

web^edition

Content Management System

**Installation, update and backup
procedures**



User Guide

Installation, update and backup procedures

User Guide

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About this document

Purpose of this document

This document is designed to guide you through the webEdition installation and upgrade processes.

You can use this manual to learn:

- what you need to do or have before installing or upgrading webEdition
- how to install webEdition
- how to upgrade webEdition
- how to back up and restore your webEdition files and database

Audience

This document treats the webEdition installation process; as such it is intended for system administrators who have a basic knowledge of the following protocols and systems:

- file transfer protocol (ftp)
- hypertext markup language (http)
- PHP
- MySQL

This document also contains procedures (such as backup and restore that can be performed by

- webEdition administrators
- webEdition editors

The webEdition customer documentation suite

The documentation team publishes new webEdition documents to support the release of all webEdition features, modules and enhancements.

You can consult our documentation suite for detailed information about the modules you have purchased or about webEdition products that you may wish to purchase in the future. All customer documentation is available in portable document format (PDF) on the webEdition documentation Web page.

On-line reference documentation

The webEdition customer documentation suite comprises the following books, all of which you can obtain at the following URLs:

<http://www.webedition.de/english/downloads/Documentation.html>

In North America, go to <http://www.webedition-cms.com/english/doc/download.html>

Standard webEdition documentation

The following books support the webEdition Standard suite:

- *The webEdition User Guide*
- *The webEdition Installation, Update and Backup Guide*
- *The webEdition Tag Reference*

Documentation for webEdition modules

The following books support the webEdition modules:

- *The Customer Management and Customer Management PRO Module User Guide*
- *The Database/Object Module User Guide*
- *The Editor-PlugIn User Guide*
- *The Newsletter Module User Guide*
- *The Scheduler and Scheduler PRO Module User Guide*
- *The Shop Module User Guide*
- *The Task Messaging Module User Guide*
- *The User Management and User Management PRO Module User Guide*
- *The Workflow Module User Guide*

What precautionary messages mean

webEdition documents include attention and caution messages, which are designed to draw your attention to important instructions.

Attention boxes

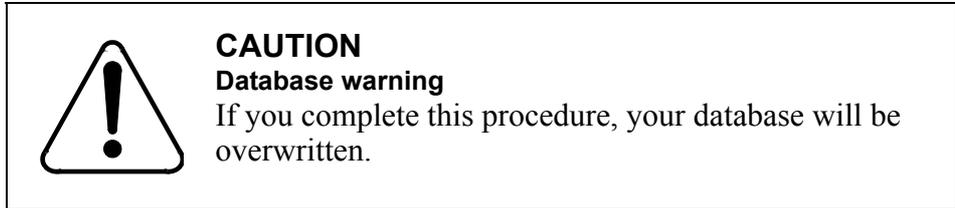
An attention box identifies information that is necessary for the proper performance of a specified task. For example:

ATTENTION

You must have the appropriate permissions in your user profile to complete this procedure. Permissions are assigned to you by your webEdition system administrator. Contact your webEdition system administrator for further details.

Caution boxes

Caution messages indicate that there are possible risks to your software or database if you perform a specified task without taking the suggested appropriate precautions. For example:



How commands, system responses and we:tags are represented

The commands, system responses and webEdition tags (called we:tags) used in this document conform to the following conventions.

Web interface commands

Commands performed through a Web browser are shown in *italic* typeface. For example:

Click on the *Save* button.

Menu-based commands performed in a Web browser are shown in *italic* typeface. Drop-down or nested menu commands are separated by an input prompt (>). For example:

Select *Customers > New* from the main menu of the Customer Management Module.

webEdition tags and template code

The webEdition templates use a specialized set of programming tags based on the PHP programming language. These webEdition tags or we:tags are displayed in *courier* typeface and in angled brackets:

Opening tags appear thus: `<we:tag/>`

Closing tags appear thus: `</we:tag>`

The programming code used in webEdition templates is also represented in this document by *courier* typeface:

```
<we:sessionStart/>
<we:ifRegisteredUser>
Hello: <we:sessionField Last name="user name" type="print"/><br>
Logged in
</we:ifRegisteredUser>
```

Attribute variables

Attributes and variables appear in *courier italic* typeface. For example:

```
<we:hidden name="attribute1">
```

How to check the document version and issue

The information on the title page of this document indicates the version and issue for this publication. The version and issue also appear in the footer on every even-numbered page.

The first two digits in the document numbering scheme indicate the version. The version number increases each time the document is updated to support a new software release. For example, the first release of a document is 01.01. In the next software release cycle, the first release of the same document is 02.01.

The second two digits in the document numbering scheme indicate the issue. The issue number increases each time the document is revised and re-released in the same software release cycle. For example, the second release of a document in the same software release cycle is 01.02.

Customer service

For further information about webEdition, please consult our Web page, or contact our customer service department

For International customers, please see:

- Web Page:<http://www.webedition.biz/>
- E-mail:
 - Technical support: technik@webEdition.de
 - Sales: sales@webEdition.de
 - Information/Help: info@webEdition.de

For North American customers, please see:

- Web Page:<http://www.webedition-cms.com/>
- E-mail:
 - Technical support: support@webEdition-cms.com
 - Sales: sales@webEdition-cms.com
 - Information/Help: info@webEdition-cms.com

Customer service

For further information about webEdition, please consult our Web page, or contact our customer service department:

- Web Page:<http://www.webedition.biz/>
- E-mail:
 - Technical support: technik@webEdition.de
 - Sales: sales@webEdition.de
 - Information/Help: info@webEdition.de

1 Introduction

Thank you for purchasing the webEdition content management system (CMS)! This booklet is designed to help you to familiarize yourself with the new features that are available in webEdition Version 3.0, and to guide you through the installation and upgrade procedures.

1.1 What is new in Release 3.1?

WebEdition Release 3.1 introduces a number of new features to help you design and maintain your Web content. The following is a brief summary of the new features in Release 3.1:

- photo album feature
- thumbnail creation
- import/edit graphics
- improved database performance
- XML backup and restore
- easier navigation: new navigation icons
- WYSIWYG editor enhancements

1.2 What documentation is available?

In addition to this *Guide*, webEdition Version 3.0 includes a suite of documentation that is available at the following URL:

<http://www.webedition.de/english/downloads/Documentation.html>

In North America, please go to the following URL:

<http://www.webedition-cms.com/english/downloads/Documentation.html>

For a list of the available documentation, see "The webEdition customer documentation suite" on page 11.

1.3 Installation and upgrade overview

Table 1 outlines the procedures discussed in this guide. Select the procedure that suites your current situation.

Table 1 Installation and upgrade paths

If you are	..and you wish to	go to
new to webEdition	install Version 3.0 for the first time	Procedure 1, "Installation with the webEdition installer" on page 25
upgrading from Version 2.3.2.0	install Version 3.0 for the first time	Procedure 3, "Updating webEdition" on page 37
upgrading from Version 2.x	install Version 3.0 for the first time	you first have to update to 2.3.2.0
upgrading from Version 1.x	install Version 3.0 for the first time	you first have to update to 2.3.2.0
currently using Version 3.0	backup and restore version 3.0	Procedure 4, "Backing up your database" on page 43
currently using Version 3.0	move your files to another ISP or database server	Procedure 4, "Backing up your database" on page 43 and after that to Procedure 6, "Rebuilding your Web pages" on page 47
currently using Version 3.0	install webEdition modules	Section 3.4.3, "Installation of modules" on page 39

1.4 What's next

The remaining chapters of this document are intended to assist you in the following processes:

- installation
- upgrade
- backup and restore
- rebulding webEdition pages

2 Getting started

2.1 What does the webEdition software package contain?

The webEdition software contains the following components:

- webEdition Installer Programme
- Manual
- License Agreement

2.2 Getting started

2.2.1 Compatible operating systems and browsers

You operate the webEdition content management system using your computer and your Web browser.

