
OpenCATS Documentation

Release 0.9.3

OpenCATS

Nov 12, 2017

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CHAPTER 1

Gentle warning-read first

This documentation is coming along nicely, albeit slowly. If you have requests for anything that should be included in this documentation, please comment on our forums.

- [OpenCATS Forums](#)

CHAPTER 2

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Gentle Warning

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CHAPTER 3

Preface

3.1 What is this manual?

This manual explains how to use OpenCATS, the free open-source applicant tracking system (ATS). It describes how to install and configure OpenCATS, how recruiters can use it to manage their work, and how to customize and extend it.

3.2 Release information

The current OpenCATS release is 0.9.4 “Countach”.

See the changelog.MD file for details.

3.3 Legal information/License FAQ

What license is OpenCATS distributed under?

This application is available under two licenses.

- OpenCATS code is under Mozilla Public License 2.0
- Code from the original ‘CATS Project’ circa 2007 is under CATS Public License Version 1.1a (a modified Mozilla Public License)

Can we change this license?

For now, no. The original code will continue to be licensed under the CPL. The OpenCATS team is aggressively working towards moving away from the CPL to a full MPL release.

The OpenCATS code is a combination of MPL and CPL code as of this writing.

What CAN we change?

You can change OpenCATS use OpenCATS in whatever way you choose. HOWEVER the items noted in the CPL can not be changed until OpenCATS moves to a full MPL release. See the next question for details.

What are the key features of this license?

There are some ‘unique’ requirements in Exhibit B;

1. You may not use the Licensed Software to operate in or as a time-sharing, outsourcing, service bureau, application service provider or managed service provider environment.
2. The following copyright notice must be retained and clearly legible at the bottom of every rendered HTML document: Copyright (C) 2005 - 2006 Cognizo Technologies, Inc. All rights reserved.
3. The “Powered by CATS” text or logo must be retained and clearly legible on every rendered HTML document. The logo, or the text “CATS”, must be a hyperlink to the CATS Project website, currently <http://www.catsone.com/>.

Is this an Open Source license?

Sadly, Exhibit B: I) restricts one of the freedoms required to be defined as Open Source. This means that although OpenCATS is free (as in beer) and the source is ‘Open’, it is not officially Open Source. This project does not have the rights to strip the appendix.

Simplify this for me, what can I do and what can’t I do?

Simply put, you can do anything you want with your OpenCATS system. The main thing you can NOT do is make money off of it. The other things (cosmetic and linking) are specified in Section 2 and 3 above.

CHAPTER 4

Authors and Contributors

OpenCATS would not exist were it not for Asim Baig, the original Cognizo developers, and RussH. The OpenCATS community, myself included, are grateful for this.

This is not a comprehensive list of people who have developed and contributed to CATS/OpenCATS over the years. If you have helped, and you are not listed, let us know and THANK YOU!

4.1 Original CATS/Cognizo developers and contributors listed

- Asim Baig
- Will Buckner
- Andrew Candals
- Paul Canfield
- Brian Hanson
- Austin Smith

4.2 OpenCATS Developers and contributors

- RussH
- Matias Lespiau
- Kixy25
- libregeek
- skrchnavy
- Bloafer
- cpt13

If anyone has been forgotten, please let us know! Opencatsdocs at gmail

CHAPTER 5

Introduction and Overview

OpenCATS is a free and open source, full-featured, web-based applicant tracking system, or ATS. It helps you manage the complete recruitment life-cycle from business development through finalizing a placement. It manages a huge range of information for you, including:

- Candidate details, qualifications, resumes (C.V's), and contact history.
- Job orders details, associated contacts, and the candidate pipeline for each.
- Multiple recruiters, sites, career portals, and much more.

5.1 What is an Applicant tracking system (ATS)?

An Applicant tracking system, or ATS, is software designed specifically for Recruiting firms, and HR departments within organizations to organize and track everything within the recruiting process for their organizations.

5.2 How is it free and what is Open Source software?

Without getting too specific or technical on what is and is not open source, open source software is community developed software that is available to use for free, by anyone, at any time, in any way they choose to. It is truly “free” software. Furthermore, because of the open nature, if you want to dig into the code and customize it, you are allowed to. If you want to share your changes back with the community, you are allowed to (please do!).

There are a lot of different variances in open source software and they've been covered extensively online. If you want to really dig into, and understand the purpose, intentions, limitations of open source software, please read up on it.

The developers behind OpenCATS will never contact you to try to sell you anything. We are a community of people creating recruiting software for people who do recruiting. Pure and simple.

5.3 OpenCATS vs CATSOne vs “open source”

OpenCATS is a free, open-source ATS. This means that there are no charges or limitations to install or to use it.

- For software developers, this also means that you are free to modify or extend the OpenCATS software, and to participate as a member of its development community.
- This also means that there is no help desk that you can call for support, though we do have this documentation, some YouTube videos, support forums and a community that helps.

The origins of OpenCATS are in a commercial/open-source development effort called CATS, which split into two separate efforts:

- This open-source OpenCATS system: <http://www.opencats.org>
- The commercial CATS product: <http://www.catsone.com>

The commercial CATS product is a highly polished, professionally supported, hosted software service.

OpenCATS, on the other hand, has somewhat less functionality, is installed on your server(s), and is supported only by you – with some help from the community.

The OpenCATS team and the CATSOne organization are not associated in any way. We will not push anyone into any paid service, any time, ever.

5.4 What can OpenCATS be used for?

If you have to fill jobs, even if it's only one or two jobs a year, OpenCATS can make your life a lot easier. It will work in small to enterprise sized environments. From one user to hundreds.

5.5 How does OpenCATS compare to other free software and paid Applicant Tracking Systems?

If you compare OpenCATS to free resources out there, there's nothing to compare. As far as I know, there are currently one open source applicant tracking system out there right now, which is an off-shoot of OpenCATS. The options as far as I can tell, are free tiers of paid applicant tracking systems that in my opinion don't provide enough functionality to be practical for daily usage for any but the smallest recruiting environments. The only accurate comparison of a free Applicant tracking system would be the folks out there who are doing their tracking on excel sheets and storing resumes on their hard drives.

If this is you....STOP IT! There is no reason to do that any more. OpenCATS solves your problems and is free.

When you start comparing OpenCATS against the paid applicant tracking systems out there, it's not such an easy decision. For example, even the lower priced applicant tracking systems generally are competitive or even far better than OpenCATS in terms of features. The higher priced, enterprise applicant tracking systems make OpenCATS (in it's current state) an afterthought.

So if you are willing to pay the monthly cost of even a cheaper applicant tracking system, and features that OpenCATS are lacking in are important enough, then a paid ATS may be a better option for you. The advantage in that scenario that OpenCATS still has however, is that OpenCATS is still free for multiple users. So, a low end applicant tracking system might bring value at \$50/month for a solo recruiter over a free OpenCATS system. But, what if you have ten users? Are those features worth the \$50/month per user price-tag (\$500/month total)? These are factors to consider.

Another aspect to OpenCATS that should be considered is data privacy and data security. With a self-hosted OpenCATS system, you are solely responsible for your data security. If you are managing that well, you won't fall victim to

the occasional hacks and data breaches you hear about on the news. Also, there is no chance of coming into the office one day to find that the company running your applicant tracking system has suddenly closed their doors overnight with no way to access your critical recruiting information. OpenCATS allows you to control the security of your data, and control of your recruiting information. There is tremendous value in that, if that is important to you.

While OpenCATS is a perfectly functional applicant tracking system. It does not compete with most modern paid applicant tracking systems feature for feature. Whether it is the right solutions for you and your company is up to you! Test it out and decide.

5.6 OpenCATS General Features

Try our demo!

What better way to dig in to the OpenCATS capabilities and feature than to dig into it for yourself?

[OpenCATS Demo](#)

Free: OpenCATS is open source software. Which means it is free (no cost) to use, and you are free to modify it in (almost) any way you want. Seriously, if you can do it, get down into the code and change absolutely anything!

Support: It also means support may be hard to find. We have an active community of people that are willing to help as much as possible though. Also, we are slowly adding to our documentation and YouTube channel.

It is easy: OpenCATS has an easy to use, intuitive interface. This means minimal training time for you and your recruiters. The job portal has a simple search and application process that your candidates will get through easily.

Web based or local: OpenCATS can be installed in a variety of environments. For the solo recruiter/single user, OpenCATS can be installed on your local computer, accessible only by you. OpenCATS can be installed on a local network, accessible by everyone within the office, with no limit on users, yet still protected and removed from the outside internet. OpenCATS can also be installed and accessible via the internet, through a public facing web server, A VPS, a shared-hosting environment, so multiple users from all over the world can access and use OpenCATS together. Keep in mind though, that because OpenCATS is open source software, security is your responsibility. Make sure the appropriate measures are taken for the setup that you choose.

Full recruiting life-cycle: OpenCATS provides the infrastructure for the entire recruiting life-cycle, regardless of the type of role that you are recruiting for, or the volume of openings that you are dealing with.

Note: OpenCATS can get cumbersome for very high-volume recruiting due to the current lack of bulk recruiting features. Importing and dealing with many candidates at once per role may be prohibitive in OpenCATS. You would need to gauge the effort against the results and decide if OpenCATS is the best solution for your situation.

OpenCATS will walk you through the process, including the sales cycle, from building targeted lead lists, making client calls, getting signed agreements and taking job orders. It will handle all of recruiting, from initial candidate intake, job posting and applications, through the interview, offer, acceptance and candidate start. OpenCATS was designed by recruiters, for recruiters and continues to be developed with recruiting as the sole focus.

Internal and external recruiting: OpenCATS has all the functionality for companies that need an Applicant Tracking system for their internal recruiting as well as recruiting companies that are recruiting for multiple, external clients.

For internal recruiting, all recruiting can be done by checking the “Internal posting” check-box on the job order. Departments can be created and customized within any organization, and contacts added for those departments. OpenCATS can be as thorough and specific as you need it to be. For recruiting firms with external clients, each client can be tracked individually, even if they have multiple locations, departments and hiring managers. The flexibility is there within OpenCATS to ensure accuracy throughout the recruiting process.

Company branding: OpenCATS can be branded for your organization, you can replace the OpenCATS logo with your company logo, and the public-facing job posting page and outgoing emails, can be changed to match the look of your company's website and emails.

Resume storage, contact storage, applicant tracking and notes: OpenCATS was built from the ground up for recruiting. It can handle hundreds of thousands of records and resumes with no issues. I am not sure what the upper limit is for how many records and resumes before OpenCATS starts to have issues, but I can comfortably say it would likely take an enterprise-environment for that to happen. For any small to mid-size company, there should be no issues on how much information your OpenCATS ATS can handle.

Skills based tagging: Initially, OpenCATS had resume parsing and resume search built in. Over time, that functionality has been lost. The development team is focused on implementing long term solutions that will allow parsing and keyword search in OpenCATS. In the meantime, skill tagging is included in OpenCATS, and serves as a very functional alternative to keyword searching.

Lists: OpenCATS can make lists for whatever you need. Lead lists for sales? Yes. Candidate hot-sheets? Yes. List by geographic location? Yes. Anything you may need a list for, sales or recruiting, you can generate in OpenCATS for quick access. Lists can also be conveniently be exported as a csv file for any external applications.

Calendar: OpenCATS has a rich and immersive calendar built in that provides a thorough and accurate overview of activities. If you use the calendar system, you will always know what is coming up, and be able to quickly find information from past scheduled events. Unfortunately, at this time, there is no integration with any external calendar systems. OpenCATS can not sync with anything outside of OpenCATS.

Website integration and job board: OpenCATS has a company job postings page built right in. All you have to do is turn it on and brand it however you want. All the "public" marked jobs in your OpenCATS system will show up on your jobs page, and candidates will be able to apply through your site. You can create questionnaires for candidates to answer prior to applying, to ensure only candidates that fit the requirements apply. The candidate would then be added to the pipeline of the job order, and the recruiter working the role would be notified of the new application for review. Lastly, your newly added openings can be automatically posted to certain job posting sites via a built in XML feed. This feature does not work with every job board out there, but it does work with some of the larger ones.

Candidate and client management: From the first phone call to the last email. OpenCATS will help you keep track of all the details, activities, records, contact numbers and keep your work-flow managed.

Reporting: Generate reports on recruiting activity for a quick and accurate overview.

Ownership of data: You own it. It's yours. You can control it and secure it however you want. No need for your data to be on someone else's servers, unless that is how you choose to do it.

Backup and restore: Your OpenCATS system can be backed up as often as you want, ensuring no loss of data, ever. There is an easy and intuitive GUI-driven backup/restore system. System administrators can also perform backups/restores through the MySQL database and file system if they prefer. Anyone can backup and restore OpenCATS, regardless of technical knowledge and ability.

User access levels: Currently there are different access levels for users in the OpenCATS system, which the administrator can set up and assign. These are focused on the ability to manipulate data within OpenCATS. The OpenCATS dev team are working on features that will allow administrators to limit access to the records within OpenCATS (example: a recruiter will only be able to see the candidates/clients that are assigned to them, if that's how you choose to set it up).

Built in Emailing: The email functionality within OpenCATS is substantial. Currently, OpenCATS can be used to send emails to candidates, clients, and contacts. It can also be used to notify of status changes and new applications, or anything you would like it to do. Templates can be set up and used and branding can be included.

Built in modification system: There are certain aspects of modifying OpenCATS that are built in and do not require any technical ability or coding. Fields can be added to the candidate, client, and contact pages quite easily. Any information you want included, or tracked, that isn't built in to OpenCATS can be added through the intuitive interface with a few clicks.

CHAPTER 6

Windows - OpenCATS Installation Instructions

6.1 Windows Prerequisites

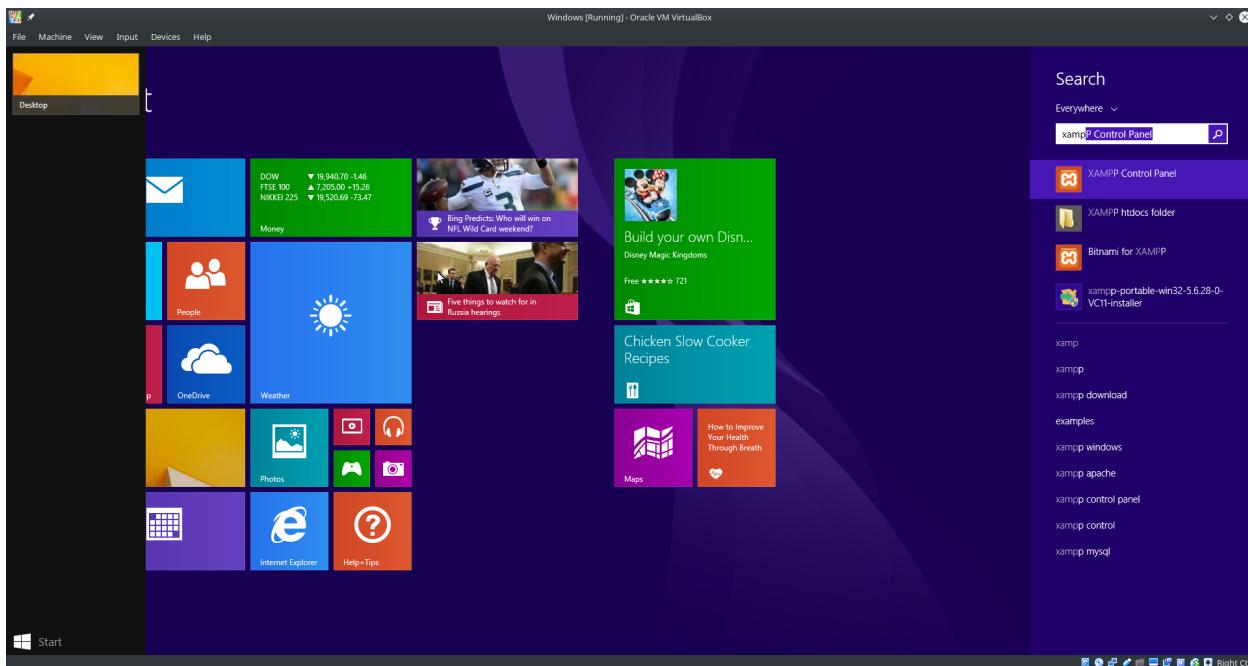
Installation instructions are given for the XAMPP default install environment only. WAMPP will also work if you prefer it. The steps will be a little different.

6.2 Downloading software and preparing your system

- Download - [XAMPP](#)
- Install XAMPP
- Download - [OpenCATS-0.9.4-full](#) . You can not install this yet.
- Go to the folder where the OpenCATS-0.9.4-full.zip file is located (usually the Downloads folder)
- RIGHT-CLICK on the OpenCATS-0.9.4-full.zip file
- Click Extract All
- Change the folder that the files will be extracted to, to the following: C:\xampp\htdocs\
- Click extract

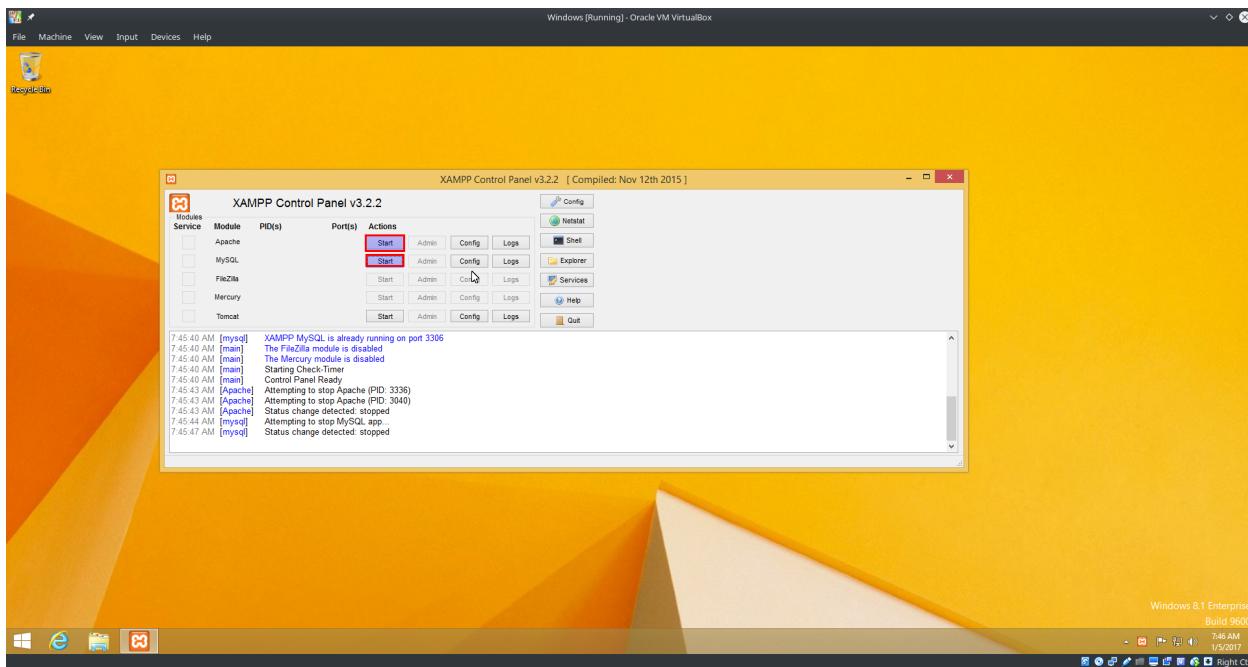
6.3 Start Xampp

- Click the Windows start button and type xampp
- Hit enter. This will open the XAMPP control panel.

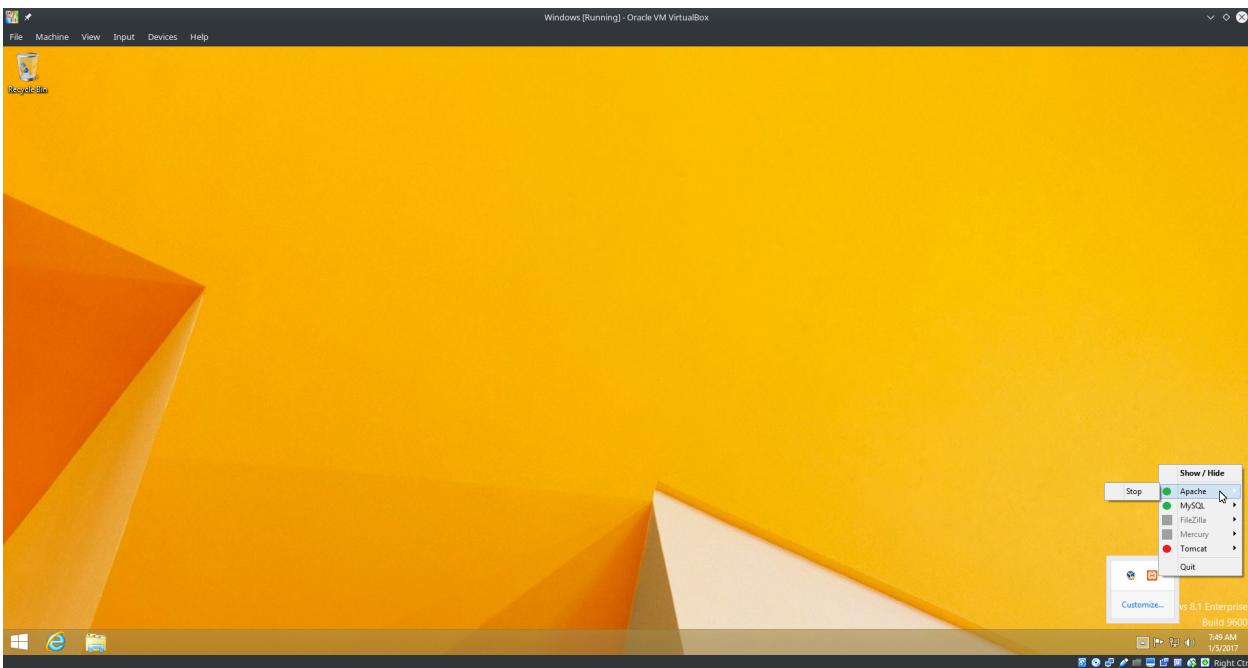


- On the right side of Apache and MySQL, click start for each one.

Note: ONLY start the Apache and MySQL services. You do NOT need any of the other services.



- Stop the apache service (lower right corner, right click XAMPP, stop apache)
- Start the apache service



6.4 Moving your OpenCATS Applicant Tracking System directory.

The current default directory name for the OpenCATS files is C:\xampp\htdocs\home.

- Go to: C:\xampp\htdocs\home\travis\build\opencats
- Right click on the OpenCATS directory, select cut.
- Go to: C:\xampp\htdocs, right click and select paste. We have moved the main OpenCATS directory into the htdocs directory.
- Right click on the home directory and delete it. We don't need it anymore.
- Double click on the OpenCATS directory to go into it.
- Right click on the INSTALL_BLOCK directory and delete it. The INSTALL_BLOCK file or folder will prevent OpenCATS from being installed on your system.

6.5 OPTIONAL - Renaming your OpenCATS directory

The current default directory name for the OpenCATS files is opencats. This will result in the web address in your browser being <http://localhost/opencats>

If you want to rename the main OpenCATS directory to something else, you can.

- Simply navigate to C:xampp\htdocs
- Right click on the OpenCATS directory
- Click rename
- Rename the directory whatever you want (example: ATS)

Now, to access it, your browser address will be <http://localhost/ATS>

6.6 Launch phpMyAdmin

- In your browser, go to: <http://localhost/phpmyadmin/>

Note: If phpmyadmin does not load in this screen, stop and start your apache service again per the instructions above.

- On the left side, click new to create a new database

The screenshot shows the phpMyAdmin interface on a Windows desktop. The left sidebar has a 'New' button highlighted. The main area displays 'General settings' (Server connection collation: utf8mb4_unicode_ci), 'Appearance settings' (Language: English, Theme: pmahomme, Font size: 82%), and 'Database server' (Apache2.4.23, MySQL 5.0.11-dev, PHP 5.6.28). A message at the bottom says 'A newer version of phpMyAdmin is available and you should consider upgrading. The newest version is 4.6.5.2, released on 2016-12-05.' A warning message below it states 'You are connected as 'root' with no password, which corresponds to the default MySQL privileged account. Your MySQL server is running with this default, is open to intrusion, and you really should fix this security hole by setting a password for user 'root''. The taskbar at the bottom shows the date as 1/5/2017.

- In the box labeled database name type opencats.
- Hit create

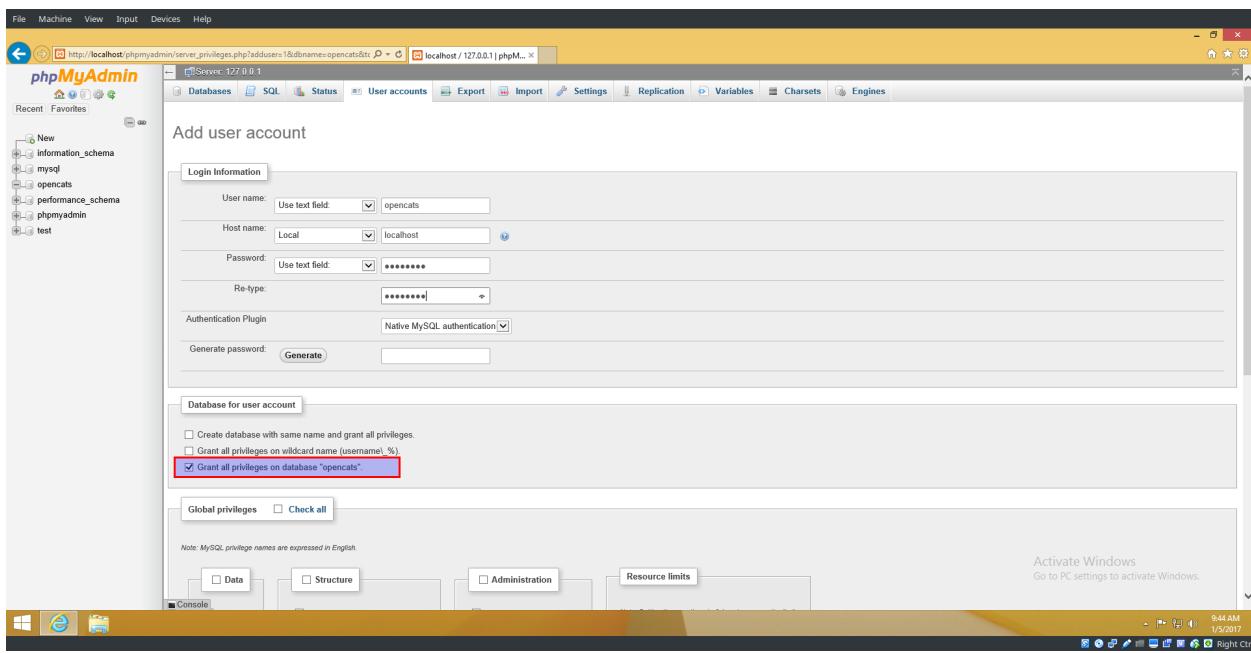
The screenshot shows the 'Databases' page in phpMyAdmin. A 'Create database' form is open, with the 'Database name' field containing 'opencats' and the 'Collation' dropdown set to 'latin1_swedish_ci'. Below the form, a note says 'Note: Enabling the database statistics here might cause heavy traffic between the web server and the MySQL server.' A checkbox for 'Enable statistics' is present. The taskbar at the bottom shows the date as 1/5/2017.

You should now see “opencats” listed among the databases on the left.

- Click the opencats database
- In the top row of tabs, on the right side of the screen, click privileges
- Click add user account

The screenshot shows the phpMyAdmin interface with the 'privileges' tab selected. The left sidebar lists databases, with 'opencats' selected. The main area displays users with access to 'opencats'. A red box highlights the 'Add user account' button at the bottom of the 'New' section.

- User name, make sure use text field is selected, in the empty box next to it type opencats
- Host name: In the first box, select local from the drop-down options. The second box should say localhost
- Type opencats for the database password twice
- In the “database for user account section”, confirm that the third checkbox Grant all privileges on database "opencats" is checked.
- Scroll down to the bottom and click go



6.7 Set up OpenCATS

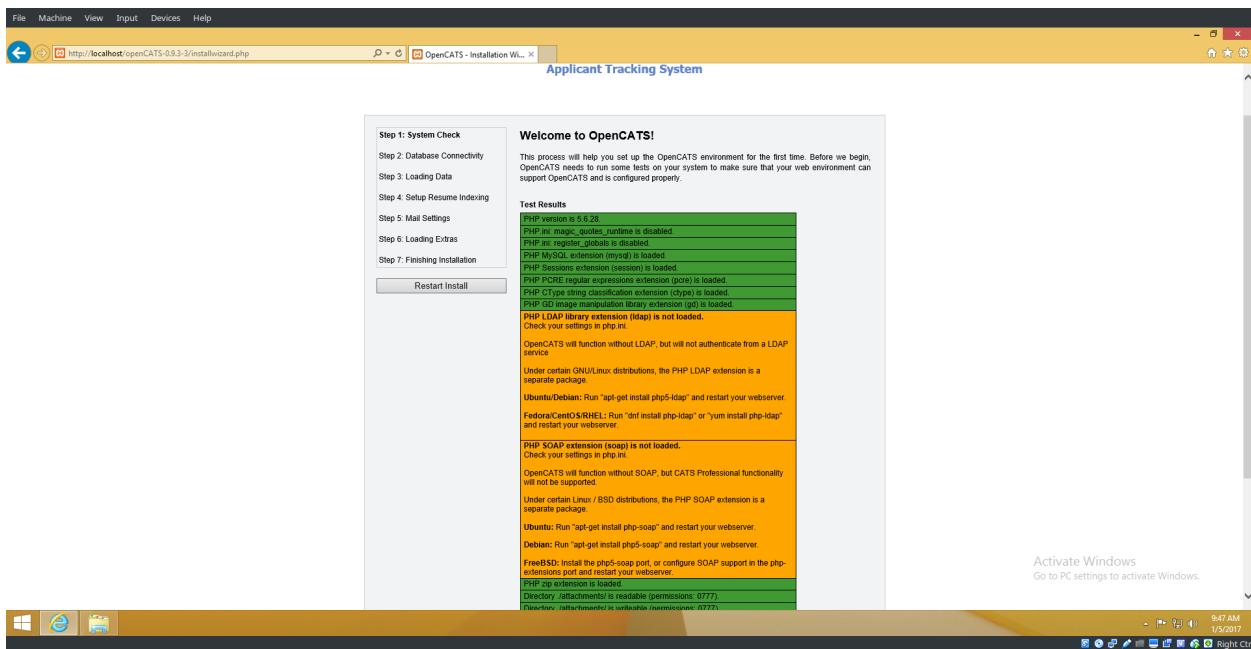
In your Web Browser, visit <http://localhost/opencats> (adjust if you renamed the OpenCATS directory). If OpenCATS has been configured correctly, you should see a page that looks like this:



Step 1 System Connectivity This step makes sure you have the required server environment set up correctly.

Note: Disregard the yellow errors. They are not necessary for this installation and you will not lose any OpenCATS functionality.

If you see all green and/or yellow, click **Next**



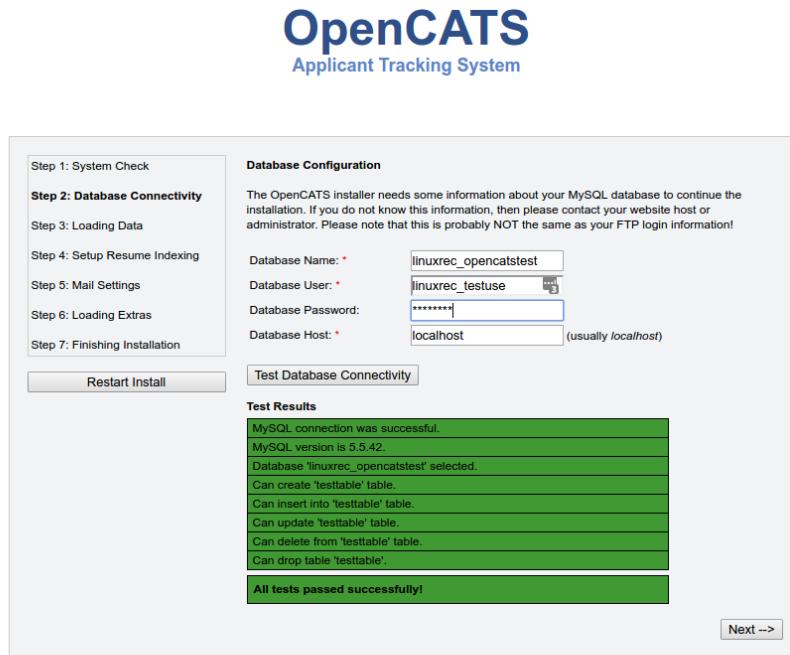
Warning: Red = Bad You can't continue the installation until a server environment issue is fixed.

Step 2 Database connectivity

Enter the following information: Database Name: opencats Database User: opencats Database Password: opencats Database Host: localhost

Click Test Database Connectivity

If the SQL information is set up and entered correctly, you should have all green. If you see red, something needs to be corrected or set up correctly.



Step 3 Loading Data

For a new installation, select New Installation, then next

Note: Demonstration Installation will auto-populate OpenCATS with general example clients, candidates, job orders, etc. There's no reason to use this in my opinion.

Note: Restore installation from backup will be covered in a future tutorial

OpenCATS

Applicant Tracking System

Step 1: System Check
Step 2: Database Connectivity
Step 3: Loading Data
Step 4: Setup Resume Indexing
Step 5: Mail Settings
Step 6: Loading Extras
Step 7: Finishing Installation

Loading Data - Empty Database

The installer is ready to set up your OpenCATS data. Please pick the way you want the installer to set up OpenCATS:

New Installation (Recommended)
 Demonstration Installation
 Restore Installation from Backup

You can always run the installer again to clear the database and choose a different option.

Next -->

Restart Install

Step.4-full Setup resume indexing

Unfortunately, for now, there is no resume indexing. * Click Skip this Step.

