



Owl - User Guide

Version 1.1x





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Version Management

Version	Date	Status	Author	Remarks
0.2	18-06-2009		Steve Bourgeois	
0.1	15-04-2009	Final	Sergio Wong Chung	

Introduction

In an organisation there are different rolls. Each roll has its own set of documents. Different rolls often mean different ways of grouping documents.

A documentation system lets users upload their documents and add specific tags to it. By tagging, the document can be found by anyone, independently of the directory structure.

The documentation system lets you secure the document from unauthorised access and specific monitoring options are possible.

This manual explains how to make use of the documentation system OWL.

User: admin Full Name: Administrator Last on: Jun 16, 2009 at 02:49 am

Admin Preferences Logout E-Mail Go To Bottom Help

File Information

New: 0 Updated: 0 My: 7 Group: 7

Checked Out: 0 Monitored: (0:0) News: 2 Special Access: (?:?)

Total: 7

File Link:

Any Words

Favorites: Label:

Current Folder: Documents

<input type="checkbox"/>	<input type="checkbox"/>	Title ▲	Ver.	File	Size	Held
<input type="checkbox"/>		backup		backup ▶		
<input type="checkbox"/>		WebDavTEST		WebDavTEST ▶		
<input type="checkbox"/>		sample.docx	0.0	sample.docx ▶	14.95k	-

News

New 2

Test One

(elapsed time 0m 2s)

Owl Intranet Engine Owl 1.00a 20090226

Installation

Requirements

Owl Intranet should run on all type of operating systems. You will need

- Webserver that supports PHP and a SQL database, e.g. Apache or IIS
- SQL database system. As for now MySQL, PostgreSQL are supported
mssql and Oracle have been know to work
- PHP (at least version 4.3.10) PHP 5.x are also ok
- PHP SafeMODE Off
- PHP Pear

Note: that Owl Intranet supports UTF-8 character encoding. If you want to use a language that uses non-ASCII characters make sure that your file system is configured using UTF-8.

Tools Owl makes use of several external pieces of software that increase usability. These packages are optional but we recommend you to install them and make them available to Owl. You should install the following packages:

- pdftotext (pdf file indexing)
- antiword (MS Word Documents file indexing) And Thumbnails
- pdftk (pdf file Water Marking)
- catppt (ppt file indexing)
- Tesseract (OCR for file indexing)
- gzip (compression of archives)
- Image Magik (thumbnails)
- mplayer (Video thumbnails)
- mysqldump (database backup)
- pod2html (file indexing)
- tar (compression of archives)
- unrar (file indexing)
- unzip (compression of archives)
- clamAV (antivirus checking)

MySQL

1. Download the latest version of Owl Intranet from sourceforge.net and save it in your preferred location.

2. Owl is compressed as a .tar.gz file. You need to decompress it and move the 'intranet' folder where it is going to be located, usually your webserver root: `tar xvfz Owl-1.00a.tar.gz`
`mv intranet /path/to/your/html/directory/`

NOTE: Windows users need Winzip or another common archiving utility in order to be able to decompress the Owl package to its destination folder.

3. Inside the folder 'intranet' you find a folder called 'Documents'. Owl will save all your documents within this folder. For security reasons move this folder out of your webspace, e.g. in /var/owl. If you leave it within the 'intranet' folder your documents could be accessed by anybody from outside without logging into Owl!

4. Create a new database for Owl in MySQL:

```
mysqladmin -p create intranet
```

5. Load the layout into the database:

```
mysql -p intranet < DOCS/sql/mysql-tables.sql
```


NOTE: If you do not have shell access, you can use `admin/tools/ctable.php` to create the tables from the web, change the data on line 13 of that script to reflect your host, username and password. This line looks like the one below:

```
$dblink = mysql_connect("localhost","root","my-password") or die ("could not connect");
```

Also, if needed, change database name that is located on line 10 (the default database name is 'intranet'):

```
$database_instance = "db-name";
```

6. Establish the permissions for the user to access the database:

```
mysql -u root -p intranet
grant CREATE,INSERT,SELECT,DELETE,UPDATE on intranet.* to 'owl-user'@'host';
connect mysql
set password for 'owl-user'@'host' = password('your_password');
flush privileges;
exit;
```

NOTE: 'host' is the machine name from where Owl is accessing the database, usually 'localhost'.

7. Edit `owl.php` with your favorite editor. The file is found in the `../config/` directory. You need to change the following lines in order to get Owl to work:

- Change `'$default->owl_fs_root'` to the full path where you moved the decompressed intranet folder. This is *not* the Internet address of Owl, but its physical address on the harddisk of your system!
- Change `'$default->owl_use_fs'` depending on your needs, this is an important setting that can't be reversed. If you set it to 'true' uploaded files are stored in the Documents directory on the harddisk, if set to 'false' files are stored on the database, this only works with MySQL. The default setting is 'true'.
- Select the default language for Owl with `'$default->owl_lang'`. The available languages are displayed above the command in `owl.php`. Note that if you want to use other languages than English and French you need to download the latest version of your preferred language from sourceforge.net.
- Change `'$default->owl_table_prefix'` if you want your tables to be named with a prefix, this is needed when you are sharing a database with other applications.
- Make sure this line is uncommented

```
require_once("$default->owl_fs_root/php/lib/db_mysql.inc");
```

- You may have more than one repositories at the same time. Change

`'$default->owl_default_db'` to the database ID of your default database, usually '0'.

- For each database change `'$default->owl_db_id[x]'` to reflect that database's ID.

Replace the x by that IDnumber.

Note that each database must have a unique IDnumber.

- For each database change `'$default->owl_db_user[x]'` to reflect your database's username, where [x] is the ID number of the respective database.
- For each database change `'$default->owl_db_pass[x]'` to reflect your database's password, where [x] is the ID number of the respective database.
- For each database change `'$default->owl_db_host[x]'` to reflect the hostname where your mysql server is listening, where [x] is the ID number of the respective database.

- For each database change '\$default->owl_db_name[x]' to reflect your databasename, where [x] is the ID number of the respective database.
- For each database change '\$default->owl_db_display_name[x]' to reflect your database name, where [x] is the ID number of the respective database. Example: John's Intranet Server
- For each database change 'default->owl_db_FileDir[x]' to the full path where the 'Documents' directory is, usually the same path as the previous setting.² Do not include the 'Documents' string on the path. Replace the x by the ID number of the respective database.
- Do the above changes for as many databases you like.
- Change '\$default->debug' to true to get extra debugging information for support after the installation..*Set it to false* when you are finished with testing your installation.
- Set '\$default->auth= 0; ' to whatever authentication method you prefer. Default is '0'. For other authentication methods change the respective settings.
- Set '\$default->active_session_ip' to false if you are behind a loadbalancing proxy that changes your IP during a session with Owl.

8. Check permissions on intranet and Documents. The 'Documents' folder *must* be writable by your web server. If your web server is running as user 'nobody' and group 'nobody' (apache default) then type:

```
chmod -R 775 intranet
chown -R root.root intranet
cd /path/to/Documents/directory
chown -R nobody.nobody Documents
```

If using Windows check the permissions and security tabs.

NOTE: In case you are using 'owl_use_fs= false; ' in owl.php you need to setup a directory named '/var/owl' owned by the webserver user and change:

'default->owl_db_FileDir[x]= "/var/owl"; '. This directory is used by Owl to create temporary files:

```
mkdir /var/owl
chmod 775 /var/owl
chown -R nobody.nobody /var/owl
```

9. Log into your freshly installed Owl Intranet Engine using any web browser by typing:
`http://yourhost/intranet/`

Default user is 'admin' with password 'admin'.

10. Go to section 5 for last instructions.

PostgreSQL

1. Download the latest version of Owl Intranet from sourceforge.net and save it in your preferred location.

2. Owl is compressed as a .tar.gz file. You need to decompress it and move the intranet folder where it is going to be located, usually your webserver root:

```
tar xvfz Owl-0.82.tar.gz
mv intranet /path/to/your/html/directory/
```

NOTE: Windows users need Winzip or another common archiving utility in order to be able to decompress the Owl package to its destination folder.

3. Inside the folder 'intranet' you find a folder called 'Documents'. Owl will save all your documents within this folder. For security reasons move this folder out of your webspace, e.g. in /var/owl. If you leave it within the 'intranet' folder your documents could be accessed by anybody from outside without logging into Owl!

4. Create a new database for Owl in PostgreSQL,

'su postgres' -> 'createdb intranet'

5. Enter the layout into the database,
psql intranet < DOCS/sql/postgresql-tables.sql

6. Establish the permissions for the user to access the database:

```
createuser owl_username
psql intranet
grant all on
doctype,docfields, docfieldslabel, docfieldvalues,
filedata,html,prefs,active_sessions,groups,users,files,folders,
mimes,membergroup,news,comments,owl_log,monitored_folder,
monitored_file,wordidx, searchidx, peerreview to owl_username;
grant all on comments_id_seq, filedata_id_seq, files_id_seq,
folders_id_seq, groups_id_seq, html_id_seq,
monitored_file_id_seq, monitored_folder_id_seq, news_id_seq,
owl_log_id_seq, prefs_id_seq, users_id_seq,
doctype_doc_type_id_seq, docfields_id_seq to owl_username;
```

NOTE: host is the machine name from where Owl is accessing the database, usually localhost.

7. Edit owl.php with your favorite editor. The file is found in the ../config/ directory. You need to change the following lines in order to get Owl to work:

- Change '\$default->owl_fs_root' to the full path where you moved the decompressed intranet folder. This is *not* the Internet address of Owl, but its physical address on the hard disk of your system!
- Change '\$default->owl_use_fs' depending on your needs, this is an important setting that can't be reversed. If you set it to 'true' uploaded files are stored in the Documents directory on the harddisk, if set to 'false' files are stored on the database, this only works with MySQL. The default setting is 'true'.
- Select the default language for Owl with '\$default->owl_lang'. The available languages are displayed above the command in owl.php. Note that if you want to use other languages than English and French you need to download the latest version of your preferred language from sourceforge.net
- Change '\$default->owl_table_prefix' if you want your tables to be named with a prefix, this is needed when you are sharing a database with other applications.
- Make sure this line is uncommented:
`require_once("$default->owl_fs_root/phplib/db_pgsql.inc");`
and comment out the following line
`require_once("$default->owl_fs_root/phplib/db_mysql.inc");`
- You may have more than one repositories at the same time. Change '\$default->owl_default_db' to the database ID of your default database, usually '0'.
- For each database change '\$default->owl_db_id[x]' to reflect that database's ID. Replace the x by that IDnumber. Note that each database must have a unique IDnumber.
- For each database change '\$default->owl_db_user[x]' to reflect your database's username, where [x] is the ID number of the respective database.
- For each database change '\$default->owl_db_pass[x]' to reflect your database's password, where [x] is the ID number of the respective database.
- For each database change '\$default->owl_db_host[x]' to reflect the hostname where your mysql server is listening, where [x] is the ID number of the respective database.

- For each database change '\$default->owl_db_name[x]' to reflect your database name, where [x] is the ID number of the respective database.
- For each database change '\$default->owl_db_display_name[x]' to reflect your database name, where [x] is the ID number of the respective database. Example: John's Intranet Server
- For each database change 'default->owl_db_FileDir[x]' to the full path where the Documents directory is, usually the same path as the previous setting.⁴ Do not include the 'Documents' string on the path. Replace the x by the ID number of the respective database.
- Do the above changes for as many databases you like.
- Change '\$default->debug' to true to get extra debugging information for support after the installation..*Set it to false* when you are finished with testing your installation.
- Set '\$default->auth= 0; ' to whatever authentication method you prefer. Default is '0'. For other authentication methods change the respective settings.
- Set '\$default->active_session_ip' to false if you are behind a loadbalancing proxy that changes your IP during a session with Owl.

8. Check permissions on intranet and Documents. The 'Documents' folder *must* be writable by your web server. If your web server is running as user 'nobody' and group 'nobody' (apache default) then type:

```
chmod -R 775 intranet
chown -R root.root intranet
cd /path/to/Documents/directory
chown -R nobody.nobody Documents
```

If using Windows check the permissions and security tabs.

NOTE: In case you are using 'owl_use_fs= false; ' in owl.php you need to setup a directory named '/var/owl' owned by the webserver user and change 'default->owl_db_FileDir[x]= "/var/owl"; '. This directory is used by Owl to create temporary files:

```
mkdir /var/owl
chmod 775 /var/owl
chown -R nobody.nobody /var/owl
```

9. Log into your freshly installed Owl Intranet Engine using any web browser by typing:

<http://yourhost/intranet/>

Default user is 'admin' with password 'admin'.

10. Go to section 5 for last instructions.

Customizing and Configuring Owl

Just after finishing the installation you still have to change some parameters to adjust Owl to your environment. You will for example be able to change visual preferences, add users, groups, files, and much more.

To start the final touches to the installation you need to login into Owl:

- Log in with the administrator user (Username: 'admin' and Password: 'admin' by default)
- Click on the button 'Preferences' and enter your old password 'admin' in the box and a new and safe password in the two other boxes. Push the button 'Change' to make the password change effective.

NOTE: This task is very important. Never use 'admin' as your administrator password!

- Click on the button 'Admin' to customize the Owl Intranet Engine.

See the online help for more information by clicking on the 'Help' button on the top right of any Owl page.

Though PHP presents a very versatile and user friendly interface for handling file uploads, the default installation is not geared for working with files in excess of 2 Mega Bytes. This article will help you configure your PHP engine for handling such large file transfers.

Configuring Owl for Large File Uploads

The php.ini File

All the configuration settings for your installation are contained in the php.ini file. Sometimes these setting might be overridden by directives in apache .htaccess files or even with in the scripts themselves. However you cannot over ride some of the settings that effect file uploads with .htaccess directives in this way. So let's just concentrate on the ini file.

You can call the phpinfo() function to find the location of your php.ini file, it will also tell you the current values for the following settings that we need to modify

- file_uploads
- upload_max_filesize
- max_input_time
- memory_limit
- max_execution_time
- post_max_size

To run this function you can write a simple php script, drop it into your webspace, and call it from your browser.

```
<?php
phpinfo();
?>
```

Sample Output:

PHP Version 4.3.11



System	Linux nightmare.bozzit.com 2.6.9-1.667smp #1 SMP Tue Nov 2 14:59:52 EST 2004 i686
Build Date	Nov 8 2005 06:25:44
Configure Command	'./configure' '--build=i386-redhat-linux' '--host=i386-redhat-linux' '--target=i386-redhat-linux-gnu' '--program-prefix=' '--prefix=/usr' '--exec-prefix=/usr' '--bindir=/usr/bin' '--sbindir=/usr/sbin' '--sysconfdir=/etc' '--datadir=/usr/share' '--includedir=/usr/include' '--libdir=/usr/lib' '--libexecdir=/usr/libexec' '--localstatedir=/var' '--sharedstatedir=/usr/com' '--mandir=/usr/share/man' '--infodir=/usr/share/info' '--cache-file=.config.cache' '--with-config-file-path=/etc' '--with-config-file-scan-dir=/etc/php.d' '--enable-force-cgi-redirect' '--disable-debug' '--enable-pic' '--disable-rpath' '--enable-inline-optimization' '--with-bz2' '--with-db4=/usr' '--with-curl' '--with-exec-dir=/usr/bin' '--with-freetype-dir=/usr' '--with-png-dir=/usr' '--with-gd=shared' '--enable-gd-native-ttf' '--without-gdlib' '--with-gettext' '--with-ncurses=shared' '--with-gmp' '--with-iconv' '--with-jpeg-dir=/usr' '--with-openssl' '--with-png' '--with-pspell' '--with-xml' '--with-xmlrpc=shared' '--with-dom=shared,/usr' '--with-dom-xslt=/usr' '--with-dom-exslt=/usr' '--with-xmlrpc=shared' '--with-pcre-regex=/usr' '--with-zlib' '--with-layout=GNU' '--enable-bcmath' '--enable-ctype' '--enable-ftp' '--enable-magic-quotes' '--enable-sockets' '--enable-sysvsem' '--enable-sysvshm' '--enable-track-vars' '--enable-trans-sid' '--enable-yp' '--enable-wddx' '--with-pear=/usr/share/pear' '--with-imap=shared' '--with-imap-ssl' '--with-kerberos' '--with-ldap=shared' '--with-mysql=shared,/usr' '--with-pgsql=shared' '--with-snmp=shared,/usr' '--with-snmp=shared' '--enable-ucd-snmp-hack' '--with-unixODBC=shared,/usr' '--enable-memory-limit' '--enable-shmop' '--enable-calendar' '--enable-dbx' '--enable-dio' '--enable-mbstring=shared' '--enable-mbstr-enc-trans' '--enable-mbregex' '--with-mime-magic=/usr/share/file/magic.mime' '--with-pic' '--with-apxs2=/usr/sbin/apxs'
Server API	Apache 2.0 Handler
Virtual Directory Support	disabled
Configuration File (php.ini) Path	/etc/php.ini
Scan this dir for additional .ini files	/etc/php.d
additional .ini files parsed	/etc/php.d/domx.ini, /etc/php.d/gd.ini, /etc/php.d/ldap.ini, /etc/php.d/mbstring.ini, /etc/php.d/mhash.ini, /etc/php.d/mysql.ini, /etc/php.d/odbc.ini, /etc/php.d/pgsql.ini, /etc/php.d/php_browscap.ini
PHP API	20020918
PHP Extension	20020429
Zend Extension	20021010
Debug Build	no
Thread Safety	disabled
Registered PHP Streams	php, http, ftp, https, ftps, compress.bzip2, compress.zlib

This program makes use of the Zend Scripting Language Engine:
Zend Engine v1.3.0, Copyright (c) 1998-2004 Zend Technologies



The Output is much larger, but this gives you an Idea what to expect.

Now let's look at the parameter that interests us.

file_uploads

This parameter is fairly obvious if you set this off, uploading is disabled for your installation, must be set to On.

upload_max_filesize and post_max_size

Files are usually POSTed to the webserver in a format known as 'multipart/form-data'. The post_max_size sets the upper limit on the amount of data that a script can accept in this manner. Ideally this value should be larger than the value that you set for upload_max_filesize.

It's important to realize that `upload_max_filesize` is the sum of the sizes of all the files that you are uploading. `post_max_size` is the `upload_max_filesize` plus the sum of the lengths of all the other fields in the form plus any mime headers that the encoder might include. Since these fields are typically small you can often approximate the upload max size to the post max size.

According to the PHP documentation you can set a `MAX_UPLOAD_LIMIT` in your HTML form to suggest a limit to the browser.

This is accomplished by the following Owl Parameter, the parameter takes a value in bytes, so if for example you wish to set a limit of 5MB you calculate the number of bytes by the following formula `<number of MB> * 1024 * 1024`.

From the Administration Panel, under Site Feature:

Allow Users to save Keywords for Reuse	<input type="checkbox"/>
Maximum Upload File Size (in bytes)	<input type="text" value="5242880"/>
Session Timeout in Seconds:	<input type="text" value="9000"/>
Temp file Directory Location:	<input type="text" value="/tmp"/>

memory_limit

When the PHP engine is handling an incoming POST it needs to keep some of the incoming data in memory. This directive has any effect only if you have used the `--enable-memory-limit` option at configuration time. Setting too high a value can be very dangerous because if several uploads are being handled concurrently all available memory will be used up and other unrelated scripts that consume a lot of memory might effect the whole server as well.

max_execution_time and max_input_time

These settings define the maximum life time of the script and the time that the script should spend in accepting input. If several mega bytes of data are being transferred `max_input_time` should be reasonably high.

Additional Comments

Apache Settings

The apache webserver has a `LimitRequestBody` configuration directive that restricts the size of all POST data regardless of the web scripting language in use. Some RPM installations sets limit request body to 512Kb. You will need to change this to a larger value or remove the entry altogether.

On our install of Fedora that limit is set in the `/etc/httpd/conf.d/php.conf`

```
#
# PHP is an HTML-embedded scripting language which attempts to make it
# easy for developers to write dynamically generated webpages.
```

```
#  
  
LoadModule php4_module modules/libphp4.so  
  
LimitRequestBody 102400000  
  
#  
# Cause the PHP interpreter to handle files with a .php extension.  
#  
AddType application/x-httpd-php .php  
# AddType application/x-httpd-php-source .phps  
  
#  
# Add index.php to the list of files that will be served as directory  
# indexes.  
#  
DirectoryIndex index.php
```

Trouble Shooting

The apache error log is a great source of information when trouble shooting file Upload issues, usually located `/var/log/httpd/error_log`

Take a look for messages that most time will tell you which of the above directive has been exceeded.

