001 Legal Manual written and prepared by Jesse Atkinson. Manual started: 07/28/2012 Last updated: 07/30/2012 This document Copyright © 2012 Pablo Korona. 002 Contact Owned by Pablo Korona

@pablokorona

To jump to a section simple search on the corresponding number.

OurCityOurStory.com

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pablokorona@gmail.com

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View

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Designed by Jason James @jas0njames jason@jasonjam.es Coded by Jesse Atkinson @isatk

jesse.s.atkinson@gmail.com 003 How To Connect

Favorites 🖒 WebDAV SFTP Our City, Our Story Protocol: FTP

Transmit

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Quick Look

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Sync

Window

Server: muscida.dreamhost.com

User Name: pablokorona

Ask each time Password: •••••• Fewer Options Use passive mode Port: 21 Root URL: http://ourcityourstory.com/ Remote Path: /ourcityourstory.com/ Set... Local Path: ~/Dropbox/ourcityourstory.com 🥅 Use DockSend 🔣 In the Finder, drag files or folders from the Local Path Save as Droplet... Cancel Save _ Connection info

Protocol: FTP **Server:** muscida.dreamhost.com **User Name:** pablokorona **Port:** 21 **Root URL:** http://ourcityourstory.com/ Remote Path: /ourcityourstory.com/ **Local Path:** Set to wherever you want to store your site locally. **004 Directory Structure** $\Theta \Theta \Theta$ Our City, Our Story ₩ + 0 >> View Window Quick Look Action Sync ourcityourstory.com

Size

3 KB

640 B

747 B

1 KB

640 B

640 B

784 B

147 B

279 B

279 B

2 KB

Date

7/24/12 6:00 PM

7/29/12 4:18 PM

7/24/12 6:00 PM

7/30/12 8:25 PM

7/28/12 4:32 PM

7/24/12 6:02 PM

7/24/12 6:02 PM

7/24/12 6:02 PM

7/29/12 5:49 PM

7/29/12 11:45 PM

7/29/12 11:58 PM 7/30/12 8:32 PM

7/29/12 11:18 AM 7/24/12 6:00 PM

7/29/12 11:18 AM

img includes index.php 11 KB js README.md 2 KB robots.txt 84 B

apple-touch-icon-57x57-precomposed.png

apple-touch-icon-72x72-precomposed.png

apple-touch-icon-precomposed.png

apple-touch-icon.png

crossdomain.xml

apple-touch-icon-114x114-precomposed.png

Name A

404.html

allstories

CSS

episode

favicon.gif

favicon.ico

favicon.png

humans.txt

ourcityourstory.com for what they were looking for.

README.md: This document that explains all details about the website.

allstories: Folder containing our allstories page. apple-touch-icon-114x114-precomposed.png: Save webpage to home screen icon for iOS. apple-touch-icon-57x57-precomposed.png: Save webpage to home screen icon for iOS. apple-touch-icon-72x72-precomposed.png: Save webpage to home screen icon for iOS. apple-touch-icon-precomposed.png: Save webpage to home screen icon for iOS. apple-touch-icon.png: Save webpage to home screen icon for iOS. comps: Jason's comps. crossdomain.xml: Crossdomain policies. css: Contains our styles.css which makes the site look pretty. episode: Folder containing subfolders for the Episodes.

Home directory structure

404.html: Error page when user goes to a non-valid URL on the domain. Allows user to search

favicon.ico: Website's favicon. favicon.png: Website's favicon. humans.txt: See humanstxt.org. This contains credits and info about the humans behind this website. img: Folder containing all of our images.

includes: Our PHP includes that allow us to change things in one place and have it populate accross all

Our City, Our Story

Quick Look

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Action

Sync

7/28/12 9:39 PM

7/28/12 9:15 PM 7/28/12 9:15 PM

7/28/12 5:16 PM 7/28/12 5:16 PM

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js: Contains our javascript, plugins, libraries, etc. robots.txt: Used for search optimization so we're tracked correctly on search engines.

index.php: Homepage. This is what users see when they go to ourcityourstory.com

/episode/

favicon.gif: Website's favicon.

pages.

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26

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about-bg.jpg

buddybaseball.jpg

comingsoon@2x.png

comingsoon.png

View

Name A

img

ourcityourstory.com

Window

*

CMS.

/img/

View

ourcityourstory.com dev episode -Name A Size Date 7/28/12 9:12 PM

Window

7/28/12 9:15 PM 10

11 7/28/12 5:02 PM 7/28/12 5:16 PM 12 13 7/28/12 5:16 PM 14 7/28/12 5:16 PM 15 7/28/12 5:16 PM 16 7/28/12 5:16 PM 7/28/12 5:16 PM 17 18 7/28/12 5:16 PM 19 7/28/12 5:16 PM

episode directory structure

the latest episode, rename the folder to the next episode number, and finally add it's index.php to Cushy

Our City, Our Story

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Quick Look

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Action

Size

102 KB

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T KR

640 B

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279 B

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1 KB

931 B

487 B

7/24/12 b:00 PM

7/24/12 6:00 PM

7/24/12 6:00 PM

7/24/12 6:00 PM 7/30/12 8:25 PM

7/28/12 4:32 PM

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7/24/12 6:02 PM 7/24/12 6:02 PM

7/29/12 11:18 AM

7/29/12 5:49 PM

7/29/12 11:45 PM

7/28/12 7:33 PM

7/29/12 10:10 PM

7/29/12 2:29 PM

7/28/12 6:59 PM

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Sync

Date

7/29/12 5:49 PM

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7/24/12 6:02 PM

7/29/12 5:49 PM

7/29/12 4:44 PM

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Here is where all of the episode pages live. If there is a need for more episodes simply duplicate the folder for