Step 5 Mail Settings

OpenCATS can send emails. If you don't want to use it, you don't have to. OpenCATS works great either way!

Choose an option from the Mail Support drop-down bar, fill the necessary information in (if you are using it) and click Next

OpenCATS

Applicant Tracking System

Step 1: System Check
Step 2: Database Connectivity
Step 3: Loading Data
Step 4: Setup Resume Indexing
Step 5: Mail Settings
Step 6: Loading Extras
Step 7: Finishing Installation

Mail Settings

Please enter your e-mail address (for where OpenCATS e-mails should be replied to, etc.).

E-mail: *

OpenCATS sends automatic E-Mails on different events. Please choose the mechanism for E-Mail delivery via OpenCATS.

Mail Support: *	<input type="text" value="SMTP w/Authorization"/>
SMTP Host: *	<input type="text" value="localhost"/>
SMTP Port: *	<input type="text" value="587"/>
SMTP Username: *	<input type="text" value="user"/>
SMTP Password: *	<input type="text" value="password"/>

Next -->

Restart Install

Step 6 Loading extras

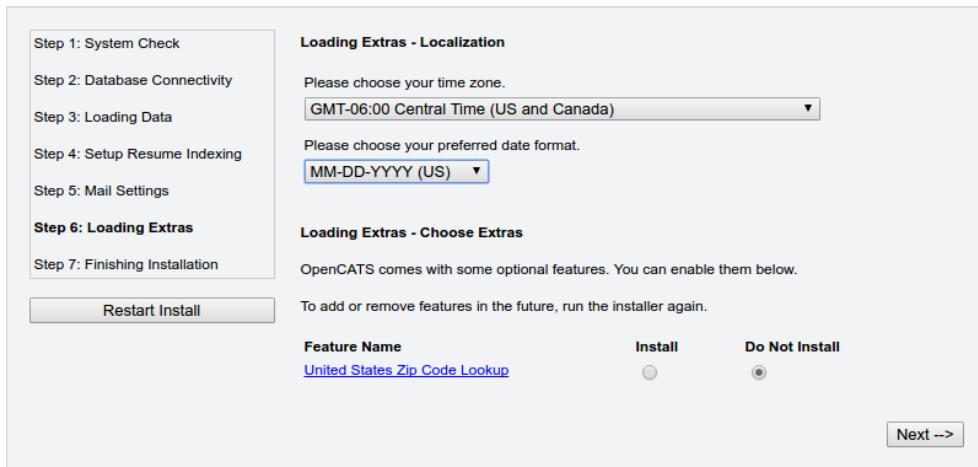
Don't forget to set the time zone to your area!

Warning: If you forget to set the time zone ALL of the timestamps on every note in OpenCATS will be wrong.
Set the time zone correctly. You will thank us...

Choose the date format you like best

(United States only) choose to install (if you want) zip code lookup

Click next

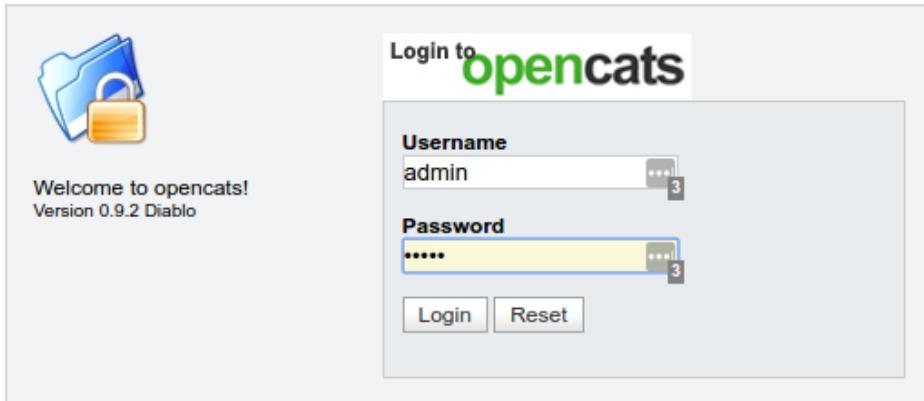


Step 7 Finishing installation

Runs through the installation process. You should see a box and some pretty bars moving. It shouldn't take long.

Note: The default username and password are: admin/admin or admin/cats (all lowercase) depending on your OpenCATS version

Click Start OpenCATS for your login screen.



Join the Conversation - [opencats forums](#).

© 2005 - 2007 Cognizo Technologies, Inc.
Based upon original work and Powered by [CATS](#).

Success!!

Your brand new OpenCATS applicant System!

opencats
open. online. free.

Logout
CATS Administrator <admin> (testdomain.com) Administrator

Dashboard Activities Job Orders Candidates Companies Contacts Lists Calendar Reports Settings

Quick Search: Go

My Recent Calls My Upcoming Calls My Upcoming Events

Recent Hires Hiring Overview

Name Company Recruiter Date

NO DATA

Hiring Overview

Weekly
Monthly
Yearly

Submissions Interviews Hires

0 1
04/25 - 05/01 05/02 - 05/08 05/09 - 05/15 05/16 - 05/22

Important Candidates (Submitted, Interviewing, Offered in Active Job Orders) - Page 1 (0 Items)

First Name Last Name Status Position Company Modified ▲

NO DATA

The screenshot shows the OpenCATS dashboard interface. At the top, there's a navigation bar with links for Dashboard, Activities, Job Orders, Candidates, Companies, Contacts, Lists, Calendar, Reports, and Settings. A quick search bar is also present. Below the navigation, there are three main sections: 'Recent Hires' (empty), 'Hiring Overview' (a bar chart showing no data with categories Submissions, Interviews, and Hires), and 'Important Candidates' (empty). The bottom of the page contains copyright and server information.

CATS Version 0.9.2 Diablo. Powered by [CATS](#).
Server Response Time: 0.05 seconds.
© 2005 - 2007 Cognizo Technologies, Inc.

CHAPTER 7

Install on Shared-hosting (Bluehost, GoDaddy or similar)

You can install OpenCATS right to your shared hosting account! This way OpenCATS will be web accessible from any computer and multiple users, without the hassle of setting up and running a server.

These instructions will walk you through setting up OpenCATS on a Bluehost hosting account. Major web-hosts should be a similar process, though you may have to search and make small tweaks.

Note: There are benefits and down-sides to running your OpenCATS system through a shared hosting account. The main benefit is that OpenCATS will be web accessible to any user from any location, and not limited to your local machine. You will however lose the resume-indexing tools with a shared-hosting environment. Which means that resumes will NOT be keyword searchable.

Note: As this documentation gets updated, the OpenCATS version in the images may not match the OpenCATS versions discussed in the documentation.

7.1 Download OpenCATS to your computer

Click this link to download the OpenCATS files, we will need them later:

[OpenCATS Files](#)

7.2 CPanel-File Manager

Note: All images use Bluehost for an example. If you have a different hosting provider, this will likely look a little different.

Log in to your shared hosting account and click CPanel

hosting WordPress tools domains addons account cart help logout

home **cpanel** performance email website ftp databases manage ips install scripts

set as default page

search

hosting services

services	level	username	expires	actions ?
Shared	Plus	[REDACTED]	08/25/17	CURRENT Upgrade

add new hosting service

frequently used features

- File Manager
- File Manager
- MySQL Wizard
- MySQL Databases
- MySQL Databases

system

email and ftp

domains

files and databases

versions

cPanel	2.2.31
Apache	2.2.31
PHP	5.4.43
MySQL	5.6.32
Perl	5.10.1

website

email

Scroll down to the “files” section and click “File Manager”.

files

Site Backup Pro File Manager Legacy File Manager FTP Manager File Count Disk Space Usage Web Disk

It will open up a new tab in your browser.

The screenshot shows the CPanel-File Manager interface. On the left, there's a tree view of the directory structure under the root. On the right, a detailed list of files and folders in the /public_html directory is shown. The /public_html folder is highlighted with a red arrow.

Name	Size	Last Modified (EST)	Type	Perms
cpanel	4 KB	Today 7:33 AM	httpd/unix-directory	0700
.cpanel-datastore	4 KB	Apr 9, 2015 8:15 PM	httpd/unix-directory	0755
cphorde	4 KB	Nov 10, 2016 9:23 AM	httpd/unix-directory	0700
.gem	4 KB	Oct 20, 2016 10:00 PM	httpd/unix-directory	0755
.htpasswd	4 KB	May 11, 2015 11:22 AM	httpd/unix-directory	0755
.trash	4 KB	May 11, 2015 11:27 AM	httpd/unix-directory	0700
backupwordpress	4 KB	Jan 14, 2016 5:20 PM	httpd/unix-directory	0755
cache	4 KB	Jan 29, 2016 5:44 PM	httpd/unix-directory	0755
etc	4 KB	Dec 17, 2016 12:49 PM	httpd/unix-directory	0750
logs	4 KB	Dec 14, 2016 7:25 AM	httpd/unix-directory	0700
mail	4 KB	Aug 31, 2016 10:34 AM	mail	0751
perl5	4 KB	Oct 20, 2016 10:00 PM	httpd/unix-directory	0755
public_html	4 KB	Dec 23, 2016 12:46 PM	publichtml	0755

Double click on your main web directory (mine is listed as public _html)

The screenshot shows the CPanel-File Manager interface. The left pane shows the directory structure, and the right pane shows the contents of the /public_html directory. The /public_html folder is highlighted with a red arrow.

Name	Size	Last Modified (EST)	Type	Perms
ATS	4 KB	Oct 14, 2016 11:53 AM	httpd/unix-directory	0755
[REDACTED]	4 KB	Aug 29, 2016 1:07 PM	httpd/unix-directory	0755
[REDACTED]	4 KB	Sep 30, 2016 8:55 AM	httpd/unix-directory	0755
catstest	4 KB	Oct 16, 2016 6:41 AM	httpd/unix-directory	0755
cgi-bin	4 KB	Jun 15, 2015 1:54 PM	httpd/unix-directory	0755
[REDACTED]	4 KB	Dec 8, 2016 10:13 AM	httpd/unix-directory	0755
[REDACTED]	4 KB	Aug 5, 2016 7:05 AM	httpd/unix-directory	0755
[REDACTED]	4 KB	May 6, 2016 3:51 PM	httpd/unix-directory	0755
[REDACTED]	4 KB	Apr 20, 2016 4:55 PM	httpd/unix-directory	0755
[REDACTED]	4 KB	Nov 30, 2016 4:23 PM	httpd/unix-directory	0755
[REDACTED]	12 KB	Aug 25, 2016 1:27 PM	httpd/unix-directory	0755
[REDACTED]	4 KB	Aug 25, 2016 1:55 PM	httpd/unix-directory	0755
.htaccess	199 bytes	Nov 5, 2016 10:28 PM	text/x-generic	0644
.htaccess.bak.1478399208	202 bytes	Nov 5, 2016 10:26 PM	text/x-generic	0644

Now we need to upload the OpenCATS zip file that we downloaded into this directory

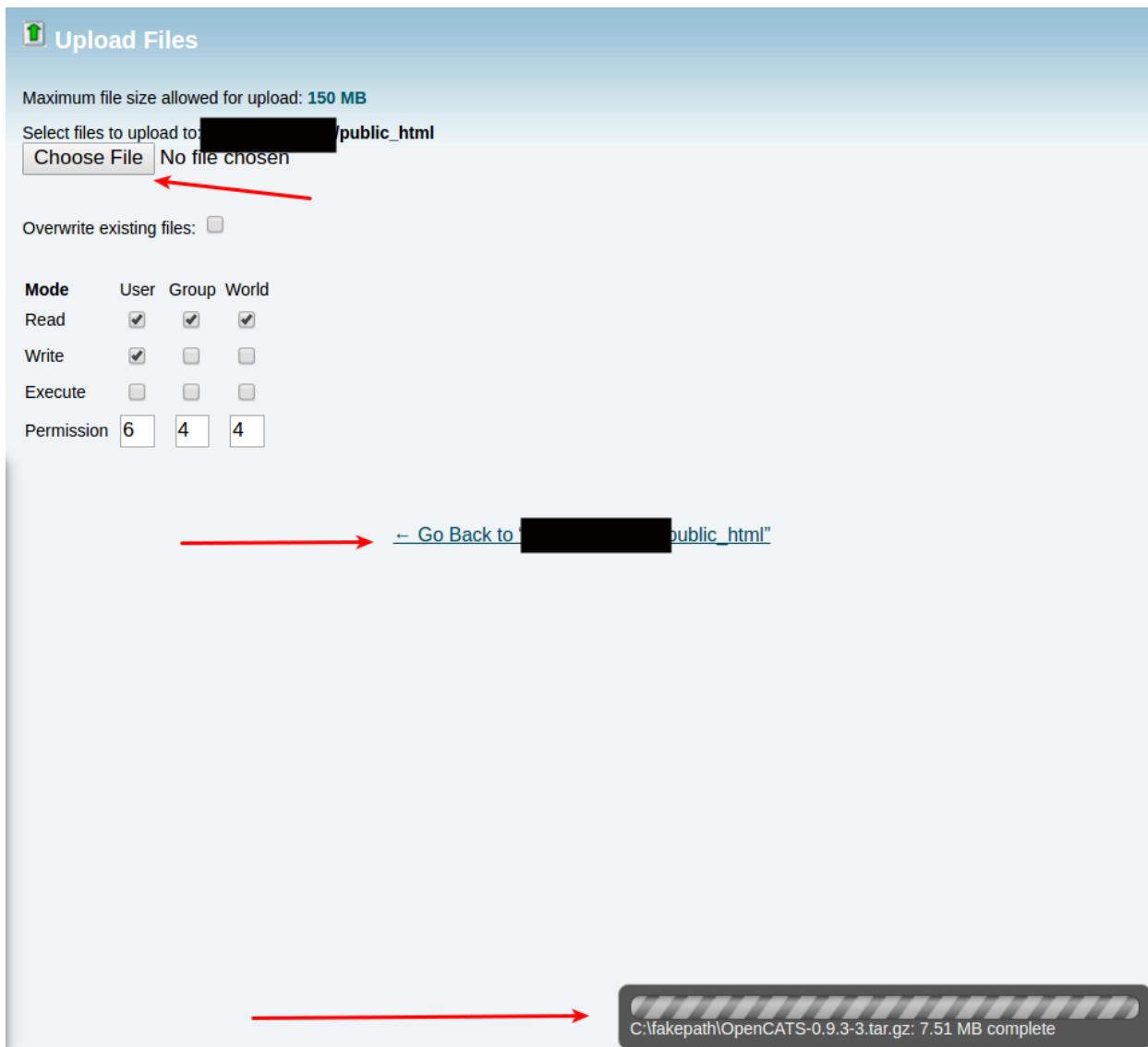
Click Upload

The screenshot shows the CPanel-File Manager interface. The left pane shows the directory structure, and the right pane shows the contents of the /public_html directory. The /public_html folder is highlighted with a red arrow. The 'Upload' button in the toolbar is also highlighted with a red arrow.

Name	Size	Last Modified (EST)	Type	Perms
ATS	4 KB	Oct 14, 2016 11:53 AM	httpd/unix-directory	0755
[REDACTED]	4 KB	Aug 29, 2016 1:07 PM	httpd/unix-directory	0755
[REDACTED]	4 KB	Sep 30, 2016 8:55 AM	httpd/unix-directory	0755
catstest	4 KB	Oct 16, 2016 6:41 AM	httpd/unix-directory	0755
cgi-bin	4 KB	Jun 15, 2015 1:54 PM	httpd/unix-directory	0755
[REDACTED]	4 KB	Dec 8, 2016 10:13 AM	httpd/unix-directory	0755
[REDACTED]	4 KB	Aug 5, 2016 7:05 AM	httpd/unix-directory	0755
[REDACTED]	4 KB	May 6, 2016 3:51 PM	httpd/unix-directory	0755
[REDACTED]	4 KB	Apr 20, 2016 4:55 PM	httpd/unix-directory	0755
[REDACTED]	4 KB	Nov 30, 2016 4:23 PM	httpd/unix-directory	0755
[REDACTED]	12 KB	Aug 25, 2016 1:27 PM	httpd/unix-directory	0755
[REDACTED]	4 KB	Aug 25, 2016 1:55 PM	httpd/unix-directory	0755
.htaccess	199 bytes	Nov 5, 2016 10:28 PM	text/x-generic	0644
.htaccess.bak.1478399208	202 bytes	Nov 5, 2016 10:26 PM	text/x-generic	0644

This should bring you to a file upload screen.

7.2. CPanel-File Manager



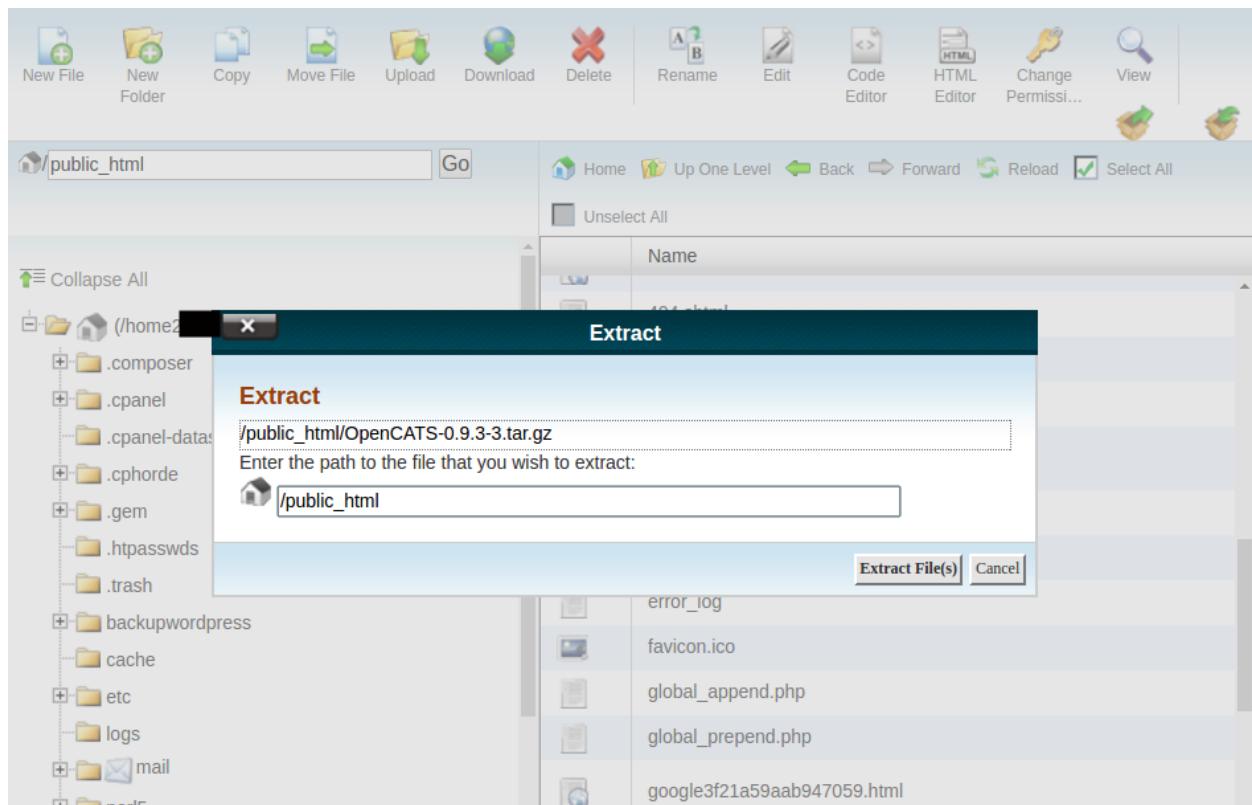
- Click Choose File
- Find the opencats-0.9.4-full.zip file that we downloaded and select it.

Note: Make sure you wait for the upload to complete before going back into the public_html folder

- When the upload is finished, click the Go Back to public_html
- Scroll down to the opencats-0.9.4-full.zip we just uploaded and click it once to highlight it.
- Click on Extract at the top to extract the OpenCATS files from the Tar file.

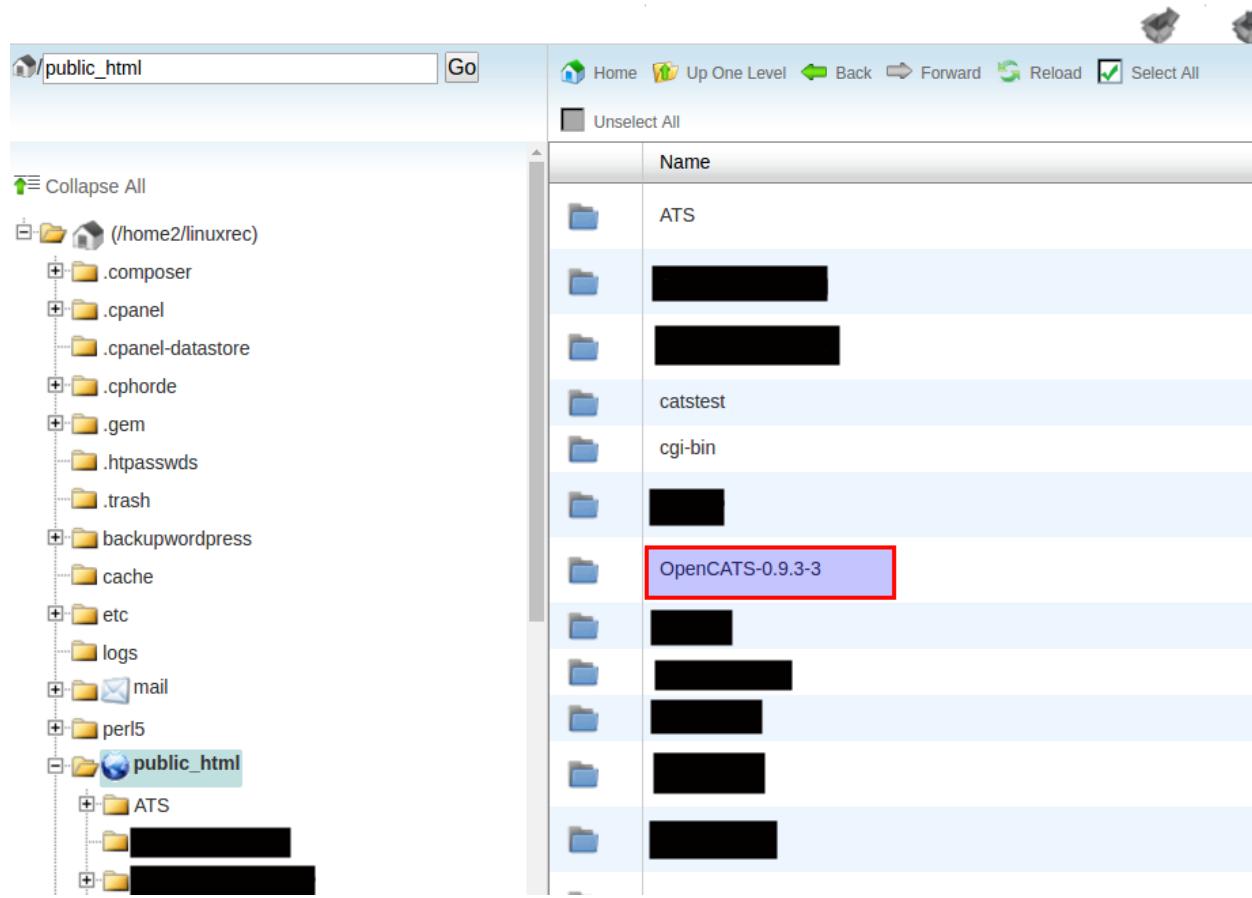


This should open a new screen:



The default address should be fine, click Extract File(s)

Now you should see the extracted folder home listed in your public _html directory.



Note: Currently, the directory in the above image should say home.

Note: If you want to rename the folder, that's ok. The folder name will be part of the web address you use to access your OpenCATS Installation.

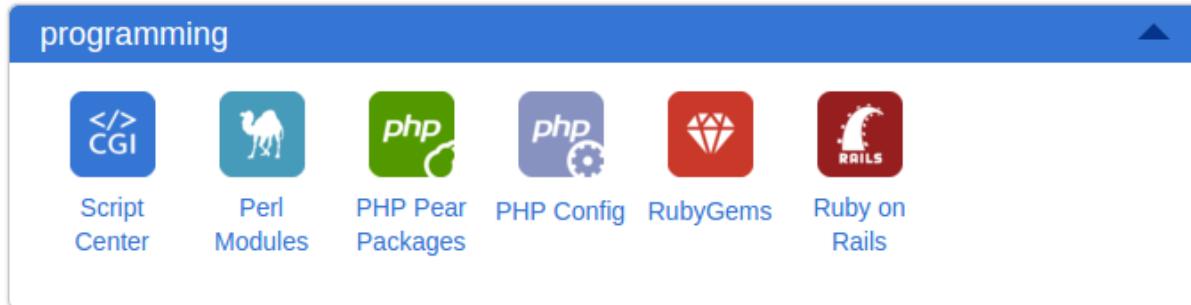
- Double click on the home directory, then click travis, then click build, then click opencats. Now you should see the final OpenCATS directory.
- Right click on the OpenCATS directory, click cut (or move), and place the file in your main html directory (called public_html or something similar).
- Go back into your main html directory (public_html or something similar), right click and delete the home folder (NOT the home.html file if you have one there).
- Double click on the OpenCATS directory and find folder named INSTALL_BLOCK, right click and delete it. The INSTALL_BLOCK file or directory will prevent OpenCATS from installing on your system.

7.3 CPanel-PHP

- Return to the main CPanel screen.

Warning: Changing PHP versions on hosting accounts MAY affect web sites or programs that are already installed. You should back up any critical websites or programs BEFORE switching PHP versions.

- Scroll down to the Programming section and click on “PHP Config”.



This will open a screen to select what version of PHP your hosting is running. OpenCATS should have PHP 5.6. Select whatever PHP 5.6 option you prefer, I usually have the single ini option selected.

● **PHP 5.4**

All files with the extension .php will be handled by the PHP 5.4 engine.

Legacy PHP with security updates. Compatible with most environments.

● **PHP 5.4 (Single php.ini)**

Same as PHP 5.4, but all subdirectories will use ~/public_html/php.ini

● **PHP 5.4 (FastCGI)**

All files with the extension .php will be handled by PHP 5.4 FastCGI processes.

FastCGI for PHP makes all your PHP applications run through mod_fastcgi instead of mod_suphp. This eliminates the overhead of loading the PHP interpreter on every hit. Since it is always in memory ready for the next hit, the responses will be generated faster.

● **PHP 5.6**

All files with the extension .php will be handled by the PHP 5.6 engine.

● **PHP 5.6 (Single php.ini)**

Same as PHP 5.6, but all subdirectories will use ~/public_html/php.ini

● **PHP 5.6 (FastCGI)**

All files with the extension .php will be handled by PHP 5.6 FastCGI processes.

FastCGI for PHP makes all your PHP applications run through mod_fastcgi instead of mod_suphp. This eliminates the overhead of loading the PHP interpreter on every hit. Since it is always in memory ready for the next hit, the responses will be generated faster.

● **PHP 7.0 [Beta, check site functionality for compatibility after enabling]**

All files with the extension .php will be handled by the PHP 7.0 engine.

Latest version of PHP.

● **PHP 7.0 (Single php.ini) [Beta, check site functionality for compatibility after enabling]**

Same as PHP 7.0, but all subdirectories will use ~/public_html/php.ini

● **PHP 7.0 (FastCGI) [Beta, check site functionality for compatibility after enabling]**

All files with the extension .php will be handled by PHP 7.0 FastCGI processes.

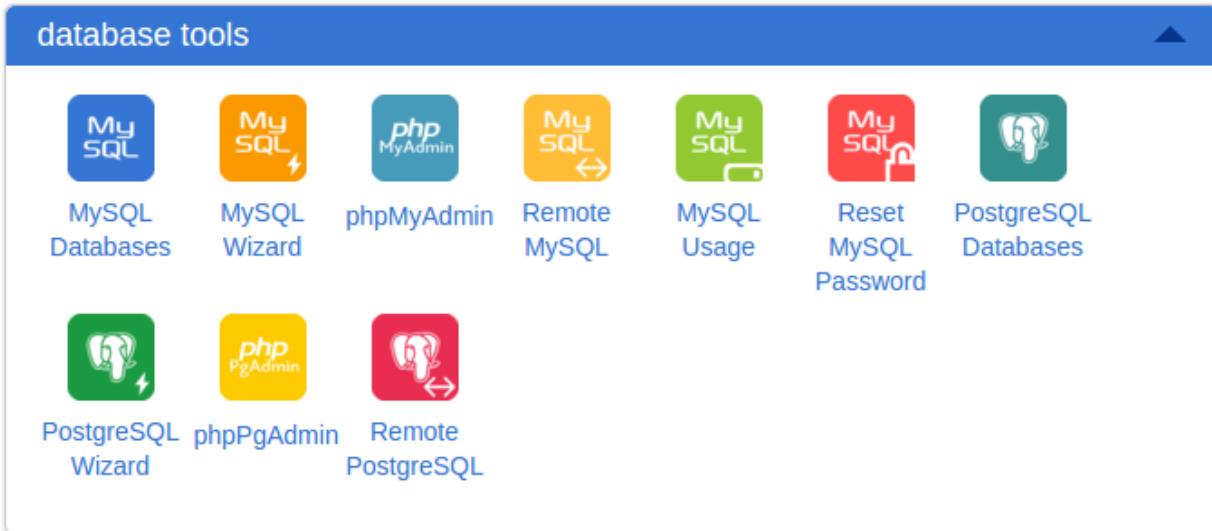
FastCGI for PHP makes all your PHP applications run through mod_fastcgi instead of mod_suphp. This eliminates the overhead of loading the PHP interpreter on every hit. Since it is always in memory ready for the next hit, the responses will be generated faster.

- Scroll down and click save changes, then go back to the main CPanel dashboard.

7.4 CPanel-MySQL

Note: You will need the MySQL database name, user name and password later. Make sure you write it down as you create them.

- Scroll down to the Database Tools section and click MySQL Wizard.



- Type in a MySQL database name (whatever you want, for this I am doing “octest2”).
- Click next step.

MySQL® Database Wizard

MySQL Databases allow you to store a large amount of information in an easy to access manner. The databases themselves are not easily read by humans. MySQL databases are required by many web applications including some bulletin boards, content management systems, and others. To use a database, you'll need to create it. Only MySQL Users (different than mail or other users) that have privileges to access a database can read from or write to that database.

Step 1: Create A Database

New Database: linuxrec_

[Next Step](#)

- Enter a database username (whatever you want, for this I am doing “octest2”).
- Enter a password. For shared hosting, it should be a strong password.
- Click Create user.

MySQL® Database Wizard

The system successfully added the database “[linuxrec_octest2](#)”.

Step 2: Create Database Users

Username: 

Note: -9 characters max.

Password: 

Reenter Password: 

Strength ([Why?](#)): [Password Generator](#)

Create User

[← Go Back](#) | [← Go Back to the Main MySQL Databases Interface](#)

- Check All privileges.
- Click Next step.

Note: Some hosting services will add account specific things to MySQL usernames and database names. Note the red box in the image below. THESE will be the user names and database names we enter into our OpenCATS system.

MySQL® Database Wizard

You successfully created a MySQL user named “[linuxrec_octest2](#)”.

[Step 3: Add a User to the Database](#)

User: [linuxrec_octest2](#)
Database: [linuxrec_octest2](#)

<input checked="" type="checkbox"/> ALL PRIVILEGES	
<input checked="" type="checkbox"/> ALTER	<input checked="" type="checkbox"/> ALTER ROUTINE
<input checked="" type="checkbox"/> CREATE	<input checked="" type="checkbox"/> CREATE ROUTINE
<input checked="" type="checkbox"/> CREATE TEMPORARY TABLES	<input checked="" type="checkbox"/> CREATE VIEW
<input checked="" type="checkbox"/> DELETE	<input checked="" type="checkbox"/> DROP
<input checked="" type="checkbox"/> EVENT	<input checked="" type="checkbox"/> EXECUTE
<input checked="" type="checkbox"/> INDEX	<input checked="" type="checkbox"/> INSERT
<input checked="" type="checkbox"/> LOCK TABLES	<input checked="" type="checkbox"/> REFERENCES
<input checked="" type="checkbox"/> SELECT	<input checked="" type="checkbox"/> SHOW VIEW
<input checked="" type="checkbox"/> TRIGGER	<input checked="" type="checkbox"/> UPDATE

[Next Step](#)

If everything has been done correctly, you should be done in your web hosting account.

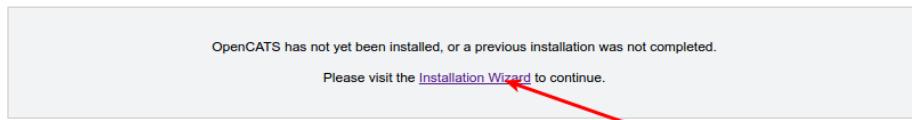
- Open your web browser

7.5 Install the OpenCATS software

In your browser, go to yourdomainname.com/OpenCATS (if you changed the main directory name, replace OpenCATS with the new name).

Note: If you have already attempted to install OpenCATS and the installer doesn't load, check to see if there is a file called 'INSTALL_BLOCK' in the OpenCATS directory. Delete it to allow the installer to run.

Click: Installation Wizard



Step 1: System Connectivity

This step makes sure you have the required server environment set up correctly.

Note: Green = good.

Note: Yellow = OpenCATS will work, but some functions may not. Common yellow errors on shared hosting are for LDAP and SOAP extensions. These extensions are not necessary and you do not lose any functionality.

Warning: Red = Bad You can't continue the installation until a server environment issue is fixed.

If you see all green and/or yellow, click Next

Step 1: System Check

[Step 2: Database Connectivity](#)

[Step 3: Loading Data](#)

[Step 4: Setup Resume Indexing](#)

[Step 5: Mail Settings](#)

[Step 6: Loading Extras](#)

[Step 7: Finishing Installation](#)

[Restart Install](#)

Welcome to OpenCATS!

This process will help you set up the OpenCATS environment for the first time. Before we begin, OpenCATS needs to run some tests on your system to make sure that your web environment can support OpenCATS and is configured properly.