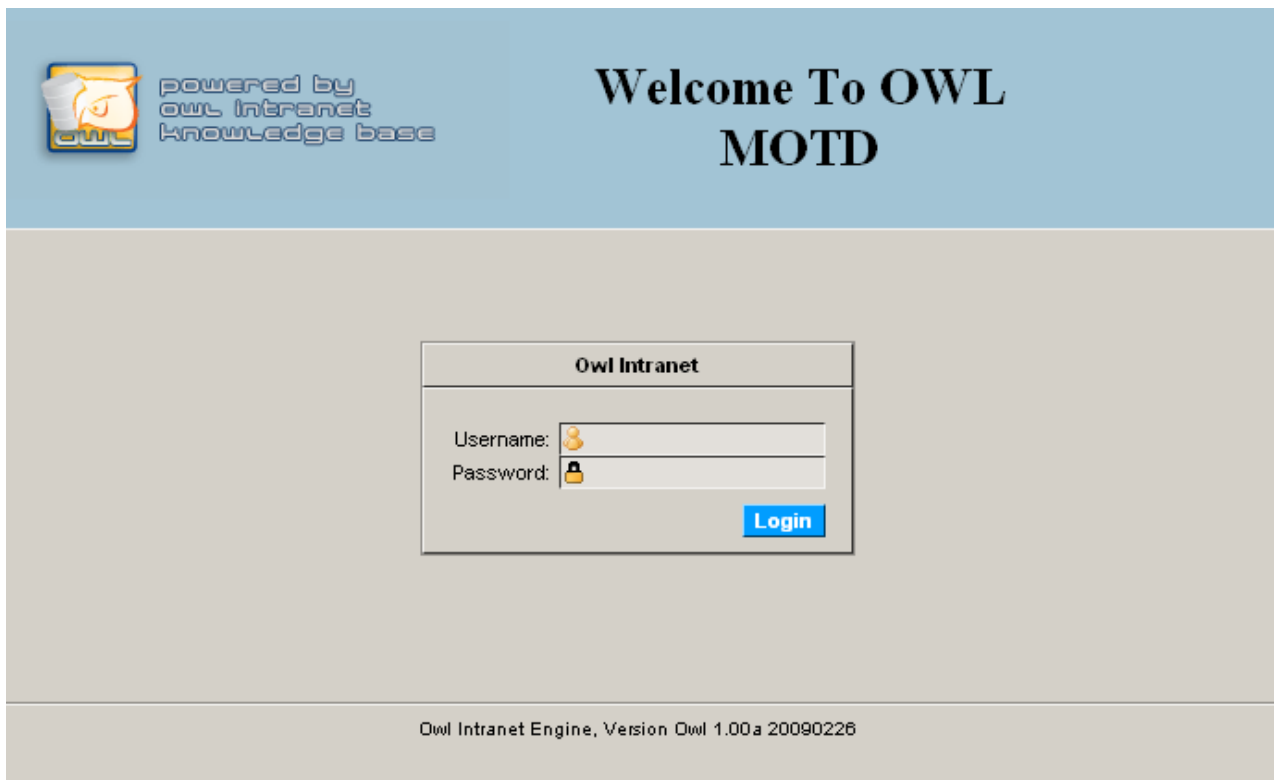
If you make any changes, to the `php.ini` file or any of the `httpd.conf` files don't forget to restart the web server process.

Login Screen

This section Describe the login screen ant its features

Basic Login Screen

The login screen consists of 2 parts, the header that shows the Message Of The Day and the Owl Logo, and the body that has the username and password prompts.



The Logo can be configured to show right, left OR middle. The user is prompted automatically in the Username: field when the form is pulled up. The Owl Username and Password are entered and the login button is pressed the user is taken to the main Owl Browse screen on successful authentication. Should the authentication fail a message to that effect is displayed above the login box.

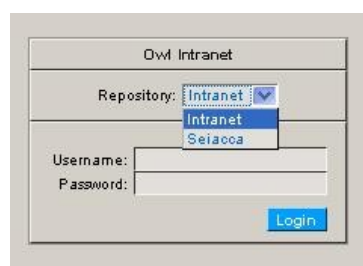


If so configured the account can be locked out after a configured amount of failed login attempts, so if you are having difficulties login in contact the system administrator for assistance.

The login box may look different if the administrator turns these features on; let's look at some of them.

Multiple Repository

The Administrator can configure multiple Owl Databases (Repositories) for access from one Owl installation; if that is the case your login prompt will now look like the following figure, and will allow you to connect to either repository by selection the repository name in the drop down list prior to entering your username password.



Anonymous Access

Should anonymous access to the selected repository be permitted, the anonymous access link will be shown, and allow anyone to browse the repository anonymously. As the repository is selected, the page is refreshed to show the link should it be permitted for that database.



The screenshot shows a web form titled "Owl Intranet". It has a "Repository:" dropdown menu set to "Intranet". Below this are "Username:" and "Password:" input fields, followed by a blue "Login" button. At the bottom of the form, there is a link labeled "(Anonymous Access)".

Self register

Should self registration be enabled the login dialog again changes, and gives the user access to a new screen where he can create his or her own owl Account. The account may be created as disabled, and the user will not be able to log in until a human review the account information, and enables it.



This screenshot is similar to the previous one, showing the "Owl Intranet" login form. It includes the "Repository:" dropdown (set to "Intranet"), "Username:" and "Password:" fields, and a "Login" button. Below the login fields, there is a link labeled "(Anonymous Access)". At the very bottom of the form, there is a new link labeled "Would Like to Register?".

Clicking "Would Like to Register?" brings the user to a new screen where credentials are requested.



The screenshot shows a "User Registration" form. At the top, there are navigation links: "Preferences", "Login", "Go To Bottom", "Help", and "Browse". The form has three input fields: "Full Name:" with the value "Some Dude", "Username:" with the value "somedude", and "E-Mail Address:" with the value "somedude@someaddress.com". Below these fields are "Register" and "Reset" buttons. At the bottom right of the form, there is a version string: "Owl 0.96 20080601".

The username shouldn't contain any spaces, and the email address should be valid, as the generated password that will give you access to Owl will be emailed to that email address. If the username is in use upon submission Owl will let you know that it is taken, and to select a different one.

Self register – Captcha

The admin could also have configured the self registration to use CAPTCHA, this is a method is used to ensure that the user registering is a Person not an automated process, if the feature is enabled the "User Registration" screen will look something like:



The screenshot shows a web browser window with a navigation bar containing links: Preferences, Login, Go To Bottom, Help, and Browse. The main content area is titled "User Registration". It features a CAPTCHA image on the left with the text "Type the 5 characters:" and a corresponding input field on the right containing "48C09". Below the CAPTCHA are three input fields: "Full Name:" with the value "Some Dude", "Username:" with the value "user10", and "E-Mail Address:" with the value "bozz@somedomain.com". At the bottom right of the form are two buttons: "Register" and "Reset". The footer of the browser window displays "Owl 0.96 20080601".

User needs to fill in the same information as above, but with the addition of the 5 characters displayed in the randomly generated picture.

Once the register button is pressed a Confirmation dialog box is shown and an email is sent to the email address specified, the email contains the randomly generated password that the user can use to access the repository.



The screenshot shows a confirmation dialog box with a title bar containing links: Preferences, Login, Go To Bottom, Help, and Browse. The main content area has a black header with the text "Thank You!" in blue. Below the header, it says "user10 Created." and "Your password will be sent to your e-mail address". The footer of the dialog box displays "Owl Intranet Engine Owl 0.96 20080601".

The email will look something like:

Subject: Your OWL Account
From: "OWL" <owl@yourdomain.com>
Date: Tue, October 14, 2008 4:30 pm
Priority: Normal

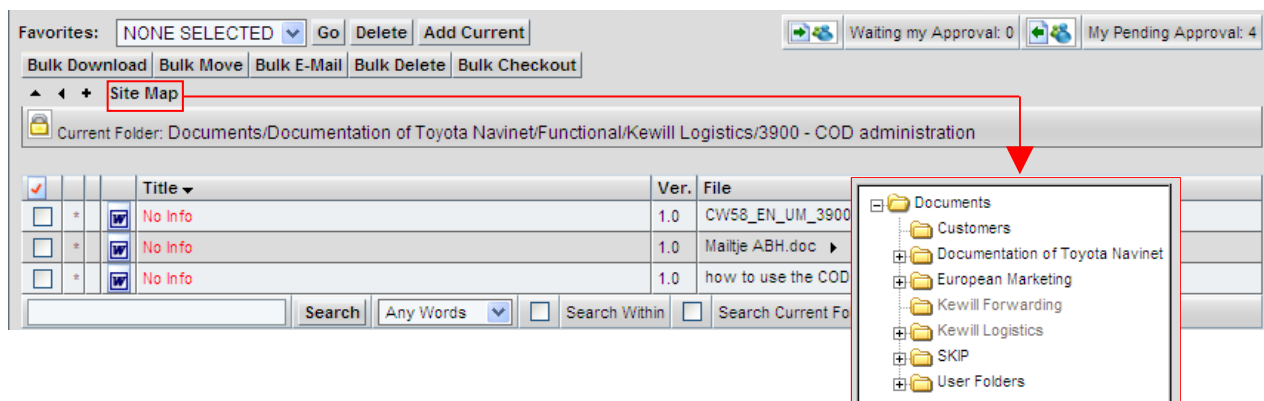
**THIS IS AN AUTOMATED MESSAGE FROM
OWL Intranet**

user10 Owl Password is: fB9b1Ip:

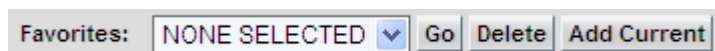
Repository: owl096

Browse

There are 2 ways to browse the folders. These are displayed in the screenshot below.

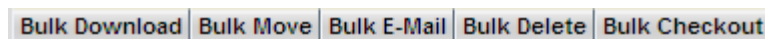


Favorites



Just like in a browser, you can set favorites to directories, so next time you don't have to browse through folders to get there.

Bulk buttons

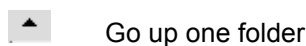


If you have full access rights to a folder, you can select multiple documents and apply these bulk actions. Bulk Delete however does not apply to Folders.

Selecting the only folders using the checkboxes, and hitting the bulk delete action will result in an error message.

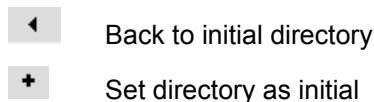
--- ERROR ---	You do not have access to any of the files selected
--- DETAILS ---	<p>Possible causes:</p> <ol style="list-style-type: none">1) You did not click any checkbox in front of a File or Folder2) Bulk Delete, Bulk E-Mail, Bulk Checkout do not apply to Folders3) You do not have access to any of the files or folders you have selected.
	Go Back

Other browse buttons



Initial Directory

You can set a specific directory as your 'start point' when opening the documentations system.



Breadcrumbs

This particular layout or view of the library is referred to as the main **Browse** screen/view throughout the rest of this document.

Current Folder: Documents

Doc #	Title	Ver.	File	Size	Posted by	Modified	Held
	Engineering Specific (3)		Engineering Specific	32.5k	Michael DArrigo	Jul 08, 2005 at 03:30 pm	
	Forms - Vision Gaming Tech (0)		Forms - Vision Gaming Tech	2.35m	Michael DArrigo	Sep 23, 2005 at 09:40 am	
	Games (2:1)		Games	1.95m	Michael DArrigo	Jul 07, 2005 at 03:00 pm	
	GUI (2:2)		GUI	1.77m	Michael DArrigo	Jul 07, 2005 at 03:13 pm	
	Hardware (4:1)		Hardware	5.9m	Michael DArrigo	Jul 07, 2005 at 03:01 pm	
	Manuals (6)		Manuals	6.94m	Michael DArrigo	Jul 07, 2005 at 02:34 pm	
	Meeting Logs (3)		Meeting Logs	109.5k	Michael DArrigo	Jul 07, 2005 at 01:45 pm	
	NextGen (1:1)		NextGen	237k	Michael DArrigo	Jul 07, 2005 at 03:01 pm	
	Open Gaming Protocol (OGP) (2) Turning-Stone Protocol		Open Gaming Protocol (OGP)	2.21m	Michael DArrigo	Dec 12, 2005 at 09:54 am	

The screen shown above is the **Documents** folder displayed in the main **Browse** view. This is the default root folder or “main trunk” of the Owl hierarchy tree and usually the first screen that appears after login. It contains all of the library’s primary folders (the designated “main trunk” folder can be adjusted from user to user by an administrator; in some cases, the root folder displayed in the main Browse screen may not be the Documents folder, but instead, a folder unique to your job title or permissions status). In addition to being the “driving screen” for library navigation, this screen is also host to various tools, functions, and information and can be immediately accessed by clicking the **Documents** link in the **Current Folder** path, discussed later in the **Navigation** section.

Current Folder: Documents/Documentation of Toyota Navinet/Functional/Kewill Logistics/3900 - COD administration

Through the breadcrumbs you constantly know where you are in the directory tree. When clicking one of the directories in the breadcrumbs, you will browse to there instantly.

Folder Numbers

Next to every folder in the Owl Library there may be up to four different numbers. A blue number indicates the amount of **Sub-folders** within that folder; an orange number indicates the amount of **Documents** within that folder; a red number is a **Link**, and a yellow number indicates a **Note**.

SAS Related (1:1:1:1)

Title Bar

Doc #	Title	Ver.	File	Size	Posted by	Modified	Held
-------	-------	------	------	------	-----------	----------	------


Above each category is a heading-marker in the **Title Bar** (**Title**, **Ver.**, **File**, **Size**, **Posted By**, **Modified**, **Held**). By clicking on any one of these heading-markers, the order of documents and folders will be sorted by the parameter of that marker. Click the same marker again to sort by the same parameter, but in opposite

order (the ↑ ↓ ↔ arrows indicate ascending versus descending). **Note: in the “Documents” folder, the only view that can be adjusted is the “Title” column.**

Search Bar










To facilitate quick location of a document or folder, at the bottom of the **Documents** screen is a **Search Bar**. Input search data and choose to filter results by “Any Words” (default), “All Words”, or “Entire Phrase”, and then by “Search Within” (document) or “Search Current Folder” if needed. Search results will yield both Documents and Folders that have the search data included in the title (unless filtered otherwise). Green and


Yellow result stars indicate hit  

“Score”. Any user who uploads, or “captures”, a document will help contribute to a comprehensive Search for the Owl Library. This is because every time a file is uploaded, key-word search parameters should be entered for each specific document, and it is the responsibility of the “uploader” to enter comprehensive and appropriate search terms so the Search function can tag all documents related to a specific search parameter. Refer to the **“Adding....File & Folder Data”** section for specific details.


File Information


File Information				
	New:	0		Updated: 0
	My:	0		Group: 263
	Checked Out:	0		Monitored: (0:0)
Total: 264				
	News: 0			


In the top left corner of the Documents screen is the **File Information** window. The specific features of this window are described, in detail, below.


 **New:** This feature will display how many new documents have been uploaded to the Owl library since a user’s last login.

 **My:** The “My” feature shows how many files the user has uploaded.

 **Checked Out:** Specific Documents may be “Checked out” for editing or other purposes (see details in **File Actions** section). This setting indicates how many files the user has checked out.

 **Updated:** File “Versions” (see section, Adding...Folder Data, Major/Minor revisions) may be updated. This field reflects how many files have been updated or changed since the last login.

 **Group:** Every Owl user will belong to at least one “group”. This value shows the number of files, out of the total, that are accessible by your “group”.

 **Monitored: (0:0)** Both Files and Folders may be “monitored” by Owl users to track usage or other information. The blue number represents Folders, the orange, Files.

Total: 264 This number indicates the total amount of documents in the Owl Library.

 **News: 0** This number indicates how many “News Bulletins” are currently posted.

Navigation



The area just above the Heading Bar on the left side of the screen, shown above, is the main navigation area, offering the user several options for maneuvering between folders and hierarchies. If a folder is apparent under the **Title** heading in the main Browse view, that folder may be clicked on to enter it and move a folder-level deeper into the library. Once a user has delved several levels deep down a particular branch, these following features optimize navigation efficiency.

• **Current Folder** - this path maps the hierarchy level during navigation. Click on any folder name between the forward-slashes to navigate from the current location directly to that folder (see **Return to Screen Shots** in the figure above).

• **& Documents** - click on either the **Left Arrow** or the **Documents** link (or whatever link is furthest to the left in the **Current Folder** path) to navigate back to the initial directory, or root folder (see **Back to Initial Directory** in the figure above).

• **Up Arrow** - click the **Up Arrow** to move backward, or a hierarchy up, in the **Current File** path one folder-level at a time (see **Return to config screens** in the figure above).

- This icon can be used to customize your initial directory. Navigate to the folder that you would like to be your initial directory every time you enter the Owl Library, then click this icon to set it as the default. Repeat the process to make additional changes.

Site Map - the Site Map button will direct you to a new screen altogether, shown below. The advantage of the Site Map is that all hierarchy levels are visible simultaneously, providing a comprehensive view of the whole library at one glance. Any folder on the Site Map may be clicked on to navigate the user directly to the contents of that folder. To return to the original library view, click on the **Browse** button in the top right corner.



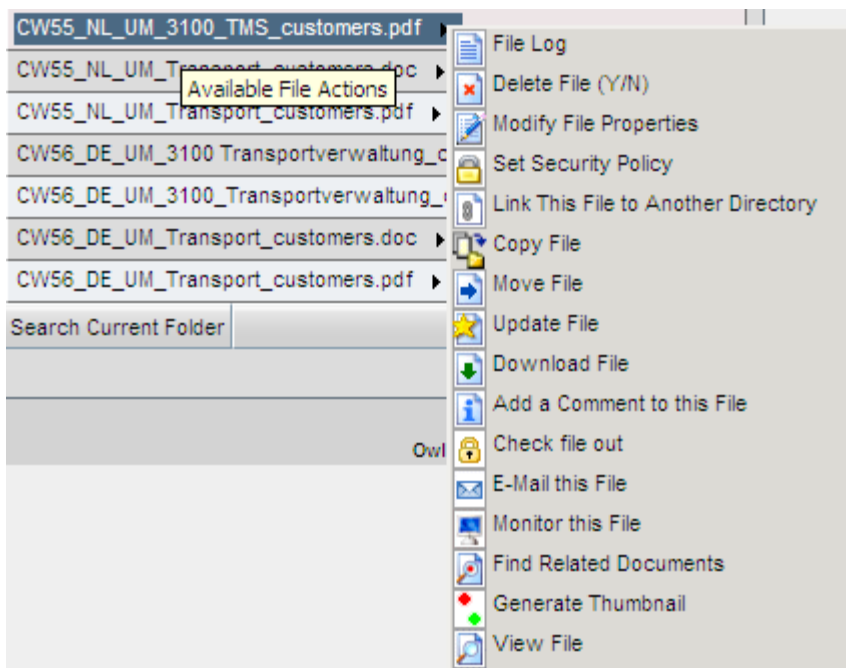
Opening a file and file actions



A document has a custom title at the left side and its filename at the right side.

Click on the custom title to see all file properties or hover over the filename to see all file actions. By clicking the filename, the file properties page opens directly if so configured.

File actions



File Log

Open file log to see the previous versions of the document.

This function is only available if you have proper [file permissions](#), and if version control is turned on.

In the case of text based files like TXT one can use the file log to find out the differences between to versions of a document. Clicking on the File Log action for a file will display the following screen.

Selecting the Diff From File and Diff To File will display a Unix like “diff” output outlining all the changes in between the 2 versions.

