

Download / Installation of Cloud Kiosk¹ (Draft version-01/17/2016)

(Tasks for Organizational Technical Administrator)

Skills required

- Strong PC skills including the ability to:
 - Locate and manipulate specific files on your system
 - “Cut and Paste” files and directories
 - Use a web browser
 - Download files from the internet
 - Connect to the remote Internet server that will be used to host class “Cloud Kiosk” (Podcast) sites.
 - Use “FTP”, and FTP application such as FileZilla, or other system-to-system file transfer mechanism.

Step 1- Download compressed application file

Using your web browser, go to site:

<http://www.open-esl.org/CloudKiosk/Downloads/DownloadCloudKiosk.php>

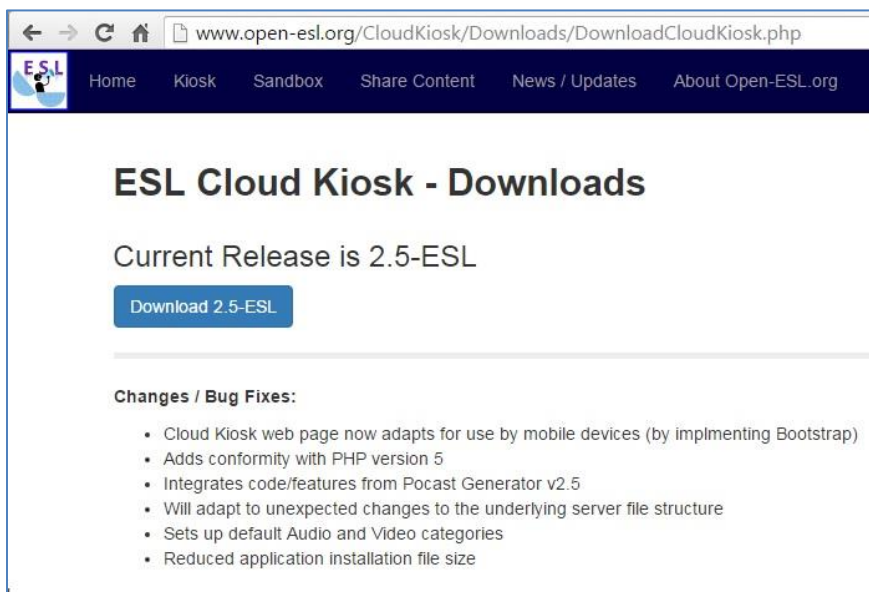


Figure 1 - Download Page

Click the blue “Download 2.xxx-ESL” button to initiate the download process. When your browser has completed that operation, you should see the compressed file in the normal download location for your particular computer.

¹ These instructions and the accompanying images are based on Windows 7. However there should be no problem performing the same steps on other versions of Windows, or on Macintosh or Linux.

Likewise, images were from the install process using the “Chrome” browser, but any modern browser should work equally as well. This documentation will use the term “directory” to indicate a location within a file-system. Some users or operating systems refer to this as a “folder”.