Below is the list of compatible operating systems and the Web browsers that you can use to operate webEdition:

- Microsoft Windows 95/98/Me/NT4/2000/XP/2003 Server:
 - Microsoft Internet Explorer (version 4.0 or higher)
 - Netscape Navigator (version 4.0 or higher)
 - Mozilla from version 1 (WYSIWYG from version 1.3)
- MacOS 9
 - Mozilla 1.3 (Download at webEdition.biz)
- MacOS X
 - Mozilla ab version 1 (WYSIWYG from version 1.3)
 - Safari (version 1.1 or higher)
 - Netscape Navigator (version 4.0 or higher)
- Linux
 - Mozilla ab version 1 (WYSIWYG from version 1.3)
 - Netscape Navigator (version 4.0 or higher)

- FreeBSD 4.8+
 - Mozilla 1.4
- OpenBSD
 - Mozilla 1.3
- AIX 4.3.3+
 - Mozilla 1.3
- Open VMS
 - Mozilla 1.3
- HPUX 10.20+
 - Mozilla 1.3
- Solaris 2.6+/7.0+/8.0+/9.0+/
 - Mozilla 1.3
- Solaris x86 9.0+
 - Mozilla 1.4
- OS/2
 - Mozilla 1.3
- Tru64 Unix (OSF 5.0)
 - Mozilla 1.3
- BeOS
 - Mozilla 1.2

We cannot guarantee the functioning of webEdition with other browsers.

2.2.1.1 Browser requirements for WYSIWYG editing

If you wish to use webEdition's what-you-see-is-what-you-get (WYSIWYG) text-editing feature, you must use one of the following browsers.

- Microsoft Internet Explorer, version 5.5 or higher
- Mozilla Browser (version 1.3 or higher)

2.2.1.2 Limitations

The following limitations can occur if you use Netscape Navigator to programme your web site with layers (DHTML):

- Webedition *Edit* window is not visible.
 - The problem occurs only with Netscape 4.X. (The application functions properly with Netscape 6.)
 - The problem also occurs if the layer appears directly after the <body>-tag. If the layers appear further down (before the closing </body-tag>), the *Edit* window functions normally.
 - The problem always occurs if an entry field (<we:input...>) appears within a layer (and also if these layers appear further down on the page). In these cases the *Edit* window is not visible.
- Graphics with the use of the Apple Macintosh operating systems
 - Because of the smaller memory allocation for the browser, problems with graphics can occur such that the Explorer Menu is available, but not visible. Action: Perform a reload or increase the memory allocation for the browser.
- webEdition Software GmbH cannot guarantee the operation of webEdition with Netscape 4.78.

2.3 Installation requirements

In order to install webEdition on a Web server, you must meet the following installation requirements:

- PC (min. Windows 95) or Mac (OS 9.x or OS X) for installation with the Installer Programme. Manual installation is possible with all systems, including Linux.

Note: If you work with a Linux PC, or if the Installer Programme fails to function on your system, you can also install webEdition using your browser. Download the Windows version of the Installer Programme and unzip the files. Go to the "files" directory, and copy the "weinstall" directory in binary mode to the root-directory of your web server. This is the directory which contains your files and your index.html file. Enter the following setup script into your browser: <http://www.yourdomain.com/weinstall/setup.php>. If your webserver does not recognize .php as a PHP4 setting, you can complete the process using setup.php4 or setup.phtml. Thereafter, follow the on-screen instructions.

- Installation CD-ROM or download version of webEdition
- Access to an FTP server, PHP4, and an MySQL database (either local, or from a service provider. With local installation, the domain name is "localhost")

Note: At present we only guarantee 100% functionality starting from PHP 4.0.6. The configuration variable "register_globals" has to be set to "On". This was the standard setting in all versions prior to PHP 4.2. If you use PHP 4.2 you have to set this in the php.ini file (register_globals = On;). Likewise, the configuration variable "allow_url_fopen" has to be set to "On". To our knowledge most of the ISPs offer these as standard settings. Furthermore, the ISP has to allow PHP-Scripts as executables in any directory; not just within a specific directory (e.g. cgi-bin).

- Your own domain (www.domainname.com) or IP-address. A local installation via "localhost" is also possible.

Note: webEdition cannot be installed into a subdirectory

- The Web Server (Apache or IIS) needs to have write-access permissions to the root directory.

Note: The root directory is the directory which holds the index.html (and/or default.htm). In order to be able to install and use webEdition the Webserver has to have the write permission into the root directory. Many ISPs separate the FTP user and the Webserver in separate accounts (2 different users). Usually the root directory belongs to the FTP account. In that case the Webserver may not be able to write into the root directory, unless it has the necessary permissions (chmod 777). If so it is important to disable the "safe_mode" of PHP during the installation of webEdition. If you do not know how to change these settings please contact your ISP or system administrator.

- You require 20 MB hard disc space; the same amount of hard disc space is required for the MySQL database.
- Internet access during registration and installation.

Note: If you are not able to install webEdition because your system is protected by a firewall or in a private network, please contact us. We have a special webEdition installer ("Firewallinstaller") available.

ATTENTION

Users of Windows MySQL Servers: If the MySQL server prohibits the "FLUSH TABLES" function, and PHP cannot run as a CGI-Version, an error occurs while changing classes (in the Database/Object Module), and while importing a backup file with user data (an import without user data functions properly). If a MySQL server is run on UNIX, there is no problem, even if the Web server is running on Windows. We are aware of this problem, and we shall find a solution as soon as possible.

2.4 Pre-installation checklist

Here are the things you must have at hand before beginning installation:

1. The webEdition installer (available at <http://www.webedition.biz/english/downloads/we.html> or <http://www.webedition-cms.com/english/downloads/we.html> in North America).
2. A little time, since the installation may take between 8 and 20 minutes, depending on the speed of your Internet connection.
3. Documentation from your service provider. You require information about the server and the software running on it.
4. Your webEdition serial number (to register the full version of webEdition).

5. A little imagination, since the names given to databases, passwords, etc. differ greatly from provider to provider. Here is a brief summary of the names used by the major providers:

webEdition	Service providers
Password	password, pw, db_password (for databases)
User name	user name, user, db_user (for databases)
Server	host, db_host (for databases)

6. If you wish to use the thumbnail graphics function in webEdition, make sure that your hosting provider has included the gd library in their PHP package.

3 Installing webEdition

This chapter treats the following topics:

- "Installation overview"
- "What will be installed?"
- "Installing webEdition on your Web server"
- "Registration/Installation of updates and modules"
- "Starting webEdition"
- "Selecting your language"



CAUTION

Read this chapter before you install webEdition on your server.