Current Folder: Viewing Log For : Documents/Testing.txt						
Testing.txt						
Ver.	User	Diff From	Diff To	File Log	Modified	Last Modified
0.1	Administrator			[Testing.txt]	Sep 23, 2009 at 06:59 am	Administrator
0.0	Administrator			[Testing_0.0.txt]	Sep 23, 2009 at 06:58 am	Administrator
						Diff

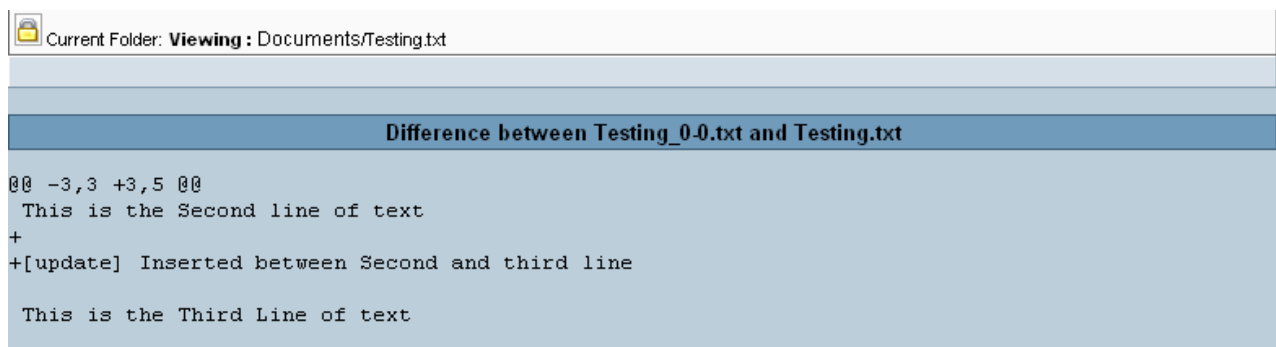
Versions 0.0

```
This is the first line of text  
This is the Second line of text  
[update] Inserted between Second and third line  
This is the Third Line of text
```

Versions 0.1

```
This is the first line of text  
This is the Second line of text  
[update] Inserted between Second and third line  
This is the Third Line of text
```

Resulting Output:



```
Current Folder: Viewing : Documents/Testing.txt  
  
Difference between Testing_0-0.txt and Testing.txt  
@@ -3,3 +3,5 @@  
  This is the Second line of text  
+  
+[update] Inserted between Second and third line  
  
  This is the Third Line of text
```

Modify File Properties

This will let you edit the document details, like document specific fields, group ownership, description, etc. Initially this has been set when the document was uploaded with [add document](#).






Set security Policy

See [ACL](#).

Link This File to Another Directory

The documentation system is build to have only one copy of a document. However, if you want users to access a document from out another directory, use this feature.

In example:

Current Folder: Customers		
		Title ▼
*		CW55_NL_UM_3100_TMS_customers.pdf
*		CW55_NL_UM_Transport_customers.pdf
*		CW56_DE_UM_3100_Transportverwaltung_customers.pdf
*		CW56_DE_UM_Transport_customers.pdf
		Development

The document at the bottom is link from another directory.

Update File

When you want to update a file with the modified new version, make sure you keep the filename the same.

The documentation system will add a new version to it and those who have access can view previous versions.

You can access all updated files since your last login through the [file information](#) panel.

Check file out

If you are to make modifications to a document, make sure you first check the file out and when updated, you check the file in.

You can access all your checked out files through the [file information](#) panel.

Monitor this file









If you want to get notified if any modifications are made to a specific file, use this functionality.

You can access all your monitored files through the [file information](#) panel.

Generate thumbnail

This allows Administrators to regenerate the thumbnails for a file.

File information

File Information											
	New:	0		Updated:	0		My:	1012		Group:	1016
	Checked Out:	0		Monitored:	(0:0)		News:	0		Special Access:	(?:?)

- **New:** all new files since last login

- **Checked Out:** your checked out files
- **Updated:** all updated files since last login
- **Monitored:** Your monitored files
- **My:** Your files
- **News:** News items concerning documents
- **Group:** Your group items
- **Special Access:** Files and folders you have access to, but are within directories you can't access by tree
- **Waiting my Approval:** Documents that are send to you for reviewing
- **My Pending Approval:** Documents that you have send for reviewing

Add files

Add document

Uploading 1 document gives you the most control over archiving the document as well as with all detailed information.

Current Folder: Adding a file to : Documents

Document Type:	Default
Send this file: (MAX: 621.03m)	<input type="text"/> Bladeren...
Title:	<input type="text"/>
Keywords:	<input type="text"/> <input type="checkbox"/> Save Keyword?
	ned sja tms workorder NONE SELECTED
Major Revision:	1
Minor Revision:	0
Set Security Policy Now:	<input type="checkbox"/>
Reviewer(s):	admin1 (scg@kewill.nl) customer1 (scg@interchain.nl) customer2 (scg@interchain.nl) phr (phr@interchain.nl) user1 (scg@kewill.nl) user2 (scg@interchain.nl) user3 (scg@interchain.nl) user4 (scg@interchain.nl) user5 (scg@interchain.nl) NONE SELECTED
Message to Reviewers:	<input type="text"/>
Description:	<div></div>
<div>Send File Reset</div>	

Owl Intranet Engine Owl 0.95 20071030

Document Type:	training
Send this file: (MAX: 621.03m)	Default TMS training Manual
Title:	
Keywords:	

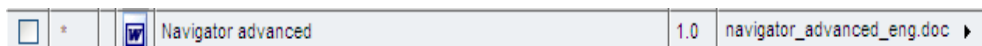
Please provide as much information concerning the document.

- **Document Type**

Start with selecting the according 'Document Type'. When selected, the related [Document Specific Fields](#) will appear, where you can specify it's parameters. Please do so, so that the document easily can be found afterwards

- **Title**

Apart from the filename you can enter a custom title. This will be shown as follows:



At the left side you find the custom title and at the right side the file-name.

- **Keywords**

Please enter keywords that indicate what the document is about. This will make finding the document easier.

Click the 'Save Keywords' checkbox if the keywords are to be used for more documents.

- **Major/Minor Revision**

This will indicate the version, i.e.: Major: 3, Minor 2 will create version 3.2. This will overrule the automatic versioning from OWL.

- **Set Security Policy Now (ACL)**

After this screen has been completed, the ACL screen will appear where you can choose who is allowed to view the file or to do specific document actions.

- **Send for review**

Use this functionality if you need the document to be reviewed by someone in the organisation. The user(s) you send it to, will get an email with the document attached. When they approve the document, you can publish the document.

UserA uploads the document, and requests that the Document be reviewed by UserB.

UserB receives an email that he has a Document to review.

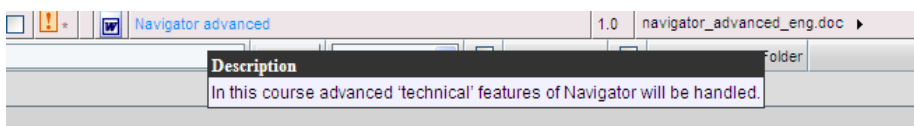
Until the Document is approved by UserB, the file remains unavailable to all other users.

Once the user approves the Document, UserA can then publish it, and that make the Document available for download. Learn more...

- **Description**

Enter a brief description that indicates what the document is about.

This will be displayed when hovering over the file title



- Click Send file when finished. The file will be indexed immediately, so please be patient.



- Within any folder on any hierarchy level in the Owl library, individual files and folders may be added by users who have permission to do so. The buttons for these functions are located on the left side of the screen, above the **Current Folder** path and below the **File Information** box. Each one of these buttons will direct the user to a standard data-entry screen.

- The **Add Archive**, **Add Document** and **Add Url** data-entry screens are all very similar. The basic features of the upload screen for the different types of files is covered below.

Current Folder: Adding a file to : Documents

Current Folder Policy: Everyone can upload files and delete this folder

Send this file:	<input type="text"/> Browse...	← The original doc name will appear in the File column of the Title Bar.
Title:	<input type="text"/>	← The newly created file name will appear in the Title column of the Title Bar.
Keywords:	<input type="text"/> Save keyword?	
	<div> time turningstone wire work NONE SELECTED </div>	
Major Revision:	<input type="text" value="1"/>	
Minor Revision:	<input type="text" value="0"/>	
Owner (Group):	Engineering	
Permissions:	The selected group can read/write/download, NO DELETE	
New Password:	<input type="text"/>	
Confirm New Password:	<input type="text"/>	
Description:	<div></div>	

Send File Reset

Send this file - click on the Browse... button to select the local file or archive. The Url path must be typed in. The default url box looks like this: **Send this URL:**

Title - use this field to create a title for the individual document, archive or document the url leads to. The Owl title does not have to be the same as the original document title, but the Version Control System has naming convention contingencies, described in detail, later. Note: if a title is not specified, Owl will use the file name as the default title.

Keywords - the keywords entered into this field will determine the Search Bar results. It is imperative that a concise list of relevant keywords is entered here in order to make the Search function as accurate and comprehensive as possible. Keywords may be selected from the scroll-down list below the field, or customized. Check the Save keyword? box to add customized keywords to the saved list.

Major/Minor Revision - (only visible if enabled by admin) this is a feature of the Owl's VCS, or, Version Control System. If changes have been made to a file that has already been uploaded to Owl, each successive time it is uploaded with alterations, a new Version Number may be assigned to it. The Version Number is displayed in the Browse screen under the Title Bar heading, Ver. The first number reflects a Major Revision, the second, a Minor Revision



NOTE: This setting does not need to be adjusted in the Add Document process unless a newly added file needs an advanced version number beyond 1.0. Owl will automatically advance the version numbers with the Update File pointer-display option, covered later in the Pointer-Displayed Tools & Drilling Down/File Options/Update File section.

Owner (Group)/Permissions - the Owner (Group) setting will default to the primary Group of the user that is uploading the document. The Permissions setting should be set to a specific default by your administrator. Normally, these settings should not need to be changed from their default when uploading.

New/Confirm Password - if, for some reason, a document needs password-protection, complete these fields to require password-entry in order to open the document. Users that do not have access to the file will

be prompted for a password, but users that are part of a group that has access-permission will not need the password to access the document.

Description - use this field to enter a short description regarding the content or purpose of the document.

Send File - when all fields are complete, click the Send File button to begin the upload process.

Add Archive

- When uploading multiple directories containing files, you can zip them first and use the Add Archive button to upload.
- The name you give your zip-file will be the top-directory name.
- The screen settings are handled the same way as when using [Add Document](#).

Add Folder

This function adds an empty folder to the file system.

If this folder is created inside another folder where the file permissions are already set, the newly created folder will inherit those permissions. Read more about [file permissions...](#)

Only the function(s) other than from [add document](#) will be discussed.

The process for adding a folder to the library is basically the same as adding a document, although the upload screen has fewer options. The default Policy for a folder should already be set by the administrator and should not need to be changed. Create an appropriate name for the folder.

Current Folder: Adding a folder to : Documents	
Current Folder Policy: Everyone can upload files and delete this folder	
Name:	<input type="text"/>
Owner (Group)	Engineering ▼
Policy	Your group can upload files to this folder
New Password:	<input type="text"/>
Confirm New Password:	<input type="text"/>
Description:	<input type="text"/>

If a description is added to a folder during the creation process, the description will appear directly beneath the folder name in the main Browse view. For spacial-efficiency reasons, insert a folder description only if it's absolutely necessary. The folder name should be sufficiently descriptive of its contents that additional notes are not necessary.



Users may be restricted from creating a folder in the "Documents" trunk, but in order for Owl to be as efficient and effective as possible, most users should be permitted to create folders here. The important thing to keep in mind, though, about having the permission to create folders, especially in the Documents trunk, is that a Library like this can become disorganized and hard to navigate if users do not take the time to create only essential folders with appropriate names.









Add Folder RSS Feed

TODO

Owner (Group)

Select which group will own the folder

You can view your groups folder by clicking 'Group' in the file information panel:

File Information											
	New:	0		Updated:	0		My:	1010		Group:	1016
	Checked Out:	0		Monitored:	(0:0)		News:	0		Special Access:	(?:?)

Add Url

Only the function(s) other than from [add document](#) will be discussed.

Use this feature to link to a file on another system or to a webpage

Add Note

Only the function(s) other than from [add document](#) will be discussed.

Use this function to create a text document directly in the file system. If plain text is the only thing you need to be in the document, use this feature.

The process and data-entry screen for adding a note is the same as adding a document, only, the actual substance of the document is the note itself. The field shown to the right is the only extra field. Add the note's content here.

Note Content:	
----------------------	--



SPECIAL NOTE on UPLOADING to OWL There may be restrictions set on the size of a document/archive etc. that can be uploaded to the Owl Library. If a document or archive needs to be included in the library but is too big to be uploaded, this is the best case for using a URL to link to the document at a network location.

Pointer-Displayed Tools & Drilling Down.

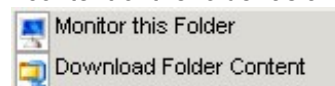
The Owl Library utilizes several pointer-displayed options and functions. This means that when the mouse pointer is placed on a document or folder, a drop-down menu appears giving the user certain options. Action can be taken from the pointer-displayed menu, but simply drilling down on a file or folder, depending on its location, may be sufficient for immediate needs.

Folder Options

Each folder or file on any given screen is listed twice: once in the **Title** column of the **Title Bar**, and once in the **File** column. For folders, the **Title** column listing on the left is for **drilling down** into the folder to view its contents. When you place the pointer over a folder in this column, a prompt appears, "Browse This Folder"

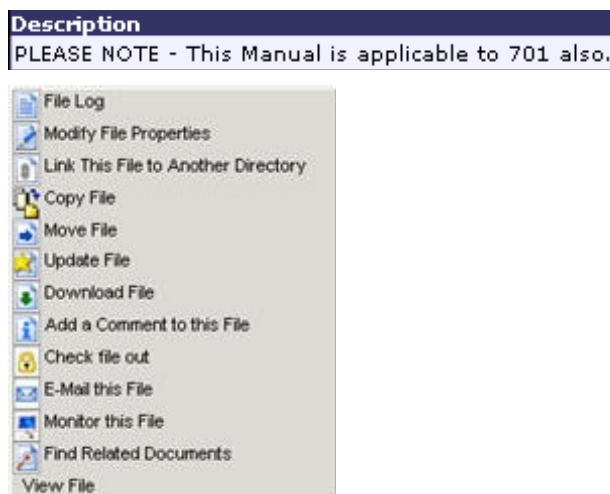
Holding the pointer over a folder in the **File** column of the Title Bar will prompt the window shown on the right to appear. These choices allow the user to either download the full content of the folder as a zipped file

or monitor a particular folder to track any changes that might be made.




File Options

When the pointer is placed over a file in the **Title** column of the Title Bar, the file description created on upload will be displayed, as seen here:
































Placing the pointer over a document in the **File** column of the Title Bar will prompt all or some combination (depending on permissions or file properties) of the options and tools shown on the left to appear in a drop-down window beside the pointer. These options are described in detail below.



 Keep in Mind that Availability of File Options will depend on Permissions and Originally created File Properties

File Log –

Current Folder: Viewing Log For : Documents\Hardware\IO.DOC				
Current Folder Policy: Your group can upload files to this folder				
IO.DOC				
Ver.	User	File Log	Modified	Last Modified
1.0	Michael D'Arrigo	                            	Jul 06, 2005 at 10:34 am	Michael D'Arrigo

the File Log primarily provides information regarding the file but also displays the available options and tools for application to the file (same list as the drop-down pointer menu)

Modify File Properties - this screen looks almost exactly the same as the Add Docs Data-Entry screen. Primary uses for this screen are to rename a document, change/add keywords, apply password-protection, or insert a description.

Link this File to Another Directory - use this feature to have a single document appear in another or several other folders if the document content applies to various categories. The SiteMap will appear when this option is chosen; click on a folder to choose the additional location. This option will not duplicate the file, only display it for viewing, etc., in other folders.

Version History - this is where older versions of documents will be available for download through the VCS history.


Copy File - this option entails the exact same process as Linking, described above, but in this case a duplicate copy of the document will be moved to the chosen folder.

Move File - use this feature to move a file to a different location. The Site Map will appear when this option is chosen; click on a folder to choose a new location.

Update File - this option is a function of Owl's VersionControl System (VCS). Use this feature to reflect updated changes to a pre-existing file that has been modified. Browse for the file locally, choose the type of revision, Major or Minor, and describe the changes. Older versions of a file are saved in a backup directory in the current folder that may or may not be made available for access depending on administrative settings. Note: the original file name must be the same to Update a document, and the OwlTitle and all properties will remain the same after updating.

Send this file:	<input type="text"/>	Browse...
Revision type:	Minor Revision ▾	
Description of changes:	 	

Download File - use this feature to download a document to your local computer.

Add a Comment to this File - when this option is selected, a comment can be added that is viewed separately from the document through this specific option. After a comment has been added, the drop-down menu will reflect the viewing option:  Add / View File Comments

Check file out - this option will check a document out and lock it for editing by that user. Checked-out files are reflected in the File Information box on the main Browse screen.

E-Mail this File - Owl has its own email system. This option will direct the user to an email screen where a document may be emailed within a network or over the internet.

Monitor this File - use this option to monitor movements or changes to a file. Check status in the File Information box on the main Browse screen.

Find Related Documents - the docs keywords are used to search the repository for other docs.

View File - opens a document with a local program for viewing.

Document Specific Fields (tags)

DOCUMENT SPECIFIC FIELDS:	
Language: *	Dutch ▼
Version: *	5.5 ▼
Solution: *	Kernel ▼
Status	
<input type="checkbox"/> add to ihelp <input type="checkbox"/> add to training <input type="checkbox"/> no action <input type="checkbox"/> concept <input type="checkbox"/> final	
CW Version	
<input type="checkbox"/> 5.5 <input type="checkbox"/> 5.6 <input type="checkbox"/> 5.7 <input type="checkbox"/> 5.8 <input type="checkbox"/> 5.9 <input type="checkbox"/> 6.0 <input type="checkbox"/> all	

Every parameter is searchable. Therefore you can improve finding the document by carefully selecting the according parameters (tags). If you have suggestions for more tags, to make finding documents easier, please inform your administrator.

-----extra functionalities to be developed-----

Advanced Search to search for specific tags

ACL

This functionality will let you specify who is allowed to view your document and make modifications to it. All actions can be set individually on user and/or group level.

Business edition: When users use OWL through the WEBDAV feature to access the documents in their file explorer, they can view all directory files, but they can't open a file if they have no permission.

FILES – SELECT DESIRED USER(s) and GROUP(s)

Available Group(s)		Selected Group(s)
Anonymous	<div><-- --> <<-- -->></div>	Administrators customer employees File Admin Martin Frijters Users

Available User(s)		Selected User(s)
Administrator (scg@kewill.nl) Anonymous Harry Vermeer (hvr@interchain.nl) Jansen (mns@interchain.nl) Marcel van Baaren (mbn@interchain.nl) Marco Nas (mns@kewill.nl) Martin Frijters (mfs@kewill.nl) Sergio Wong Chung (scg@kewill.nl) Sjouke Jansma (sja@kewill.nl) admin1 (scg@kewill.nl)	<div><-- --> <<-- -->></div>	

Set Selected

Set File Permissions

Group(s)/User(s)	Read	Update	Set ACL	Delete	Copy	Move	Properties	View Log	Comment	Check In/Out	Email	Search Related	Monitor
Administrators	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
File Admin	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Martin Frijters	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Users	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
customer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
employees	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Save Reset

- As the top of the screen explains itself you can select Groups to access a document and or only specific users. Just click the single right arrow to add a selection, or the double right arrow to select all.
- If you want to add a group, but certain people need more or less document rights, you can select these individuals and apply the proper rights in the lower part of the screen.
- Confirm your selection with the 'Set Selected' button.
- Use the lower part of the screen to apply the file permissions.
- Confirm your screen settings with the 'Save' button.

Set Folder Permissions containing files

When applying security policy to folders, more options are visible than when applying to files only. This is because the folder actions are different from file actions.

Set Folder Permissions									
Group(s)/User(s)	Read (Download/Browse)	Write (Create)	Delete	Copy	Move	Modify Properties	Set ACL	Monitor	
Administrators	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
File Admin	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Users	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

Propagate to all subfolder(s): ☐

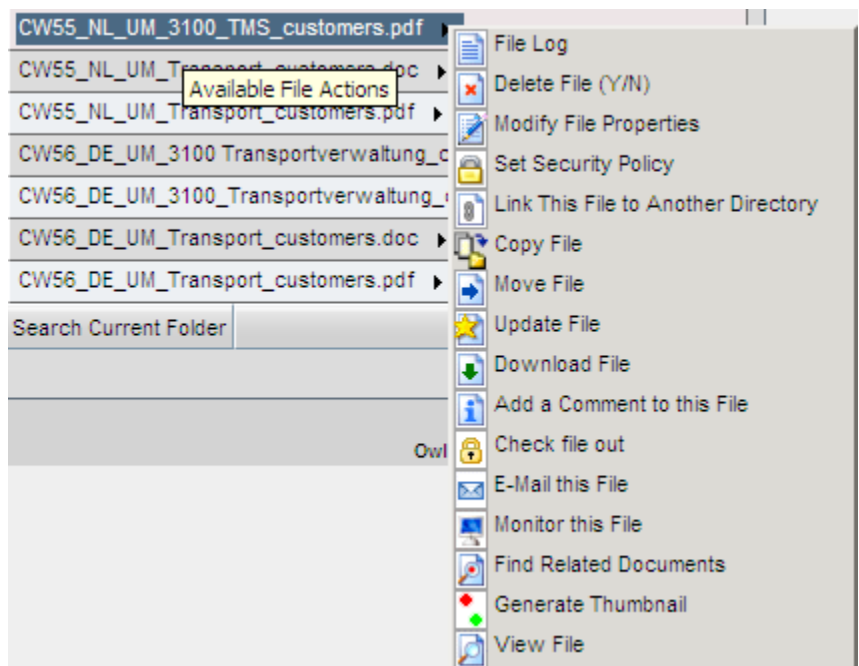
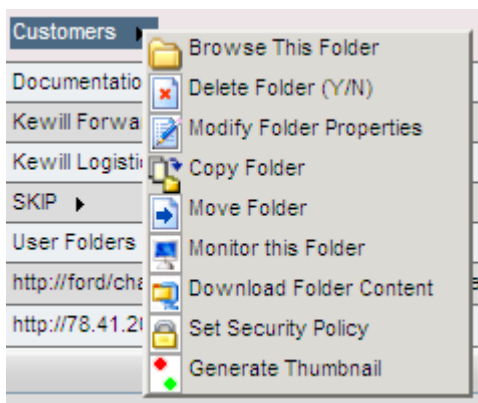
Set File Permissions													
Group(s)/User(s)	Read	Update	Set ACL	Delete	Copy	Move	Properties	View Log	Comment	Check In/Out	Email	Search Related	Monitor
customer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Set This Policy on "ALL" Files: ☐

Save Reset

Folder actions

File actions



Two other checkboxes are added as well, which sets the permissions for now and future created folders and or documents:

- Propagate to all subfolder(s)
- Set this Policy on "ALL" files (sets policy on all files in all subfolders)



The initial ACL's are influence by a few configuration options

config/owl.php:

1. `$default->inherit_acl_from_parent_folder = 1;`

If set to 1 this setting causes the ACL's from the parent folder to be copied to the new file or folder.

