FileSilo

Documentation

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1. Welcome to FileSilo

If you are looking for a simple solution to share files with others and you have a Domino server exposed to the internet, then FileSilo is your friend.

FileSilo allows you to create collections of files (or single files) that can be simply shared with others using a unique key. You can send a special link to your customer so that the collection of files can be accessed directly without logging in or the need of registering to some system.

On the other hand, you can allow (anonymous) users to upload files to this application. You get a notification if this happens and the upload automatically will expire and will be deleted after a certain amount of time.

With FileSilo you can solve a simple need without using heavy systems or cloud services such as Google Drive, Microsoft SharePoint or NextCloud.

2. Setup

2.1 Building the application

There are two options to get FileSilo:

- Load the NTF template from the repository and create a new HCL Notes application with it. You can find the current template in the folder `ntf` of this repository.

- clone the repository and build your own NSF from the ODP in the repository using Domino Designer

2.2 ACL

The recommended ACL settings are:

User/Group	Type	Level	Roles
Anonymous	Undefined	Reader	[Upload]
LocalDomainAdmins	Person Group	Manager	[Admin], [Profile]
(Other Users/Groups/Default)	-	Editor	-

The important role is `[Upload]`. This ensures anonymous users to upload files even though they are readers to the application. Admins should control the general settings (profile) to define options.
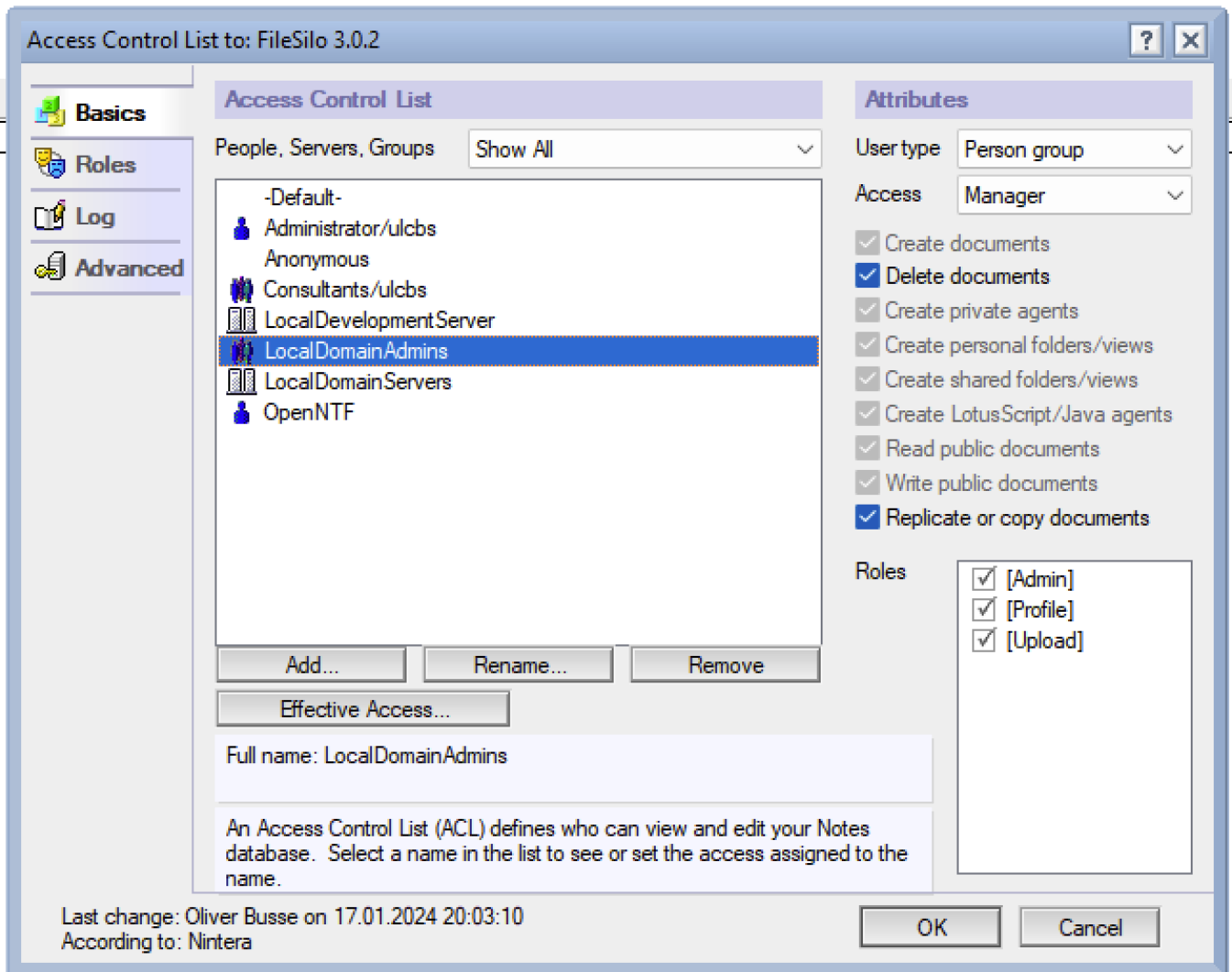
2.3 Login