3.1 Installation overview

Unlike software applications you use every day on your computer, webEdition is to be installed on a server, not on your computer. Your computer is merely the agent you use to install webEdition on your provider's server. The server comprises the domain you wish to manage using the webEdition system. After installation, webEdition is easily managed using your Web browser.

You will require a connection to the Internet. You must be able to establish a connection first to the download server, and secondly to the server on which you will install webEdition.

The installation process comprises the following general steps Figure 1, "Software installation overview" on page 24:

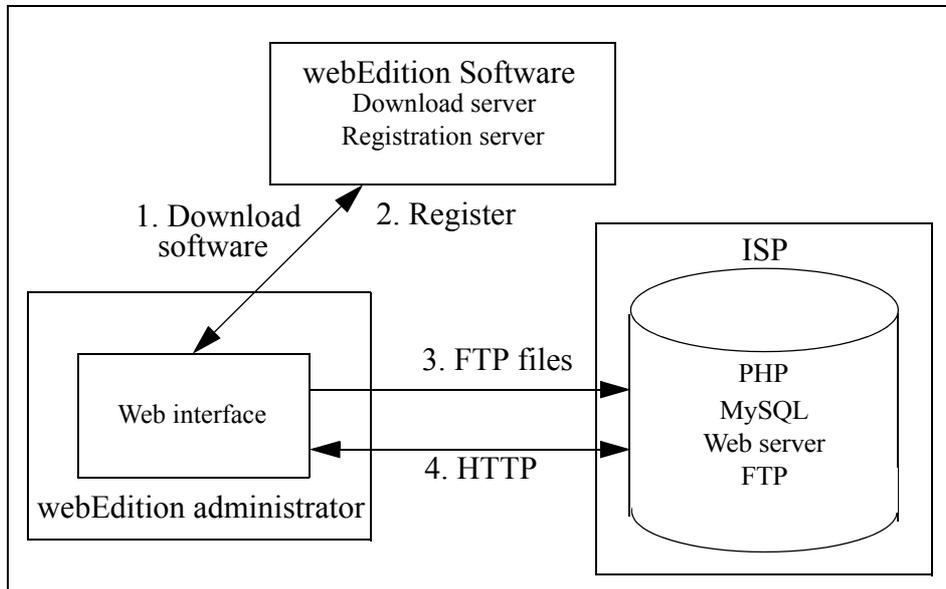
1. The basic installation, which involves only the Demo-version.

To perform the process you must download the webEdition Installer. You can download the webEdition Installer from our Web site at <http://www.webedition.biz/english/downloads/we.html>. In North America, please use the following URL:
<http://www.webedition-cms.com/english/downloads/we.html>.

2. Registration and module installation.

3. FTP of files to your Web server
4. Administration of your Web site using your Web browser.

Figure 1 Software installation overview



3.2 What will be installed?

The following new directories will be created in the root directory of your web server:

- /we_demo
- /webEdition

Note: The directory /we_demo contains the example files for webEdition and can be deleted after installation if, for example, the space on the server is needed.

3.3 Installing webEdition on your Web server

There are two ways to install webEdition on your Web server:

- use the webEdition Installer (see Section 3.3.1 on page 24)
- install webEdition manually (see Section 3.3.2 on page 32)

3.3.1 Installation with the webEdition Installer

For those re-installing webEdition, please read the following precautionary message:



CAUTION

Database warning

With each new installation of webEdition, all previous installations and the contents of the database will be completely deleted and over-written. If you have made changes to the source code, you should safeguard these changes prior to installation.

Procedure 1 Installation with the webEdition installer

On your local computer

- 1 Insert CD or open the download folder.
- 2 Double-click the installer logo.

The Start screen of the Installer appears. See Figure 2, "Installer start screen" on page 25.

Figure 2 Installer start screen



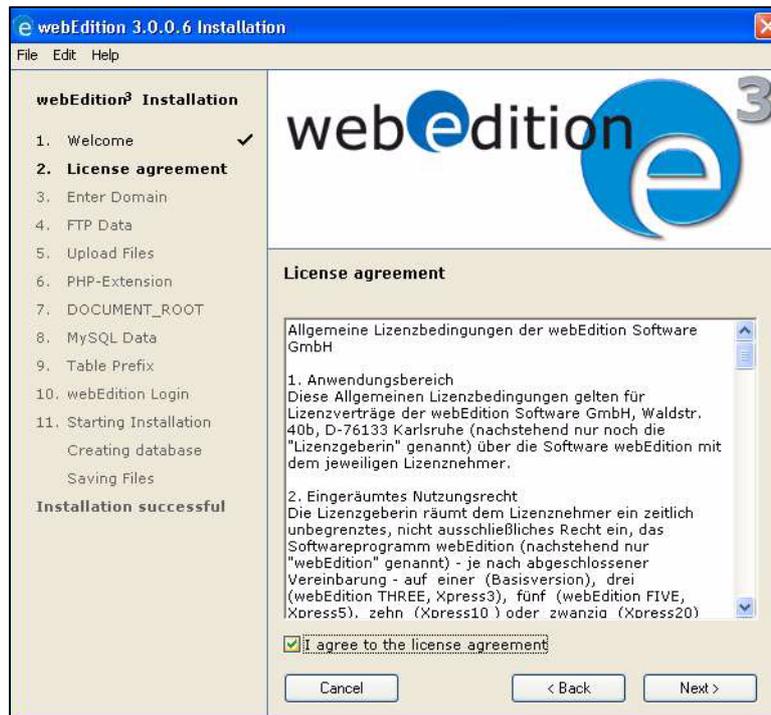
- 3 Click the *Next* Button

The license agreement screen opens (see Figure 3).

- 4 Read the License Agreement.
- 5 Check the box beside the statement *I agree to the license agreement* to accept the license agreement, and click on *Continue*.

Note: If you do not accept the agreement, you will not be able to install webEdition.

