ORCHARD47.ORG DATABASE INSTRUCTIONS

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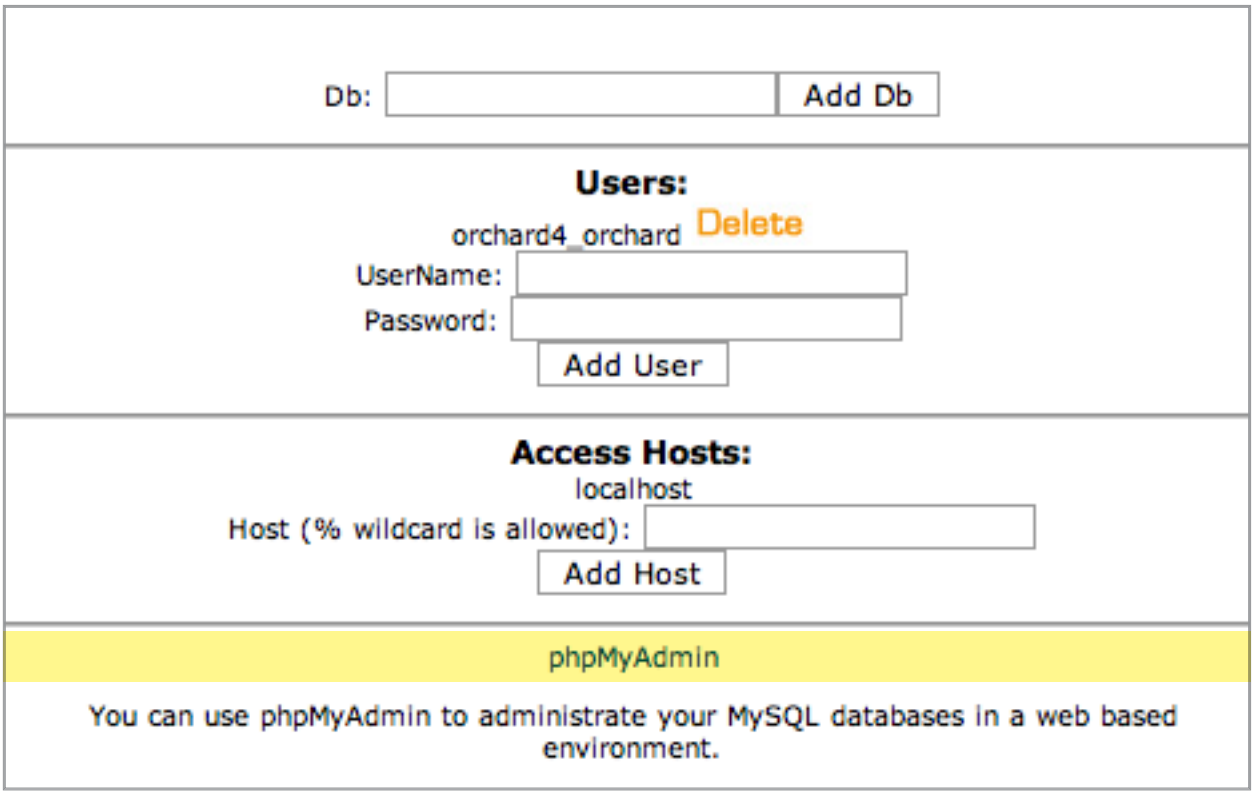
SETTING UP THE WORKSPACE

1. in an internet browser window, go to http://orchard47.org
2. in a separate browser window, go to http://orchard47.org/cpanel
3. place the windows side by side in order to check the changes you've made