Click the link in the upper-right menu to login to Domino. If you are recognized as a user with the role `[Profile]`, you can also see an additional menu entry here called `Settings`.

2.4 Settings

Settings are available only for logged-in users with the role `[Profile]`. To open the settings just click on the upper-right menu item which displays your user name and select `Settings`.

This will bring up this page:
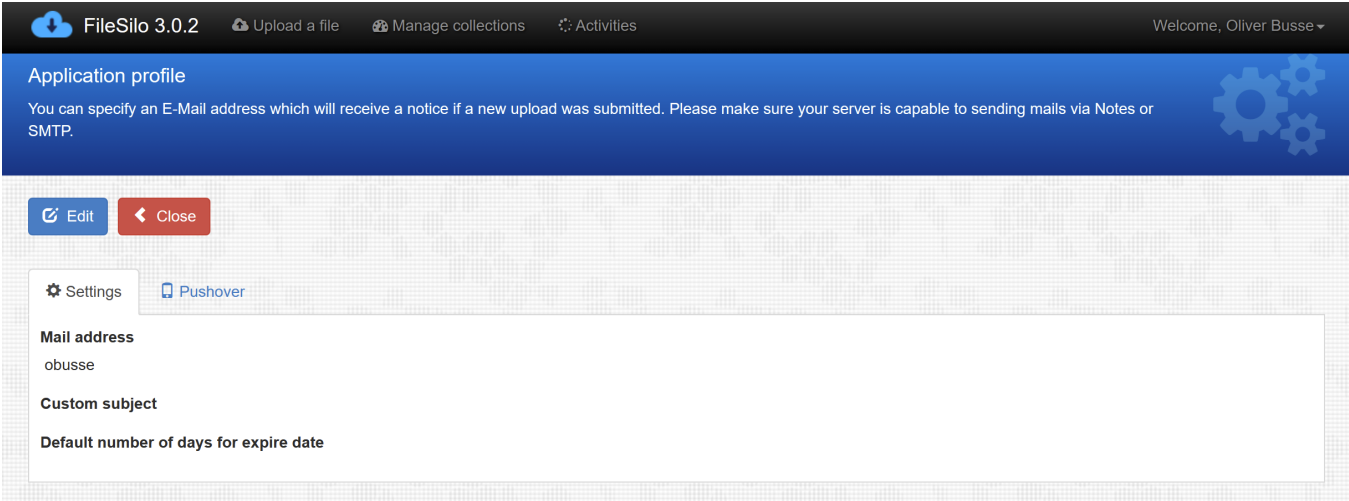
The settings page has two tabs:

- Settings

- Pushover

2.4.1 Settings

Field	Function
Mail address	Specify a recipient address for notifications. A notification will be generated everytime someone uploads a new file
Custom subject	You can define a subject and use the placeholder `<DB>` for this notification, e.g. `A new file has been uploaded to <DB>`
Default number of days for expire date	An anonymous file upload automatically has a expiry date. This defines this date by the number of days from the current date

2.4.2 Pushover

If you happen to have an account on Pushover, you can provide the API data here. Using Pushover enables FileSilo to send push notifications to a mobile device after an upload was performed.