Test Results

```
PHP version is 5.5.9-1ubuntu4.20.  
PHP.ini: magic_quotes_runtime is disabled.  
PHP.ini: register_globals is disabled.  
PHP MySQL extension (mysql) is loaded.  
PHP Sessions extension (session) is loaded.  
PHP PCRE regular expressions extension (pcre) is loaded.  
PHP CType string classification extension (ctype) is loaded.  
PHP GD image manipulation library extension (gd) is loaded.  
PHP LDAP library extension (ldap) is loaded.  
PHP SOAP extension (soap) is loaded.  
PHP zip extension is loaded.  
Directory ./attachments/ is readable (permissions: 0770).  
Directory ./attachments/ is writeable (permissions: 0770).  
Creating a file within ./attachments/ succeeded.  
Directories can be created inside ./attachments/.  
Configuration file ./config.php is writable.  
Creating a file within ./ succeeded.
```

All tests passed successfully!

[Next ->](#)

Step 2: Database connectivity

Enter your OpenCATS MySQL/MariaDB database name, MySQL/MariaDB database username, MySQL/MariaDB database password, and MySQL/MariaDB database host address in these boxes.

Note: If you are running OpenCATS locally on your computer, or on some shared hosts, the host address will be localhost. If your server, VPS (some shared hosting too), you will need to enter the specific address to access.

Click Test Database Connectivity

Note: I usually get red the first few tries after click the test database connectivity button. If you try more than a couple times and it stays red, you have either entered your MySQL/Mariadb information incorrectly, or you have set your MySQL/MariaDB database up incorrectly. It needs to be corrected before proceeding.

OpenCATS

Applicant Tracking System

Step 1: System Check

Step 2: Database Connectivity

Step 3: Loading Data

Step 4: Setup Resume Indexing

Step 5: Mail Settings

Step 6: Loading Extras

Step 7: Finishing Installation

Database Configuration

The OpenCATS installer needs some information about your MySQL database to continue the installation. If you do not know this information, then please contact your website host or administrator. Please note that this is probably NOT the same as your FTP login information!

Database Name: * linuxrec_opencatstest

Database User: * linuxrec_testuse

Database Password: *****

Database Host: * localhost (usually localhost)

Test Database Connectivity

Test Results

MySQL connection was successful.
MySQL version is 5.5.42.
Database 'linuxrec_opencatstest' selected.
Can create 'testable' table.
Can insert into 'testable' table.
Can update 'testable' table.
Can delete from 'testable' table.
Can drop table 'testable'.

All tests passed successfully!

Next -->

Step 3: Loading Data

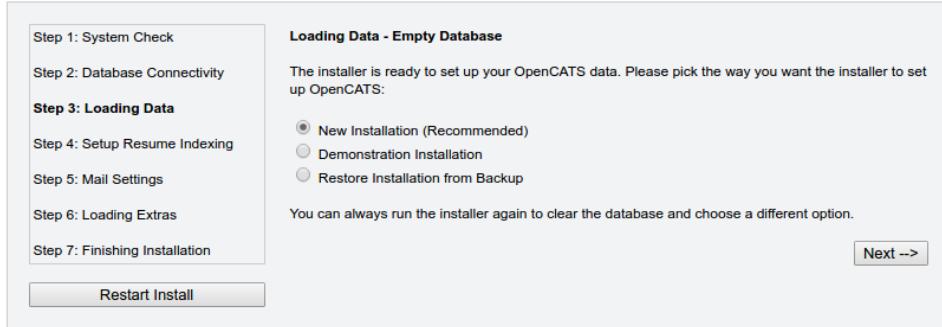
For a new installation, select New Installation, then next

Note: Demonstration Installation will auto-populate OpenCATS with general example clients, candidates, job orders, etc. There's no reason to use this in my opinion.

Note: Restore installation from backup will be covered in a future tutorial

OpenCATS

Applicant Tracking System



Step 4 Setup resume indexing

For a shared hosting environment, you can not use the resume indexing tools. You need root access to install these programs and most shared hosts do not allow that. Occasionally, with a smaller hosting company, you can contact them and request the programs be installed and they will do that.

- Click Skip this step

OpenCATS

Applicant Tracking System

Step 1: System Check

Step 2: Database Connectivity

Step 3: Loading Data

Step 4: Setup Resume Indexing

Step 5: Mail Settings

Step 6: Loading Extras

Step 7: Finishing Installation

Restart Install

Resume Indexing Configuration

OpenCATS can index resumes for advanced searching with the assistance of external document processing software. You need to configure the software below to enable resume indexing.

[Where can I get this software?](#)

.doc file (Microsoft Word Document)
 Path to Antiword Executable:

.pdf file (Adobe Acrobat Document)
 Path to PDFToText Executable:

.html file (Hypertext Markup Document)
 Path to Html2Text Executable:

.rtf file (Rich Text Document)
 Path to UnRTF Executable:

Test Configuration **Skip this Step**

Test Results

Antiword binary \path\to\antiword does not exist.
 Pdftotext binary \path\to\pdftotext does not exist.
 Html2Text binary \path\to\html2text does not exist.
 UnRTF depends on Html2Text and can not execute.

One or more tests failed. Please correct the errors and try again.

If you have any questions, visit the OpenCATS forums at <http://www.opencats.org/forums/>.

Retry Installation

Step 5 Mail Settings

OpenCATS can send emails. If you don't want to use it, you don't have to. OpenCATS works great either way!

If you do not know what your settings are, or don't want the mail functionality in OpenCATS, click the drop-down bar and select None.

Choose an option from the Mail Support drop-down bar, fill the necessary information in (if you are using it) and click Next

OpenCATS

Applicant Tracking System

The screenshot shows the 'Mail Settings' step of the OpenCATS installation wizard. On the left, a sidebar lists steps from 1 to 7. Step 5 is highlighted as 'Mail Settings'. The main area contains fields for E-mail, Mail Support, SMTP Host, Port, Username, and Password. A 'Next -->' button is at the bottom right.

Step 1: System Check
Step 2: Database Connectivity
Step 3: Loading Data
Step 4: Setup Resume Indexing
Step 5: Mail Settings
Step 6: Loading Extras
Step 7: Finishing Installation

Mail Settings

Please enter your e-mail address (for where OpenCATS e-mails should be replied to, etc.).

E-mail: *

OpenCATS sends automatic E-Mails on different events. Please choose the mechanism for E-Mail delivery via OpenCATS.

Mail Support: *

SMTP Host: *

SMTP Port: *

SMTP Username: *

SMTP Password: *

Next -->

Step 6 Loading extras

Don't forget to set the time zone to your area!

Warning: If you forget to set the time zone ALL of the timestamps on every note in OpenCATS will be wrong.
Set the time zone correctly. You will thank us...

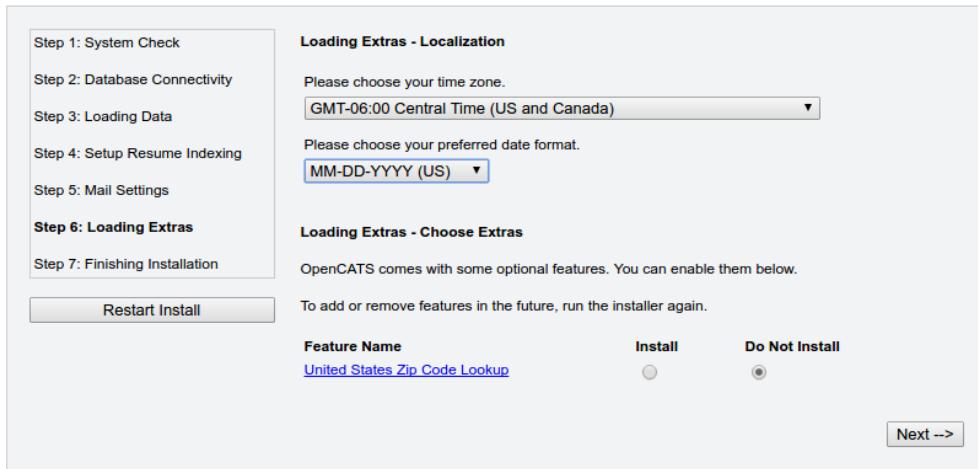
Choose the date format you like best

(United States only) choose to install (if you want) zip code lookup

Click next

OpenCATS

Applicant Tracking System

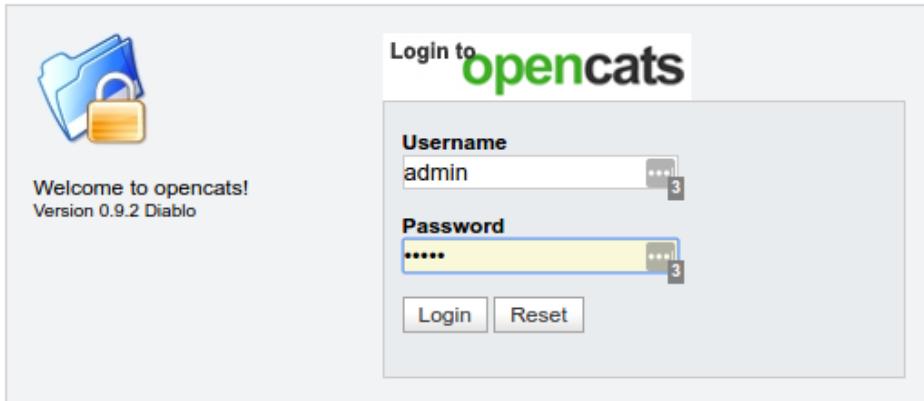


Step 7 Finishing installation

Runs through the installation process. You should see a box and some pretty bars moving. It shouldn't take long.

Note: The default username and password are: admin/admin (all lowercase)

Click Start OpenCATS for your login screen.



Join the Conversation - [opencats forums](#).

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Based upon original work and Powered by [CATS](#).

Success!!

Your brand new OpenCATS applicant System!

opencats
open. online. free.

Logout
CATS Administrator <admin> (testdomain.com) **Administrator**

Dashboard Activities Job Orders Candidates Companies Contacts Lists Calendar Reports Settings

Quick Search: Go

My Recent Calls **My Upcoming Calls** **My Upcoming Events**

Recent Hires

Name	Company	Recruiter	Date
NO DATA			

Hiring Overview

Weekly
Monthly
Yearly

Submissions
Interviews
Hires

Important Candidates (Submitted, Interviewing, Offered in Active Job Orders) - Page 1 (0 Items)

First Name	Last Name	Status	Position	Company	Modified ▲
NO DATA					

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Server Response Time: 0.05 seconds.
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Warning: Now you have a shiny, new Applicant tracking system...change your admin password...RIGHT...NOW. Click Settings then change password. Do...it...right...now.

CHAPTER 8

OS X - OpenCATS Installation Instructions

8.1 OS X Prerequisites

Installation instructions are given for the MAMP default install environment only. Requires OS X 10.10.5 or later.

8.2 Downloading software and preparing your system

- Download and install - [MAMP](#)
- Download - [OpenCATS-0.9.4-full](#)
- Extract the files to : /Applications/MAMP/htdocs

8.3 Configure and start MAMP

Start MAMP (First steps)

- On your MAMP click on Preferences
- Configure MAMP based on [MAMP instructions](#)

Configure Web Server

- Go to the Web Server tab
- Select Apache or Nginx (whichever is preferred)
- Select Document root - /Applications/MAMP/htdocs

Setup PHP version

- Click the php tab
- Select php version 5.6.X

Warning: OpenCATS does not currently support php7. It must be 5.6.X

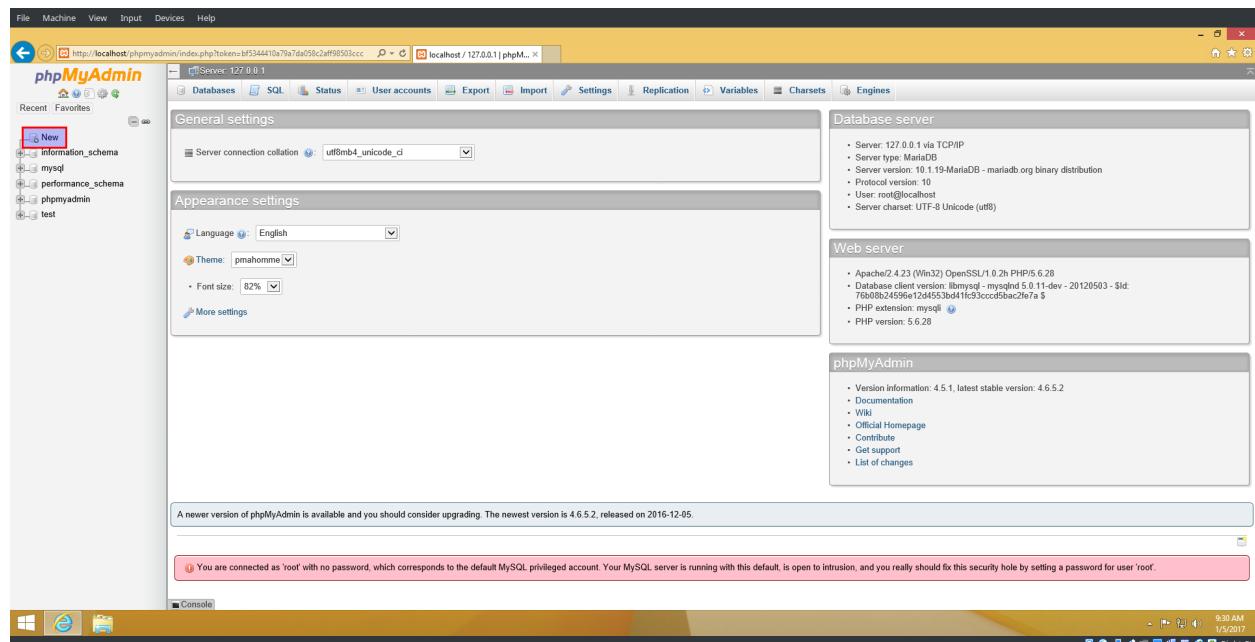
Note: if php 5.6.X is not in the options (free version supports only 2 php versions), it is necessary to define 'latest' versions.

Setup available PHP versions:

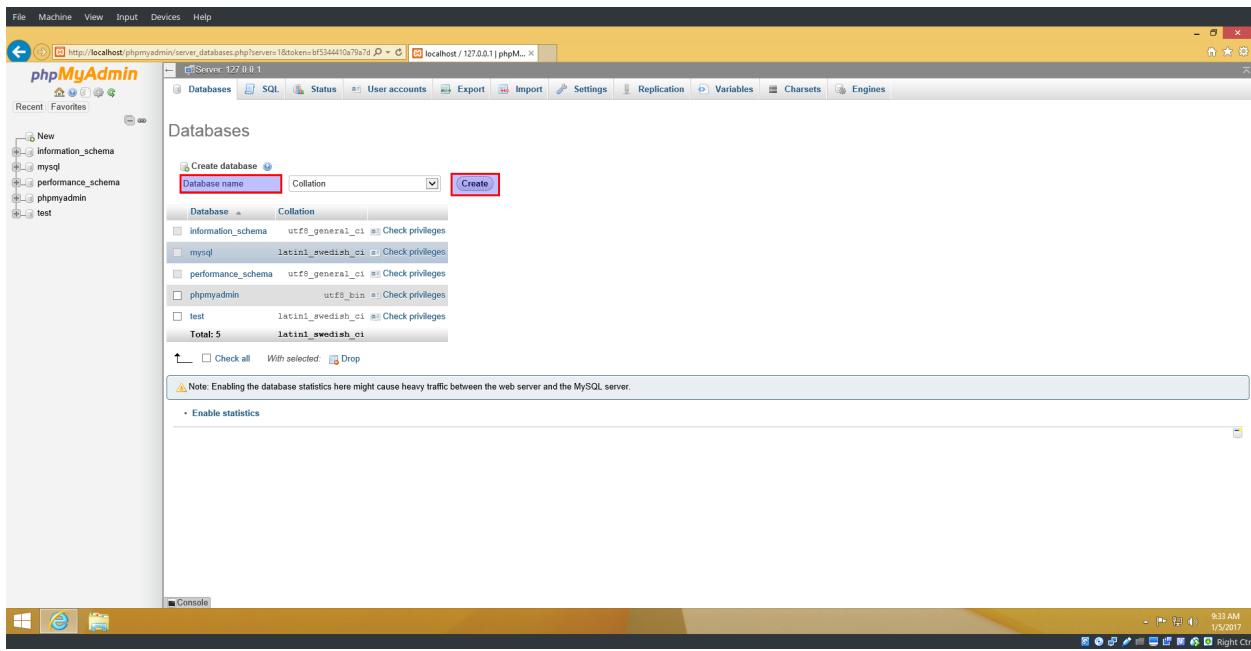
- Open terminal
- Go to /Applications/MAMP/bin/php/ directory
- List php versions ls
- Only the last two php versions listed with above command are displayed in the MAMP
- It is necessary to rename unwanted versions to move them to the begining of the list. Example: php5.6.1 and php5.6.15, then rename like this php5.6.15 to aphp5.6.15 (mv php5.6.15 aphp5.6.15)
- Close and start MAMP, you shoud see in preferences php versions as changed.

8.4 Create database

- On your MAMP click on Open WebStart Page
- It will open a browser with the MAMP dashboard
- From Tools select phpMyAdmin
- It opens phpMyAdmin in browser
- On the left side, click new to create a new database

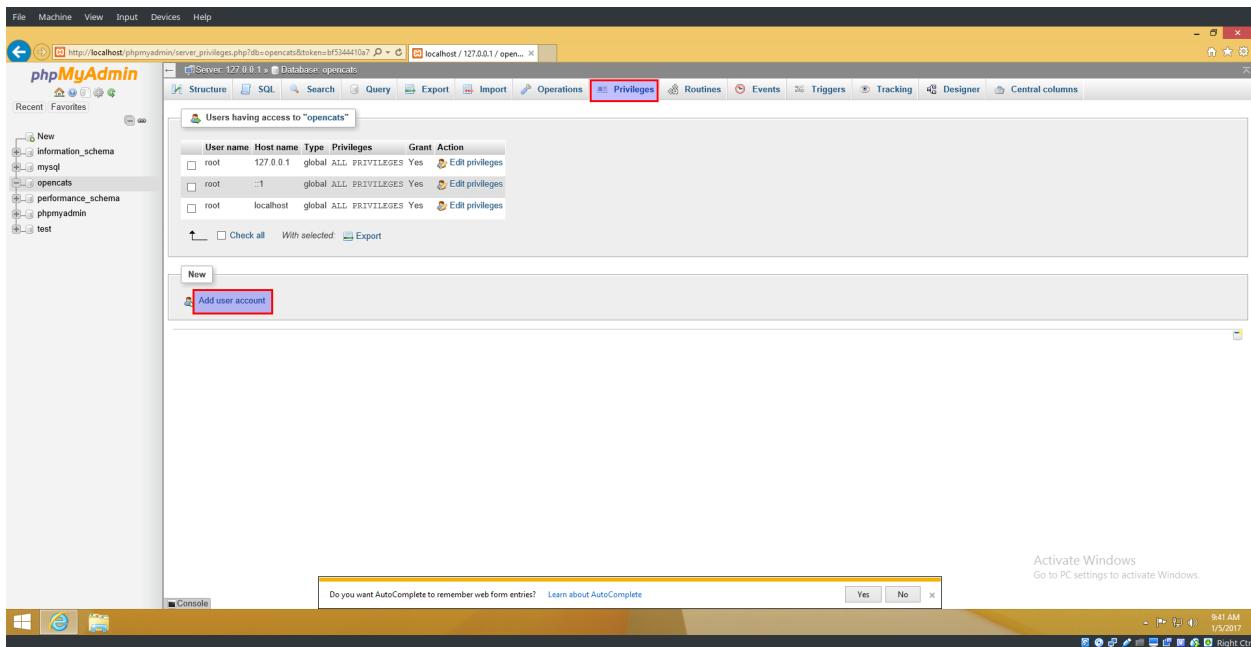


- In the box labeled database name type opencats.
- Hit create



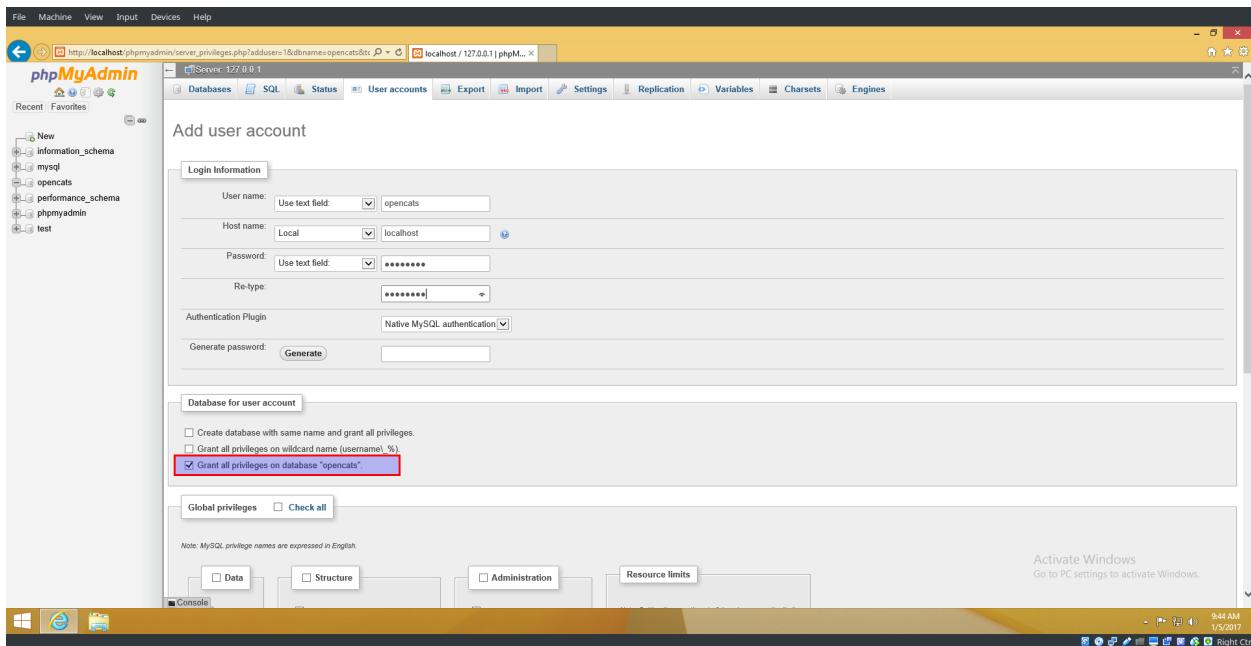
You should now see “opencats” listed among the databases on the left.

- Click the opencats database
- In the top row of tabs, on the right side of the screen, click privileges
- Click add user account



- User name, make sure use text field is selected, in the empty box next to it type opencats
- Host name: In the first box, select local from the drop-down options. The second box should say localhost
- Type opencats for the database password twice
- In the “database for user account section”, confirm that the third checkbox Grant all privileges on database “opencats” is checked.

- Scroll down to the bottom and click go



8.5 Moving your OpenCATS Applicant Tracking System directory.

The current default directory name for the OpenCATS files is /Applications/MAMP/htdocs/home.

- Go to: /Applications/MAMP/htdocs/travis/build/opencats
- Right click on the OpenCATS directory, select cut.
- Go to: /Applications/MAMP/htdocs, right click and select paste. We have moved the main OpenCATS directory into the htdocs directory.
- Right click on the home directory and delete it. We don't need it anymore.
- Double click on the OpenCATS directory to go into it.
- Right click on the INSTALL_Block directory and delete it. The INSTALL_BLOCK file or folder will prevent OpenCATS from being installed on your system.

8.6 OPTIONAL - Renaming your OpenCATS directory

The current default directory name for the OpenCATS files is opencats. This will result in the web address in your browser being <http://localhost/opencats>

If you want to rename the main OpenCATS directory to something else, you can.

- Simply navigate to /Applications/MAMP/htdocs/
- Right click on the OpenCATS directory
- Click rename
- Rename the directory whatever you want (example: ATS)

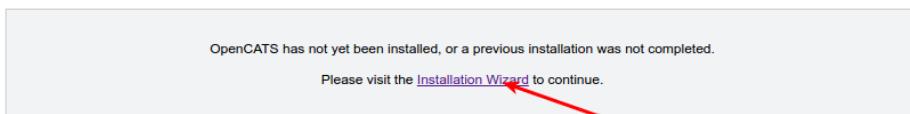
Now, to access it, your browser address will be <http://localhost/ATS>

8.7 Set up OpenCATS

- On your MAMP click on Open WebStart Page
- It will open a browser with MAMP dashboard
- From the menu, choose My Website
- It will open the OpenCATS installation page in the browser.

If OpenCATS has been configured correctly, you should see a page that looks like this:

OpenCATS Applicant Tracking System



Step 1 System Connectivity This step makes sure you have the required server environment set up correctly.

Note: Disregard the yellow errors. They are not necessary for this installation and you will not lose any OpenCATS functionality.

If you see all green and/or yellow, click Next

Step	Status	Description
Step 1: System Check	Green	This process will help you set up the OpenCATS environment for the first time. Before we begin, OpenCATS needs to run some tests on your system to make sure that your web environment can support OpenCATS and is configured properly.
Step 2: Database Connectivity	Green	PHP MySQL extension (myqli) is loaded.
Step 3: Loading Data	Green	PHP zip extension is loaded.
Step 4: Setup Resume Indexing	Green	PHP Sessions extension (session) is loaded.
Step 5: Mail Settings	Green	PHP PCRE regular expressions extension (pcre) is loaded.
Step 6: Loading Extras	Green	PHP ctype string classification extension (ctype) is loaded.
Step 7: Finishing Installation	Green	PHP GD images manipulation library extension (gd) is loaded.
Restart Install		
Test Results PHP LDAP library extension (ldap) is not loaded. OpenCATS will function without LDAP, but will not authenticate from a LDAP service. Under certain GNU/Linux distributions, the PHP LDAP extension is a separate package. Ubuntu/Debian: Run "apt-get install php5-ldap" and restart your webserver. Fedora/CentOS/RHEL: Run "dnf install php-ldap" or "yum install php-ldap" and restart your webserver. PHP SOAP extension (soap) is not loaded. Check your settings at [php.ini]. OpenCATS will function without SOAP, but CATS Professional functionality will not be supported. Under certain Linux / BSD distributions, the PHP SOAP extension is a separate package. Ubuntu: Run "apt-get install php-soap" and restart your webserver. Debian: Run "apt-get install php5-soap" and restart your webserver. FreeBSD: Install the php5-soap port, or configure SOAP support in the php-extensions port and restart your webserver. PHP zip extension is loaded. Directory 'attachments' is readable (permissions: 0777). Directory 'attachments' is writable (permissions: 0777).		

Activate Windows
Go to PC settings to activate Windows.

Warning: Red = Bad You can't continue the installation until a server environment issue is fixed.

Step 2 Database connectivity

Enter the following information: Database Name: opencats Database User: opencats Database Password: opencats Database Host: localhost

Click Test Database Connectivity

If the SQL information is set up and entered correctly, you should have all green. If you see red, something needs to be corrected or set up correctly.



Step 1: System Check
Step 2: Database Connectivity
Step 3: Loading Data
Step 4: Setup Resume Indexing
Step 5: Mail Settings
Step 6: Loading Extras
Step 7: Finishing Installation

Database Configuration

The OpenCATS installer needs some information about your MySQL database to continue the installation. If you do not know this information, then please contact your website host or administrator. Please note that this is probably NOT the same as your FTP login information!

Database Name: * linuxrec_opencatstest
Database User: * linuxrec_testuse
Database Password: (usually localhost)
Database Host: * localhost (usually localhost)

Test Database Connectivity

Test Results

All tests passed successfully!

Next -->

Step 3 Loading Data

For a new installation, select New Installation, then next

Note: Demonstration Installation will auto-populate OpenCATS with general example clients, candidates, job orders, etc. There's no reason to use this in my opinion.

Note: Restore installation from backup will be covered in a future tutorial

OpenCATS

Applicant Tracking System

Step 1: System Check

Step 2: Database Connectivity

Step 3: Loading Data

Step 4: Setup Resume Indexing

Step 5: Mail Settings

Step 6: Loading Extras

Step 7: Finishing Installation

Loading Data - Empty Database

The installer is ready to set up your OpenCATS data. Please pick the way you want the installer to set up OpenCATS:

- New Installation (Recommended)
- Demonstration Installation
- Restore Installation from Backup

You can always run the installer again to clear the database and choose a different option.

Next -->

Restart Install

Step 4 Setup resume indexing

Unfortunately, for now, there is no resume indexing. - Click Skip this Step.

Step 5 Mail Settings

OpenCATS can send emails. If you don't want to use it, you don't have to. OpenCATS works great either way!

Choose an option from the Mail Support drop-down bar, fill the necessary information in (if you are using it) and click Next

OpenCATS

Applicant Tracking System

Step 1: System Check

Step 2: Database Connectivity

Step 3: Loading Data

Step 4: Setup Resume Indexing

Step 5: Mail Settings

Step 6: Loading Extras

Step 7: Finishing Installation

Mail Settings

Please enter your e-mail address (for where OpenCATS e-mails should be replied to, etc.).

E-mail: *

OpenCATS sends automatic E-Mails on different events. Please choose the mechanism for E-Mail delivery via OpenCATS.

Mail Support: *	<input type="text" value="SMTP w/Authorization"/>
SMTP Host: *	<input type="text" value="localhost"/>
SMTP Port: *	<input type="text" value="587"/>
SMTP Username: *	<input type="text" value="user"/>
SMTP Password: *	<input type="text" value="password"/>

Next -->

Restart Install

Step 6 Loading extras

Don't forget to set the time zone to your area!

Warning: If you forget to set the time zone ALL of the timestamps on every note in OpenCATS will be wrong.
Set the time zone correctly. You will thank us...

Choose the date format you like best

(United States only) choose to install (if you want) zip code lookup

Click next



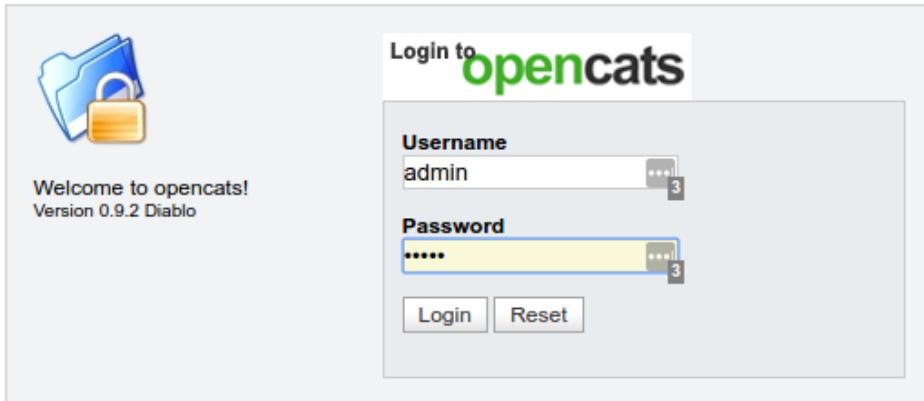
The screenshot shows the "Step 6: Loading Extras" step of the installation process. On the left, a vertical navigation bar lists steps from 1 to 7. Step 6 is highlighted. A "Restart Install" button is at the bottom of this list. The main area contains two sections: "Loading Extras - Localization" and "Loading Extras - Choose Extras". In the Localization section, there are dropdown menus for "Please choose your time zone" (set to "GMT-06:00 Central Time (US and Canada)") and "Please choose your preferred date format" (set to "MM-DD-YYYY (US)"). In the Choose Extras section, it says "OpenCATS comes with some optional features. You can enable them below." Below this, there's a note about adding or removing features later. A table lists a feature named "United States Zip Code Lookup" with two options: "Install" (radio button) and "Do Not Install" (radio button, which is selected). At the bottom right is a "Next -->" button.

Step 7 Finishing installation

Runs through the installation process. You should see a box and some pretty bars moving. It shouldn't take long.

Note: The default username and password are: admin/admin or admin/cats (all lowercase) depending on your OpenCATS version

Click Start OpenCATS for your login screen.



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Based upon original work and Powered by [CATS](#).

Success!!

Your brand new OpenCATS applicant System!

opencats
open. online. free.

Logout
CATS Administrator <admin> (testdomain.com) Administrator

Dashboard Activities Job Orders Candidates Companies Contacts Lists Calendar Reports Settings

Quick Search: Go

My Recent Calls My Upcoming Calls My Upcoming Events

Recent Hires Hiring Overview

Name Company Recruiter Date

NO DATA

Hiring Overview

Weekly
Monthly
Yearly

Submissions Interviews Hires

0 1
04/25 - 05/01 05/02 - 05/08 05/09 - 05/15 05/16 - 05/22

Important Candidates (Submitted, Interviewing, Offered in Active Job Orders) - Page 1 (0 Items)

First Name Last Name Status Position Company Modified ▲

NO DATA

The screenshot shows the OpenCATS dashboard interface. At the top, there's a navigation bar with links for Dashboard, Activities, Job Orders, Candidates, Companies, Contacts, Lists, Calendar, Reports, and Settings. A quick search bar is also present. Below the navigation, there are three main sections: 'Recent Hires' (empty), 'Hiring Overview' (empty bar chart), and 'Important Candidates' (empty list). Each section has its own header and sub-table headers. The entire dashboard is dominated by large, bold 'NO DATA' text in several locations, indicating no available information.

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Server Response Time: 0.05 seconds.
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CHAPTER 9

Install Scripts-Linux

These install scripts will dramatically reduce the time and effort necessary for installing OpenCATS on a Linux system. HOWEVER, there are some very specific requirements that must be met for using these scripts. If you don't meet these requirements, there is no telling what can happen to any web-software that you are running from the system you use this script on.

Warning: These scripts are ONLY for Linux systems that do not have Apache, MySQL/MariaDB and PHP installed. This will install a full lamp stack from scratch. It will likely wipe out any existing settings that are in place. I can not stress this enough.