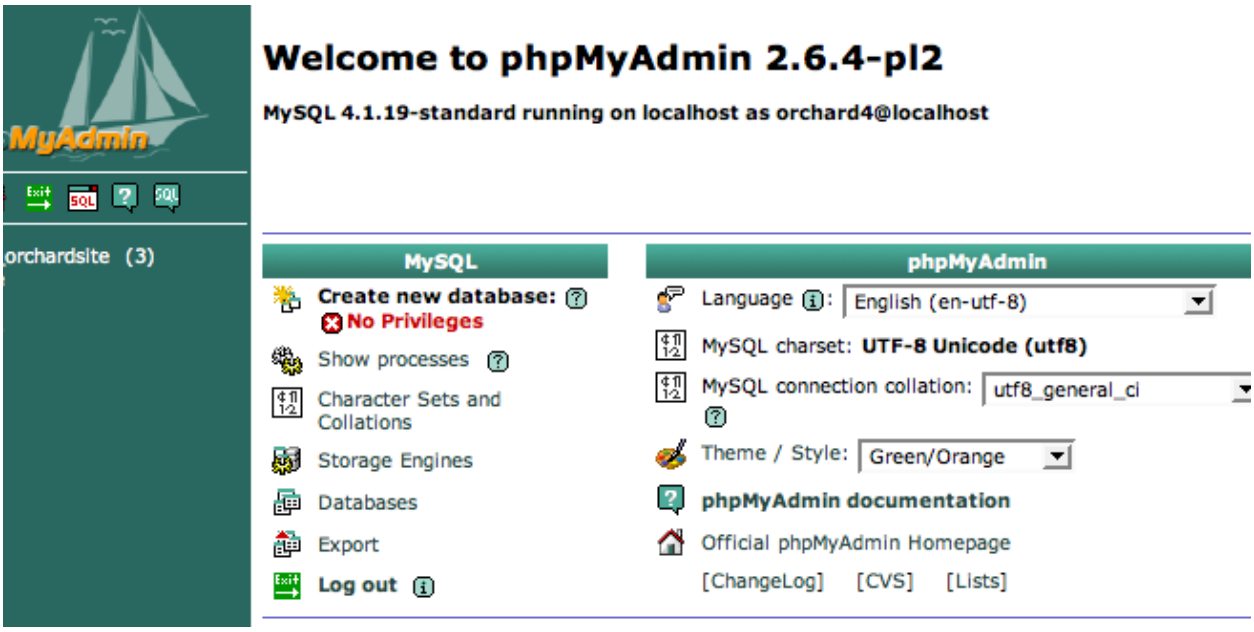
ACCESS DATABASE

1. go to http://orchard47.org/cpanel/
2. Username: orchard4
   Password: hr7dca4or
3. Click icon MySQL Databases (three over, three down)

You will arrive at a page that looks like this:



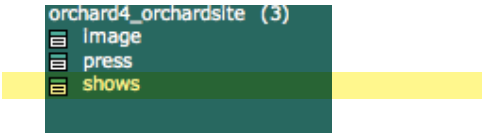
5. After you've pressed 'phpMyAdmin', you will have arrived at the database. It will look like this:



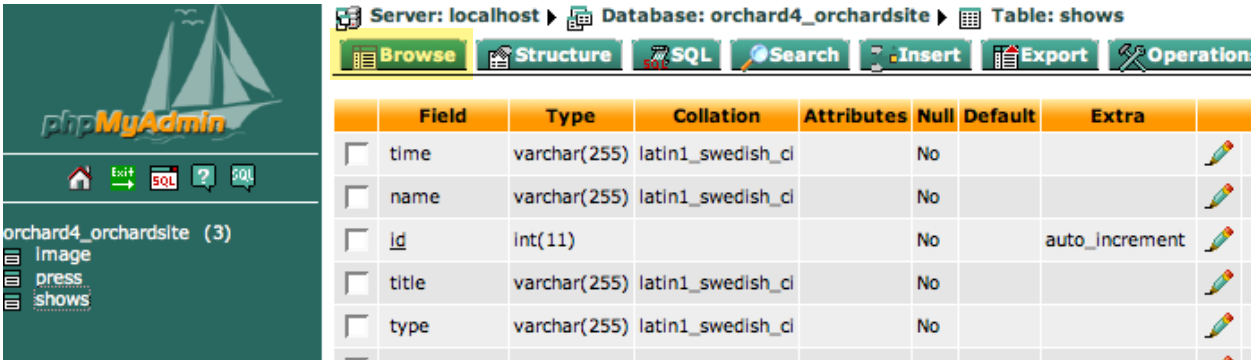
You are now in the database!!