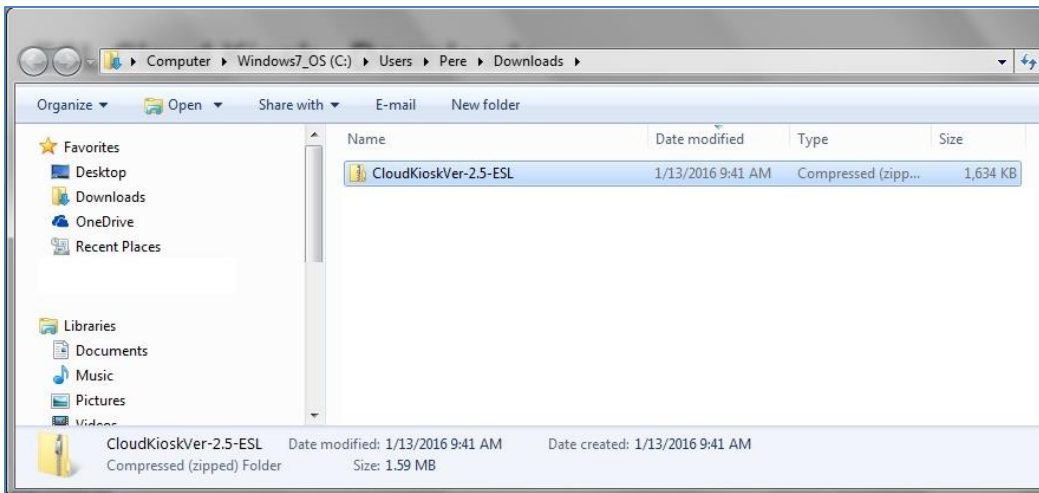


Figure 2 - Downloaded compressed File

Step 2 – “Unzip” the file

The next step is to un-compress the file. On Windows you first “double-click” the file icon. This provides a view of the files contained within the “compressed” container. Then click the “Extract all files” option indicated in red.

