

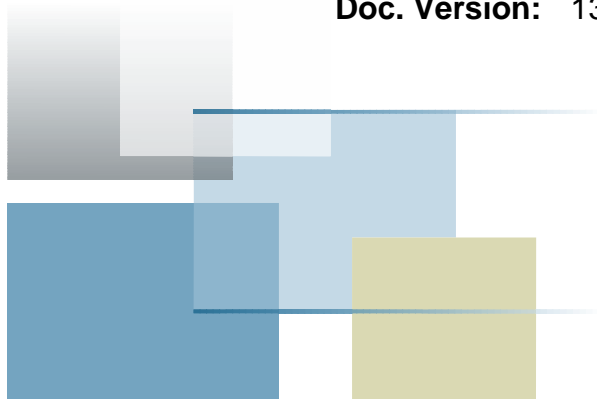


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Deployment Document for GCconnex Micro Missions



Prepared For: Charles de Grasse, TBS
Prepared By: NRC Ottawa
GCDocs: [844749]
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HISTORY OF CHANGES

GCDocs Version #	Date of Change	Section(s) Changed	Description of Changes
1	03-Dec-2015	All	Draft.
2	23-Dec-2015	All	First full version.
3	28-Jan-2016	Description of Modifications	Describes new content in Release 4
4	18-Feb-2016	Identification/Summary, Description of Modifications, Troubleshooting, Appendix A	New plugin missions_organization added for organization tree functionality.
5	09-Mar-2016	Description of Modifications	Analytics capabilities added to the missions plugin.
6	24-Mar-2016	Description of Modifications	Changes given by TBS made.
7	19-Apr-2016	Description of Modifications, Troubleshooting	Changes according to feedback made.
8	04-May-2016	Description of Modifications, Troubleshooting, Appendix A	Usability changes and bug fixes.
9	31-May-2016	Description of Modifications, Troubleshooting, Test GCconnex Micro Missions, Appendix A	Changes according to second round of feedback and bug fixes. Testing to ensure mission and orgnode object reliability added.
10	10-Jun-2016	Description of Modifications	Language files have been updated and some bugs have been fixed.
11	18-Jun-2016	Description of Modifications	Updated according to June 18 th feedback.
12	14-Jul-2016	Description of Modifications	First Analytics release
13	31-Aug-2016	Description of Modifications	Three additions to analytics.

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Intended Audience

This document is intended to be used by the development and support teams involved with the installation and configuration of GCconnex Micro Missions.

Description

Assumptions

The platform which these components were developed on consists of:

- PHP 5.6.11
- MySQL
- Elgg 1.12

Identification / Summary

This document (and subsequent linked content) identifies all the steps required to install and configure the GCconnex Micro Missions. At time of creating this document, the GCconnex Micro Missions components include:

- missions (Plugin)
This contains all the micro mission logic and functionality.
Users may post micro missions, search for missions or candidates using simple or advanced searches, view a list of the latest missions, view a list of missions they are associated with and invite other users or apply to a mission.
- missions_profile_extend (Plugin)
This adds a section to the profile which allows for users to opt-in to several initiatives.
- missions_organization (Plugin)
This adds a section to the admin panel for uploading the GEDs CSV file and manipulating the resulting organization tree. It also adds an input field for selecting departments on different levels of the organization tree starting from the root.

This document includes sections for the components above. If changes to a particular solution component are not required, this will be identified in the component's section (ex: no change to Elgg during this release).

Description of Modifications for this Release

This release will include changes to the following components:

Component	Version	Changed in this Release?	Notes
missions	13	True	<ul style="list-style-type: none"> • Users may now select opportunity type, average number of applicants, or reason to decline under stacked graph in the analytics tab. • Average number of applicants averages the number of applicants in a time period and divides by the total number of active missions in that period. • Reason to decline analytics looks at a user's reason for declining or withdrawing from an opportunity and does not take into account any opportunity data.

missions_profile_extend	14	False	
missions_organization	14	False	
Data Structure	14	False	

Known Limitations and Exclusions

No known limitations or exclusions.

Dependencies

Extended Profile by Bryden 1.0 (Plugin)
Updated March 8, 2016.

Installation and Configuration Instructions

The following sections detail the installation and configuration requirements to successfully deploy GCconnex Micro Missions. The following sections must be completed in the order provided as they each contain dependencies on prior section completions.

Disable plugins to be upgraded

Prior to any components being deployed, disable the previous versions of missions, missions_profile_extend, and missions_organization plugins in Elgg. This can be done in the administration panel in the Plugins page. In addition, flush the caches for the website. This can be done in the administration panel on the front page.

Extract Sources from GitHub

On the server:

Copy resources from github location www.github.com/gcconnexmicromissions/micromissions to system location `/sites/gcconnex/htdocs/elgg/mod`.

Check GCconnex Micro Missions plugin versions

Confirm the version numbers:

First, enter the administration panel for the GCconnex website.

