



**Friends of
Smithgall Woods**

Managing Projects Table

User Guide

Prepared by The Woodland Rangers
UGA MBT Capstone Project

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The purpose of this document is to give administrator guidance on managing the Projects Table using the phpMyAdmin interface available on the 1and1.com site. For detailed information on how to use phpMyAdmin, please refer to the phpMyAdmin User Guide.

The database for the volunteer and friends information that is accessible by the Volunteer Application and Admin Tool Box is called FSGWData. To access the database, log in to the 1and1.com Control Panel. On the left-side menu bar of the control panel, click on “MySQL Database.”

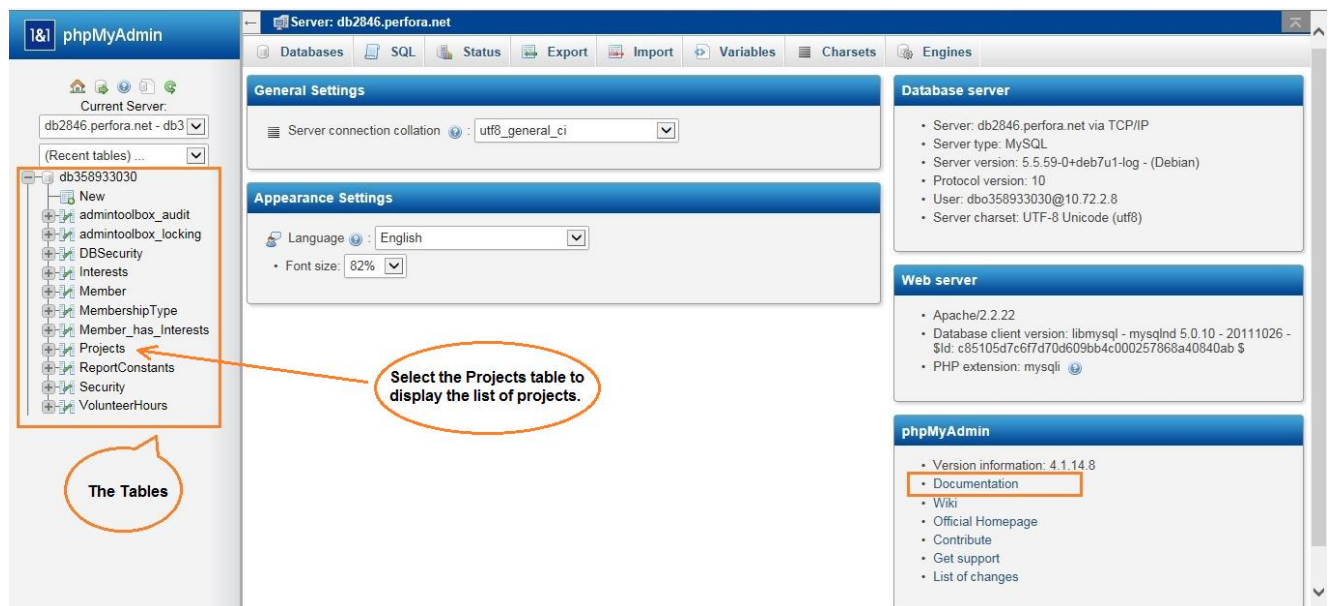
Next, click on the “Open” link for FSGWData (db358933030) under the phpMyAdmin column to access the database administration utilities.

The screenshot shows the 1&1 Control Panel interface. On the left, the 'MY CONTRACT' and 'MY PRODUCTS' sections are visible. The 'MySQL Database' option in the 'MY PRODUCTS' sidebar is highlighted with a red arrow. The main content area displays a table of databases. The 'FSGWData' database (db358933030) is highlighted with a red arrow pointing to its 'Open' link in the 'phpMyAdmin' column.

Database	Storage	phpMyAdmin	Actions
db265662256 login and hours database	100 of 100 MB available	Open Bookmark	
db268336715 calendardb	100 of 100 MB available	Open Bookmark	
db357026991 FSGW	100 of 100 MB available	Open Bookmark	
db358933030 FSGWData	99 of 100 MB available	Open Bookmark	
db360322876 Fresh root WP install	98 of 100 MB available	Open Bookmark	

Projects Table

The Projects table contains a listing of projects as defined by FSGW. Inside phpMyAdmin, you will see the information about the configuration of the database and a listing of the database tables. By clicking on the Projects table, you can access it to edit existing project name and add more project names to this table. *NOTE: Deleting an existing project record from this table is NOT recommended because it may have been used in previous records.*



Editing an Existing Project Record

When you click on the Projects table, a listing of the table elements is provided on the right window with various tabs. In the “Browse” tab, you can edit any existing projects by checking the box on the left of a project record that needs to be updated. Then, you can click on either one of the Edit links (with a pencil icon) to update the selected record.