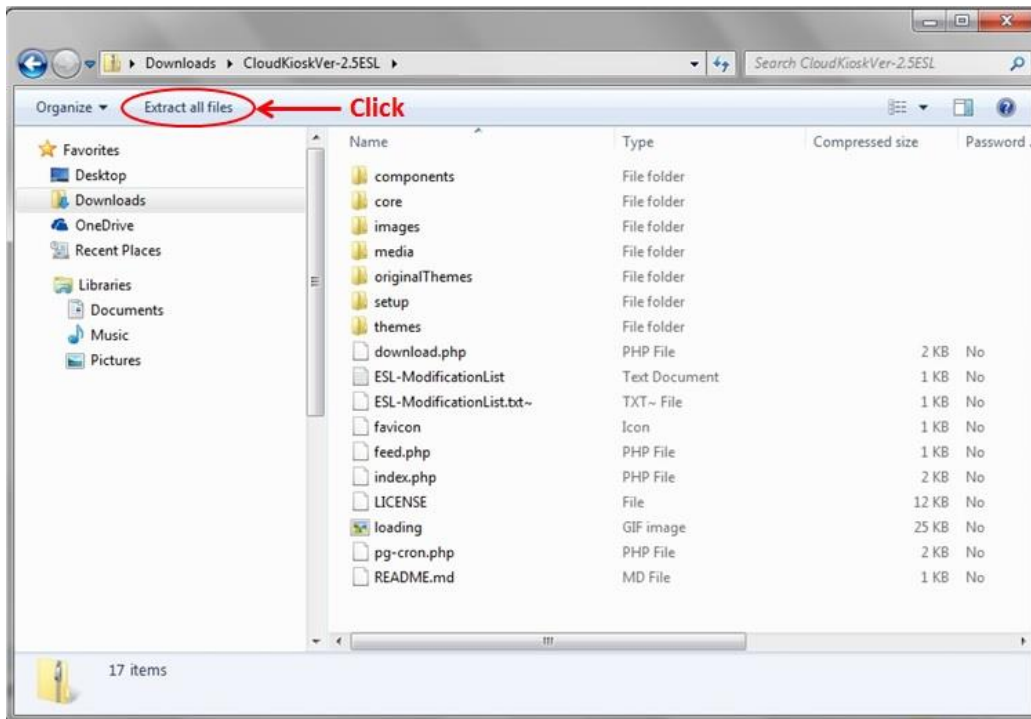


Figure 3 - Preview of directories / files to be extracted

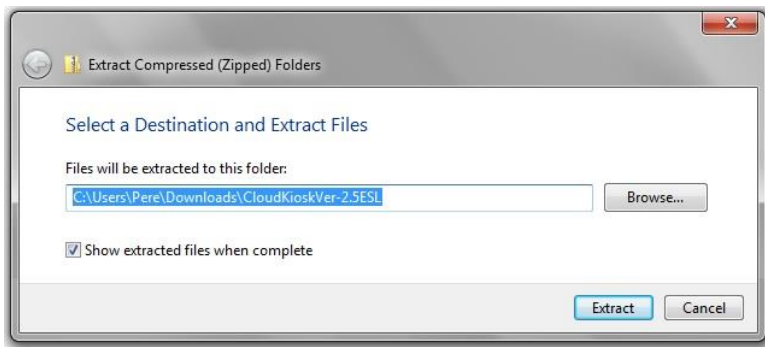
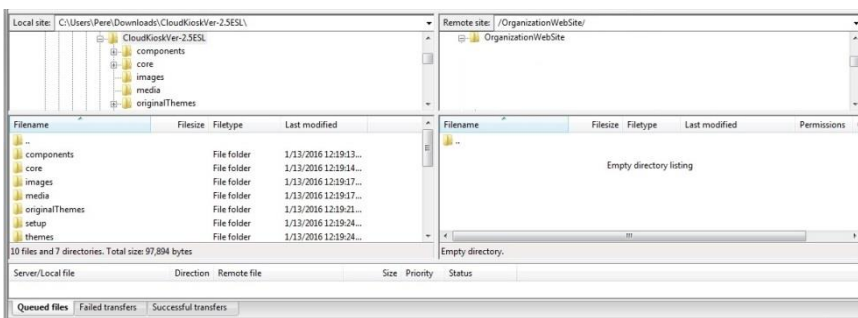


Figure 4 - Indicate desired location for the extracted files

A dialog box will prompt you for the desired destination for the uncompressed files. You can accept the default or put the files in a directory you have set up to use with Kiosk installations. **Be sure to note the location for the files!**

Step 3 – Prepare for transfer of files to the server

Open your file transfer tool. In this example we are using “FileZilla”. Use the appropriate options to establish a connection to your remote server.



The left side of the screen shows local files on your computer and the right side shows files on the remote Internet server.

Figure 5 - Detail of "FileZilla" transfer screen

New (class) installation- If this is a new installation, you must first create a directory that will hold both the application files and uploaded audio files. “Right-click” the “parent” directory and select “Create Directory” from the “context menu” that is displayed.

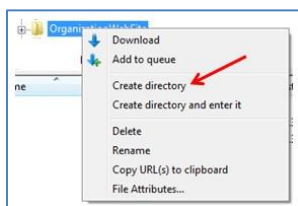


Figure 6 - Context Menu

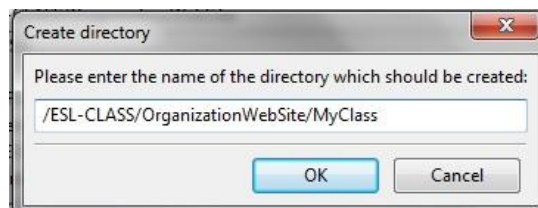


Figure 7 - Dialog for new directory name

Then choose a name for the new directory. This name will become part of the Internet path name used to access both the web-site, and content subscriptions using Podcatcher software. Make the name student-friendly! Avoid using the “dash” or “underscore” characters, as they may be difficult for users to enter, especially on mobile devices. Suggestion: If the Teacher’s name is Susan, name the

directory “SusansClass” (You must NOT use an apostrophe in a directory name!) Once you have indicated the desired directory, click “OK”.

