**Tutorial: setting up the personal CV websites (05/24/2013)**

**By Ricardo Domingues**

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**Location of the files:** /WSmounts/phoddat/share/phod/people/CV\_template

**Step 1:** Copy the template directory to your personal directory.

**linux command line:**

cp -rf /WSmounts/phoddat/share/phod/people/CV\_template /WSmounts/phoddat/share/phod/people/**yourlastname** (lower case)

**Note:** before proceeding with this step check if you already have your personal directory at: /WSmounts/phoddat/share/phod/people/

**Step 2:** Edit the file “link\_db.txt” inside your directory

 **Note:** This file contains information about the websites under this level (under your CV)

 **Procedures:**

1. Open the file “link\_db.txt” with any text editor.
2. Search “CV\_template” & Replace for “**yourlastname”**
3. Search “Vagn Walfrid Ekman” & Replace for “Your Full Name”
4. Search “Ekman” & Replace for “Your Last Name”

**Step 3:** Open a web browser and navigate to:

http://phodnet.aoml.noaa.gov/phod/people/**yourlastname**/index.php

**Note:** This is the test version of the website. From now on you may start testing the changes by refreshing (F5) the website after making any changes to the files

**Step 4:** Edit the file “menu\_db.txt” inside your directory

 **Note:** This file contains information about the menus on the side bar on the left side.

 **Procedures:**

1. Open the file “menu\_db.txt” with any text editor.
2. Search “CV\_template” & Replace for “**yourlastname”**
3. Search “Vagn Walfrid Ekman” & Replace for “YOUR FULL NAME”

**Step 5:** Edit the file “index.php” inside your directory

**Note:** Here is where you will edit enter your professional information. Please follow the structure of the file.

 **Procedures:**

1. Search “Vagn Walfrid Ekman” & Replace for “YOUR FULL NAME”
2. Place your picture file in this directory, search “PHOTO.jpg” and replace for your picture file. If you don’t want to have your picture on the website, just remove this line.
3. Edit this file according to your information, always testing it (F5) on the web browser.

**Step 6:** Once you’re finished, contact Ricardo Domingues (Ricardo.Domingues@noaa.gov) to have your page published on the live PHOD website.