# GForge® AS User Manual

**Version 5.4**

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# Section 1 – Introduction to GForge

GForge assists in the management of the entire development life cycle using Collaborative Development Environment (CDE) tools to assist your team in working together, using message forums and mailing lists, including tools to create and control access to Source Code Management (SCM) repositories. GForge automatically creates a repository and controls access to it depending on the role security settings of the Project.

GForge allows you to organize and manage any number of software development Projects. GForge is perfect for managing large teams of software engineers even when they are scattered among multiple geographical locations.

GForge is used by thousands of companies and government agencies around the world. Because GForge ensures proven reliability, ease of use, and global penetration, it is an excellent choice whenever an organization needs to manage a software Project of any size. With the trend towards distributed and offshore development, GForge is uniquely positioned to provide coordination and support to this new development paradigm. Refer to Figure 1-1.

*Figure 1-1. GForge Modules*


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## 1.1 GForge Modules

Additional GForge modules include:

- Home page with overall GForge information.
- Personal user's My Stuff detailing your Projects.
- Project Summary Tree detailing Projects.
- Site wide Search capabilities for users, Projects, and binary searches within MS Word and PDF documents.
- Code Snippets for reuse of previously developed code.
- Forums for group interaction.
- Issue Tracker with "unlimited" numbers of categories, text fields, and such.
- Task management via the Trackers.
- Reporting detailing, time, Trackers, Project activity, pages vied per day, downloads, commits, and builds.
- Mailing Lists provided via a GForge version of GNU Mailman.
- Document Management.
- News announcements.
- Files uploaded and each version.
- Wiki allows everyone to collaborate on the content and modify the pages created by the Project Administrator.
- Source Code Management (SCM) to check in and out code for Perforce, Visual Safe Source, Clear Case, CVS (Concurrent Versioning System), and Subversion (SVN).
- Manage File Releases for each build of the Project.

### 1.1.1 Professional Services

The GForge Project is supported and maintained by the GForge Group including:

- **Installations** – The CDE system depends on multiple different software components. We can install GForge more completely and less expensively than your staff.
- **Customer Maintenance and Support** – We offer second-level support and upgrades to your GForge installation.
- **On-line Training** – GForge Learning Services provides Macromedia Flash-based on-line training that is available 24 hours a day, 7 days a week. This allows you to learn based on your schedule and at your pace. All of the videos are narrated.
- **Integration Solutions** – The GForge Group can integrate CDE into your existing development process and corporate network, such as Timberbox, Mozillza, WebDav, and XML SOAP API.
- **Development of Customized Solutions** – The GForge Group can customize the CDE faster and cleaner than other organizations, ensuring that you will not get trapped in a hacked version of GForge that cannot be upgraded.
- **Lightweight Directory Access Protocol (LDAP)** – Administrator authentication for network integration.


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- **Appliances** – The GForge Appliances can be plugged into your network to provide an instant collaboration environment. Collaboration station plug and play servers can include your CDE site pre-installed and pre-configured to your specifications.
- **Hosting Services** – GForge can host your CDE solutions at a minimal cost. Refer to GForge Group Professional Services at www.gforge.org for additional information.

## 1.2 Registering a New GForge User

There are two possibilities when registering a new user. Registration is dependent on whether Lightweight Directory Access Protocol (LDAP) authentication is implemented for network integration. User registration includes:

- **Non-LDAP User Registration** – Typical non-corporate user. Requires filling out the New Account Registration form, responding to confirmation e-mail, and logging in.
- **LDAP User Registration** – Typical corporate user. Login and account creation automatically occurs without e-mail confirmation.

To register a new GForge user:

1. **Connect** to the **Internet**.
2. **Launch** your **browser**.
3. Enter the hostname of your server in the **URL Address** field of your browser and click <**Enter**>.
4. Click **Register new account** in the top right corner of the screen.

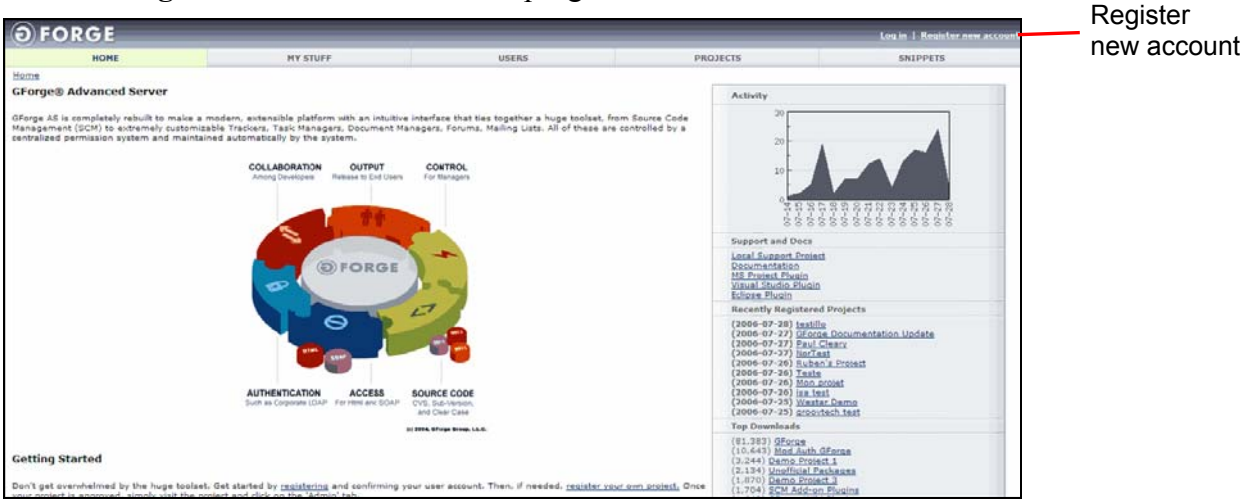


*Figure 1-2. Register new account*

The Add New User screen displays with your user data fields. Refer to Figure 1-5 on page 1-5.

5. Enter your **information**. Fields marked with an asterisks (*) are required. Refer to Registering a New GForge User on page 1-3.
6. Click the **Submit** button.

   ❖ **Note:** GForge requires pop-ups to be enabled.


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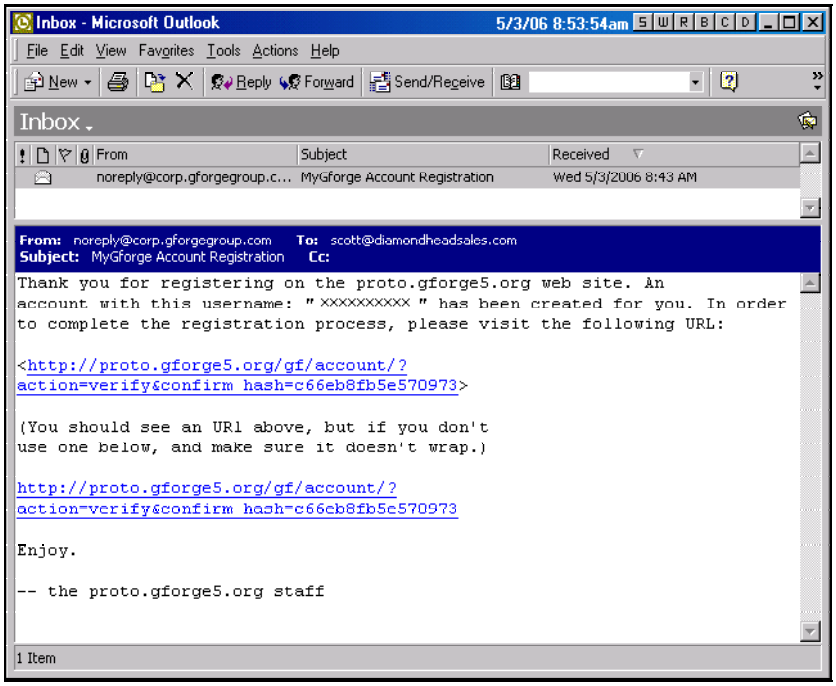


*Figure 1-3. New Account E-mail Confirmation*

- ❖ **Note:** You will be sent a confirmation e-mail to verify your e-mail address. You must respond to the e-mail within the time period set by the System Administrator or the confirmation will timeout.

7. Click the **link** in the confirmation e-mail.
   - ➢ **Caution: If the link does not work, enter the letter "s" after http. For example, enter https://**
8. Enter your **Login name** as you entered it in the Add New User page. Refer to Adding a New User on page 1-5.

*Figure 1-4. Login*

9. Enter the **Password** that you entered it in the Add New User page.
   - ❖ **Note:** You must have Cookies enabled in your browser settings to login to GForge.
10. Click the **Login** button.


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### 1.2.1 Adding a New User

After selecting Register New Account from the GForge website, the Add new User screen displays. Required fields display an asterisk (*).

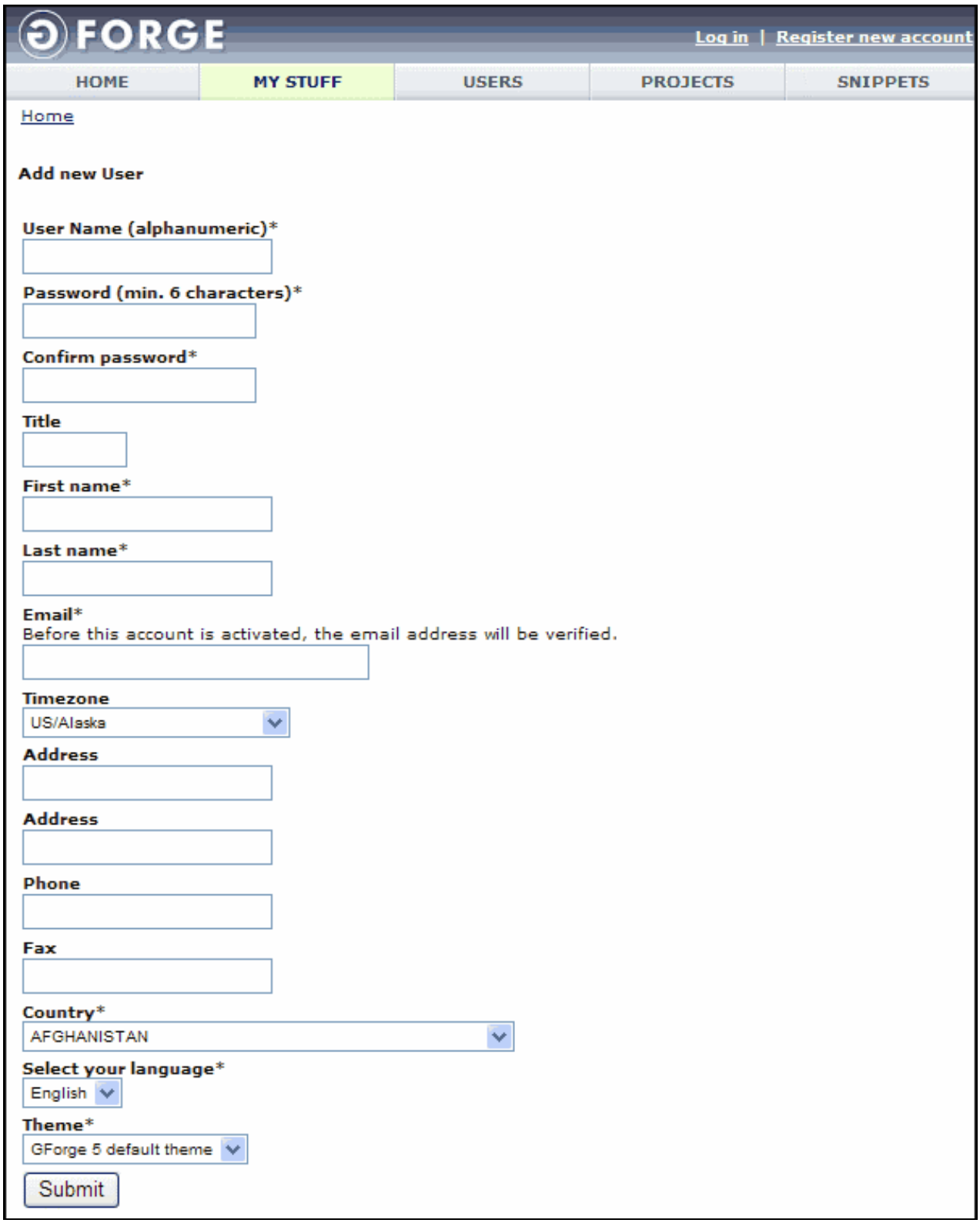


*Figure 1-5. Account Registration*


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**User Name** – Unique user name to Login and access the GForge system. Do not use spaces or capital letters. Typically, your User Name is a combination of your name and your surname, such as jdoe for John Doe. A User Name cannot match an existing system user account, such as "root."

**Password** – Password to Login and access the GForge system. Enter a minimum of six alphanumeric characters.

**Confirm password** – Retype the Password entered in the previous Password field for verification.

**Title** – Current job Title or position.

**First name** – Enter your First name.

**Last name** – Enter your Last name.

**Email** – Valid e-mail address used for GForge and other user correspondences.

- **Note:** You must enter a valid e-mail address to receive the login conformation e-mail. The login conformation e-mail enables you to click the registration link to become a registered GForge user. Refer to Figure 1-3.

**Timezone** – Time zone in which you reside. By default, Greenwich Mean Time (GMT) is selected. All dates display relative to the Timezone selected.

**Address** – Your current address.

**Address** – Additional address information, such as a Post Office (PO) Box number.

**Phone** – Your current telephone number.

**Fax** – Your current facsimile number.

**Country** – Country in which you reside.

**Select Your Language** – Language in which GForge displays including how local specific data appears, such as dates.

**Theme** – Theme in which the CDE screens display.

**Submit** – Click Submit after entering all required information.


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### 1.2.2 Logging In and Out of GForge

To ensure a secure site, it is advised that you log in to GForge when you are using the site, but log out when you have completed your business.

#### *1.2.2.1 Log In*

To Log In to GForge:

1. Connect to the **Internet**.
2. **Launch** your **browser**.
3. Enter the hostname of your server in the URL Address field of your browser and press <**Enter**>.
4. Click **Log In** the top right corner of the screen.

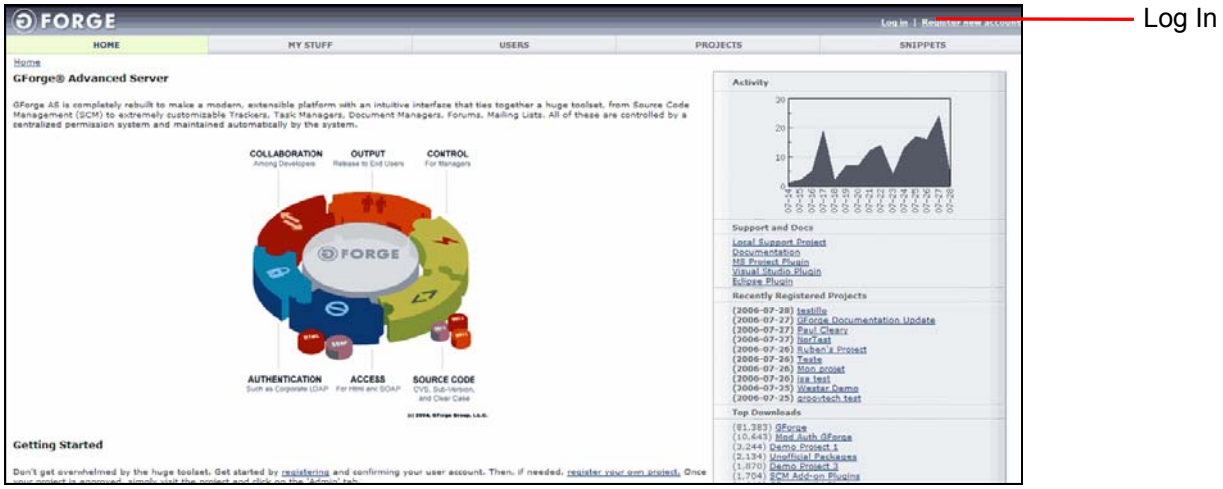


*Figure 1-6. Log In*

❖ **Note:** Cookies must be enabled to Log In to GForge. In Internet Explorer, refer to Tools > Internet Options > Privacy > Advanced settings. In Netscape, refer to Edit > Preferences, Privacy & Security > Cookies.

5. Enter your **User Name**.

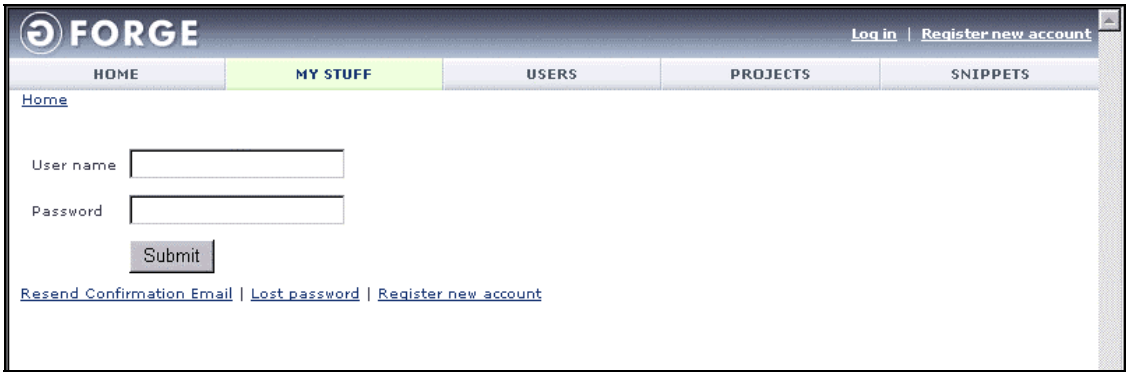


*Figure 1-7. GForge Login*

6. Enter your **Password** and click the **Submit** button.


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### 1.2.2.2 Resend Confirmation Email

Click the Resend Confirmation Email to have GForge resend the confirmation Email. Refer to Figure 1-3.

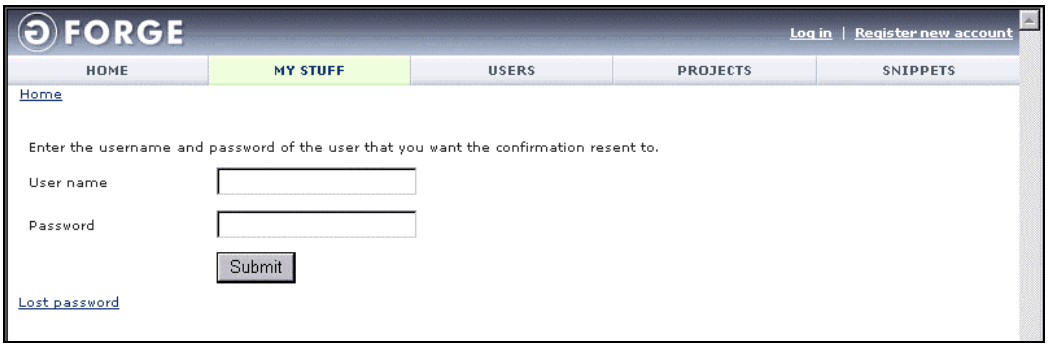


*Figure 1-8. Resend Confirmation Email*

To Resend a confirmation email:

1. Connect to the **Internet**.
2. **Launch** your **browser**.
3. Enter the hostname of your server in the URL Address field of your browser and press <**Enter**>.
4. Click **Log In** the top right corner of the screen.
5. Click **Resend Confirmation Email**.
6. Enter your **User Name**.
7. Enter Your **Password**.
8. Click **Submit**. A new confirmation Email will be sent to the Email address you entered when you registered a new user. Refer to Registering a New GForge User.


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### 1.2.2.3 Lost Your Password

If you lost or forgot your Password:

1. Connect to the **Internet**.
2. **Launch** your **browser**.
3. Enter the hostname of your server in the **Uniform Resource Locator (URL) Address** field of your browser and press <**Enter**>.
4. Click **Log In** link in the top right corner of the screen.
5. Click the **Lost password** link. Refer to Figure 1-7.

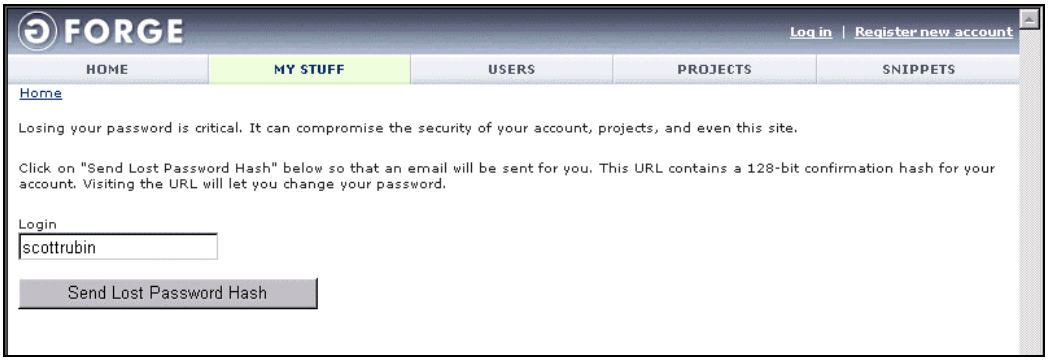


*Figure 1-9. Lost Password*

6. Enter your **Login name**.
7. Click the **Send Lost Password Hash** button.

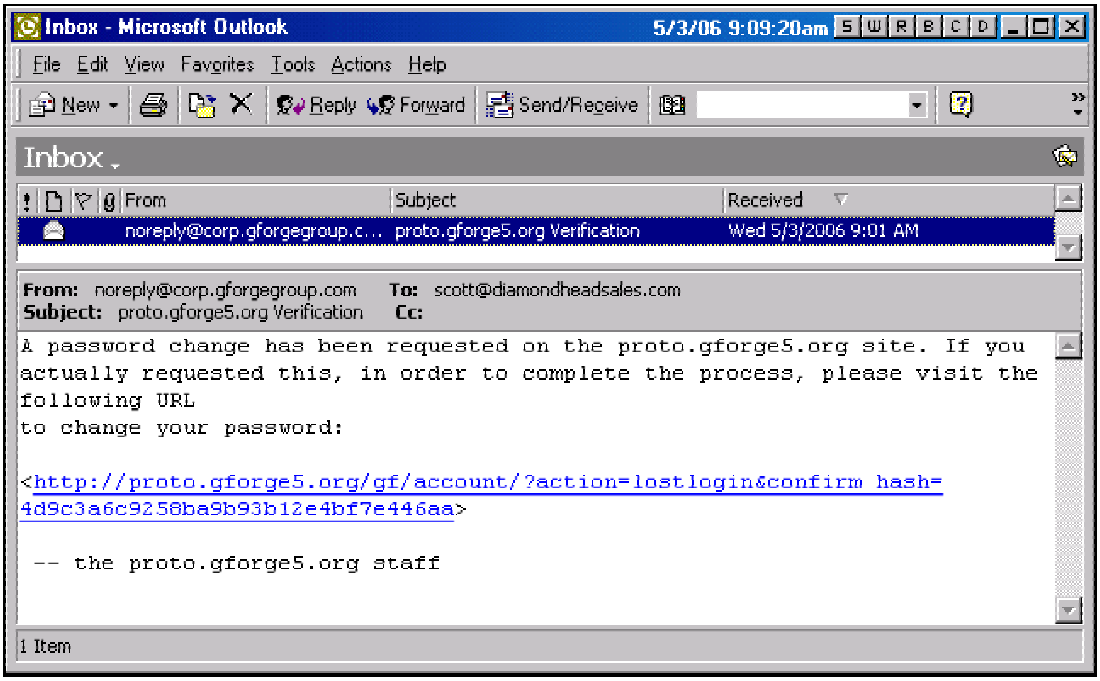


*Figure 1-10. Lost Password Confirmation E-mail*


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❖ **Note:** You will be sent a confirmation e-mail containing a link to reset your Password. You must respond to the e-mail within the time period set by the Administrator or the confirmation will timeout.

8. Click the **link** in the confirmation e-mail.

➢ **Caution: If the link does not work, enter the letter "s" after http. For example, enter https://**

9. Enter your **New Password** to login and access the GForge system. Enter a minimum of six alphanumeric characters.

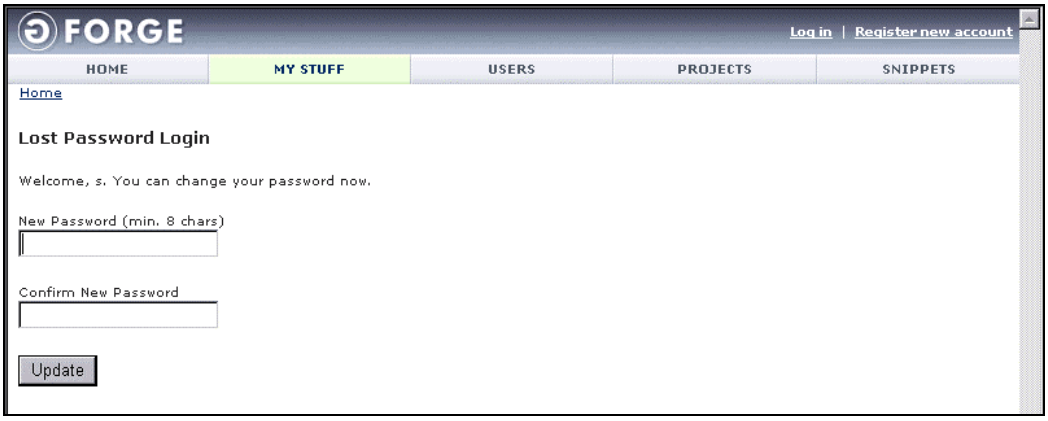


*Figure 1-11. Lost Password Login*

10. Retype the Password in the **Password (repeat)** field for verification.
11. Click the **Update** button. The Password Changed dialog displays.
12. Click **Log In**.
13. Enter your User Name and Password. Refer to Section 1.2.2.1, Log In, page 1-7.


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### 1.2.2.4 Log Out

To Log Out from GForge:

1. Click the **Log Out** link on the top right of your browser window.

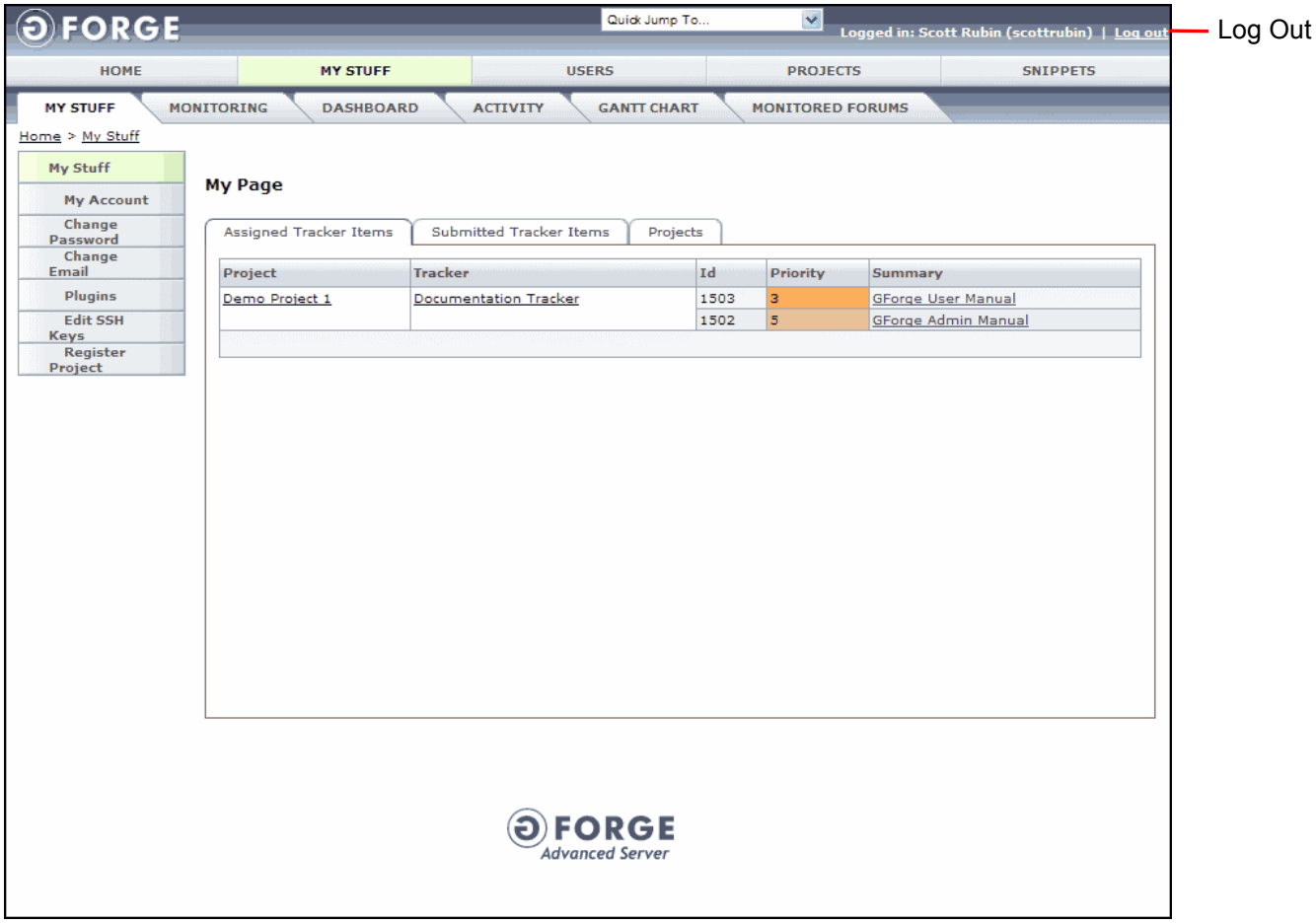


*Figure 1-12. Log Out*

## 1.3 Contacting GForge Group

GForge Group, L.L.C.
1200 Valley West Drive, Suites 304-25
West Des Moines, Iowa 50266 USA

**General Phone:** 408.907.2744
**Fax:** 408.907.2756

**Company Website:** http://gforgegroup.com
**GForge Product Website:** http://demo2.gforgegroup.com
**E-mail:** gfgsales@gforgegroup.com


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# Section 2 – Home

The GForge Home page allows you to view information about registered Projects, such as the Project News, recently registered Projects, and the Project that has been downloaded the most during the week. You can also log in or log out of GForge.