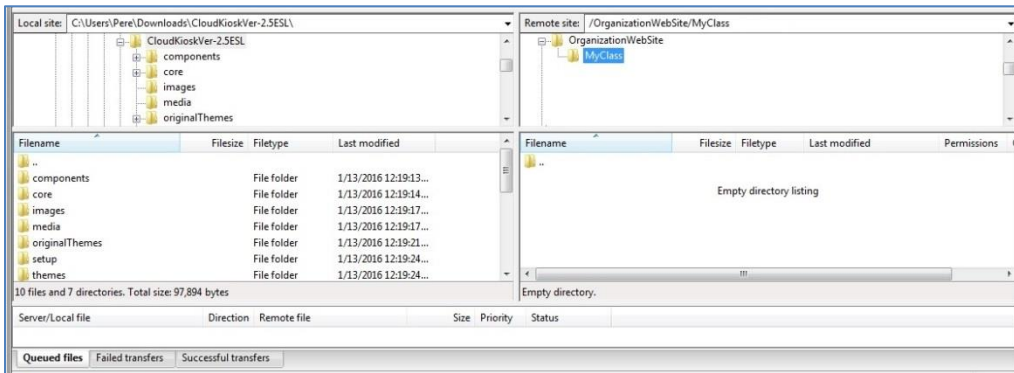


Figure 8 - FileZilla view of newly created directory

Upgrade of an existing installation- If you have an existing class podcast site (with audio files!) you can upgrade that site, without having to repeat the process of uploading files etc². Follow these steps:

- Locate the “media” directory on the server within that class’s main directory. Rename this directory to “media-old”. (To rename, you can either use the standard Windows click-pause-click on the name to make the name editable, or you can right click the directory name and choose “rename” from the context menu.)
- Delete all files and directories within the class directory EXCEPT the newly renamed “media-old” directory. (To delete a file or directory you click it once to select/highlight the name, then press delete. On Windows you can use the usual <Ctrl> + click or <Shift> + click to select/highlight multiple directories/files and delete all the selected items.)
Note that earlier versions (such as 1.4-ESL) involved many, many files! The easiest approach is to select all the directories and files other than “media-old”, and click delete. Once you are sure that the process has started, go have a cup of coffee or even lunch. This process takes quite a while!
- Once the deletions have been completed you should be left with the single directory “media-old” as shown in the figure below:

Filename	Filesize	Filetype	Last modified	Permissions
media-old		File folder	5/22/2014 10:40:45 AM	drwxr-xr-x

Figure 9 - Existing installation prepared for upgrade

² You will however have to re-establish the site title, subtitle, administrator name, and password.

Step 4 – Transfer files (for both new and upgraded installations)

Now you are ready to copy the application/installation files (from the uncompressed directory you created in step 2) to the class directory on the Internet server.

Within FileZilla, navigate the active location on the left-side to the location you chose for the Cloud Kiosk application files. On the right-side be sure you are in the class directory. (For new installations the directory will be empty. For upgrade installations, the directory should contain the single “media-old” directory.)