TO ENTER A NEW NEW ARTIST OR SHOW

1. Click 'shows' link in the left green column



2. You will arrive here after clicking 'shows'. Click the green 'Browse' tab at the top of the page.



Field	Type	Collation	Attributes	Null	Default	Extra
time	varchar(255)	latin1_swedish_ci		No		
name	varchar(255)	latin1_swedish_ci		No		
id	int(11)			No		auto_increment
title	varchar(255)	latin1_swedish_ci		No		
type	varchar(255)	latin1_swedish_ci		No		

After you click 'Browse' It should look like this:

[Edit] [Explain SQL] [Create PHP Code] [Refresh]

Show : 30 row(s) starting from record # 0
in horizontal mode and repeat headers after 100 cells
Sort by key: None Go

time	name	id	title	type	date	organizedby	n
past	Vera	1	 Vera	show	April 23–May 21, 2006	Organized By: Jason Simon	
past	Heard Not Seen	2	 Heard Not Seen	show	March 10–April 9, 2006	Organized By: Andrea Fraser, Christian Philipp Mül...	
past	Having Been Described In Words	3	Having Been Described In Words	show	January 22–March 5, 2006	Organized By: Jason Simon, Sadie Benning, Gregg Bo...	
	Rhea Anastas	5	 Rhea Anastas	artist			
	Moyra Davey	6	 Moyra Davey	artist			
	Andrea Fraser	7	 Andrea Fraser	artist			
	Nicolas Guagnini	8	 Nicolás Guagnini	artist			American, Buenos Ai in 1966.
	Gareth James	10	 Gareth James	artist			

(This chart shows the information already stored in the database.)

3. To add a new row (either an artist or show) click the green "Insert" tab at the top of the page. After clicking "insert" It will look like this:

phpMyAdmin

rchard4_orchardsite (3)
- Image
- press
- shows

Browse | Structure | SQL | Search | Insert | Export | Operations

Field	Type	Function	Null	Value
time	varchar(255)			
name	varchar(255)			
id	int(11)			
title	varchar(255)			
type	varchar(255)			
date	varchar(255)			
organizedby	varchar(255)			
misc	text			

You'll never need to use/change the dropdown menus under the 'Function' column.
You will only edit the input fields in the 'Value' column.

4. the following explains what you should input into the empty fields

Row#	FIELD NAME	what to input into empty field
1	NUMBER	this consecutively determines order of shows, the smallest number equivalating to the 'oldest show'. In the following image, Part One is labeled number 1, Part Two labeled is number 2, and so on.

Past Exhibitions:
I Like You and You Like Me
Sylvia Rivera Law Project Art Openi
Around the Corner: Zoe Leonard, Pe
Nicolás Guagnini: The Middle Class
Dan Graham: Death by Chocolate: \
Reality/Play
Vera
Heard Not Seen
Having Been Described In Words
Painters Without Paintings and Paint
Small Works For Big Change
Michael Asher, film screening
Stephan Pascher, Lucky Chairs
September 11. 1973.
Part Three, "Last Minute"
Part Two
Part One

2	TIME	enter "past", "current", or "future" this will determine which category the show will appear in the website. for example a show labeled "past":	

time	varchar(255)		past

will appear in the "Past Exhibitions" category.

Current Exhibition:
Nicolás Guagnini: The Middle Class Goes to Heaven
Dan Graham: Death by Chocolate

Future Exhibition:
Sylvia Rivera Law Project Art Opening
Zoe Leonard, Petra Wunderlich, Christian Philipp Müller

Past Exhibitions:
Vera
Heard Not Seen
Having Been Described In Words
Part One
Part Two
Part Three, "Last Minute"
September 11. 1973.
Michael Asher, film screening

3 **NAME** this is the reference name. whatever is in this field will **not** show up on the site. It is used purely for html purposes. When inputing the name of an artist/show, do not use accents and/or symbols. Use names that will be easy for you to remember.

4 **NAME_LIST*** name of the show that will show up in the following lists on orchard47.org:

Current Exhibition:
Nicolás Guagnini: The Middle Class Goes to Heaven
Dan Graham: Death by Chocolate

Future Exhibition:
Sylvia Rivera Law Project Art Opening
Zoe Leonard, Petra Wunderlich, Christian Philipp Müller

Past Exhibitions:
Vera
Heard Not Seen
Having Been Described In Words
Part One

A note on the difference between NAME and NAME_LIST. Name one may be an abbrevation of the referenced show name so it's easier to remember. Name 2 is the name that will actually appear on the site. For example, in the following image, the show name that appears on the website is "Polish Socialists Conceptualism of the 70s", but the reference name is "Poles".

In the database:

name	varchar(255)		Poles
name_list	varchar(255)		Polish Socialist Conceptualism

On the website:

Current Exhibition:
Polish Socialist Conceptualism of the 70s

5 **ID** always leave this field blank

id	int(11)		

* In this field, apply special html for symbols. (p.17)

6 **NAME_BOLDTITLE*** This title will show up as the headline on the site.

