How to push files to the server

**Do This First**

* **You need to have access** to create a website with Domain of One’s Own on OUCreate.
  1. Talk to John Stewart ([johnstewart@ou.edu](mailto:johnstewart@ou.edu)) to request access.
  2. Then, John will send you a link to a form to fill out.
  3. Wait to be granted access.
* **Already have access?** Now you’re ready to play with the server.
  1. Go to [www.oucreate.com](http://www.oucreate.com) and login.
  2. Choose Domain of One’s Own.
  3. Login will direct you to sso.ou.edu, where you’ll enter your 4x4.
  4. You should see this now (cPanel dashboard):

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* 1. Now, what do you want to do on the website?

# Modify Backend (Zotero)

1. **IMPORTANT**: Learn CRON jobs first!
2. Scroll down on the cPanel dashboard to Advanced section & click on Cron Jobs.

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1. On the Cron Jobs dashboard, go to Current Cron Jobs, and click Edit.

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1. Now that you can see the CRON job, what do you want to do?
   * **Modify the time of updates**: google CRON (e.g., asterisk) and how to set updates, then simply modify the corresponding input fields.
   * **Modify the path of the script**: be sure to include `\usr\bin\bash ` (with space) at first because that refers to the directory of Bash on the server, then set the script path as you like.
   * **Modify the script contents**: check out Modify Files below.

# Edit/Download Files

**What the Files Represent**

The files in `public\_html` are structured as follows:

|  |  |  |
| --- | --- | --- |
| Structure | | Note(s) |
| index.html |  | The homepage. Its corresponding JavaScript is `home.js`, outside the Scripts directory. |
| home.js |  |  |
| html |  | Holds the 2 pages other than the homepage. |
|  | all-tagged-papers.html |  |
|  | questionnaire.html |  |
| styles |  | Holds the CSS (stylesheets) for the HTML pages |
|  | all-tagged-papers.css |  |
|  | global.css | The styles here are applicable to all pages (aka global). |
|  | index.css |  |
|  | navigation.css |  |
|  | questionnaire.css |  |
| scripts |  | Holds all the scripts (except home.js) |
|  | all-tagged-papers.js | Sends resources from items.js to all-tagged-papers.html |
|  | import-export.js | Controls uploading json question list (in homepage) or downloading json and resources lists |
|  | nav-menu.js |  |
|  | questionnaire.js | The meat of the entire website. It dynamically updates questionnaire.html as the user clicks next. It also does a lot of other things (check out the code comments). |
| backend |  | Holds the Zotero interface |
|  | Items.json | Hosts the Zotero items after being updated |
|  | Update\_zotero.sh | Updates `items.json` by downloading items from Zotero. It needs an API key. For now, it has mine (Ahmed’s). I’m going to tell Claire to add hers, but I’m putting this here in case the key expires and the updating stops, so you know what to do. |
| Cgi-bin |  | It’s empty and I didn’t touch it. I think it’s for server config. |

1. On the cPanel dashboard, click File Manager.

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1. You’ll see the server files. The website files are in `public\_html`.

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1. Click `public\_html` to enter the directory. (see “What the Files Represent” above)
2. Click once on the file you want to edit, then either download it (click twice) or click Edit in the toolbar.

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1. If you clicked edit, you’ll see a dialog box about file encoding. Ignore it and click Edit.

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# Upload Files

1. Go to the directory where you want to upload the files.
2. Click `upload` in the toolbar.
3. You’ll go to a new tab.

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1. Is it a new file? Select the file and upload.
2. Is it replacing an existing file? Check `overwrite existing files` and then select file.
   * Technically, you can upload and then you’ll see a dialog box asking to overwrite existing files.
   * Checking this first helps because if you’re uploading multiple files (you check only once).