The fields are self-explanatory and define all parts for utilizing Pushover.

The option `For anonymous uploads only` allows you to also get notifications when an upload was performed by a logged-in user.

3. Using FileSilo

3.1 Anonymous Usage

3.1.1 Download

The primary use case here is to provide a single file or a collection of files to the user. The only thing needed to access the file(s) is a so called unique customer key. This must be provided to the user before. The user then just can search for this key on the start page. If the collection was found, it will be diplayed below the search field.

Search collections by customer key

Customer key

schnick

👁 Search

Current customer key: **schnick**

ID	Files
schnick	1

ℹ️ Info

Pleaase make sure you use complex keys that are not easy to guess

3.1.2 Upload

FileSilo can provide a simple upload interface for the anonymous user. This obviously depends on if you set the ACL for the anonymous user to read access. If not, then this option is not available.

The anonymous user can upload a file by clicking `Upload` in the menu bar. The inly options in this form is the file field and a text field to specify some free text, usually this would be a customer name and/or other info to identify the upload.

After the upload was successfully done, it can be accessed with the link displayed below the form.

You can upload one file with this form. The upload will be ch

Who are you?

John Doe

⬆ **Upload file**

The file was uploaded successfully.
You can find it here

By clicking this link the user can see the upload and some details:

Search collections by customer key

Customer key

1vi1t7qqqcykg

👁 **Search**

Current customer key: **1vi1t7qqqcykg**

ID	Files	Expires
1vi1t7qqqcykg	1	Jan 18, 2024

Want to upload a file? Click here!

If configured properly, a notification is sent when a new file was uploaded. Checkout the setup documentation to configure the address.

4. Using FileSilo

4.1 Logged-in User

4.1.1 Upload

The logged-in user has more options to work with FileSilo. However, the simple upload part is identical as for the anonymous user.

4.1.2 Creating a collection

The main task for the authenticated user is to provide file collections for customers, usually anonymous users. Using the button `Create Collection` will provide you with the collection form.

The form provides four sections to define the collection and fields:

Section	Field	Function
General	ID	Basically just a name for the collection
	Customer key	Unique key which you tell the customer to access this collection later. You can have FileSilo generate an ID for your by clicking the button
	Attachments	Click this button to add files to your collection
Decription	Decription	Richtext to describe this collection
Access Control	Readers	Readers for this collection
	Authors	Authors for this collection
Expire date	Expires	The collection will expire i.e. be deleted at this date. Keeps the app neat and tidy

> ⚠️ **Hint**
>
> There is a bug with the richtext editor in combination with Bootstrap 3 theming when the control is not visible at page load. The input area then is not visible by default. To fix this, click the `Source` button in the toolbar twice to make it visible

> ⚡ **Attention**
>
> Due to a bug in newer versions of Domino in combination with the built-in Bootstrap 3 library, the readers and author fields are not available since the name picker icon is not visible

4.1.3 Manage Collections

This page provides an overview of all collections in FileSilo. You can open to edit or remove them. The list displays some details like the expiry date.

ID	Size	Key			Readers	Authors	Expires	
☁ **1vi1t7qqqcykg (1 file)**	857,8 kB	1vi1t7qqqcykg	🗄	🌐			18.01.2024	🗑

Collections in store — ⊕ Create collection

4.1.4 Activities

This page is basically a log of all activities. It displays a timestamp, the action (what happened) annd the user information. With anonymously uploaded files you also get a link to this upload from this view level.

You can also remove all logs by clicking the red button.

Activities (entries will be removed after 7 days automatically) — 🗑 Remove all logs

When	What	Details
🕐 Jan 18, 2024, 10:12:44 PM	✔ Collection saved	Oliver Busse/DEV-We4IT saved collection test
🕐 Jan 18, 2024, 9:03:30 PM	☁ Upload	John Doe added a new file. Key: 1vi1t7qqqcykg