2.

```
// User 0 is equal to EVERYBODY
// If the group and user are left blank "" then the creators primary group is used
// -----
// begin default folder security.
// the first [x] indicates which database
// this default security will apply to.
// -----

// $default->folder_security[0][] = array ( "group_id" => "" , "user_id" => "0",
// "owlread" => "1",
// "owlwrite" => "0",
// "owldelete" => "0",
// "owlcopyp" => "0",
// "owlmove" => "0",
// "owlproperties" => "0",
// "owlsetacl" => "0",
// "owlmonitor" => "1" );

/*
$default->folder_security[0][] = array ( "group_id" => "" , "user_id" => "",
"owlread" => "1",
"owlwrite" => "1",
"owldelete" => "0",
"owlcopyp" => "0",
"owlmove" => "0",
"owlproperties" => "1",
"owlsetacl" => "0",
"owlmonitor" => "1" ); */

// -----
// end default folder security.
// -----

// -----
// begin default file security.
// the first [x] indicates which database
// this default security will apply to.
// -----

/* $default->file_security[0][] = array ( "group_id" => "" , "user_id" => "",
"owlread" => "1",
"owlwrite" => "1",
"owlviewlog" => "0",
"owldelete" => "0",
"owlcopyp" => "0",
"owlmove" => "0",
"owlproperties" => "1",
"owlupdate" => "0",
"owlcomment" => "0",
"owlcheckin" => "0",
"owlmail" => "0",
"owlrelsearch" => "0",
"owlsetacl" => "0",
"owlmonitor" => "1" ); */

// -----
// end default file security.
// -----
```

This section allow the admin to create default ACL's that applied to New Files and Folders, there can be as many files and folder ACL's as need.

Special Access

When denying folder access from users or groups but you do give them file access, the according users or groups can't browse to the folder i.e. with the sitemap. However, with their 'special access' button they can get a list of the documents.

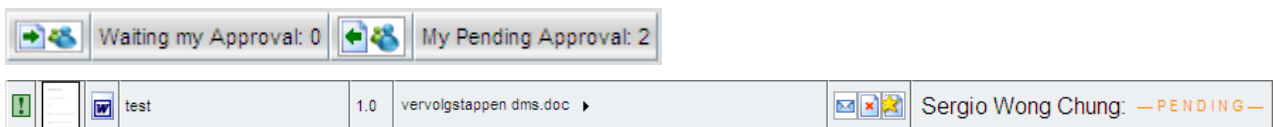
Send for review

When you send for review with [add document](#) or with [add archive](#), you can let others review you documents.

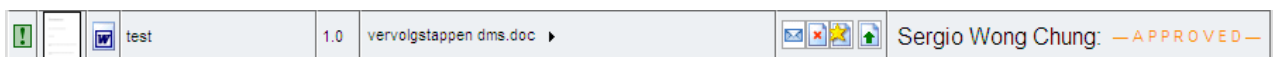
My Pending Approval

The number of documents you have sent for review is displayed next to 'My Pending Approval'.

If you click on this feature, in first instance three options are displayed.



When the user(s) you have send the document have approved, the status Pending will change to Approved and the option 'Publish' is added. Click this button to make the document visible in the file system.

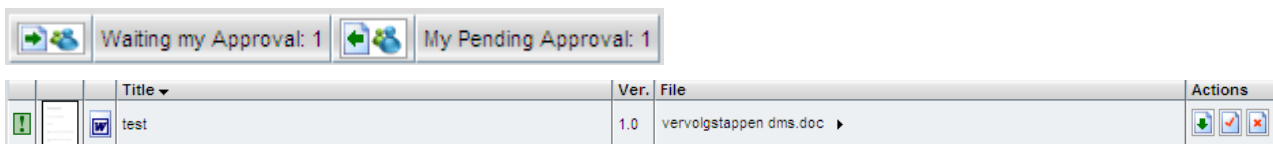


Waiting my Approval

When another user sends you a document for review, you will get a mail with the document attached (if the mail attachment feature is active OWL)

When you log in, the number of files waiting your approval is displayed.

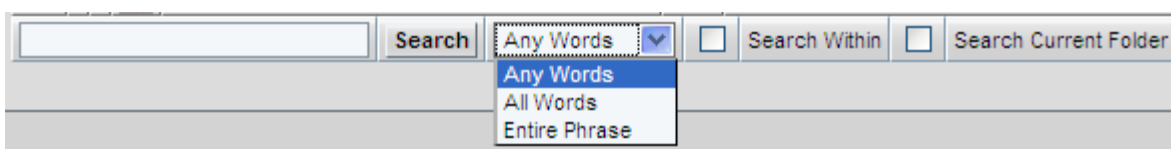
Click on 'Waiting my Approval' to view these files.



You will have three file options:

- 1 Download
- 2 Approve
- 3 Reject

Search



The documentation system lets you search all documents you have access to.

Use the 'Search Within' checkbox if you want to 'search the contents ' documents that are indexable like text, PDF, Microsoft Office documents, images if tesseract is installed and pointed to by:

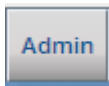
```
config/owl.php:  
$default->ocr_path = "/usr/bin/tesseract";
```

Groups

New Groups

To create a roll based view and to manage folder and document access, groups can be created.

Click on the 'Admin' button.



You will be defaulted to the 'User & Groups' section.

Click on the 'New Group' button.

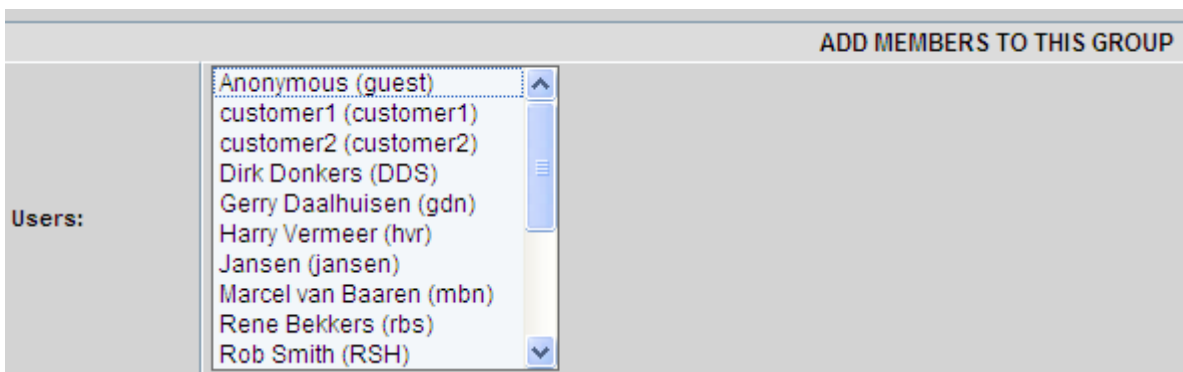
Type a group name and click on the 'Add' button

Edit Group

Once a group is created, you can manage easily which users will be member of that group. This is done as follows:

Select a Group and click on the 'Edit Group' button.

Add members to a group



Select the users that you want to add to the group and click on the 'change' button.

Delete members and remove Group Admin rights

Select the users you want to remove and click on the 'change' button.

Preferences

Changing Your Password

To change your password, click the **Preferences** button located in the upper right corner of the main **Browse** screen (the default window after login, see screen-shot and **Introduction** on page 5). The Browse screen will be a view of the root or “main trunk” folder that contains all others. The default root folder is the **Documents** folder, but it can vary. No matter the root folder, though, the preferences button should be available in whatever folder is displayed in the main Browse view.



The Preferences Screen will allow you to change your password by entering your old password, then entering and re-entering a new one. This screen also displays the **Groups** you have been assigned to by the administrator. If you have a specific group assignment other than your full company group, you probably have special or restricted permissions. Owl 0.90 can force a minimum of letters, numbers and special characters in the new password in addition to track old passwords so they are not reused. The Preferences screen also displays your email address, full name and other various bits of information including whether you will receive email notifications regarding Owl uploads and changes. Your administrator will likely address how these settings should be adjusted according to your notification needs. Press **Change** when finished.

Old Password:	<input type="text"/>	←
New Password:	<input type="text"/>	←
Confirm New Password:	<input type="text"/>	←
E-Mail Address:	<input type="text" value="makai@vision-gaming.com"/>	
Receive Notifications:	<input type="checkbox"/>	
Attach File:	<input checked="" type="checkbox"/>	
Comment Notification:	<input type="checkbox"/>	
News Administrator:	<input type="text" value="HIO"/>	
		<input type="button" value="Change"/> <input type="button" value="Reset"/>

News Items

WEBDAV

Configuration

Usage

Debugging

Admin

When you sign on as the administrator user “admin” default password “admin” by default you are take to the admin panel, the default login page for the admin can be set to bring the administrator to the File Section of the document management system, but we will take a look at that later.

The screenshot shows the 'Owl Administration' interface. At the top, a status bar displays: 'User: admin Full Name: Administrator Last on: Oct 25, 2008 at 08:10 am Current Repository: Intranet'. To the right are links: 'Admin', 'Preferences', 'Logout', 'E-Mail', 'Go To Bottom', 'Help', and 'Browse'. Below this is a navigation menu with buttons: 'Users & Groups', 'HTML Preferences', 'Site Features', 'System Logs', 'Statistics / Report Viewer', 'News Admin', 'Document Types', 'Backup Database', 'Trash Collection (Disabled)', 'Import Users', 'Initial Load', 'Purge Historical', and 'MAINTENANCE MODE'. The 'Users & Groups' button is selected. The main section is titled 'User Administration'. It contains a 'Users:' dropdown menu showing 'Administrator (admin) - (1/1)'. To the right are 'New User' and 'Edit User' buttons. Below this is the 'Group Administration' section with a 'Groups:' dropdown menu showing 'Administrators'. To the right are 'New Group' and 'Edit Group' buttons. At the bottom right, the text 'Owl Intranet Engine Owl 0.96 20080601' is visible.

This section describes options that affect the look, and features related to the login page. Clicking the “Site Features” button will bring you to a page that has numerous configuration options. Lets look at the ones that are affect the login page.

MOTD (Message of the Day)

This allows you to set a message on the login prompt for all to see, the edit box will accept HTML, and should display / render the text using the HTML tags.

The screenshot shows the 'Owl Administration' interface with the 'Site Features' button selected in the navigation menu. The main section is titled 'Site Features and Settings'. It contains a 'Message of the Day MOTD' section. On the left, there is a label 'Message (Blank For None):'. To the right is a large text area containing the HTML code: '<center><h1>Welcome To OWL MOTD</h1></center>'. To the right of the text area are 'Change' and 'Reset' buttons.

The following html would cause the login page to display as follows:



powered by
owl intranet
knowledge base

Welcome To OWL MOTD

Owl Intranet

Username:

Password:

[Login](#)

Owl Intranet Engine, Version Owl 0.96 20080601

(Anonymous access)

The (Anonymous Access) link is displayed on the login page when the anonymous is active (enabled). To cause the link to be displayed a few things have to be verified.

Under Site Features verify what user is set as the anonymous user, the default is the guest (Anonymous) Account.

Set Anonymous Access:	<input type="radio"/> Full Access <input checked="" type="radio"/> Read Only <input type="radio"/> Download Only
Anonymous Access Account:	Anonymous
File/Browser Admin Group:	File Admin
TRASH COLLECTION SETTINGS	
Enable Trash Collection:	<input type="checkbox"/>

Once you have determined what user is the anonymous user click the “Users & Groups” button, select Anonymous (guest) Or the user you have set in the Anonymous Access Account, and Click “Edit User”.

User: admin Full Name: Administrator Last on: Oct 25, 2008 at 08:10 am Current Repository: Intranet

[Admin](#) | [Preferences](#) | [Logout](#) | [E-Mail](#) | [Go To Bottom](#) | [Help](#) | [Browse](#)

Owl Administration												
Users & Groups	HTML Preferences	Site Features	System Logs	Statistics / Report Viewer	News Admin	Document Types	Backup Database	Trash Collection (Disabled)	Import Users	Initial Load	Purge Historical	MAINTENANCE MODE

User Administration

Users: Administrator (admin) — (1/1) Administrator (admin) — (1/1) adminuser1 (adminuser1) — (0/10) Anonymous (guest) — (0/20)	New User Edit User
---	--

Group Administration

Groups: Bozz (bozz) — (0/1) e_user (e_user) — (0/10) Joan Spear (jspear) — (0/1) John Lee (jee) — (0/1) Paul Jones (pauljones) — (0/1)	New Group Edit Group
--	--

Owl Intranet Engine Owl 0.96 20080601

Then by enabling or disabling the user the (Anonymous Access) link is shown or hidden from the login screen.

***** Editing User *****																																		
Full Name:	Anonymous																																	
Username:	guest																																	
Primary Group:	Administrators																																	
Language:	English																																	
Button Style:	rsdx_blue1																																	
Member Group(s):	<table border="1"> <thead> <tr> <th>Membership</th> <th>File Admin</th> <th>Group</th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td></td> </tr> <tr> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Administrators</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>e_group</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>File Admin</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>group1</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>group2</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>group3</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>newgroup</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>s_group</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>Users</td> </tr> </tbody> </table>	Membership	File Admin	Group	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>	<input type="checkbox"/>	Administrators	<input type="checkbox"/>	<input type="checkbox"/>	e_group	<input type="checkbox"/>	<input type="checkbox"/>	File Admin	<input type="checkbox"/>	<input type="checkbox"/>	group1	<input type="checkbox"/>	<input type="checkbox"/>	group2	<input type="checkbox"/>	<input type="checkbox"/>	group3	<input type="checkbox"/>	<input type="checkbox"/>	newgroup	<input type="checkbox"/>	<input type="checkbox"/>	s_group	<input type="checkbox"/>	<input type="checkbox"/>	Users
	Membership	File Admin	Group																															
	<input type="checkbox"/>	<input type="checkbox"/>																																
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Administrators																															
	<input type="checkbox"/>	<input type="checkbox"/>	e_group																															
	<input type="checkbox"/>	<input type="checkbox"/>	File Admin																															
	<input type="checkbox"/>	<input type="checkbox"/>	group1																															
	<input type="checkbox"/>	<input type="checkbox"/>	group2																															
	<input type="checkbox"/>	<input type="checkbox"/>	group3																															
	<input type="checkbox"/>	<input type="checkbox"/>	newgroup																															
<input type="checkbox"/>	<input type="checkbox"/>	s_group																																
<input type="checkbox"/>	<input type="checkbox"/>	Users																																
User's Home Directory:	Documents																																	
User's Initial Directory:	Documents																																	
Quota 0=Disabled: 0 /	0																																	
Max No. Sessions: 20 /	20																																	
Password																																	
Confirm New Password:																																		
E-Mail Address																																		
Receive Notifications	<input type="checkbox"/>																																	
Attach File	<input type="checkbox"/>																																	
Disable User	<input checked="" type="checkbox"/>																																	

Appending File Version to Downloaded Files

The system administrator can configure Owl to append the version number of the file when it is downloaded by users, this can be configured from the config/owl.php file, by default this feature is turned Off.

```
// When a file is downloaded this will append the Major, Minor version numbers
// to the downloaded file name
$default->append_doc_version_to_downloaded_files = 0;
```

Configuring Action on Click of Title or File Column

The Title and File column in browse view can be customized to execute 4 different actions. The following section in the owl.php file can be used to configure the action executed when each of these columns, and this for files and folders

```
$// *****
// Set the File Action when clicking the File name
// Under: Title Column
// 0 = View File / Details
// 1 = Download File
// 2 = Modify File Properties
// 3 = View File
// *****
$default->file_action_click_title_column = 0;
// *****
// Set the File Action when clicking the File name
// Under: File Column
// 0 = View File / Details
// 1 = Download File
// 2 = Modify File Properties
// 3 = View File
// *****
$default->file_action_click_file_column = 0;
// *****
// Set the Folder Action when clicking the File name
// Under: File Column
// 0 = Browse Folder
// 1 = Download Folder Content
// 2 = Modify Folder Properties
// *****
$default->folder_action_click_title_column = 0;
// *****
// Set the Folder Action when clicking the File name
```



```
// Under: File Column
// 0 = Browse Folder
// 1 = Download Folder Content
// 2 = Modify Folder Properties
// *****
$default->folder_action_click_file_column = 0;
```

Notification of Administrator Sign On

Owl can be configured to Notify by email when someone signs on to the admin account, this can be configured from the config/owl.php file, by default this feature is turned Off.

```
$default->notify_of_admin_login = 0;
$default->notify_of_admin_login_email = "security_manager@yourdomain.com";
```

Restricting Anonymous Access

Owl allows the administrator to limit Anonymous access by IP or Network, this is a useful feature if you want anonymous access but on to members of your internal network or to a specific IP.

This is configured from the config/owl.php file, the following section:

```
// *****
// this section defines what IP or NETWORK that can anonymously access OWL
// *****
//
$default->anonymous_user_net_access = array();
// uncomment and change the netmasks to match your environment

//$default->anonymous_user_net_access[] = "192.168.11.11/32"; // match specific IP
//$default->anonymous_user_net_access[] = "80.55.132.218/32"; // match specific IP
//$default->anonymous_user_net_access[] = "192.168.11.0/24"; // match subnet 192.168.11.*

// *****
// *****
```

As you can see there are 3 examples you can use as a base for your configuration.

192.168.11.11/32 represents the exact IP 192.168.11.11 so only the user connecting from that address would be shown the (Anonymous Access) Link

192.168.11.0/24 represents the whole 192.168.11 Network, and all users connecting from 192.168.11.1 to 192.168.11.254 would be shown the (Anonymous Access) Link

For more information on subnets: http://en.wikipedia.org/wiki/Subnet_Mask

New User

Click on the 'New User' button.

Full Name: Enter the Full Name

Username: The name that will be used to login

Primary Group: The group that the user will be defaulted to

- When the 'Group' button in the [File information](#) panel will be used, all documents from this group will be displayed
- The user will get the same document access rights that count for this group. See [ACL](#) for more information

Language: The default language of the functions that will be displayed for the user

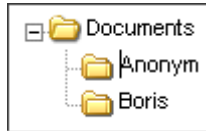
Button style: Choose a template

Membership and/or File Admin: Member will give the user document access as created with the [ACL](#).

File Admin will give the user full access to all documents concerning that group. This includes all file modifications too,

User's Home Directory: The directory the user will have as root directory.

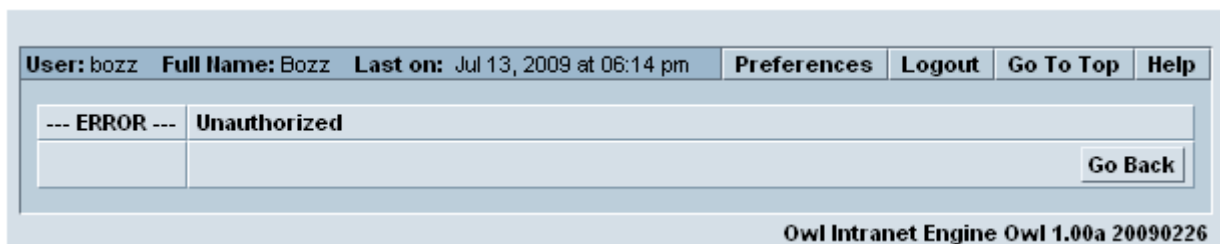
For example if your directory structure looks like.