If the name will fit in one line, in the database, add "<br>" in front of the title (as shown in Example B):

Example A
On website:

Painters Without Paintings and Paintings Without Painters

In database:

title	varchar(255)		Painters Without Paintings and Paintings Withoul

Example B
On website:

Vera

In database:

name_boldtitle	varchar(255)		 Vera

7 **SHOW_OR_ARTIST** if entry is a show, enter "show"

type	varchar(255)		show

if entry is a artist, enter "artist"

type	varchar(255)		artist

8 **DATE*** for shows: enter date of show in this format:
Month Day–Month Day, Year
(HTML will read '–' as an ndash)

On website:

December 10 –January 15, 2006

In database:

date	varchar(255)		December 10 –January 15, 2006

* In this field, apply special html for symbols. (p.17)

9 **MISC*** enter any other information

On website:

Polish Socialist Conceptualism of the 70s

Curated by Łukasz Ronduda
in collaboration with Barbara Piwowarska

Artists:
Zofia Kulik, Przemysław Kwiek, Paweł Kwiek, Zygmunt Piotrowski, Anastazy Wiśniewski, Marysia Lewandowska, Neil Cummings, Paweł Althamer, and Igor Krenz

In database:

misc	text			Curated by Łukasz Ronduda in collaboration with Barbara Piwowarska Artists:

10 **INFO*** main description

On website:

Like the son of William Tell, standing there nervously with an apple perched on his head, caught between The State and its brutal enforcement of the Law(metonymically represented by a hat on a pole) and the distended individualism of his father, Orchard makes an attempt at a painting exhibition.

Perhaps now more than any other period in recent memory, the presumption of an immaculate self-identity between the objects that go by the name "painting" and the subjects given the name "painter" goes unquestioned. While we might welcome the new readiness to allow the practice of painting to generate its own

In database:

info	text			Like the son of William Tell, standing there nervously with an apple perched on his head, caught between The State and its brutal enforcement of the Law(metonymically represented by a hat on a pole) and the distended individualism of his father, Orchard makes an attempt at a painting exhibition.

5. After inputting all of your information, press the"go" button Go to save.

* In this field, apply special html for symbols. (p.7)

TO EDIT ALREADY STORED INFORMATION

To edit old information, press the "pencil" icon next to the show/artist you want to change.

To delete an entire row(artist/show), click the "x" button next to the show/artist you want to delete.

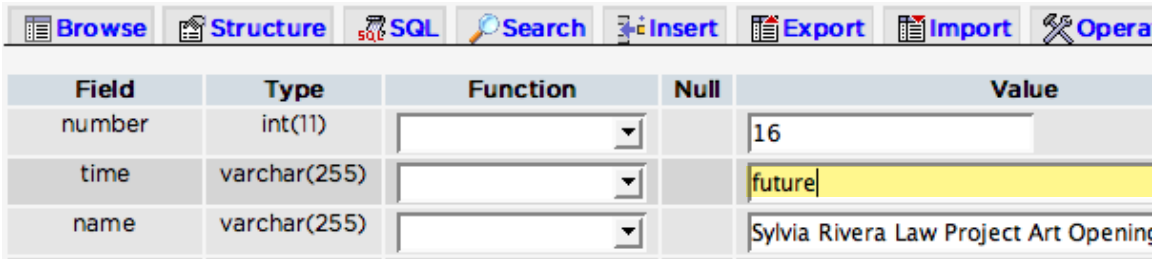
For Example:
Say you want to change the status of the "Sylvia Rivera Law Project Art Opening Show" from "future" to "current".

1. After clicking the "browse" tab find the row containing the item you want to edit.

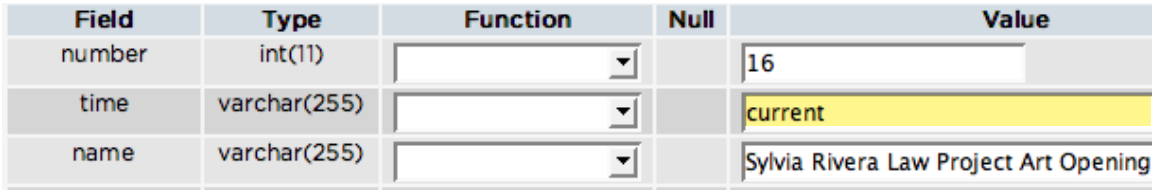
2. Click the "pencil" icon on the left of this row.