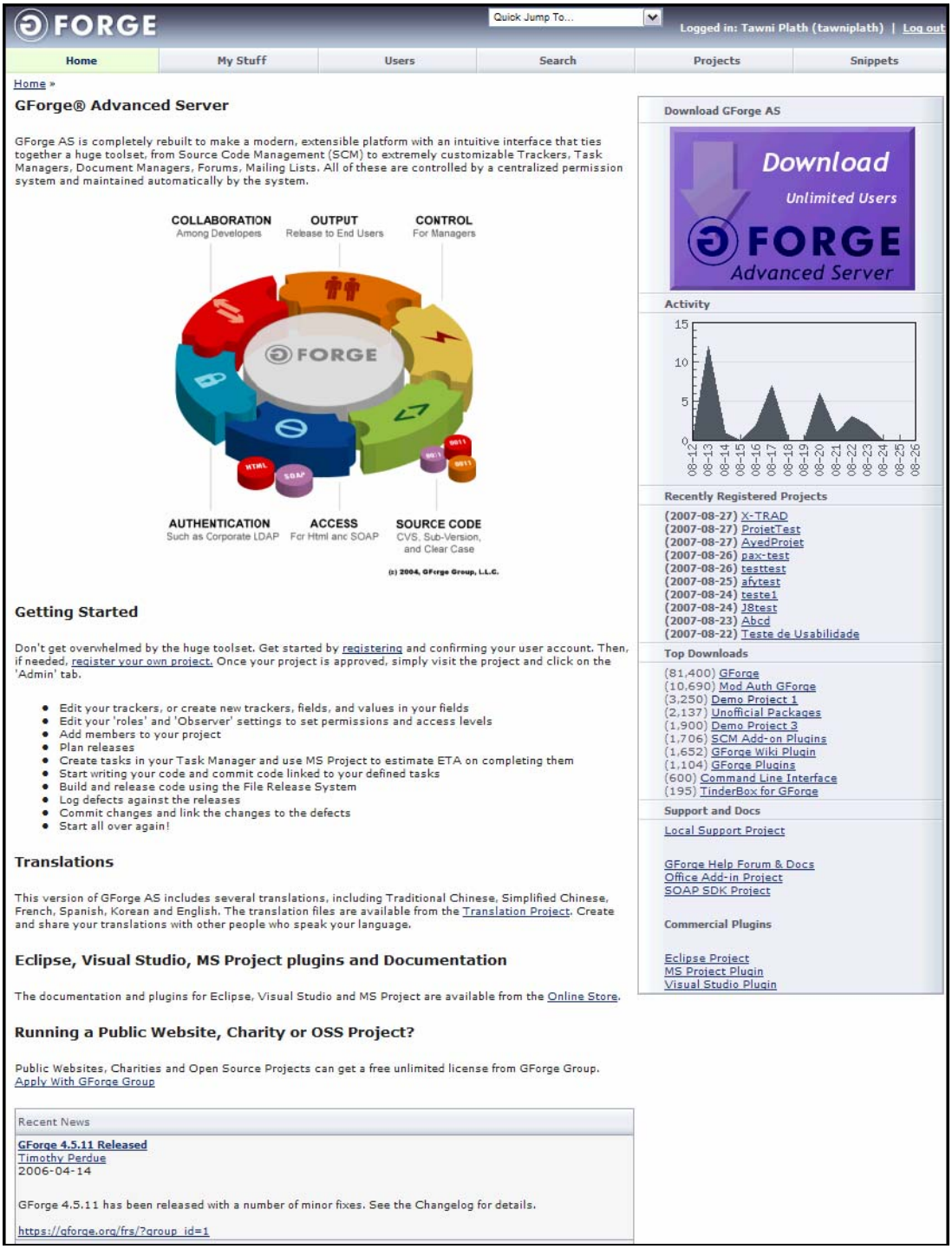


*Figure 2-1. GForge Home*

❖ **Note:** Use the Quick Jump To drop-down list box to display a specific tab.


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## 2.1 Getting Started

This is a simply overview of how to begin using GForge. First you register yourself as a user and if necessary you register your Project.

## 2.2 Translations

Click the Translation Project link to download the translation files for Traditional Chinese, Simplified Chinese, French, Spanish, Korean, and English to create and share your Project with other people.

## 2.3 Eclipse, Visual Studio, MS Project Plugins, and Documentation

Click the Online Store link to purchase the GForge documentation and additional plugins, such as Eclipse, Visual Studio, and MS Project.

## 2.4 Running a Public Website or OSS Project

Click the Apply with GForge Group to acquire a free, unlimited license from the GForge Group if your organization is a Public Website, Charity, or Open Source Projects., Charity

## 2.5 Recent News

The Recent News links displays the news about GForge, a specific Project, or an event. You can acquire additional information by clicking the associated links.

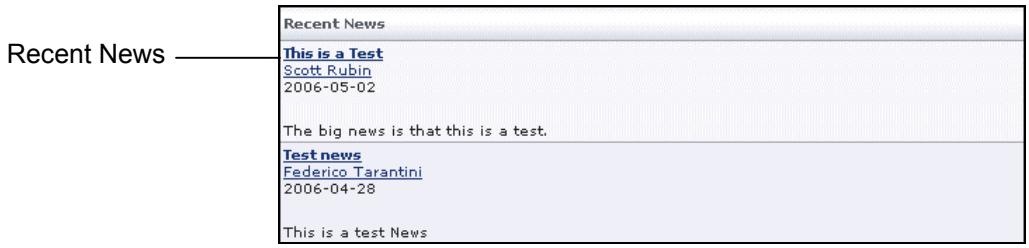


*Figure 2-2. Recent News*

- **Note:** Refer to Section 13, News concerning additional News information.

## 2.6 Activity

Displays a visual graph of the Project's progress.


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## 2.7 Recently Registered Projects

Displays the Projects that have been registered in the last week. Click the link to display the Project Summary tab. Refer to Section 7, Project Summary.

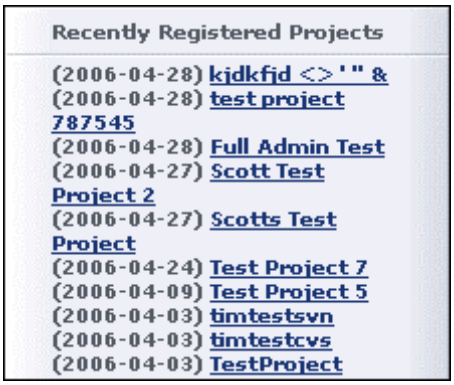


*Figure 2-3. Recently Registered Projects*

## 2.8 Top Project Downloads

Displays the Projects that have been downloaded the most in the last week. Click the link to display the Project Summary tab. Refer to Section 7, Project Summary.

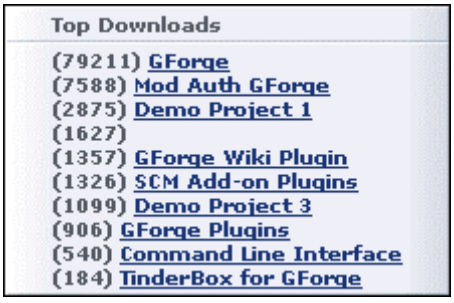


*Figure 2-4. Top Project Downloads*

## 2.9 Support and Docs

Provides links to user documentation, forums, support projects, and commercial plug-ins for expanded development capabilities.


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## 2.10 Site Search

The Site Search screen allows you to search the entire site for Projects and further filter results for Forums, Trackers, Documents, News, File Releases, Mailing Lists, and Wiki pages. Click the Search button in the main menu bar to start a site search.

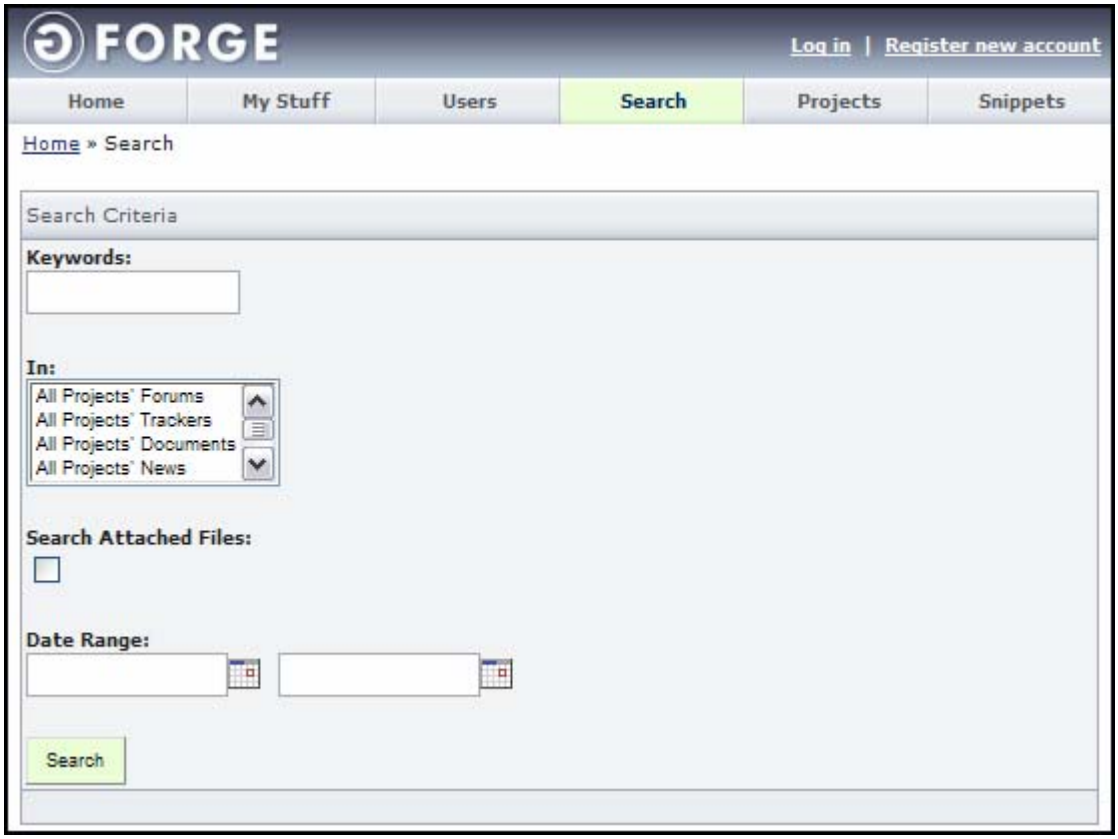


*Figure 2-5. Site Search*

**Keywords** – Enter the Keyword on which you desire to search.

**In** – Select if you desire to filter the search results based on a GForge module. Use the <Shift> and <Ctrl> keys to select multiple modules.

**Search Attached Files** – Select this checkbox to search any files that may be attached to the records that are returned by the search.

**Date Range** – Enter a start and end date to limit the search to include only the dates you enter.


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# Section 3 – My Stuff

The My Stuff tab displays information about lists of Assigned Tracker Items, Submitted Tracker Items, Projects of which you are a member, your account information, Change Password form, Change E-mail address form, Plugins, Edit SSH Keys, and the ability to Register a Project.

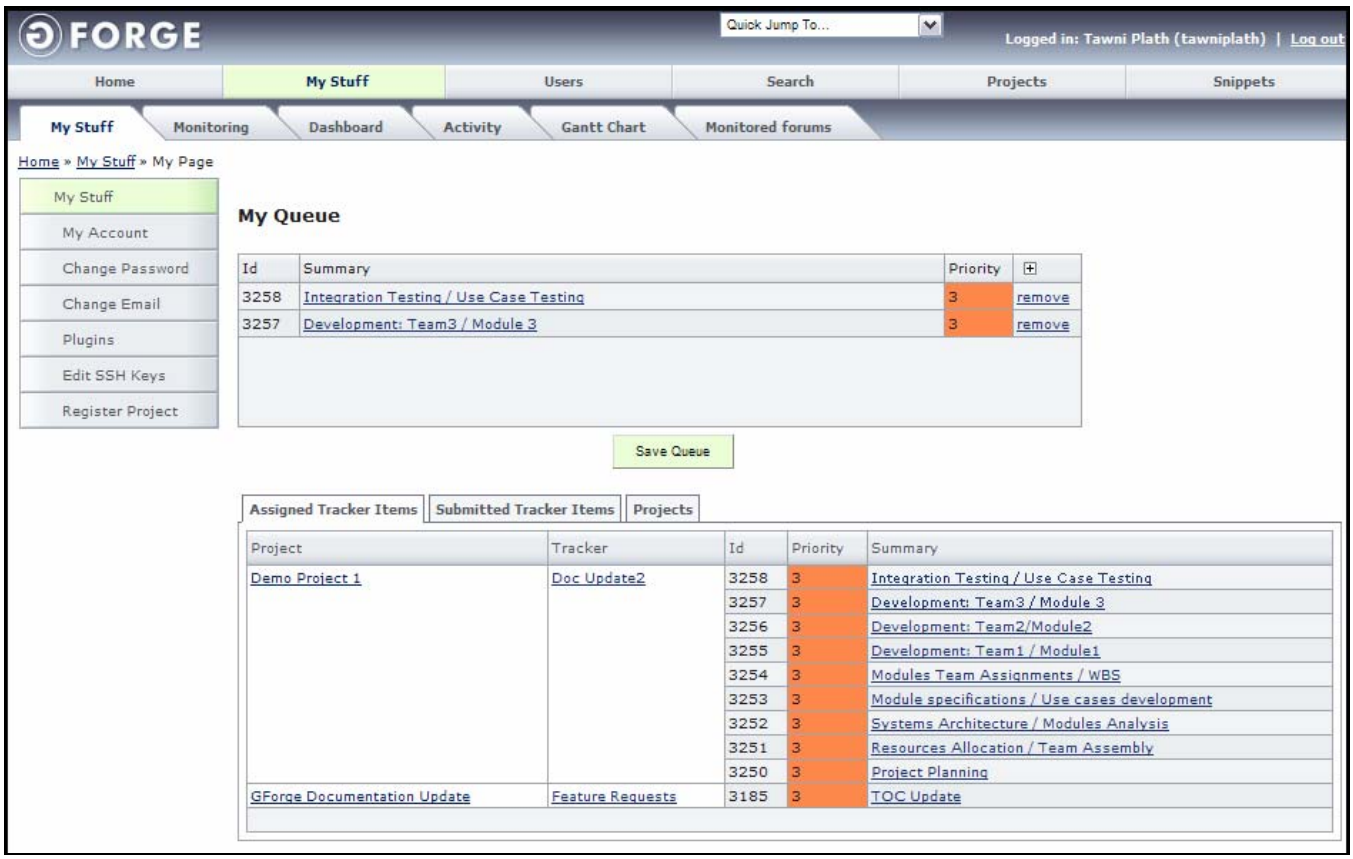


*Figure 3-1. My Stuff Tab*

## 3.1 My Queue

You can add Assigned Tracker Items to the My Queue frame to assist in you in viewing what Task and Issues are assigned to you.

### 3.1.1 Adding Tracker Items to Your My Queue

To add a Task or Issue to your My Queue:

1. Click the **My Stuff** tab.
2. Click the **Assigned Tracker Items** tab.
3. Select the Tracker Task or Issue in the **Summary** field.
4. Drag and drop the Summary Tracker Task or Issue into the **My Queue** frame.
5. Click the **Save Queue** button.


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### 3.1.2 Deleting Tracker Items From Your My Queue

To remove a Tracker Task or Issue from your My Queue, click the Remove link next to the Tracker Item in the My Queue frame.

### 3.1.3 Saving Your Tracker Items in My Queue

To save the Tracker Items in My Queue, click the Save Queue button.

## 3.2 My Stuff Tracker Items and Projects

My Stuff Tracker Items and Projects tabs in My Stuff displays all Tracker Items assigned to you or have submitted and Project to which you belong.

### 3.2.1 Assigned Tracker Items Tab

Assigned Tracker Items tab displays information about all Tracker Items to which you are assigned. Refer to Figure 3-1.

**Project** – Project with which this Tracker Item is associated.

**Tracker** – A brief description of the Tracker Item.

**ID** – Identification number associated with the Tracker Item.

**Priority** – Priority assigned to this Tracker Item.

**Summary** – Detailed summary of this Tracker Item.


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### 3.2.2 Submitted Tracker Items Tab

This tab displays Tracker Items submitted by the currently logged in user.

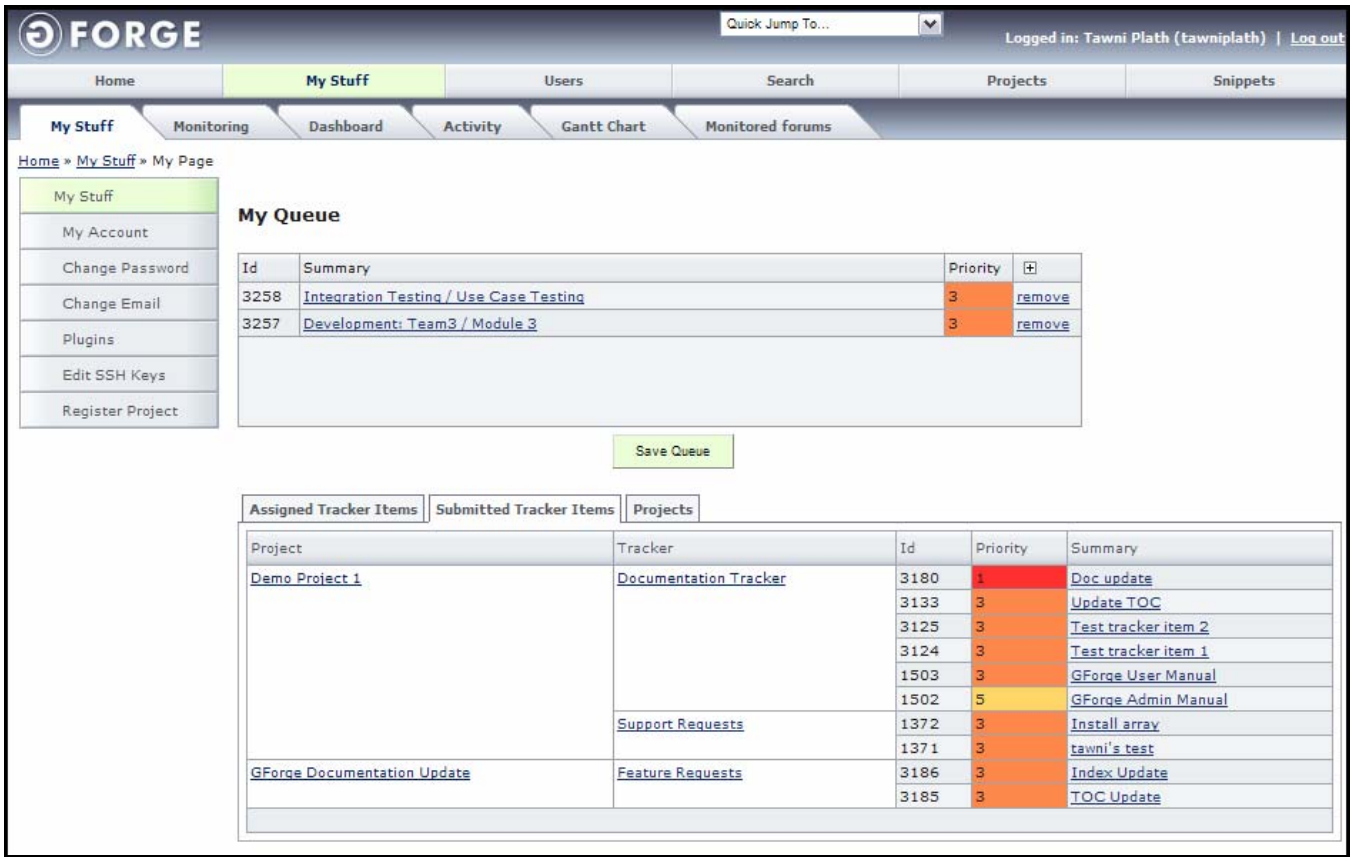


*Figure 3-2. Submitted Tracker Items*

**Project** – Project with which this Tracker Item is associated.

**Tracker** – A brief description of the Tracker Item.

**ID** – Identification number associated with the Tracker Item.

**Priority** – Priority assigned to this Tracker Item.

**Summary** – Detailed Summary of this Tracker Item.

- ❖ **Note:** Click to display details about the Tracker Item.


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### 3.2.3 Projects Tab

The Projects tab of the My Stuff page displays all Projects in which the user is a member.

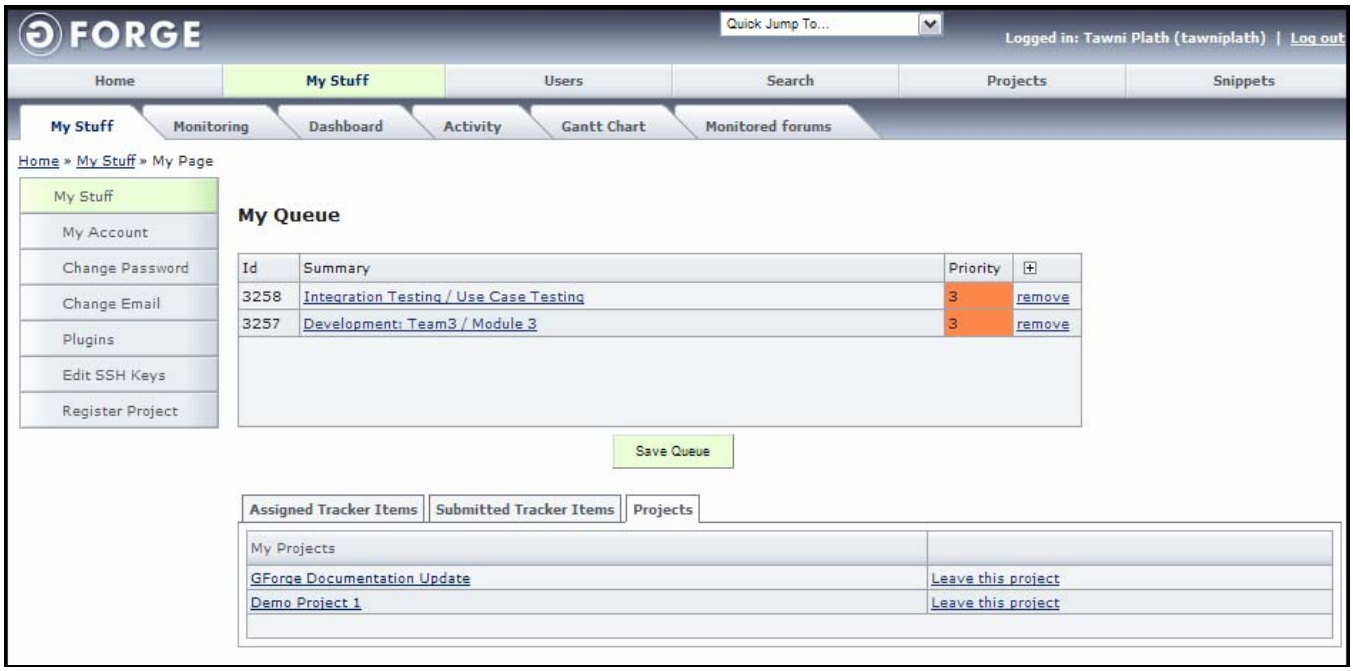


*Figure 3-3. Projects Tab*

**My Projects** – Displays a list of all the Projects to which you belong.

**Leave this Project** – Click to be removed from a Project.

#### *3.2.3.1 Leaving a Project*

To remove yourself from a Project:

1. From within the My Stuff > Projects tab select **Leave this Project**.
2. Click the **Remove Me From This Project** checkbox.
3. Click the **Delete** button.

*Figure 3-4. Remove Me*


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## 3.3 My Account

The My Account screen of My Stuff enables you to edit your account information.

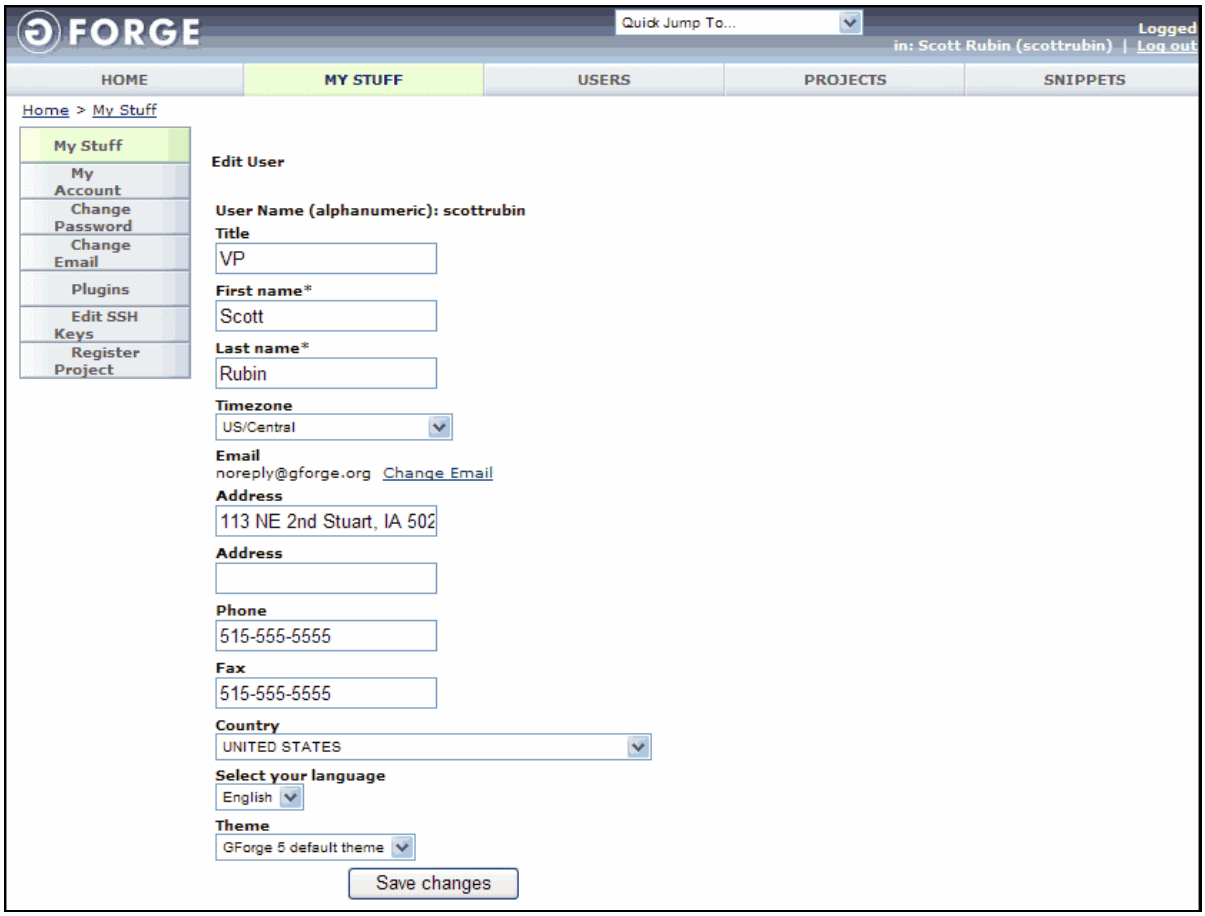


*Figure 3-5. My Account*

**User Name** – Unique user name to Login and access the CDE system. Do not use spaces or capital letters. Typically, your User Name is a combination of your name and your surname, such as jdoe for John Doe. A User Name cannot match an existing system user account, such as "root."