Next, click on Plugins under the Configure section in the rightmost sidebar.

Finally, find the Micro Missions, Missions Profile Extension, and Micro Missions Organization plugins in the list and confirm that the number adjacent to the title matches the versions listed in the Description of Modifications table.

Re-Enable plugins to be upgraded

After all components have been deployed:

Make sure that Micro Missions Organization comes before Micro Missions in the plugin list.

Re-enable the missions, missions_profile_extend, and missions_organization plugins from the list of Elgg plugins in the administration panel.

Test GCconnex Micro Missions (smoke test)

Download the mod `ufcoe_testable` and deploy it on the same site as the rest of the plugins. Next enter the administration panel and click on *Plugin Tests* under *Develop* on the right sidebar. There will be *Run tests* links under SimpleTest and to the right of Micro-Missions and Micro-Missions Organization.

The Micro-Missions tests will perform some basic checks to see if all the actions and global variables/settings are present. In addition some tests will be run on several of the testable library functions to ensure that they are performing as

expected. The last set of checks will be for the Micro-Missions that exist in the database to ensure that Micro-Missions with invalid or absent data are identified by their GUID.

The Micro-Missions Organization tests will first check that an organization tree is present in the database before checking that each node has a parent and that they can iterate up the tree until they find the root.

The number of failures and exceptions will be displayed at the bottom of the resulting page for both test suites. An error message will also be displayed for each of these failures and exceptions.

Troubleshooting

Problem: Dropdown inputs have no content or searches display too many results.

Fix: The plugin settings have disappeared. Go to the administration panel and find Micro Missions in the Settings section under the Configure section. This page should have the title Plugin Settings and a subtitle Micro Missions with several dropdowns and a save button. Click the save button.

Problem: User is not receiving mission invites or responses on the site.

Fix: Notifications are turned off in user settings. Go to the site page and there should be a Settings link in the top bar between Dashboard and Log out. In these user settings there is a Notifications link in the right sidebar. From there, check the two checkboxes under Personal Notifications.

Problem: Advanced search is taking too long or timing out entirely.

Fix: The search query is too large. Reduce the number of search fields in advanced search by navigating to the plugin settings in the administration panel (see first problem). Change the fields in advanced search form value in the associated dropdown and save the settings.

Problem: Tests indicate that debug mode needs to be enabled to proceed.

Fix: Error logging is disabled. Go to the administration panel and find Advanced Settings under the Settings section. There is a short paragraph that starts with the words debug mode and a dropdown menu which needs to be set to at least Display only critical errors.

Problem: The back button in my browser header is not working when I'm traversing the organization tree in the administration panel.

Fix: The back and forward buttons unfortunately do not work in admin/missions_organization/node-view. You have to move along the tree using the parent and children links on the page or return to the organization main page by clicking on Organization in the sidebar.

Problem: Internal Gcconnex site messages are not being sent or received to or from the correct account. Or the manager information on the card view links me to a strange profile.

Fix: Micro-Missions has moved away from using the owner of the Micro-Mission to link a manager to his Micro-Mission. Now the email address entered in the first form of the post opportunity action is used to determine who is messaged when it comes to the management of a Micro-Mission. The problem is that different accounts can share the same email address. This does not affect emails but on site messages require the program to identify which account is being targeted. Thus, messages sent to a Micro-Mission manager are sent to all accounts with the input email address while messages sent from a Micro-Mission manager are sent from the latest account with the input email address. The link to the manager profile on the Micro-Mission card view also selects the latest account with the input email address.

Problem: When I run the Micro-Missions and Micro-Missions Organization test suites using ufcoe_testable, a long list of exceptions are returned.

Fix: The ufcoe_testable plugin runs afoul of an index that is undefined. The index wetcustom:messages is found in the Wet4 plugin and there is currently no solution that can be implemented in the missions plugins.

APPENDIX A – SETTINGS DETAILS

Key	Default Value	Details [Format] Explanation
search_limit	100	Maximum number of entities that can be drawn from the database with one query.
river_message_limit	100	Maximum number of characters that will be found in the mission's river description.
advanced_element_limit	6	Total number of search rows that can be found on the advanced search page.
river_element_limit	10	Maximum number of entities that will be displayed in the mission river on a single page.
search_result_per_page	9	Maximum number of missions or candidates that will be displayed as a result of a simple or advanced search on a single page.
mission_developer_tools_on	NO	Value to hide certain development tools when demonstrating the website. Should not be changed.
missions_front_page_limit	3	The number of missions displayed on the splash page for users who have not opted in to Micro-Missions.
missions_job_title_card_cutoff	50	The number of characters allowed in the Micro-Mission title before it is cutoff and ellipsis are added to the end.
mission_version	10	Each mission is marked with this number which corresponds with the plugin version.
mission_analytics_on	YES	Value to hide the analytics tab from users.