All scripts are updated for OpenCATS-0.9.4 using the Travis build (no more composer steps).

Having gotten that out of the way, let's proceed.

Open a terminal

Note: If you get a wget error, install wget. `sudo apt-get install wget` in Ubuntu and Debian, `sudo yum install wget` in CentOS.

9.1 Get the correct script for your distribution

Wget the install script for your Distro by typing/copy-paste the following into your terminal. Ubuntu 14.04: `$ wget https://raw.githubusercontent.com/opencats/OpenCATS-Installation-Scripts/master/Ubuntu14.04-OpenCATS-Install.sh` Ubuntu 16.04: `$ wget https://raw.githubusercontent.com/opencats/OpenCATS-Installation-Scripts/master/Ubuntu16.04-OpenCATS-Install.sh` Debian 8: `$ wget https://raw.githubusercontent.com/opencats/OpenCATS-Installation-Scripts/master/Debian8-OpenCATS-Install.sh` CentOS 7: `$ wget https://raw.githubusercontent.com/opencats/OpenCATS-Installation-Scripts/master/CentOS7-OpenCATS-install.sh`

List directory to see the file name: ls

Make the script executable: sudo chmod +x script-name.sh

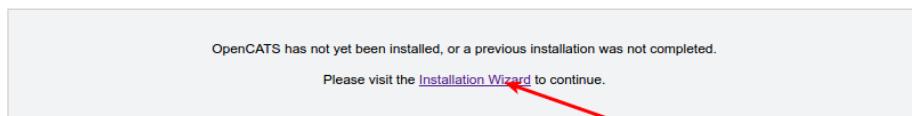
Run the script: sudo ./script-name.sh

Wait until it is finished.

9.2 Install the OpenCATS software

In your browser, go to <http://localhost/opencats>

Click: Installation Wizard



Step 1: System Connectivity

This step makes sure you have the required server environment set up correctly.

Note: Green = good.

Note: Yellow = OpenCATS will work, but some functions may not.

Warning: Red = Bad You can't continue the installation until a server environment issue is fixed.

If there are no issues, it should be all green, click Next

Step 1: System Check

[Step 2: Database Connectivity](#)

[Step 3: Loading Data](#)

[Step 4: Setup Resume Indexing](#)

[Step 5: Mail Settings](#)

[Step 6: Loading Extras](#)

[Step 7: Finishing Installation](#)

[Restart Install](#)

Welcome to OpenCATS!

This process will help you set up the OpenCATS environment for the first time. Before we begin, OpenCATS needs to run some tests on your system to make sure that your web environment can support OpenCATS and is configured properly.

Test Results

PHP version is 5.5.9-1ubuntu4.20.

PHP.ini: magic_quotes_runtime is disabled.

PHP.ini: register_globals is disabled.

PHP MySQL extension (mysql) is loaded.

PHP Sessions extension (session) is loaded.

PHP PCRE regular expressions extension (pcre) is loaded.

PHP CType string classification extension (ctype) is loaded.

PHP GD image manipulation library extension (gd) is loaded.

PHP LDAP library extension (ldap) is loaded.

PHP SOAP extension (soap) is loaded.

PHP zip extension is loaded.

Directory ./attachments/ is readable (permissions: 0770).

Directory ./attachments/ is writeable (permissions: 0770).

Creating a file within ./attachments/ succeeded.

Directories can be created inside ./attachments//.

Configuration file ./config.php is writable.

Creating a file within ./ succeeded.

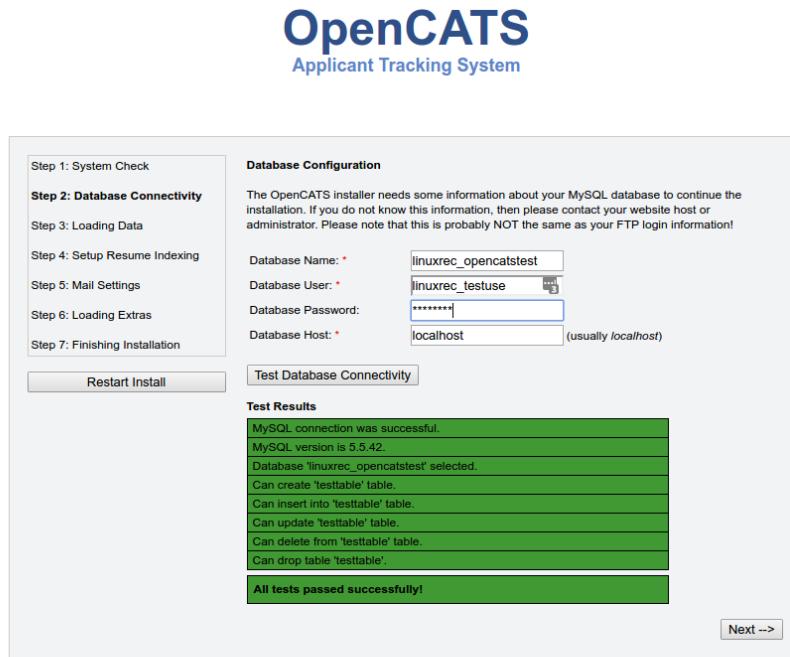
All tests passed successfully!

[Next ->](#)

Step 2: Database connectivity

Do NOT change anything here. Use the default information.

Click Test Database Connectivity



If you see all green, click next

Step 3: Loading Data

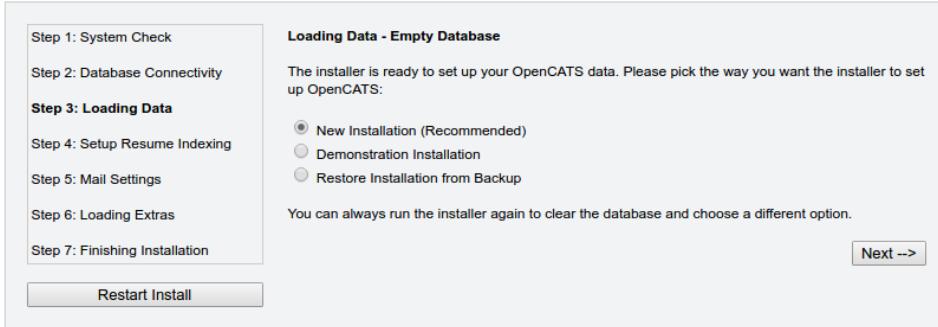
For a new installation, select New Installation, then next

Note: Demonstration Installation will autopopulate OpenCATS with general example clients, candidates, job orders, etc. There's no reason to use this in my opinion.

Note: Restore installation from backup will be covered in a future tutorial

OpenCATS

Applicant Tracking System



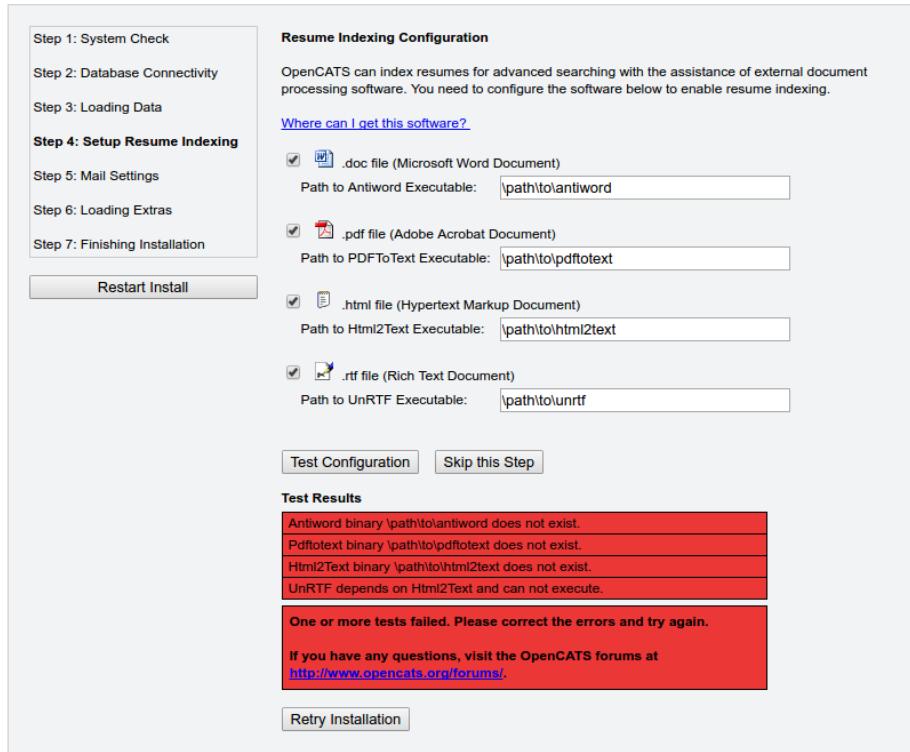
Step 4 Setup resume indexing

- Change the paths to the executables to the correct paths. They should be as follows:
- /usr/bin/antiword
- /usr/bin/pdftotext
- /usr/bin/html2text
- /usr/bin/unrtf
- Click Test Configuration

Note: I always get red the first couple clicks, then it will go green. If you get green, proceed. If it stays red after a few click, the system isn't recognizing the executables. There may be a path issue that needs corrected.

OpenCATS

Applicant Tracking System



Step 5 Mail Settings

OpenCATS can send emails. If you don't want to use it, you don't have to. OpenCATS works great either way!

Choose an option from the Mail Support drop-down bar, fill the necessary information in (if you are using it) and click Next

OpenCATS

Applicant Tracking System

Step 1: System Check

Step 2: Database Connectivity

Step 3: Loading Data

Step 4: Setup Resume Indexing

Step 5: Mail Settings

Step 6: Loading Extras

Step 7: Finishing Installation

Mail Settings

Please enter your e-mail address (for where OpenCATS e-mails should be replied to, etc.).

E-mail: *

OpenCATS sends automatic E-Mails on different events. Please choose the mechanism for E-Mail delivery via OpenCATS.

Mail Support: *	<input type="text" value="SMTP w/Authorization"/>
SMTP Host: *	<input type="text" value="localhost"/>
SMTP Port: *	<input type="text" value="587"/>
SMTP Username: *	<input type="text" value="user"/>
SMTP Password: *	<input type="text" value="password"/>

Next -->

Step 6 Loading extras

Don't forget to set the time zone to your area!

Warning: If you forget to set the time zone ALL of the timestamps on every note in OpenCATS will be wrong.
Set the time zone correctly. You will thank us...

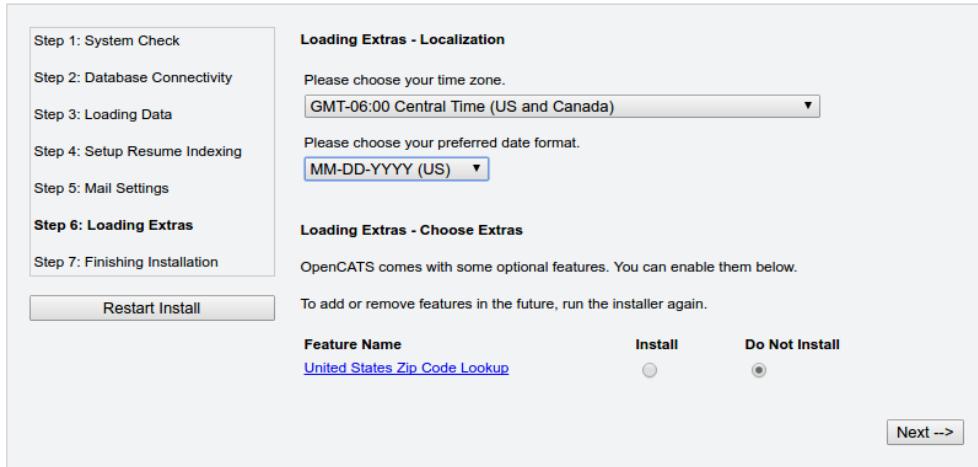
Choose the date format you like best

(United States only) choose to install (if you want) zip code lookup

Click next

OpenCATS

Applicant Tracking System

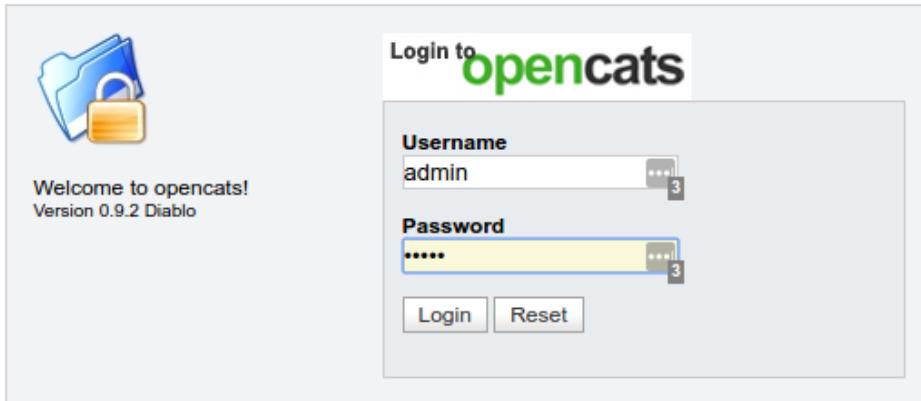


Step 7 Finishing installation

Runs through the installation process. You should see a box and some pretty bars moving. It shouldn't take long.

Note: The default username and password are: admin/admin (all lowercase)

Click Start OpenCATS for your login screen.



Join the Conversation - [opencats forums](#).

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Based upon original work and Powered by [CATS](#).

Success!!

Your brand new OpenCATS applicant System!

opencats
open. online. free.

Logout
CATS Administrator <admin> (testdomain.com) **Administrator**

Dashboard Activities Job Orders Candidates Companies Contacts Lists Calendar Reports Settings

Quick Search: Go

My Recent Calls **My Upcoming Calls** **My Upcoming Events**

Recent Hires

Name	Company	Recruiter	Date
NO DATA			

Hiring Overview

Weekly
Monthly
Yearly

Submissions
Interviews
Hires

Important Candidates (Submitted, Interviewing, Offered in Active Job Orders) - Page 1 (0 Items)

First Name	Last Name	Status	Position	Company	Modified ▲
NO DATA					

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CHAPTER 10

Install on Ubuntu 14.04

These instructions will walk you through setting up LAMP (Linux Apache Mysql PHP) software and install Open-CATS on a Ubuntu 14.04 machine. These instructions will work with a VPS, or a home/office machine.

Note: If this is a production machine, that is accessible by people outside your network, this walk-through doesn't address additional server security. You would definitely want to make sure things are secured correctly.

Warning: If you are running a different version of Ubuntu (other than 14.04) the default software versions will be different, which means the install process **will be different**.

10.1 Ubuntu14.04-Installing MySQL 5/Mariadb

Note: mysql and mariadb are basically the same software with different names. You can use either, just change the commands to the appropriate name.

- \$ sudo apt-get update
- \$ sudo apt-get install mariadb-server mariadb-client
- Enter a password for the MySQL/Mariadb root user. Write it down... For this walk-through I am using mariadbpassword as the password.
- \$ mysql_secure_installation

Note: In order to log into MariaDB to secure it, we'll need the current password for the root user. If you've just installed MariaDB, **and you haven't** set up the root password yet, **the password will be blank**, so you should just press enter here. If you **have set up a MySQL/MariaDB root password already** you will enter it here.

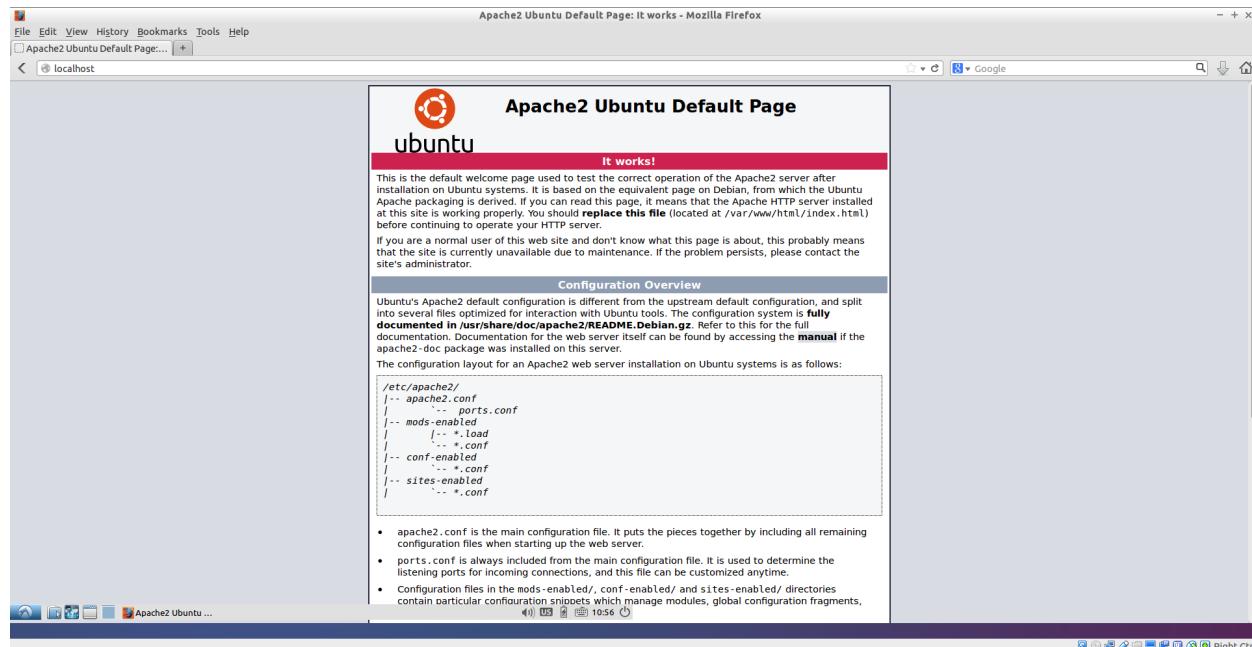
- Set root password? [Y/n] Y
- New password: <--yourmariadbpassword (Remember this or write it down!)
- Re-enter new password: <--yourmariadbpassword (Remember this or write it down!)
- Password updated successfully!
- Reloading privilege tables..... Success!
- Remove anonymous users? [Y/n] Y
- Disallow root login remotely? [Y/n] Y
- Remove test database and access to it? [Y/n] Y
- Reload privilege tables now? [Y/n] Y
- All done! If you've completed all of the above steps, your MariaDB, installation should now be secure. Thanks for using MariaDB!

10.2 Ubuntu14.04-Installing Apache2

- \$ sudo apt-get install apache2

Note: In this tutorial, we use localhost, if you're running a vps, you may need to enter the correct IP Address. These settings might differ for you, so you have to replace them where appropriate.

- Now direct your browser to localhost and you should see the Apache2 placeholder page:



10.3 Ubuntu14.04-Installing PHP5

- \$ sudo apt-get install php5

- \$ sudo service apache2 restart

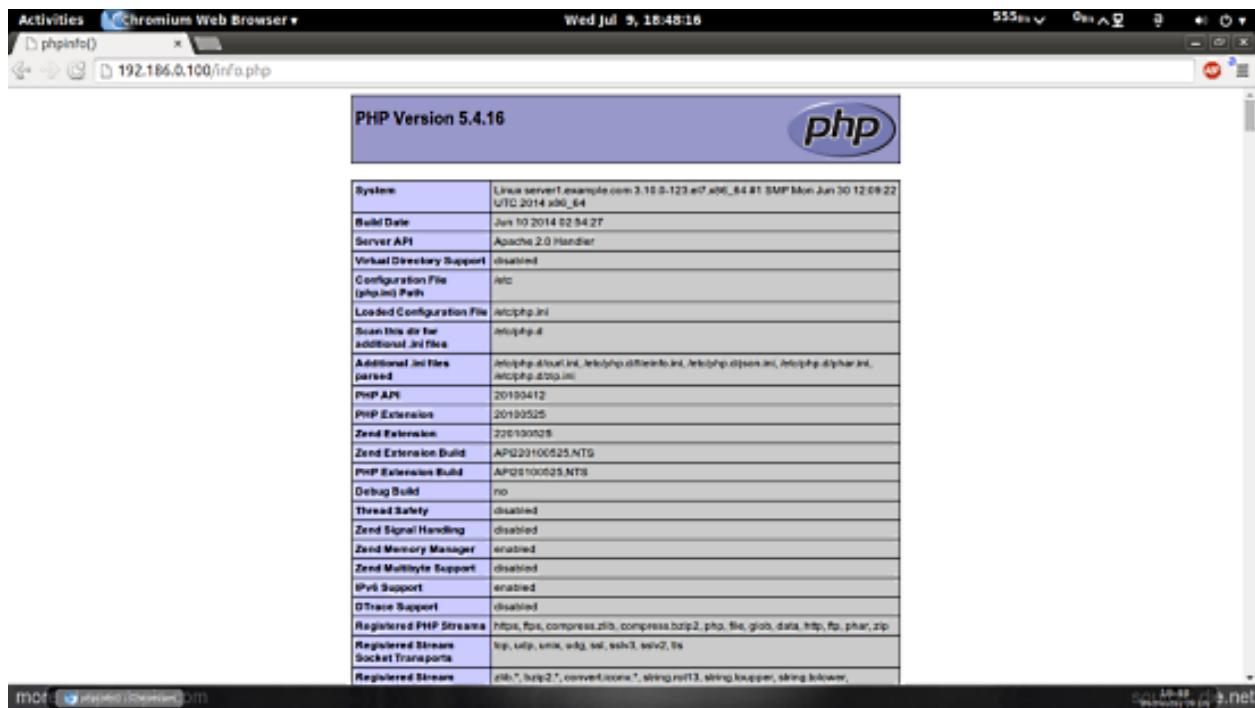
Note: The document root of the default website is /var/www/html. We will now create a small PHP file (info.php) in that directory and call it in a browser. The file will display lots of useful details about our PHP installation, such as the installed PHP version.

- \$ sudo nano /var/www/html/info.php
- Type or paste the following into it and save as info.php:

```

1 <?php
2 phpinfo();
3 ?>
```

- Ctl-O then enter to save the file
- Ctl-X to exit nano
- \$ sudo service apache2 restart
- In your browser, go to localhost/info.php



If you see this screen, everything is good. Proceed.

Note: If you get any PHP errors during the OpenCATS install, this screen can help you see what php modules are installed and loaded.

- \$ sudo apt-get install php5-mysql php5-gd php-soap php5-ldap
- \$ sudo service apache2 restart
- Now reload localhost/info.php in your browser and you should see the new php modules listed when you scroll down through the information.

10.4 Setting up your MySQL/MariaDB database

Note: This is the backend database that stores all your OpenCATS information. You likely will NOT be messing with this much after installation unless you choose to. The login/password you set up here will NOT be the same as your login/password for OpenCATS.

Note: Make sure you remember or write down your login/password. You'll need it in a few minutes.

- \$ mysql -u root -p (If that doesn't work, try mysql -u root -yourmariadbpasswordfromearlier)
- You should see a prompt like this: mysql>
- mysql> CREATE USER 'opencats'@'localhost' IDENTIFIED BY 'databasepassword';
- mysql> CREATE DATABASE opencats;
- mysql> GRANT ALL PRIVILEGES ON 'opencats'.* TO 'opencats'@'localhost' IDENTIFIED BY 'databasepassword';
- mysql> exit;

Note: Make sure you don't forget the ; on the end of every line!

10.5 Download the OpenCATS files

- \$ cd /var/www/html
- \$ sudo wget https://github.com/opencats/OpenCATS/releases/download/0.9.4/opencats-0.9.4-full.zip
- \$ sudo unzip opencats-0.9.4-full.zip
- \$ sudo mv /var/www/html/home/travis/build/opencats/OpenCATS opencats
- \$ sudo rm -Rf /var/www/html/home /var/www/html/opencats/INSTALL_BLOCK

Note: By default in this documentation for OpenCATS version 0.9.4 the directory would be opencats. You can name it whatever you want. Just remember that all of the directory locations from here on must match the name of the directory you create, including capital letters.

Note: If you have tried installing OpenCATS before, or for any reason see something called INSTALL_BLOCK in this directory, you MUST delete it. This will prevent OpenCATS from installing. The command for that would be \$ sudo rm INSTALL_BLOCK.

10.6 Server and Directory permissions

- \$ sudo chown www-data:www-data opencats

Warning: make sure this is set to **EXACTLY** the name of your OpenCATS directory, default for version 0.9.4 would be OpenCATS-0.9.4

- \$ sudo chown -R www-data:www-data opencats
- \$ sudo chmod 770 opencats/attachments
- \$ sudo chmod 770 opencats/upload

10.7 Install resume indexing tools

- \$ sudo apt-get install antiword poppler-utils html2text unrtf

10.8 Install the OpenCATS software

In your browser, go to localhost/opencats (Or use the address of your server or VPS in place of “localhost”).

Note: If you have already attempted to install OpenCATS and the installer doesn’t load, check to see if there is a file called ‘INSTALL_BLOCK’ in the OpenCATS directory. Delete it to allow the installer to run.

Click: Installation Wizard



Step 1: System Connectivity

This step makes sure you have the required server environment set up correctly.

Note: Green = good.

Note: Yellow = OpenCATS will work, but some functions may not.

Warning: Red = Bad You can't continue the installation until a server environment issue is fixed.

If you see all green and/or yellow, click Next

Step 1: System Check

Step 2: Database Connectivity

Step 3: Loading Data

Step 4: Setup Resume Indexing

Step 5: Mail Settings

Step 6: Loading Extras

Step 7: Finishing Installation

Welcome to OpenCATS!

This process will help you set up the OpenCATS environment for the first time. Before we begin, OpenCATS needs to run some tests on your system to make sure that your web environment can support OpenCATS and is configured properly.

Test Results

PHP version is 5.5.9-1ubuntu4.20.
PHP.ini: magic_quotes_runtime is disabled.
PHPini: register_globals is disabled.
PHP MySQL extension (mysql) is loaded.
PHP Sessions extension (session) is loaded.
PHP PCRE regular expressions extension (pcre) is loaded.
PHP CType string classification extension (ctype) is loaded.
PHP GD image manipulation library extension (gd) is loaded.
PHP LDAP library extension (ldap) is loaded.
PHP SOAP extension (soap) is loaded.
PHP zip extension is loaded.
Directory ./attachments/ is readable (permissions: 0770).
Directory ./attachments/ is writeable (permissions: 0770).
Creating a file within ./attachments/ succeeded.
Directories can be created inside ./attachments//.
Configuration file ./config.php is writable.
Creating a file within ./ succeeded.

All tests passed successfully!

Next →

Step 2: Database connectivity

Enter your OpenCATS MySQL/MariaDB database name, MySQL/MariaDB database username, MySQL/MariaDB database password, and MySQL/MariaDB database host address in these boxes.

Note: If you are running OpenCATS locally on your computer, or on some shared hosts, the host address will be localhost. If your server, VPS (some shared hosting too), you will need to enter the specific address to access.

Click Test Database Connectivity

Note: I usually get red the first few tries after click the test database connectivity button. If you try more than a couple times and it stays red, you have either entered your MySQL/Mariadb information incorrectly, or you have set your MySQL/MariaDB database up incorrectly. It needs to be corrected before proceeding.

OpenCATS

Applicant Tracking System

Step 1: System Check

Step 2: Database Connectivity

Step 3: Loading Data

Step 4: Setup Resume Indexing

Step 5: Mail Settings

Step 6: Loading Extras

Step 7: Finishing Installation

Database Configuration

The OpenCATS installer needs some information about your MySQL database to continue the installation. If you do not know this information, then please contact your website host or administrator. Please note that this is probably NOT the same as your FTP login information!

Database Name: *	linuxrec_opencatstest
Database User: *	linuxrec_testuse
Database Password:	*****
Database Host: *	localhost (usually localhost)

Test Database Connectivity

Test Results

- MySQL connection was successful.
- MySQL version is 5.5.42.
- Database 'linuxrec_opencatstest' selected.
- Can create 'testable' table.
- Can insert into 'testable' table.
- Can update 'testable' table.
- Can delete from 'testable' table.
- Can drop table 'testable'.

All tests passed successfully!

Next -->

Step 3: Loading Data

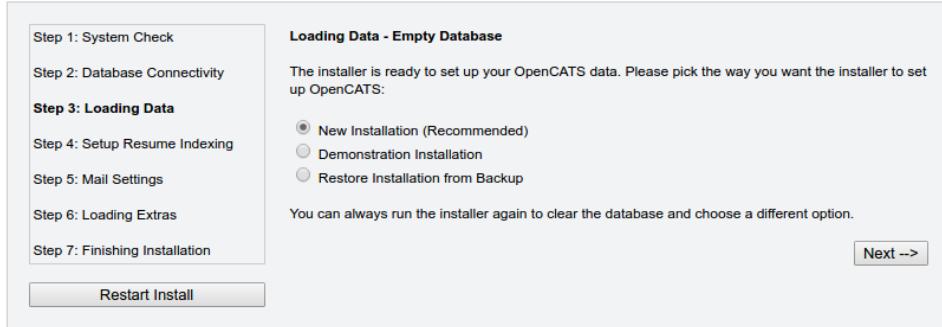
For a new installation, select New Installation, then next

Note: Demonstration Installation will autopopulate OpenCATS with general example clients, candidates, job orders, etc. There's no reason to use this in my opinion.

Note: Restore installation from backup will be covered in a future tutorial

OpenCATS

Applicant Tracking System



Step 4 Setup resume indexing

- Change the paths to the executables to the correct paths. They should be as follows:
- /usr/bin/antiword
- /usr/bin/pdftotext
- /usr/bin/html2text
- /usr/bin/unrtf
- Click Test Configuration

Note: Like earlier, I always get red the first couple clicks, then it will go green. If you get green, proceed. If it stays red after a few click, the system isn't recognizing the executables. There may be a path issue that needs corrected.

OpenCATS

Applicant Tracking System

Step 1: System Check

Step 2: Database Connectivity

Step 3: Loading Data

Step 4: Setup Resume Indexing

Step 5: Mail Settings

Step 6: Loading Extras

Step 7: Finishing Installation

Resume Indexing Configuration

OpenCATS can index resumes for advanced searching with the assistance of external document processing software. You need to configure the software below to enable resume indexing.

[Where can I get this software?](#)

.doc file (Microsoft Word Document)
 Path to Antiword Executable:

.pdf file (Adobe Acrobat Document)
 Path to PDFToText Executable:

.html file (Hypertext Markup Document)
 Path to Html2Text Executable:

.rtf file (Rich Text Document)
 Path to UnRTF Executable:

[Test Configuration](#) [Skip this Step](#)

Test Results

Antiword binary lpath\to\antiword does not exist.
 PdfToText binary lpath\to\pdftotext does not exist.
 Html2Text binary lpath\to\html2text does not exist.
 UnRTF depends on Html2Text and can not execute.

One or more tests failed. Please correct the errors and try again.

 If you have any questions, visit the OpenCATS forums at
<http://www.opencats.org/forums/>.

[Retry Installation](#)

Step 5 Mail Settings

OpenCATS can send emails. If you don't want to use it, you don't have to. OpenCATS works great either way!

Choose an option from the Mail Support drop-down bar, fill the necessary information in (if you are using it) and click Next

OpenCATS

Applicant Tracking System

The screenshot shows the 'Mail Settings' step of the OpenCATS setup wizard. On the left, a sidebar lists steps from 1 to 7. Step 5 is highlighted as 'Mail Settings'. The main area contains fields for email configuration:

- E-mail: *
- Mail Support: *
- SMTP Host: *
- SMTP Port: *
- SMTP Username: *
- SMTP Password: *

A 'Next -->' button is at the bottom right.

Step 6 Loading extras

Don't forget to set the time zone to your area!

Warning: If you forget to set the time zone ALL of the timestamps on every note in OpenCATS will be wrong.
Set the time zone correctly. You will thank us...

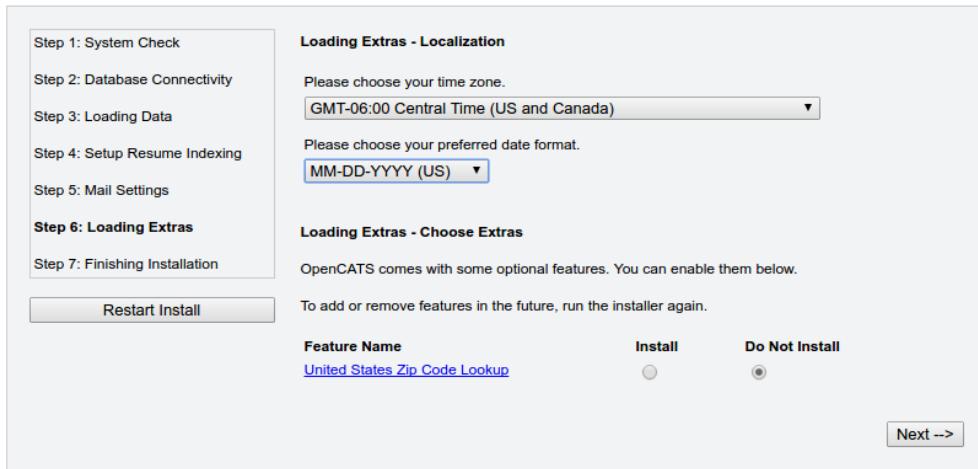
Choose the date format you like best

(United States only) choose to install (if you want) zip code lookup

Click next

OpenCATS

Applicant Tracking System

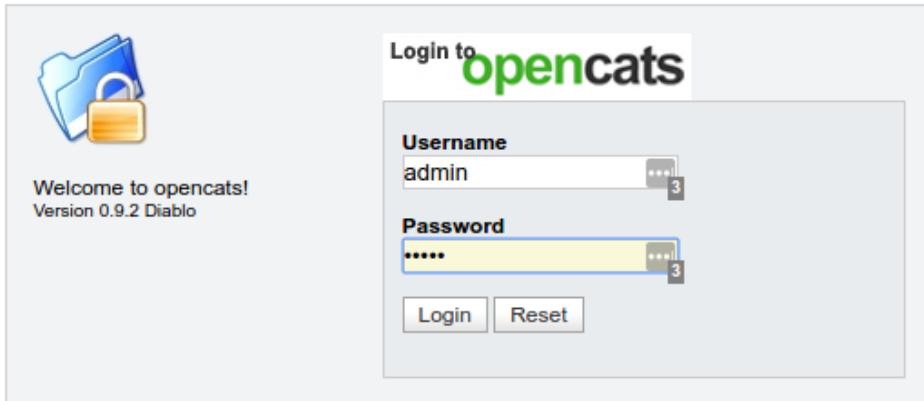


Step 7 Finishing installation

Runs through the installation process. You should see a box and some pretty bars moving. It shouldn't take long.