If you create user User1 with a Home Directory of Boris, when he signs on his Root directory will be Boris, and he will not see Anonym or Documents.

For those of you that are familiar with the UNIX chroot, this sort of duplicates its UNIX counterpart.

User's Initial Directory: The directory the user will start from. This can be any directory in the tree. Moving to a higher level in the tree is still possible till you reach the User's Home Directory. Ensure that your Initial Directory is a Directory that is within the Home Directory Structure of the user. Setting the initial Directory to something outside that structure will result in an error upon the user's attempt to login.



Quota: Set the maximum space the user is allowed to take with his/her documents.

0 = disabled, the user can store as much documents as the file system's disk space allows.

Max No.Sessions: How many OWL sessions the user is allowed to have at one time. If the user does not sign off using the logout button the session stays active for the duration set by session timeout as configured in the admin Site Features section.

If the user attempts to login and his Max No Sessions are set to 1, he will be denied access to the portal.

Maximum sessions for user reached, contact the System Administrator

Owl Intranet

Username:

Password:

[Login](#)

Would Like to Register?

Owl Intranet Engine, Version Owl 1.00a 20090831

He will not be able to sign back on until the administrator cleans up his old sessions or the session times-out on their own.

Flush Stale/Expired Sessions: Use this button if an account has been locked, i.e. after a browser crash.

Password: Use a password with a minimum of 6 characters

E-Mail Address: An email address is required. This makes all mail functions possible.

Receive Notifications: Receive notifications of

.....TODO.....

Attach File: With file notifications, like updates or new files, you will get a mail, with the file attached.

Disable User: Disables the user you are currently editing.

Disable Pref: Disables the [Preferences](#) feature.

User/group Administrator: Gives the user the admin function of creating and maintaining users.

Can View System Logs: Will activate the System Logs button. User can see all views and file actions made by every user.

Will activate the Button. User can view user statistics.

News Administrator: User can create newsitems.

File Admin for Primary Group: User can access all documents, which his group owns.

Login to New Records Page: When the user logs in, a screen with new documents will be displayed.

Comment Notification: When another user comments on the file, which the user owns

.....TODO.....

E-Mail Tool: Enables the email functionality to email other registered users.

Change Password at Next login: The user will need to change his/her password at next login. This can be useful when you are creating this user and provides the user with this username and password. The user can make his/her own password next time the user logs in.

Account Expires On: Fill in till what date the account will be active.

Authentication type:

...TODO...

User GMT offset:

Select the time-region you work, to make sure modification times are registered as intended.

HTML Preferences

Expanded View Width

Defines the width in percentage of the extended view. However, if too many columns are set to be displayed (site features), this width will be exceeded.

Collapse View Width

Defines the width in percentage of the collapse view. However, if too many columns are set to be displayed (site features), this width will be exceeded.

Body Background Image Path

----TODO-----

Login Page logo

The logo that is displayed at the login screen can be modified here. Use the path ([Language]/graphics) to storage your new logo.

Site Features

LOOK AT HD FOR NEW FILES SETTINGS

This feature when turned on tells Owl to monitor the hard Drive for new files and folders. This allows Users / Administrators to drop files in the Owl Directory Structure on the web server using alternate method such as an FTP Client, Web Enabled Folder etc.

As users browse the file structure, the new Files and Folders that are NOT already in Owl are added to the repository.

Lets take a look at some of the options

LOOK AT HD FOR NEW FILES SETTINGS	
Disable Look at hd:	<input type="checkbox"/>
Remove Deleted Files From DB	<input checked="" type="checkbox"/>
Default File Group Owner:	<input type="text"/>
Default File Owner:	Administrator <input type="text"/>
Default File Title (None for Filename):	<input type="text"/>
Default File Meta Data:	<input type="text"/>
Default Folder Group Owner:	<input type="text"/>
Default Folder Owner:	Administrator <input type="text"/>

Remove Deleted Files From DB

If this options is enabled removing a file from the filesystem of the web server results in Owl also removing the file from the Owl Database.

Default File Group Owner

Set this to the Group you want to have ownership of new files added by this feature.

Default File Owner

Set this to the user that should have ownership of new files added by this feature.

Default File Title

Set this to any string you want the Title to take on for these New Files. IF Left blank the Title becomes the Filename.

Default Metadata

Metadata is used when searching for files, so you could set this to AUTOINSERT for example, and one could search for that string in the search tool to find all Files Added by Look AT HD

Default Folder Group Owner

Set this to the Group you want to have ownership of new folders added by this feature.

Default Folder Owner

Set this to the user that should have ownership of new folders added by this feature.

OWLCTL Control File

To complement the LOOK AT HD feature above the user can use an owlctl file to add specific attributes to a file when it is automatically added.

The sample file can be found in the admin/tools directory (readhd_owl_control.owlctl)

```
# This file is a sample file
# This file allows you to craete alter
# Read HD Defaults set in the admin section
# All you have to do is put 2 files in the Folder for the LookATHD feature to find.
# myflile.doc, is the actuall document, and
# myfile.doc.owlctl (this file)
#creatorid,ownergroupid,description,metadata,title,security,userid,groupid,owlread,owlviewlog,owldelete,
owlcopy,owlmove,owlproperties,owlupdate,owlcomment,owlcheckin,owlmail,owlreldsearch,owlsetacl,owlmonitor
1,0,Default Description,metadata keywords,title,4,10,,1,1,0,0,0,0,0,0,0,0,0,0
1,0,Default Description,metadata keywords,title,4,,101,1,1,0,0,1,0,0,0,0,0,0,0,0
```

To use this feature all you need to do is enable the LOOK AT HD feature, and drop your file in the directory structure. For example myfile.doc a word document is dropped in the web server in the Documents directory, with a second file called mydoc.owlctl, when the file is added owl will use the values in the owlctl file to create the file.

OWL System E-Mail Settings

Site Features and Settings	
Change Reset	
OWL System E-Mail Settings	
Use SMTP Mailing Method	<input checked="" type="checkbox"/>
Use SMTP Auth	<input type="checkbox"/>
SMTP Server:	<input type="text" value="localhost"/>
From Address:	<input type="text" value="scg@kewill.nl"/>
SMTP Auth Login:	<input type="text"/>
SMTP Auth Password:	<input type="password"/>
From Name:	<input type="text" value="OWL"/>
Reply To Address:	<input type="text" value="scg@kewill.nl"/>
Subject Prefix:	<input type="text" value="[OWL] : AUTOMATED MAIL"/>

Refer to your local installation desk for proper configuration.

LOOK AT HD FOR NEW FILES SETTINGS	
Disable Look at hd:	<input checked="" type="checkbox"/>

OWL has the possibility to add files automatically if they are moved by another method into the documentation folder. When, after the files have been added, the folder which contains the files, when opened, will start indexing the documents.

OWL Browser Features

OWL BROWSER FEATURES	
Display Wide File Info Panel:	<input checked="" type="checkbox"/>
Display Status Panel:	<input type="radio"/> Hide <input checked="" type="radio"/> Show
Display Pref/logout Bar:	<input type="radio"/> Do Not Display <input checked="" type="radio"/> Top Only <input type="radio"/> Bottom Only <input type="radio"/> Top And Bottom
Display Search Bar:	<input type="radio"/> Do Not Display <input type="radio"/> Top Only <input checked="" type="radio"/> Bottom Only <input type="radio"/> Top And Bottom
Display Bulk Buttons:	<input checked="" type="radio"/> Do Not Display <input type="radio"/> Top Only <input type="radio"/> Bottom Only <input type="radio"/> Top And Bottom
Display action Buttons:	<input type="radio"/> Do Not Display <input checked="" type="radio"/> Top Only <input type="radio"/> Bottom Only <input type="radio"/> Top And Bottom
Display Folder Tools:	<input type="radio"/> Do Not Display <input checked="" type="radio"/> Top Only <input type="radio"/> Bottom Only <input type="radio"/> Top And Bottom
Display File/Folder Password Override	<input type="checkbox"/>
Hide Folder File Type Count	<input checked="" type="checkbox"/>
Hide Folder Content Size	<input checked="" type="checkbox"/>
Download Folders as ZIP (Default is tar.gz)	<input checked="" type="checkbox"/>
Use pre Owl 0.80 Action Icons	<input type="checkbox"/>
Include Folders in Search Results	<input checked="" type="checkbox"/>
Displayed Usernames are Clickable:	<input checked="" type="checkbox"/>
File Description Required:	<input type="checkbox"/>
Folder Description Required:	<input type="checkbox"/>
Allow Users To Track Favorites:	<input checked="" type="checkbox"/>

Display Wide File Info Panel

When checked, the file info panel will be displayed as 2 columns with 4 rows.

When unchecked, the eight cells are distributed on 2 rows.

Display Status Panel

Certain file information can directly be displayed in the columns next to the file. Use the checkboxes to load a specific file information column.

If the Expand/Collapse feature is turned on, you can define how detailed each view is. The more details, the more space is required.

CUSTOMIZE BROWSER COLUMNS													
Default Browser View (Expand)	<input checked="" type="checkbox"/>												
Expand View:	Status	Doc #	Doc Icon	Custom Fields	Title	Ver.	File	Size	Posted by	Updated By	Modified	Actions	Held
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Collapse View:	Status	Doc #	Doc Icon	Custom Fields	Title	Ver.	File	Size	Posted by	Updated By	Modified	Actions	Held
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

CUSTOMIZE SEARCH RESULTS											
Expand View:	Score	Folder Path	Doc #	Doc Icon	Custom Fields	File	Size	Posted by	Updated By	Modified	Actions
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Collapse View:	Score	Folder Path	Doc #	Doc Icon	Custom Fields	File	Size	Posted by	Updated By	Modified	Actions
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Thumbnail View / Generation options

THUMBNAIL VIEW/GENERATION OPTIONS																					
Enable Thumbnail View/Generation:	<input checked="" type="checkbox"/>																				
pdf_thumb_path	/usr/bin/pdftoppm																				
Path to ImageMagick convert Tool:	/usr/bin/convert																				
Path to Mplayer:	/usr/local/bin/mplayer																				
Mplayer Parameters:	-vo png -ss 0:05 -frames 2 -nosound -really-quiet																				
Thumbnail Width(SMALL) 0=Do not Display Pixels:	100																				
Thumbnail Width(MED) Pixels:	300																				
Thumbnail Width(LARGE) Pixels:	500																				
Number of Columns for Thumbnail View:	4																				
THUMB VIEW DETAILS:	<table><thead><tr><th>Status</th><th>Doc #</th><th>Image Info</th><th>Ver.</th><th>Size</th><th>Posted by</th><th>Updated By</th><th>Modified</th><th>Actions</th><th>Held</th></tr></thead><tbody><tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr></tbody></table>	Status	Doc #	Image Info	Ver.	Size	Posted by	Updated By	Modified	Actions	Held	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Status	Doc #	Image Info	Ver.	Size	Posted by	Updated By	Modified	Actions	Held												
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>												

- If you want to let OWL automatically create a thumbnail when a document is uploaded, or when you hover over the document and choose 'generate thumbnail', you can check this box.
- Certain 'freeware' programs are needed for thumbnail generation. Please refer to your system administrator for the location.
- You can specify the different sizes of the thumbnail.

Owl automatically generates thumbnails when a file is uploaded; this takes place if supporting external Tools are installed.

Thumbnails are generated for most common image files using ImageMagick convert tool.

This list can be modified in the config/owl.php file.

Currently:

```
$default->thumbnail_image_type[] = "gif";
$default->thumbnail_image_type[] = "jpg";
$default->thumbnail_image_type[] = "jpeg";
$default->thumbnail_image_type[] = "png";
$default->thumbnail_image_type[] = "tiff";
$default->thumbnail_image_type[] = "tif";
$default->thumbnail_image_type[] = "eps";
$default->thumbnail_image_type[] = "ai";
$default->thumbnail_image_type[] = "pdf";
```

```
$default->thumbnail_image_type[] = "doc";
```

Thumbnails are generated for most common Video files using Mplayer video player.

This list can be modified in the config/owl.php file.

Currently:

```
$default->thumbnail_video_type[] = "avi";  
$default->thumbnail_video_type[] = "mpg";  
$default->thumbnail_video_type[] = "mpeg";  
$default->thumbnail_video_type[] = "mov";
```

Thumbnails are generated for PDF files, using pdftoppm, and ImageMagik, this can be configured from the admin Site Features Section.

Thumbnails are also generated for MS Word files, using the antiword tool (External tool installed and configured Separately) ; this can be configured from the admin Site Features Section, under DB BACKUP/GZIP TOOLS



Owl Tip:

IF you wish to generate your thumb nails using some other tool, and wish to see them in Owl you can drop them in the thumbnails_location as defined in your owl.php file

```
$default->thumbnails_url = $default->owl_root_url . "/ThumbNails"; // this directory has to be in the  
webpace  
$default->thumbnails_location = $default->owl_fs_root . "/ThumbNails"; // this directory has to be in  
the webpace
```

The naming conventions goes like this

```
<dbid>_<file_id>_small.png  
<dbid>_<file_id>_med.png  
<dbid>_<file_id>_large.png
```

dbid = 0 for a single db install value of : \$default->owl_db_id

fiel_id = the value of id in the files table.

Other Settings

OTHER SETTINGS	
Custom Fields inside Popup Description	<input checked="" type="checkbox"/>
Use popup to display News:	<input checked="" type="checkbox"/>
Enable Version Control Feature:	<input checked="" type="checkbox"/>
Initial Major Revision:	<input type="text" value="1"/>
Initial Minor Revision:	<input type="text" value="0"/>
Enable Restricted View Feature:	<input checked="" type="checkbox"/>
Hide the Backup Directory:	<input checked="" type="checkbox"/>
Show forgot password link:	<input checked="" type="checkbox"/>
Minimum Length of User set Passwords:	<input type="text" value="3"/>
Minimum Length of User set Usernames:	<input type="text" value="3"/>
Minimum number of numeric:	<input type="text" value="0"/>
Minimum number of Special Chars:	<input type="text" value="0"/>
Enable Account Lockout:	<input type="checkbox"/>
Number of attempts to Lockout:	<input type="text" value="4"/>
Number of Previous Password to Keep Track:	<input type="text" value="10"/>
Force Password Change Every (in Days) 0=Disabled:	<input type="text" value="0"/>
Display Records Per Page (0 = Disabled):	<input type="text" value="0"/>
Doc# Display Prefix String:	<input type="text" value="ABC-"/>
Doc# Number Digit to display:	<input type="text" value="5"/>
New Window when Viewing Documents	<input checked="" type="checkbox"/>
Admin goes to Browse Page on Logon	<input checked="" type="checkbox"/>
Allow Users to save Keywords for Reuse	<input checked="" type="checkbox"/>
Maximum Upload File Size (in bytes):	<input type="text" value="651200000"/>
Session Timeout in Seconds:	<input type="text" value="3600"/>

Custom Fields inside Popup Description

The custom fields, belonging to the appropriate document can be displayed as a popup.

Use popup to display News

---TODO---

Enable Version Control Feature

This automatically increases the version number when the file is updated.

Initial Major Revision

---TODO---

Initial Minor Revision

---TODO---

Enable Restricted View Feature

---TODO---

Hide the Backup Directory

Hides the backup directory from anyone except administrators

Show forgot password link

If checked, the user can request his password.

Minimum length of User set Passwords

Minimum amount of characters the password must contain.

Minimum Length of User set Usernames

Minimum amount of characters the username must contain.

Minimum number of numeric

Minimum amount of numbers the password needs to contain.

Minimum Length of Special Chars

Minimum amount of special characters the password needs to contain.

Enable Account Lockout

Locks out someone who can't login after a #number of attempts. The number is specified below.

Number of attempts to Lockout

Sets the number of login attempts before someone gets locked out.

Number of Previous Password to Keep Track

When a user needs to enter a new password (i.e. if the user is forced to change the password frequently), OWL will check if the password is used before. If so, the user will be prompted to enter an original password.

Force Password Change Every (in Days) 0=Disabled

Forces user to create a new password. The number sets the amount of days, while 0 disables this feature.

Doc# Display Prefix String:

---TODO---

Doc# Number Digit to display

---TODO---

New Window when Viewing Documents

A new window of your browser will be loaded when viewing the document.

Admin goes to Browse Page on Logon

Administrators will get the browse page as first screen when they logon. When unchecked, administrators will go to the admin panel.

Allow Users to save Keywords for Reuse

When adding documents, keywords can be applied to the document. To make sure no synonyms of keywords are used, check this option. This way, the same keyword can be used for similar documents.

Maximum Upload File Size (in bytes)

Maximum size of 1 document or 1 archive to be uploaded through the file system.

Session Timeout in Seconds

Defines how long a user can be logged in, without using the documentation system. If this amount of seconds is exceeded, the user will be prompted to login.

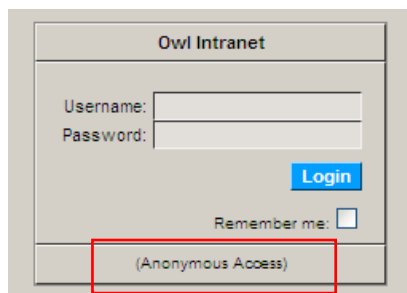
Temp file Directory Location:	<input type="text" value="/tmp"/>
Set Anonymous Access:	<input type="radio"/> Full Access <input checked="" type="radio"/> Read Only <input type="radio"/> Download Only
Anonymous Access Account:	<input type="text" value="Anonymous"/>
File/Browser Admin Group:	<input type="text" value="File Admin"/>

Temp file Directory Location

A temporary directory the file system can write to.

Set Anonymous Access

This will define the rights for an anonymous user. An anonymous user doesn't require an account.



Owl Intranet

Username:

Password:

Remember me: ☐

(Anonymous Access)

login screen

Anonymous Access Account

Gives the Anonymous Access Account a username. This can be used to give the Anonymous Access Account certain files and folders permissions.

File/Browser Admin Group

----TODO----

Trash collection settings

TRASH COLLECTION SETTINGS	
Enable Trash Collection:	<input type="checkbox"/>

When documents get deleted, they will be moved to a trash folder. This folder can be accessed through the admin buttons.

Document Peer Review Feature

Enable Peer Review Feature

DOCUMENT PEER REVIEW FEATURE	
Enable Peer Review Feature:	<input checked="" type="checkbox"/>
Make Peer Review Optional:	<input checked="" type="checkbox"/>

Makes the [peer review](#) feature active.

Make Peer Review Optional

If optional, a user doesn't require to send a document for review before the document can be published.

Logging Settings

LOGGING SETTINGS	
Enable Logging:	<input checked="" type="checkbox"/>
Log File Activities:	<input checked="" type="checkbox"/>
Log Login/Logout Activities:	<input checked="" type="checkbox"/>
Log Viewer Records Per Page:	<input type="text" value="25"/>

Enable Logging

Makes logging of File activities and Login activities possible.

Log File Activities

Keeps track of all file activities like new files, updates, deleted files.

Log Login/Logout Activities

All login attempts and logout activities will be logged when enabled.

Self registered user defaults

SELF REGISTERED USER DEFAULTS	
Enable Self Register:	<input checked="" type="checkbox"/>
Quota 0=Disabled:	<input type="text" value="0"/>
Receive Notifications	<input checked="" type="checkbox"/>
Attach File	<input checked="" type="checkbox"/>
Disable User	<input type="checkbox"/>
Disable Pref	<input type="checkbox"/>
Max No. Sessions:	<input type="text" value="10"/>
Create User HomeDir:	<input checked="" type="checkbox"/>
Use CAPTCHA:	<input checked="" type="checkbox"/>
Primary Group:	<input type="text" value="Users"/>
User's Home Directory: (CREATED HERE IF create homedir checked)	<input type="text" value="-- User Folders"/>
User's Initial Directory:	<input type="text" value="Documents"/>

Enable Self Register

Makes self registering possible. Please take care in choosing the Primary group in this section, for that will define the default rights a self registered user will get as default.

Quota

Sets the maximum default size for file storage. Enter '0' if the user if size limit is not applicable for this user.

Receive Notifications

----TODO----

Attach file

-----TODO-----

Disable User

Sets the account inactive as defaulted. An administrator will need to activate this account.

PERSISTENT LOGIN SETTINGS	
Show the Remember Me link	<input checked="" type="checkbox"/>
Cookie timeout in Days:	<input type="text" value="30"/>










Show the Remember Me link

This will let the browser remember user login and password.