Figure 3 License agreement



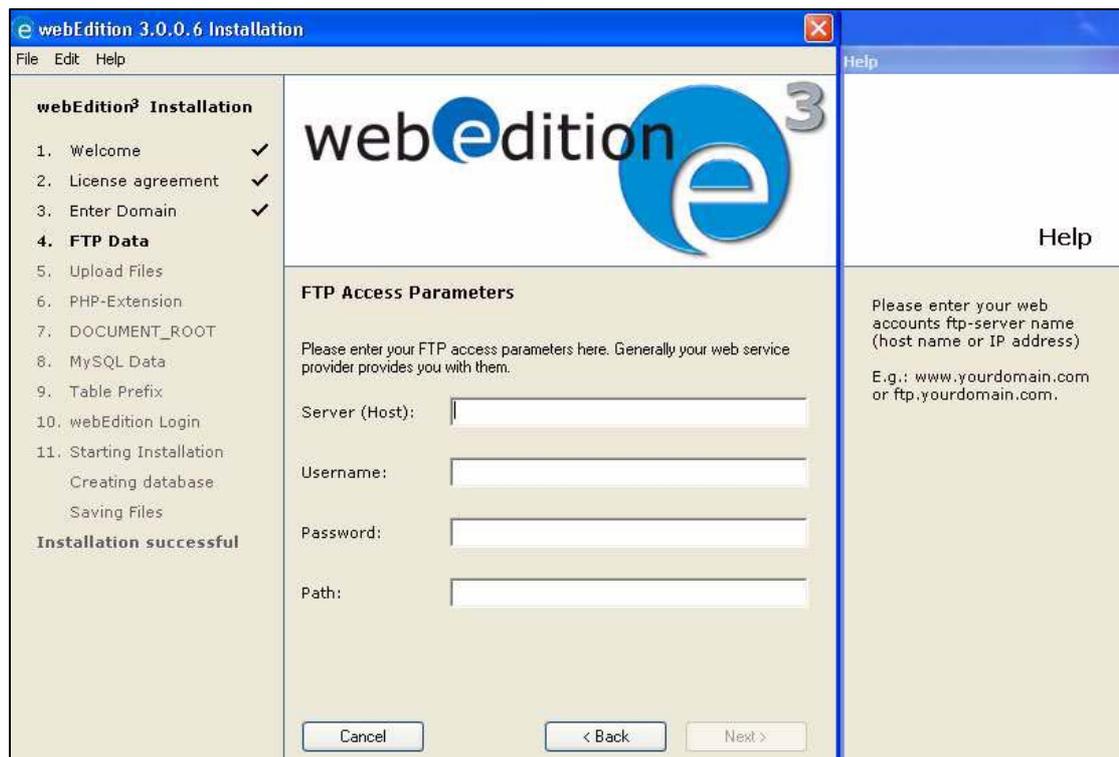
6 Enter the domain name in which webEdition is to be installed.

Figure 4 Entering a domain name



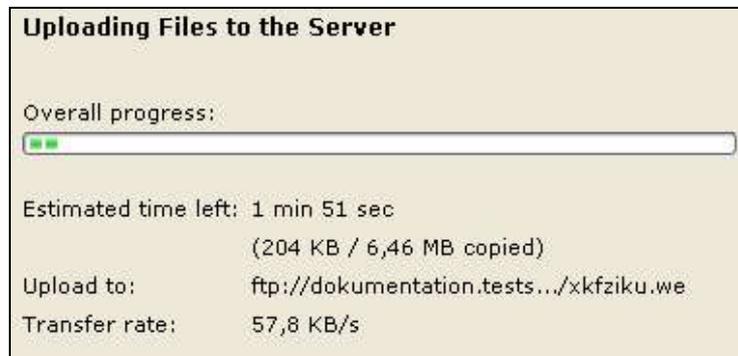
7 Enter the FTP access data that you have received from your service provider.

Remember that for many providers, the access to the server (Host) can be something other than the normal domain name (for example, ftp.yourdomain.com instead of www.yourdomain.com). See Figure 5, "Entering FTP access parameters" on page 27

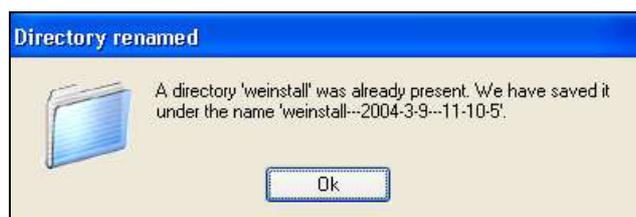
Figure 5 Entering FTP access parameters

- 8 Click *Continue*, to load the data onto the Web server.

During the upload process, the progress will be represented in the topmost of the two progress bars. See Figure 6, "FTP upload progress bar" on page 27.

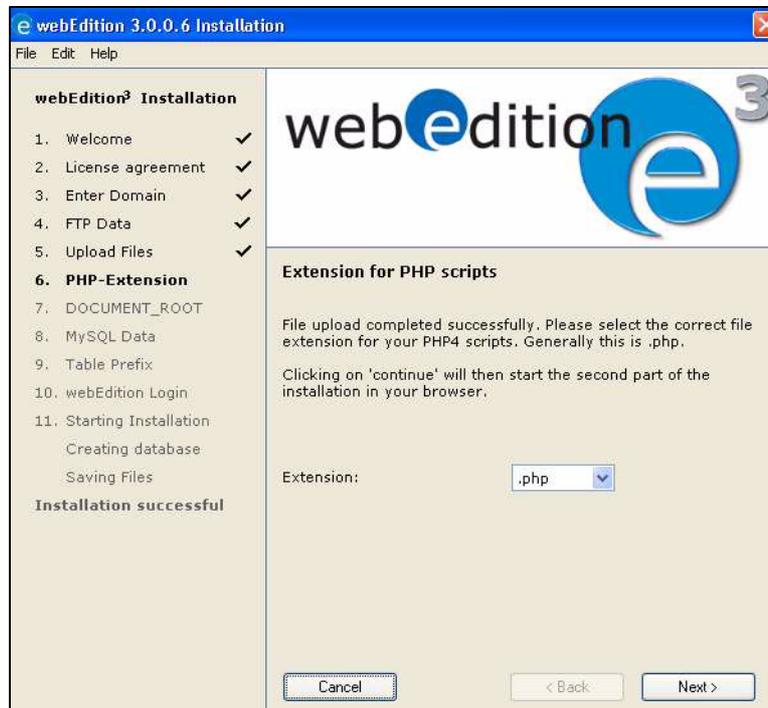
Figure 6 FTP upload progress bar

If you have already installed webEdition on this server (that is, if a webEdition directory already exists), the message shown in Figure 7, "System message for an existing installation" on page 27 appears:. Go to

Figure 7 System message for an existing installation

- 9 After all files have been loaded on to the server, using the screen shown in Figure 8, "Upload complete message" on page 28, you must select the file extension by which the PHP4 script will be recognized by the server. In most cases the setting is ".php".

Figure 8 Upload complete message



- 10 Click *Continue* to begin the part of the installation process that you perform with your browser.
- 11 If you have already installed webEdition on this server (that is, if a webEdition directory already exists), the following message appears:

Figure 9 Installation notification



- 12 For many servers the `DOCUMENT_ROOT` must now be entered. The `DOCUMENT_ROOT` is the Root directory in which one finds the `index.html` file and all other directories needed for your Internet presence. The installer automatically recognizes whether the `DOCUMENT_ROOT` has been supplied by the server, and displays it in blue script. If the system displays the correct path (and generally it does), you do not have to enter anything. If however, the server has returned no `DOCUMENT_ROOT`, the correct path must be entered in the provided field. In this case the installer searches to find the path for you, and it then writes this automatically in the input field.

Click *Next* to continue.

Figure 10 Entering the DOCUMENT_ROOT

The screenshot shows the 'webEdition³ Installation' wizard. On the left, a progress list shows steps 1 through 7, with step 3, 'DOCUMENT_ROOT', highlighted. The main area features the 'webEdition³' logo and the title 'DOCUMENT_ROOT'. Below the title, instructions state: 'Please enter the DOCUMENT_ROOT. The DOCUMENT_ROOT is the exact path to the directory where your HTML pages reside. The server has returned the following path as DOCUMENT_ROOT: /home/www/testserver/dokumentation/htdocs. If this is the correct path, your server is configured correctly and you do not have to enter the DOCUMENT_ROOT in the lower input field. Enter the correct DOCUMENT_ROOT manually if the path is incorrect!'. A text input field is provided for the user to enter the path. At the bottom, there are 'Cancel', 'Back', and 'Next >' buttons.