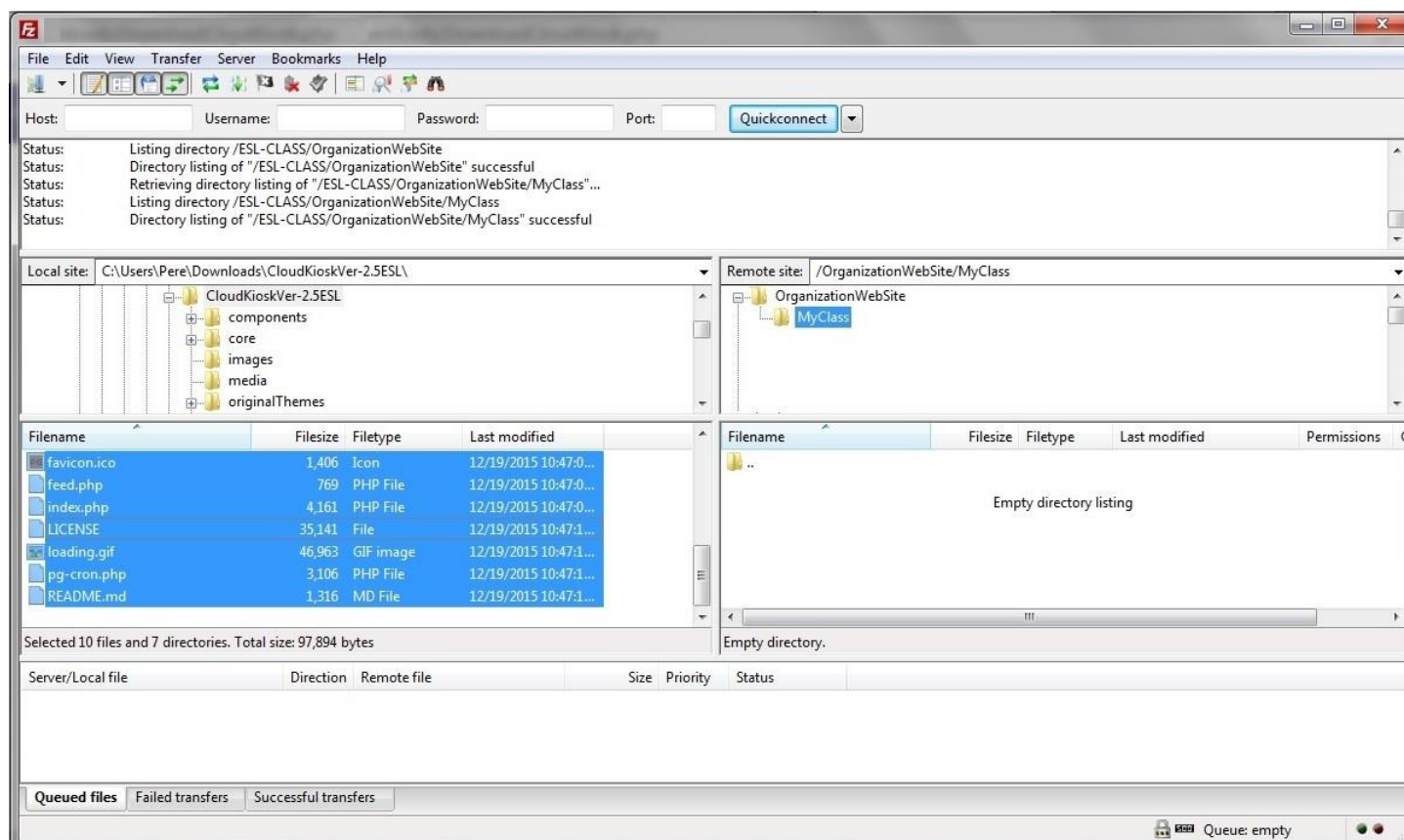


Figure 10 - Files selected for transfer

Select all the Cloud Kiosk directories and files in the left side (Including directories starting with “components” and files ending with “README”.) Then click-drag the selected files to the right-side panel. This will initiate the copy process³.

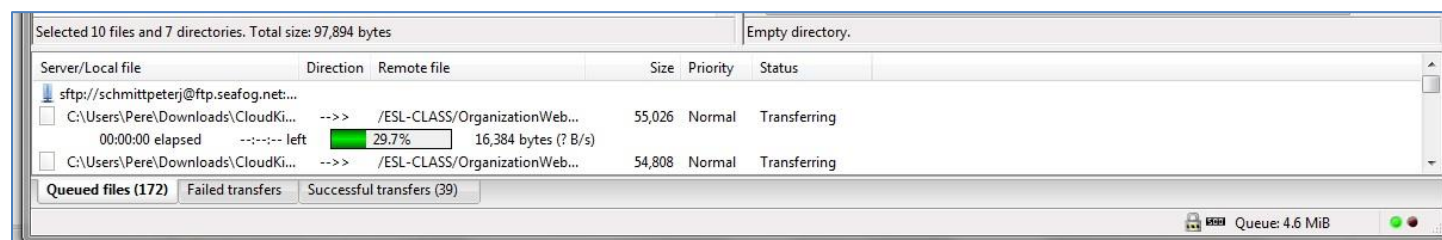


Figure 11 - File transfer in progress

³ Note that the copying process for version 2.5-ESL is significantly faster than that for 1.4-ESL because it has been re-implemented using far fewer files.