**Title** – Current job Title or position.

**First name** – Enter your First name.

**Last name** – Enter your Last name.

**Timezone** – Time zone in which you reside. By default, Greenwich Mean Time (GMT) is selected. All dates display relative to the Timezone selected.

**Address** – Your current address.

**Address** – Additional address information, such as a Post Office (PO) Box number.

**Phone** – Your current telephone number.


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**Fax** – Your current facsimile number.

**Country** – Country in which you reside.

**Select your Language** – Language in which GForge displays including how local specific data appears, such as dates.

**Theme** – Theme in which the CDE screens display.

**Save Changes** – Click Save Changes after entering all required information.

## 3.4 Change Password

The Change Password screen in the My Stuff tab enables you to change your user password.

*Figure 3-6. Change Password*

**Old Password** – Old Password you are changing.

**New Password (at least 6 chars)** – New Password to which you are changing.

**New Password (repeat password)** – Repeat the New Password.

**Update Password** – Submits the changes to the system.


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## 3.5 Change E-Mail

The Change E-Mail screen in the My Stuff page enables you to change the e-mail address in the system. You must click the link in the e-mail sent from the system to complete the changes.

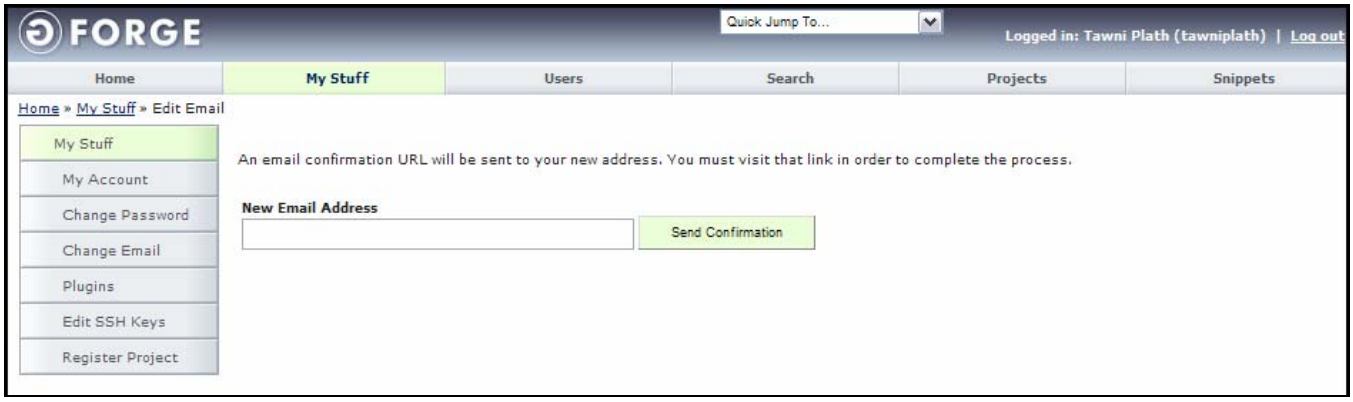


*Figure 3-7. Change E-mail*

**New E-mail Address** – New e-mail address which to send GForge notifications.

**Send Confirmation** – Sends a confirmation e-mail to the new e-mail address.

## 3.6 Plugins

User level Plugins are used to add additional functionality to the CDE.

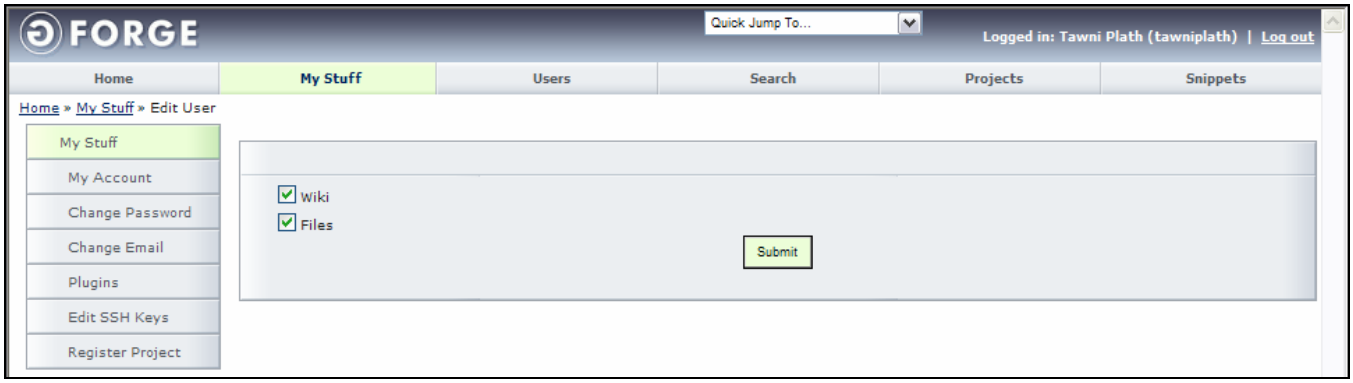


*Figure 3-8. Plugins*

**Wiki** – A Wiki is a site where everyone can collaborate on the content and modify the pages developed by another programmer. Select to use wikis.

**Files** – Select to allow the Files exchange plug-in to be installed. Select to use files.

**Submit** – Submits the changes to the GForge system.


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### 3.6.1 Edit SSH Keys

Use SSH (Secure Shell) to secure the connection to the CVS server. When you upload an SSH key, it is placed onto the CVS server by GForge. Once the key is placed on the server, you can connect to the CVS server to check out or check in (commit) code without a password.

Please refer to the SSH documentation for information on generating and using SSH keys.

- ❖ **Note:** Subversion does not require an SSH key, so it is much easier to configure and use.

To download a SSH key:

1. Click the **My Stuff** tab.
2. Click the **Edit SSH Keys** link.
3. Enter your **SSH key** in the frame.
4. Click the **Submit keys** button.

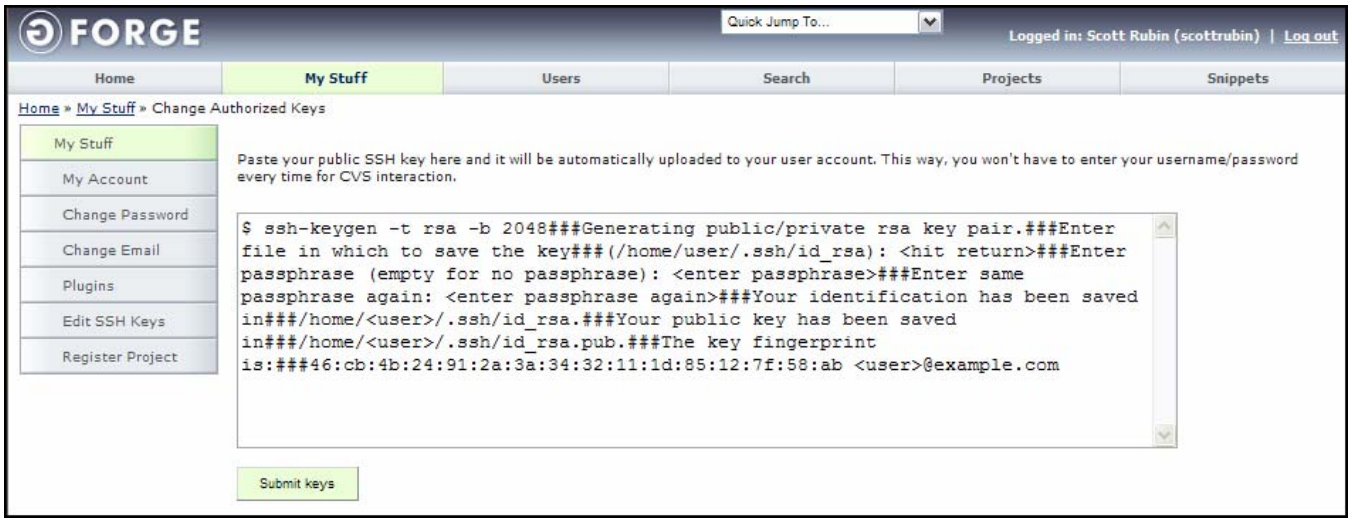


*Figure 3-9. Edit SSH Keys*

## 3.7 Register Project

Some GForge sites limit registering new Projects to Administrators. If this is the case, contact your Administrator to register a new Project.


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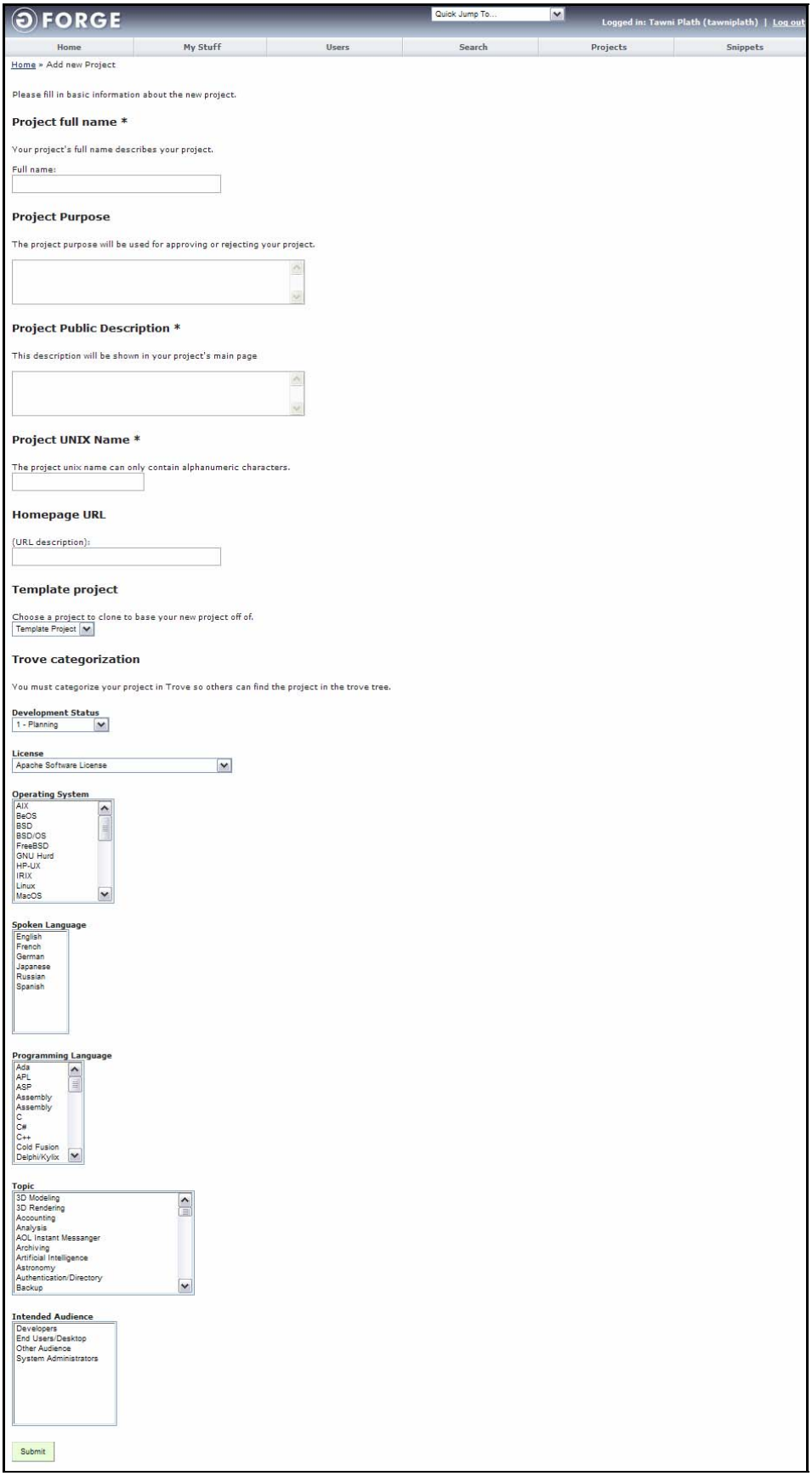


*Figure 3-10. Register Project*


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**Project Full Name** – Name of the Project up to 40 characters.

**Project Purpose –** Reason the Project is being developed.

**Project Public Description** – A public description of your Project. This description will be shown in your Project's main page.

**Project UNIX Name** – Enter the Project's UNIX name using the following the rules:

- Name cannot match the UNIX Name of any other Project.
- Name must be at least three characters, but not greater than 15 characters in length.
- Name must be lowercase.
- Only characters, numbers, and dashes can be used.
- Name must be a valid UNIX username.
- Name cannot match any reserved domains.
- Name cannot be changed after a Project is registered.

**Homepage URL** – Location of your homepage for this Project.

**Template Project** – Template on which this Project is based.

**Trove Categorization** – Category this Project will be listed. Refer to Section 5, Projects.

**Development Status** – Current status of your Project.

**License** – Select a License for your software. If you selected Other/Proprietary License, provide an explanation along with a description of your license.

- **Note:** Other licenses may not be approved and it may take additional time to make a decision for such Projects. All licenses must be compatible with the OpenSource definition.

**Operating System** – Operating system for which your Project is created.

**Spoken Language** – Language for which your Project is created.

**Programming Language** – Programming language in which your Project is written.

**Topic** – Basic topic about your Project.

**Intended Audience** – Audience your Project is intended.

**Submit** – Submits your Project for approval.

- **Note:** The site administrator must approve your Project before you can access it. When the Project is approved, you receive an E-mail from GForge confirming the Project is active.


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## 3.8 Monitoring

Select Monitoring in the My Stuff tab to view the Forums, Documents, Wiki pages, File Packages, Sites, and Trackers you are currently monitoring or to stop monitoring any item.

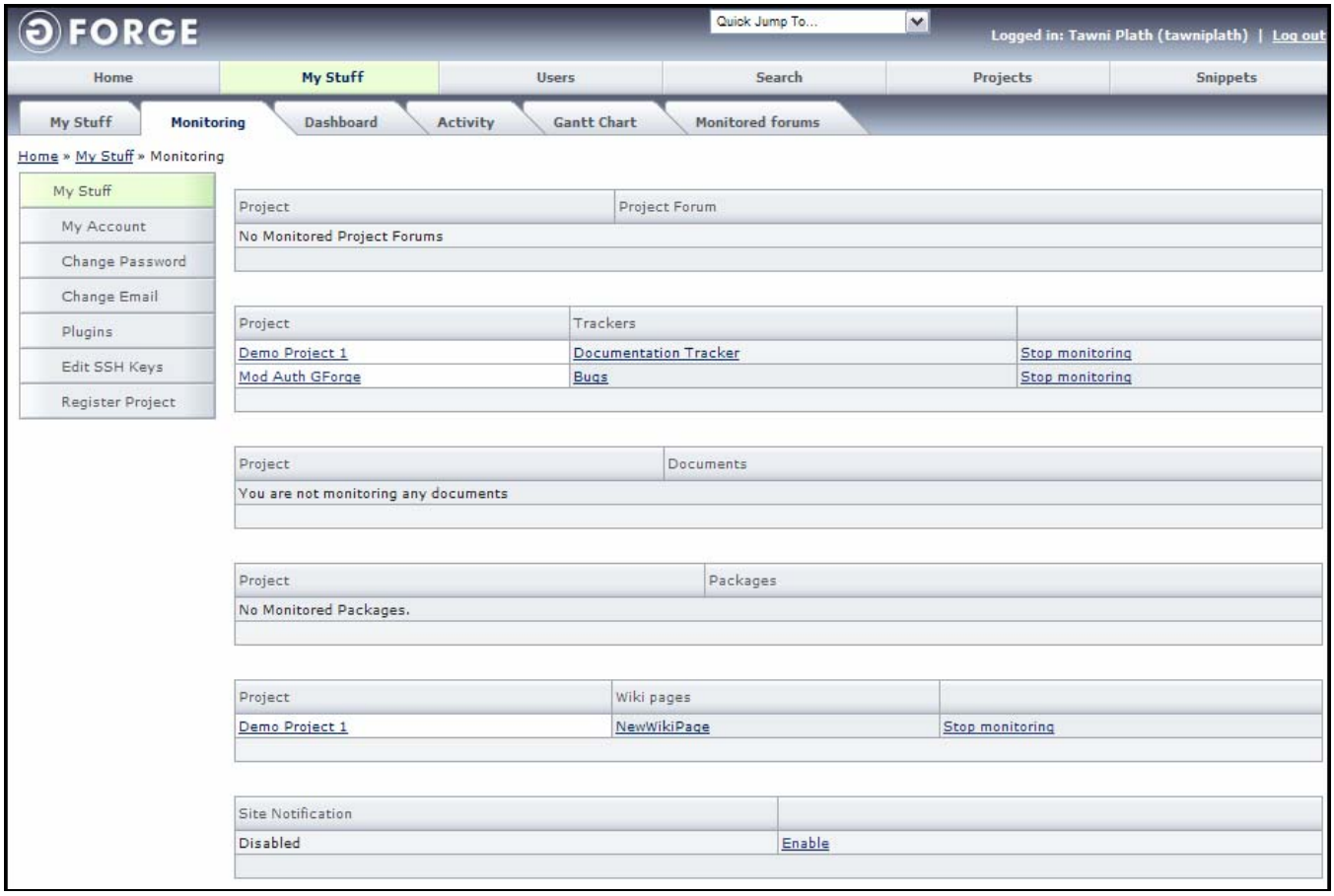


*Figure 3-11. Monitoring*

**Project** – Name of the Project.

**Project Forum** – Name of the Project Forum.

**Trackers** – Name of the Project Tracker Item.

**Documents** – Name of the Project Document (File).

**Packages** – Name of the Project Packages.

**Site Notification** – Whether Site Notification is enabled or disabled. If enabled, you receive an e-mail whenever a site administrator generates a sitewide notification (site news or downtime notification for example).

**Stop Monitoring** – Click to end the monitoring of the options.


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## 3.9 Dashboard

Dashboard displays Open Tracker Items, Average age of Tracker Items, and Tracker statistical information for Projects that you are a member of. You can also choose to filter by a specific Project and/or just items that you submitted or were assigned.

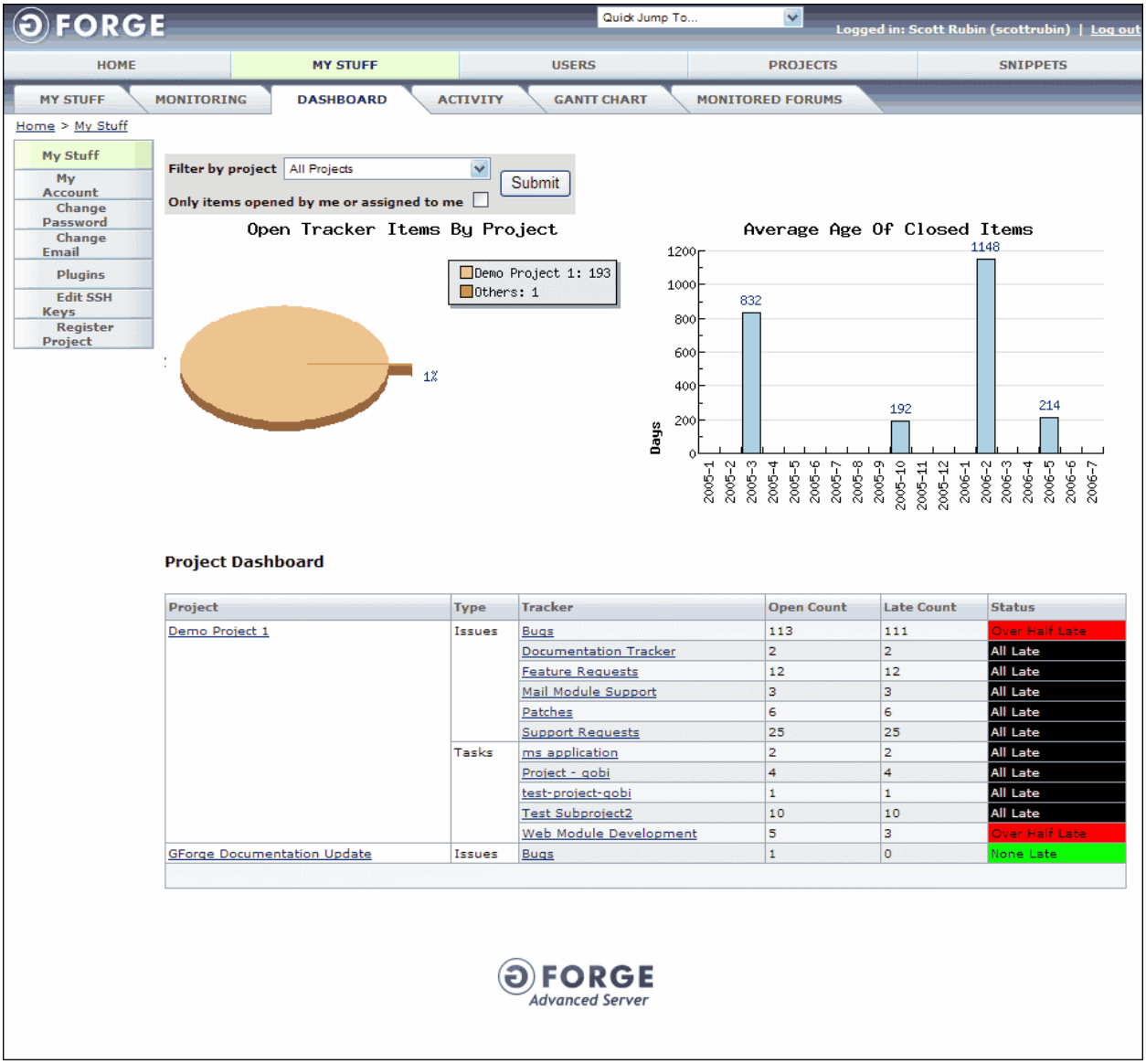


*Figure 3-12. Dashboard*

**Filter by Project –** Displays items from the selected Project.

**Only Items opened by me or assigned to me** – Filter so only Tracker Items opened by the currently logged in user or assigned to the currently logged in user.

**Submit** – Updates the Dashboard screen.

**Open Tracker Items By Project** – Displays a pie chart with the open Tracker Items by Project.

**Average Age of Closed Items** – Displays a chart with the Average Age of Closed Tracker Items.


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**Project** – Name of the Project with which this Tracker Item is associated.

**Type** – Type of Tracker Item.

**Tracker** – Name of the Tracker Item.

**Open Count** – Number of Open Tracker Items.

**Late Count** – Number of Late Tracker Items.

**Status** – Status of the Tracker Item.

## 3.10 Activity

Activity displays the activity the current user has generated across all of your Projects. You can filter activities by activity date or type of activity.

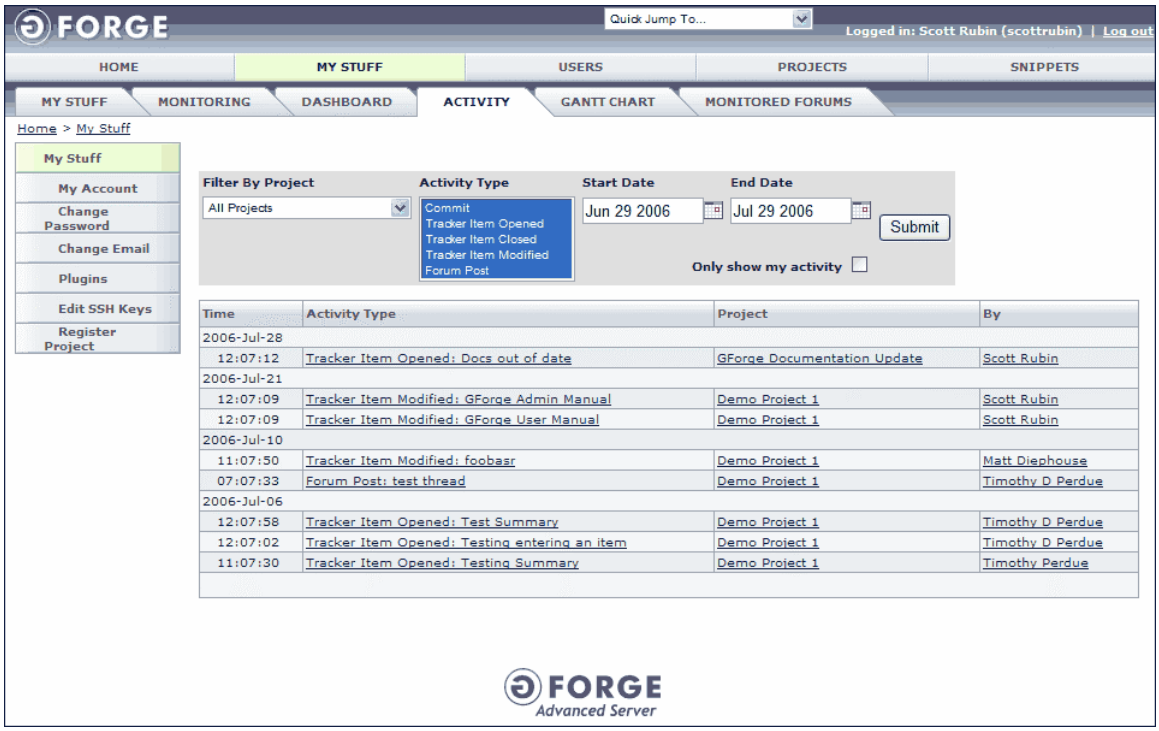


*Figure 3-13. Activity*

**Filter By Project** – Select a Project to filter the results to display only the Project's data.

**Activity Type** – Type of Activities to display.

**Start Date** – Starting date of the displayed Activities.

**End Date** – Ending date of the displayed Activities.

– Click the Calendar icon to view a pop-up calendar displaying dates.

**Only show my activity** – Report only on your activities and not all the developers.


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**Submit** – Displays changes made to the Activity filters.

**Time** – Time the Activity was created.

**Activity Type** – Description of the Activity.

**Project –** Project associated with the Activity.

**By** – Indicates who performed the Activity.

## 3.11 Gantt View

Gantt View displays your tasks in a Gantt view. Tracker Items can be sorted and filtered for additional flexibility.