13 Enter here your MySQL access data. Normally, these details are available from your Web service provider.

Click on *Next* to continue.

Figure 11 Entering your MySQL access data

The screenshot shows the 'webEdition³ Installation' wizard. On the left, the progress list shows step 4, 'MySQL data', highlighted. The main area features the 'webEdition³' logo and the title 'MySQL-Data'. Below the title, instructions state: 'Please enter the data for your MySQL database server here! You can get this data from your ISP.'. There are four input fields for 'Server (Host)*', 'Username*', 'Password', and 'Database name*', each with a help icon (?). Below these is a 'Connection' section with two radio buttons: 'Normal (connect)' (selected) and 'Persistent (pconnect)'. A note at the bottom states '* Mandatory field'. At the bottom, there are 'Cancel', 'Back', and 'Next >' buttons.

The table prefix screen opens.

14 You can now enter a table prefix for your webEdition installation, thus making it possible to install multiple webEdition licenses on one database server.

Figure 12 Entering a table prefix

The screenshot shows the 'webEdition³ Installation' wizard. On the left, a progress list shows steps 1 through 7, with step 5, 'Table prefix', highlighted. The main area features the 'webEdition³' logo and the title 'webEdition table prefix'. Below the title, there is explanatory text: 'You can now install multiple webEdition licenses on one database server. To accomplish this, you can enter a prefix, which is pasted before all table names.' A 'Caution' note follows: 'Caution: If another webEdition installation with the same prefix exists, all old tables with the identical prefix will be overwritten without further queries! If this is your first webEdition installation, you can leave the prefix blank.' A text input field for 'Table prefix' is provided with a help icon. At the bottom, there are 'Cancel', 'Back', and 'Next >' buttons.

Click *Next*.

15 Enter now your username and password for login in the corresponding fields.

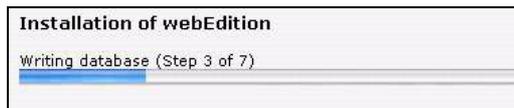
Figure 13 Enter username and password

The screenshot shows the 'webEdition³ Installation' wizard at the 'webEdition login' step. The progress list on the left highlights step 6. The main area features the 'webEdition³' logo and the title 'webEdition login'. Below the title, there is explanatory text: 'Please enter your webEdition user data. You can login to your installed copy of webEdition with this data.' There are three input fields: 'Username*', 'Password*', and 'Password confirmation*', each with a help icon. A note below the fields states '* Mandatory field'. At the bottom, there are 'Cancel', 'Back', and 'Next >' buttons.

Note: The user entered here has automatically got administrative rights.

Click *Next*

The system installs the database and the required files. You can watch the progress in the blue progress bar.

Figure 14 Installation progress bar

Upon completion of the installation, the following screen appears:

Figure 15 Installation complete message

- 16** The installation is now completed. You will always find the login screen for webEdition under the following URL: <http://www.yourdomain.com/webEdition> (or <http://www.yourdomain.com/webEdition/index.php> with the final file extension .php4 or .phtml).

Note: Please note the uppercase “E” in webEdition.

Figure 16 The webEdition log in screen

17 Congratulations! You have successfully completed the installation procedure.

3.3.2 Manual installation process

For those re-installing webEdition, please read the following precautionary message:



CAUTION

Risk of losing data

With each new installation of webEdition, all previous installations and the contents of the database will be completely deleted and over-written. If you have made changes to the source code, you should safeguard these changes prior to installation.

Procedure 2 Manual installation

On your local computer

- 1 Use an FTP programme to transfer the "weinstall" directory and all files found therein to the root directory of your Web server.

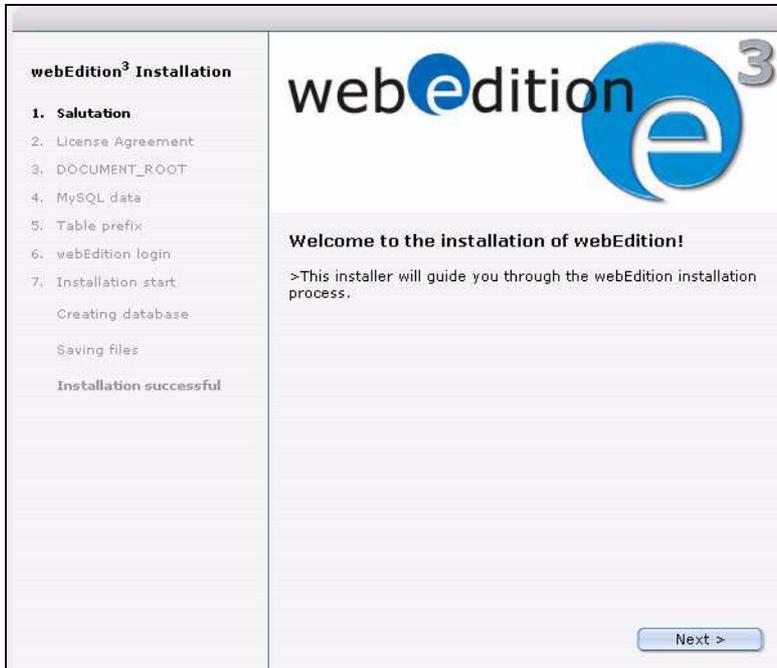
The root directory is the directory in which the index.html and all of your webpages/directories are stored.

ATTENTION

Make sure that the files are transferred in binary mode (regardless of the file extension). A file transfer using text mode can result in errors.

- 2 Enter the setup script in your browser using the following URL:
<http://www.yourdomain.com/weinstall/setup.php>
 If your server does not recognize the .php extension, you can also enter setup.php4 or setup.shtml.

Figure 17 Manual installation welcome screen



- 3 If you install webEdition on a server on which a version of webEdition already exists, you will see the following screen (in contrast to what is depicted above in the automated procedure in Figure 9, "Installation notification" on page 28):

Figure 18 Manual installation notification



- 4 Click *Next* to continue.
- 5 Read the License Agreement. Check the box beside the statement *I agree to the licensing terms* to accept the license agreement, then click *Continue*.

Figure 19 Manual installation, License agreement



Note: If you do not accept the agreement, you will not be able to install webEdition.

- 6 Continue the installation as described above from Step 12 in Section 1, "Installation with the webEdition installer,".
- 7 You have completed the installation procedure.