Cookie timeout in Days

The amount of days, the browser will remember user login and password.

DB Backup/Gzip Tools

DB BACKUP/GZIP TOOLS	
 Virus Checking Software Path Example: "/usr/bin/clamscan --quiet" – Blank for Disabled:	<input type="text"/>
 DB Dump Tool Path:	<input type="text" value="/usr/bin/mysqldump"/>
 gzip Path:	<input type="text" value="/usr/bin/gzip"/>
 tar Path:	<input type="text" value="/bin/tar"/>
 unzip Path:	<input type="text" value="/usr/bin/unzip"/>
 Perl 5.8.0 or Greater required Path to pod2html:	<input type="text" value="/usr/bin/pod2html"/>
 RTF to Text Tool Path	<input type="text" value="/usr/bin/unrtf"/>
 Maintain Search Index for PDF and text Files – Blank for Disabled:	<input type="text" value="/usr/bin/pdftotext"/>
 MS-WORD Files – Blank for Disabled:	<input type="text" value="/usr/bin/antiword"/>

Paths to the supported programs. Please read the installation manual for more information and contact your local IT for these installations.

System Logs

All login and file activities can be filtered by user, group, file name and be sorted by period.

Hide: Agent

Hides the column where the used browser is displayed.

Hide Details

----- TODO -----

- When selected the desired filtering options, click on the 'Filter' button to generate your report.
- Use the Generate PDF button to export the report to PDF.

Statistics / Report Viewer

Available Reports:	User / Files and Folders Per User ▼
Username	– Select a Report –
	User / Files and Folders Per User
	Inactive Users report
	User Entitlement Report
	Disabled Users report

User / Files and Folders Per User

Generates a view of

- All files and folders, owned by users
- all login actions per user
- the top 20 file downloads

Inactive Users report

All users that are inactive. Use the 'Since' field to view this per period.

User Entitlement Report

----TODO----

Disabled Users report




Users that are currently disabled.

-----filter----

News Admin

- You can use the documentation platform to distribute news with a specific audience.
- Use the Expiry date section if the news can get outdated and needs to be inactive after a certain date.
- Click the 'Add News' button to Add the news item.

Document Types

Owl Administration											
Users & Groups	HTML Preferences	Site Features	System Logs	Statistics / Report Viewer	News Admin	Document Types	Backup Database	Trash Collection (Disabled)	Import Users	Initial Load	Purge Historical
Document Type Administration											
Document Type:	Manual										
Field Name:											
Field Pos:											
Field Label (Per Locale):	English										
	French										
Field Size:											
Searchable?:	<input type="checkbox"/>										
Required?:	<input type="checkbox"/>										
Insert in popup description?:	<input type="checkbox"/>										
Show Field in Browse View:	<input type="checkbox"/>										
Field Type:	NONE SELECTED										
Field Values Separated With :											
Add Field Del Doc Type Reset											
	Field Name	Field Pos	Field Label (Per Locale)	Field Size	Searchable?	Required?	Insert in popup description?	Display Browser:	- S A M P L E V I E W -		
	Version	1	English: version French: version	1	YES	YES	YES	NO	FIELD LABEL: * 5.5		
	Solution	1	English: Solution French: Solution	1	YES	YES	YES	NO	FIELD LABEL: * Kernel		
	Language	1	English: Language French: Language	1	YES	YES	YES	NO	FIELD LABEL: * Dutch		

This unique feature lets you assign specific document characteristics to the documents. These are called 'Document specific fields'. This can be used for better identification and for specific searches.

Document Type

Modify an existing, or create a new one.

Field Name

The name of the document specific field.

Field Pos

-----TODO-----

Field Label (Per Locale)

Different language descriptions for this field are possible.

Field Size

-----TODO-----

Searchable?

If checked, searching documents with this document specific field are searchable by this field.

Required?

A user must use this field, before publishing the download.

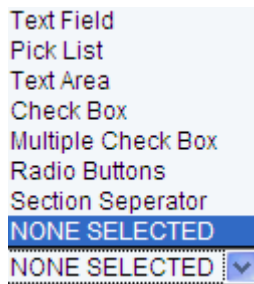
Insert in popup description?

When hovering over a document the document specific field will be displayed as a popup.

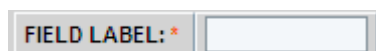
Show Field in Browse View

Makes it possible to let a column display this field in the browse view. This feature must be enabled in the site features section at 'Customize Browser Columns'.

Field Type

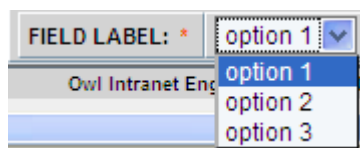


Text Field



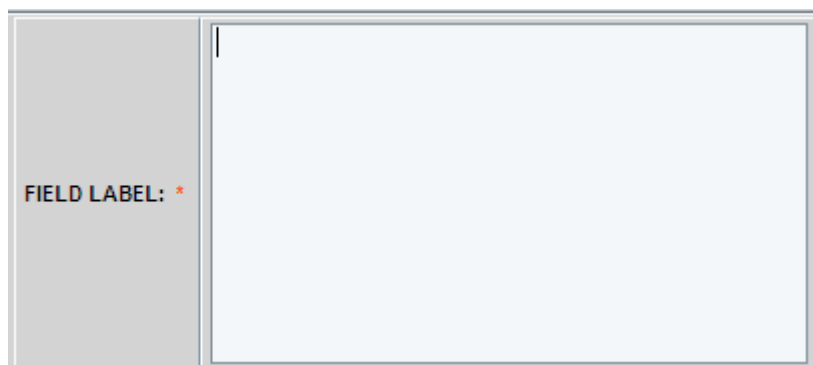
A free text entry field.

Pick List



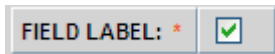
A dropdown list where a user can pick one option from.

Text Area



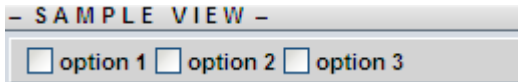
A textbox which can contain an unlimited amount of characters.

Check Box

A form element consisting of a label 'FIELD LABEL: *' and a checked checkbox.

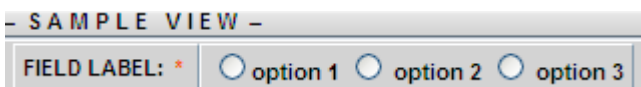
Let's a user check one option

Multiple Check Box

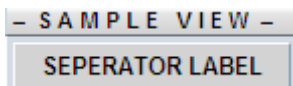
A form element with a title bar '- SAMPLE VIEW -' and three unchecked checkboxes labeled 'option 1', 'option 2', and 'option 3'.

Let's a user check multiple options

Radio Buttons

A form element with a title bar '- SAMPLE VIEW -', a label 'FIELD LABEL: *', and three unchecked radio buttons labeled 'option 1', 'option 2', and 'option 3'.

Section Separator

A form element with a title bar '- SAMPLE VIEW -' and a label 'SEPERATOR LABEL'.

Creates a bar between the document specific fields, which you can use i.e. for section headings.

Backup Database

Creates a database dump.

Import Users

Upload users using a CSV format, which you can create i.e. with Excel.

A sample version of this format can be found in `admin/tools/import_users.csv`

File Data Encrypting

Owl has 2 modes to store the files you upload to the repository, The Traditional way which is to store the files and folders you create on the WebServer File system and the second way is to store the data of the files you upload directly to the database. This mode is only available with MySQL Databases.

To turn it on you change the `ow.php` file you set `$default->owl_use_fs = false` to turn the database storage feature on.

With this Feature turned on you have 2 additional Options available to you.

1. Compress the data (using gzip) before they are stored to the database. `$default->owl_database_compress = 1` to turn compression On 0 to leave it OFF.

2. Encrypting the data you can turn this feature on by setting `$default->owl_encrypt_database = 1` and 0 for Off. Also set `$default->owl_encrypt_keyphrase` to a string of your choice, this string is used to encrypt and decrypt the data

Both of these modes can be used at the same time, the encryption used by owl is `_SHA256`

```
// *****
// Use File System BEGIN
// *****

// Use the file system of the database to store the
// files uploaded.
// $default->owl_use_fs          = true;      // This stores uploaded files to the Hard Drive
// $default->owl_use_fs          = false;     // This stores uploaded files to a table in the database
// Note that temporary files are created to gzip files
// so set to something that is valid, and is writable by the web server
// For Example: $default->owl_FileDir      = "/tmp/OWLDB";
//
// NOTE: This feature is only functional with Mysql
// I don't plan on fixing this unless there is a big demand
// For this feature and Postgres.
//

$default->owl_use_fs          = true;

// set to 1 to compress the data in the database
// when using $default->owl_use_fs = false this compresses the data
// before storing to the database

$default->owl_compressed_database = 0;

$default->owl_encrypt_database = 1;
$default->owl_encrypt_keyphrase = 'SOME SECRET PHRASE';

$default->use_fs_false_remove_files_on_load = false;

// *****
// Use File System END
// *****$default->file_hash_algorithm[3] =
```

To be able to use this feature you will need to install the `mhash` php extension and supporting system libraries, You may see an error on File upload if you don't have the proper libraries and php extensions installed.

Fatal error: Call to undefined function `mhash()` in `/var/www/html/owl-1.00a/lib/owl.lib.php` (6624) : eval()'d code on line 1

File Hashing

This feature can be enabled from the `owl.php` file

```
$default->calculate_file_hash = 1;

// Up 2 three algorithm
//
// Possible values:
//
/*
    MHASH_ADLER32
    MHASH_CRC32
    MHASH_CRC32B
    MHASH_GOST
    MHASH_HAVAL128
    MHASH_HAVAL160
    MHASH_HAVAL192
    MHASH_HAVAL256
    MHASH_MD4
    MHASH_MD5
    MHASH_RIPEMD160
    MHASH_SHA1
    MHASH_SHA256
    MHASH_TIGER
```

```

        MHASH_TIGER128
        MHASH_TIGER160
    */

$default->file_hash_algorithm[1] = "MHASH_MD5";
$default->file_hash_algorithm[2] = "MHASH_SHA1";
$default->file_hash_algorithm[3] = "MHASH_RIPEMD160";

```

To be able to use this feature you will need to install the mhash php extension and supporting system libraries, You may see an error on File upload if you don't have the proper libraries and php extensions installed.

Fatal error: Call to undefined function mhash() in /var/www/html/owl-1.00a/lib/owl.lib.php(6624) : eval()'d code on line 1

This feature calculates a HASH of the file that was uploaded, and stores it to the file_checksum table for future reference.

This way if the administrator suspected that the file was tampered with on the file system, the hash can be used to ensure that integrity of the file.

Water Marking (PDF)

If enabled when a user Downloads or Views a PDF file in the system, it is water marked with Default strings that are taken from the the locale/<user language>/language.inc.



Currently set to:

```

$owl_lang->watermark_string      = "Confidential";
$owl_lang->watermark_source      = "Owl Repository 1.00";

```

The language files can be changed to meet your needs or you can use a custom 1 page PDF file the logo of you company and/or any text you wish to use. You specify the path of that file on the web server, this path has to be readable by the webserver process/user.

PDF WATER MARKING OPTIONS	
Enable Pdf Watermarking:	<input checked="" type="checkbox"/>
 Path to pdftk:	<input type="text" value="/usr/bin/pdftk"/>
 Path to custom watermark: (path to a 1 page pdf file that will be used as the watermark instead of the default)	<input type="text"/>
PDFTK version Greater than 1.40:	<input checked="" type="checkbox"/>

if you are using PDFTK version 1.41 or newer owl makes use of New features in that version of pdftk so check the PDFTK version Greater than check box.

You will also need to ensure that the user profiles are set to Water Mark on a per User basis

PDF get Watermarked:	<input checked="" type="checkbox"/>
Disable Pref	<input type="checkbox"/>
User/group Administrator	<input type="checkbox"/>
News Administrator	<input type="checkbox"/>
Can View System Logs	<input type="checkbox"/>
Comment Notification	<input type="checkbox"/>
E-Mail Tool	<input type="checkbox"/>
Change Password at Next Login:	<input type="checkbox"/>
Account Expires On:	<input type="text"/>
Authentication Type:	Owl Authentication <input type="button" value="v"/>
User GMT Offset	(GMT+1:00) Central Europe Time, Brussels, Copenhagen, Madrid, Paris <input type="button" value="v"/>

NAME

pdftk - A handy tool for manipulating PDF

SYNOPSIS

pdftk *<input PDF files>*

[input_pw *<input PDF owner passwords>*]

[<operation> *<operation arguments>*]

[output *<output filename>*]

[encrypt_40bit | encrypt_128bit]

[allow *<permissions>*]

[owner_pw *<owner password>*]

[user_pw *<user password>*]

[compress | uncompress] [flatten]

[background *<PDF filename>*]

[verbose] [dont_ask | do_ask]

Where:

<operation> may be empty, or:

[cat | fill_form | dump_data | merge_info |

attach_file | unpack_file | burst]

And:

PDF filenames, passwords and permissions may be

replaced with **PROMPT**, in order to prompt the user

at run-time.

For Complete Help:

pdftk --help

This feature depends on the external tool pdftk that can be found at:

<http://www.accesspdf.com/pdftk/#packages>

admin/tools

1owlcron.php

clean_orphaned.php

hddelcron.php

parse_rsycn.php

autobrowse.php

ctable.php

owlcron.php

How To

Customizing Date Format Output

How Dates are displayed in Owl is controlled by few things.

- Machine Time Zone as defined in the Admin Site Features section under "OTHER SETTINGS"
- User GMT Offset as defined for each user profile.
- And the `$owl_lang->localized_date_format` as defined in each of the `locale/<language>/language.inc` files.

```
$owl_lang->localized_date_format = "M d, Y \a\\t h:i a";
```

Based on the users locale, Machine Time Zone and "User GMT Offset" the date is show as a date/time (if the format includes the time) calculated for the users time zone.

Valid Formats are as per the PHP Date Documentation, inserted bellow for you convenience, but you should double check with php.net for up to date information.

<http://ca3.php.net/manual/en/function.date.php>

The following characters are recognized in the `format` parameter string

format character	Description	Example returned values
<i>Day</i>	---	---
<i>d</i>	Day of the month, 2 digits with leading zeros	<i>01 to 31</i>
<i>D</i>	A textual representation of a day, three letters	<i>Mon through Sun</i>
<i>j</i>	Day of the month without leading zeros	<i>1 to 31</i>
<i>l</i> (lowercase 'L')	A full textual representation of the day of the week	<i>Sunday through Saturday</i>

<i>N</i>		ISO-8601 numeric representation of the day of the week (added in PHP 5.1.0)	1 (for Monday) through 7 (for Sunday)
<i>S</i>		English ordinal suffix for the day of the month, 2 characters	<i>st, nd, rd</i> or <i>th</i> . Works well with <i>j</i>
<i>w</i>		Numeric representation of the day of the week	0 (for Sunday) through 6 (for Saturday)
<i>z</i>		The day of the year (starting from 0)	0 through 365
	Week	---	---
<i>W</i>		ISO-8601 week number of year, weeks starting on Monday (added in PHP 4.1.0)	Example: 42 (the 42nd week in the year)
	Month	---	---
<i>F</i>		A full textual representation of a month, such as January or March	<i>January</i> through <i>December</i>
<i>m</i>		Numeric representation of a month, with leading zeros	01 through 12
<i>M</i>		A short textual representation of a month, three letters	<i>Jan</i> through <i>Dec</i>
<i>n</i>		Numeric representation of a month, without leading zeros	1 through 12
<i>t</i>		Number of days in the given month	28 through 31
	Year	---	---
<i>L</i>		Whether it's a leap year	1 if it is a leap year, 0 otherwise.
<i>o</i>		ISO-8601 year number. This has the same value as <i>Y</i> , except that if the ISO week number (<i>W</i>) belongs to the previous or next year, that year is used instead. (added in PHP 5.1.0)	Examples: 1999 or 2003
<i>Y</i>		A full numeric representation of a year, 4 digits	Examples: 1999 or 2003
<i>y</i>		A two digit representation of a year	Examples: 99 or 03
	Time	---	---
<i>a</i>		Lowercase Ante meridiem and Post meridiem	<i>am</i> or <i>pm</i>
<i>A</i>		Uppercase Ante meridiem and Post meridiem	<i>AM</i> or <i>PM</i>
<i>B</i>		Swatch Internet time	000 through 999
<i>g</i>		12-hour format of an hour without leading zeros	1 through 12

<i>G</i>	24-hour format of an hour without leading zeros	0 through 23
<i>h</i>	12-hour format of an hour with leading zeros	01 through 12
<i>H</i>	24-hour format of an hour with leading zeros	00 through 23
<i>i</i>	Minutes with leading zeros	00 to 59
<i>s</i>	Seconds, with leading zeros	00 through 59
<i>u</i>	Microseconds (added in PHP 5.2.2)	Example: 654321
Timezone		
	---	---
<i>e</i>	Timezone identifier (added in PHP 5.1.0)	Examples: <i>UTC</i> , <i>GMT</i> , <i>Atlantic/Azores</i>
<i>I</i> (capital i)	Whether or not the date is in daylight saving time	1 if Daylight Saving Time, 0 otherwise.
<i>O</i>	Difference to Greenwich time (GMT) in hours	Example: +0200
<i>P</i>	Difference to Greenwich time (GMT) with colon between hours and minutes (added in PHP 5.1.3)	Example: +02:00
<i>T</i>	Timezone abbreviation	Examples: <i>EST</i> , <i>MDT</i> ...
<i>Z</i>	Timezone offset in seconds. The offset for timezones west of UTC is always negative, and for those east of UTC is always positive.	-43200 through 50400
Full Date/Time		
	---	---
<i>c</i>	ISO 8601 date (added in PHP 5)	2004-02-12T15:19:21+00:00
<i>r</i>	» RFC 2822 formatted date	Example: <i>Thu, 21 Dec 2000 16:01:07 +0200</i>
<i>U</i>	Seconds since the Unix Epoch (January 1 1970 00:00:00 GMT)	See also time()

Customize File/Folder Menus

You can edit you owl.php file, you will find...

```
$default->FileMenuOrder = array(
    'file_log',
    'file_hotlink',
    'file_delete',
    'file_edit',
    'file_acl',
    'file_link',
```

```

'file_copy',
'file_move',
'file_update',
'file_download',
'file_comment',
'file_lock',
'file_email',
'file_monitor',
'file_inline_edit',
'file_find',
'file_thumb',
'file_view'
);

```

So for example I want to remove all actions except for file_delete, file_edit, file_copy then I would have:

```

$default->FileMenuOrder = array(
'file_delete',
'file_edit',
'file_copy'
);

```

Owl Debugging

OWL

Edit config/owl.php and change: \$default->debug = true;

Mysql

Edit phplib/db_mysql.inc

```
var $Debug_db    = 0;  ## Set to 1 for debugging messages.
```

Phpmailer (Mail / Notification)

Edit scripts/phpmailer/class.smtp.php

```
var $do_debug;
```

```
to
```

```
var $do_debug = 2;
```

Capcha

```

if ($default->registration_using_captcha)
{
    $CAPTCHA_INIT = array(
        'tempfolder'    => $default->owl_fs_root . '/scripts/hn_captcha/tmp/',    // string:
        absolute path (with trailing slash!) to a writeable tempfolder which is also accessible via HTTP!
        'TTF_folder'    => $default->owl_fs_root . '/scripts/hn_captcha/fonts/',    // string:
        absolute path (with trailing slash!) to folder which contains your TrueType-Fontfiles.
        'TTF_RANGE'     =>
        array('Vera.ttf', 'VeraBd.ttf', 'VeraBI.ttf', 'VeraIt.ttf', 'VeraMoBd.ttf', 'VeraMoBI.ttf', 'VeraMoIt.ttf', 'Ve
        raMono.ttf', 'VeraSe.ttf', 'VeraSeBd.ttf'),

        'chars'         => 5,            // integer: number of chars to use for ID
        'minsize'        => 10,          // integer: minimal size of chars
        'maxsize'        => 30,          // integer: maximal size of chars
        'maxrotation'    => 40,          // integer: define the maximal angle for char-rotation, good
        results are between 0 and 30

        'noise'          => TRUE,        // boolean: TRUE = noisy chars | FALSE = grid
        'websafecolors'  => TRUE,        // boolean

```

```

        'refreshlink'    => TRUE,      // boolean
        'lang'           => 'en',      // string: ['en'|'de']
        'maxtry'         => 3,         // integer: [1-9]

        'badguys_url'    => '/',       // string: URL
        'secretstring'   =>
'hbozzUg2pEeouRoV4w0EsTaw6smAtSMa7CsESm2wAdFejOc8B0zzTuDytH6PypuSni6FulDo',
        'secretposition' => 23,       // integer: [1-32]

        'debug'         => FALSE

    );

    global $captcha;
    $captcha =& new hn_captcha($CAPTCHA_INIT);
}

```

Change 'debug' => FALSE to TRUE

Then when you

Reset the Admin Password

If you have forgotten your administrator password it is possible to reset it using phpMyadmin or mysql directly. Run the following SQL query to change the admin user password back to the default 'admin'

```
UPDATE users SET password = '21232f297a57a5a743894a0e4a801fc3' WHERE id = '1';
```

Once that query is executed, you should be able to sign in with Username: admin Password: admin

Add File Types

The process is quite simple, all you have to do is create 2 16x16 pixels gif file, drop it in the icon_filetype directory, and owl will automatically display the icon for files with that extension.