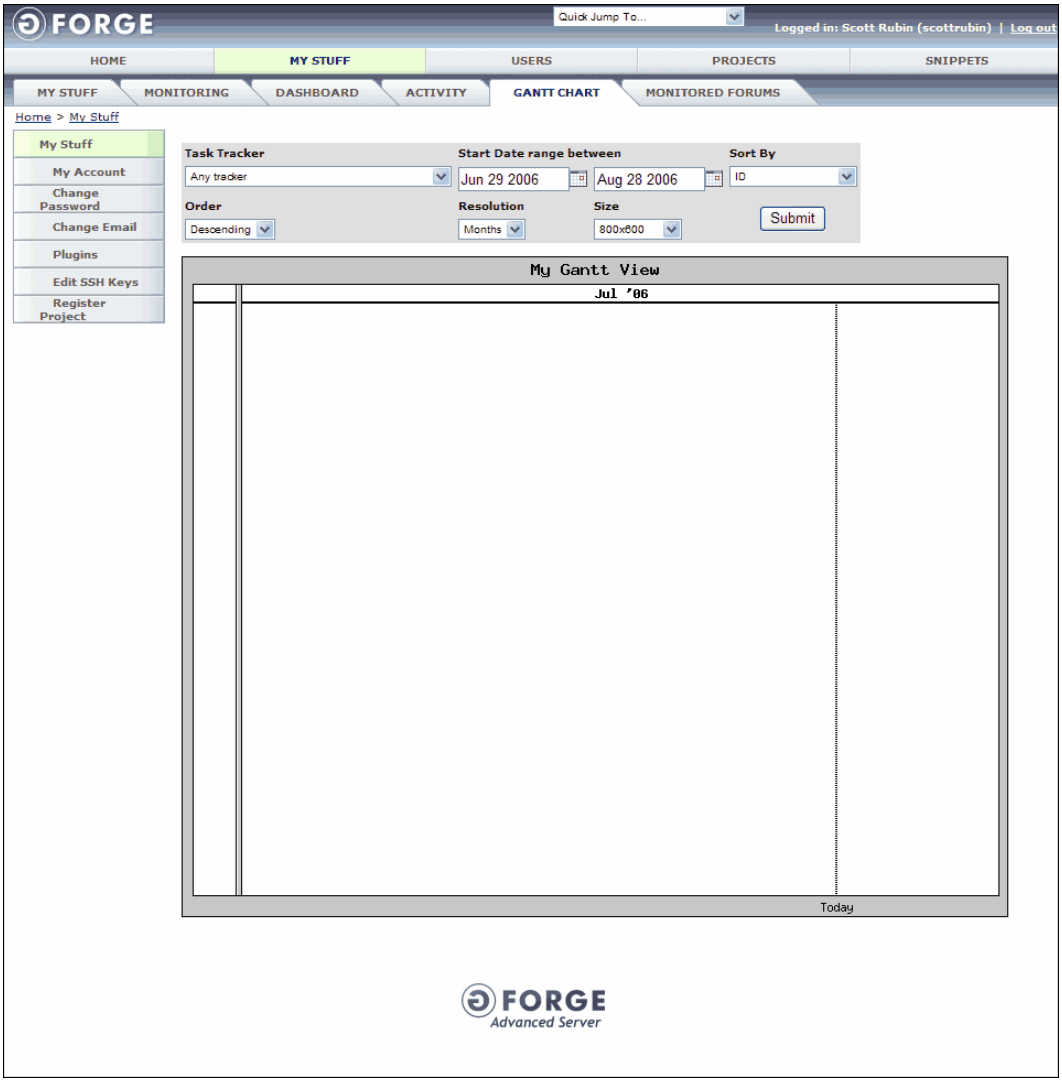


*Figure 3-14. Gantt View*

**Task Tracker** – Select which of Tracker to display.

**Start Date Range Between** – The Start date of the Tracker Item will be between selected range.


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**Sort By** – The column to sort by.

**Order** – Sorts ascending or descending.

**Resolution** – Resolution of the Gantt View. Displays Days, Weeks, or Months.

**Size** – Size of the Gantt View.

**Submit** – Submits the changed filter criteria.

## 3.12 Monitored Forums

Displays a list of all Forums that you are monitoring.

*Figure 3-15. Monitored Forums*

**Project** – Name of the Project you are monitoring.

**Forum** – Name of the Forum you are monitoring.

**Latest uploaded threads** – Last title of the thread that was uploaded.

**Last post** – Date, time, and user name of the person who uploaded the thread.


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## 3.13 User Wiki

User Wiki are pages that can be shared where everyone can collaborate on the content and modify the pages created by you.

Refer to Section 25, Wiki.

*Figure 3-16. User Wikis*

## 3.14 Files

Displays a list of that have been uploaded by the current user and which will be displayed on the user's profile page. Other users can then access these files and download them.

- **Note:** Plugins must be selected for user Files to be available.

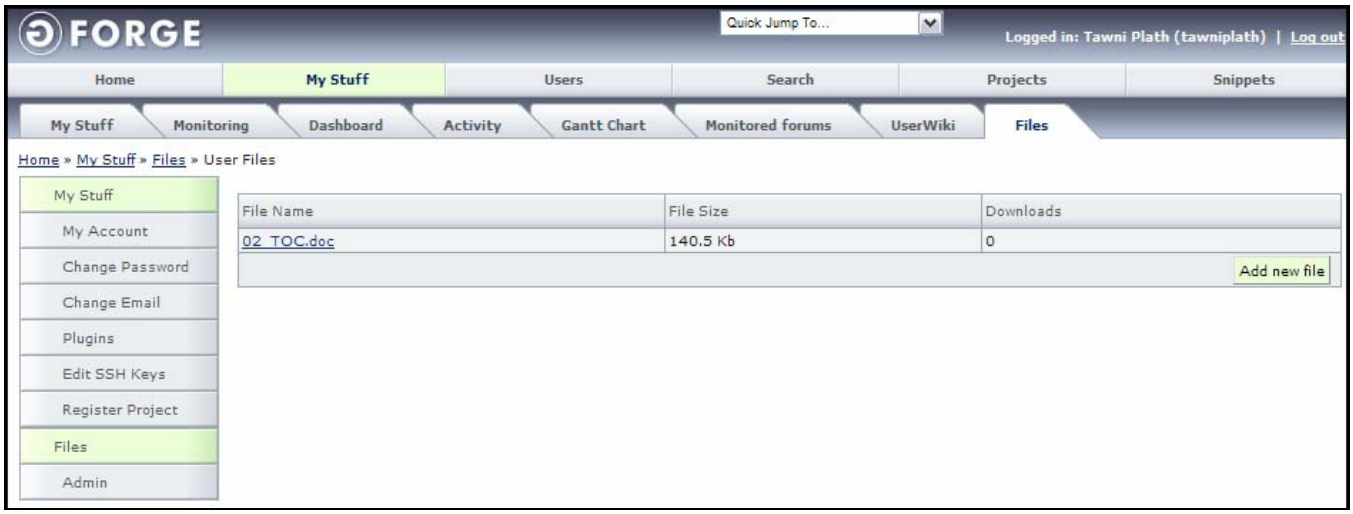


*Figure 3-17. User Files*

**File Name** – Name of the uploaded file.


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**File Size** – Size of the uploaded file.

**Downloads** – Number of times the file has been downloaded.

**Add New File** – Adds a New File to the User Files screen.

### 3.14.1 Adding a New User File

To add a new User File:

1. **Login** to GForge.
2. Click the **My Stuff** tab.
3. Click the **Plugins** tab.
4. Select the **Files** checkbox.
5. Click the **Submit** button.
6. Click the **User Files** tab.
7. Click the **Add new file** link.

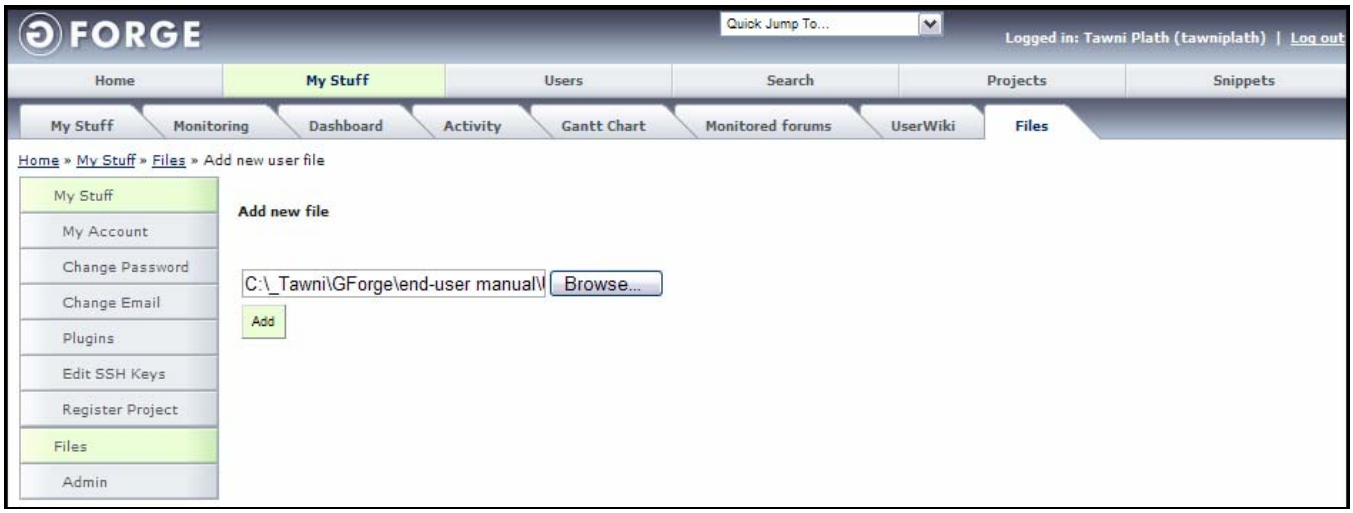


*Figure 3-18. Add User File*

8. Click the **Browse** button.
9. **Navigate** to the file you are adding and click **Open**.
10. Click the **Add** button.


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### 3.14.2 Deleting a User File

To delete a User File:

1. **Login** to GForge.
2. Click the **My Stuff** tab.
3. Click the **Files** tab.
4. Select the **Admin** link.
5. Click **Delete** next to the User File you desire to delete.
6. Select the **Delete File** checkbox.
7. Click the **Delete** button.


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# Section 4 – Users

Select the Users tab to display a search box for users. Once a particular user is selected, a User Summary page displays with additional information and another row of tabs.

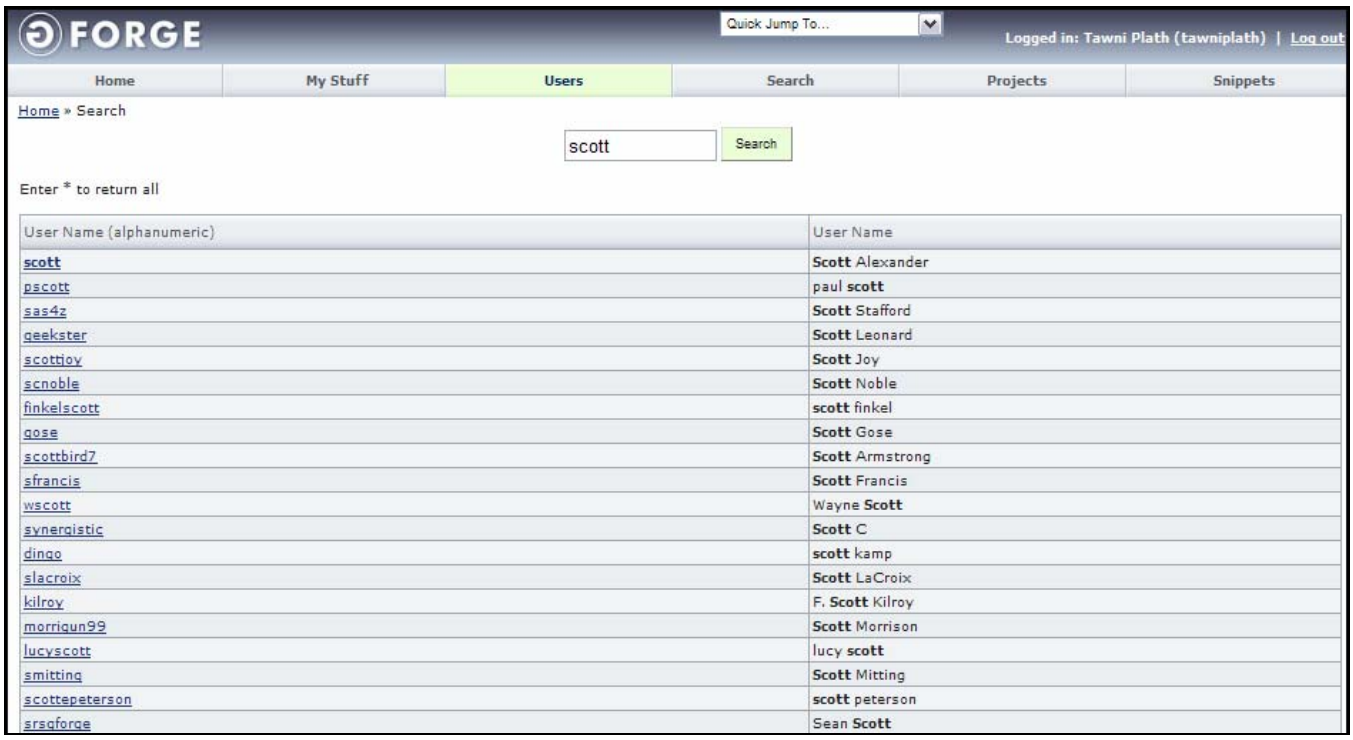


*Figure 4-1. Users*

**Search Field** – Enter the criteria for your search.

- **Note:** Enter "*" to view all users.

**Search Button** – Executes your search.

**User Name (alphanumeric)** – Login name of the user based on UNIX naming conventions.

**User Name** – User Name of the person.


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## 4.1 User Summary

Click on the User Name to display a summary of that user.

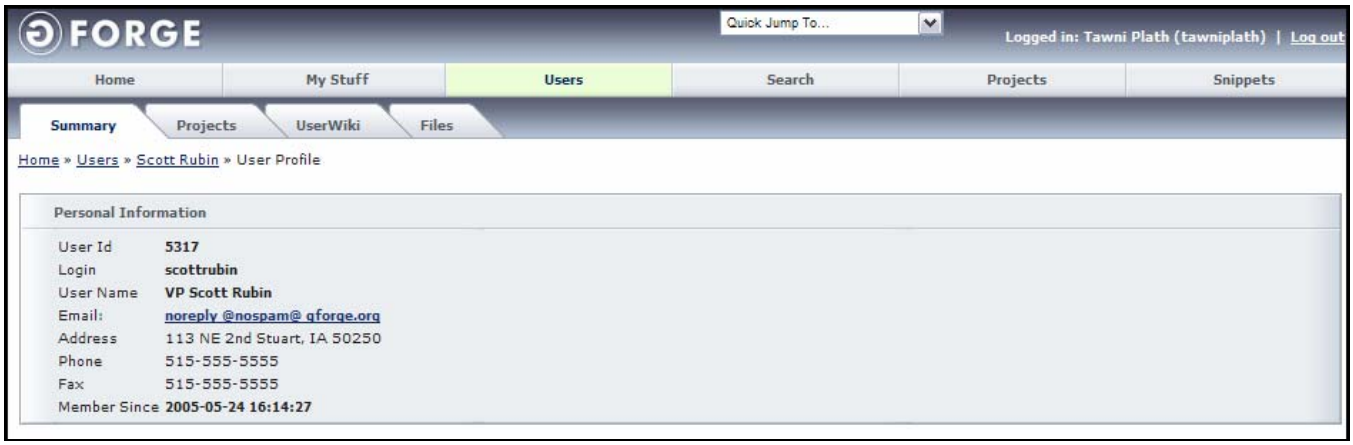


*Figure 4-2. Users Summary*

**User Id** – Unique identification number of the user.

**Login** – UNIX Login name.

**User Name** – Name of the user.

**E-mail** – E-mail address of the user.

**Address** – Address of the user.

**Phone** – Telephone number of the user.

**Fax** – Fax number of the user.

**Member Since** – Date this user was created.

## 4.2 User Projects

User Projects displays all Projects in which the user is a member.

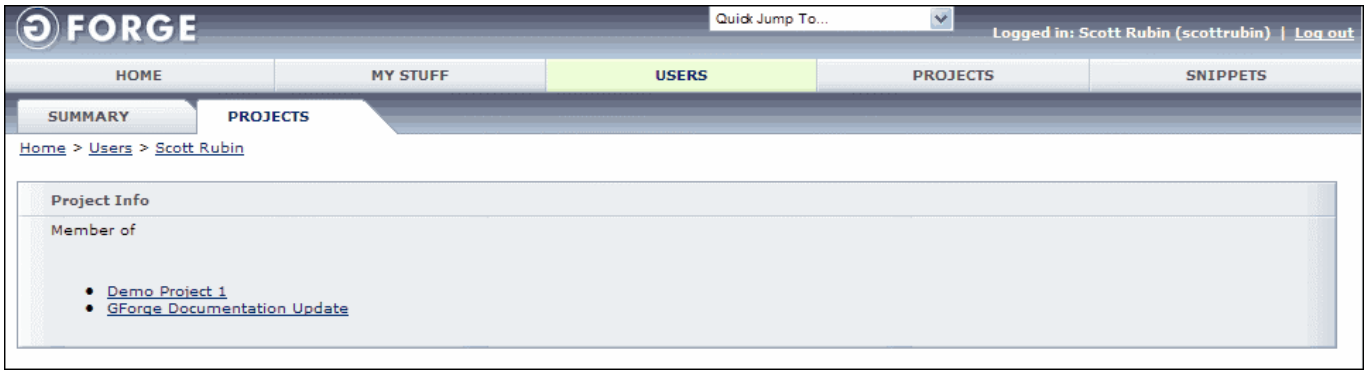


*Figure 4-3. Users Projects*

**Member of** – Projects in which this user is a member.


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## 4.3 User Wiki

User Wiki are pages that can be shared where everyone can collaborate on the content and modify the pages created by you.

Refer to Section 25, Wiki.

*Figure 4-4. User Wiki*

## 4.4 Files

Each user can choose to enable the User Files plug-in and upload files to be shared with other users. These files are showed on their profile in the User Files tab.

Refer to Section 3, My Stuff concerning User Files.

*Figure 4-5. User Files*

**File Name** – Name of the uploaded file.

**File Size** – Size of the uploaded file.

**Downloads** – Number of times the file has been downloaded.


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# Section 5 – Projects

The Project tab is used to search for and view Projects. You can select and view Projects from within the Projects tab.

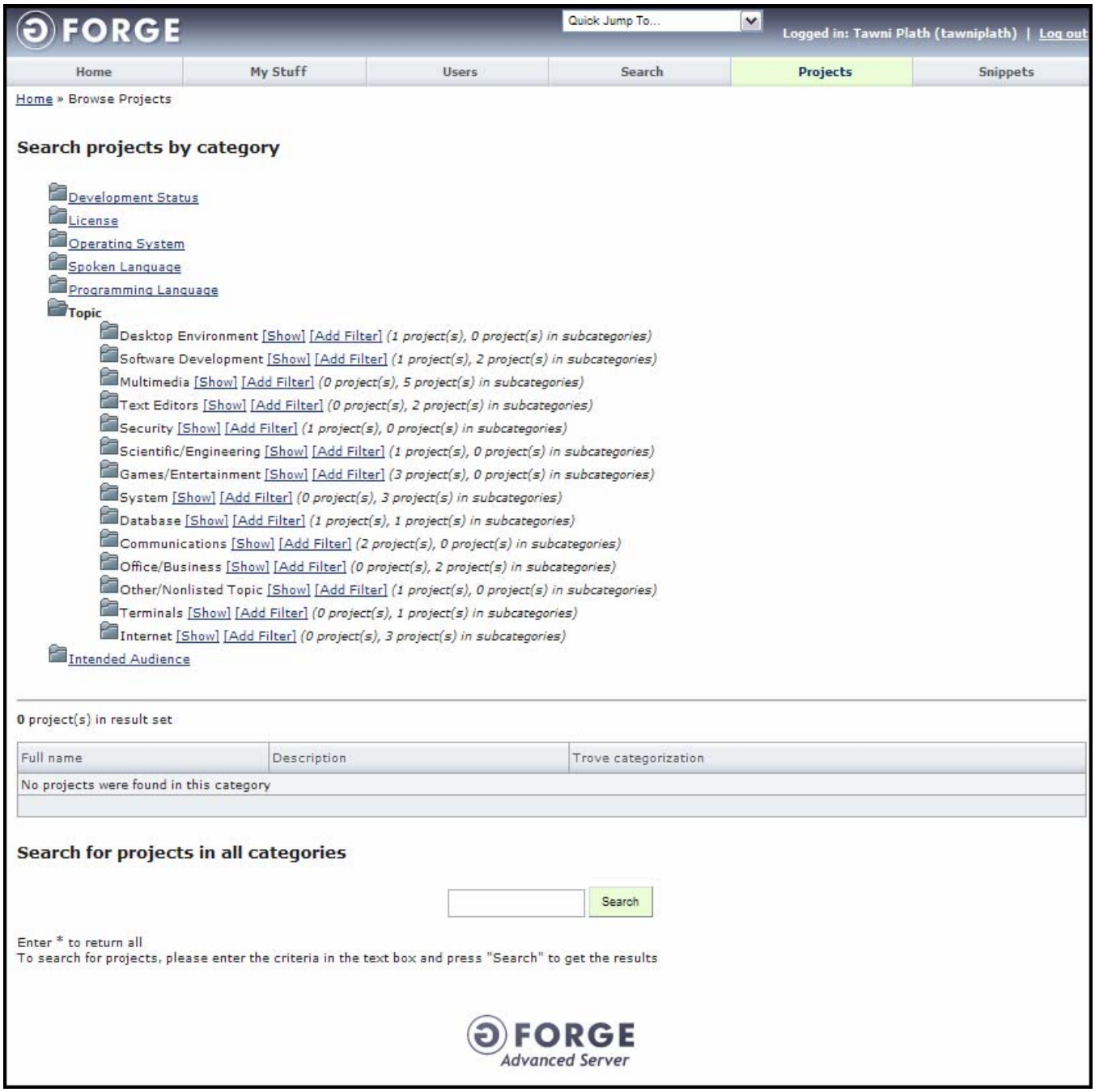


*Figure 5-1. Projects*

**Search Projects by Category** – View Projects by their Trove Categorization.

**Full Name** – Name of the Project. Click to view the Project details.


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**Description** – Description of the Project.

**Trove Categorization** – Category to which the Project is assigned. Refer to Section 5.1, Trove Categorization, on page 5-2.

**Search for Projects in all Categories** – Search for Projects in all categories.

**Search Field** – Enter the criteria for your search and click the **Search** button. Enter "*" to view all Projects.

## 5.1 Trove Categorization

Trove Categorization displays details associated with the currently selected Project. Project Types are setup by the Project Administrator.

*Figure 5-2. Trove Categorization*

**Development Status** – Current status of the Project and number of Projects with that status.

- **1 - Planning** – Project is in planning stage and coding has not yet started.
- **2 - Pre-Alpha** – Coding has begun, but the application is not functional.
- **3 - Alpha** – Parts of the application are functional.
- **4 - Beta** – Application is complete and in testing stage.
- **5 - Production / Stable** – Application is in production and bugs are being collected.
- **6 - Mature** – Application is very mature and fully tested.

**Intended** Audience – Intended Audience for the Project and number of Projects.

**License** – Software License required for this Project and number of Projects.

**Operating System** – Operating System for which the Project is created and number of Projects.

**Programming Language** – Programming Language in which the Project is created and number of Projects.

**Spoken Language** – Language for which the Project (example English, French) is created and number of Projects.

**Topic** – Topic associated with this Project and number of Projects.


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# Section 6 – Snippets

You can archive Code Snippets, scripts, and functions to share with the User Community. Code Snippets are a type of code fragment library. For example, you may desire to store sophisticated shell commands, JavaScript functions, one line Perl commands, an SQL expression that performs a special query, or an algorithm.

After creating a new Code Snippet, you can post additional files to share.

Anyone can add a Code Snippet and they are site-wide functions that can be viewed by anyone.

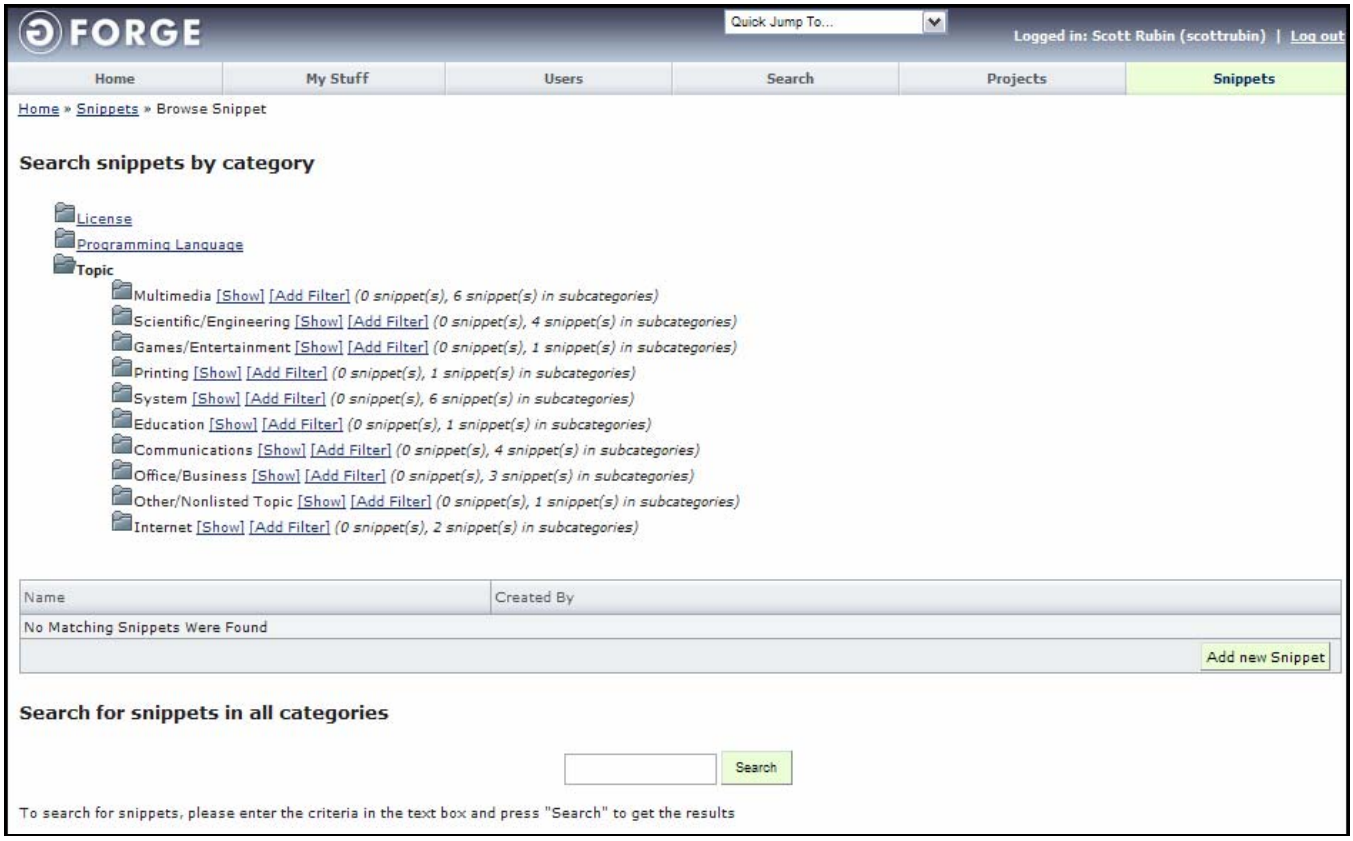


*Figure 6-1. Code Snippets*

**Search Snippets by Category** – View Snippets by their Trove Categorization. Refer to Section 2, Home.

**Name** – Name of the Snippet. Click to view the Snippet details.

**Created By** – Name of the user who uploaded the Snippet. Click to view the user details.

**Show** – Click to show the Snippets in this category.

**Add Filter** – Click to filter the Snippets in this category.

**Search for Snippets in all Categories** – Search for Snippets in all categories.


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**Search Field** – Enter the criteria for your search and click the **Search** button.

**Edit** – Edits the Snippet.

**Delete** – Deletes the Snippet.

**Add new Snippet** – Adds a new Snippet.

## 6.1 Viewing Code Snippets

To view a Code Snippet:

1. **Log in** to GForge.
2. Click the **Snippets** tab.
3. **Search** for the Snippet. Refer to Figure 6-1. Code Snippets.
4. Click on the **Snippet** you desire to view.
5. Click the **File** name to view the Snippet.