3.4 Registration/Installation of updates and modules

3.4.1 Registration

In order to register your version of webEdition, do one of the following steps:

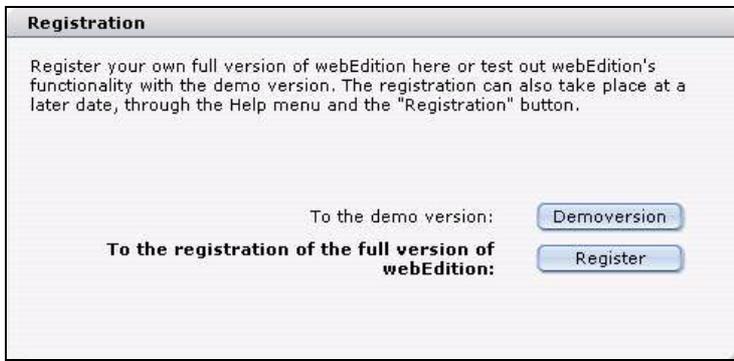
- *Either click on Help > Register...(See Figure 20)*

Figure 20 Registering your software



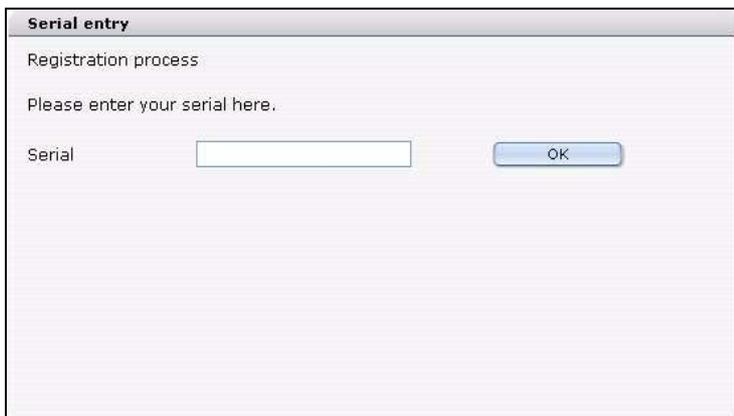
- *Or click the Register Button during the first log in (see Figure 21):*

Figure 21 Register Button



The following window opens:

Figure 22 Entering your software serial number



Please enter the serial number that you received via Email from your webEdition Customer Care representative. Click *next*.

The following window appears if you have purchased webEdition modules in addition to the webEdition Standard Version:

Figure 23 Selecting which webEdition modules to install

All modules purchased with your license have a checkbox beside the module name. In order to install these modules, you must activate these checkboxes. When all of the desired checkboxes have been activated, click on *next*.

By clicking the *next* button, the system begins to register webEdition and to install the selected modules.

Figure 24 Requesting a backup prior to installation

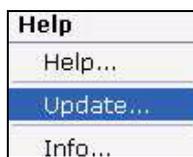
If you have already saved some data in webEdition, it is advisable that you make a backup before registering. By clicking on the *yes* button, a backup will be carried out; if you click on the *no* button, the system will take you directly to the *Information* screen.

Information about the number of installations which have been completed with your serial number and all specifications about the modules you have licensed are listed in our database and are associated with your serial number. This means that you always have to be online during an installation. If you purchase a license for an additional domain or an additional module, we add the respective element in our data base. All you have to do is to be online, start the installer anew, enter your serial number and select the option you want.

3.4.2 Update

If you have already registered your version of webEdition, you will see the menu option *Update...* under the *Help* menu. (If you have not registered your version of webEdition, you will see the menu option *Register*.)

Figure 25 Update/Module installation option



If a new version of webEdition is available, an update is recommended. You can determine whether an update is required by examining the second and third part of the version number (for example, 3.0.0.1, 3.1). Updates can only be completed if the version number is higher than that which you have already installed.

Procedure 3 Updating webEdition

in the webEdition main screen

- 1 Click on the *Update...*

The following screen opens:

Figure 26 The Update/Module installation screen



- 2 In order to search for a new version of webEdition, click on the *search* button. If there is a new version, a window will open in which all available updates are indicated. Click the *next* button in this window.

Note: If you have already worked with webEdition and its update function, and have placed data in the database, it is recommended that you make a backup before the update. Should the connection be broken during the update or another error occur, your

existing data can be restored from your backup files. Without a backup, you have no way of reproducing the current state of your work.

The update process starts

Figure 27 The webEdition information screen: update progress



3 After the completion of the update process, the following window appears:

Figure 28 The webEdition information screen: update completed



- 4 Click the *OK* button at the bottom of the window. Thereupon, webEdition will shut down. Please log in once again.
- 5 The update process is finished.

ATTENTION

If, after an update, your pages do not function properly, perform a rebuild on all of your pages, including templates.

3.4.3 Installation of modules

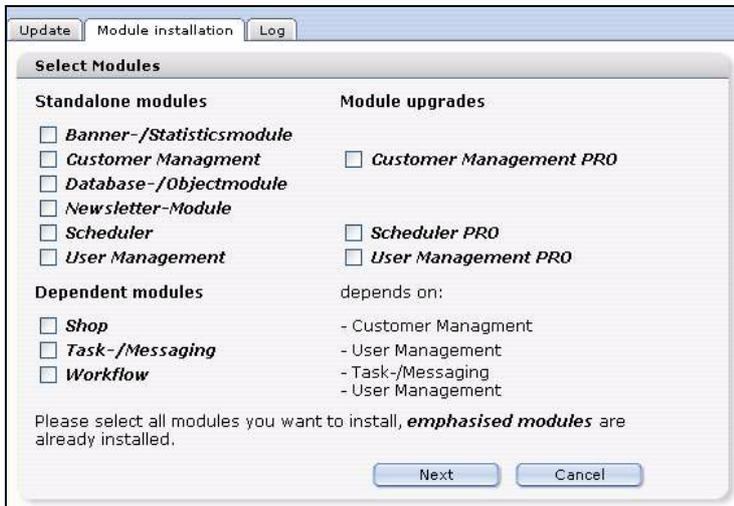
If you have already installed and registered webEdition, and if at a later date you purchase modules, you must likewise install the modules using the *Live Update* tool. To install modules, you click *Modules > Module Installation* in the *Modules* menu.

Figure 29 The module installation menu



The module installation window opens. All modules appear in a list in the *Module* installation window. There is a checkbox beside each module name. Activate the checkboxes beside the modules that you would like to install and then click *next*.

Figure 30 Module Installation Window



The module installation process from this point follows the same steps as the *Update* process.

ATTENTION

If the registration, update, or module installation process is interrupted for any reason, begin the process again. The system will remember the status of the update.

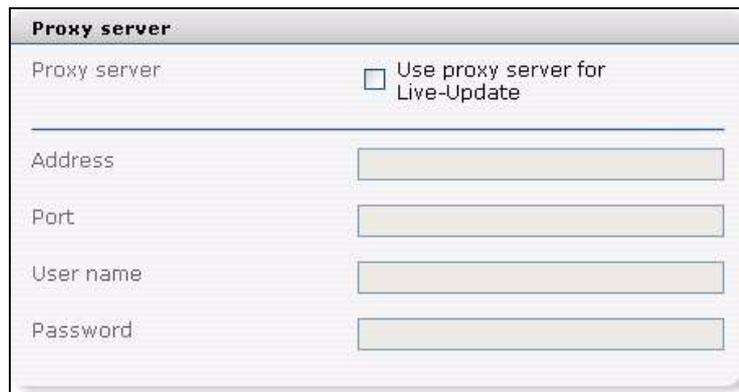
3.4.3.1 Editor-Plugin

The installation of the Editor-Plugin will be described in a separate document because the Editor-Plugin cannot be installed using the webEdition Installer. For further details, see the README.pdf document accompanying the Editor-Plugin module.

3.4.4 Using a proxy server

If your Web server requires a proxy server to create a connection to the Internet (as in the case of a corporate network, or intranet for example), select *Options > Preferences > Proxy Server*. The *Proxy server* settings screen opens, in which you can enter the necessary data.