3. In the "time" row, change future to current.

Before:



After:

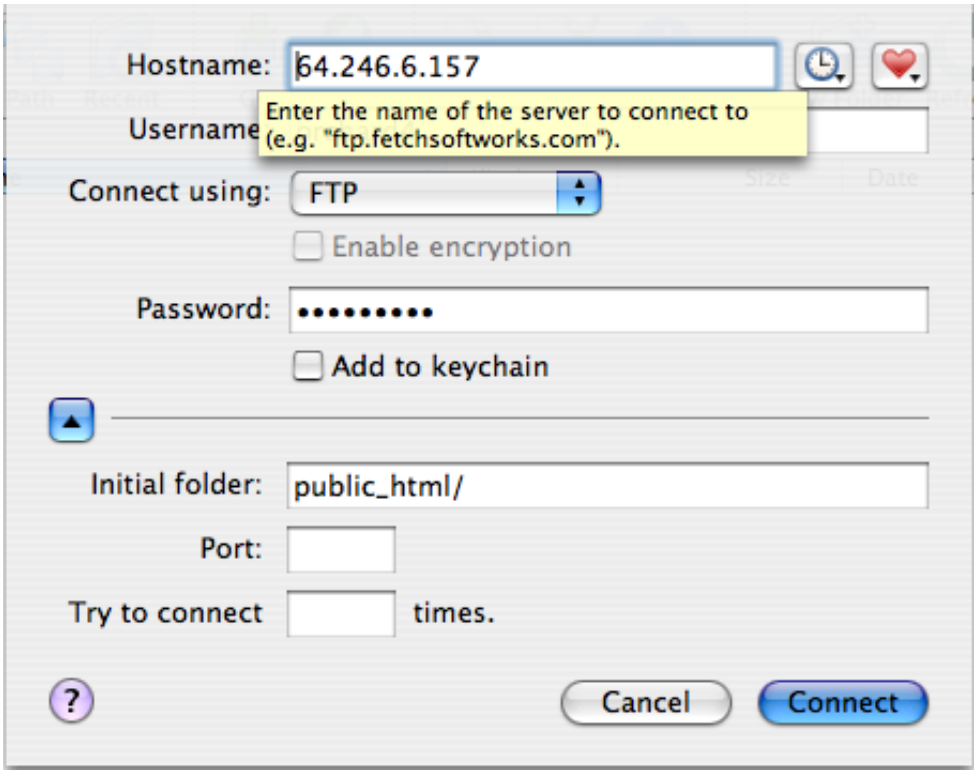


4. Press "Go" to save changes.

TO CONNECT TO ORCHARD47.ORG SERVER VIA FETCH

1. Connect to server via Fetch

2. Hostname: 64.246.6.157
   Username: orchard4
   Connect using: FTP
   Leave 'Enable encryption' unchecked
   Password: hr7dca4or
   Check 'Add to keychain'
   Initial folder: public_html/
   Port: leave empty
   Try to connect: leave empty



3. Press "Connect"

TO ADD IMAGES TO SERVER

1. connect to server (p. 8)
2. doubleclick "images" folder
3. doubleclick "photos" folder
4. drag image from your computer to this folder

IMPORTANT
When naming images, do not uses spaces. Instead, always use underscores.
Also note that this is case-sensitive.

Examples

Andrea_Louise_Part1.jpg	NOT	Andrea Louise Part1.jpg
Parttwo.jpg	≠	parttwo.jpg

ALSO IMPORTANT
Make sure the image size does not exceed 600 px wide.
Otherwise it will take too long to load.