Currently supported file extensions are:

```

[[bozz@nightmare icon_filetype]$ ls
bmp.gif      dwg.gif      gif.gif      mp3.gif      ppt.gif      xls.gif
db.gif       dwg_lnk.gif  gz.gif       odf.gif      pptx.gif     xlsx.gif
doc.gif      dxf.gif      htm.gif      odg.gif      pptx_lnk.gif  xlsx_lnk.gif
doc_lnk.gif  dxf_lnk.gif  html.gif     odp.gif      sxw.gif      zip.gif
docx.gif     exe.gif      jpg.gif      ods.gif      tar.gif
docx_lnk.gif file.gif     lsp.gif      odt.gif      tgz.gif
dwf.gif      folder_closed.gif  lsp_lnk.gif  odt_lnk.gif  txt.gif
dwf_lnk.gif  folder_gray.gif  mdb.gif      pdf.gif      url.gif

```

As you can see there are 2 icons for each document type, xxx.gif is the file icon, and xxx_lnk.gif is for owl links to a file of that type, when an icon is not found in the graphics/<your theme>/icon_filetype directory a generic one is shown.

If an icon is not found you get a generic file icon that looks like:

User: admin Full Name: Administrator Last on: Oct 09, 2006 at 01:56 am
Current Repository: Intranet

[Admin](#) [Preferences](#) [Logout](#) [E-Mail](#) [Go To Bottom](#) [Help](#)

File Information

New:	3	Updated:	0	My:	69	Group:	69
Checked Out:	0	Monitored:	(0:0)	News:	0	Special Access:	(?:?)

Total: 74

File Link:

[Search](#) [Any Words](#) ☐ Search Within ☐ Search Current Folder



Favorites: [NONE SELECTED](#) [Go](#) [Delete](#) [Add Current](#) [Label:](#)

[Bulk Download](#) [Bulk Move](#) [Bulk E-Mail](#) [Bulk Delete](#) [Bulk Checkout](#)

[Add Folder](#) [Add Archive](#) [Add Document](#) [Add Url](#) [Add Note](#) [Jupload](#) [Expand View](#)

[Site Map](#)

Current Folder: Documents/MS WORD Docs

<input type="checkbox"/>	<input type="checkbox"/>	Title	Ver.	File	Size	Help
<input type="checkbox"/>		ABC.doc	0.0	ABC.doc ▶	19.5k	-
<input type="checkbox"/>		XYZ.doc	0.0	XYZ.doc ▶	19.5k	-

(elapsed time 0m 3s)
Owl Intranet Engine Owl 0.96 20080601

Once you created the file icons doc.gif and doc_Ink.gif drop them in graphics/<your theme>/icon_filetype, if you are using more than one theme on your owl installation you will have to copy the 2 icons in each theme's icon_filetype directory.

Then refresh the owl page and you should now see the new icons as per the figure below:

User: admin Full Name: Administrator Last on: Oct 09, 2006 at 01:56 am
Current Repository: Intranet

[Admin](#) [Preferences](#) [Logout](#) [E-Mail](#) [Go To Bottom](#) [Help](#)

File Information

New:	3	Updated:	0	My:	69	Group:	69
Checked Out:	0	Monitored:	(0:0)	News:	0	Special Access:	(?:?)

Total: 74

File Link:

[Search](#) [Any Words](#) ☐ Search Within ☐ Search Current Folder



Favorites: [NONE SELECTED](#) [Go](#) [Delete](#) [Add Current](#) [Label:](#)

[Bulk Download](#) [Bulk Move](#) [Bulk E-Mail](#) [Bulk Delete](#) [Bulk Checkout](#)

[Add Folder](#) [Add Archive](#) [Add Document](#) [Add Url](#) [Add Note](#) [Jupload](#) [Expand View](#)

[Site Map](#)

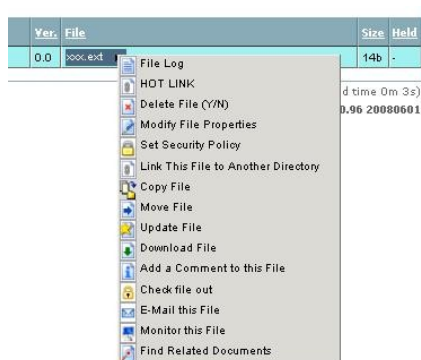
Current Folder: Documents/MS WORD Docs

<input type="checkbox"/>	<input type="checkbox"/>	Title	Ver.	File	Size	Help
<input type="checkbox"/>		ABC.doc	0.0	ABC.doc ▶	19.5k	-
<input type="checkbox"/>		XYZ.doc	0.0	XYZ.doc ▶	19.5k	-

(elapsed time 0m 5s)
Owl Intranet Engine Owl 0.96 20080601

It's that easy.

Now that the Icon is there for your new file type, you will notice that there is no 'View File' action available for this new file type:



But you have an application that can handle viewing this document type in your browser (Inline) like MS Office or PDF. There is a way to add this action for this file extension by changing your owl.php file.

You will notice the following section in your owl.php file:

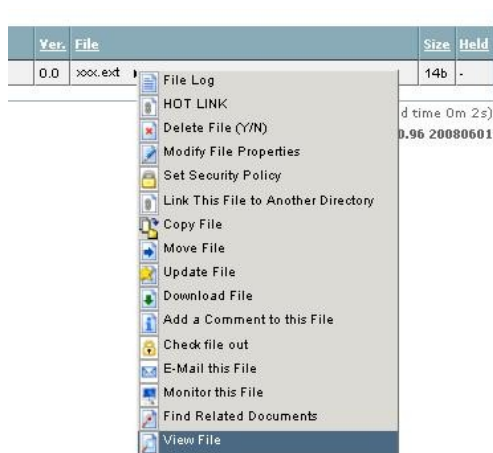
```
// This is for adding a view icon to file types
// that are not currently supported by Owl
// DO NOT ADD FILE Types that already have
// a view icon (the magnifying glass) Or you will endup with 2 of them

$default->view_other_file_type_inline[] = "Your-Extension-without-the-dot-here";
```

Change it as follows to support files with extensions .ext, .xyz, .abc and .def:

```
// This is for adding a view icon to file types
// that are not currently supported by Owl
// DO NOT ADD FILE Types that already have
// a view icon (the magnifying glass) Or you will end up with 2 of them

$default->view_other_file_type_inline[] = "ext";
$default->view_other_file_type_inline[] = "xyz";
$default->view_other_file_type_inline[] = "abc";
$default->view_other_file_type_inline[] = "def";
```



Now you can view this file type in your browser, assuming you have a supporting application installed on your machine.

Configuring for UTF-8

This document outlines how to setup UTF-8 compliant Owl on a Redhat Fedora system.

System configuration:

- * Fedora Core 8
- * Apache HTTPD Apache/2.2.6 (Unix)
- * MySQL 5.0.45
- * PHP 5.2.4

Before you can install Owl Intranet with UTF-8 support, UTF-8 must be enabled at operating system level and MySQL (database, table and column levels) properly.

First let's see if the operating system is setup with UTF-8 support.

```
[root@localhost test]# locale
LANG=en_US.UTF-8
LC_CTYPE="en_US.UTF-8"
LC_NUMERIC="en_US.UTF-8"
LC_TIME="en_US.UTF-8"
LC_COLLATE="en_US.UTF-8"
LC_MONETARY="en_US.UTF-8"
LC_MESSAGES="en_US.UTF-8"
LC_PAPER="en_US.UTF-8"
LC_NAME="en_US.UTF-8"
LC_ADDRESS="en_US.UTF-8"
LC_TELEPHONE="en_US.UTF-8"
LC_MEASUREMENT="en_US.UTF-8"
LC_IDENTIFICATION="en_US.UTF-8"
LC_ALL=
[root@localhost test]#

[root@localhost test]#locale charmap
UTF-8
[root@localhost test]#
```

If you don't see ??????.UTF-8, then your system is not configured for UTF-8. We can change that by editing the /etc/sysconfig/i18n file and setting it as follows:

```
[root@localhost test]# cat /etc/sysconfig/i18n
LANG="en_US.UTF-8"
SYSFONT="latarcyrheb-sun16"
[root@localhost test]#
```

Don't forget to restart the system after you have made a change to i18n.

Now on to MySQL, to check the MySQL configuration for UTF-8:

```
[root@localhost test]# mysql -u root owl095
Reading table information for completion of table and column names
You can turn off this feature to get a quicker startup with -A

Welcome to the MySQL monitor.  Commands end with ; or \g.
Your MySQL connection id is 166
Server version: 5.0.45 Source distribution

Type 'help;' or '\h' for help. Type '\c' to clear the buffer.

mysql> show variables LIKE 'character%';
+-----+-----+
| Variable_name | Value |
+-----+-----+
| character_set_client | utf8 |
| character_set_connection | utf8 |
| character_set_database | utf8 |
| character_set_filesystem | binary |
| character_set_results | utf8 |
| character_set_server | utf8 |
| character_set_system | utf8 |
| character_sets_dir | /usr/share/mysql/charsets/ |
+-----+-----+
8 rows in set (0.00 sec)

mysql> show variables LIKE 'collation%';
+-----+-----+
| Variable_name | Value |
+-----+-----+
| collation_connection | utf8_general_ci |
| collation_database | utf8_turkish_ci |
| collation_server | utf8_turkish_ci |
+-----+-----+
3 rows in set (0.00 sec)
```

If the outputs are different then you will need to change the MySQL configuration by editing the `/etc/my.cnf` file.

```
[root@localhost test]# cat /etc/my.cnf
[mysqld]
datadir=/var/lib/mysql
socket=/var/lib/mysql/mysql.sock
user=mysql
default-character-set=utf8
default-collation=utf8_general_ci
init_connect='SET collation_connection = utf8_general_ci'
init_connect='SET NAMES utf8'

[mysqld_safe]
log-error=/var/log/mysqld.log
pid-file=/var/run/mysqld/mysqld.pid

[client]
default-character-set=utf8
```

To get proper collation, `utf8_general_ci` may be replaced with the language specific equivalent.

Then restart `mysqld` for the changes to take effect:

```
[root@localhost test]# /etc/rc.d/init.d/mysqld restart
Stopping MySQL: [ OK ]
Starting MySQL: [ OK ]
[root@localhost test]#
```

Issue the “show variables” commands again to ensure the changes took effect.

Once you confirm that MySQL is running with the right variables it is now safe to create the Owl database. Before we do that, a small change has to be made to the original sql.

```
[root@localhost test]# vi /var/www/html/owl-0.95/DOCS/sql/mysql-tables.sql
```

And change the CREATE TABLE for wordidx to be as follows:

```
CREATE TABLE wordidx (  
    wordid int(4) default NULL,  
    word char(128) NOT NULL default '',  
    UNIQUE KEY word_index (word)  
);
```

Then create the database:

```
[root@localhost test]# mysql -u root -p  
password: *****  
Welcome to the MySQL monitor.  Commands end with ; or \g.  
Your MySQL connection id is 6  
Server version: 5.0.45 Source distribution  
  
Type 'help;' or '\h' for help. Type '\c' to clear the buffer.  
  
mysql> create database owl095;  
Query OK, 1 row affected (0.00 sec)  
  
mysql> exit  
Bye  
[root@localhost test]# mysql -u root owl095 < /var/www/html/owl-0.95/DOCS/sql/mysql-tables.sql
```

Configure your owl.php, to point to this database, refer to the install guide for further help on this.

Upload a document with special characters in it to the Documents Directory, then lets check to make sure that it made it OK.

It should be displayed correctly in Owl.

User: admin Full Name: Administrator Last on: Feb 08, 2008 at 01:31 pm Current Repository: Intranet

File Information						Document Peer Review	
New:	0	Updated:	0	My:	12	Group:	12
Checked Out:	0	Monitored:	(0:0)	News:	0	Special Access:	(?:?)
Total: 12							

Waiting my Approval: 0 My Pending: 0

Favorites: NONE SELECTED Go Delete Add Current

Bulk Download Bulk Move Bulk E-Mail Bulk Delete Bulk Checkout

Add Folder Add Archive Add Document Add Url Add Note Jupload

Site Map

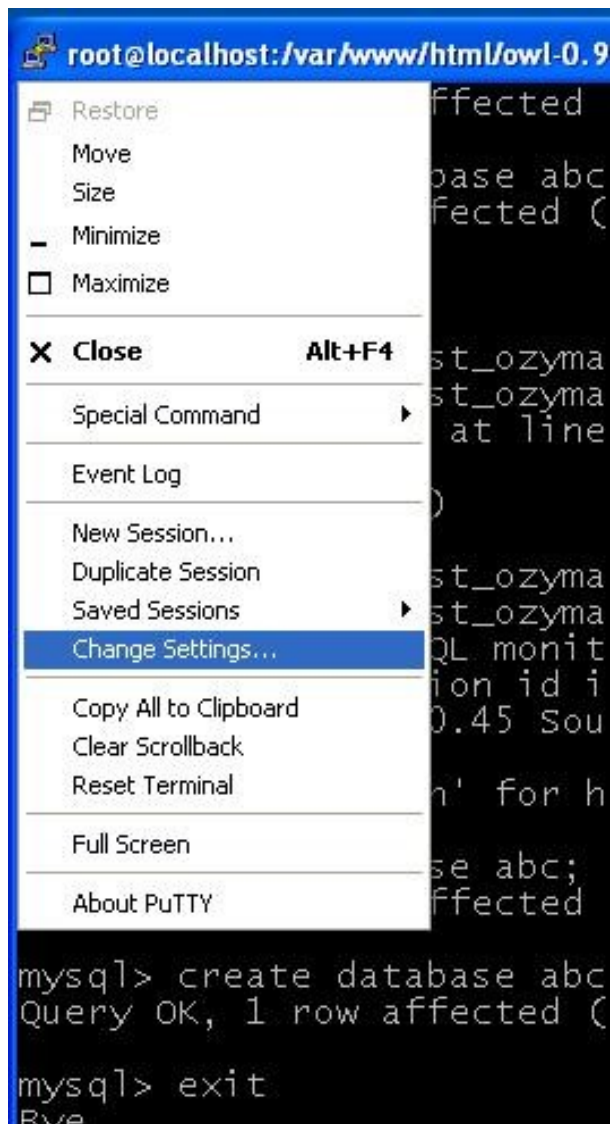
Current Folder: Documents/test_ozymate

	Title	Ver.	File
	backup		backup ▶
	feriştah.doc	0.1	feriştah.doc ▶
	fürüş.doc	0.1	fürüş.doc ▶

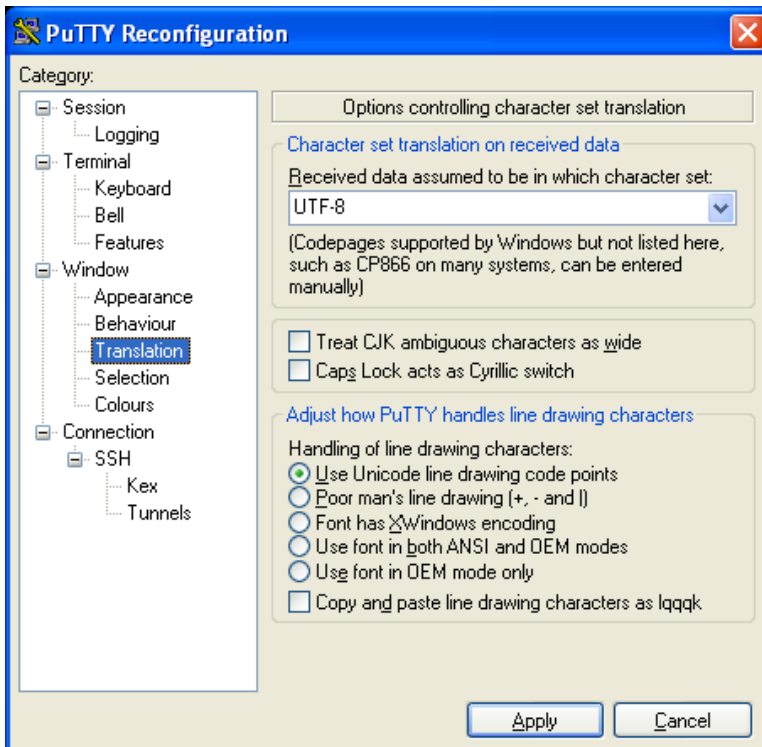
The files should also look OK on the file system:

```
[root@localhost test]# cd /var/www/html/owl0.95/Documents/test_ozymate
[root@localhost test_ozymate]# ls -al
total 276
drwxr-xr-x 3 apache apache 4096 2008-02-08 11:47 .
drwxrwxrwx 6 500 500 4096 2008-02-07 16:40 ..
-rwxr-xr-x 1 apache apache 24064 2008-02-07 20:13 alış.doc
drwxr-xr-x 2 apache apache 4096 2008-02-08 06:09 backup
-rwxr-xr-x 1 apache apache 24064 2008-02-08 06:09 feriştah.doc
-rwxr-xr-x 1 apache apache 24064 2008-02-07 22:59 fürüş.doc
-rwxr-xr-x 1 apache apache 24064 2008-02-07 17:48 Göğüşç.doc
-rwxr-xr-x 1 apache apache 24064 2008-02-07 18:00 şillikç.doc
-rwxr-xr-x 1 apache apache 24064 2008-02-07 19:39 şimşir.doc
-rwxr-xr-x 1 apache apache 24064 2008-02-07 22:38 şıpsavdi.doc
-rwxr-xr-x 1 apache apache 24064 2008-02-07 19:07 şoför.doc
-rwxr-xr-x 1 apache apache 24064 2008-02-07 20:15 şura.doc
-rwxr-xr-x 1 apache apache 24064 2008-02-07 22:42 tünış.doc
-rwxr-xr-x 1 apache apache 24064 2008-02-08 06:12 zürefa.doc
```

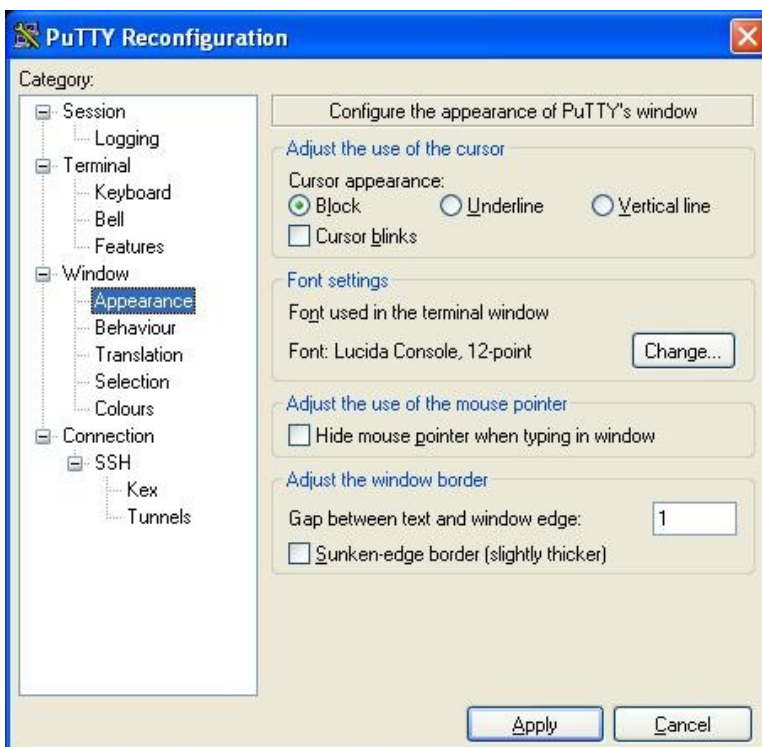
I was having trouble viewing the files on the file system using putty, so I had to change a few things in the configuration to get this to work correctly.



I had to set the translation to UTF-8.