Note: The default username and password are: admin/admin (all lowercase)

Click Start OpenCATS for your login screen.



Join the Conversation - [opencats forums](#).

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Based upon original work and Powered by [CATS](#).

Success!!

Your brand new OpenCATS applicant System!

opencats
open. online. free.

[Logout](#)
CATS Administrator <admin> (testdomain.com) **Administrator**

Dashboard Activities Job Orders Candidates Companies Contacts Lists Calendar Reports Settings

Quick Search: Go

My Recent Calls **My Upcoming Calls** **My Upcoming Events**

Recent Hires

Name	Company	Recruiter	Date
NO DATA			

Hiring Overview

Weekly
Monthly
Yearly

Important Candidates (Submitted, Interviewing, Offered in Active Job Orders) - Page 1 (0 Items)

First Name	Last Name	Status	Position	Company	Modified ▲
NO DATA					

CATS Version 0.9.2 Diablo. Powered by **CATS**.

Server Response Time: 0.05 seconds.
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CHAPTER 11

Install on Ubuntu 16.04

These instructions will walk you through setting up LAMP (Linux Apache Mysql PHP) software and install Open-CATS on a Ubuntu 16.04 machine. These instructions will work with a VPS, or a home/office machine.

Note: If this is a production machine, that is accessible by people outside your network, this walk-through doesn't address additional server security. You would definitely want to make sure things are secured correctly.

Warning: If you are running a different version of Ubuntu (other than 16.04) the default software versions will be different, which means the install process **will be different**.

11.1 Ubuntu16.04-Installing MySQL 5/Mariadb

Note: mysql and mariadb are basically the same software with different names. You can use either, just change the commands to the appropriate name.

- \$ sudo apt-get update
- \$ sudo apt-get install mariadb-server mariadb-client
- \$ sudo mysql_secure_installation

Note: In order to log into MariaDB to secure it, we'll need the current password for the root user. If you've just installed MariaDB, **and you haven't** set up the root password yet, **the password will be blank**, so you should just press enter here. If you **have set up a MySQL/MariaDB root password already** you will enter it here.

- Set root password? [Y/n] Y
- New password: <--yourmariadbpassword (Remember this or write it down!)

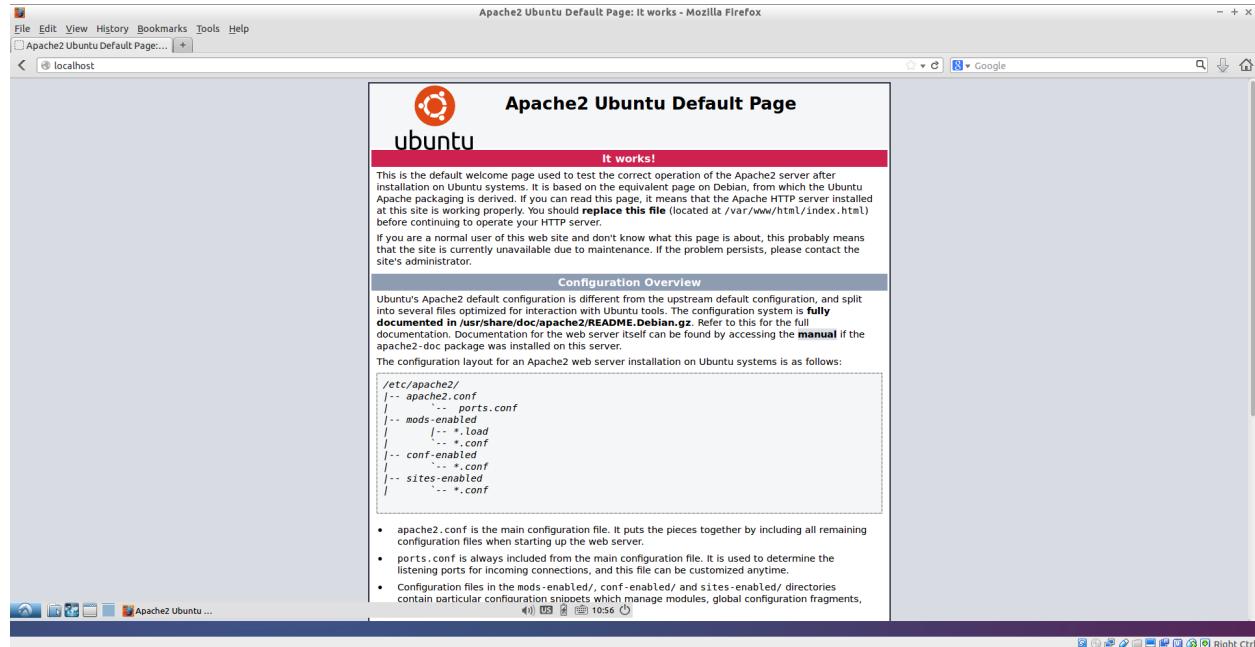
- Re-enter new password: <-yourmariadbpassword (Remember this or write it down!)
- Password updated successfully!
- Reloading privilege tables..... Success!
- Remove anonymous users? [Y/n] Y
- Disallow root login remotely? [Y/n] Y
- Remove test database and access to it? [Y/n] Y
- Reload privilege tables now? [Y/n] Y
- All done! If you've completed all of the above steps, your MariaDB, installation should now be secure. Thanks for using MariaDB!

11.2 Ubuntu16.04-Installing Apache2

- \$ sudo apt-get install apache2

Note: In this tutorial, we use localhost, if you're running a vps, you may need to enter the correct IP Address. These settings might differ for you, so you have to replace them where appropriate.

- Now direct your browser to localhost and you should see the Apache2 placeholder page:



11.3 Ubuntu16.04-Installing PHP5.6

Note: Php7 is default in Ubuntu 16.04. At this time, OpenCATS doesn't support php7. So we'll need to install php5.6 to work with OpenCATS. DO NOT install the default php (v7). If you do, or already have it running, you'll need to

downgrade your Ubuntu system to php5.6.

- \$ sudo add-apt-repository ppa:ondrej/php
- \$ sudo apt-get update
- \$ sudo apt-get install php5.6 php5.6-soap php5.6-ldap
- \$ sudo apt-get install php5.6-mysql php5.6-gd php5.6-xml
- \$ sudo apt-get install php5.6-curl php5.6-mbstring php5.6-zip
- \$ sudo service apache2 restart

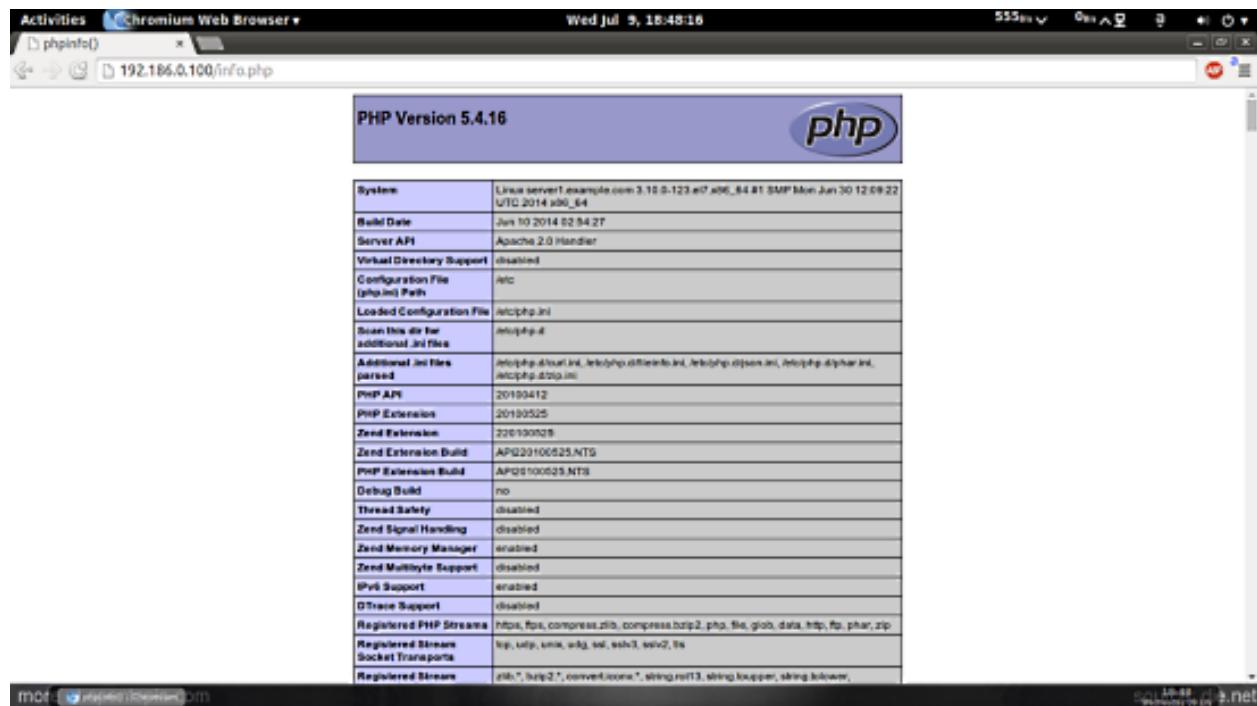
Note: The document root of the default website is /var/www/html. We will now create a small PHP file (info.php) in that directory and call it in a browser. The file will display lots of useful details about our PHP installation, such as the installed PHP version.

- \$ sudo nano /var/www/html/info.php
- Type or paste the following into it and save as info.php:

```

1 <?php
2  phpinfo();
3 ?>
```

- Ctl-O then enter to save the file
- Ctl-X to exit nano
- \$ sudo service apache2 restart
- In your browser, go to localhost/info.php



If you see this screen, everything is good. Scroll down and check to make sure all the extensions are there, then proceed.

Note: If you get any PHP errors during the OpenCATS install, this screen can help you see what php modules are installed and loaded.

11.4 Setting up your MySQL/MariaDB database

Note: This is the backend database that stores all your OpenCATS information. You likely will NOT be messing with this much after installation unless you choose to. The login/password you set up here will NOT be the same as your login/password for OpenCATS.

Note: Make sure you remember or write down your login/password. You'll need it in a few minutes.

- \$ sudo mysql -u root -p

It will ask you for your Ubuntu Root password

Then it will ask you for your mysql root password

- You should see a prompt like this: mysql>
- mysql> CREATE USER ‘opencats’@‘localhost’ IDENTIFIED BY ‘databasepassword’;
- mysql> CREATE DATABASE opencats;
- mysql> GRANT ALL PRIVILEGES ON ‘opencats’.* TO ‘opencats’@‘localhost’ IDENTIFIED BY ‘databasepassword’;
- mysql> exit;

Note: Make sure you don't forget the ; on the end of every line!

11.5 Download the OpenCATS files

- \$ cd /var/www/html
- \$ sudo wget https://github.com/opencats/OpenCATS/releases/download/0.9.4/opencats-0.9.4-full.zip
- \$ sudo unzip opencats-0.9.4-full.zip
- \$ sudo mv /var/www/html/home/travis/build/opencats/OpenCATS opencats
- \$ sudo rm -Rf /var/www/html/home /var/www/html/opencats/INSTALL_BLOCK

Note: By default in this documentation for OpenCATS version 0.9.4 the directory would be opencats. You can name it whatever you want. Just remember that all of the directory locations from here on must match the name of the directory you create, including capital letters.

Note: If you have tried installing OpenCATS before, or for any reason see something called INSTALL_BLOCK in this directory, you MUST delete it. This will prevent OpenCATS from installing. The command for that would be \$ sudo rm INSTALL_BLOCK.

11.6 Server and Directory permissions

- \$ sudo chown www-data:www-data opencats

Warning: make sure this is set to **EXACTLY** the name of your OpenCATS directory, default for version 0.9.4 would be OpenCATS-0.9.4

- \$ sudo chown -R www-data:www-data opencats
- \$ sudo chmod 770 opencats/attachments
- \$ sudo chmod 770 opencats/upload

11.7 Install resume indexing tools

- \$ sudo apt-get install antiword poppler-utils html2text unrif

11.8 Install the OpenCATS software

In your browser, go to localhost/opencats (Or use the address of your server or VPS in place of “localhost”).

Note: If you have already attempted to install OpenCATS and the installer doesn't load, check to see if there is a file called 'INSTALL_BLOCK' in the OpenCATS directory. Delete it to allow the installer to run.

Click: Installation Wizard



Step 1: System Connectivity

This step makes sure you have the required server environment set up correctly.

Note: Green = good.

Note: Yellow = OpenCATS will work, but some functions may not.

Warning: Red = Bad You can't continue the installation until a server environment issue is fixed.

If you see all green and/or yellow, click Next

Step 1: System Check

Step 2: Database Connectivity

Step 3: Loading Data

Step 4: Setup Resume Indexing

Step 5: Mail Settings

Step 6: Loading Extras

Step 7: Finishing Installation

[Restart Install](#)

Welcome to OpenCATS!

This process will help you set up the OpenCATS environment for the first time. Before we begin, OpenCATS needs to run some tests on your system to make sure that your web environment can support OpenCATS and is configured properly.

Test Results

PHP version is 5.5.9-1ubuntu4.20.

PHP.ini: magic_quotes_runtime is disabled.

PHP.ini: register_globals is disabled.

PHP MySQL extension (mysql) is loaded.

PHP Sessions extension (session) is loaded.

PHP PCRE regular expressions extension (pcre) is loaded.

PHP CType string classification extension (ctype) is loaded.

PHP GD image manipulation library extension (gd) is loaded.

PHP LDAP library extension (ldap) is loaded.

PHP SOAP extension (soap) is loaded.

PHP zip extension is loaded.

Directory ./attachments/ is readable (permissions: 0770).

Directory ./attachments/ is writeable (permissions: 0770).

Creating a file within ./attachments/ succeeded.

Directories can be created inside ./attachments//.

Configuration file ./config.php is writable.

Creating a file within ./ succeeded.

All tests passed successfully!

[Next ->](#)

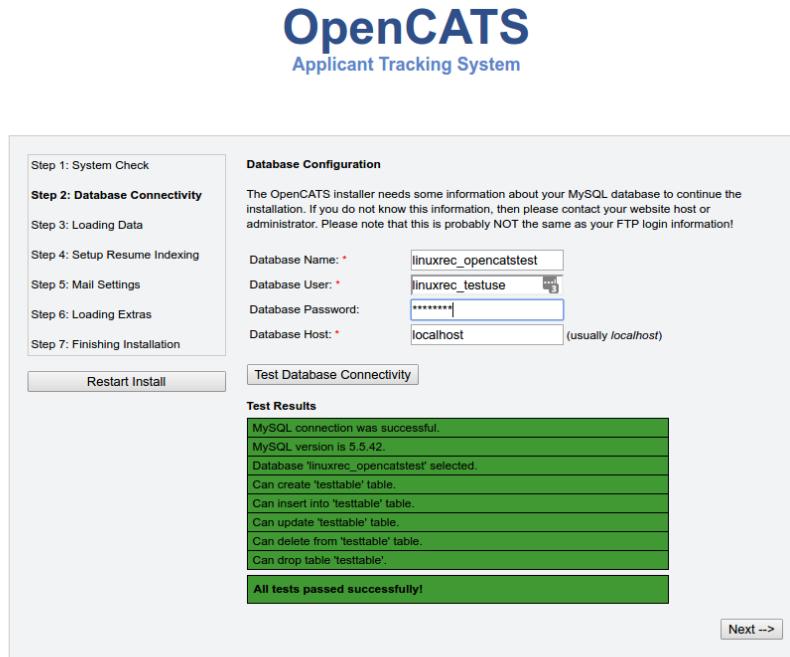
Step 2: Database connectivity

Enter your OpenCATS MySQL/MariaDB database name, MySQL/MariaDB database username, MySQL/MariaDB database password, and MySQL/MariaDB database host address in these boxes.

Note: If you are running OpenCATS locally on your computer, or on some shared hosts, the host address will be localhost. If your server, VPS (some shared hosting too), you will need to enter the specific address to access.

Click Test Database Connectivity

Note: I usually get red the first few tries after click the test database connectivity button. If you try more than a couple times and it stays red, you have either entered your MySQL/Mariadb information incorrectly, or you have set your MySQL/MariaDB database up incorrectly. It needs to be corrected before proceeding.



Step 3: Loading Data

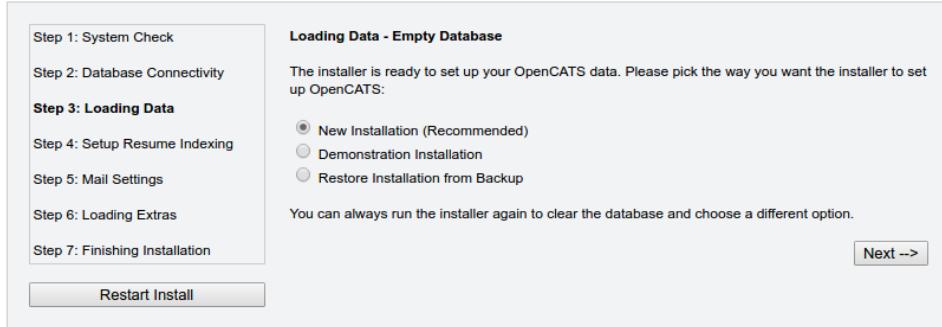
For a new installation, select New Installation, then next

Note: Demonstration Installation will autopopulate OpenCATS with general example clients, candidates, job orders, etc. There's no reason to use this in my opinion.

Note: Restore installation from backup will be covered in a future tutorial

OpenCATS

Applicant Tracking System



Step 4 Setup resume indexing

- Change the paths to the executables to the correct paths. They should be as follows:
- /usr/bin/antiword
- /usr/bin/pdftotext
- /usr/bin/html2text
- /usr/bin/unrtf
- Click Test Configuration

Note: Like earlier, I always get red the first couple clicks, then it will go green. If you get green, proceed. If it stays red after a few click, the system isn't recognizing the executables. There may be a path issue that needs corrected.

OpenCATS

Applicant Tracking System

Step 1: System Check

Step 2: Database Connectivity

Step 3: Loading Data

Step 4: Setup Resume Indexing

Step 5: Mail Settings

Step 6: Loading Extras

Step 7: Finishing Installation

Restart Install

Resume Indexing Configuration

OpenCATS can index resumes for advanced searching with the assistance of external document processing software. You need to configure the software below to enable resume indexing.

[Where can I get this software?](#)

.doc file (Microsoft Word Document)
Path to Antiword Executable:

.pdf file (Adobe Acrobat Document)
Path to PDFToText Executable:

.html file (Hypertext Markup Document)
Path to Html2Text Executable:

.rtf file (Rich Text Document)
Path to UnRTF Executable:

Test Configuration **Skip this Step**

Test Results

Antiword binary lpath\to\antiword does not exist.
Pdftotext binary lpath\to\pdftotext does not exist.
Html2Text binary lpath\to\html2text does not exist.
UnRTF depends on Html2Text and can not execute.

One or more tests failed. Please correct the errors and try again.

If you have any questions, visit the OpenCATS forums at <http://www.opencats.org/forums/>.

Retry Installation

Step 5 Mail Settings

OpenCATS can send emails. If you don't want to use it, you don't have to. OpenCATS works great either way!

Choose an option from the Mail Support drop-down bar, fill the necessary information in (if you are using it) and click Next

OpenCATS

Applicant Tracking System

The screenshot shows the 'Mail Settings' step of the OpenCATS installation wizard. On the left, a sidebar lists steps from 1 to 7. Step 5 is highlighted as 'Mail Settings'. The main area contains fields for E-mail, Mail Support, SMTP Host, Port, Username, and Password. A 'Next -->' button is at the bottom right.

Step 1: System Check
Step 2: Database Connectivity
Step 3: Loading Data
Step 4: Setup Resume Indexing
Step 5: Mail Settings
Step 6: Loading Extras
Step 7: Finishing Installation

Mail Settings

Please enter your e-mail address (for where OpenCATS e-mails should be replied to, etc.).

E-mail: *

OpenCATS sends automatic E-Mails on different events. Please choose the mechanism for E-Mail delivery via OpenCATS.

Mail Support: *

SMTP Host: *

SMTP Port: *

SMTP Username: *

SMTP Password: *

Next -->

Step 6 Loading extras

Don't forget to set the time zone to your area!

Warning: If you forget to set the time zone ALL of the timestamps on every note in OpenCATS will be wrong.
Set the time zone correctly. You will thank us...

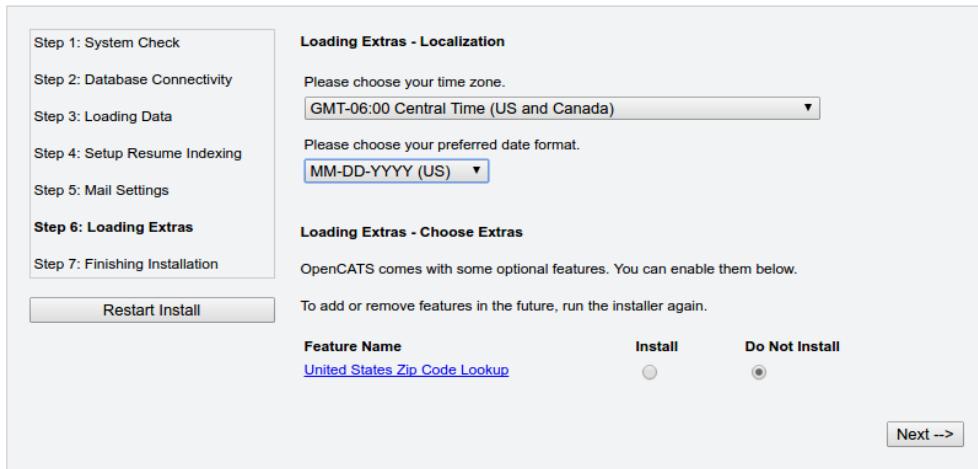
Choose the date format you like best

(United States only) choose to install (if you want) zip code lookup

Click next

OpenCATS

Applicant Tracking System

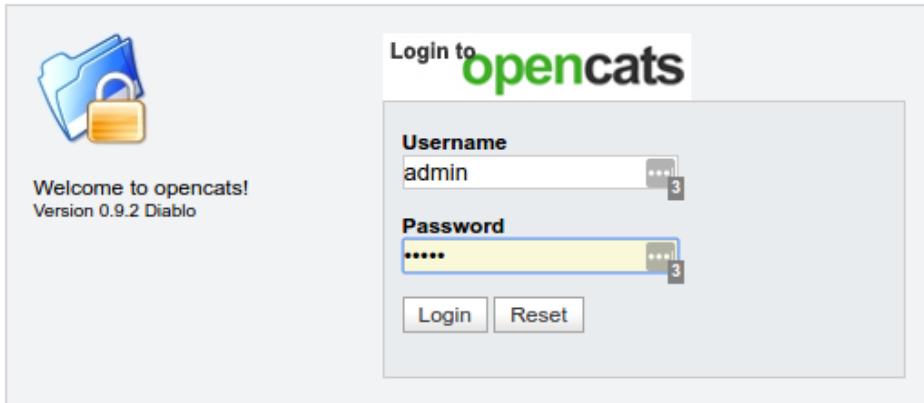


Step 7 Finishing installation

Runs through the installation process. You should see a box and some pretty bars moving. It shouldn't take long.

Note: The default username and password are: admin/admin (all lowercase)

Click Start OpenCATS for your login screen.



Join the Conversation - [opencats forums](#).

© 2005 - 2007 Cognizo Technologies, Inc.
Based upon original work and Powered by [CATS](#).

Success!!

Your brand new OpenCATS applicant System!

opencats
open. online. free.

[Logout](#)
CATS Administrator <admin> (testdomain.com) **Administrator**

Dashboard Activities Job Orders Candidates Companies Contacts Lists Calendar Reports Settings

Quick Search: Go

My Recent Calls **My Upcoming Calls** **My Upcoming Events**

Recent Hires

Name	Company	Recruiter	Date
NO DATA			

Hiring Overview

Weekly
Monthly
Yearly

Important Candidates (Submitted, Interviewing, Offered in Active Job Orders) - Page 1 (0 Items)

First Name	Last Name	Status	Position	Company	Modified ▲
NO DATA					

CATS Version 0.9.2 Diablo. Powered by **CATS**.

Server Response Time: 0.05 seconds.
© 2005 - 2007 Cognizo Technologies, Inc.

CHAPTER 12

Install on Debian 8 Jessie

These instructions will walk you through setting up LAMP (Linux Apache Mysql PHP) software and install Open-CATS on a Debian 8 machine. These instructions will work with a VPS, or a home/office machine.

Note: If this is a production machine, that is accessible by people outside your network, this walk-through doesn't address additional server security. You would definitely want to make sure things are secured correctly.

Warning: If you are running a different version of Debian (other than 8) the default software versions will be different, which means the install process **will be different**.

12.1 Debian 8-Installing MySQL/Mariadb

Note: mysql and mariadb are basically the same software with different names. You can use either, just change the commands to the appropriate name.

- \$ sudo apt-get update
- \$ sudo apt-get install mariadb-server mariadb-client
- Enter in the MariaDB/MYSQL root password you want to use. I am using mariadbpassword in this walkthrough
- \$ sudo mysql_secure_installation
- Enter current password for root (enter for none): Enter
- Set root password? [Y/n] n
- New password: <-yourmariadbpassword (Remember this or write it down!)
- Re-enter new password: <-yourmariadbpassword (Remember this or write it down!)

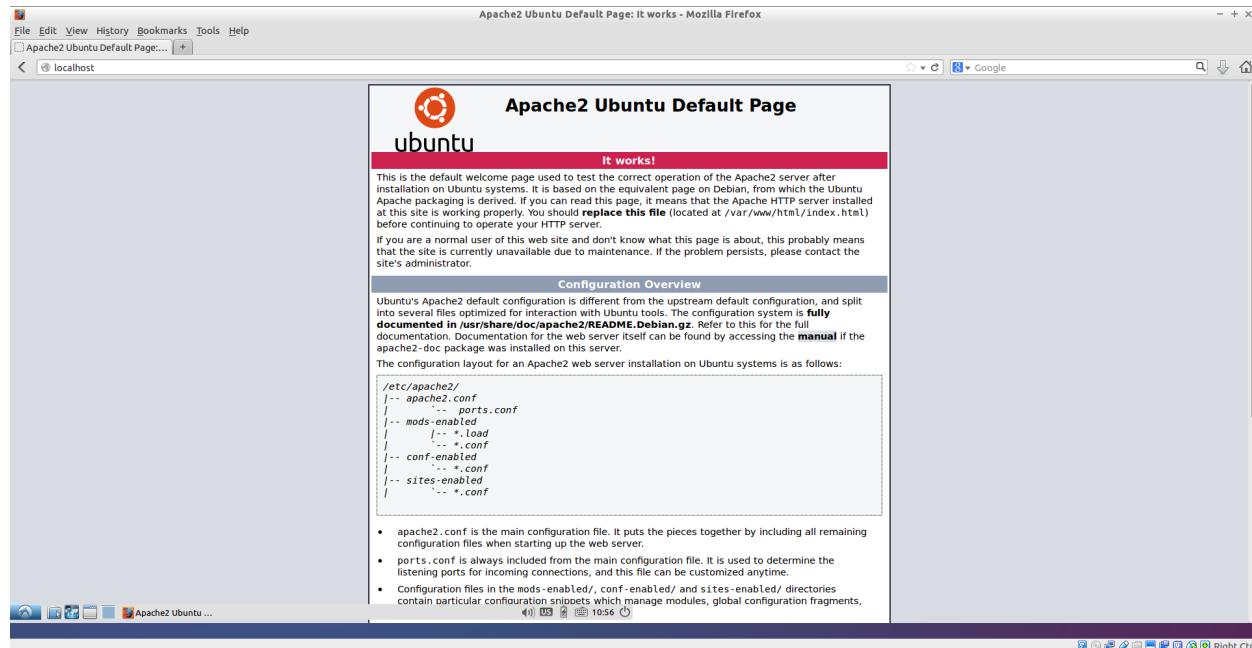
- Password updated successfully!
- Reloading privilege tables..... Success!
- Remove anonymous users? [Y/n] Y
- Disallow root login remotely? [Y/n] Y
- Remove test database and access to it? [Y/n] Y
- Reload privilege tables now? [Y/n] Y
- All done! If you've completed all of the above steps, your MariaDB, installation should now be secure. Thanks for using MariaDB!

12.2 Debian 8-Installing Apache2

- \$ sudo apt-get install apache2

Note: In this tutorial, we use localhost, if you're running a vps, you may need to enter the correct IP Address. These settings might differ for you, so you have to replace them where appropriate.

- Now direct your browser to localhost and you should see the Apache2 placeholder page:



12.3 Debian 8-Installing PHP5.6

- \$ sudo apt-get install php5 php-soap php5-ldap php5-mysql php5-gd php5-curl
- \$ sudo service apache2 restart

Note: If you are typing these commands, the soap extension does not have a “5” on php. It’s easy to overlook.

Note: The document root of the default website is /var/www/html. We will now create a small PHP file (info.php) in that directory and call it in a browser. The file will display lots of useful details about our PHP installation, such as the installed PHP version.

- \$ sudo nano /var/www/html/info.php
- Type or paste the following into it and save as info.php:

```

1 <?php
2  phpinfo();
3 ?>

```

- Ctl-O then enter to save the file
- Ctl-X to exit nano
- \$ sudo service apache2 restart
- In your browser, go to localhost/info.php



If you see this screen, everything is good. Scroll down and check to make sure all the extensions are there, then proceed.

Note: If you get any PHP errors during the OpenCATS install, this screen can help you see what php modules are installed and loaded.

12.4 Setting up your MySQL/MariaDB database

Note: This is the backend database that stores all your OpenCATS information. You likely will NOT be messing with this much after installation unless you choose to. The login/password you set up here will NOT be the same as your login/password for OpenCATS.

Note: Make sure you remember or write down your login/password. You'll need it in a few minutes.

- \$ mysql -u root -p

Then it will ask you for your mariadb/mysql root password

- You should see a prompt like this: mysql>
- mysql> CREATE USER ‘opencats’@‘localhost’ IDENTIFIED BY ‘databasepassword’;

Note: the “databasepassword” is not the same as the mariadb/mysql root password, and it won’t be the same as your OpenCATS password. All three of these are separate things. You can use whatever passwords you want. Just write them down and differentiate which is which.

- mysql> CREATE DATABASE opencats;
- mysql> GRANT ALL PRIVILEGES ON opencats.* TO ‘opencats’@‘localhost’ IDENTIFIED BY ‘databasepassword’;
- mysql> exit;

Note: Make sure you don’t forget the ; on the end of every line!

12.5 Download the OpenCATS files

- \$ cd /var/www/html
- \$ sudo wget https://github.com/opencats/OpenCATS/releases/download/0.9.4/opencats-0.9.4-full.zip
- \$ sudo unzip opencats-0.9.4-full.zip
- \$ sudo mv /var/www/html/home/travis/build/opencats/OpenCATS opencats
- \$ sudo rm -Rf /var/www/html/home /var/www/html/opencats/INSTALL_BLOCK

Note: By default in this documentation for OpenCATS version 0.9.4 the directory would be opencats. You can name it whatever you want. Just remember that all of the directory locations from here on must match the name of the directory you create, including capital letters.

Note: If you have tried installing OpenCATS before, or for any reason see something called INSTALL_BLOCK in this directory, you MUST delete it. This will prevent OpenCATS from installing. The command for that would be \$

```
sudo rm INSTALL_BLOCK.
```

12.6 Server and Directory permissions

- \$ sudo chown www-data:www-data opencats

Warning: make sure this is set to **EXACTLY** the name of your OpenCATS directory, default for version 0.9.4 would be OpenCATS-0.9.4

- \$ sudo chown -R www-data:www-data opencats
- \$ sudo chmod 770 opencats/attachments
- \$ sudo chmod 770 opencats/upload

12.7 Install resume indexing tools

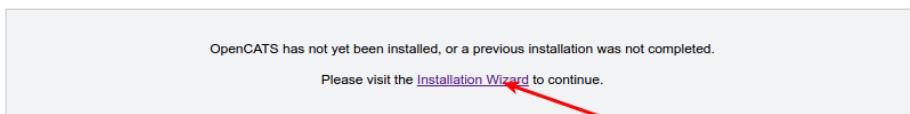
- \$ sudo apt-get install antiword poppler-utils html2text unrif

12.8 Install the OpenCATS software

In your browser, go to localhost/opencats (Or use the address of your server or VPS in place of “localhost”).

Note: If you have already attempted to install OpenCATS and the installer doesn't load, check to see if there is a file called 'INSTALL_BLOCK' in the OpenCATS directory. Delete it to allow the installer to run.

Click: Installation Wizard



Step 1: System Connectivity

This step makes sure you have the required server environment set up correctly.

Note: Green = good.

Note: Yellow = OpenCATS will work, but some functions may not.

Warning: Red = Bad You can't continue the installation until a server environment issue is fixed.

If you see all green and/or yellow, click Next

Step 1: System Check

Step 2: Database Connectivity

Step 3: Loading Data

Step 4: Setup Resume Indexing

Step 5: Mail Settings

Step 6: Loading Extras

Step 7: Finishing Installation

Welcome to OpenCATS!

This process will help you set up the OpenCATS environment for the first time. Before we begin, OpenCATS needs to run some tests on your system to make sure that your web environment can support OpenCATS and is configured properly.