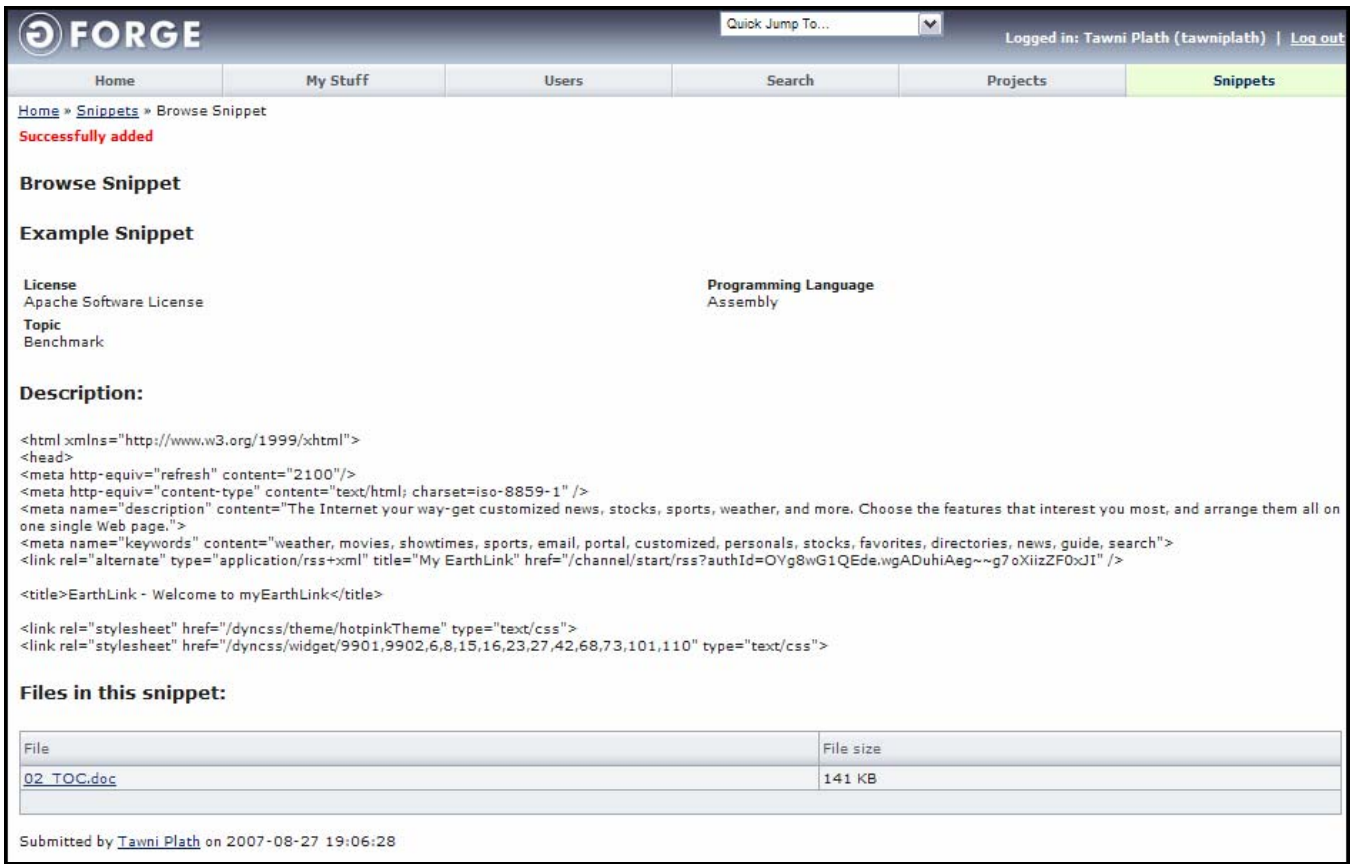


*Figure 6-2. Viewing a Code Snippet*

**License** – Name of license being used. For example:

- GNU Library Public License
- BSD License
- Artistic License
- Collaboration Virtual Workspace License
- WebSite Only
- Other


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**Programming Language** – Name of computer language being used. For example:

- Other
- C
- C++
- Perl
- PHP
- Python
- UNIX Shell
- Java
- AppleScipt
- Visual Basic
- TCL
- Lisp
- Mixed
- JavaScript
- SCQ
- C#

**Topic** – Topic of this Code Snippet.

**Description** – Describe what this program does.

**Files in this snippet** – A list of all files in this Snippet.

**File** – Name of the Snippet.

**File Size** – Size of the Snippet.

## 6.2 Adding a New Code Snippet

To add and submit a Code Snippet:

1. **Log in** to GForge.
2. Click the **Snippets** tab.
3. Click **Add New Snippet**.
4. Enter the **criteria** as in Figure 6-3.
5. Click the **Add** button.


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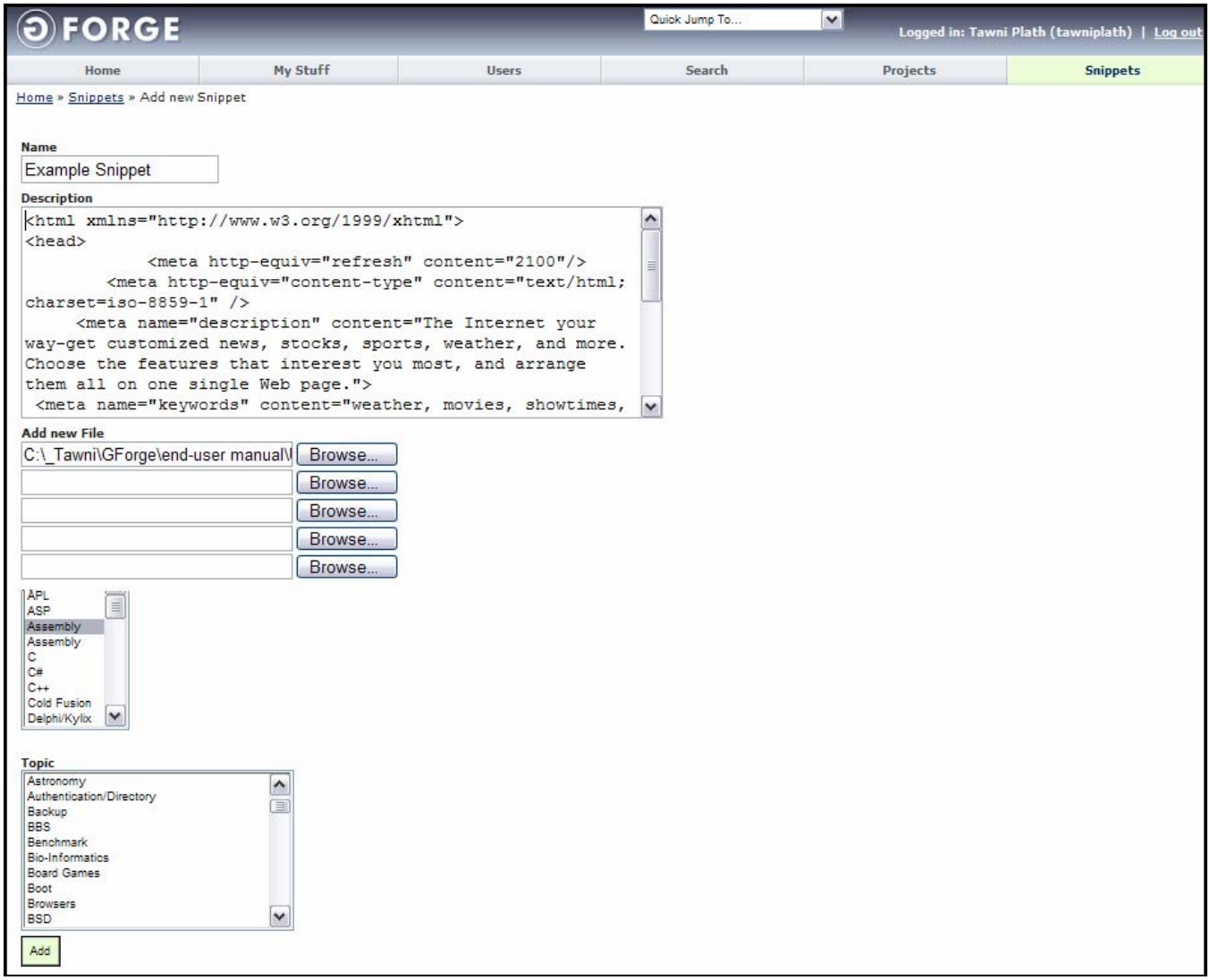


*Figure 6-3. Submit A New Code Snippet*

**Name** – Name your Code Snippet.

**Description** – Describe what the Code Snippet does.

**Add new file** – Location of a file to be added into this Snippet.

**Browse** – Launches a dialog to locate the file to be added into this Snippet.

**License** – Name of license being used.

**Programming Language** – Name of computer language being used.

**Topic** – Topic of the Code Snippet.

**Add** – Click to submit a new Code Snippet.


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## 6.3 Editing a Code Snippet

To edit a Code Snippet that you created:

1. **Log in** to GForge.
2. Click the **Snippets** tab.
3. Click on **Edit** next to the Snippet you desire to edit.
4. Edit any **information** you desire.
5. Click **Save Changes**.

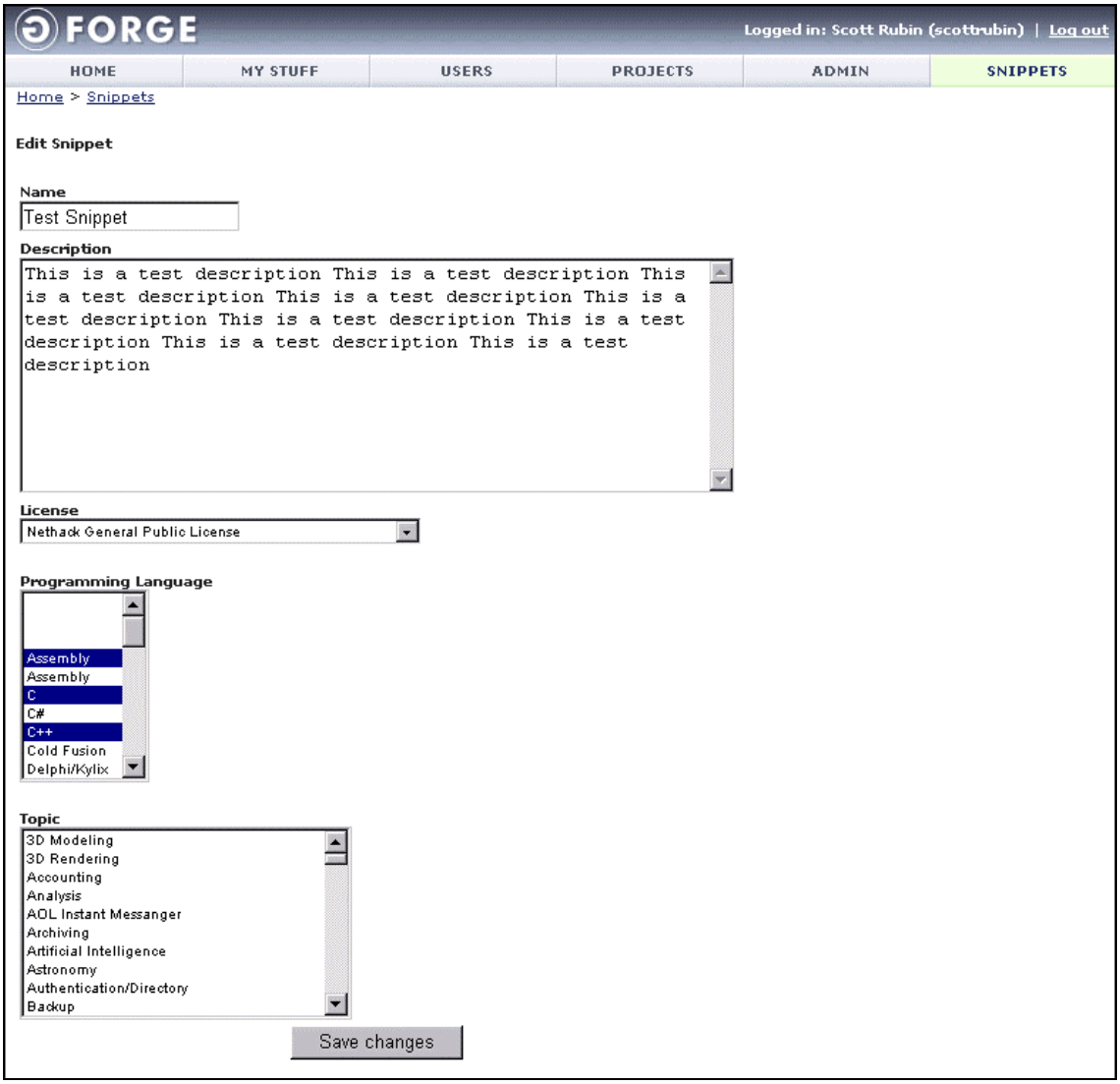


*Figure 6-4. Edit Code Snippet*


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## 6.4 Deleting a Code Snippet

To delete a version of a Code Snippet you created:

1. **Log in** to GForge.
2. Click the **Snippets** tab.
3. **Browse** to the Snippet you desire to delete.
4. Click **Delete** next to the Code Snippet you desire to delete.
5. Select the **Confirm deletion** checkbox.
6. Click **Delete**.


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# Section 7 – Project Summary

To view the Project Summary page, click the Project Name in the My Stuff > Projects tab.

The Project Summary page displays the project's recent news by default, however the project administrator may choose to edit the page with the wiki editor and add custom information. Refer to Figure 7-1. The Project Name displays first and the Summary of the Project displays in the next paragraph of the Project Summary page.

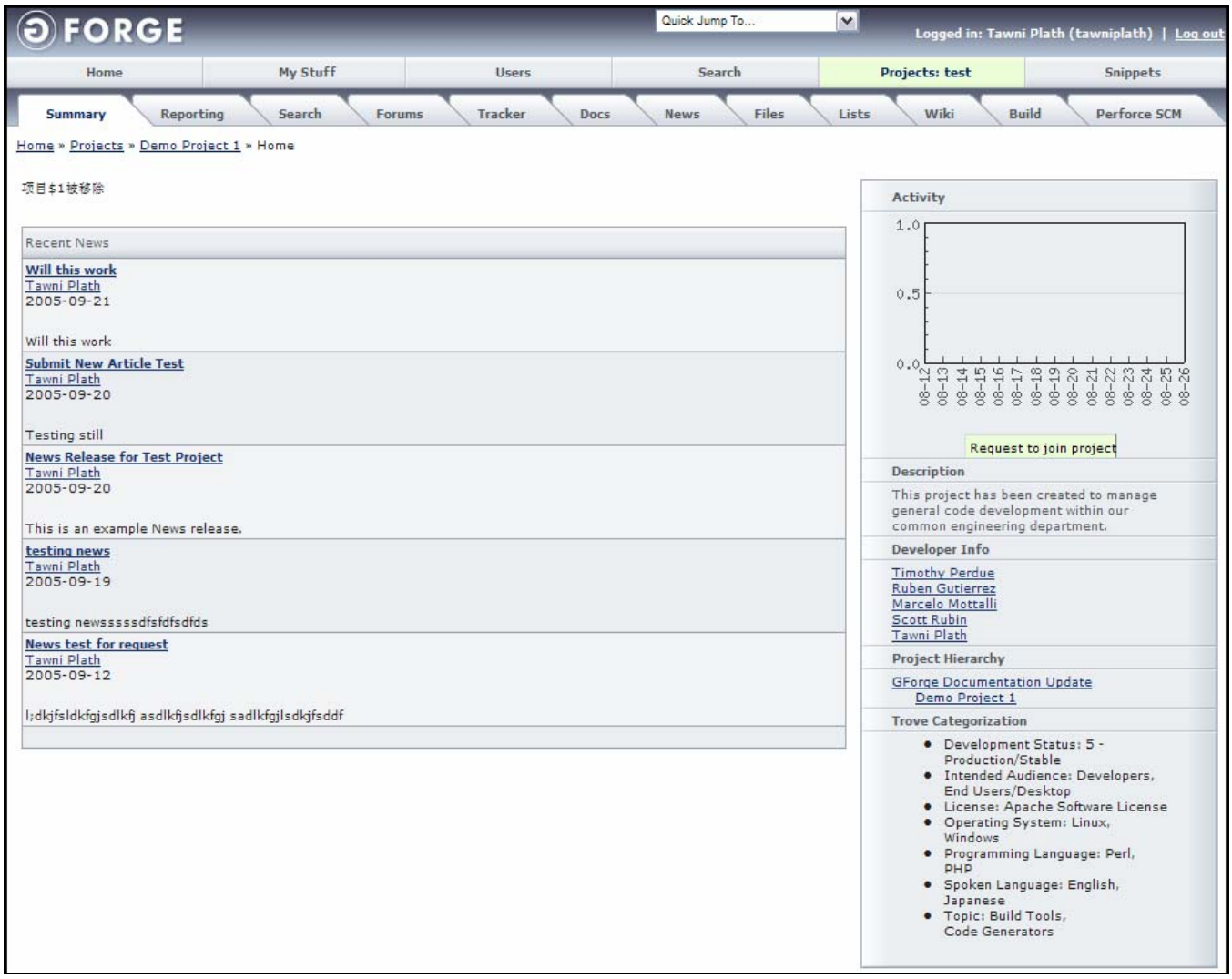


*Figure 7-1. Project Summary Page*

## 7.1 Recent News

The Recent News links displays the news about GForge, a specific Project, or an event. You can acquire additional information by clicking the associated links.

- **Note:** Refer to Section 13, News, and Section 2, Home, concerning additional News information.


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## 7.2 Activity

Displays a visual graph of the Project's progress.

## 7.3 Description

This area contains the descriptive text that the project administrator has entered.

## 7.4 Developer Info

This area contains a list of all the members of the project, including members inherited from parent projects or groups.

## 7.5 Project Hierarchy

This displays the hierarchy of the Project and the Projects association with other Projects. The Project Administrator associates each Project with a Parent Project to form a hierarchical association between Projects.

## 7.6 Trove Categorization

Trove Categorization displays details associated with the currently selected Project. Project Types are setup by the Project Administrator.

Refer to Section 5, Projects, concerning Trove Categorization.

## 7.7 Request to Join a Project

Use Request to Join a Project to become a member of a Project. GForge sends a request to the project manager to accept or deny your request. To join a Project:

1. Select the **Projects** tab.
2. **Navigate** to the **Project** that you desire to join.
3. Click the **Request to join project** button. Refer to Figure 7-1.
4. Enter pertinent **Comments** about why you desire to join the Project.
5. Click the **Add** button.


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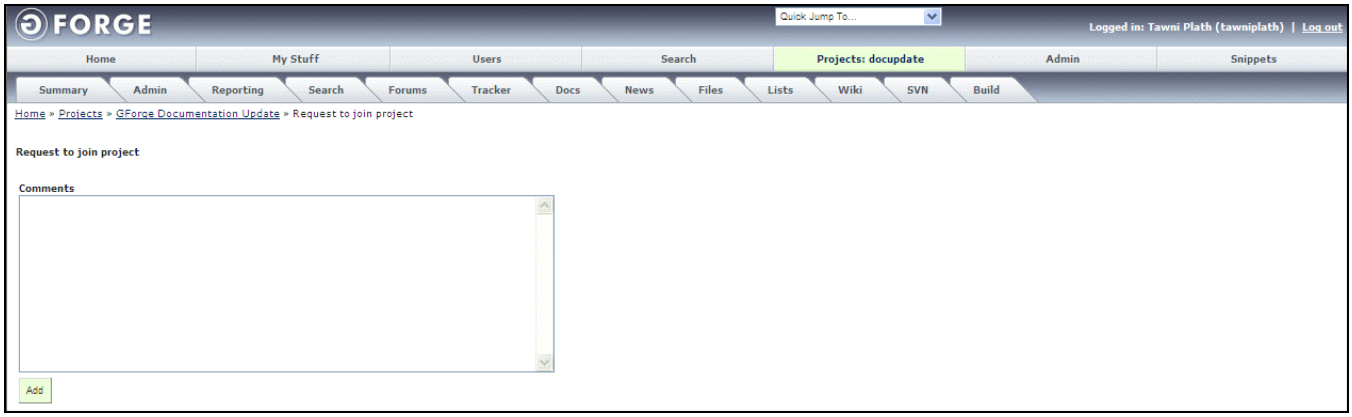


*Figure 7-2. Request to Join Project*

**Comments** – Enter any comment to send to the project manager explaining why you would like to join the Project.

**Add** – Click Add to send you request to the Project.


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# Section 8 – Reporting

The Reporting tab displays a variety of reports depending on which plugins are selected by the project administrator. Each plugin may add its own report to the Reporting tab. The default page for the reporting tab is the Roadmap Report, which displays a list of Tracker Items that are linked to releases in the files tab using 'FRS Release' extra fields as defined in the tracker admin pages.

## 8.1 Project Development Roadmap Report

The Project Roadmap Report details the entire Project's history per version and operating system. To view a Project Roadmap Report:

1. Click the **Reporting** tab within a Project.

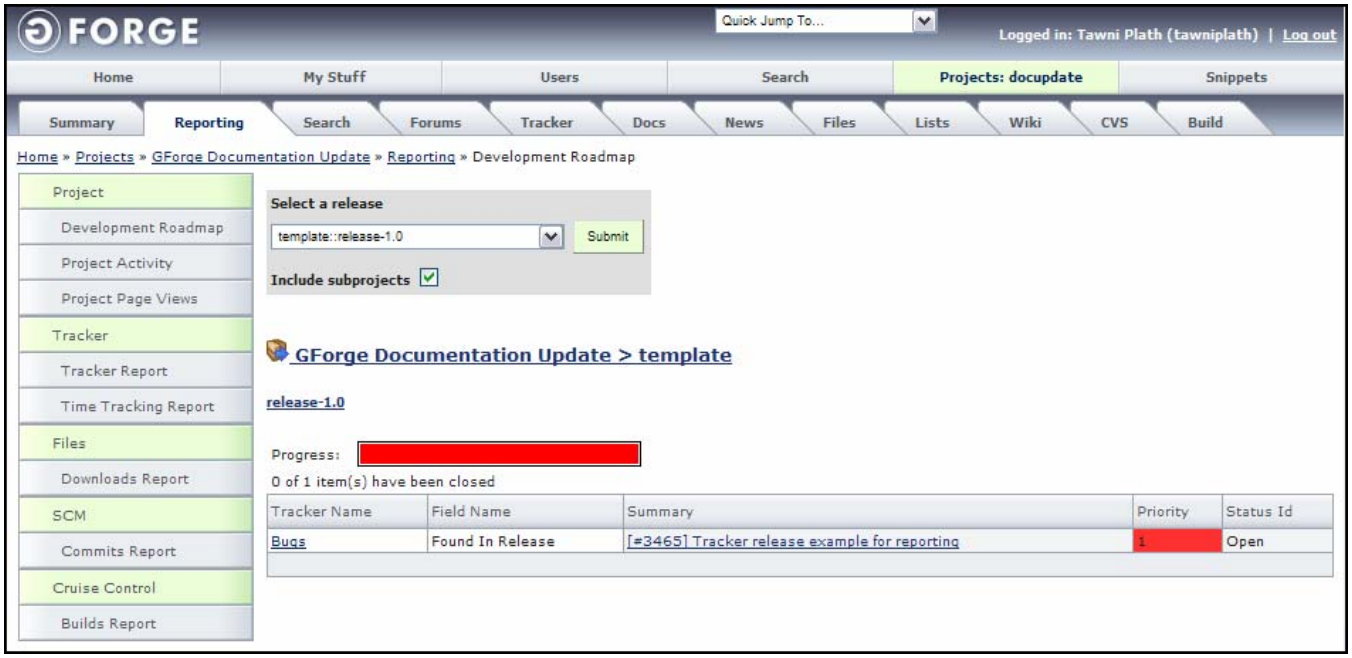


*Figure 8-1. Project Version Roadmap*

**Operating System** – Operating System related to this Project's historical version release.

**Tracker Name** – Name of the Tracker with which this version release is related.

**Field Name** – Name of the field in the application with which this version release is related.

**Summary** – Description of the change.

**Priority** – Priority assigned to the change.

**Status Id** – Current status of the event.


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### 8.1.1 Using the Development Roadmap Report

To use the Development Roadmap Report effectively:

1. Open the **Project**.
2. Select the **Files** tab.
3. Click the **Admin** link.
4. Create packages and define as future unreleased releases or create past versions.
5. Select the **Tracker** tab.
6. Click the **Admin** link.
7. Select to add an **FRS Release** custom field type.
8. **Edit** your **Tracker Items** and select the release to which it belongs.

## 8.2 Project Activity Report

By default, the Project Activity page shows all activity across the Project for the last 30 days. You can filter data by activity type and any date range. To view a Project Activity Report:

1. Click the **Reporting** tab within a Project.
2. Click the **Project Activity** link.
3. Select the **Activity Type** on which you desire to report.
4. Select the **Start Date** and the **End Date**.
5. Click the **Submit** button.

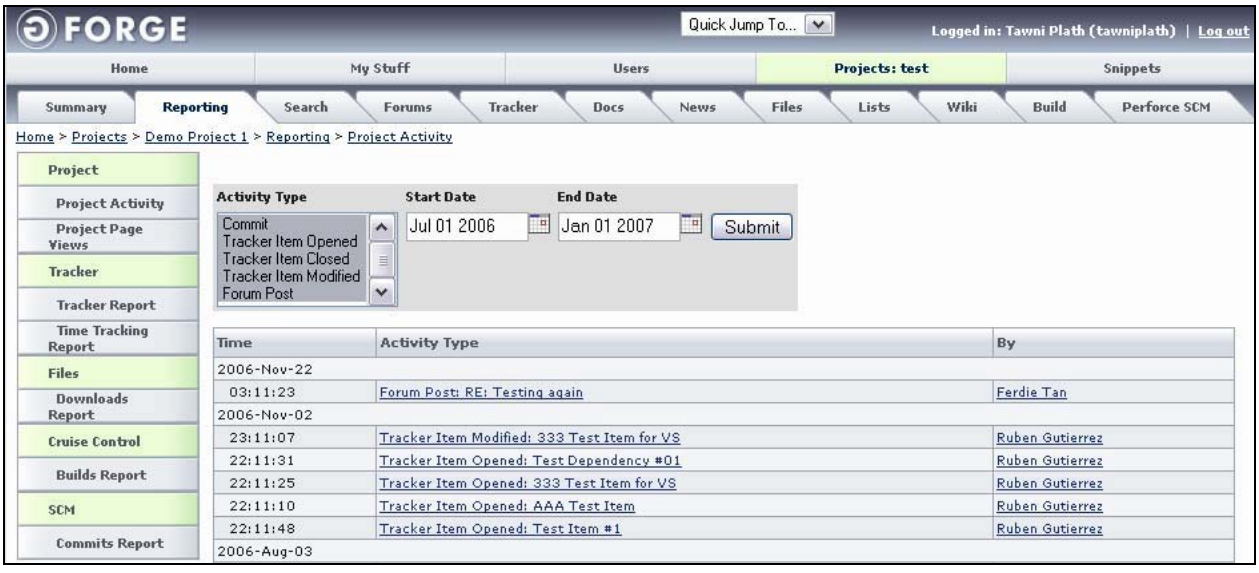


*Figure 8-2. Project Activity*

**Activity Type** – Type of activities to display.

**Start Date** – Starting date of the displayed activities.

**End Date** – Ending date of the displayed activities.


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**Time** – Time this Tracker Item was opened.

**Activity Type** – Description of the event.

**By** – User that created the activity.

## 8.3 Project Page Views Report

The Project Page Views page allows you to graph page views for a particular Project.

To create and view a graph of Project Page Views:

1. Click the **Reporting** tab within a Project.
2. Click **Project Page Views**.
3. Select the **Year**.
4. Select the **Month**.
5. Click the **Submit** button.

*Figure 8-3. Project Page Views*

**Year** – Year for which you desire to graph.

**Month** – Month for which you desire to graph.

**Submit** – Refreshes the graph of Project Page Views.

**Page Views Per Day** – Graph of the number of pages viewed per day.


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## 8.4 Tracker Report

The Tracker Report page displays several graphs and lists of late Tracker Items and Tracker Items by Assignee across the entire Project. :

To view a Tracker Report:

1. Click the **Reporting** tab within a Project.
2. Click the **Tracker Report** link.
3. Select the **Tracker** on which you desire to report.
4. Select the **Only items opened by me or assigned to me** checkbox.
5. Click the **Submit** button.