Server: MySQL-3306 » Database: db358933030 » Table: projects

Options: Browse | Structure | SQL | Search | Insert | Export | Import | Privileges | Operations | Triggers

	projectId	projectName	projectInfo	projStartDate	projEndDate	commChair
<input type="checkbox"/>	0	General Work	Project category for work not classified as a proj...	NULL	2099-12-31	
<input type="checkbox"/>	1	Friends Friday	Monthly meetings on the first Friday of the Month	NULL	2099-12-31	
<input type="checkbox"/>	2	Fall Celebration	October annual event	NULL	2099-12-31	
<input type="checkbox"/>	3	Trail Maintenance & Improvement	Trail Maintenance	NULL	2099-12-31	
<input type="checkbox"/>	4	Web Committee	Committee to build web site	2010-11-05	2099-12-31	Larry Compton
<input type="checkbox"/>	5	Guided Hikes	Monthly guided hikes on the five park trails	NULL	2099-12-31	
<input type="checkbox"/>	6	Georgia Master Naturalist	Series of classes on Southern Appalachian flora an...	NULL	2099-12-31	
<input type="checkbox"/>	7	Women for the Woods	A weekend of outdoor activities for women	NULL	2099-12-31	
<input type="checkbox"/>	8	Wildflower Phenology Project	Creating a bloom time checklist for wildflowers	NULL	2099-12-31	
<input type="checkbox"/>	9	Pollinator Gardens	New pollinator gardens at the Vistor Center	NULL	2099-12-31	
<input type="checkbox"/>	10	Cottage Garden	Support for the garden located among the rental c...	NULL	2099-12-31	
<input type="checkbox"/>	11	Education	Field Trip assistance, Teach Class, Assist classes...	2012-01-01	2036-12-31	Johnna Tuttle
<input type="checkbox"/>	12	Kids Day at the Park	Organize, plan, market, assist at event	2012-01-01	2036-12-31	Johnna Tuttle
<input type="checkbox"/>	13	Hemlock Keepers	monitor tree health	2014-01-01	2038-12-31	
<input type="checkbox"/>	14	Hardman Farm	Docents and guided tours, upkeep and cleaning	2014-09-01	2038-12-31	
<input type="checkbox"/>	15	Feeding Fish	Fish Feeding	2011-01-01	2038-12-31	
<input type="checkbox"/>	16	Bog Turtle Research	check 19 traps every other day	2015-06-09	2039-12-31	Anne Hughes
<input checked="" type="checkbox"/>	17	Friends Tuesday	Monthly Meeting on the First Tuesday of the month	2016-08-02	2040-12-31	

Check the box on the left to select the project name to update. You can click on either one of the Edit links.

When the Edit link is clicked, a screen with the field contents for that record is displayed. You can change the project information EXCEPT for the “projectId”. When all changes are complete, click on “Go” to save your changes.

Column | Type | Function | Null | Value

projectId	int(11)			17
projectName	varchar(45)			Friends Tuesday
projectInfo	varchar(256)			Monthly Meeting on the First Tuesday of the month
projStartDate	date			2016-08-02
projEndDate	date			2040-12-31
commChair	varchar(64)			

Go

NOTE: DO NOT edit the projectId.

You can edit any one of these fields. Click on "Go" to save changes.

Inserting a New Project

The Insert tab provides an easy to use menu to add a new project record to the table. The fields that are required are noted by not having the Null column checked. Fields that have predefined defaults are already filled in. See an example below.

Annotations:

- Enter the next unused projectId number here.
- Available fields to add a new project record to the table. Click on "Go" to save record.
- You can choose the number of project records to insert from 1 to 40

Column	Type	Function	Null	Value
projectId	int(11)		<input checked="" type="checkbox"/>	18
projectName	varchar(45)		<input checked="" type="checkbox"/>	Add New Project Name here...
projectInfo	varchar(256)		<input checked="" type="checkbox"/>	Add project details here.....
projStartDate	date		<input checked="" type="checkbox"/>	2018-04-01
projEndDate	date		<input checked="" type="checkbox"/>	2020-12-31
commChair	varchar(64)		<input checked="" type="checkbox"/>	Mr. John Doe

Go

Insert as new row

1 2 5 10 15 20 30 40

 and then Go back to previous page

Go Preview SQL Reset

Continue insertion with 1 rows

	projectId	projectName	projectInfo	projStartDate	projEndDate	commChair
<input type="checkbox"/> Edit <input type="checkbox"/> Copy <input type="checkbox"/> Delete	0	General Work	Project category for work not classified as a proj...	NULL	2099-12-31	
<input type="checkbox"/> Edit <input type="checkbox"/> Copy <input type="checkbox"/> Delete	1	Friends Friday	Monthly meetings on the first Friday of the Month	NULL	2099-12-31	
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<input type="checkbox"/> Edit <input type="checkbox"/> Copy <input type="checkbox"/> Delete	18	Add New Project Name here...	Add project details here.....	2018-04-01	2020-12-31	Mr. John Doe