Test Results

PHP version is 5.5.9-1ubuntu4.20.
PHP.ini: magic_quotes_runtime is disabled.
PHPini: register_globals is disabled.
PHP MySQL extension (mysql) is loaded.
PHP Sessions extension (session) is loaded.
PHP PCRE regular expressions extension (pcre) is loaded.
PHP CType string classification extension (ctype) is loaded.
PHP GD image manipulation library extension (gd) is loaded.
PHP LDAP library extension (ldap) is loaded.
PHP SOAP extension (soap) is loaded.
PHP zip extension is loaded.
Directory ./attachments/ is readable (permissions: 0770).
Directory ./attachments/ is writeable (permissions: 0770).
Creating a file within ./attachments/ succeeded.
Directories can be created inside ./attachments//.
Configuration file ./config.php is writable.
Creating a file within ./ succeeded.

All tests passed successfully!

Next →

Step 2: Database connectivity

Enter your OpenCATS MySQL/MariaDB database name, MySQL/MariaDB database username, MySQL/MariaDB database password, and MySQL/MariaDB database host address in these boxes.

Note: If you are running OpenCATS locally on your computer, or on some shared hosts, the host address will be localhost. If your server, VPS (some shared hosting too), you will need to enter the specific address to access.

Click Test Database Connectivity

Note: I usually get red the first few tries after click the test database connectivity button. If you try more than a couple times and it stays red, you have either entered your MySQL/Mariadb information incorrectly, or you

have set your MySQL/MariaDB database up incorrectly. It needs to be corrected before proceeding.

Step 2: Database Connectivity

The OpenCATS installer needs some information about your MySQL database to continue the installation. If you do not know this information, then please contact your website host or administrator. Please note that this is probably NOT the same as your FTP login information!

Database Name: *

Database User: *

Database Password:

Database Host: * (usually *localhost*)

Test Results

```
MySQL connection was successful.
MySQL version is 5.5.42.
Database 'linuxrec_opencatstest' selected.
Can create 'testable' table.
Can insert into 'testable' table.
Can update 'testable' table.
Can delete from 'testable' table.
Can drop table 'testable'.
```

All tests passed successfully!

Step 3: Loading Data

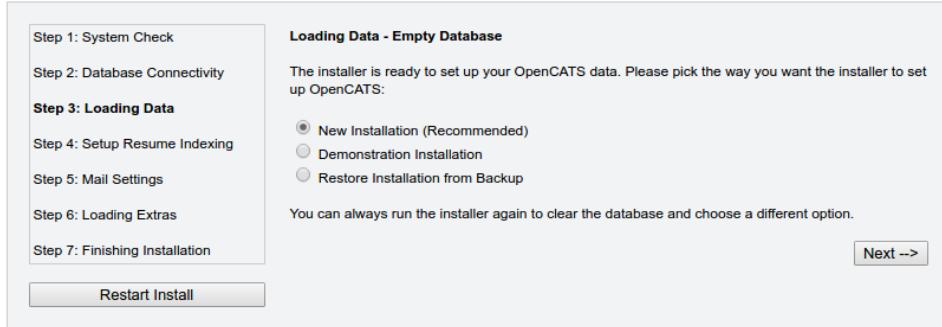
For a new installation, select New Installation, then next

Note: Demonstration Installation will autopopulate OpenCATS with general example clients, candidates, job orders, etc. There's no reason to use this in my opinion.

Note: Restore installation from backup will be covered in a future tutorial

OpenCATS

Applicant Tracking System



Step 4 Setup resume indexing

- Change the paths to the executables to the correct paths. They should be as follows:
- /usr/bin/antiword
- /usr/bin/pdftotext
- /usr/bin/html2text
- /usr/bin/unrtf
- Click Test Configuration

Note: Like earlier, I always get red the first couple clicks, then it will go green. If you get green, proceed. If it stays red after a few click, the system isn't recognizing the executables. There may be a path issue that needs corrected.

OpenCATS

Applicant Tracking System

Step 1: System Check

Step 2: Database Connectivity

Step 3: Loading Data

Step 4: Setup Resume Indexing

Step 5: Mail Settings

Step 6: Loading Extras

Step 7: Finishing Installation

Resume Indexing Configuration

OpenCATS can index resumes for advanced searching with the assistance of external document processing software. You need to configure the software below to enable resume indexing.

[Where can I get this software?](#)

.doc file (Microsoft Word Document)
 Path to Antiword Executable:

.pdf file (Adobe Acrobat Document)
 Path to PDFToText Executable:

.html file (Hypertext Markup Document)
 Path to Html2Text Executable:

.rtf file (Rich Text Document)
 Path to UnRTF Executable:

Test Configuration **Skip this Step**

Test Results

Antiword binary lpath\to\antiword does not exist.
 PdfToText binary lpath\to\pdftotext does not exist.
 Html2Text binary lpath\to\html2text does not exist.
 UnRTF depends on Html2Text and can not execute.

One or more tests failed. Please correct the errors and try again.

 If you have any questions, visit the OpenCATS forums at
<http://www.opencats.org/forums/>.

Retry Installation

Step 5 Mail Settings

OpenCATS can send emails. If you don't want to use it, you don't have to. OpenCATS works great either way!

Choose an option from the Mail Support drop-down bar, fill the necessary information in (if you are using it) and click Next

OpenCATS

Applicant Tracking System

The screenshot shows the 'Mail Settings' step of the OpenCATS installation wizard. On the left, a sidebar lists steps from 1 to 7. Step 5 is highlighted as 'Mail Settings'. The main area contains fields for E-mail, Mail Support, SMTP Host, Port, Username, and Password. A 'Next -->' button is at the bottom right.

Step 1: System Check
Step 2: Database Connectivity
Step 3: Loading Data
Step 4: Setup Resume Indexing
Step 5: Mail Settings
Step 6: Loading Extras
Step 7: Finishing Installation

Mail Settings

Please enter your e-mail address (for where OpenCATS e-mails should be replied to, etc.).

E-mail: *

OpenCATS sends automatic E-Mails on different events. Please choose the mechanism for E-Mail delivery via OpenCATS.

Mail Support: *

SMTP Host: *

SMTP Port: *

SMTP Username: *

SMTP Password: *

Next -->

Step 6 Loading extras

Don't forget to set the time zone to your area!

Warning: If you forget to set the time zone ALL of the timestamps on every note in OpenCATS will be wrong.
Set the time zone correctly. You will thank us...

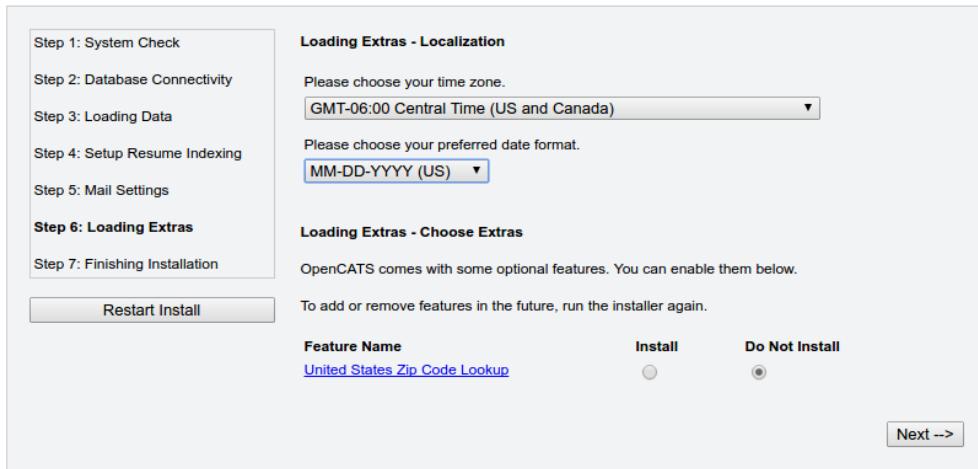
Choose the date format you like best

(United States only) choose to install (if you want) zip code lookup

Click next

OpenCATS

Applicant Tracking System

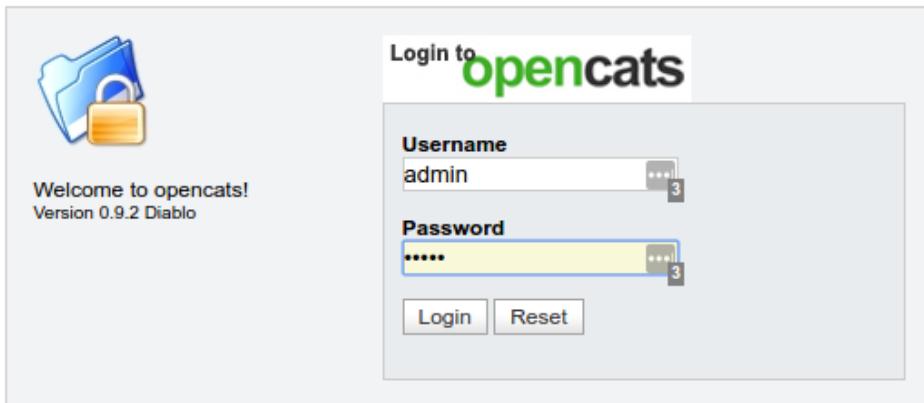


Step 7 Finishing installation

Runs through the installation process. You should see a box and some pretty bars moving. It shouldn't take long.

Note: The default username and password are: admin/admin (all lowercase)

Click Start OpenCATS for your login screen.



Join the Conversation - [opencats forums](#).

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Based upon original work and Powered by [CATS](#).

Success!!

Your brand new OpenCATS applicant System!

opencats
open. online. free.

Logout
CATS Administrator <admin> (testdomain.com) **Administrator**

Dashboard Activities Job Orders Candidates Companies Contacts Lists Calendar Reports Settings

Quick Search: Go

My Recent Calls **My Upcoming Calls** **My Upcoming Events**

Recent Hires

Name	Company	Recruiter	Date
NO DATA			

Hiring Overview

Weekly
Monthly
Yearly

Important Candidates (Submitted, Interviewing, Offered in Active Job Orders) - Page 1 (0 Items)

First Name	Last Name	Status	Position	Company	Modified ▲
NO DATA					

CATS Version 0.9.2 Diablo. Powered by **CATS**.

Server Response Time: 0.05 seconds.
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CHAPTER 13

Install-CentOS 7

13.1 CentOS7-Installing MySQL 5/Mariadb

- \$ sudo yum check-update
- \$ sudo yum -y install mariadb-server mariadb
- \$ sudo systemctl start mariadb.service
- \$ sudo systemctl enable mariadb.service
- \$ sudo mysql_secure_installation

Note: If you are asked to provide a MySQL/MariaDB password, enter it and write it down. You'll need it later

- \$ mysql_secure_installation

Note: In order to log into MariaDB to secure it, we'll need the current password for the root user. If you've just installed MariaDB, and you haven't set the root password yet, **the password will be blank**, so you should just press enter here.

- Set root password? [Y/n] Y
- New password: <-yourmariadbpassword (Remember this or write it down!)
- Re-enter new password: <-yourmariadbpassword (Remember this or write it down!)
- Password updated successfully!
- Reloading privilege tables..... Success!
- Remove anonymous users? [Y/n] Y
- Disallow root login remotely? [Y/n] Y
- Remove test database and access to it? [Y/n] Y

- Reload privilege tables now? [Y/n] Y
- All done! If you've completed all of the above steps, your MariaDB installation should now be secure. Thanks for using MariaDB!

13.2 CentOS7-Installing Apache2

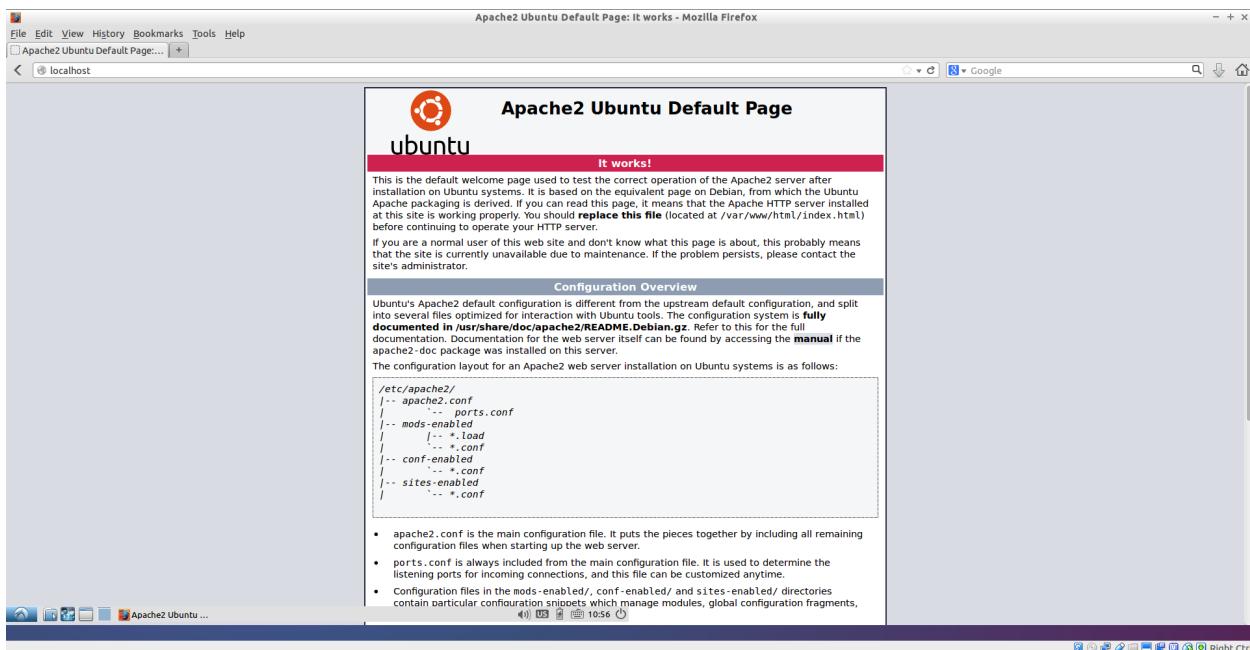
- \$ sudo yum install httpd
- \$ sudo systemctl start httpd.service
- \$ sudo systemctl enable httpd.service

Note: CentOS 7.0 uses Firewall-cmd, so we will customize it to allow external access to port 80 (http) and 443 (https).

- \$ sudo firewall-cmd --permanent --zone=public --add-service=http
- \$ sudo firewall-cmd --permanent --zone=public --add-service=https
- \$ sudo firewall-cmd --reload

Note: In this tutorial, we use localhost. These settings might differ for you, so you have to replace them where appropriate.

- Now direct your browser to localhost in the address bar, and you should see the Apache2 placeholder page (it may look different than this image):



13.3 CentOS7-Installing PHP5

Note: the default php version in CentOS 7 is php 5.4, which is too low for everything we need. We'll have to install php5.6 instead.

- \$ sudo rpm -Uvh https://dl.fedoraproject.org/pub/epel/epel-release-latest-7.noarch.rpm
- \$ sudo rpm -Uvh https://mirror.webtatic.com/yum/el7/webtatic-release.rpm
- \$ sudo yum install php56w php56w-soap php56w-ldap php56w-gd php56w-mysql unzip
- \$ sudo systemctl restart httpd.service

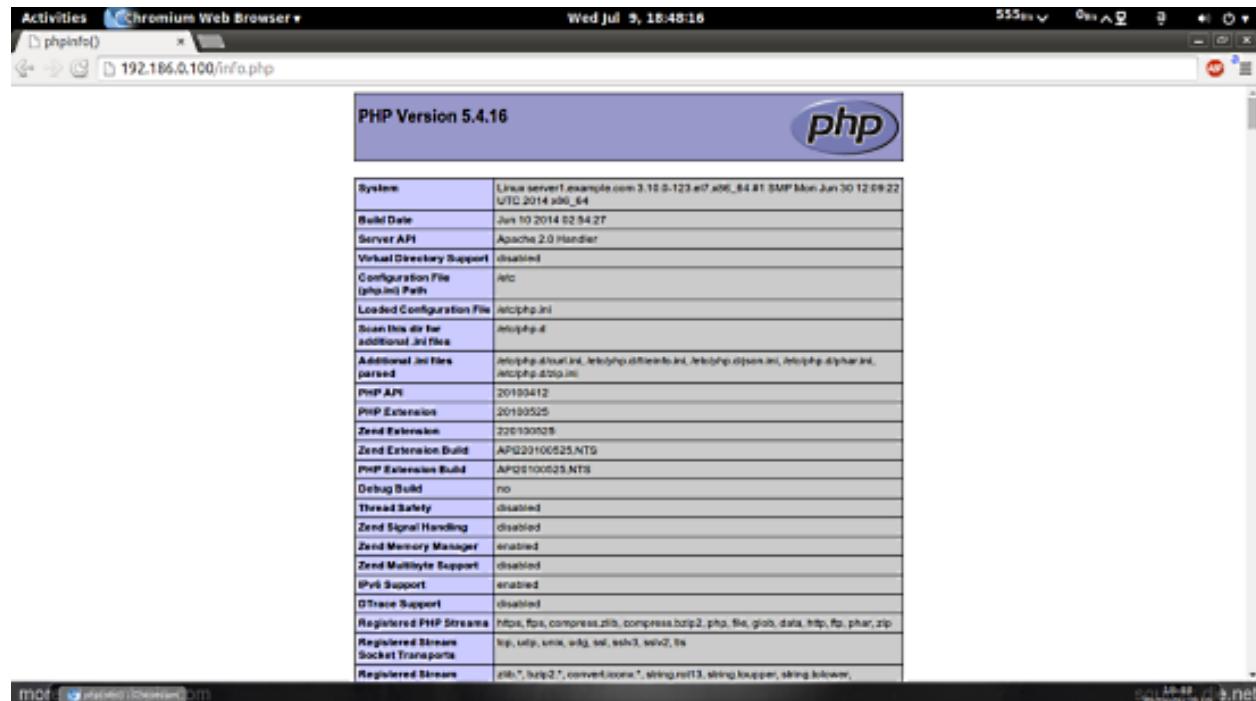
Note: The document root of the default website is /var/www/html. We will now create a small PHP file (info.php) in that directory and call it in a browser. The file will display lots of useful details about our PHP installation, such as the installed PHP version.

- \$ sudo nano /var/www/html/info.php
- Type or paste the following into it and save as info.php:

```

1 <?php
2 phinfo();
3 ?>
```

- CTL-O then Enter to save
- CTL-X to exit nano
- (CentOS) \$ sudo systemctl restart httpd.service
- In your browser, go to localhost/info.php



If you see this screen, everything is good. Proceed.

Note: If you get any PHP errors during the OpenCATS install, this screen can help you see what php modules are installed and loaded.

13.4 Setting up your MySQL/MariaDB database

Note: This is the backend database that stores all your OpenCATS information. You likely will NOT be messing with this much after installation unless you choose to. The login/password you set up here will NOT be the same as your login/password for OpenCATS.

Note: Make sure you remember or write down your login/password. You'll need it in a few minutes.

- \$ mysql -u root -p (If that doesn't work, try mysql -u root -yourmariadbpasswordfromearlier)
- You should see a prompt like this: mysql>
- mysql> CREATE USER 'opencats'@'localhost' IDENTIFIED BY 'databasepassword';
- mysql> CREATE DATABASE opencats;
- mysql> GRANT ALL PRIVILEGES ON opencats.* TO 'opencats'@'localhost' IDENTIFIED BY 'databasepassword';
- mysql> exit;

Note: Make sure you don't forget the ; on the end of every line!

13.5 Download OpenCATS Files

- \$ cd /var/www/html
- \$ sudo wget https://github.com/opencats/OpenCATS/releases/download/0.9.4/opencats-0.9.4-full.zip
- \$ sudo unzip opencats-0.9.4-full.zip
- \$ sudo mv /var/www/html/home/travis/build/opencats/OpenCATS opencats
- \$ sudo rm -Rf /var/www/html/home /var/www/html/opencats/INSTALL_BLOCK

13.6 Server and Directory permissions

Note: CentOS runs SELinux for additional security layers. We need to do a few additional things on permissions.

- \$ sudo chown apache:apache -R opencats
- \$ sudo find . -type f -exec chmod 0644 {} \;
- \$ sudo find . -type d -exec chmod 0770 {} \;
- \$ sudo chcon -t httpd_sys_content_t /var/www/html/opencats -R
- \$ sudo chcon -t httpd_sys_rw_content_t /var/www/html/opencats -R

Warning: make sure this is set to **EXACTLY** the name of your OpenCATS directory, default in this documentation for OpenCATS version 0.9.4 would be opencats

13.7 Install resume indexing tools

- \$ sudo wget ftp://ftp.pbone.net/mirror/ftp5.gwdg.de/pub/opensuse/repositories/home:/Kenzy:/modified:/C7/CentOS_7/x86_64/antiword-0.37-20.1.x86_64.rpm
- \$ sudo rpm -ivh antiword-0.37-20.1.x86_64.rpm
- \$ sudo wget http://dl.fedoraproject.org/pub/epel/7/x86_64/h/html2text-1.3.2a-14.el7.x86_64.rpm
- \$ sudo rpm -ivh html2text-1.3.2a-14.el7.x86_64.rpm
- \$ sudo yum install poppler poppler-utils unrtf

If you want to remove the files after you have installed them then do: * \$ sudo rm antiword-0.37-20.1.x86_64.rpm html2text-1.3.2a-14.el7.x86_64.rpm

13.8 Install the OpenCATS software

In your browser, go to localhost/opencats/ (Or use the address of your server or VPS in place of “localhost”).

Note: If you have already attempted to install OpenCATS and the installer doesn't load, check to see if there is a file called 'INSTALL_BLOCK' in the OpenCATS directory. Delete it to allow the installer to run.

Click: Installation Wizard

OpenCATS

Applicant Tracking System



Step 1: System Connectivity

This step makes sure you have the required server environment set up correctly.

Note: Green = good.

Note: Yellow = OpenCATS will work, but some functions may not.

Warning: Red = Bad You can't continue the installation until a server environment issue is fixed.

(I am setting up this example instance of OpenCATS in a shared hosting service. I do not have command line access and can not install the required modules to get rid of the yellow areas. If you are running OpenCATS locally on your computer, or you have root access to a server, VPS, etc., you can install these extra modules and should see all green before continuing.)

If you see all green and/or yellow, click **Next**

Step 1: System Check

- Step 2: Database Connectivity
- Step 3: Loading Data
- Step 4: Setup Resume Indexing
- Step 5: Mail Settings
- Step 6: Loading Extras
- Step 7: Finishing Installation

Restart Install

Welcome to OpenCATS!

This process will help you set up the OpenCATS environment for the first time. Before we begin, OpenCATS needs to run some tests on your system to make sure that your web environment can support OpenCATS and is configured properly.

Test Results

```
PHP version is 5.5.9-1ubuntu4.20.
PHP.ini: magic_quotes_runtime is disabled.
PHP.ini: register_globals is disabled.
PHP MySQL extension (mysql) is loaded.
PHP Sessions extension (session) is loaded.
PHP PCRE regular expressions extension (pcre) is loaded.
PHP CType string classification extension (ctype) is loaded.
PHP GD image manipulation library extension (gd) is loaded.
PHP LDAP library extension (ldap) is loaded.
PHP SOAP extension (soap) is loaded.
PHP zip extension is loaded.
Directory ./attachments/ is readable (permissions: 0770).
Directory ./attachments/ is writeable (permissions: 0770).
Creating a file within ./attachments/ succeeded.
Directories can be created inside ./attachments/.
Configuration file ./config.php is writable.
Creating a file within ./ succeeded.

All tests passed successfully!
```

Next ->

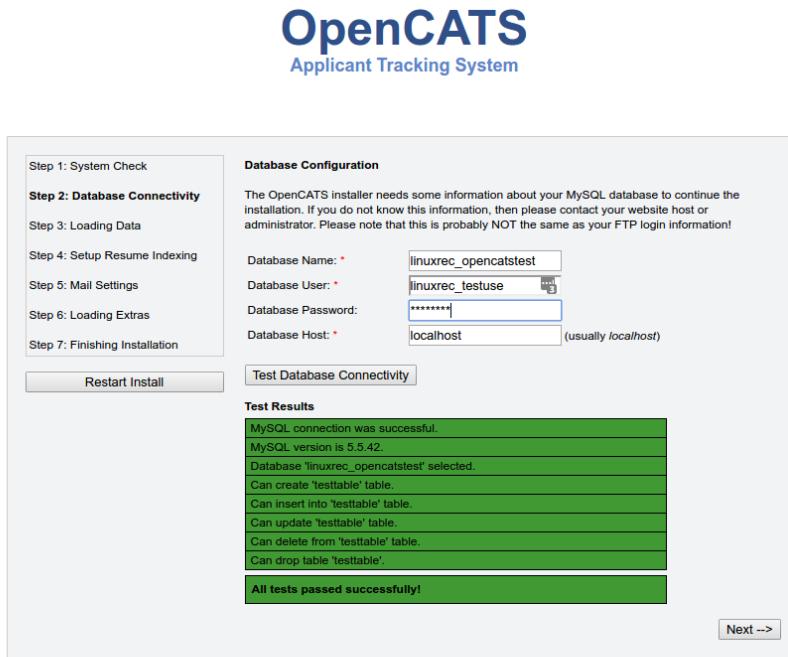
Step 2: Database connectivity

Enter your OpenCATS MySQL/MariaDB database name, MySQL/MariaDB database username, MySQL/MariaDB database password, and MySQL/MariaDB database host address in these boxes.

Note: If you are running OpenCATS locally on your computer, or on some shared hosts, the host address will be localhost. If your server, VPS (some shared hosting too), you will need to enter the specific address to access.

Click Test Database Connectivity

If the MySQL/MariaDB information is set up and entered correctly, you should have all green. If you see red, something needs to be corrected or set up correctly.



Step 3: Loading Data

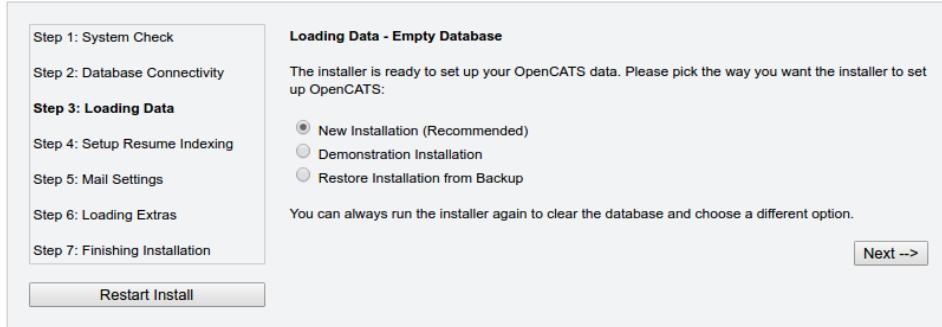
For a new installation, select New Installation, then next

Note: Demonstration Installation will autopopulate OpenCATS with general example clients, candidates, job orders, etc. There's no reason to use this in my opinion.

Note: Restore installation from backup will be covered in a future tutorial

OpenCATS

Applicant Tracking System



Step 4 Setup resume indexing

Click Test configuration or skip this step. If it's all green, proceed. If you did not install these packages earlier, skip this step.

OpenCATS

Applicant Tracking System

The screenshot shows the 'Step 4: Setup Resume Indexing' configuration page. On the left, a sidebar lists steps from 1 to 7. Step 4 is selected. A 'Restart Install' button is at the bottom of the sidebar.

Resume Indexing Configuration

OpenCATS can index resumes for advanced searching with the assistance of external document processing software. You need to configure the software below to enable resume indexing.

[Where can I get this software?](#)

.doc file (Microsoft Word Document)
Path to Antiword Executable:

.pdf file (Adobe Acrobat Document)
Path to PDFToText Executable:

.html file (Hypertext Markup Document)
Path to Html2Text Executable:

.rtf file (Rich Text Document)
Path to UnRTF Executable:

[Test Configuration](#) [Skip this Step](#)

Test Results

Antiword binary lpath\to\antiword does not exist.
Pdftotext binary lpath\to\pdftotext does not exist.
Html2Text binary lpath\to\html2text does not exist.
UnRTF depends on Html2Text and can not execute.

One or more tests failed. Please correct the errors and try again.

If you have any questions, visit the OpenCATS forums at <http://www.opencats.org/forums/>.

[Retry Installation](#)

Note: Make sure you change the path to executables paths to the correct path on your system! Linux is usually /usr/bin/applicationname

Step 5 Mail Settings

OpenCATS can send emails. If you don't want to use it, you don't have to. OpenCATS works great either way!

Choose an option from the Mail Support drop-down bar, fill the necessary information in (if you are using it) and click Next

OpenCATS

Applicant Tracking System

Step 1: System Check

Step 2: Database Connectivity

Step 3: Loading Data

Step 4: Setup Resume Indexing

Step 5: Mail Settings

Step 6: Loading Extras

Step 7: Finishing Installation

E-mail: *

Mail Support: *

SMTP Host: *

SMTP Port: *

SMTP Username: *

SMTP Password: *

Next -->

Step 6 Loading extras

Don't forget to set the time zone to your area!

Warning: If you forget to set the time zone ALL of the timestamps on every note in OpenCATS will be wrong.
Set the time zone correctly. You will thank us...

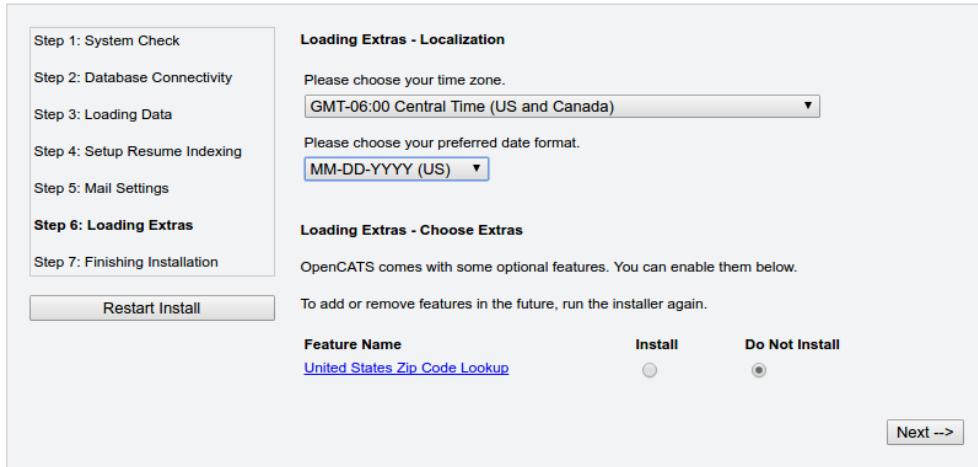
Choose the date format you like best

(United States only) choose to install (if you want) zip code lookup

Click next

OpenCATS

Applicant Tracking System

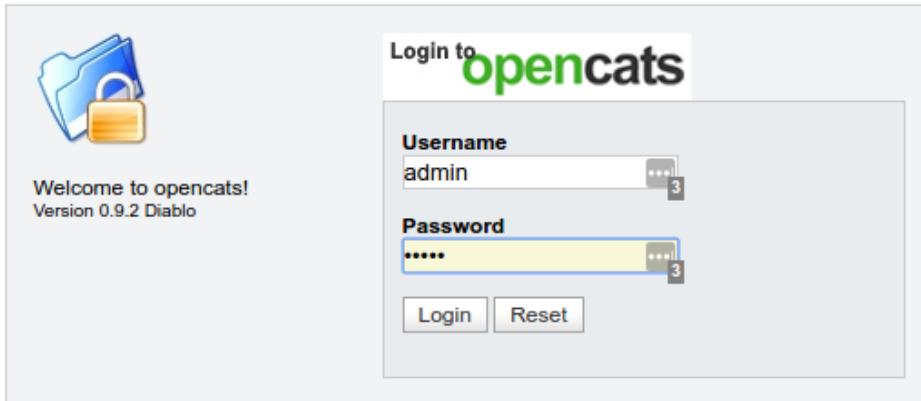


Step 7 Finishing installation

Runs through the installation process. You should see a box and some pretty bars moving. It shouldn't take long.

Note: The default username and password are: admin/admin (all lowercase)

Click Start OpenCATS for your login screen.



Join the Conversation - [opencats forums](#).

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Based upon original work and Powered by [CATS](#).

Success!!

Your brand new OpenCATS applicant System!

opencats
open. online. free.

Logout
CATS Administrator <admin> (testdomain.com) **Administrator**

Dashboard Activities Job Orders Candidates Companies Contacts Lists Calendar Reports Settings

Quick Search: Go

My Recent Calls **My Upcoming Calls** **My Upcoming Events**

Recent Hires

Name	Company	Recruiter	Date
NO DATA			

Hiring Overview

Weekly
Monthly
Yearly

Submissions
Interviews
Hires

Important Candidates (Submitted, Interviewing, Offered in Active Job Orders) - Page 1 (0 Items)

First Name	Last Name	Status	Position	Company	Modified
NO DATA					

CATS Version 0.9.2 Diablo. Powered by **CATS**.

Server Response Time: 0.05 seconds.
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CHAPTER 14

Screens In-Depth

In this section, we will go through each of the OpenCATS screens in depth and go over all of the various functions.

14.1 OpenCATS dashboard/home screen

The screenshot shows the OpenCATS dashboard with several sections:

- OpenCATS Module Tabs:** Dashboard, Activities, Job Orders, Candidates, Companies, Contacts, Lists, Calendar, Reports, Settings.
- Recent Activities:** Shows recent calls and events. Red arrows point to "Recent Activities" and the "My Recent Calls" section.
- My Recent Calls:** A list of recent calls with dates and participants. Red arrows point to the first few entries.
- My Upcoming Calls:** A list of upcoming calls with dates and participants.
- My Upcoming Events:** A list of upcoming events with dates and descriptions.
- Recent Hires:** A table showing recent hires with columns for Name, Company, Recruiter, and Date. Red arrows point to the first few entries.
- Hiring Overview:** A bar chart showing hiring activity from 2013 to 2016 across three categories: Submissions, Interviews, and Hires. A red arrow points to the chart area.
- Important Candidates:** A grid of candidate information with columns for First Name, Last Name, Status, Position, Company, and Modified.