Upgrade of existing installation? You have an extra step at this point. In your class Cloud Kiosk main directory, you should see both a “media” and a “media-old” directory.

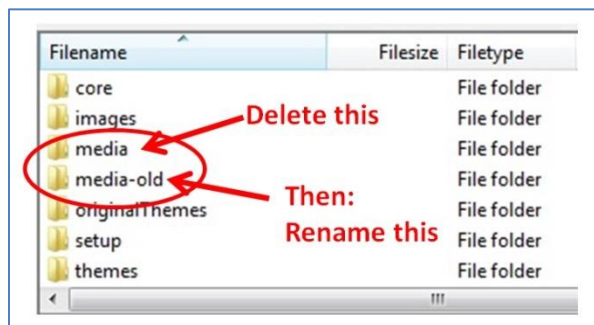


Figure 12 - For upgrades only

Delete the “media” directory and rename “media-old” to “media”. All the previous mp3 file uploads will now be included in the new version.

Step 5 – Open Cloud Kiosk in browser and complete installation

From a web browser go to the class’s website address. This address is dependent on your organization’s domain address, and the name you gave the class site directory.

Example:

Organization name: Denver ESL Institute

Internet domain: DenverESLINstitute.org

Class directory: SusansClass

(For this example we will assume you created the class directory as a subdirectory of the main site.)

Use your browser to go to “<http://www.DenverESLINstitute.org/SusansClass>”

The application will walk you through three simple steps:

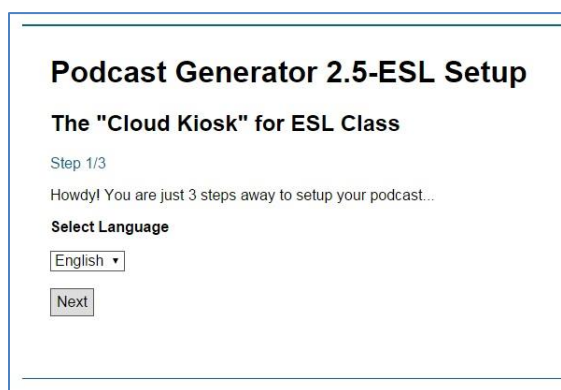


Figure 13 - Step One

Application Step One: Accept the default language “English”.

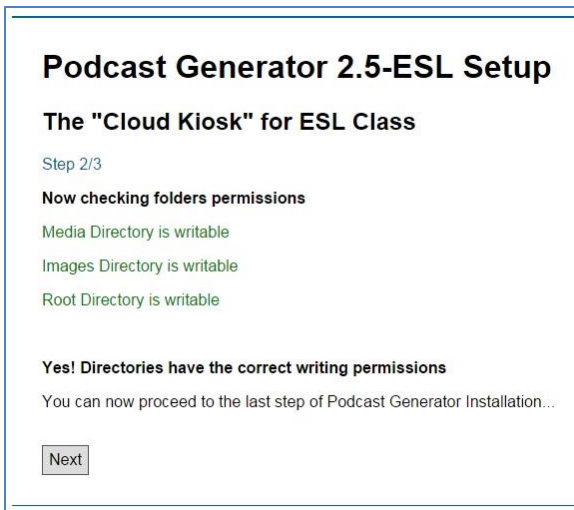


Figure 14 - Step Two

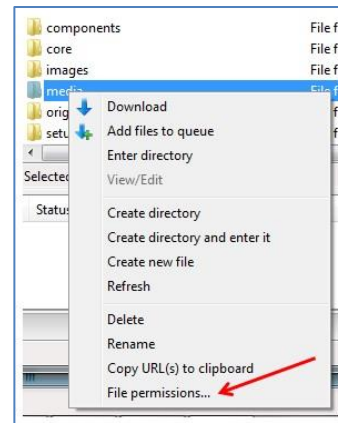


Figure 15 - Permissions

Application Step Two: Confirm that directories have the correct writing permissions. If there is a problem with permissions, use FileZilla to adjust them. Right click the appropriate directory and select the “File permissions” option from the context menu (Figure 15).