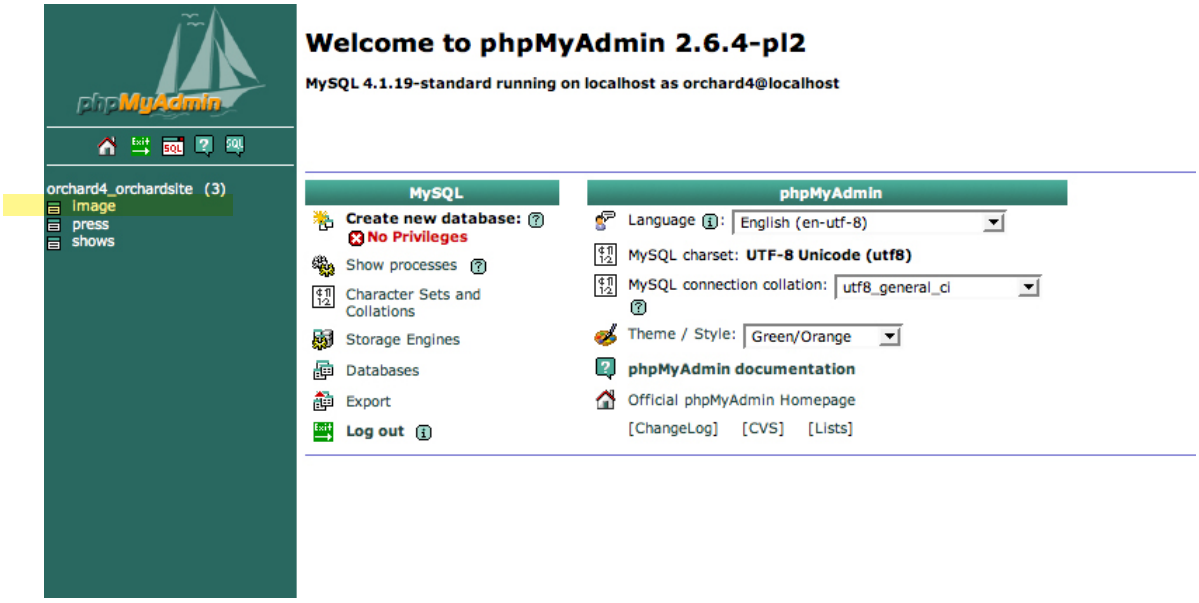
TO DECREASE SIZE OF IMAGES IN PHOTOSHOP:
Open image in Photoshop.
Go to the Image→Image Size
Reduce width to 600 px.
Go to File→Save for Web
Pick jpg format at 30% quality.
Save image.

TO ADD QUICKTIMES TO SERVER

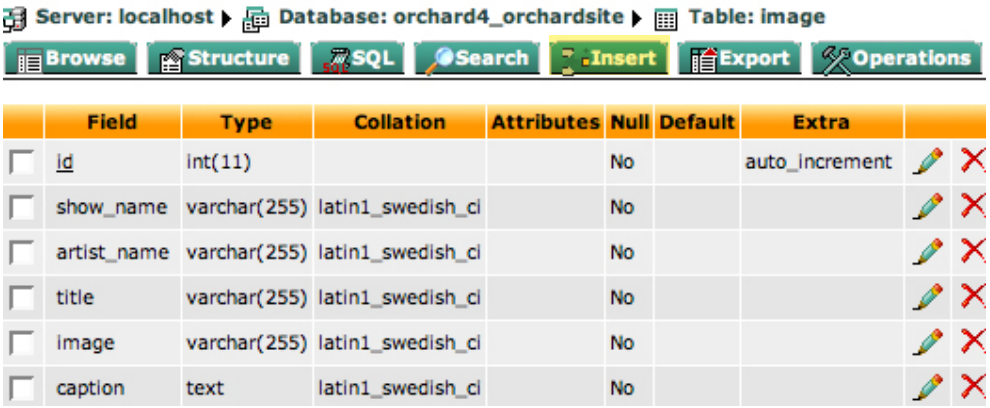
1. connect to server (p. 8)
2. doubleclick "videos" folder
3. drag quicktime from your computer to this folder

TO ADD IMAGES TO DATABASE

1. In orchard47.org/cpanel, click on "image" in left hand column



2. Click on the 'insert' tab



	Field	Type	Collation	Attributes	Null	Default	Extra		
☐	id	int(11)			No		auto_increment		
☐	show_name	varchar(255)	latin1_swedish_ci		No				
☐	artist_name	varchar(255)	latin1_swedish_ci		No				
☐	title	varchar(255)	latin1_swedish_ci		No				
☐	image	varchar(255)	latin1_swedish_ci		No				
☐	caption	text	latin1_swedish_ci		No				

3. Row# **FIELD NAME** Description

1 **ID** always leave this field empty

id	int(11)		

2 **SHOW_NAME** Enter name of show associated with image. Refer to the "name" that you listed in the "show" section.

show_name	varchar(255)		Weiner

3 **ARTIST_NAME** Enter name of artist(s) associated with image.

artist_name	varchar(255)		R.H. Quaytman

4 **TITLE*** Enter title of image. This will show up in the small green popup when the mouse hovers over the corresponding square.
You can enter credits/dates/titles here.