Note: The OpenCATS dashboard (home screen) is broken up into three rows at the top and a grid of six sections below.

- **The main OpenCATS module tabs:** The main navigation tabs.

- **Recent:** Your five most recently viewed candidates/contacts. Names are clickable for quick access.
- **Quick Search:** Search for candidate/contact name, job title, and Company name
- **My Recent Calls:** Most recent candidate/contact calls. Names are clickable for quick access.
- **My upcoming calls:** List of upcoming, scheduled calls, IF scheduled in OpenCATS.
- **My upcoming events:** List of upcoming, scheduled calls, IF scheduled in OpenCATS.
- **Recent Hires:** Short list of your company's most recent hires
- **Hiring Overview:** Overview of submission/interviews/hires. You can select weekly, monthly or yearly tabs on the right
- **Important Candidates:** Small overview of some recent candidate activity. The columns in this section are adjustable by dragging the column title left or right.

14.2 Activities Screen



The screenshot shows the OpenCATS Activities screen. At the top, there is a navigation bar with links for Dashboard, Activities, Job Orders, Candidates, Companies, Contacts, Lists, Calendar, Reports, and Settings. On the far right of the header, there is a Logout link and a message indicating the user is John Brown <demo> from testdomain.com. Below the header, a search bar labeled "Quick Search:" has a placeholder "Recent: Bert van Oostveen | John Smith | Factory Assistant | test list | Educula Rey". To the right of the search bar are buttons for "Go", "First", "Prev Page", "Last", "Today", "Yesterday", "Last Week", "Last Month", and "Last 6 Months". A "Rows Per Page" dropdown is set to "All". A "Filter" button is also present. The main content area is titled "Activities" and displays a table with the following columns: Date, First Name, Last Name, Regarding, Activity, Notes, and Entered By. The table contains 18 rows of activity logs, such as "Call test test" and "Status change: Placed". The rows are color-coded in a repeating pattern of blue, yellow, and grey. The "Entered By" column consistently shows "John B." for all entries.

The activities screen gives you an overview of recent candidate, company and contact activities.

Note: The rows at the top always stay the same in OpenCATS (Main navigation tabs, recent, and quick search). We won't cover that again in the documentation.

- **Time-frame of results:** Click these to filter your results by day, week, month, etc.
- **Rows per page:** Click the drop-down bar to change the amount of results per screen. 15, 30, 50, or 100
- **Filter:** Options to filter results by Date, Regarding, Activity, Notes, Entered By
- **Activity columns:**
 - **Show Columns:** Select which columns to be visible in the activities grid
 - **Rearrange Columns:** Columns can be moved left and right by grabbing the column name and moving it left or right.
 - **Sort Columns:** Each column can also be sorted alphabetically by clicking the column title at the top of the column.

14.3 Job Orders Screen

The screenshot shows the OpenCATS Job Orders screen. At the top, there's a navigation bar with links for Dashboard, Activities, Job Orders, Candidates, Companies, Contacts, Lists, Calendar, Reports, and Settings. Below the navigation is a search bar with fields for 'Recent' (asdf), 'Manager 1' (Head of R&D), 'Embarqué', and 'nguyen'. There are also buttons for 'Add Job Order' and 'Search Job Orders'. On the right side of the header, there's a 'Logout' link and a message from John Brown. The main content area is titled 'Job Orders: Home' and shows a grid of 32 items. The grid has columns for ID, Title, Company, Type, Status, Created, Age, S, P, Recruiter, and Owner. A red box highlights the 'Active / On Hold / Full' dropdown menu at the top right of the grid. Another red box highlights the 'Action' column header. The bottom of the grid shows pagination controls like '< First', '<< Prev Page', '1 of 3', 'Next >', 'Last >', and letters A through Z.

ID	Title	Company	Type	Status	Created	Age	S	P	Recruiter	Owner
36	asdf	Internal Postings	H	Active	10-10-16	1	0	0	John B.	John B.
37	Embarqué	Internal Postings	C2H	Active	07-10-16	4	0	1	CATS A.	CATS A.
36	accountant	Internal Postings	H	Active	04-10-16	7	0	0	John B.	John B.
35	Factory Assistant	Team A	H	Active	04-10-16	7	1	2	John B.	John B.
34	Head of R&D	aa com	H	Active	03-10-16	8	0	5	John B.	John B.
33	CCE	Hinduja	H	Active	01-10-16	10	1	1	John B.	John B.
32	asdasdadad	aa com	H	Active	01-10-16	10	0	0	John B.	John B.
31	Test Questionnaire	aa com	H	Active	30-09-16	11	0	0	CATS A.	John B.
30	drótkoszorús	opencats	H	Active	30-09-16	11	0	0	John B.	John B.
29	ITO1	aa com	H	Active	28-09-16	13	0	0	John B.	John B.
28	ITO1	aa com	H	Active	28-09-16	13	0	0	John B.	John B.
27	senior engineer	Internal Postings	H	Active	27-09-16	14	0	1	John B.	John B.
26	my test job	Internal Postings	H	Active	26-09-16	15	0	2	John B.	John B.
25	Software Engineer	Internal Postings	H	Active	22-09-16	19	0	3	John B.	John B.
24	manager	Team A	H	Active	21-09-16	20	0	2	John B.	John B.

The Job Orders screen is job order specific. It is where all the job orders are.

Note: The job order screen is structured similarly to the Activities screen. So we won't go through the same features again.

In the top, right, highlighted row, we have the following:

- Active/On Hold/Full Drop-down box:** This allows you to filter your results based on the status of the job order. Options are: Active/On Hold/Full, Active, On Hold/Full, Closed/Canceled, Upcoming/Lead, ALL.
- Only My Job Orders:** This will return results that are only your job orders.
- Only Hot Job Orders:** This will return results that are only marked as Hot Jobs.

Show Columns (highlighted box, upper right corner of grid):

There are quite a few options here to select or deselect. The checked options will include in the job order screen information. See image below.

	ID	Title
Show Columns:		
<input checked="" type="checkbox"/> Attachments		
<input checked="" type="checkbox"/>	ID	
<input type="checkbox"/>	Company Job ID	
<input checked="" type="checkbox"/>	Company	
<input type="checkbox"/>	Department	
<input checked="" type="checkbox"/>	Type	R&D
<input checked="" type="checkbox"/>	Status	
<input checked="" type="checkbox"/>	Age	
<input checked="" type="checkbox"/>	Created	ad
<input type="checkbox"/>	Modified	
<input type="checkbox"/>	Not Contacted	stior
<input checked="" type="checkbox"/>	Submitted	rús
<input checked="" type="checkbox"/>	Pipeline	
<input type="checkbox"/>	Interviews	
<input checked="" type="checkbox"/>	Owner	
<input checked="" type="checkbox"/>	Recruiter	
<input type="checkbox"/>	Contact	
<input type="checkbox"/>	Contact Phone	gine
<input type="checkbox"/>	City	b
<input type="checkbox"/>	State	
<input type="checkbox"/>	Max Rate	Eng
<input type="checkbox"/>	Salary	
<input type="checkbox"/>	Duration	
<input type="checkbox"/>	Openings	
<input type="checkbox"/>	Misc Notes	
<input type="checkbox"/>	Reset to Default Columns	

Note: As with the other screens, all columns can be moved left and right, as well as sorted alphabetically.

The last thing to note on the Job order screen is the action button in the bottom left corner.

Action:

- Clicking the action button will allow you to export results to a .csv sheet, or import results to a hot-list within the OpenCATS system. We will go into those further later in the documentation.

Add specified job orders to an OpenCATS Hot-list, or export them to a CSV:

- Select the checkbox (next to action), this will select all the boxes on this screen only.
- Manually select specified candidates
- Then export or add to list and click selected.

OR:

- select action then add to list or export and select all to include the entire database (in this case, it would include ALL of the job orders in your OpenCATS system) in your hot-list or CSV export.

14.4 Candidates Screen

The screenshot shows the Candidates screen in OpenCATS. At the top, there is a navigation bar with links for Dashboard, Activities, Job Orders, Candidates (which is highlighted), Companies, Contacts, Lists, Calendar, Reports, and Settings. Below the navigation bar, there are two red-bordered buttons: 'Add Candidate' and 'Search Candidate'. A red box highlights the 'Recent' dropdown which contains 'johnny Alpha', 'CCE Hinduja', 'Educula Rey', and 'AAAAAAAAAA'. To the right of the dropdown is a 'Quick Search' field with a 'Go' button. Further down, there are two more red-bordered checkboxes: 'Only My Candidates' and 'Only Hot Candidates'. Below these checkboxes are 'Rows Per Page' and 'Filter' dropdowns. The main content area displays a grid of candidate records. The columns are labeled: First Name, Last Name, E-Mail, State, Recent Status, Recent Status (Extended), City, Key Skills, Modified, and Available. The first column has a red border around its header. The grid contains 15 rows of data, each representing a candidate. The last row is highlighted with a yellow background. At the bottom left of the grid is a red-bordered 'Action' button. At the very bottom of the page is a red-bordered footer containing the letters 'A B C D E F G H I J K L M N O P Q R S T U V W X Y Z ALL'.

Action	First Name	Last Name	E-Mail	State	Recent Status	Recent Status (Extended)	City	Key Skills	Modified	Available
	shiv kumar	kamat	kamathivkumar4@gmail.com	Maharashtra	No Contact	No Contact Internal Postings - AAAAAAAA	pune		11-10-16	
	nguyen	a	mail1@yahoo.com	84	Submitted	Submitted Internal Postings - AAAAAAAA	ho chi minh		11-10-16	
	johnny	Alpha	secret@nsa.com		Placed	Placed ABC S. A. - Steel Erector		forklift, quickbooks, selector	11-10-16	
	Test	Test			Submitted	Submitted Team A - Factory Assistant			11-10-16	
	Bert	van Oostveen			No Contact	No Contact aa com - Head of R&D		Java SAP .NET	11-10-16	
	Robert	West			No Contact	No Contact aa com - Head of R&D			10-10-16	
	Pirla	Coglione			No Contact	No Contact aa com - Head of R&D		Accountant	07-10-16	07-10-16
	John	Smith			No Contact	No Contact Team A - Factory Assistant	Barnegat	Development	07-10-16	01-10-16
	Educula	Rey			Submitted	Submitted Team A - Factory Assistant			05-10-16	
	Jace	Rippin	Isadore@marilyne.biz	North Carolina			Rosenbaumtown	velit	05-10-16	08-09-16
	Irudaya	Raj							04-10-16	
	Mike	Christianson	mike@optimum7.com		Contacted	Contacted Internal Postings - dsfsdfsdf		Engineer	03-10-16	
	Katrien	Wouters			No Contact	No Contact aa com - Head of R&D		educatie	03-10-16	01-11-16
	David	Piquette			No Contact	No Contact aa com - Head of R&D			03-10-16	
	philippe	pachwasdd	adel.pasch@gmail.com		Placed	Placed Internal Postings - test		revit, word, autocad	02-10-16	

The main Candidates screen is laid out similarly to the others.

There are two checkboxes in upper right for filtering the results on this screen. Only My Candidates and Only Hot Candidates.

Again, there are additional options below that with the Rows Per Page dropdown and the Filter dropdown.

As before, the columns can be moved right and left by dragging the column title word at the top, and columns can be added or removed by the Show Columns (Image of a grid) in the upper left corner of the main section of the candidates screen. See example below.

Add Candidate | Search Candidates

Recent: johnny Alpha | CCE | Hinduja | Edu



Candidates: Home

Candidates - Page 1 (43 Items)

...	First Name	Last Name
-----	------------	-----------

Show Columns:

- [Attachments](#)
- [E-Mail](#)
- [2nd E-Mail](#)
- [Home Phone](#)
- [Cell Phone](#)
- [Work Phone](#)
- [Address](#)
- [City](#)
- [State](#)
- [Zip](#)
- [Misc Notes](#)
- [Web Site](#)
- [Key Skills](#)
- [Recent Status](#)
- [Recent Status \(Extended\)](#)
- [Source](#)
- [Available](#)
- [Current Employer](#)
- [Current Pay](#)
- [Desired Pay](#)
- [Can Relocate](#)
- [Owner](#)
- [Created](#)

- [Reset to Default Columns](#)

There are different options for candidates in the Action button at the bottom left. You can select specific candidates, the candidates showing on the screen, or all of the candidates in OpenCATS and Add to List, Add To Pipeline, Send E-Mail, or Export.

<input type="checkbox"/>	Bert	van Oostveen	
<input type="checkbox"/>	Robert	West	
<input checked="" type="checkbox"/>	Pirla	Coglione	
<input checked="" type="checkbox"/>	John	Smith	
<input checked="" type="checkbox"/>	Educula	Rey	
<input type="checkbox"/>	Jace	Rippin	Isad
<input checked="" type="checkbox"/>	Irudaya	Raj	
<input checked="" type="checkbox"/>	Mike	Christianson	mike
<input checked="" type="checkbox"/>	Katrien	Wouters	
<input checked="" type="checkbox"/>	David	Piquette	
<input checked="" type="checkbox"/>	philippe	pachwasdd	adel
<input type="button" value="Action"/> <div style="border: 1px solid #ccc; padding: 5px; margin-top: 5px;"> Add To List Selected All Add To Pipeline Selected All Send E-Mail Selected All Export Selected All </div>			

- **Add to List:** Add to a hotlist
- **Add To Pipeline:** Add to a job order pipeline

- **Send E-Mail:** Means type your own email to candidate(s) or use an OpenCATS template.
- **Export:** Export selected candidates to a csv file.

14.5 Companies Screen

The main Companies page is very similar to the Candidates page. Everything functions the same, and it has the same options.

The only exception is that there are different columns available to choose in the Show Columns button. See image below.

The screenshot shows the 'Companies: Home' page. At the top, there's a navigation bar with links like Dashboard, Activities, Job Orders, Candidates, Companies, Contacts, Lists, Calendar, Reports, and Settings. Below the navigation is a search bar with fields for 'Add Company', 'Search Companies', and 'Go To My Company'. A user profile at the top right shows 'John Brown <demo> (testdomain.com)' and a 'Logout' link. The main content area is titled 'Companies - Page 1 (13 Items)'. It contains a table with columns: #, Name, Jobs, City, State, Phone, Owner, Created, Modified, Web Site, Contact, and Misc Notes. A 'Show Columns' dropdown menu is open on the left, listing various fields: Name, Jobs, Phone, Phone 2, City, State, Zip, Web Site, Owner, Contact, Created, and Misc Notes. Other options in the dropdown include 'Reset to Default Columns' and 'Rows Per Page' (set to 10). The table rows show data for companies like 'ABC S. A.', 'opencats', and 'Internal Postings'. A yellow highlight covers the last two rows of the table. At the bottom of the table are buttons for Action, Add To List, Selected | All, and Selected | All. A footer at the bottom of the page includes links for A through Z and a 'Logout' link.

14.6 Contacts Screen

The contacts screen is the main screen for dealing with contacts internally, from client companies, or leads in the sales process. Contacts are people on the hiring side, not candidates looking for work.

The screenshot shows the 'Contacts: Home' page. The layout is similar to the Companies screen, with a navigation bar, search bar, and user profile at the top. The main content area is titled 'Contacts - Page 1 (7 Items)'. It contains a table with columns: #, First Name, Last Name, Company, Title, Work Phone, Owner, Created, Modified, Cell Phone, and E-Mail. A 'Show Columns' dropdown menu is open on the left, listing fields: First Name, Last Name, Company, Title, Work Phone, Owner, Created, Modified, Cell Phone, and E-Mail. Other options in the dropdown include 'Reset to Default Columns' and 'Rows Per Page' (set to 10). The table rows show data for contacts like 'Juan Carlos Salas P', 'John Smith', 'Dustin Testing', 'Jyothis Jayakumar', 'A C', 'F C', and 'johnny Alpha'. A yellow highlight covers the last three rows of the table. At the bottom of the table are buttons for Action, Add To List, Selected | All, and Selected | All. A footer at the bottom of the page includes links for A through Z and a 'Logout' link.

This is similar to the other screens. There are no features here that have not been covered already. We will move along.

14.7 Lists Screen

Hot lists, Lead Lists, tear sheets, call lists. Whatever you call them, most recruiters have used them at some point. OpenCATS has them here.

The screenshot shows the 'Lists' screen in OpenCATS. At the top, there's a blue header bar with various navigation links like Dashboard, Activities, Job Orders, Candidates, Companies, Contacts, Lists, Calendar, Reports, and Settings. A red arrow points to the 'Show Lists' button in the upper right corner of this bar. Below the header is a search bar with 'Recent' history and a 'Quick Search' input field. The main content area is titled 'Lists: Home' and shows a table of lists. The table has columns: Count, Description (with a dropdown arrow), Data Type, List Type, Owner, Created, and Modified. There are four rows in the table:

Count	Description	Data Type	List Type	Owner	Created	Modified
2	test list	Candidate	Static	John B.	25-08-16	30-09-16
2	tesst	Job Order	Static	John B.	04-10-16	11-10-16
2	sdfsdssdfsdfsdfsdf	Job Order	Static	John B.	13-09-16	04-10-16
2	aaa	Job Order	Static	John B.	14-10-16	14-10-16

At the bottom of the table, there's a navigation bar with letters A through Z and a 'ALL' option. To the right of the table, there's a 'Rows Per Page' dropdown.

The only new clickable button on the Lists screen is the Show Lists button in the upper right corner of the blue bar.

14.8 Calendar Screen

The Calendar is a central hub for your OpenCATS usage. Every phone call and event, if scheduled through OpenCATS will appear here. The default Calendar screen will show a list of upcoming events in the left column and a Calendar overview on the right.

The screenshot shows the 'Calendar' screen in OpenCATS. At the top, there's a blue header bar with various navigation links like Dashboard, Activities, Job Orders, Candidates, Companies, Contacts, Lists, Calendar, Reports, and Settings. A red box highlights the 'My Upcoming Events' link in the header. Below the header is a search bar with 'Recent' history. The main content area is titled 'Calendar' and shows a monthly calendar for October 2016. The calendar grid has columns for Monday through Sunday. Red boxes highlight specific events: on October 4th, there are two events: '01:00 AM' and 'return call to nm - John Brown'; on October 10th, there is a meeting with Jose - John Brown at 06:00 PM; on October 11th, there is an entrevista especifica - John Brown at 09:30 AM; on October 12th, there is a test call to Bert - John Brown at 08:00 AM; on October 14th, there are two events: '09:00 AM' and 'Meeting with Major client - John Brown'; on October 15th, there is an orientation with John Brown at 03:00 PM. Red arrows point to the 'Meeting with Jose - John Brown' on 10/10, the 'Test call to Bert - John Brown' on 10/12, and the 'Meeting with Major client - John Brown' on 10/14.

CATS Version 0.9.3 Inferno. Powered by [CATS](#).

- **My Upcoming Events:** Shows all upcoming, scheduled events in the left column.
- **Add Event:** Add a new event to your calendar
- **Goto Today:** Shows you todays events
- Calendar date views can be changed by clicking: Day, Week, or Month.
- The Green Arrows can be clicked to move you back or forward on the Calendar.

Every Event box within the calendar is clickable for event information, which will appear in the left column.

Red Arrows:

- The first arrow points to a clickable icon that opens up the record of the Candidate included in the scheduled event.
- The middle red arrow points to an icon that indicates this is a “Public” event, which means it is viewable by any OpenCATS user.
- The third red arrow points to a clickable icon that opens up the record of the Contact included in the scheduled event.
- Lastly, every date number on the Calendar can be clicked on to view that date’s scheduled events.

Note: At this time, the OpenCATS calendar does not sync with outside calendars (Outlook, Google Calendar, etc.). However, that functionality CAN be added if you know a little coding, or a developer willing to do it.

14.9 Reports Screen

There are a few reporting options in OpenCATS. The Reports screen provides reports on New Submissions and New Placements for a specified time period.

The screenshot shows the OpenCATS Reports interface. At the top, there's a navigation bar with links for Dashboard, Activities, Job Orders, Candidates, Companies, Contacts, Lists, Calendar, Reports (which is currently selected), and Settings. Below the navigation bar, a blue header bar displays recent activity: "Recent: Business Development.. | pm | vvvvvvvv lllll.. | tesst | asdasdadad". The main content area is titled "Reports" and contains several tables showing statistics for different time periods:

- Today:**

New Job Orders	2
New Candidates	0
New Companies	1
New Submissions	0
New Placements	0
New Contacts	0
- Yesterday:**

New Job Orders	3
New Candidates	0
New Companies	2
New Submissions	0
New Placements	0
New Contacts	0
- This Week:**

New Job Orders	5
New Candidates	0
New Companies	1
New Submissions	0
New Placements	0
New Contacts	0
- Last Week:**

New Job Orders	5
New Candidates	7
New Companies	2
New Submissions	5
New Placements	3
New Contacts	0
- This Month:**

New Job Orders	16
New Candidates	15
New Companies	6
New Submissions	7
New Placements	3
New Contacts	0
- Last Month:**

New Job Orders	20
New Candidates	22
New Companies	9
New Submissions	1
New Placements	2
New Contacts	6
- This Year:**

New Job Orders	41
New Candidates	49
New Companies	17
New Submissions	8
New Placements	7
New Contacts	7
- Last Year:**

New Job Orders	0
New Candidates	0
New Companies	0
New Submissions	0
New Placements	0
New Contacts	0
- To Date:**

Total Companies	18
Total Candidates	49
Total Job Orders	41
Total Submissions	8
New Placements	7
Total Contacts	7

Unfortunately the other options on the screen weren't built into the system and will (hopefully) be added in with time. There are additional reporting features within OpenCATS that will be explored later.

14.10 Settings Screen

There isn't much to the settings screen.

The screenshot shows the OpenCATS application interface. At the top, there is a navigation bar with several tabs: Dashboard, Activities, Job Orders, Candidates, Companies, Contacts, Lists, Calendar, Reports, and Settings. The 'Administration' tab is highlighted with a red box. Below the navigation bar, there is a blue header bar with links for Recent, My Profile, and Downloads. The main content area is titled 'Settings: My Profile'. Under the 'Profile' section, there are two items: 'View Profile' (with a description: 'View your current profile to verify your information is correct.') and 'Change Password' (with a description: 'Change your CATS login password.').

In the upper left corner:

- Administration If you are the OpenCATS system administrator, this will take you to the administration screen.
- My Profile View your OpenCATS user profile or change your password.
- Downloads For now, this page serves no purpose. Disregard it completely.

CHAPTER 15

Using OpenCATS-The building blocks: companies, contacts, job orders, and candidates

The screenshot shows the OpenCATS dashboard interface. At the top, there is a navigation bar with links for Dashboard, Activities, Job Orders, Candidates, Companies, Contacts, Lists, Calendar, Reports, and Settings. On the right side of the header, there are links for Logout, CATS Administrator, and an Administer link. Below the header, there is a search bar labeled "Quick Search:" with a "Go" button. The main content area is divided into several sections:

- My Recent Calls:** A section titled "Recent Hires" with a table header for Name, Company, Recruiter, and Date. The table body contains the text "NO DATA".
- My Upcoming Calls:** A section titled "Hiring Overview" featuring a bar chart. The chart has four bars corresponding to the dates 04/25 - 05/01, 05/02 - 05/08, 05/09 - 05/15, and 05/16 - 05/22. The chart is labeled "NO DATA". To the right of the chart, there is a dropdown menu for "Weekly", "Monthly", and "Yearly" time periods, and a legend for "Submissions" (purple), "Interviews" (orange), and "Hires" (green).
- My Upcoming Events:** A section that appears to be empty or not yet populated.
- Important Candidates:** A section titled "Important Candidates (Submitted, Interviewing, Offered in Active Job Orders) - Page 1 (0 Items)". It includes a table header for First Name, Last Name, Status, Position, Company, and Modified. The table body contains the text "NO DATA".

15.1 The modules

OpenCATS is made up of the following modules:

Home: When you log into CATS, you will see the Home module. This is your dashboard, which lists your activities. The Dashboard is customizable from the Settings module.

Activities: All of your daily activities and interactions with candidates, companies and contacts are populated in this module.

Job Orders: All of the available Job Orders are displayed in this module. Search existing and create new Job Orders.

Candidates: All of the available Candidates are displayed in this module. Search existing and create new Candidates. Access your Saved Lists.

Companies: All of the available Companies are displayed in this module. Search existing and create new Companies.

Contacts: All of the available Candidates are displayed in this module. Search existing and create new Contacts. Access your Cold Call List.

Calendar: All scheduled events are populated in this module. By default, the Calendar shows the week view of the current week. Add new Events and access your Upcoming Events.

Reports: All available reports are populated in this module.

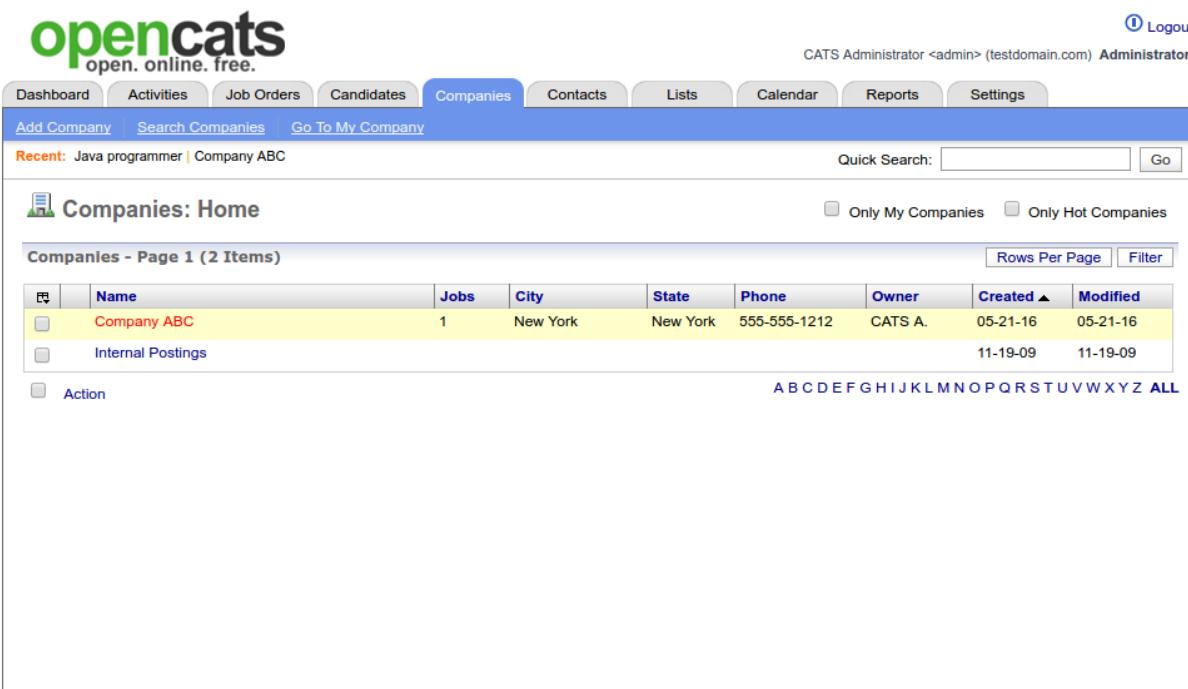
Settings: Options to customize your account and CATS features are available in this module. Users change your Profile, Password. Administrators access your account, change your Career Portal and E-mail configurations, and customize your dashboard, import and backup data.

Note: Let's start entering in information and populating our fantastic new OpenCATS system.

15.2 Add a new Company

Click on Companies

Note: I have already entered some test information. A new system screen will look a little different.



The screenshot shows the 'Companies' section of the OpenCATS application. At the top, there's a navigation bar with links for Dashboard, Activities, Job Orders, Candidates, Companies (which is the active tab), Contacts, Lists, Calendar, Reports, and Settings. Below the navigation bar, there are links for 'Add Company', 'Search Companies', and 'Go To My Company'. A 'Recent' link for 'Java programmer | Company ABC' is also present. On the right side of the header, there are 'Logout' and 'Administrator' links.

The main content area is titled 'Companies: Home'. It displays a table titled 'Companies - Page 1 (2 Items)'. The table has columns for Name, Jobs, City, State, Phone, Owner, Created, and Modified. Two entries are listed:

	Name	Jobs	City	State	Phone	Owner	Created	Modified
<input type="checkbox"/>	Company ABC	1	New York	New York	555-555-1212	CATS A.	05-21-16	05-21-16
<input type="checkbox"/>	Internal Postings						11-19-09	11-19-09

Below the table, there are filter options: 'Only My Companies' and 'Only Hot Companies'. There are also buttons for 'Rows Per Page' and 'Filter'. At the bottom of the table, there's a navigation bar with letters A through Z and a 'ALL' button.

CATS Version 0.9.2 Diablo. Powered by [CATS](#).

Server Response Time: 0.05 seconds.
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This is your main company screen. This will have an overview of all the companies in your OpenCATS system. From new leads, to active clients and old clients. They will all be here.

Note: For internal hiring (your company), select Internal postings as the client.

Click on Add Company

CATS Version 0.9.2 Diablo. Powered by **CATS**.

Server Response Time: 0.03 seconds.
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There are two ways to add information into OpenCATS.

- Copy and paste it into the box labeled cut and paste free-form address here Then click the <-- button to populate the fields.
- Manually type and paste it into each field on the left.

Note: Don't forget to enter key technologies for the company and any miscellaneous notes that you want to save in the bottom two fields for future reference.

The screenshot shows the 'Companies: Add Company' form. On the right side of the 'Address' input field, there is a small button with a double-left arrow icon. A red arrow points from this button to a tooltip window. The tooltip contains the following information:

```

Bob's Company
1234 Nowhere Lane
Philadelphia, PA 12345
web site: www.bobscompany.com
Phone: 555-555-1215
Fax: 555-555-1212

```

The rest of the form includes fields for Company Name, Primary Phone, Secondary Phone, Fax Number, Address, City, State, Postal Code, Web Site, Departments (set to 'No Departments'), and Hot Company. Below the form are buttons for 'Add Company', 'Reset', and 'Back to Companies'.

CATS Version 0.9.2 Diablo. Powered by **CATS**.

Server Response Time: 0.03 seconds.
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Warning: The success rate of auto-populating the information fields for me has always been terrible. Sometimes it works great, sometimes it doesn't. I usually just enter the fields one at a time manually.

If it worked, it should look like this. If some of the information did not populate, manually enter it and let's move on.

This is what you should see.

Click Add Company

Companies: Add Company

Basic Information

Company Name:	Bob's Company	*
Primary Phone:	555-555-1215	
Secondary Phone:	<input type="text"/>	
Fax Number:	555-555-1212	
Address:	1234 Nowhere Lane	
City:	Philadelphia	
State:	PA	
Postal Code:	12345	<input type="button" value="Lookup"/>
Web Site:	www.bobscompany.com	
Departments:	No Departments	
Hot Company:	<input type="checkbox"/>	

Cut and paste freeform address here.

Bob's Company
 1234 Nowhere Lane
 Philadelphia, PA 12345
 www.bobscompany.com
 Phone: 555-555-1215
 Fax: 555-555-1212

Other

Key Technologies:	Java, python, windows
Misc. Notes:	Makes doors and windows for Bob and his friends

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Voila! You have a new client!

If you want to add any relevant attachment documents such as a copy of your client agreement, benefits overview, etc. Click the Add Attachment button.

The screenshot shows the OpenCATS application interface. At the top, there is a navigation bar with links for Dashboard, Activities, Job Orders, Candidates, Companies (which is the active tab), Contacts, Lists, Calendar, Reports, and Settings. On the far right of the top bar are 'Logout' and 'Administrator' status indicators.

Below the navigation bar, there is a blue header bar with links for Add Company, Search Companies, and Go To My Company. A 'Recent' section displays 'Bob's Company | Java programmer | Company ABC'. To the right of this is a 'Quick Search' field with a 'Go' button.

The main content area has a title 'Companies: Company Details' with a small icon. Below it is a 'Company Details' section containing form fields for Name (Bob's Company), Primary Phone (555-555-1215), Secondary Phone (555-555-1212), Fax Number (555-555-1212), Address (1234 Nowhere Lane, Philadelphia, PA 12345), Billing Contact, Web Site (http://www.bobscompany.com/), Key Technologies (Java, python, windows), Created (05-24-16 (06:37 AM) (CATS Administrator)), and Owner (CATS Administrator). There is also a section for Attachments with an 'Add Attachment' button, and a note about Misc. Notes: 'Makes doors and windows for Bob and his friends'.

At the bottom of the main content area are three buttons: Edit, Delete, and View History.

Below the main content area are three sections: 'Job Orders' (with a table header ID, Title, Type, Status, Created, Modified, Start, Age, S, P, Recruiter, Owner, Action and an 'Add Job Order' button), 'Contacts' (with a table header First Name, Last Name, Title, Department, Work Phone, Cell Phone, Created, Owner, Action and an 'Add Contact' button), and a footer section with server information: 'CATS Version 0.9.2 Diablo. Powered by CATS.', 'Server Response Time: 0.04 seconds.', and '© 2005 - 2007 Cognizo Technologies, Inc.'

15.3 Add a new Contact

Next let's add a Company Contact.

Click Add Contact at the bottom of the current screen.

The screenshot shows the 'Companies: Company Details' page in OpenCATS. At the top, there's a navigation bar with links like Dashboard, Activities, Job Orders, Candidates, Companies (which is selected), Contacts, Lists, Calendar, Reports, and Settings. Below the navigation is a blue header bar with buttons for Add Company, Search Companies, and Go To My Company. A recent search bar shows 'Bob's Company | Java programmer | Company ABC'. A quick search bar and a 'Go' button are also present. The main content area has a title 'Companies: Company Details' with a 'Company Details' sub-section. It lists company information: Name (Bob's Company), Primary Phone (555-555-1215), Secondary Phone (555-555-1212), Fax Number (555-555-1212), Address (1234 Nowhere Lane, Philadelphia, PA 12345), Billing Contact, Web Site (http://www.bobscompany.com/), Key Technologies (Java, python, windows), Created (05-24-16 06:37 AM by CATS Administrator), and Owner (CATS Administrator). Below this is an 'Attachments' section with an 'Add Attachment' link and a 'Misc. Notes' section stating 'Makes doors and windows for Bob and his friends'. At the bottom of this section are 'Edit', 'Delete', and 'View History' buttons. The next section is 'Job Orders' with a table header (ID, Title, Type, Status, Created, Modified, Start, Age, S, P, Recruiter, Owner, Action) and a 'Add Job Order' button. The final section is 'Contacts' with a table header (First Name, Last Name, Title, Department, Work Phone, Cell Phone, Created, Owner, Action) and a 'Add Contact' button. A red arrow points to the 'Add Contact' button.

