

# CORAL Web Committee Agenda & Minutes

Agenda – October 6, 2016 10am EST

(Meetings are scheduled 10am EST/9am CST on the first Thursday of the month)

Attendance: Scott, Yan, Kat, Nathan

- 1) Announcements –
  - a) Chair of Web Committee? Response to governance changes.
    - No one in attendance currently has interest in running. Can revisit in 2 years as Web Committee will need to find/vote in a new chair...
  - b) ER & L 2017: CORAL User Group Meeting
    - Yan & Scott put together a proposal.
  - c) Docs.coral-erm.org
    - Hoping this will be the domain for our documentation
  - d) Ssh
    - Scott working with Paul to relocate our website into different server. BibLibre had certain policies that prevented us from having admin access. This move allows us to have admin access to make changes, allowing Scott and others to install plug-ins and other maintenance.
    - As needed, others may want/need access in the future
  - e) CORAL User-Map
    - Yan had questions about BibLibre's changes affecting requests for users to be added to the user map. Scott/Yan reviewed settings during meeting on who is receiving those requests...***all requests still being directed to Yan's email***

2) Documentation Project Discussion (CORAL 2.0 Beta release still planned for fall 2016)

3) Example of how to pull/clone repo (Scott)

- 2 folders - Build and Source
- Within Source folder, .md files are markdown files. Index.rst can also be edited. Using Sphinx is what creates that file?
- Open Markdown Pad 2 (or other editor) - can open md files.
- If need to edit .rst file, open general text editor (Atom, TextPad, etc.) to open the .rst file
  - *Should not need to edit frequently...unless \adding new markdown files*
- Opened up release.md - make quick edits. (bolded some text). Save changes.
- Go back to directory (command prompt)
- When you run Sphinx, it makes the html files in the BUILD folder.  
C:\Work\test2\Documentation>make.html (See Sept agenda for full prompts)
- C:\work\test2\Documentation>git add
- You can preview the new html file in a browser **before** pushing to github

- Commit to github  
C:\Work\test2\Documentation>git commit -m "*whatever note you want others to see about what you changed...*"  
C:\Work\test2\Documentation>git push  
Notice at the bottom --- pushed out to "Master"
- Check github site b/c MOST of the time, we will be pushing to a branch, **not** Master
- To create + send to a new branch (**normal procedure**)  
C:\Work\test2\Documentation>git checkout -b test2  
To send to existing branch, same procedure. (can create branches within github site)
- Once in github, open a pull request to compare changes to Master
- If no rights to merge, you would indicate what changes you're making in the note box
- Then someone who has merge rights would approve the "**merge pull request**".
- Once done, the branch created can be deleted.
- Generally best practice is to create a branch for every change as each change has been submitted.
- Naming convention for these branches??? Numbers? (like Steering committee) Add initials? Important to differentiate those pull requests coming from CORAL community at large

#### 4) Anything else?

- Kat requests Scott make a general/brief screencast video showing brief overview showing steps as moving between software (Python/Sphinx/Markdown, etc.)

Next meeting Thursday, November 3.