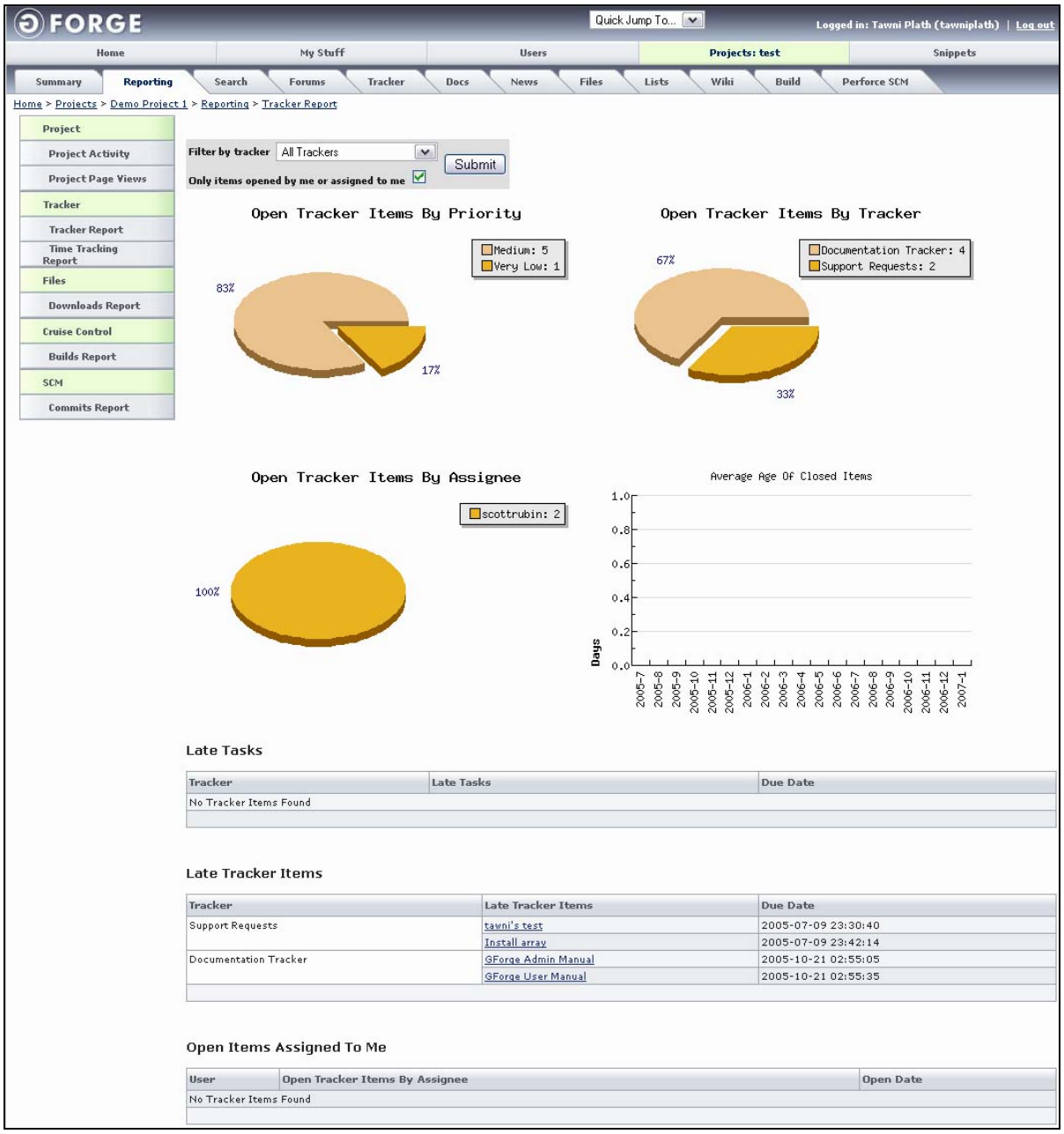


*Figure 8-4. Tracker Report*


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**Filter by tracker** – Type of Tracker Item on which to report.

**Only items opened by me or assigned to me** – If selected, displays only items that were opened by you or assigned to you.

**Submit** – Refreshes the screen with the selections made.

**Open Tracker Items By Priority** – Displays a pie chart of all Open Tracker items divided by priority.

**Open Tracker Items By Tracker** – Displays a pie chart of all Open Tracker items divided by Tracker type.

**Open Tracker Items By Assignee** – Displays a pie chart of all Open Tracker items divided by Assignee.

**Average Age of Closed Items** – Displays a graph of the average age of closed items by date.

**Late Tasks** – Displays Tracker Tasks that are currently late.

**Late Tracker Items** – Displays Trackers Issues that are currently late.

**Open Items Assigned To Me** – Displays open items by the user to which they are assigned.

## 8.5 Time Tracking Report

The Time Tracking Report page displays several graphs and tables of **Total Hours** sorted by various criteria across the entire Project. :

To view a Time Tracking Report:

1. Click the **Reporting** tab within a Project.
2. Click the **Time Tracking Report** link.
3. Select the **Filters by users**.
4. Select the **Start** and **End Dates**.
5. Click the **Submit** button.


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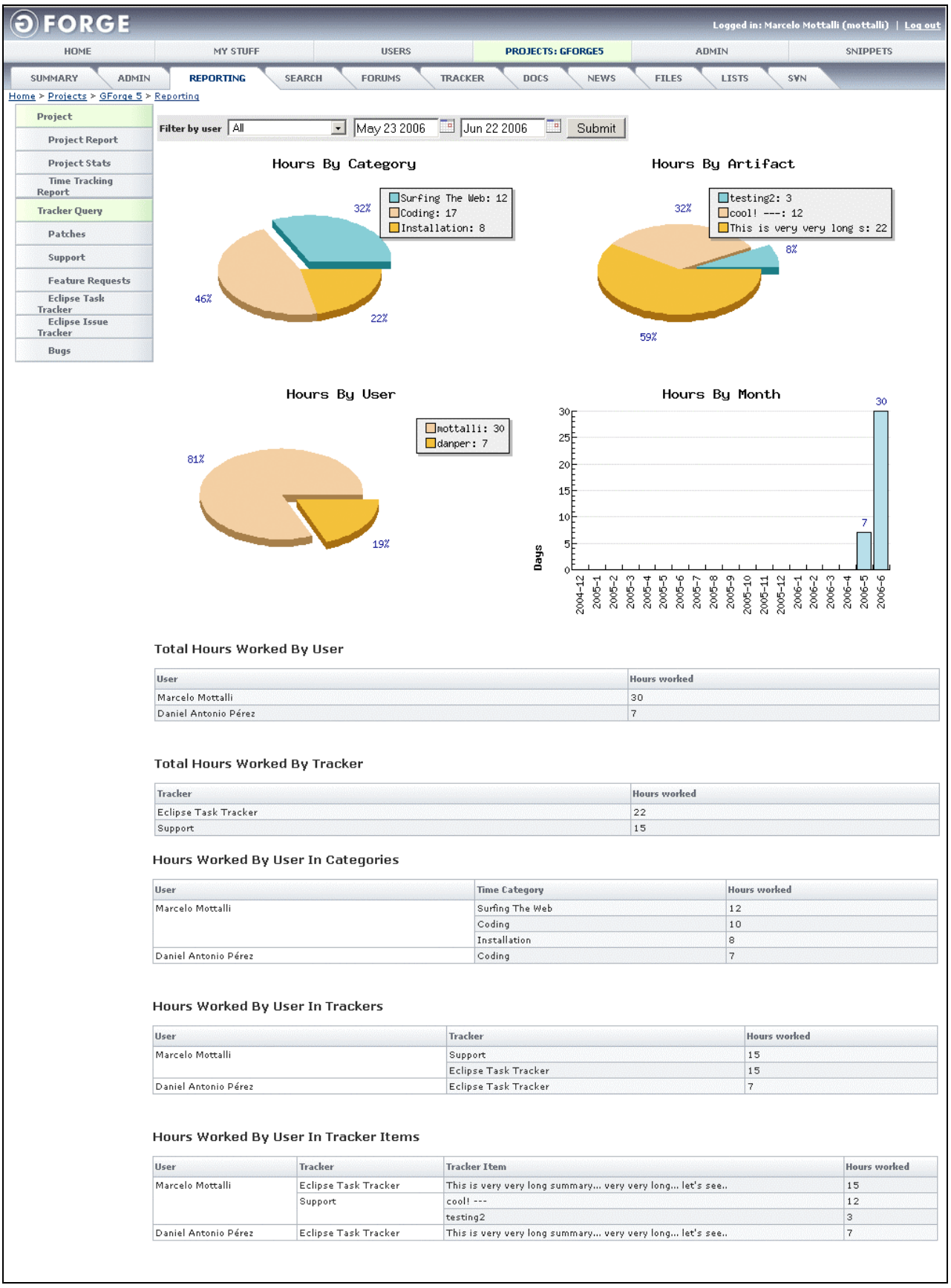


*Figure 8-5. Time Tracking Report*


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**Filter by user** – Name of user on which to report. Click the field to select a value from the drop-down list.

**Start Date** – Starting date of the displayed Activities.

**End Date** – Ending date of the displayed Activities.

**Submit** – Refreshes the screen with the selections made.

**Hours by Category** – Hours worked per Tracker Category.

**Hours by Artifact** – Hours worked per Tracker Artifact.

**Hours by User** – Hours worked by each user.

**Hours by Month** – Hours worked per month.

**Total Hours Worked By User** – Hours worked by each user.

**Total Hours Worked By Tracker** – Hours worked for each Tracker.

**Hours Worked By User In Categories** – Hours worked by each user per category.

**Hours Worked By User in Trackers** – Hours worked by each user per Tracker.

**Hours Worked By User in Tracker Items** – Hours worked by each user per Tracker Item.


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## 8.6 Downloads Report

The Files Downloads Report page displays several graphs and lists of downloads across the entire Project.

To view a Downloads Report:

1. Click the **Reporting** tab within a Project.
2. Click the **Downloads Report** link.
3. Select the **Filters by package**.
4. Select the **Start** and **End Dates**.
5. Click the **Submit** button.

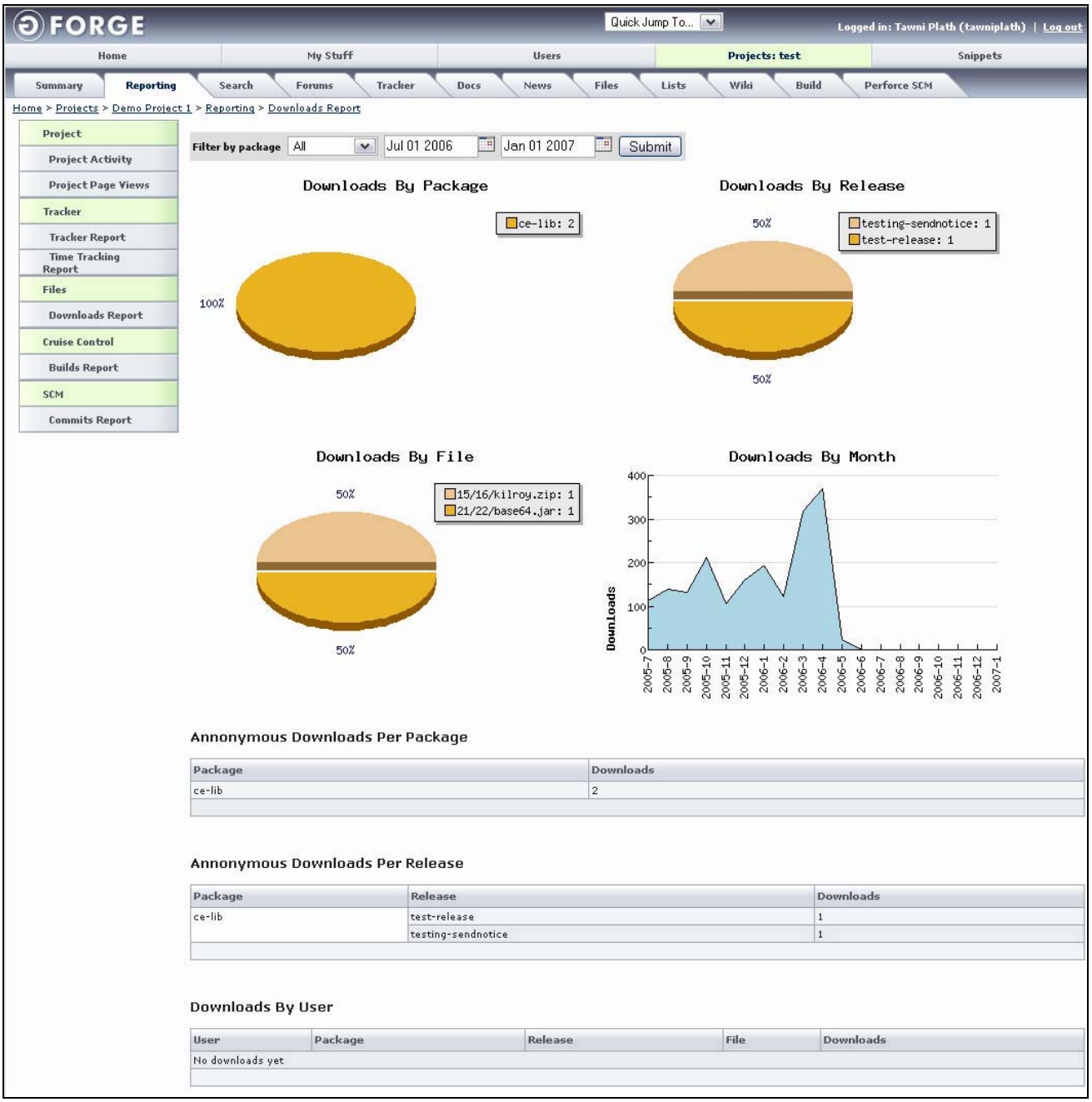


*Figure 8-6. Downloads Report*


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**Filter by package** – Name of package on which to report.

**Start Date** – Starting date of the displayed Activities.

**End Date** – Ending date of the displayed Activities.

**Submit** – Refreshes the screen with the selections made.

**Downloads By Package** – Displays downloads per package.

**Downloads By Release** – Displays downloads per release.

**Downloads By Files** – Displays all files downloaded.

**Downloads By Month** – Displays number of downloads per month.

**Anonymous Downloads Per Package** – Displays a list of anonymous downloads per package.

**Anonymous Downloads Per Release** – Displays a list of anonymous downloads per release.

**Downloads By User** – Displays a list of downloads per user.


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## 8.7 CruiseControl Build Report

The Cruise Control Build Report page displays a graph of builds under Cruise Controls over time.

To view a Tracker Report:

1. Click the **Reporting** tab within a Project.
2. Click the **Builds Report** link.
3. Select the which **build** to report.
4. Select the **Start** and **End Dates**.
5. Click the **Submit** button.

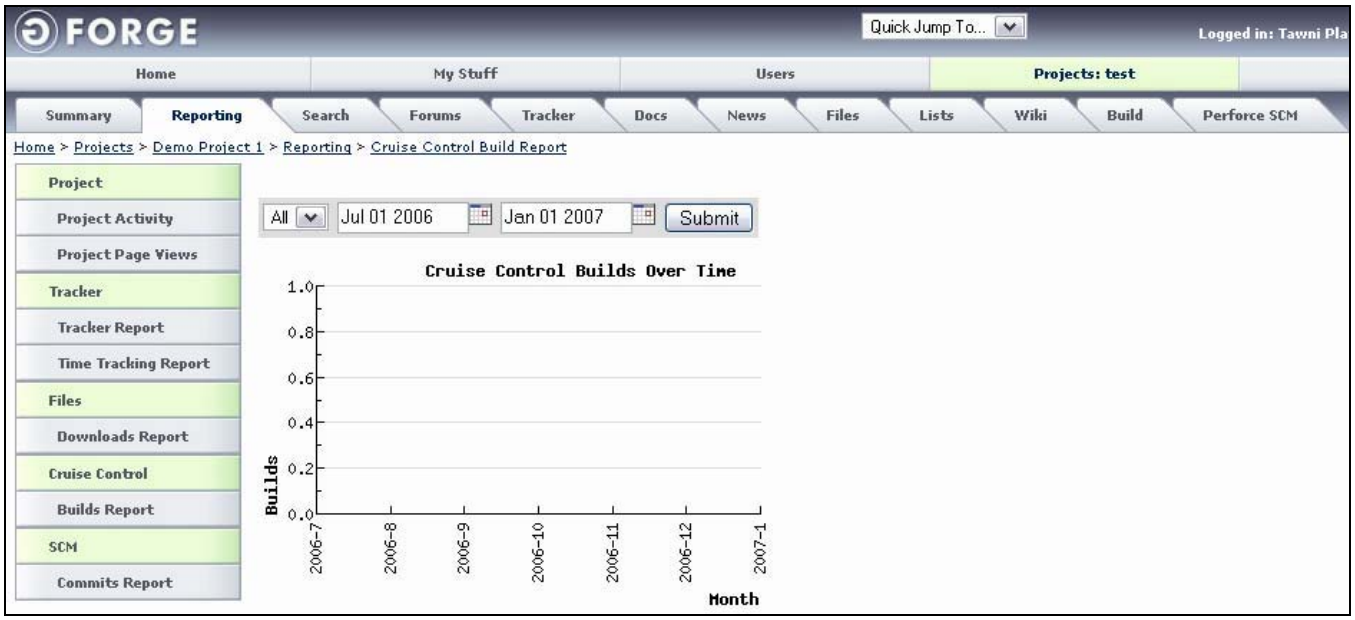


*Figure 8-7. Cruise Control Build Report*

**Build Name** – Select the item on which to report.

**Start Date** – Starting date of the displayed Activities.

**End Date** – Ending date of the displayed Activities.

**Submit** – Refreshes the screen with the selections made.

**Cruise Control Builds Over Time** – Displays a graph of builds under Cruise Controls over time


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## 8.8 Commits Report

The Commits Report page displays the total number of commits and how the commits where distributed per the selected months.

To view a Project Activity Report:

1. Click the **Reporting** tab within a Project.
2. Click the **Commits Report** link.
3. Select the **Start Date** and the **End Date**.
4. Click the **Submit** button.

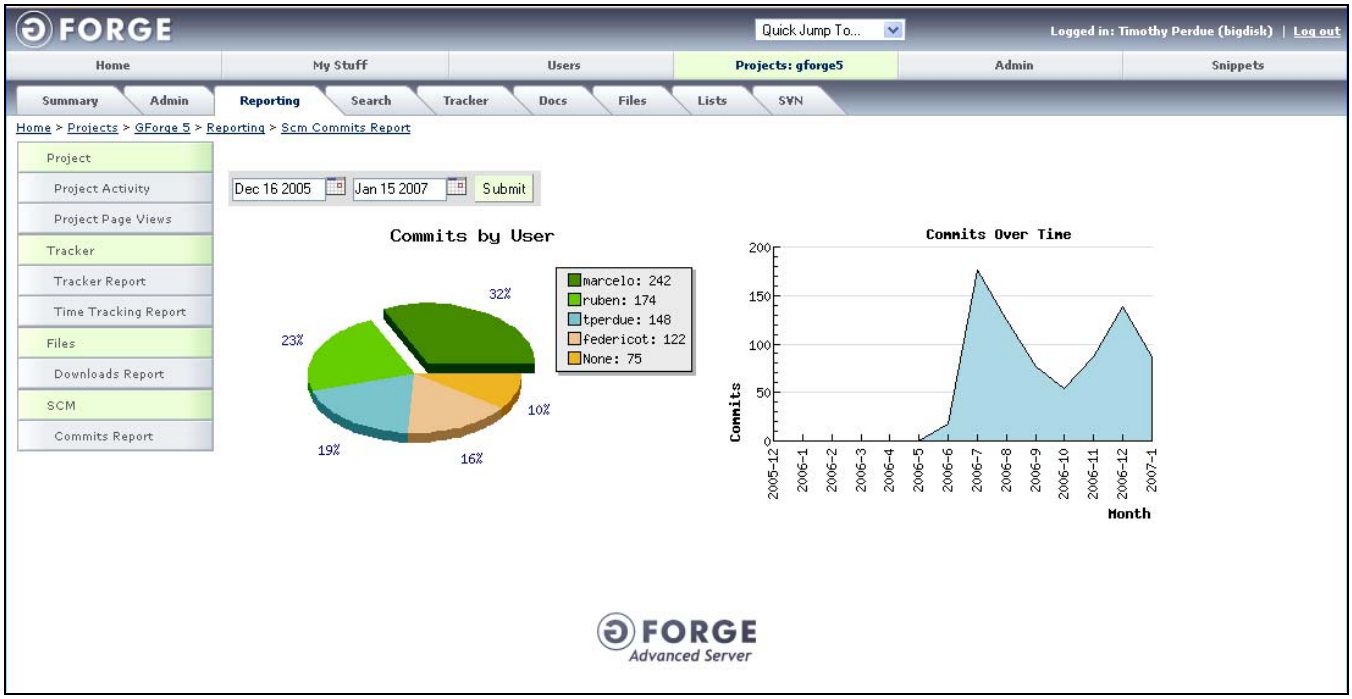


*Figure 8-8. Commits Report*

**Commits by User** – Total number of commits by the user.

**Commits Over Time** – Number of commits and how the commits where distributed per the selected Start Date and End Date.


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# Section 9 – Search

Search allows you to select data from the GForge database within the site. Searches are not case sensitive and must be at least three characters in length. As of Version 5.3, GForge can search binary MS Word and PDF documents if your system is properly configured. Documents are automatically periodically indexed and your document may not be immediately available for searching.

To Search for an Item:

1. Enter a term in the **Keywords** field.
2. Highlight one or more of the items in the **In** field.
3. Select if you desire to **Search Attached Files**.
4. Enter a **Date Range** if you desire to search for a file within a specific time period.
5. Click the **Search** button.

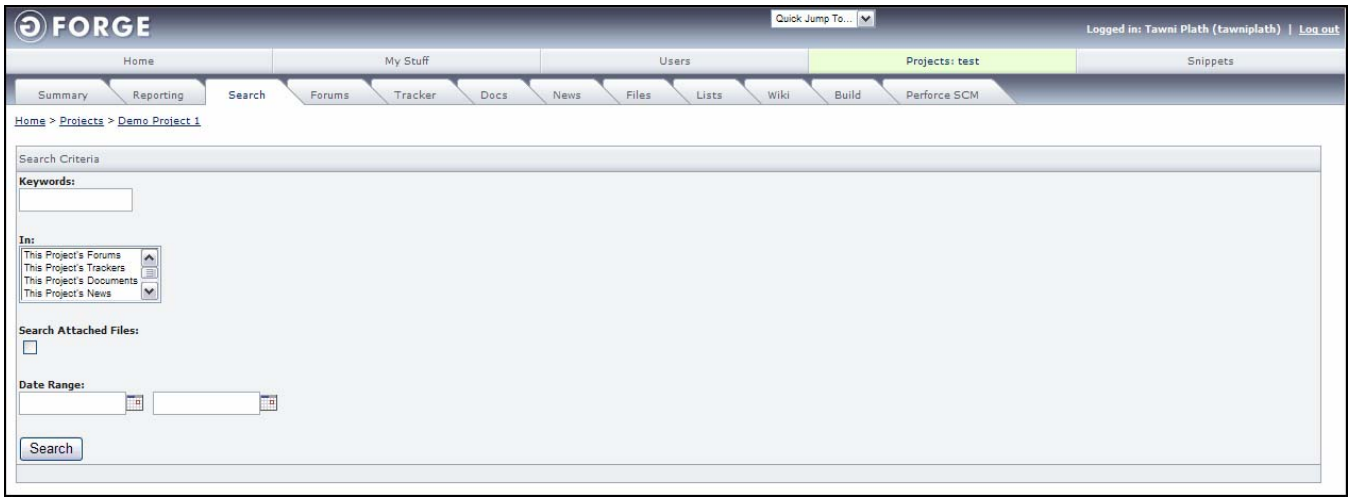


*Figure 9-1. Search Tab*


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6. Click the calendars and select a **Date Range**.

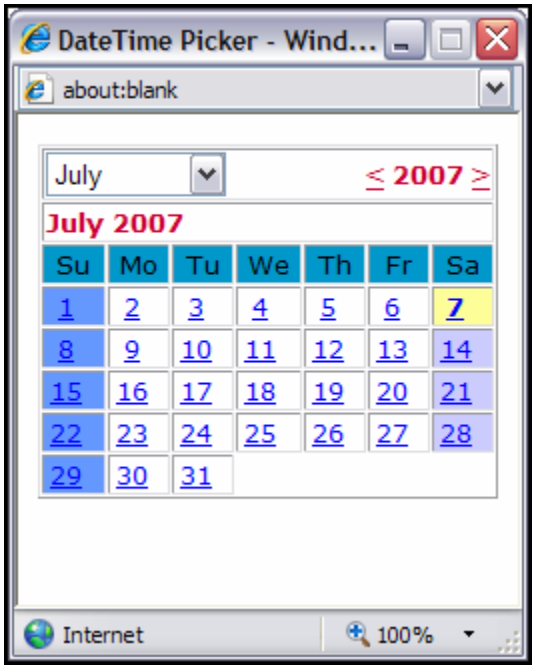


*Figure 9-2. Date and Time Picker*

7. Select the **month**.
8. Click the **day**.
9. Click the **Search** button.

**Keywords** – Words on which the search will include.

**In** – Modules to include in the search.

**Search Attached Files** – Select to search within all files that are associated with the modules.

**Date Range** – Dates on which to filter your search.


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# Section 10 – Forums

Forums can be accessed from the Project Summary page. Use Forums to facilitate discussions between users. When a Project is created, some default Forums may be automatically created depending on which template Project was chosen.

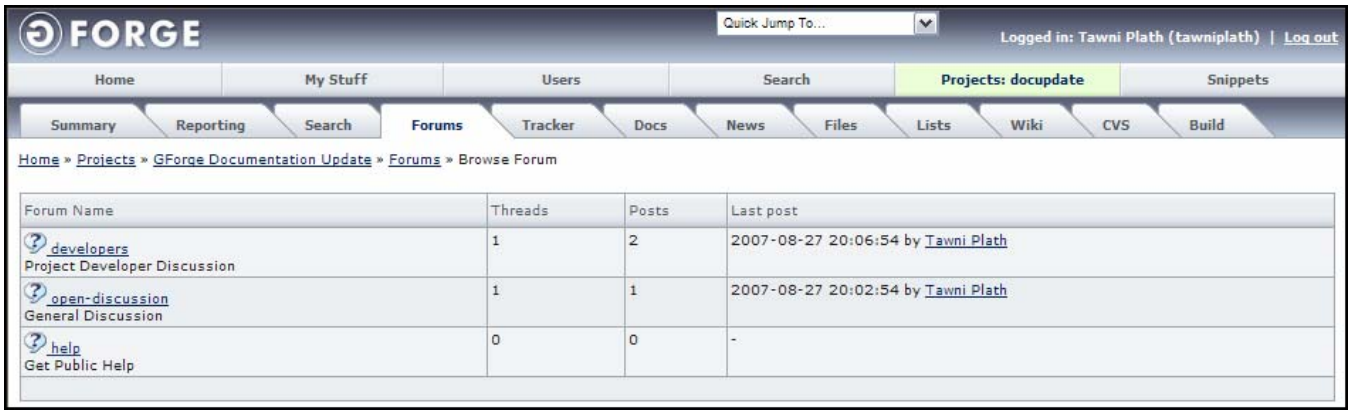


*Figure 10-1. Forums*

**Forum Name** – Name of the Forum. A description of the Forums displays below the Forum Name.

**Threads** – Number of threads posted to this Forum.

**Posts** – Number of replies posted to this Forum.

**Last Post** – Date the last reply was posted.


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## 10.1 Using a Forum

1. Open a **Project**.
2. Click the **Forums** tab.
3. Select the **Forum Name** in which you desire to participate.
4. Select the **Forum Topic** in which you desire to participate.