On website:

In Database:

title	varchar(255)		May I Help You?

FOR IMAGES AND QUICKTIMES: Use <br> for line breaks.

*** In this field, apply special html for symbols.** (p.17)

5 **IMAGE** This field is used to insert images and quicktimes.

TO ADD IMAGE: Copy and paste the following:

<img src="http://www.orchard47.org/images/photos/name_of_file.jpg" width ="300" border = "0">

image	varchar(255)		<img src="http://www.orchard47.org/images/ph

TO ADD QUICKTIME: Copy and paste the following:

<EMBED SRC="http://www.orchard47.org/videos/name_of_file.mov" width="width" height="height"></EMBED>

image	varchar(255)		<EMBED SRC="http://www.orchard47.org/videos

6 **IMAGE_LARGE** This is the enlarged image that opens in a new window when the small image is clicked.

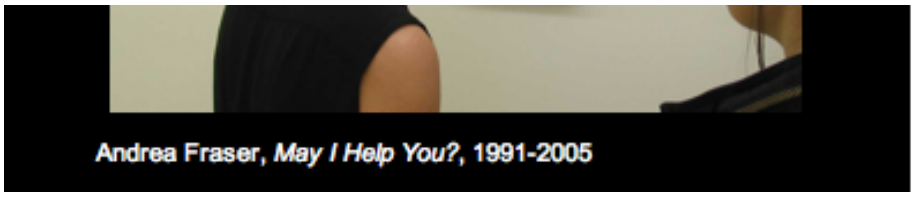
FOR IMAGES: Copy and paste the following:

<a href="http://www.orchard47.org/images/photos/name_of_file.jpg" target = "_blank" border = "0" >

FOR QUICKTIMES: Leave field blank.

7 **CAPTION*** This field is for information that will show up as caption underneath the image.

On website:



In database:

caption	text		Andrea Fraser, May I Help You?, 1991-2005

4. Press "go" Go to save changes!

* In this field, apply special html for symbols. (p.17)

TO ADD PRESS TO SERVER

1. connect to server
2. doubleclick 'press' folder
3. drag pdf/jpg file from your computer to this folder

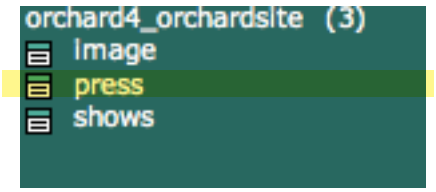
IMPORTANT
When naming press, do not uses spaces. Instead, always use underscores.
Also note that this is case-sensitive.

Examples

Andrea_Louise_Part1.jpg	NOT	Andrea Louise Part1.jpg
Parttwo.jpg	≠	parttwo.jpg

TO ADD PRESS TO DATABASE

1. Click on 'press' in left hand column



2. Click on the 'insert' tab

Row#	FIELD NAME	Description
1	TOPIC	Name of show/artist press references. Refer to the "name" that you listed in the "show" section.

topic	varchar(255)		R.H. Quaytman

2	TITLE*	Title of article

title	varchar(255)		Fake Article

3	PUBLICATION*	Where article was published

publication	varchar(255)		Chronicle

4	DATE*	Date of article publication

date	varchar(255)		February 11, 2993

5	DOWNLOAD*	Enter url for PDF of article.

download	varchar(255)		<a href="http://orchard47.org/

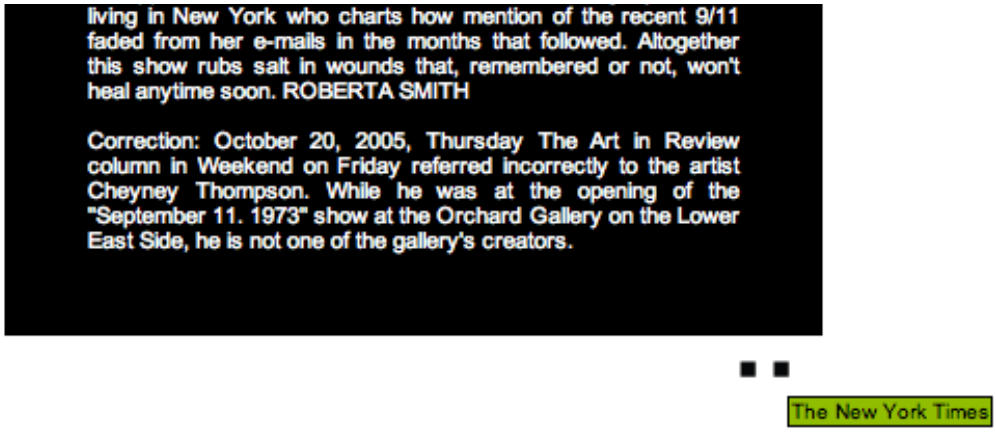
FOR PDFS: Copy and paste the following:

