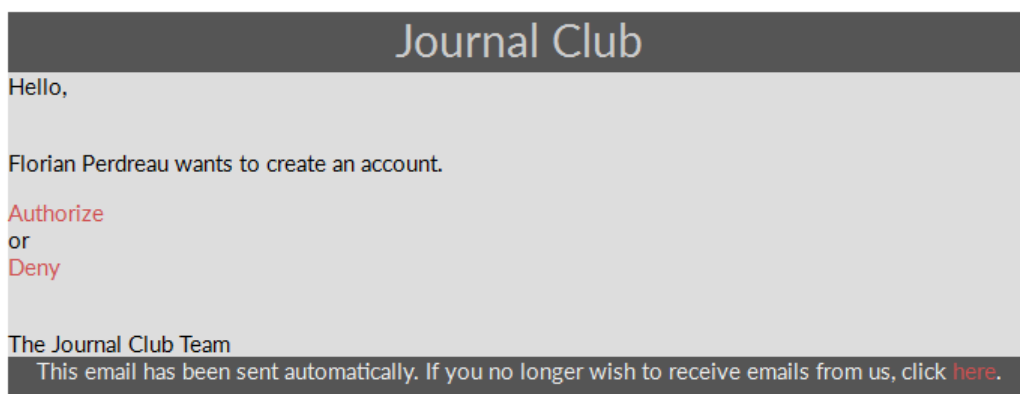
To
11:00 ▼

TBA	Speaker	Chair
TBA	TBA	TBA ▼
TBA	TBA	TBA ▼

Here, you can manage the sessions individually: modify the type, time or chairs.

Registration procedure

1. The new user must fill up all the fields (First name, last name, username, password, email, academic position).
2. An email is sent to the admin/organizers for verification (click on authorize or deny accordingly):



3. Finally, the user receives a confirmation email if his/her registration has been confirmed.