Figure 16 - Step Three

Application Step Three: Select and enter a username and password for administration of the site. This will be needed by the teacher to upload audio materials etc. Make note of these settings and convey them to the teacher in a secure manner.



Figure 17

Successful completion!

(Optional) Administrative Step 6 – Set site title and subtitle

At this point, the important backend work of installing the application has been completed. Depending on organizational policy or preferred procedure, the site title and subtitle can be set by the administrator or by the class's teacher. It is recommended this be done by the administrator so that the teacher can focus on audio file uploads. In any case, title and subtitle can be set or re-set at a later time.

From the screen shown in Figure 17, click “Go right to your podcast!”⁴.

Log in using the username and password you established (see figure 16).

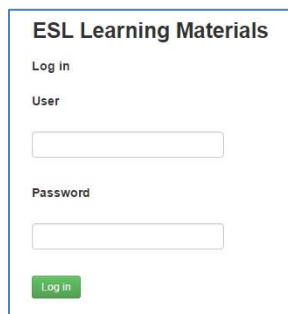
A login form titled "ESL Learning Materials". It contains a "Log in" link, a "User" label above a text input field, a "Password" label above another text input field, and a green "Log in" button at the bottom.

Figure 18

This will open up the main administration menu screen.

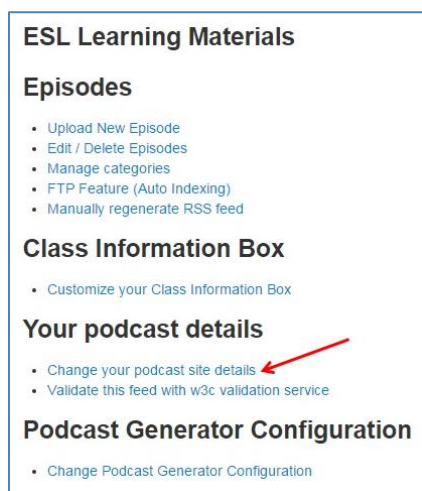
A screenshot of the "ESL Learning Materials" administration menu. It features a sidebar with the title "ESL Learning Materials" and a list of links: "Upload New Episode", "Edit / Delete Episodes", "Manage categories", "FTP Feature (Auto Indexing)", and "Manually regenerate RSS feed". Below this is a "Class Information Box" with a link "Customize your Class Information Box". The "Your podcast details" section has a link "Change your podcast site details" which is highlighted with a red arrow, and a link "Validate this feed with w3c validation service". The "Podcast Generator Configuration" section has a link "Change Podcast Generator Configuration".

Figure 19

Select “Change your podcast site details” from the options offered.

⁴ If you have already closed this screen, you can open your browser again to the class directory (“<http://www.DenverESLInstitute.org/SusansClass>” in the example). Click the “Admin” item at the right hand side of the (dark) menu bar at the top of the application.

ESL Learning Materials

Change your podcast site details

These information will be used on this website and in the resulting RSS feed

Podcast Title (Class Name?)

Podcast Subtitle (Slogan? School/Organization name?)

Podcast Description (Can be left blank!)

Figure 20

Replace the default values for “Podcast Title” and “Podcast Subtitle” to text that is appropriate for the class and organization. These values will greet anyone who navigates to the class web site, and also become feed settings for students who use Podcatchers to subscribe to the feed on their SmartPhone or Tablet.

The apostrophe is perfectly valid here! So you could (following our example) set the podcast title to: “Susan’s Class”.

Save these values by clicking the green “Send” button at the bottom of the screen.

You are now done!

Congratulations!

Getting help

If you have problems or questions about the installation process, send an email to: Admin@Open-ESL.org

You may also send comments or suggestions to that address.

Please be aware that support is provided by a part-time volunteer effort. Although every possible effort will be made to answer quickly, there may be a delay of several days. Be sure to provide all relevant details, including screen shots if possible.