Figure 31 Proxy server settings



The screenshot shows a dialog box titled "Proxy server". It contains a checkbox labeled "Use proxy server for Live-Update" which is currently unchecked. Below this, there are four input fields: "Address", "Port", "User name", and "Password".

3.5 Starting webEdition

To access your Web page in webEdition, enter the following URL (where *yourdomain* is the name you selected during the installation process):
<http://www.yourdomain.com/webEdition>.

Note: Please note that there is an uppercase "E" in webEdition.

Enter the user name and password that you created during the installation process.

On the left, you will see the explorer menu in its usual location. If you look in the `we_demo` directory, you will find our sample Web site. This site will help you to understand how webEdition works. All the examples in this manual are based on our sample Web site.

3.6 Selecting your language

Choose *Options > Preferences...* or *Preferences* from the Quickstart menu and choose your language under the *user interface* tab.

Figure 32 Selecting your language

User interface

Language: English (dropdown menu open showing Deutsch and English)

seeMode: Deactivate seeMode

seeMode start document: /we_demo/index.

Window dimension: Maximize Specify

Width:

Height:

Select your desired language.

Save your preferences. After saving your preferences, the webEdition display changes to the language selected by you.

3.7 Getting help

Having problems? Consult our support forum and our frequently asked questions (FAQs) page at <http://www.webedition.biz> or <http://www.webedition-cms.com> in North America. If you still cannot find the answer, complete the support form that is available on our Web page. Please remember to include your telephone number so that we can contact you.

4 Backup, recover and rebuild

The following chapter treats the backup, recover, and rebuild processes, which are designed to protect the contents of your database. We strongly recommend that you read and follow these procedures.

Use these processes when you are

- upgrading your webEdition software
- performing routine maintenance
- moving your web site to another ISP
- for the safety of your data

4.1 Backup functions

Backup functions are divided into two parts:

- *Create Backup...* Use this function to save the contents of your existing data either on your local hard disc or on your web server
- *Recover Backup...* Use this function to recover your backup files to webEdition

The webEdition CMS offers you a wizard that will guide you through each process.

4.1.1 Using the *Create Backup* function

Use the following procedure to save your existing data in a backup file.

Procedure 4 Backing up your database

On the webEdition main page

- 1 Open the *Backup Wizard* by clicking on *File > Backup > Create Backup...*
The Backup Export Wizard opens.

Figure 33 The Backup Export Wizard

Step 1 of 2 - Export parameters

Here you can give a name to the target backup file and to enable compression. The file will be compressed by using gzip compression and resulting file will have .gz extension. This option could take some time!
If the backup was not successful, please try to change the settings.

File name:

Compress

Specify the directory where you want to save the backup file.

On server
 On local hard disk

Backup options

Select the data that should be saved.

Save documents and templates
 Save binary data (images, pdfs, ...)
 Save settings
 Save temporary data

- 2 Specify where the backup file is to be stored. You can choose to save your file on your local computer, on the server, or in both locations.
 - a If you select *On server* checkbox, the file will be saved on the server in the `/webEdition/we_backup` directory.
 - b If you select *On the local hard disk*, a file download manager opens. Select *Save files on my computer* and then identify the location on the hard disk to which the backup file will be sent.

The system generates a filename for the backup. The file name will appear as `weBackup_timestamp.xml`, where `timestamp` is generated by your server.

Note: You can, of course, specify a filename. Activate the checkbox *Compress* to compress the backup file with gzip. This will take a little more time for the backup process but reduces the required space.

- 3 Select which files you wish to backup. Choose from the following options:
 - a *Save document and templates* saves your webedition templates and documents.
 - b *Save binary data* saves images, pdf files and such.
 - c *Save settings* creates a backup of your preferences, but also, if installed, of your settings from the user management module.
 - d If you wish to backup data from your installed modules, select the checkboxes that correspond to the modules you wish to back up.

Note 1: Because modules often share data in the database, webEdition will automatically back up associated modules. If, for example, you activate the checkbox for the Shop, webEdition will automatically activate its related module, Customer Management. Such is also the case for the Workflow and User Management modules, the Newsletter and the Customer data module, and the Task/Messaging and User Management modules.

Note 2: Only modules that are installed on your system will be visible in this list.

- e If you wish to back up temporary data, that is, data which has been saved but not published, activate the *Save temporary data* checkbox.

- f If you wish to preserve files which were not produced with webEdition, select the *Save extern files/folders* checkbox.
- 4 Click on the *Backup* button
The backup process starts. The process can last several minutes depending on the speed of your internet connection.
- 5 When the backup is completed, the system informs you that the operation was successful.
 - a If you choose to save the backup to your local drive, you will have to enter the location for the backup file to be stored.
- 6 Close the Backup wizard. You have completed this procedure.

4.1.2 Using the *Recover* function

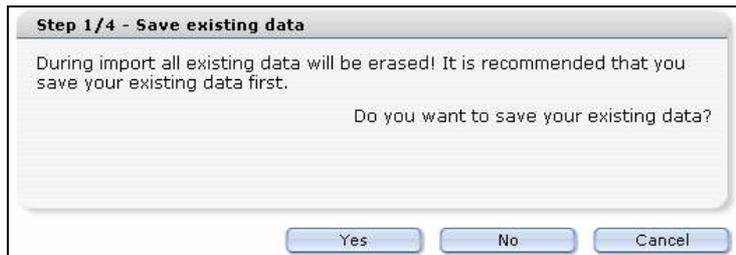
The "Recover Wizard" will help you to restore your system from your backup file.

Procedure 5 Recovering your backup files

On the webEdition main page

- 1 Open the *Recover Wizard* by clicking on *Edit > Backup > Recover Backup...*
The Recover Wizard opens.

Figure 34 The Recover Wizard



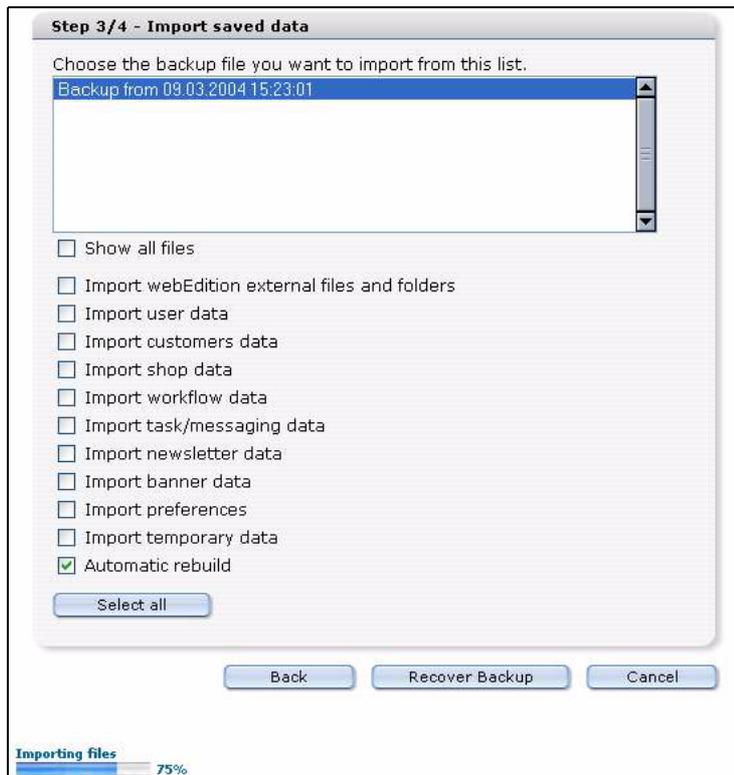
- 2 The system asks whether you wish to save your existing files before you restore the backup files.