If necessary, try a different font with better UTF-8 support. For me, Lucida Console seems to do the trick.



With the CVS version of Owl 0.90 with files phplib/db_mysql.inc and lib/indexing.lib.php and dbmodify.php dated after 2008-02-26, you should now have UTF-8 compliant Owl.

Configuring MegaUpload ProgressBar

Installing MegaUpload

The MegaUpload software can be found on sourceforge, the project is located at <http://sourceforge.net/projects/megaupload/> and the current version can be downloaded at the following address:

<http://umn.dl.sourceforge.net/sourceforge/megaupload/megaupload-1.45.tar.gz>

Here is how you download and extract the archive on Linux:

```
[bozz@nightmare tmp]$ wget http://umn.dl.sourceforge.net/sourceforge/megaupload/megaupload-1.45.tar.gz
--07:16:41-- http://umn.dl.sourceforge.net/sourceforge/megaupload/megaupload-1.45.tar.gz
=> `megaupload-1.45.tar.gz'
Resolving umn.dl.sourceforge.net... 128.101.240.209
Connecting to umn.dl.sourceforge.net[128.101.240.209]:80... connected.
HTTP request sent, awaiting response... 200 OK
Length: 20,844 (20K) [application/x-gzip]

100%[=====>] 20,844 130.67K/s

07:16:41 (130.08 KB/s) - `megaupload-1.45.tar.gz' saved [20844/20844]

[bozz@nightmare tmp]$ gunzip megaupload-1.45.tar.gz
[bozz@nightmare tmp]$ tar -xvf megaupload-1.45.tar
[bozz@nightmare tmp]$ cd megaupload-1.45
[bozz@nightmare megaupload-1.45]$ ls
cgi-bin Changes classic contrib docs INSTALL php README
```

As per the MegaUpload install instruction copy the contents of the apache cgi-bin directory, in my case the cgi-bin directory is located at /var/www/cgi-bin

```
[bozz@nightmare megaupload-1.45]$ cp cgi-bin/* /var/www/cgi-bin/
[bozz@nightmare megaupload-1.45]$ cp cgi-bin/* /var/www/cgi-bin/
```

And also copy php directory to your web space, we will use scripts in that directory to test that mega upload works.

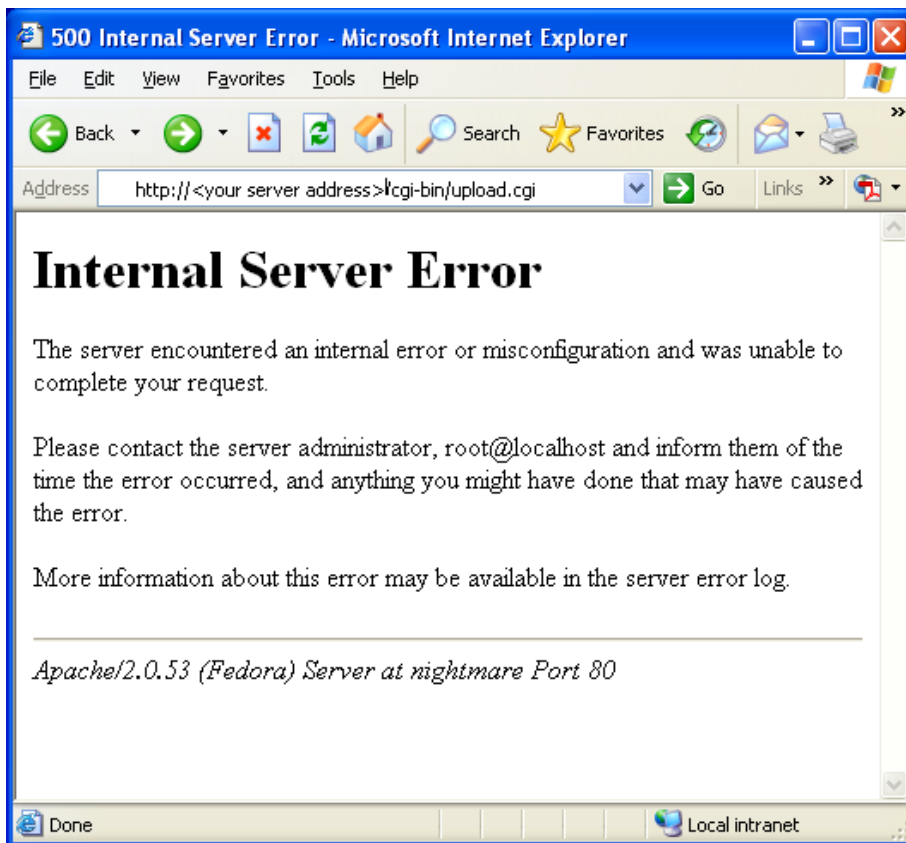
```
[root@nightmare megaupload-1.45]$ cp -r php /var/www/html
```

On my setup, the cgi programs we copied into the /var/www/cgi-bin directory need to be modified because the location of perl in the script is not where my version of perl is installed. To find out where it is on my system I did the following:

```
[root@nightmare megaupload-1.45]# which perl
/usr/bin/perl
```

Now using our favorite editor we need to change the first line of upload.cgi, header.cgi and progress.cgi. change the first line of each of the script `#!/usr/local/bin/perl -w` to `#!/usr/bin/perl -w` or `#!/usr/local/bin/perl` to `#!/usr/bin/perl` respectively.

To test if you did this right or not, fire up your browser, and type the url to upload.cgi and if you made a mistake you will see a page like this.



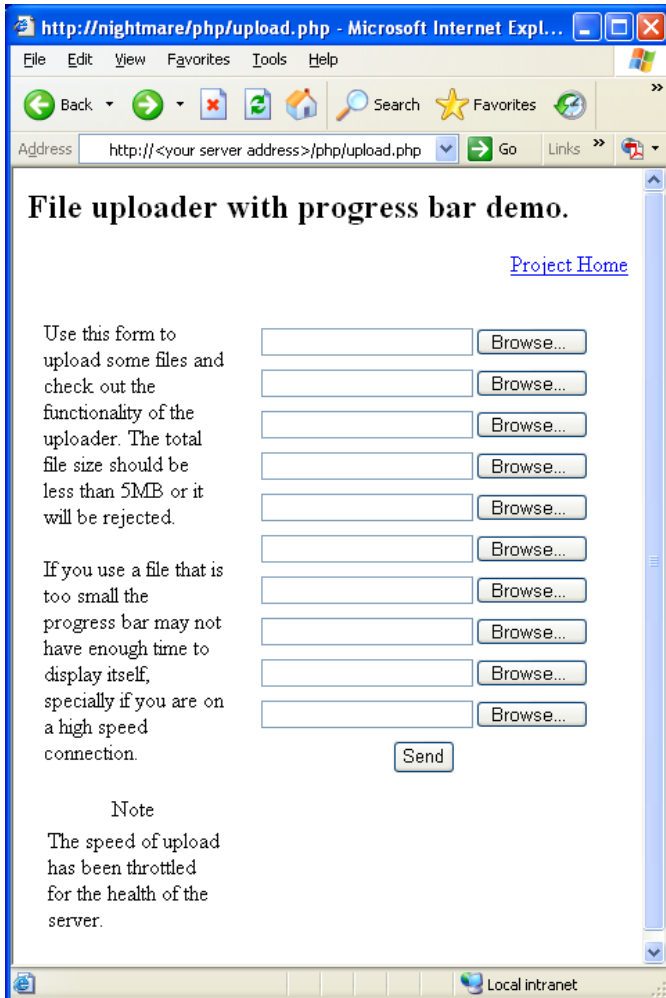
If you are having trouble figuring out what the problem is you can also have a look at your apache error_logs, on my system `/var/log/httpd/error_log`.

```
[Sat Jan 27 07:51:09 2007] [error] [client 192.168.11.12] (2)No such file or directory: exec of '/var/www/cgi-bin/header.cgi' failed
```

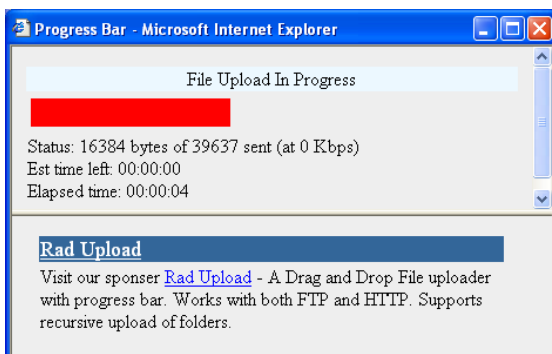
That means that it could find perl so check your modifications, and ensure that your path is correct

Testing MegaUpload Install

In your browser point to the /php/upload.php file, the following page should show up.



Click the Browse button, pick a file from your local machine, and click send, the following popup should be displayed, If not then review the steps above.



Configuring Owl to use MegaUpload

The following assumes you have owl installed and working already,

We need to enable the support in owl, this is currently done from the owl.php file but will be eventually moved to the admin section for Owl, under site features. The same parameter applies to Owl Ultra Lite.

```
[bozz@nightmare ~]$ cd /var/www/html/owl-0.94
[bozz@nightmare owl-0.90]$ vi config/owl.php
```

At the very bottom of the file set:

```
$default->use_progress_bar = 1;
$default->progress_bar_tmp_dir = "/tmp";
```

Configuring MegaUpload for Owl

We need to change the redirect location back to Owl, and also the max upload size to match Owl's and php.ini's limit, as well as the temp directory in necessary.

```
[root@nightmare ~]# cd /var/www/cgi-bin/
[root@nightmare cgi-bin]# vi header.cgi
.
.
.
# The Initial Developer of the Original Code is Raditha Dissanayake.
# Portions created by Raditha are Copyright (C) 2003
# Raditha Dissanayake. All Rights Reserved.
#

$tmp_dir="/tmp";

$|=1;                                #unbuffers streams

$php_uploader="http://raditha.com/php/upload2.php"; # CHANGE THIS TO YOUR PHP SCRIPTS URL

$interval=1;                          # how often to refresh the progress bar

$max_upload = 5000000; # set this to whatever you feel suitable for you.
```

The tmp_dir variable is adequate for most Linux Install, ensure that the directory exists, and writeable by the web server user/process. If you do change it don't forget to change the config/owl.php file to reflect this new location.

```
$default->progress_bar_tmp_dir = "/tmp";
```

The php_uploader variable should be changed as follows:

Owl:

```
$php_uploader="/owl-0.94/dbmodify.php"
```

/owl-0.94 should be equal to owl_root_url:

```
$default->owl_root_url = "/owl-0.94";
```

Owl Ultralite:

```
$php_uploader="/owl-ultralite/index.php"
```

/owl-ultralite should be equal to root_url:

```
$default->root_url = "/owl-ultralite"
```

Change the max_upload variable, the default is about 5MB

```
$max_upload = 5000000; # set this to whatever you feel suitable for you.
```

We also need to change script.js

```
[root@nightmare ~]# cd /var/www/html/owl-0.94/scripts/megaupload  
[root@nightmare cgi-bin]# vi script.js
```

/*

* PHP File Uploader with progress bar Version 1.20

* Copyright (C) Raditha Dissanyake 2003

* <http://www.raditha.com>

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* Portions created by Raditha are Copyright (C) 2003

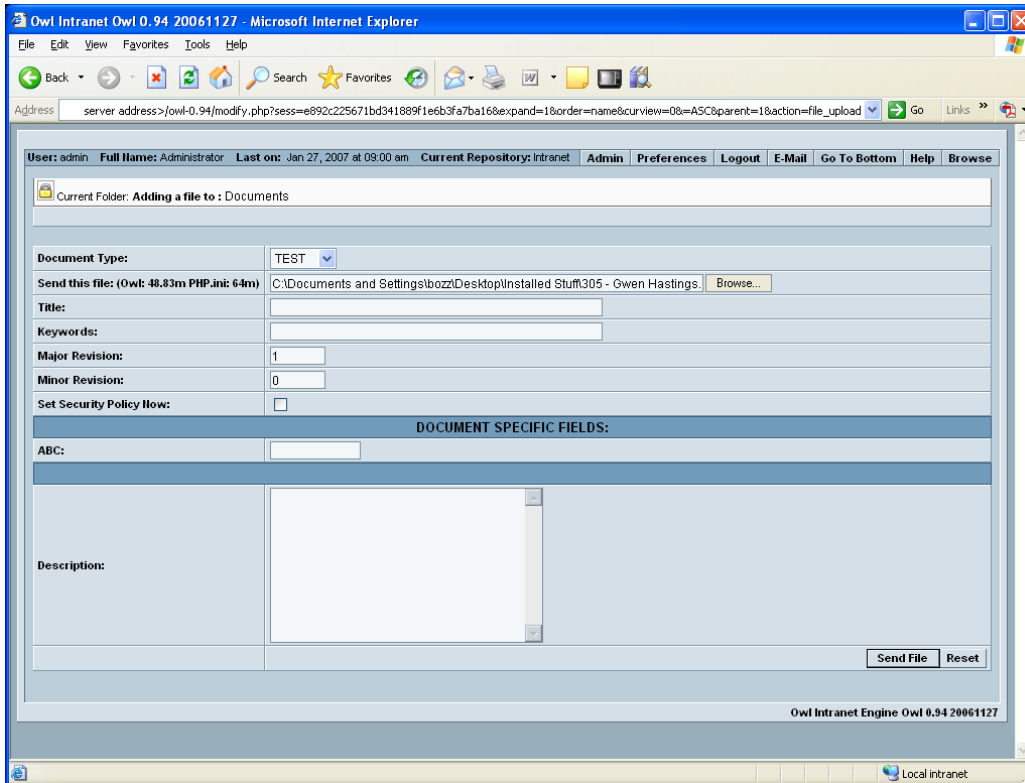
* Raditha Dissanayake. All Rights Reserved.


```
*  
*/
```

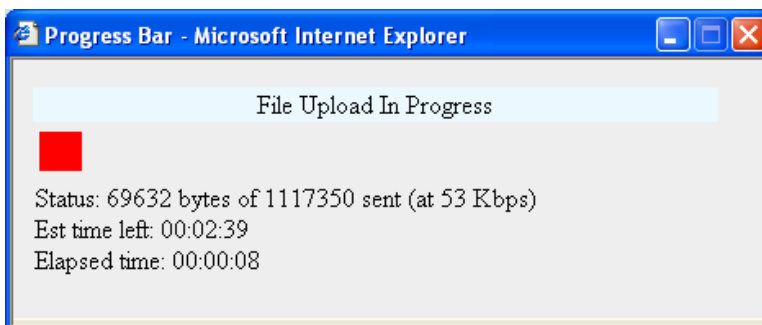
```
var postLocation="/owl-0.94/scripts/megaupload/pgbar.php";
```

Testing Owl

Click the Add Document, browse to a file on your local machine and click Send File:



The Following dialog should show up:



Customized Progress.cgi

I have customized the progress.cgi script to use the Owl styles, and also made it so the Progress Bar windows stays on top for IE anyway, in recent versions of Firefox you need to enable "Raise or Lower Windows" then customized files are located in the owl install directory in <install directory>/owl-0.94/scripts/megaupload/cgi-bin, so you can use the files in that directory instead of the original ones as described in "Installing MegaUpload" Above.

A few more things need to be modified in progress.cgi,

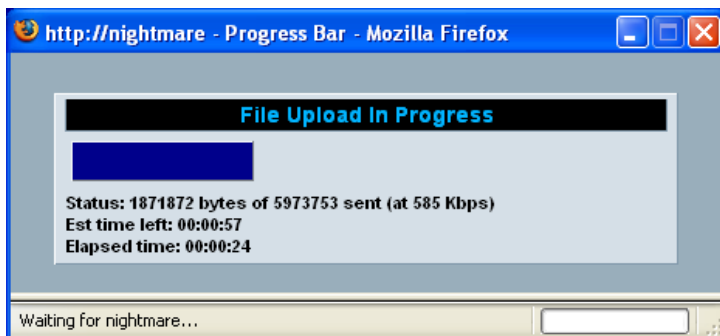
```
[root@nightmare backup]# cd /var/www/html/owl-0.90/scripts/megaupload/cgi-bin  
[root@nightmare cgi-bin]# vi progress.cgi
```

Look for lines like:

```
<link rel="stylesheet" type="text/css" title="style1" href="/owl-0.94/graphics/rsdx_blue1/styles.css"></link>
```

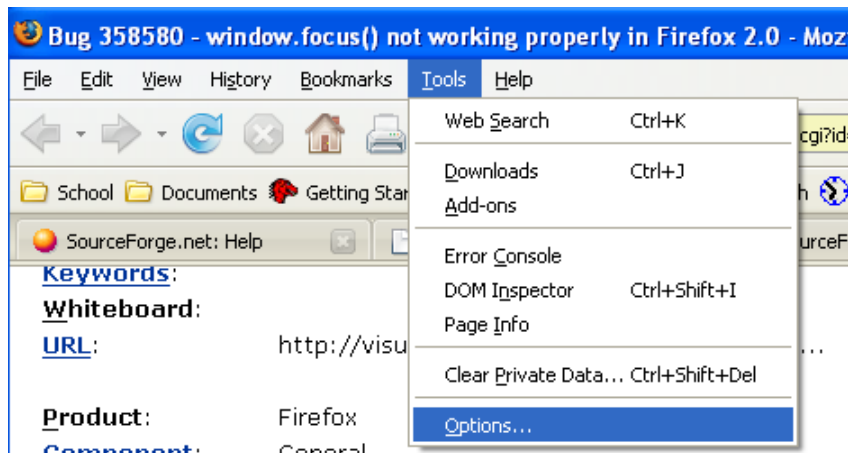
Ensure that the href, points to the Owl 0.94 or Owl UltraLite install style that you want to use.

Here is what this Progress Bar Dialog looks like.

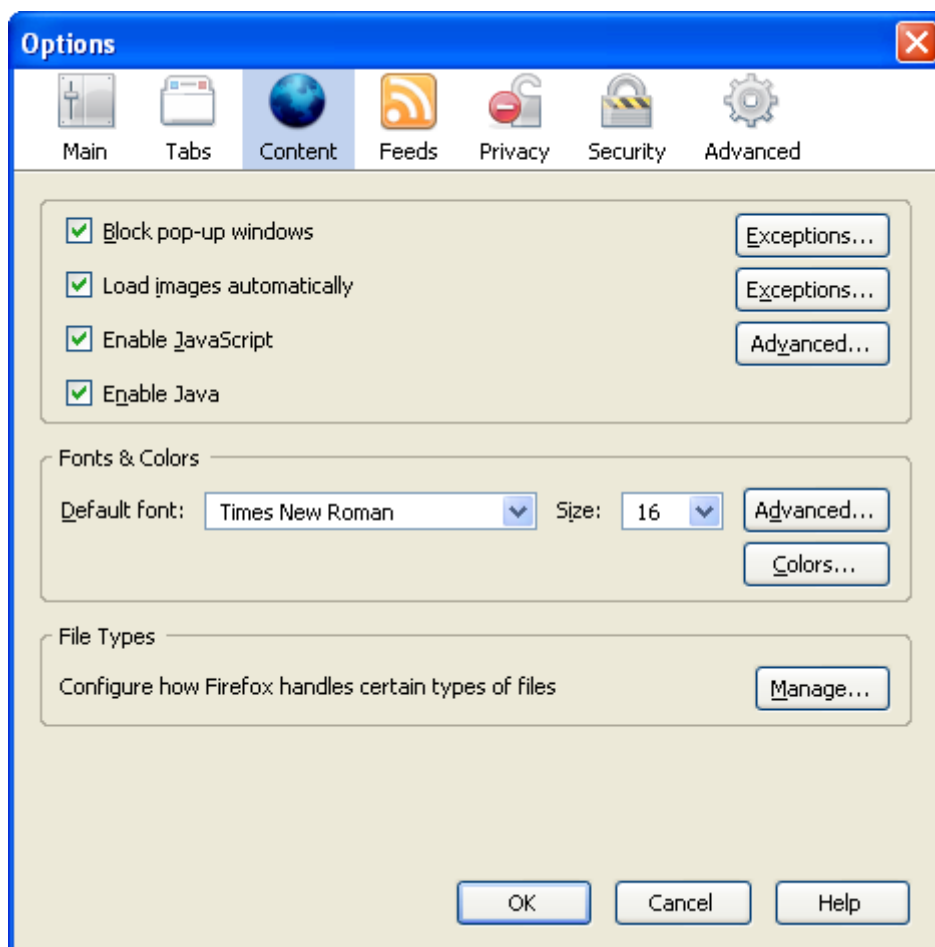


Firefox settings

The Raise Window can be found:



Then Click the Advanced Button beside Enable Javascript:



Then enable Raise or lower window and click OK