<a href="http://orchard47.org/pdfs/name_of_file.pdf " class ="press" >
(Down load article)</a >

*** In this field, apply special html for symbols.** (p.17)

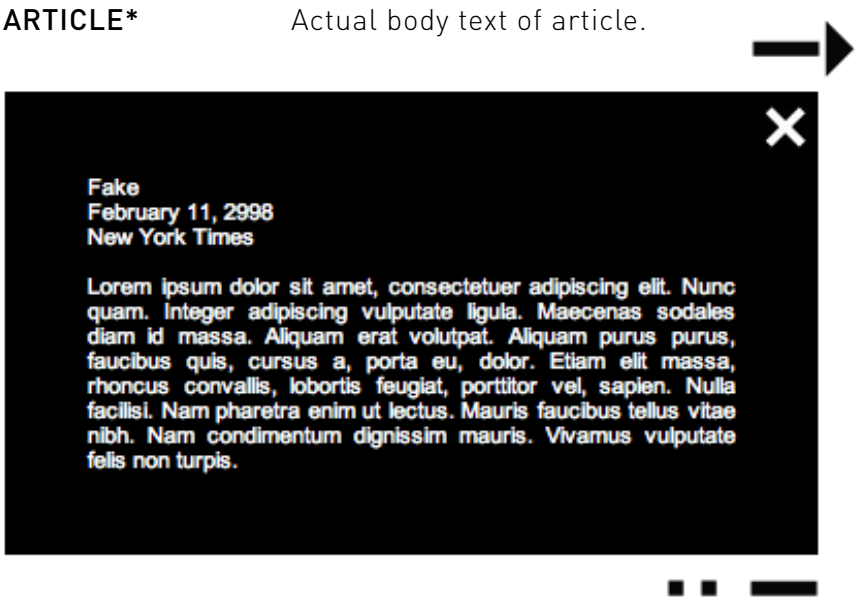
6 **POPUP*** What appears in small green box when mouse hovers over corresponding square.

On Website:



In database:

7 **ARTICLE*** Actual body text of article.



8 IDPRESS Always leave this field empty.

3. Press "go" Go to save changes!

* In this field, apply special html for symbols. (p.17)

HTML FORMATTING CODES

ELEMENT	CODE
line break	
(new paragraph)	
bold	
italic	
mdash	—
ndash	–
ü	ü
á	á

For more foreign accents, go to http://www.starr.net/is/type/htmlcodes.html

HOW TO USE CODES

Without code

PART ONE began May 11 with Andrea Fraser's performance over seven days of *May I Help You?*, 1991/2005, in the context of an exhibition-in-process including works by Luis Camnitzer, Moyra Davey, Gareth James, Nicolàs Guagnini, Louise Lawler, Allan McCollum, John Miller, Christian Philipp Müller, Jeff Preiss, R.H. Quaytman, Martha Rosler, Daniela Rossell, Jason Simon, and Lawrence Weiner. Performances were held during gallery hours May 11–15, 18, 19. The exhibition remained on view May 20–22, May 25–29.

May I Help You? was first performed at American Fine Arts, Co., New York, in January–February 1991 in the context of an exhibition produced in cooperation with Allan McCollum.

With code

PART ONE began May 11 with Andrea Fraser's performance over seven days of
< i>May I Help You? , 1991/2005, in the context of an exhibition-in-process including works by Luis Camnitzer, Moyra Davey, Gareth James, Nicolás Guagnini, Louise Lawler, Allan McCollum, John Miller, Christian Philipp Müller, Jeff Preiss, R.H. Quaytman, Martha Rosler, Daniela Rossell, Jason Simon, and Lawrence Weiner. Performances were held during gallery hours May 11– 15, 18, 19. The exhibition remained on view May 20– 22, May 25– 29.< br/>
< br/>
< i>May I Help You? was first performed at American Fine Arts, Co., New York, in January–February 1991 in the context of an exhibition produced in cooperation with Allan McCollum.