

# How to edit the LCI web page

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These are instructions explaining how to modify the website of the Laboratory for Computational Intelligence. Only members of the LCI should edit this website.

The website uses a basic version control system, CVS, to ensure that webpages can be restored in case of mishaps (e.g. someone accidentally deletes the entire text of a page). Everyone is required to use CVS, no matter how small the change may be. Also, do not delete the files that are used by CVS (they are easy to identify!), especially the directory **repository**.

This documents assumes the user has access to a UNIX environment.

## Instructions to follow

1. Set the log editor for CVS. You need to set the environment variable **EDITOR** to your favourite text editor, such as **emacs**, **pico** or **vi**. In the **cs**h shell, you would type **setenv EDITOR pico**, for example.
2. Go to the root of the LCI website, **/lci/local/share/doc/www**.
3. Make the desired changes to the website, viewing your changes in a browser such as Mozilla to make sure that everything works and looks okay.
  - **Adding files:** If you would like to add a new HTML file, image, PDF or directory to the webpage, go ahead. Make sure that you set the permissions of the files and directories correctly so that the world can see them. Type **chmod 664 newfile** or **chmod 775 newdir**. You're welcome to add the file to the version control system by going to the root of the LCI website and typing **cv**s **add newfile**. This will ensure that changes to your new file are tracked. However, you are not obligated to do so. Please don't add large files such as PDFs or videos to the CVS. It's mainly useful for HTML files.
  - **Deleting files:** Hopefully this doesn't occur too often, but if you have to delete a file follow these steps: 1.) Remove the file using the usual command **rm**, 2.) You have to tell CVS that you've removed these files, so type **cv**s **remove oldfile**.
4. Once you are satisfied with the changes, go to the root of the LCI website and type **./lciwebcommit**. (Note that you *do not* have to set the **CVSROOT** environment variable, in case you thought you did.)
5. Your favourite text editor will open. At this point, write a few lines explaining what changes you made to the website.
6. Exit the editor. That's it!