If	Do
you click on "yes"	the "Create Backup Wizard" opens. (Follow the procedure as described in Procedure 4, "Backing up your database" on page 43).
you click on "no"	go to Step 3.

- 3 Choose the source for the import process. Indicate here whether your previously backed-up files are to be imported from the server or from your local hard disk, then click the *next* button.

If you select *Import data from the server*, go to Step 4. If you select *import from local file* go to Step 5.

Figure 35 Recover backup process



- 4 Indicate which files are to be imported. If you have selected *Import data* from the server, then all files that are found in the `/webEdition/we_backup` directory will be shown in the select box. If you cannot see the backup files that you have imported, select the *Show all files* checkbox.

- a If you wish to recover files which were not produced with webEdition, select the *Recover webEdition external files and folders* checkbox.
- b If you wish to recover data from your installed modules, select the checkboxes that correspond to the modules you wish to back up.

Note 1: Because modules often share data in the database, webEdition will automatically back up associated modules. If, for example, you activate the checkbox for the Shop, webEdition will automatically activate its related module, Customer Management. Such is also the case for the Workflow and User Management modules, the Newsletter and the Customer data module, and the Task/Messaging and User Management modules.

Note 2: Only modules that are installed on your system will be visible in this list.

- c If you wish to restore temporary data, that is, data which has been saved but not published, activate the *Recover temporary data* checkbox.
- d If you choose *Import preferences*, the preferences (see `Edit > Preferences`) for the import of the backup files will be the same as those that were exported with the backup files.
- e If you select *Recover user data*, the user data will be recovered.



CAUTION

Risk of lock out

Your old user data will be overwritten. If you do not know the user data (username and password) from the files to be imported, you will have no way of logging yourself into webEdition.

- f If you activate the *Automatic rebuild* checkbox, the rebuild process begins automatically after the import.

The rebuild process overwrites the files on the Web server.

- 5 If you have selected *Import saved files* from local hard disk you have the option of uploading a backup file to the server.

Note: Important: Each provider sets a time limit for PHP scripts (for example Puretec is set to 8 seconds; Strato is set to is 30 seconds). After this time the script will be stopped and it will not be completed any further. If the upload of the backup file requires a longer time than this time span, the import feature will not function in this instance. Copy the backup files into the /webEdition/we_backup directory and choose Import data from the server (as in step 2).

- 6 Click on the *Recover* button

The recover process starts. The process can last several minutes depending on the speed of your internet connection.

- 7 When the recover process is completed, the system inform you that the operation was successful.
- 8 Close the Recover wizard. You have completed this procedure.

Note: You must now rebuild your webpage. To do so, go to Procedure 6, "Rebuilding your Web pages" on page 47.

4.2 Rebuilding your Web pages

4.2.1 What is the rebuild feature?

After updating your webEdition software, or after making substantial changes to a static Web page, you must synchronize the content of your database with the content of the directories on your Web server . When you use the rebuild feature, the new contents or new features in the webEdition interface will be regenerated and then made visible to visitors to your site You can regenerate either your entire Web page or only sections of it.

4.2.2 When to use the rebuild feature

Use the rebuild feature in the following circumstances:

- if you have updated your webEdition software and you wish to make available the contents that you have saved using the backup procedure of your previous version
- if a document changes that you have included in many static pages using the we:include tag
- if there has been a change made to the name or path of a page linked to a template using the we:a or the we:url tag
- if you have manually deleted or changed a page or directory by accident and you wish to restore your page.

Note: After updating from webEdition 2.x to 3.0 you must perform a rebuild.

4.2.3 How to use the rebuild feature

Procedure 6 Rebuilding your Web pages

In the webEdition main screen

- 1 Select the *File > Rebuild...* command from the main menu.

The *Rebuild* page opens.

Figure 36 Rebuilding a page

Rebuild

Documents
With this option the documents saved in the data base will be written to the file system.

Index-table
If in search some documents can not be found or are being found several times, you can rewrite the index table here.

Generate thumbnails
Here you can rewrite the thumbnails of your graphics.

- 2 In the *Rebuild* page, specify which type of files you would like to rebuild.
 - *Documents*: The documents are re-written into the filesystem. This is e.g. necessary after templates have been changed if the option *automatic rebuild* was not activated. Proceed with Step 3
 - *Index-table*: If some documents are found twice or not at all during a query after having performed changes to the site, the index-table has to be re-written. This rebuild function will be performed immediately. Proceed to Step 5
 - *Generate thumbnails*: Re-writes your thumbnails, e.g. after having changed the size or quality.
- 3 After having selected *Documents* in the *Rebuild* window, the following window opens (see Figure 37):

Figure 37 Documents Rebuild

Rebuild - documents

All documents and templates
With this option all documents and templates will be rewritten.

Resave main table
 Resave temporary table

Static webEdition pages
Here you can specify which static webEdition pages should be rewritten. If you don't select a criteria all static webEdition pages will be rewritten.

Categories

 AND concatenation

Document types

Directories

Select *all documents and templates* to re-write all documents and templates. This is necessary after a recovery.

Two further sub steps are available to administrators:

- a *Resave main table*
- b *Resave temporary table*



CAUTION

Risk of loss of data

Do not forget to activate Save templates in advance. If *Resave temporary documents* is activated, the documents that were not yet published but which were changed will be rewritten on the basis of the published documents. All changes which you made between saving and publishing will be lost. If *Resave main database-table* has been activated, the main table of the database will be rewritten.



CAUTION

Risk of loss of data

If, during the write-process, the server fails or the action is interrupted because of a timeout, your data will be lost. Therefore, this option should only be selected in an emergency.

- c Select *All objects* to resave your object tables.

Note: This option is only available if the Database/Object Module is installed.

- d Select *Static documents* to rewrite all static documents. If you use the `we:include` tag with static web documents, you must rebuild your site for these pages to be visible.
- e You can refine your rebuilding process by choosing categories to be re-written.

Note: if you wish to change a published document from the static to the dynamic state (and vice versa), you must park the page, change it, and republish it.

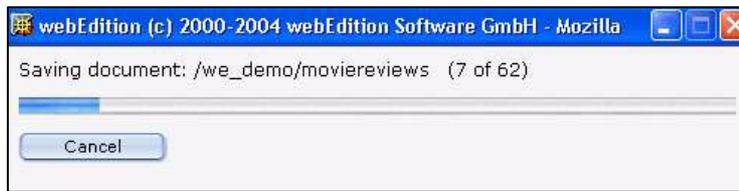
- 4 If you chose *Generate thumbnails*, a window opens, where you can select the size of your thumbnails (see Figure 38).

Figure 38 Rebuilding thumbnails



- 5 Click **OK**
The rebuild starts

Figure 39 Rebuild progress



After completing the rebuild, the following message appears

Figure 40 Rebuild finished



6 Click *Ok*

The rebuild process is finished

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webEdition installation, update and backup User Guide

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