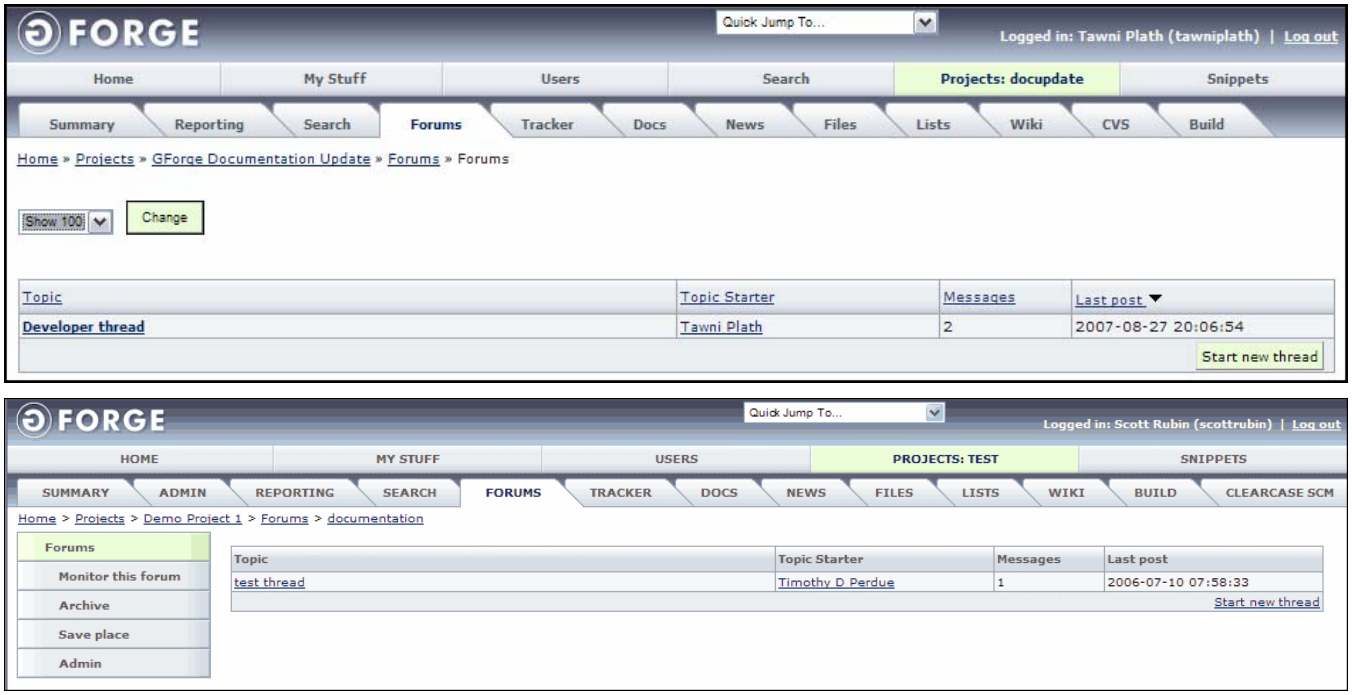


*Figure 10-2. Viewing Forums*

**Show** – Select the number of Forum Topics that you desire to view and click the Change button.

**Topic** – Name of the Forum Topic.

**Topic Starter** – User who began the discussion.

**Messages** – Number of Messages related to this thread.

**Last Post** – Date the Topic was posted.

5. Click what you desire to do in the Forum:
   - **Monitor This Forum** – Click to receive e-mails when a topic is added or updated in this Forum. To turn off Monitor Forum, click the link again.
   - **Archive** – History of the active Forum.
   - **Save place** – Select to view new Forum topics with replies highlighted when you return to this Forum.
   - **Start new thread** – Click to create a new topic in this Forum.


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### 10.1.1 Changing the Number of Forums to View

1. Open a **Project**.
2. Click the **Forums** tab.
3. Select the **Forum Name** in which you desire to view.
4. Select the **number of Forum Topics** that you desire to view in the drop-down list box.
5. Click the **Change** button.

### 10.1.2 Starting a New Thread

A new thread is a new topic within the current Forum. To start a new thread within a Forum:

1. Open a **Project**.
2. Click the **Forums** tab.
3. Select the **Forum Name** in which you desire to participate.
4. Select the **Topic** in which you desire to participate.
5. Click the **Start New Thread** link.

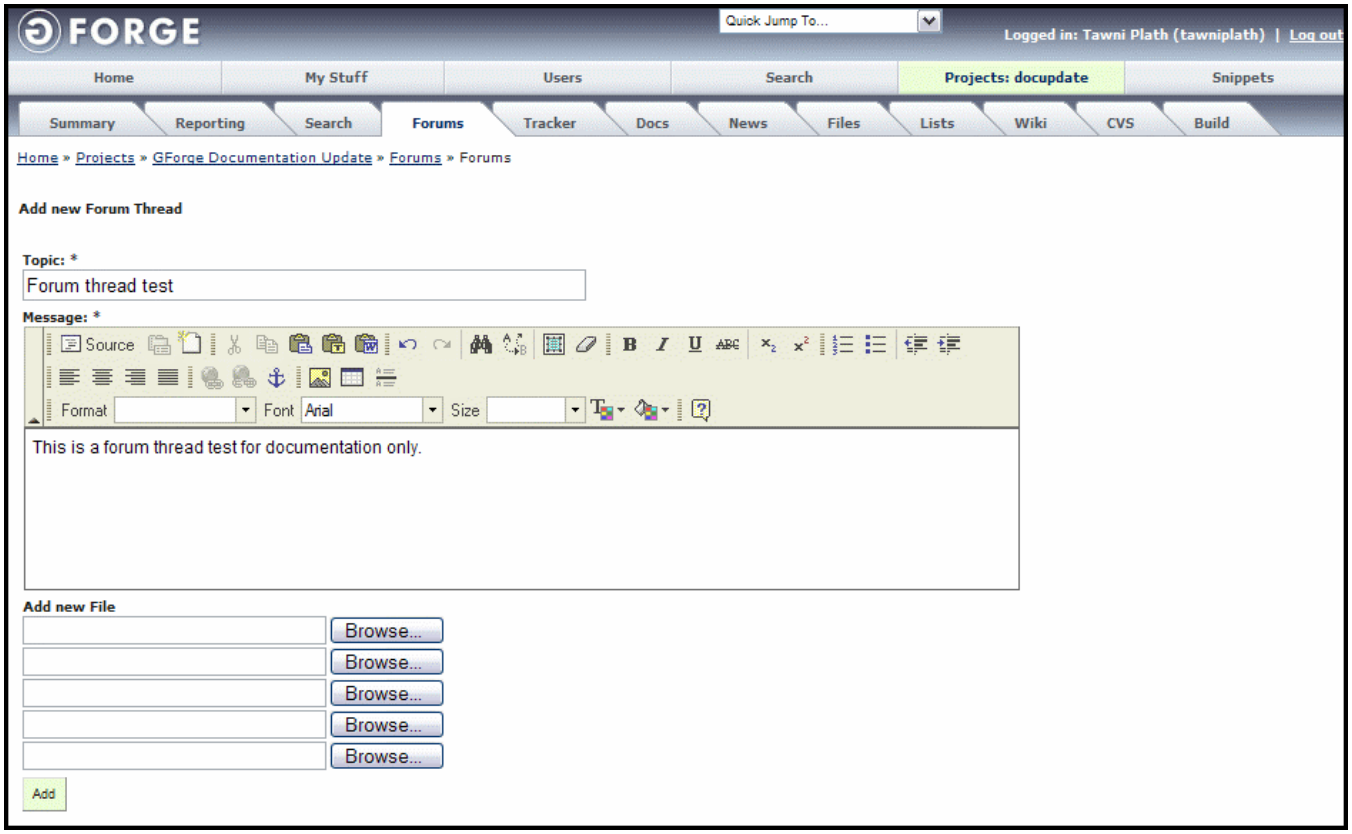


*Figure 10-3. Start New Thread*

6. Enter a **Topic** describing the thread.
7. Enter the **Message** detailing your thread input.
8. Click Browse to **Add new File** associated with the thread.
9. Click the **Add** button.


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### 10.1.3 Viewing Forums as Flat Files or as Threaded

You toggle between seeing Forum threads as flat files or as threaded files:

1. Open a **Project**.
2. Click the **Forums** tab.
3. Select the **Forum Name** in which you desire to view.
4. Select the **Flat** or **Treaded** in the drop-down list box.
5. Click the **Change** button.

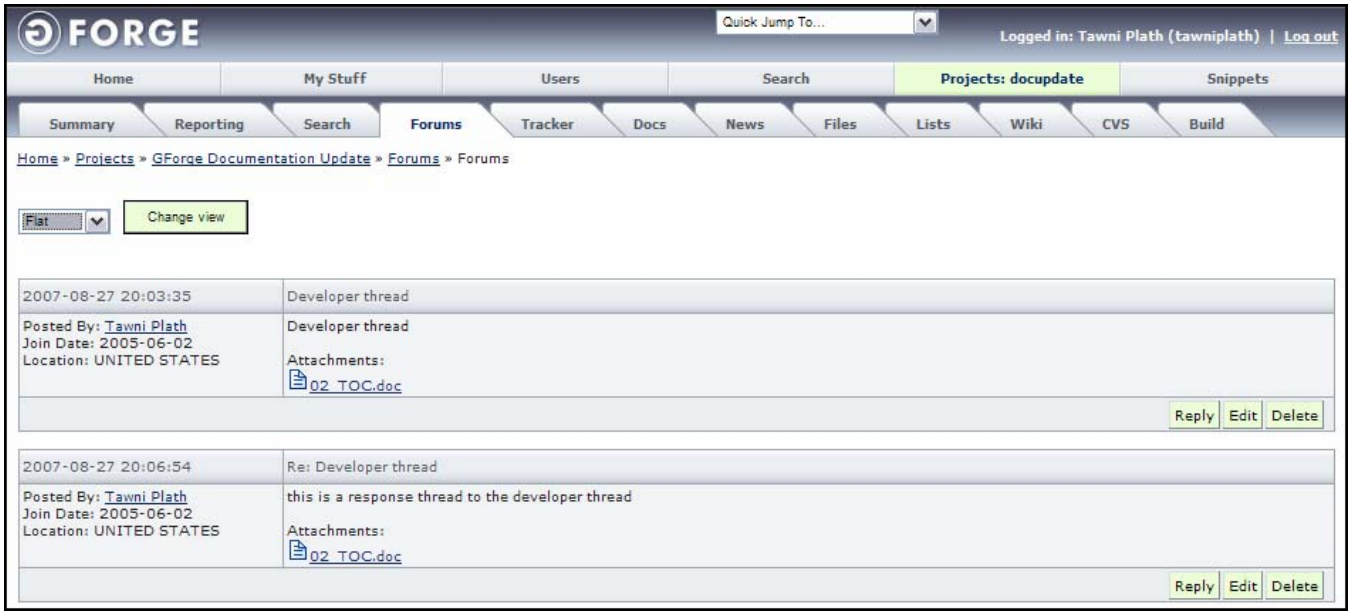


*Figure 10-4. Flat Forum Files*

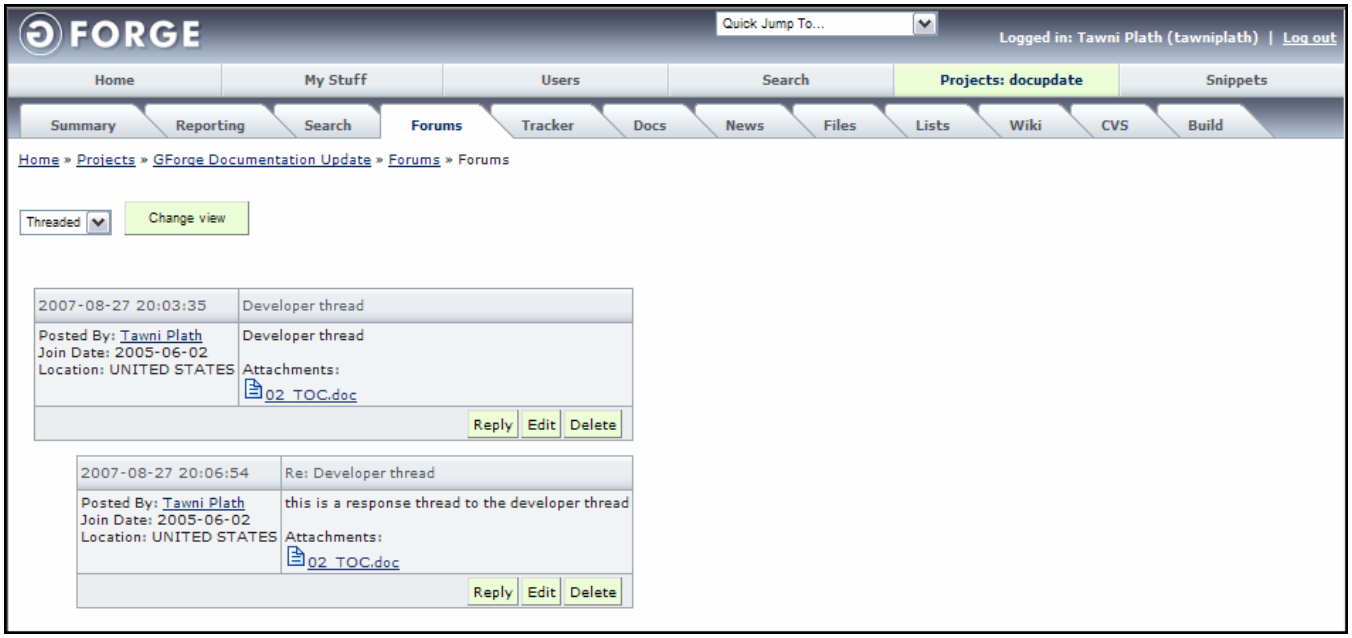


*Figure 10-5. Threaded Forum Files*


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### 10.1.4 Viewing a Forum

1. Open a **Project**.
2. Click the **Forums** tab.
3. Select the **Forum Name** in which you desire to view.
4. Click the Forum **Topic** you desire to view. Refer to Figure 10-4 and Figure 10-5.

### 10.1.5 Replying to a Forum Thread

A comment thread is a reply to a current Forum entry. To reply to a message entered in a Forum:

1. **Login** to GForge.
2. Navigate to the **Project** that contains the Forum.
3. Click the **Forums** tab.
4. Click the **Forum Name** where you desire to reply.
5. Click the Forum **Topic** where you desire to reply. Refer to Figure 10-4 and Figure 10-5.
6. Click the **Reply** button.
7. Enter your comment in the **Message** field.
8. Click Browse to **Add new Files** if necessary.
9. Click the **Post Message** button to respond to a Forum message.

### 10.1.6 Editing a Forum Thread

To edit a comment in a Forum:

1. **Login** to GForge.
2. Navigate to the **Project** that contains the Forum.
3. Click the **Forums** tab.
4. Click the **Forum Name** where you desire to reply.
5. Click the Forum **Topic** where you desire to reply. Refer to Figure 10-4 and Figure 10-5.
6. Click the **Edit** button.
7. Edit your comment in the **Message** field.
8. Click Browse to **Add new Files** if necessary.
9. Click the **Post Message** button to respond to a Forum message.

### 10.1.7 Deleting a Forum Message Thread

A comment thread is a reply to a current Forum entry. To reply to a message entered in a Forum:

1. **Login** to GForge.
2. Navigate to the **Project** that contains the Forum.
3. Click the **Forums** tab.
4. Click the **Forum Name** where you desire to reply.
5. Click the Forum **Topic** where you desire to reply. Refer to Figure 10-4 and Figure 10-5.


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6. Click the **Delete** button.

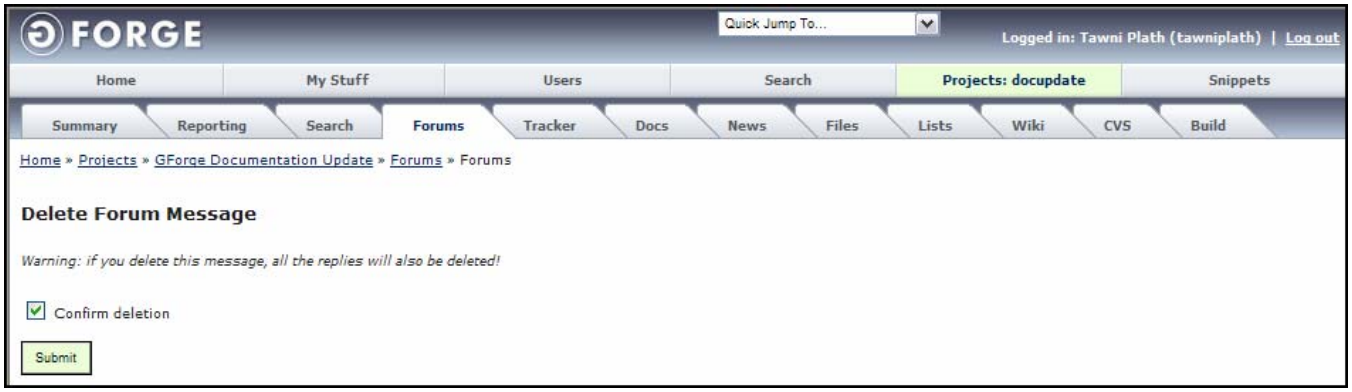


*Figure 10-6. Delete Forum Message*

7. Select the **Confirm deletion** checkbox.
8. Click the **Submit** button.

## 10.2 Monitoring a Forum

To receive e-mails when a Forum has an entry added:

1. **Login** to GForge.
2. Navigate to the **Project** that contains the Forum you desire to monitor.
3. Click the **Forums** tab.
4. Navigate to the **Forum Name** you desire to monitor.
5. Click **Monitor this forum**. The link changes to Stop Monitoring and you receive an e-mail whenever an entry is added to the Forum.

### 10.2.1 Stopping a Forum Monitor

To end receiving e-mails when a Forum has an entry added:

1. **Login** to GForge.
2. Navigate to the **Project** that contains the Forum you desire to end monitoring.
3. Click the **Forums** tab.
4. Navigate to the **Forum Name** you desire to end monitoring.
5. Click **Stop Monitoring**. You no longer receive an e-mail when an entry is added to this Forum. The link changes to Monitor Forum.


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## 10.3 Archive

Click Archive to view history in the active Forum.

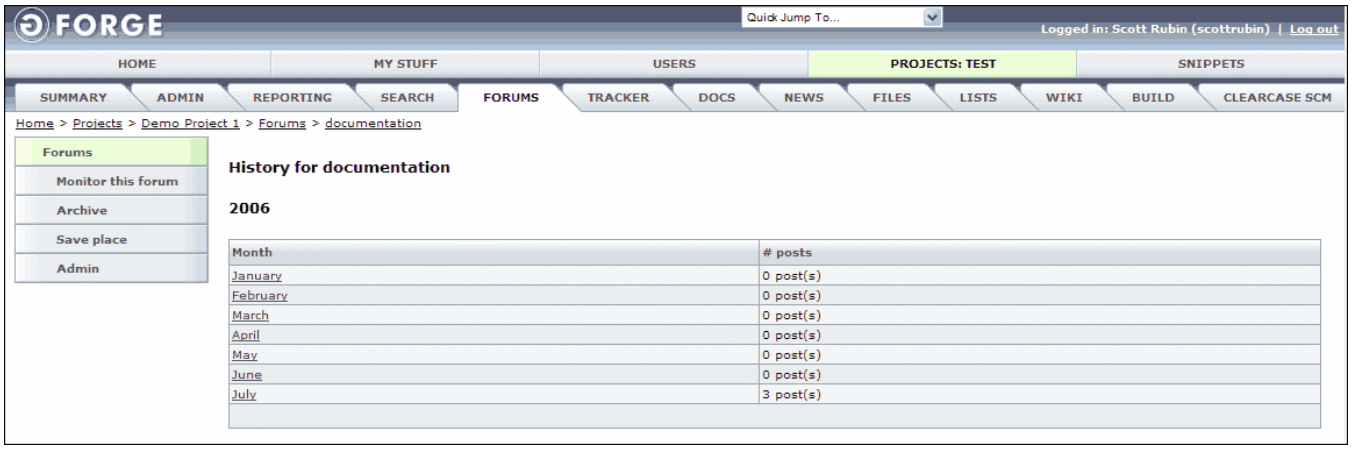


*Figure 10-7. Archive*

**Month** – Month the history is for. Click the month to view details.

**# of Posts** – Number of posts during the month.

## 10.4 Save Place

Click Save Place within a Forum changes all Forum messages older than "now" to no longer display highlighted in bold. The next time you visit, you see only the new Messages in bold.


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# Section 11 – Tracker

Use the Tracker to record Bugs, Support Requests, Patches, and Feature Requests or other types of information as required for your Project. Tracker can record virtually any kind of data, with each Tracker having separate customizable fields and permission lists.

**Trackers include individual pieces of data called Tracker Items, which are either Tracker Issues or Tracker Tasks**. For example, Bugs is the name of a Tracker Issue, while an individual Bug Report is the actual Tracker Issue. The System Administrator can create custom Trackers and you can add Tracker Items (Issues or Tasks) to any Tracker.

When a Project is created, GForge automatically may create several default Trackers depending on which template was chosen at Project registration time:

Example Trackers that you can create include:

**Issues**

**Support** – Users can enter support requests and receive support responses.

**Feature Requests** – Users can request feature enhancements to a Project.

**Bugs** – Users and developers can enter bugs associated with a Project.

**Patches** – Developers can upload software patches.

**Tasks**

**To Do** – Task that need attention.

**Next Release** – Tasks that need attention before the next release.

| Tracker Type | Tracker Name | Description | Item Total | Open Count |
|---|---|---|---|---|
| Issues | Documentation Tracker | Use to maintain documentation dates. | 2 | 2 |
| | Amgen Tracker | Custom Fields Set up | 3 | 3 |
| | Bugs | Bug Tracking System | 126 | 113 |
| | Feature Requests | Feature Request Tracking System | 12 | 12 |
| | Patches | Patch Tracking System | 6 | 6 |
| | Support Requests | Tech Support Tracking System | 25 | 25 |
| | Mail Module Support | Mail Module Support | 3 | 3 |
| Tasks | Web Module Development | Web Module Development | 4 | 5 |
| | GForge App 1 | GForge App 1 | 10 | 10 |
| | iuoilkjli | lkjljioioi | 0 | 0 |
| | Test Subproject2 | Test Description2 | 10 | 10 |
| | ms application | ms application | 2 | 2 |
| | test-project-gobi | test project for gobi | 1 | 1 |
| | Project - gobi | Gobi's Project | 4 | 4 |

*Figure 11-1. Trackers*


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**Tracker Type** – The type of Tracker Issue or Task.

**Tracker Name** – Name of the Tracker.

**Description** – Brief summary or title of the Tracker.

**Item Total** – Total number of Tracker Issues or Tasks of this type.

**Open Count** – Number of Tracker Issues or Tasks with an Open State.

## 11.1 Viewing Tracker Items Assigned to You

To view Tracker Items assigned to you:

1. Login to **GForge**.
2. Click the **My Stuff** tab.

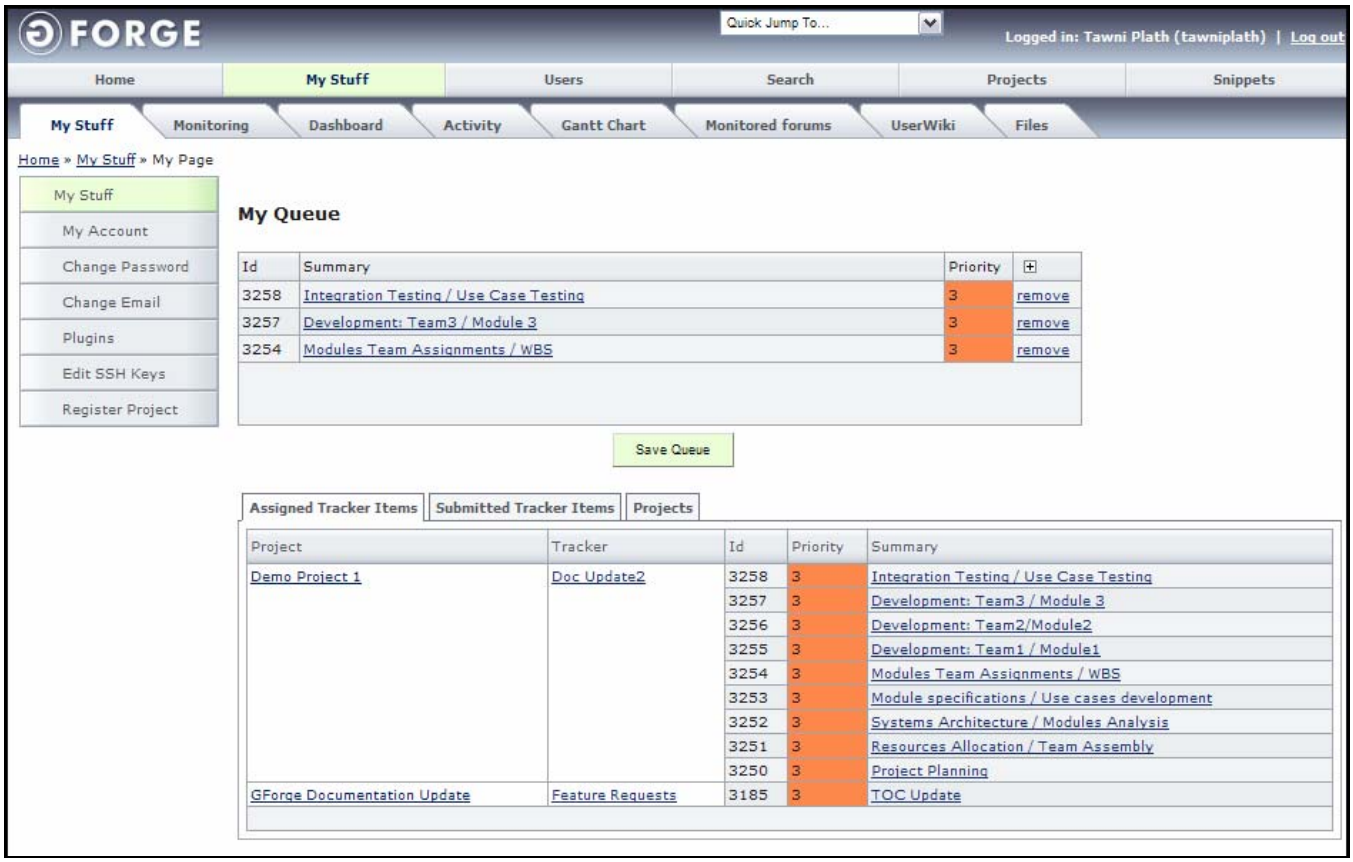


*Figure 11-2. Tracker Items Assigned to You*

**My Queue** – You can add Assigned Tracker Issues or Tasks to the My Queue frame to assist in you in viewing what Task and Issues are assigned to you. Refer to Section 3, My Stuff.

**Project** – Project in which this Tracker Issue or Task is included.

**Tracker** – Tracker in which this Tracker Issue or Task is included.

**ID** – Internal identification number associated with the Tracker Issue or Task.

**Priority** – Priority of the Tracker Issue or Task in your query.

**Summary** – Brief summary or title of the Tracker Issue or Task.


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## 11.2 Viewing Tracker Items in a Project and the Summary

To view all Tracker Items within a Project:

1. Click the **Projects** tab in the My Stuff page.
2. Click the **Project Name** link.
3. Click the **Tracker** tab within a Project.
4. Click the **Tracker Name**. Refer to Figure 11-1.
5. Click the **Summary**. Refer to Figure 11-3.
   - ❖ **Note:** Dependant upon configuration of the Tracker by the administrator, some of fields in Figure 11-4 may not display as user security settings have different abilities to add and edit Tracker Issues or Tasks.
6. Click the **Browse** link to return to Figure 11-3.

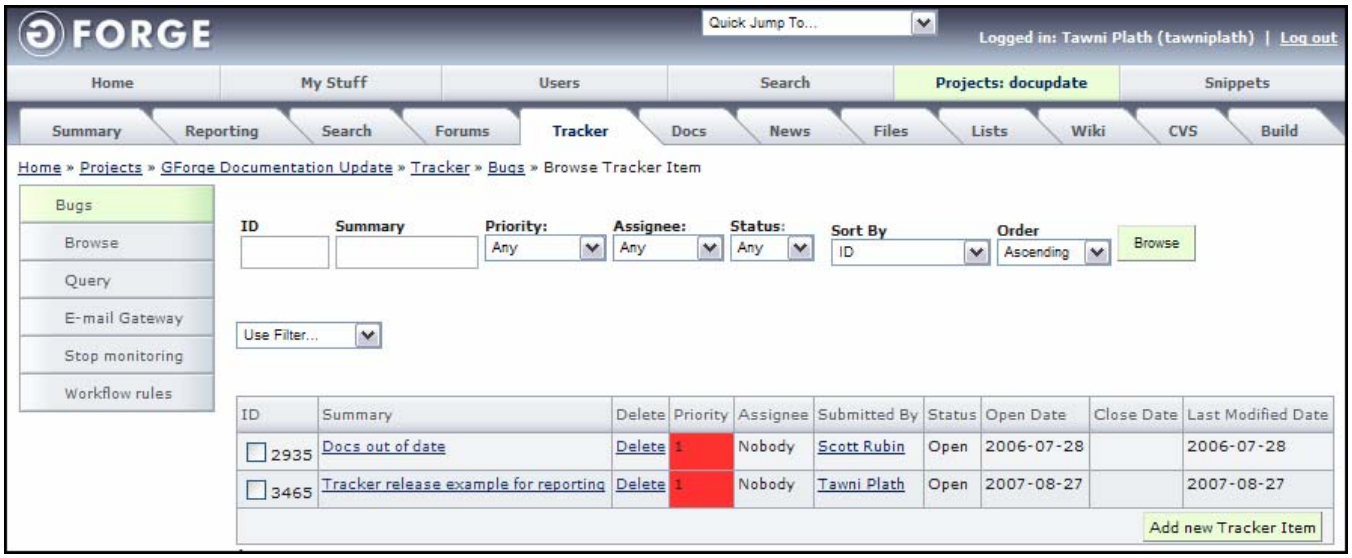


*Figure 11-3. Tracker Item Summary*

**ID** – System generated identification number in your query.

**Summary** – Brief summary or title of the Tracker Issue or Task in your query.

**Priority** – Priority of the Tracker Issue or Task in your query.

**Assignee** – Person to whom this Tracker Issue or Task is assigned.

**Status** – Current Status of the Tracker Issue or Task in your query.

- ♦ **Any** – All Tracker Issues or Tasks.
- ♦ **Open** – Active Tracker Issues or Tasks.
- ♦ **Closed** – Tracker Issues or Tasks ended.