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Fill in all the information fields, including any relevant notes that's you want to remember for later. Then click Add Contact

You should now see the contact listed in the Contacts section of the Company screen.

Companies: Company Details

Company Details

Name:	Bob's Company ▾	Billing Contact:	
Primary Phone:	555-555-1215	Web Site:	http://www.bobscompany.com/
Secondary Phone:		Key Technologies:	Java, python, windows
Fax Number:	555-555-1212	Created:	05-24-16 (06:37 AM) (CATS Administrator)
Address:	1234 Nowhere Lane	Owner:	CATS Administrator
Philadelphia, PA 12345			
Attachments:	Add Attachment		
Misc. Notes:	Makes doors and windows for Bob and his friends		

[Edit](#) [Delete](#) [View History](#)

Job Orders

ID	Title	Type	Status	Created	Modified	Start	Age	S	P	Recruiter	Owner	Action
Add Job Order												

Contacts

First Name	Last Name	Title	Department	Work Phone	Cell Phone	Created	Owner	Action
Bob	Browning	CEO		555-555-1212 x 1	555-555-1214	05-24-16	CATS A.	Edit Delete
Add Contact								

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15.4 Add a new Job Order

From the current screen, let's add our first Job order. Click **Add Job Order** in the Job Orders section of Bob's Company page.

Note: OpenCATS is set up to run Direct-hire (Perm) or Contract (project) jobs. We will note the differences below.

Let's look at the fields in the **Add Job Order** screen:

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open. online. free.

Logout
CATS Administrator <admin> (testdomain.com) Administrator

Dashboard Activities Job Orders Candidates Companies Contacts Lists Calendar Reports Settings

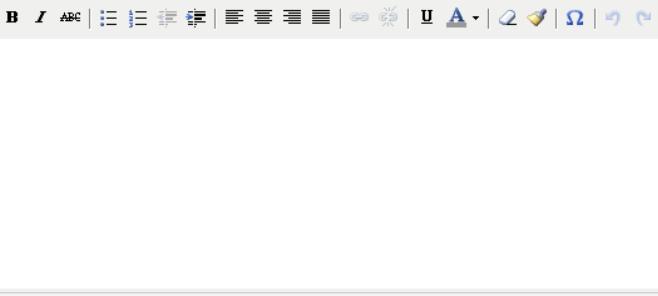
Add Job Order Search Job Orders

Recent: Bob's Company | Java programmer | Company ABC Quick Search: Go

Job Orders: Add Job Order

Add a new job order to the system.

Title:	<input type="text"/>	Start Date:	<input type="button" value="None"/>
Company:	<input type="text" value="Bob's Company"/>	Duration:	<input type="text"/>
Department:	<input type="text"/>	Maximum Rate:	<input type="text"/>
Contact:	<input type="text" value="None"/>	Type:	<input type="button" value="H (Hire)"/>
City:	<input type="text" value="Philadelphia"/>	Salary:	<input type="text"/>
State:	<input type="text" value="PA"/>	Openings:	<input type="text" value="1"/>
Recruiter:	<input type="text" value="Administrator, CATS"/>	Company Job ID:	<input type="text"/>
Owner:	<input type="text" value="Administrator, CATS"/>	Hot:	<input type="checkbox"/>
		Public:	<input type="checkbox"/>

Description:


Internal Notes:


Add Job Order Reset Back to Job Orders

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The fields on the upper left column are self-explanatory.

- **Start Date** is when the hired candidate should start.
- **Duration** The length of contract (Project) for a temporary role. If this is a permanent role, you can put “direct hire”, whatever you want, or just leave it blank.
- **Maximum rate** Self-explanatory
- **Type** This drop-down field let’s you select the type of role. Options are: Hire, Contract to hire, Contract, or freelance
- **Salary** Put the salary range here
- **Openings** Number of openings
- **Company Job ID** This is for the unique Job ID assigned to this role.
- **Hot** If this is a hot job, check this box.

- **Public** If you have the OpenCATS job board set up (we will do this later), checking this box will make this job order visible on it. Candidates will be able to view and apply.
- **Description** Enter your job description here
- **Internal Notes** Any notes or information entered here will be visible within your company, but not visible on your public job board.

Note: If you have the public job board set up (we will go through this later), all the information on this screen **except** the **Internal Notes** section will be viewable to anyone looking at your jobs. Including the listed salary information. If you do not want that visible, put it in the **Internal Notes** section.

The screenshot shows the 'Job Orders: Add Job Order' page. The top navigation bar includes links for Dashboard, Activities, Job Orders (which is selected and highlighted in blue), Candidates, Companies, Contacts, Lists, Calendar, Reports, and Settings. A user 'CATS Administrator <admin> (testdomain.com) Administrator' is logged in. The main content area has tabs for 'Add Job Order' and 'Search Job Orders'. A 'Recent' dropdown shows 'Bob's Company | Java programmer | Company ABC'. A 'Quick Search' field with a 'Go' button is also present. The 'Job Orders: Add Job Order' section contains fields for Title, Start Date, Company, Duration, Maximum Rate, Department, Type, Contact, Salary, City, State, Recruiters, Openings, Company Job ID, Owner, Hot, and Public status. Below these are two rich text editor boxes for 'Description' and 'Internal Notes'. A note below the 'Internal Notes' editor states: 'Everything BUT this box will be visible on your public job board (If you decide to activate it!)'. At the bottom are 'Add Job Order', 'Reset', and 'Back to Job Orders' buttons.

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Click Add Job Order

This will take you to your new Job Order screen.

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[Logout](#)
CATS Administrator <admin> (testdomain.com) **Administrator**

Dashboard Activities Job Orders Candidates Companies Contacts Lists Calendar Reports Settings

Add Job Order | Search Job Orders

Recent: IT Administrator | Bob's Company | Java programmer | Company ABC

Quick Search:

Job Orders: Job Order Details

Job Order Details

Title:	IT Administrator	Duration:	Direct Hire
Company Name:	Bob's Company	Openings:	1
Department:	2	Type:	Hire
CATS Job ID:	2	Status:	Active
Company Job ID:	IT-1	Pipeline:	0
Contact Name:	Bob Browning	Submitted:	0
Contact Phone:	555-555-1212 x 1	Days Old:	0
Contact Email:	bob@bobscompany.com	Created:	05-24-16 (08:20 AM) (CATS Administrator)
Location:	Philadelphia, PA	Recruiter:	CATS Administrator
Max Rate:	80000	Owner:	CATS Administrator
Salary:	up to 80000		
Start Date:			

Attachments: [Add Attachment](#)

Description:

IT Administrator

May 10, 2016 - June 10, 2016

Location:Ponte Vedra Beach, FL

Salary Range:\$53,000

Exempt/Non-Exempt:Exempt

Internal Notes:

Everything BUT this box will be visible on your public job board (if you decide to activate it)

Job Order Pipeline

Total Pipeline	Contacted	Cand Replied	Qualifying	Submitted	Interviewing	Offered	Placed

[Edit](#) [Delete](#) [Administrative Hide](#) [Generate Report](#) [View History](#)

Candidate Pipeline

Match	First Name	Last Name	Loc	Added	Entered By	Status	Last Activity	Action
<input type="checkbox"/>	Export	Add Candidate to This Job Order Pipeline						

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If everything looks correct, let's move on to adding our first candidate in OpenCATS and into the pipeline for this job.

15.5 Adding a Candidate and attaching them to the Job Order pipeline

Click Add Candidate to This Job Order Pipeline at the bottom of the screen.

The screenshot shows the 'Job Orders: Job Order Details' page. At the top, there's a navigation bar with links like Dashboard, Activities, Job Orders, Candidates, Companies, Contacts, Lists, Calendar, Reports, and Settings. The 'Job Orders' tab is active. Below the navigation is a breadcrumb trail: Recent: IT Administrator | Bob's Company | Java programmer | Company ABC. A quick search bar is also present.

The main content area is titled 'Job Order Details'. It contains a table with various job details:

Title:	IT Administrator	Duration:	Direct Hire
Company Name:	Bob's Company	Openings:	1
Department:		Type:	Hire
CATS Job ID:	2	Status:	Active
Company Job ID:	IT-1	Pipeline:	0
Contact Name:	Bob Browning	Submitted:	0
Contact Phone:	555-555-1212 x 1	Days Old:	0
Contact Email:	bob@bobscompany.com	Created:	05-24-16 (08:20 AM) (CATS Administrator)
Location:	Philadelphia, PA	Recruiter:	CATS Administrator
Max Rate:	80000	Owner:	CATS Administrator
Salary:	up to 80000		
Start Date:			

Below the table, there's a section for 'Attachments' with a link to 'Add Attachment'. The 'Description' field contains a detailed job posting for 'IT Administrator' with a salary range of '\$53,000'. The 'Internal Notes' section has a note about visibility on a public job board. To the right, there's a 'Job Order Pipeline' section with a table showing stages: Total Pipeline, Contacted, Cand Replied, Qualifying, Submitted, Interviewing, Offered, Declined, Placed. Below this is a 'Candidate Pipeline' table with columns: Match, First Name, Last Name, Loc, Added, Entered By, Status, Last Activity, Action. The 'Action' column includes links for Edit, Delete, Administrative Hide, Generate Report, and View History. At the bottom of the pipeline table, there's a red arrow pointing to the 'Add Candidate to This Job Order Pipeline' button.

Then Add Candidate.

The screenshot shows the 'Job Orders: Job Order Details' page. On the left, there is a form for a job order titled 'IT Administrator'. It includes fields for Title, Company Name, Department, CATS Job ID, Company Job ID, Contact Name, Contact Phone, Contact Email, Location, Max Rate, Salary, and Start Date. Below this is an 'Attachments' section with a link to a PDF file named 'IT Administrator' dated May 10, 2016, with a location in Ponte Vedra Beach, FL, and a salary range of \$53,000. There is also an 'Internal Notes' section containing a note about public job boards. At the bottom of the main page are buttons for Edit, Delete, Administrative Hide, Generate Report, and View History.

A modal dialog box titled 'Add Candidate to This Job Order Pipeline' is overlaid on the page. It contains a search bar for 'Search by Full Name' and a button 'Search by Full Name'. Below the search bar is a red arrow pointing to a button labeled 'Add Candidate'.

Click Browse to upload a resume from your local file system.

From this screen you need to manually copy and paste into the information fields on the left. When you have filled out all of the necessary information, click Add Candidate in the bottom left corner.

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CATS Administrator <admin> (testdomain.com) Administrator

Dashboard Activities Job Orders Candidates Companies Contacts Lists Calendar Reports Settings

Add Job Order | Search Job Orders

Recent: IT Administrator | John Doe | Java programmer | Bob's Company | Company ABC Quick Search: Go

Job Orders: Job Order Details

Job Order Details

Title:	IT Administrator	Duration:	Direct Hire
Company Name:	Bob's Company	Openings:	1
Department:		Type:	Hire
CATS Job ID:	2	Status:	Active
Company Job ID:	IT-1	Pipeline:	1
Contact Name:	Bob Browning	Submitted:	0
Contact Phone:	555-555-1212 x 1	Days Old:	0
Contact Email:	bob@bobscompany.com	Created:	05-24-16 (08:20 AM) (CATS Administrator)
Location:	Philadelphia, PA	Recruiter:	CATS Administrator
Max Rate:	80000	Owner:	CATS Administrator
Salary:	up to 80000		
Start Date:			

Attachments:

Description:

IT Administrator
May 10, 2016 - June 10, 2016
Location:Ponte Vedra Beach, FL
Salary Range:\$53,000
Exempt/Non-Exempt:Exempt

Internal Notes:
Everything BUT this box will be visible on your public job board (If you decide to activate it)

Job Order Pipeline

Total Pipeline	Contacted	End Replied	Qualifying	Submitted	Interviewing	Offered	Placed
1							

Edit Delete Generate Report View History

Candidate Pipeline

Match	First Name	Last Name	Loc	Added	Entered By	Status	Last Activity	Action
<input type="checkbox"/>		John	Doe	NY	05-24-16	Administrator, C.	No Contact	05-24-16 (CATS Administrator): Added candidate to pipeline.

Export

Success! We have a candidate in the pipeline!

Note: Make sure to Rate your candidates with the stars under **Match** on the bottom this screen. It will help with quick reference later on.

CHAPTER 16

OpenCATS Backup/Restore and Upgrade Instructions-THIS SECTION INCOMPLETE!

The backup/restore and Upgrade processes are the same.

16.1 Backup/Restore best practices and things to consider

Any critical business software needs a backup and restore process in case of disaster. There are a few different ways to backup and restore your OpenCATS Applicant Tracking system. A few things to consider when setting your backup strategy: How often should you perform backups? How often should you test your backups? Where will you store your backups? Will you automate your backup process?

This documentation will not cover these things, except the backup testing, but they should be considered in case something ever happens to your OpenCATS system.

16.2 About this documentation/different environments

We will cover two different ways to backup and restore your OpenCATS system.

- **GUI:** Graphical User Interface (Point and click). Built in to the OpenCATS system.
- **Non-GUI:** A more typical, systems administrator approach to backup and restoring.

We will cover the different steps for:

- Windows environment
- Shared-hosting environments
- Linux/VPS environments

16.3 Pros and Cons: GUI vs. Non-GUI

- The GUI, **when it works**, is far easier for non-technical users.
- As far as I know, the GUI backup works in OpenCATS versions 0.9.1, 0.9.1a, and 0.9.4. I don't think it works in any of the other versions. It is certainly worth a try if you want to.
- Downloading the GUI generated backup file (catsbackup.bak) on certain shared hosting environments can also involve a few additional steps.
- While the GUI backup restore process looks very simple, in my experience, the Non-GUI process is the simpler, and far more consistent way to go.

16.4 GUI (Graphical, point and click)

OpenCATS has backup and restore functionality built in. It works in versions 0.9.1, 0.9.1a, and 0.9.4. I'm not sure about the versions in between.

Recent Hires

Name	Company	Recruiter	Date
NO DATA			

Hiring Overview

Important Candidates (Submitted, Interviewing, Offered in Active Job Orders) - Page 1 (5 items)

First Name	Last Name	Status	Position	Company	Modified
S Sherry	Johnson	Submitted	HR Manager	McDonalds	01/17/07
R Robert	Burton	Offered	Cisco Specialist	Best Buy	01/17/07
T Tessa	Atrop	Interviewing	Marketing Specialist	McDonalds	01/17/07
M Maria	Gregg	Interviewing	Marketing Specialist	McDonalds	01/17/07

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GUI Backup:

From the main screen:

- Click: Settings
- Click: Administration
- Click: Site Backup

Settings: Site Backup

Create Site Backup

Create a backup of your entire CATS database (including all of your attachments).
Note: Only one backup of your database can be stored on the server at a time. Creating a new backup will delete the previous backup.

Last backup:
None

[Create Full System Backup](#)
[Create Attachments Backup](#)

Note: Create Attachments backup will backup all the attachments in your OpenCATS system and allow you to export them for storage or redundancy. This **WILL NOT** allow you to restore your OpenCATS database if you need to recover your OpenCATS system or upgrade in the future.

Click: [Create Full System Backup](#)

This will backup your entire OpenCATS ATS (attachments and database).

Depending on the database size, this may take a few minutes. Let it finish and you should return to this screen with a downloadable link for catsbackup.bak

192.168.0.9 says:
Backup Complete!

OK

Settings: Site Backup

Create Site Backup

Create a backup of your entire CATS database (including all of your attachments).
Note: Only one backup of your database can be stored on the server at a time. Creating a new backup will delete the previous backup.

Backing up database, please wait... (Now would be a good time to take a coffee break!)

Status:

100%

CATS Version 0.9.4 Countach. Powered by [CATS](#).

The screenshot shows the OpenCATS application interface. At the top, there is a navigation bar with tabs: Dashboard, Activities, Job Orders, Candidates, Companies, Contacts, Lists, Calendar, Reports, and Settings. Below this is a blue header bar with links for Administration and My Profile. A message 'Recent: Kristin Thomas' is displayed. The main content area has a title 'Settings: Site Backup'. Under this, a section titled 'Create Site Backup' contains the following text: 'Create a backup of your entire CATS database (including all of your attachments). Note: Only one backup of your database can be stored on the server at a time. Creating a new backup will delete the previous backup.' Below this, it says 'Last backup:' followed by a link to a file named 'catsbackup.bak' (88.99 KB) with a download icon. A note says 'Click the file above to download the backup.' At the bottom of this section are two buttons: 'Create Full System Backup' and 'Create Attachments Backup'.

Click the link, the file will download to your local computer. You can store it wherever you like if you need to recover your opencats system in the future.

GUI Restore

Go through the normal installation process for your environment. Do the following before you get to the final, GUI portion of the installation.

Create a directory called “restore” in the main OpenCATS directory.

Note: If you’re using a VPS, or linux environment, make sure the directory permissions are writable. Refer to the “directory or file permissions section” and match the permissions of the uploads and attachments folders.

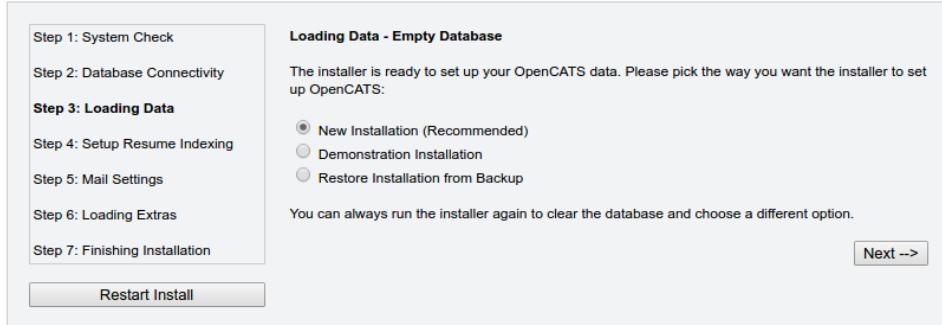
Move the backup file that you want to restore into the newly created restore directory.

Note: When you create/save/store backup files, you can rename them however you want. When you restore from a backup file, it MUST be named catsbackup.bak. Make sure the name is correct before attempting the restore. OpenCATS won’t recognize any other file name/type.

Referring to the “Install the OpenCATS software” section of the installation walkthrough, on “Step 3: Loading Data”, choose the Restore installation from backup option.

OpenCATS

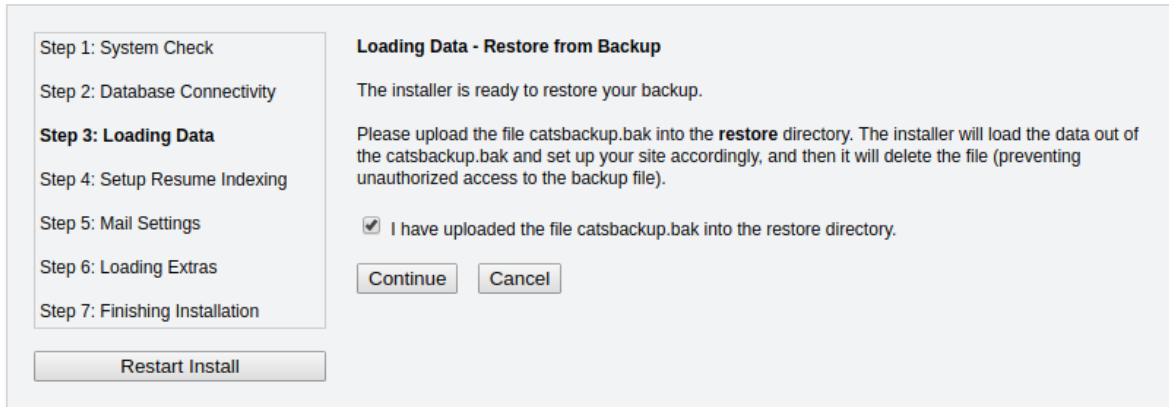
Applicant Tracking System



It will ask you to confirm that you have uploaded the catsbackup.bak file into the restore directory. Check the box and click continue.

OpenCATS

Applicant Tracking System



The rest of the installation should be normal.

This will put you into a newly restored OpenCATS system.

Note: As with any new OpenCATS installation, it will tell you the username and password is admin/admin. It is NOT. You will need the username and password from the prior OpenCATS installation that you restored.

16.5 Non-GUI

The Non-GUI Backup/Restore steps are actually relatively simple. Again, we need to backup the OpenCATS attachments and database, then restore them.

- Attachments-This is where all our documents, CVS, resumes, etc are stored.
- Database-This is all the information that the OpenCATS system uses.

Environments:

- Shared hosting
- Command line
- Windows

Backup storage organization and file structure.

If you back up daily, you will need to consider some sort of way to organize your backup files. The Non-GUI approach will produce two files per backup (catsdatabasename.sql and attachments.zip). This is an example file/directory structure that I use.

Directory: OpenCATS Backup files

Sub-Directory: 7-1-17

- Attachments.zip
- opencats.sql

Sub-Directory: 7-2-17

- Attachments.zip
- opencats.sql

Sub-Directory: 7-3-17

- Attachments.zip
- opencats.sql

etc.

Database Backup

Windows/Shared-hosting: Log in to phpmyadmin. Refer to the installation instructions, under the php or phpadmin sections, to get there.

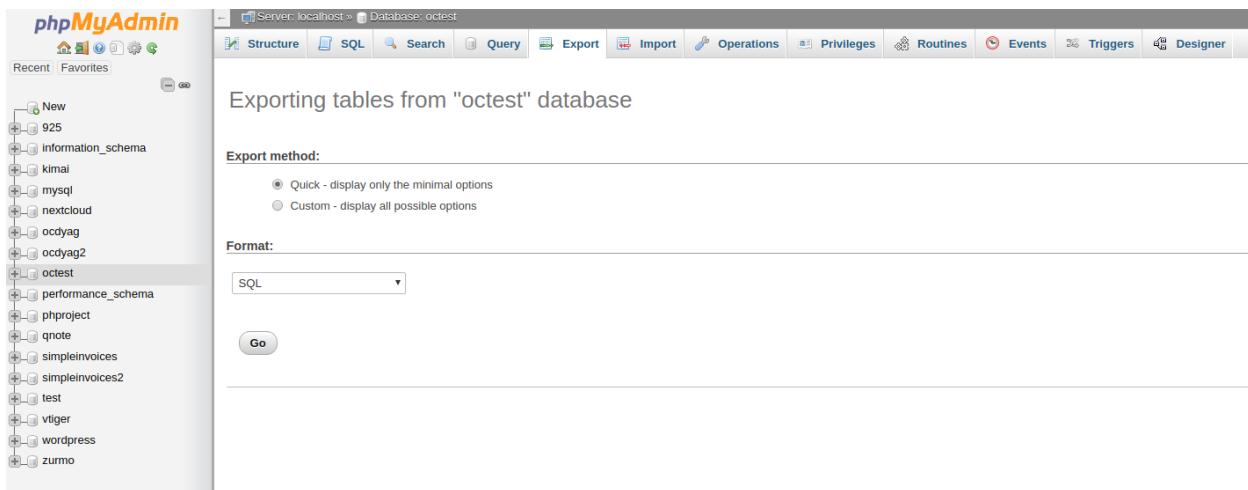
The screenshot shows the phpMyAdmin configuration page. On the left, a sidebar lists various MySQL databases. The main area contains several tabs: General settings, Appearance settings, Database server, Web server, and phpMyAdmin. A message at the bottom indicates an available upgrade to version 4.7.2.

In the column, on the left side, you should see a list of your MySQL/MariaDB databases. Click on the name of your OpenCATS database. You should then see the following screen:

The screenshot shows the phpMyAdmin interface with the 'octest' database selected. The left sidebar shows the list of databases again. The main area displays the structure of the 'octest' database, specifically the 'Table' section. It lists numerous tables with their respective details like rows, type, collation, size, and overhead.

Table	Action	Rows	Type	Collation	Size	Overhead
access_level	Browse Structure Search Insert Empty Drop	6	MyISAM	utf8_unicode_ci	3.7 Kib	-
activity	Browse Structure Search Insert Empty Drop	8	MyISAM	utf8_unicode_ci	15 Kib	-
activity_type	Browse Structure Search Insert Empty Drop	7	MyISAM	utf8_unicode_ci	3.1 Kib	-
attachment	Browse Structure Search Insert Empty Drop	2	MyISAM	utf8_unicode_ci	33.4 Kib	-
calendar_event	Browse Structure Search Insert Empty Drop	1	MyISAM	utf8_unicode_ci	4.1 Kib	-
calendar_event_type	Browse Structure Search Insert Empty Drop	6	MyISAM	utf8_unicode_ci	3.2 Kib	-
candidate	Browse Structure Search Insert Empty Drop	71	MyISAM	utf8_unicode_ci	36.3 Kib	-
candidate_joborder	Browse Structure Search Insert Empty Drop	8	MyISAM	utf8_unicode_ci	10.4 Kib	-
candidate_joborder_status	Browse Structure Search Insert Empty Drop	11	MyISAM	utf8_unicode_ci	3.3 Kib	-
candidate_joborder_status_history	Browse Structure Search Insert Empty Drop	8	MyISAM	utf8_unicode_ci	8.3 Kib	-
candidate_joborder_status_type	Browse Structure Search Insert Empty Drop	0	MyISAM	utf8_unicode_ci	1 Kib	-
candidate_source	Browse Structure Search Insert Empty Drop	1	MyISAM	utf8_unicode_ci	3 Kib	-
career_portal_questionnaire	Browse Structure Search Insert Empty Drop	0	MyISAM	utf8_general_ci	1 Kib	-
career_portal_questionnaire_answer	Browse Structure Search Insert Empty Drop	0	MyISAM	utf8_general_ci	1 Kib	-
career_portal_questionnaire_history	Browse Structure Search Insert Empty Drop	0	MyISAM	utf8_general_ci	1 Kib	-
career_portal_questionnaire_question	Browse Structure Search Insert Empty Drop	0	MyISAM	utf8_general_ci	1 Kib	-
career_portal_template	Browse Structure Search Insert Empty Drop	22	MyISAM	utf8_general_ci	17.6 Kib	-
career_portal_template_site	Browse Structure Search Insert Empty Drop	0	MyISAM	utf8_general_ci	1 Kib	-
company	Browse Structure Search Insert Empty Drop	2	MyISAM	utf8_unicode_ci	16.3 Kib	-
company_department	Browse Structure Search Insert Empty Drop	5	MyISAM	utf8_unicode_ci	2.2 Kib	-
contact	Browse Structure Search Insert Empty Drop	2	MyISAM	utf8_unicode_ci	12.3 Kib	-
data_item_type	Browse Structure Search Insert Empty Drop	4	MyISAM	utf8_unicode_ci	3.1 Kib	-
eo_e_thnic_type	Browse Structure Search Insert Empty Drop	5	MyISAM	utf8_general_ci	2.1 Kib	-
eo_veteran_type	Browse Structure Search Insert Empty Drop	4	MyISAM	utf8_general_ci	2.1 Kib	-

Click the Export tab towards the top, center. You should ten see the following screen:



Click Go. Phpmayadmin will generate the database backup file and you should automatically start downloading it.

The file will be named after your database name with an sql extension. Mine, in this case, was named octest.sql.

Make sure you move your file to a safe place.

Attachments backup

Restore non-gui In phpmyadmin: Select newly created database from list on the left Click import in the upper row browse select your opencatsdatabasebackup.sql file Scroll to the bottom and click “go”

Restore attachments

Install opencats

16.6 Automating a windows backup

<http://forums.opencats.org/viewtopic.php?f=2&t=810&start=10>

16.7 Testing your backups/Setting up a test environment to reuse

16.8 Changing your user passwords in phpmyadmin

Try this

Restore non-gui Create new database/user in phpmyadmin - Follow install documentation for this step if necessary

In phpmyadmin: Select newly created database from list on the left Click import in the upper row browse select your opencatsdatabasebackup.sql file Scroll to the bottom and click “go” Create user (follow steps from documentation)

Check for INSTALL_BLOCK file or folder in opencats directory Install opencats

Use existing OpenCATS installation and automatically preform any necessary upgrade (recommended).

Merge/overwrite old attachments folder into new Opencats attachments directory

In phpmyadmin: Create new database in phpmyadmin - Follow install documentation for this step if necessary Select newly created database from list on the left Click import in the upper row browse select your opencatsdatabasebackup.sql file Scroll to the bottom and click “go” Create user (follow steps from documentation) for the database and assign rights.

In NEW opencats directory Check for INSTALL_BLOCK file or folder in opencats directory Install opencats through browser

When you get to the intall type step (new, demo, restore, etc.) You should see: Use existing OpenCATS installation and automatically preform any necessary upgrade (recommended). Select that option.

That should work. Post back with any questions/issues.

CHAPTER 17

Short overview of original OpenCATS Source code

Note: This was written for the original source code. It may not apply completely to the current OpenCATS version

We have not used any outside frameworks. The OpenCATS framework is very light and conceptually simple to understand. This allows for modifications to be isolated, preventing, for example, a small change to a template from affecting library code, or a major change in database structure from requiring a change to every single page.

Let's have a look at the layout of the code OpenCATS is roughly divided into three parts:

- Modules
- Library Components
- Templates

Modules

A module is loosely related to the tabs you see in the GUI and consists of the user interface logic and one or more “templates” to render the HTML page. Some of the modules in OpenCATS are:

- Home
- Candidates
- Contacts
- Calendar, etc.

Browse the modules directory to see the all the current modules in OpenCATS. Each module has its own separate directory.

Library Components

Library components are PHP objects which encapsulate lower-level functionality, such as interfacing with a database, parsing addresses, sending e-mail, etc. For each module, there is a roughly corresponding library component (but not all libraries directly correspond to a module). Examples of some library components are:

- Candidates

- Search
- Users
- VCard
- AddressParser

Browse the lib/ directory to see the all different library components.

OpenCATS Page Request Flow

Every page request to OpenCATS goes through index.php, which acts as a “router” or delegator to the modules.

- A page request is sent to index.php
- index.php parses the URL and sends the request to the corresponding module (specified by m= in the URL) for further processing
- A module parses the “action” (specified by a= in the URL) and invokes the corresponding method within the module.
- The method processes the request, often using library components
- The function displays a template file, if necessary, and fills in the appropriate data and renders the HTML page

Every OpenCATS page request goes more or less through the above 5 steps.

OpenCATS URLs

OpenCATS URLs are designed to be intuitive and easy to use for developers:

E.g. <HTTP://OpenCATS.org/index.php?m=clients&a=show&clientID=239> means:

- m = clients
- a = show
- clientID = 329

index.php sends the URL to the “clients” module. The clients module processes the action “show” for clientID 329. We want to display details of client 239.

Here is the basic layout of a module:

```
1  /* mymodule/MyModuleUI.php: */
2  class MyModuleUI extends UserInterface
3  {
4      public function __construct()
5      {
6          parent::__construct();
7          $this->_moduleDirectory = 'mymodule';
8      }
9      public function handleRequest()
10     {
11         $action = $this->getAction();
12         switch ($action)
13         {
14             case 'myAction':
15                 $this->myAction();
16                 break;
17             ...
18         }
19     }
}
```

```
1 public function myAction()
2 {
3     ...
4 }
```

Templates

Modules, as mentioned above, contain the necessary code to render the HTML pages in OpenCATS. HTML is separated from the rest of the code via “templates”. A page is displayed by a template by assigning variables to it using assign() and then call it's display() method.

```
1 public function myAction()
2 {
3     ...
4
5     $this->_template->assign('myVariable', $myValue);
6     $this->_template->display('./modules/mymodule/MyTemplate.tpl');
7 }
```

To display a variable inside a template, use:

```
_($this->myVariable); ?>
```

Interfacing with the database is only done at the library level. This limits the effects that a change in the database structure can have on the upper layers of the code.

CHAPTER 18

F.A.Q. for OpenCATS applicant tracking system

Where can I try a demo version of OpenCATS?

We have a fully functional demo running at: [OpenCATS Demo](#)

This will allow you to test out the functionality, but will not allow you administrative rights/access.

What operating systems and environments will openCATS work with?

Any? We have install documentation and videos for Windows, various Linux distributions, and shared-hosting environments.

It will work on a MAC, Amazon EC2, a VPS, in Docker, heck, you can throw it on an OS-installed thumb drive and take it with you. I've also run it on a Synology NAS, so that's an option too.

OpenCATS can run on pretty much anything.

What's the catch? Is it really free?

YES! That's what open-source software is. If you're not familiar with open source software, have a read about it here: [Open Source software](#)

This is not freemium, there are no paid tiers, and no sales person will ever call you. This is open source software. Having said that, OpenCATS is a little lighter on features compared to the paid ATS's out there. Use it, enjoy, tell your friends.

Is it accessible over the internet?

If you want it to be, yes. If you don't, then it doesn't have to be. Basically, if you set it up on your local computer, it will be for that computer only. If you set it up so that's it is accessible on your network, or the internet, then it will be accessible on your network or over the internet and you can have as many users as you need.

What are the installation requirements for OpenCATS?

OpenCATS is L/WAMP software, so it requires Apache, MySQL/MariaDB and PHP to run. The specifics depend on the environment you want to install it on. See the installation instructions for more information.

Where is the documentation for OpenCATS?

You are looking at it! But in the event this is printed and handed to a recruiter in the remote desert some day, our documentation site is at: <http://opencats-documentation.readthedocs.io/en/latest/>

Can I backup and restore OpenCATS?

Absolutely. There are a few different ways to do this, including a GUI (non-technical) backup/restore. This is on the “to do” list for the documentation.

CHAPTER 19

Indices and tables

- genindex
- modindex
- search