131 KB 7/24/12 6:00 PM contact-bg.jpg 4 KB description-bg.jpg 7/24/12 6:00 PM 54 KB e01-thumb.jpg 7/28/12 2:24 AM e01-thumb@2x.jpg 7/24/12 6:02 PM 28 KB e02-thumb.jpg 40 KB 7/28/12 2:24 AM e02-thumb@2x.jpg 7/24/12 6:02 PM 17 KB e03-thumb.jpg 75 KB 7/28/12 2:24 AM e03-thumb@2x.jpg 46 KB 7/24/12 6:02 PM e04-thumb.jpg 34 KB 7/28/12 2:24 AM e04-thumb@2x.jpg 13 KB 7/24/12 6:02 PM e05-thumb.jpg 59 KB 7/28/12 2:24 AM e05-thumb@2x.jpg 27 KB 7/24/12 6:02 PM e06-thumb.jpg 40 KB 7/28/12 2:24 AM e06-thumb@2x.jpg 7/24/12 6:02 PM 16 KB e07-thumb.jpg 48 KB 7/28/12 2:24 AM e07-thumb@2x.jpg 7/24/12 6:02 PM 22 KB e08-thumb.jpg 45 KB 7/28/12 2:24 AM e08-thumb@2x.jpg 31 KB 7/24/12 6:02 PM e09-thumb.jpg 46 KB 7/28/12 2:24 AM e09-thumb@2x.jpg 7/24/12 6:02 PM 38 KB e10-thumb.jpg 49 KB 7/28/12 2:24 AM e10-thumb@2x.jpq 41 KB 7/24/12 6:02 PM img directory structure Here is where all our images live. Rather than seperating image groups into seperate subfolders we followed naming conventions. Each page's featured episode image follows the convention f#.jpg. All thumbnails for the recent and allstories page follow the naming convention e##-thumb.jpg & e##-thumb@2x.jpg respectively. The @2x naming convention is extremely important to follow. The rest not-so-much, but I strongly recommend keeping to it for consistency and maintainability's sake. /includes/ $\Theta \Theta \Theta$ Our City, Our Story ∰ v >> Sync View Window Quick Look Action ourcityourstory.com 📺 dev 🔻 * ≜ Name A Size Date

appie-toucn-icon-114x114-precomposed.png

apple-touch-icon-precomposed.png

apple-touch-icon.png

crossdomain.xml

CSS

img

includes

episode

favicon.gif

favicon.ico

favicon.png

humans.txt

about.php

contact.php

footer.php

head.php

header.php

facebook.php

allstorieslink.php

205 B 7/29/12 11:45 PM iscurrent.php sponsor.php 2 KB 7/28/12 8:21 PM supporters.php 8 KB 7/28/12 7:34 PM top-nav.php 3 KB 7/29/12 3:38 PM index.php 11 KB 7/29/12 11:58 PM 7/30/12 8:32 PM README.md 2 KB 7/29/12 11:18 AM robots.txt 84 B 7/24/12 6:00 PM includes directory structure Here is where all of our includes live. These are the elements that are consistently the same accross every page. I have added the About and Supporters section to Cushy CMS. Edit them once and they populate accross all of the pages. 005 Cushy CMS After logging in to Cushy CMS go to your Control Panel and click on ourcityourstory.com expand its directory structure to see all of the availabel pages to edit which includes the Home Page, All Stories, About include, Supporters include, and all the episode pages. **Preparing Images** Jason to include instructions here... **Uploading Images** The way Cushy CMS handles image uploading works. It works fine. But for our purposes and consistency sake I strongly believe it best if you upload new images using FTP to the server (make sure to place all images in the img folder) and then simply use Cushy CMS and choose those images from the server. Notes on the editable sections: • Meta Description: This is at the top of the Home Page and the Episode pages and unfortunately must be in plain HTML. Don't let this scare you. You will mostlikely never need to edit this section, however, if you want to — for instance — change the Facebook share title and image to an epsiode specific one you would replace the content attributes with episode specific information. • Featured Video Title: This is the title that appears over the top of the video. • Put This Page's Featured Video Id Here: This is where to include that page's video's Vimeo ID. This can be gotten from several places on Vimeo, namely the end of any video page's URL.

unordered list so that that section stays looking like it does. • Recent Episode #1, Recent Episode #2, & Recent Episode #3: Enter all information related to the most recent episode's here. Please stick to the formatting present so that the titles and headers stay consistent. The links here will need to be set by you. Choose the image using the rich texted editor from the server. Please ensure the images are named correctly e##-thumb.jpg & e##-thumb@2x.jpg.

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consistency.

important for javascript functionality.

the naming convention f#.jpg.

functionality so it knows what to put into the "Next" URL.

• Is This The Most Recent Episode?: Unfortunately Cushy doesn't allow you to use a checkbox or select box in

video's episode page. This field must read "No" or "Yes"; "no", "yes...", "YES", or "n0" won't work. This is

• Featured Episode Title. Must Begin With 'E##': This field must begin "E##:". This is important for javascript

• Feature Episode Description: Place the featured episode's descrition here. Note you do not need to set the "Previous Episode" & "Next Episode" links to anything. This is all automatically handled with javascript.

Featured Episode Thumbnail Image: Use "choose file" to select that page's featured image which should follow

• Featured Episode Credits: Episode credits go here. It is important to maintain the structure and formating of the

With the About & Supporters section pages, again, please keep to the formatting in place when edited to ensure

When you publish a new episode and change the *Home Page* make sure to set the *Is This The Most Recent*

Next Episode: & Previous Episode: This is where to put the title of the next episode.

Episode? to "No" on the previously most-recent episode's episode specific page.

their editor. This simple field should read **exactly** "No" for all pages except the *Home Page* and the most current