**Sort By** – Sorts Tracker Issues or Tasks by the selection.

**Order** – Select how you desire to view the Tracker Issues or Tasks and in Ascending or Descending order.


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**Browse Button** – View the Tracker Issues or Tasks based on your limited query.

**Use Filter** – Use the Tracker Filter to configure pre-defined search criteria with which to search for Tracker Issues or Tasks. Refer to Section 11.9.1, Adding a Tracker Query, on page 11-17.

**ID** – System generated identification number associated with this Tracker Issue or Task.

**Summary** – Brief summary or title of the Tracker Issue or Task. Click to view the Summary details.

**Priority** – Priority of this Tracker Issue or Task.

**Color** – Priority Colors display the importance of a Task or a Project. 1 being the lowest priority and 5 being the highest priority and should be completed first.

**Assignee** – Person to whom this Tracker Issue or Task is assigned.

**Submitted By** – Person who submitted this Tracker Issue or Task.

**Status** – Status of the Tracker Issue or Task.

**Open Date** – Date this Tracker Issue or Task was added to the GForge database.

**Close Date** – Date this Tracker Issue or Task was closed.

**Last Modified Date** – Date this Tracker Issues or Tasks was last updated.

## 11.3 Adding a New Tracker Item

Dependant upon which Tracker Item you are adding to a new submission, some of fields in may not display. Different user security settings have different abilities to add and edit Tracker Issues or Tasks.

To submit a new Tracker Issue or Task:

1. Login to **GForge**.
2. Navigate to the **Project**.
3. Click the **Tracker** tab.
4. Click the **Tracker Name** for the type of Tracker you are adding. Refer to Figure 11-1.
5. Click **Add new Tracker Issue or Task**.
6. Add the necessary **Tracker Issue or Task data**. Refer to Figure 11-4.
7. Click **Add**.

   ❖ **Note:** Refer to Section 11.4, Editing a Tracker , on page 11-5 for Tracker Issue or Task field descriptions.


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## 11.4 Editing a Tracker Item

The Tracker Issue or Task Details screen is multipurpose in that you can view Tracker Item details, add comments, view the history, and add or delete attachments. To view Tracker Item details:

1. Click the **Projects** tab in the My Stuff page.
2. Click the **Project Name** link.
3. Click the **Tracker** tab within a Project.
4. Click the **Tracker Name**. Refer to Figure 11-1.
5. Click the **Summary** link. Refer to Figure 11-3.


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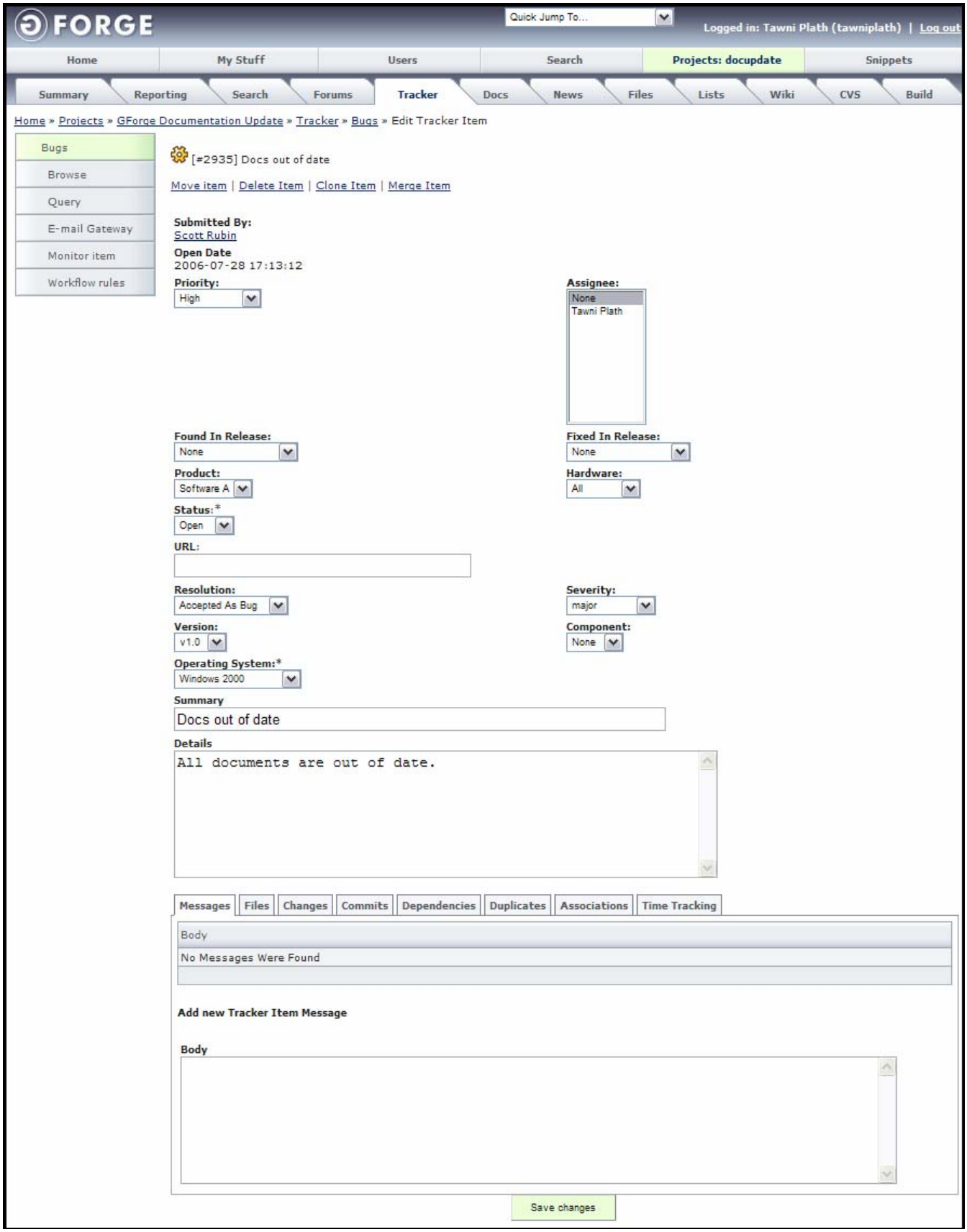


*Figure 11-4. Tracker Item Details*


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**Submitted By** – User who submitted this Tracker Issue or Task.

**Open Date** – Date the Tracker Issue or Task was submitted.

**Priority** – Priority display the importance of a Tracker Issue or Task. 1 is the lowest priority and 5 is the highest priority and should be completed first. Use for Bugs and Support Requests when you locate a critical problem with a Project.

**Assignee** – Person to whom this Tracker Issue or Task is assigned.

**Found In Release** – Select if the Tracker Issue or Task was located in a specific commit version.

**Fixed In Release** – Select if the Tracker Issue or Task was fixed in a specific commit version.

**Hardware** – Type of hardware associated with this Tracker Issue or Task.

**Documentation** – Documentation event associated with this Tracker Issue or Task.

**Product** – Select the Product with which this Tracker Issue or Task is associated, such as the version of the Project.

**Component** – Describe the function or module in which the Tracker Issue or Task appears. For example, in the GForge Project, this might include the Account Maintenance, Code Snippets, Forums, and such.

**Severity** – How severe this Tracker Issue or Task is.

**URL** – Uniform Resource Located associated with this Tracker Issue or Task.

**Operating System** – Select the Operating System with which this Tracker Issue or Task is associated.

**Version** – OS version associated with this Tracker Issue or Task.

**Resolution** – Current Resolution of this Tracker Issue or Task.

**Status** – Current State of the Tracker Issue or Task.

- **Open** – Active Tracker Issues or Tasks.
- **Closed** – Completed Tracker Issues or Tasks.

**Summary** – Short title for the Tracker Issue or Task.

**Details** – Detailed description of the Tracker Issue or Task submission.

- **Caution:** Do not enter passwords or confidential information in your message.

**Messages** – Previous information added to this Tracker Issue or Task via the Attach A Comment field.

**Browse** – Add files associated with this Tracker Issue or Task.

**Save Changes** – Submits the information into the GForge Tracker database. An e-mail is sent to you and any other users monitoring this Tracker.


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### 11.4.1 Messages Tab

To add a comment to a current Tracker Issue or Task:

1. Navigate to the **Project** that contains the Tracker Issue or Task.
2. Select the **Tracker** tab.
3. Select the Tracker Issue or Task **Summary** to which you desire to add a comment.
4. Enter your comment in the **Add new Tracker Item Message (Body)** field.

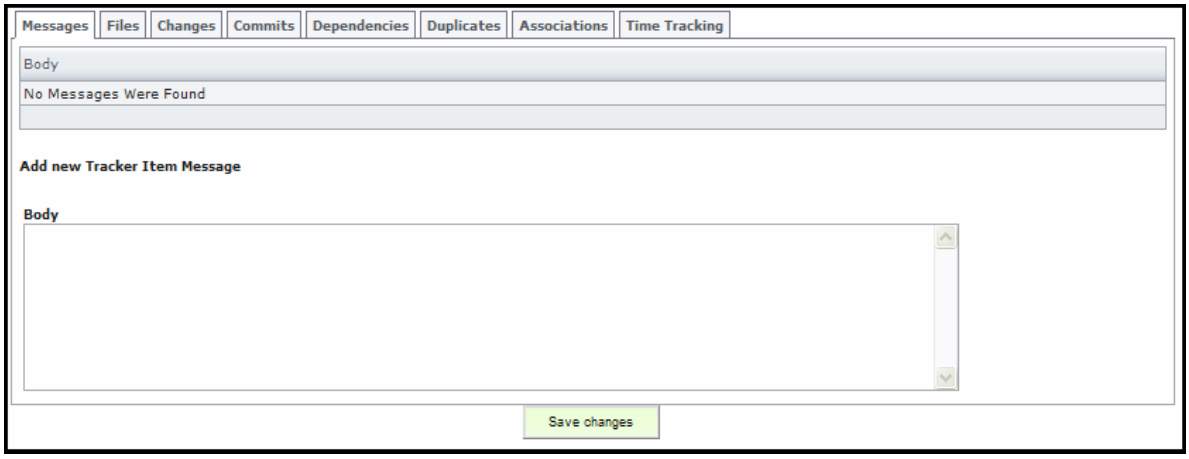


*Figure 11-5. Messages Tab*

5. Click **Save Changes**. An e-mail is sent to you and any other users monitoring this Tracker.

### 11.4.2 Files Tab

Displays a list of files that have been uploaded.

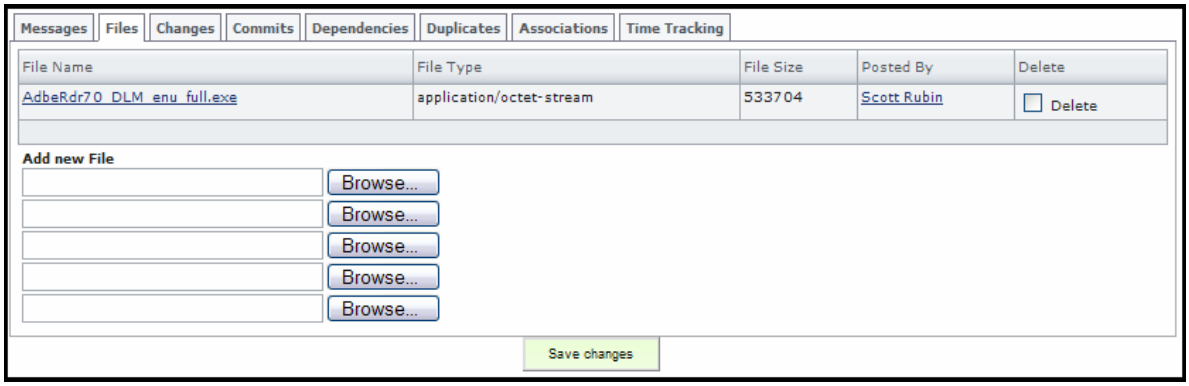


*Figure 11-6. Files Tab*

**File Name** – Name of the file.

**File Type** – Type of file uploaded.

**File Size** – Size of the uploaded file.

**Posted By** – User that uploaded the file.

**Delete** – Select before clicking Save changes to delete a file.

**Add New File** – Select before clicking Save changes to upload a file.

**Browse** – Click to upload a new file.


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#### 11.4.2.1 Adding a New File

To include a new file in a Tracker Issue or Task:

1. Select the Tracker Issue or Task **Summary** in which you desire to delete the attachment.
2. Click the **Files** tab.
3. Click the **Browse** button.
4. Navigate to the **file** and click the **Open** button.
5. Click the **Save changes** button.

#### 11.4.2.2 Deleting a File

To delete a Tracker Issue or Task file attachment:

1. Select the Tracker Issue or Task **Summary** in which you desire to delete the attachment.
2. Click the **Files** tab.
3. Select the **Delete** checkbox next to the attachment you desire to delete.
4. Click the **Save changes** button.

### 11.4.3 Changes Tab

Audit trail of the Tracker Issue or Task.

*Figure 11-7. Changes Tab*

**Change Date** – Date the change took place.

**User Id** – User that made the change.

**Field Name** – Name of the field on which the change took place.

**Old Value** – Value that was changed.

**New Value** – Value to which the old value was changed.


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### 11.4.4 Commits Tab

Commits (code changes that were committed to versioning and attached using the Tracker link) that you desire to add to this Tracker Issue or Task.

- ❖ **Note:** To attach a commit to any Tracker Item, simply put the Tracker Issue or Task Id in the commit log message like using this format: "[#1038] fixing bug reported"

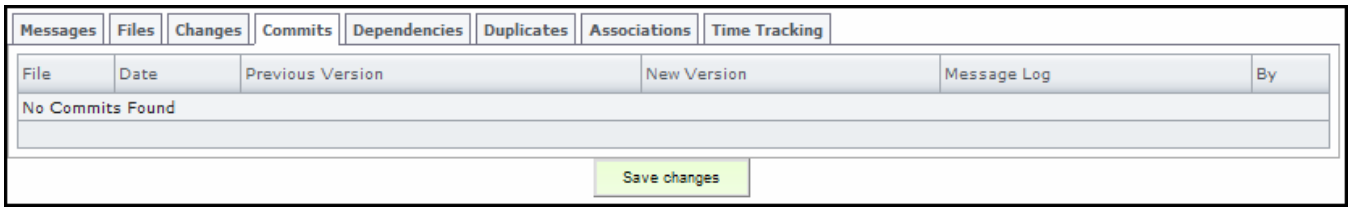


*Figure 11-8. Commits Tab*

**File** – Name of the file to which the commit is attached.

**Date** – Date the Commit was attached.

**Previous Version** – Size of the previous version.

**New Version** – Size of the new version.

**Message Log** – Log of the Commit added.

**By** – User that added the Commit.

### 11.4.5 Dependencies Tab

Items on which this Tracker Issue or Task is dependent or which Tracker Issues or Tasks are dependent on this Tracker Item.

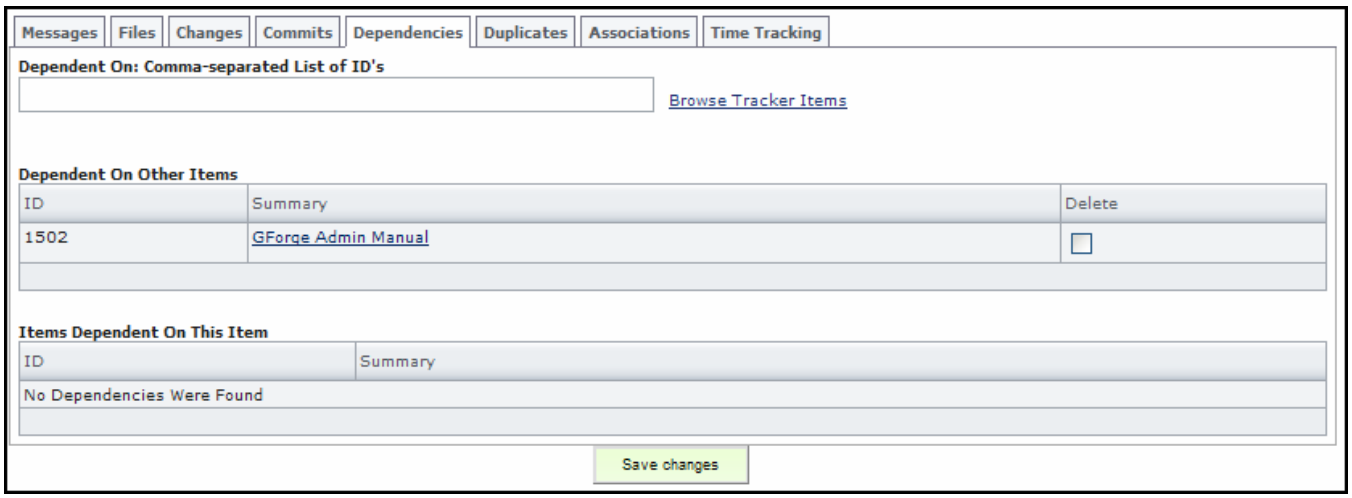


*Figure 11-9. Dependencies Tab*

**Dependent On: Comma-separated List of ID's** – List of IDs required by this item.

**ID** – Identification number of the Dependency.

**Summary** – Summarized information about the Dependency.

**Delete** – Select before clicking Save changes to delete a file.


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#### 11.4.5.1 Adding a Dependency

To include a dependency in a Tracker Issue or Task:

1. Select the Tracker Issue or Task **Summary** in which you desire to add the dependency.
2. Click the **Dependencies** tab.
3. Click the **Browse Tracker Issues or Tasks** link.
4. Select the **Item #**.
5. Click the **Save changes** button.

#### 11.4.5.2 Deleting a Dependency

To delete a Tracker Issue or Task dependency:

1. Select the Tracker Issue or Task **Summary** in which you desire to delete the dependency.
2. Click the **Dependencies** tab.
3. Select the **Delete** checkbox next to the dependency you desire to delete.
4. Click the **Save changes** button.

### 11.4.6 Duplicates Tab

Sometimes users submit multiple Tracker Issues or Tasks for the same issue, and you may desire to link all of the items together.

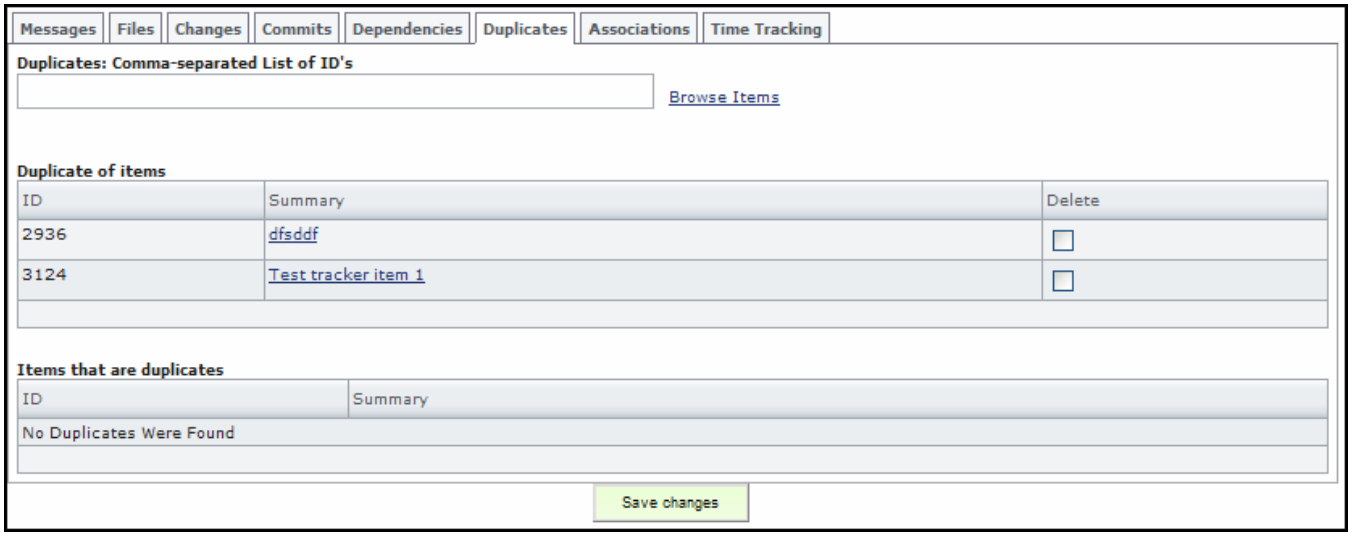


*Figure 11-10. Duplicates Tab*

**Duplicate: Comma-separated List of ID's** – List of IDs required by this item.

**Browse Items** – Click to select a Duplicate Tracker Issue or Task.

**Duplicate of Items** – List of Duplicate Tracker Issues or Tasks.

**ID** – Identification number of the Duplicate Tracker Issue or Task you desire to close.

**Summary** – Summarized information about the Duplicate Tracker Issues or Tasks you desire to close.

**Delete** – Select before clicking Save changes to closing a file.

**Items that are Duplicates** – List of Duplicate Tracker Issues or Tasks.


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#### 11.4.6.1 Adding a Duplicate

To include a duplicate in a Tracker Issue or Task:

1. Select the Tracker Issue or Task **Summary** in which you desire to add the duplicate.
2. Click the **Duplicates** tab.
3. Click the **Browse Items** link.
4. Select the **Item #**.
5. Click the **Save changes** button.

#### 11.4.6.2 Deleting a Duplicate

To delete a Tracker Issue or Task duplicate:

1. Select the Tracker Issue or Task **Summary** in which you desire to delete the duplicate.
2. Click the **Duplicates** tab.
3. Select the **Delete** checkbox next to the duplicate you desire to delete.
4. Click the **Save changes** button.

### 11.4.7 Associations Tab

Associations allow you to link Tracker Issues or Tasks to file releases, documents, other Tracker Issues or Tasks, and wiki pages.

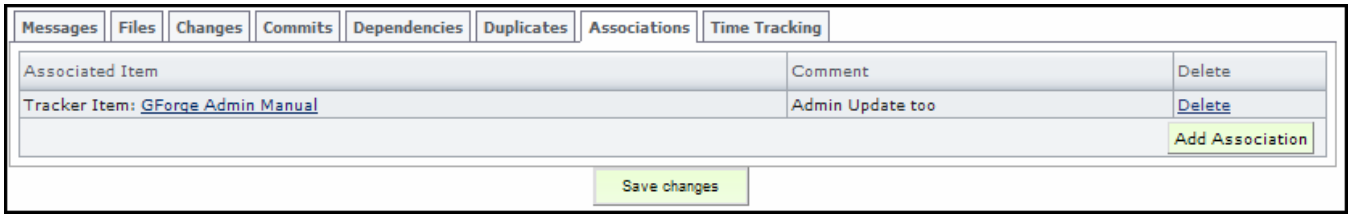


*Figure 11-11. Associations Tab*

**Associated Item** – Item to which this Tracker Issue or Task is associated, such as file releases, document, other Tracker Issues or Tasks, and wiki pages.

**Comment** – Information added to this Tracker Issue or Task concerning the association.

**Delete** – Select before clicking Save changes to closing a file.

**Add Association** – Click to associate the Tracker Issue or Task with another event.

#### 11.4.7.1 Adding an Association

To include an Association in a Tracker Issue or Task:

1. Select the Tracker Issue or Task **Summary** in which you desire to add the Association.
2. Click the **Associations** tab.
3. Click the **Add Association** button.
4. Select the **Plugin** with which to associate.
5. Enter the **Item ID** with which to associate.
6. Enter a **Comment** describing the association.


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7. Click the **Save changes** button.

*Figure 11-12. Add Association*

### *11.4.7.2 Deleting an Association*

To delete a Tracker Issue or Task Association:

1. Select the Tracker Issue or Task **Summary** in which you desire to delete the Association.
2. Click the **Associations** tab.
3. Select the **Delete** checkbox next to the Associations you desire to delete.
4. Click the **Save changes** button.

## 11.4.8 Time Tracking Tab

Enter time requirements for this Tracker Issue or Task.

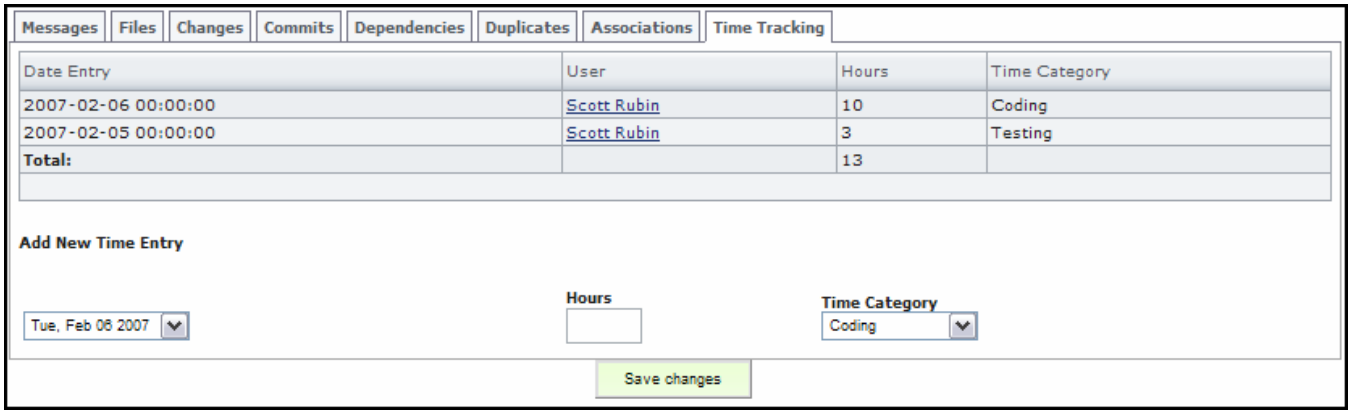


*Figure 11-13. Time Tracking Tab*

**Data Entry** – Date and time the hours where logged.

**User** – Person who logged the hours.

**Hours** – Number of hours logged.

**Time Category** – Time category with which to associate this timed Tracker Issue or Task.

**Total** – Total number of hours logged to date.

**Add New Time Entry** – Enter the date on which the hours where worked.


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**Hours** – Enter the number of hours worked.

**Time Category** – Select the category with which to associate this timed Tracker Issue or Task.

#### *11.4.8.1 Adding Time to a Tracker Issue or Task*

To add time in a Tracker Issue or Task:

1. Select the Tracker Issue or Task **Summary** in which you desire to add the Association.
2. Click the **Time Tracking** tab.
3. Enter the date on which the hours where worked in the **Add New Time Entry** field.
4. Enter the number of **Hours** worked.
5. Select the **Time Category** with which to associate this timed Tracker Issue or Task.
6. Click the **Save changes** button.

## 11.5 Moving a Tracker Issue or Task

You can move a Tracker Issue or Task from one Tracker folder to another.

- **Note:** Moving a Tracker Issue or Task permanently deletes any extra, custom fields that you have added.

To move a Tracker Issue or Task:

1. Click the **Summary** link next to the Tracker Item you desire to move. Refer to Figure 11-3.
2. Click the **Move Item** link.

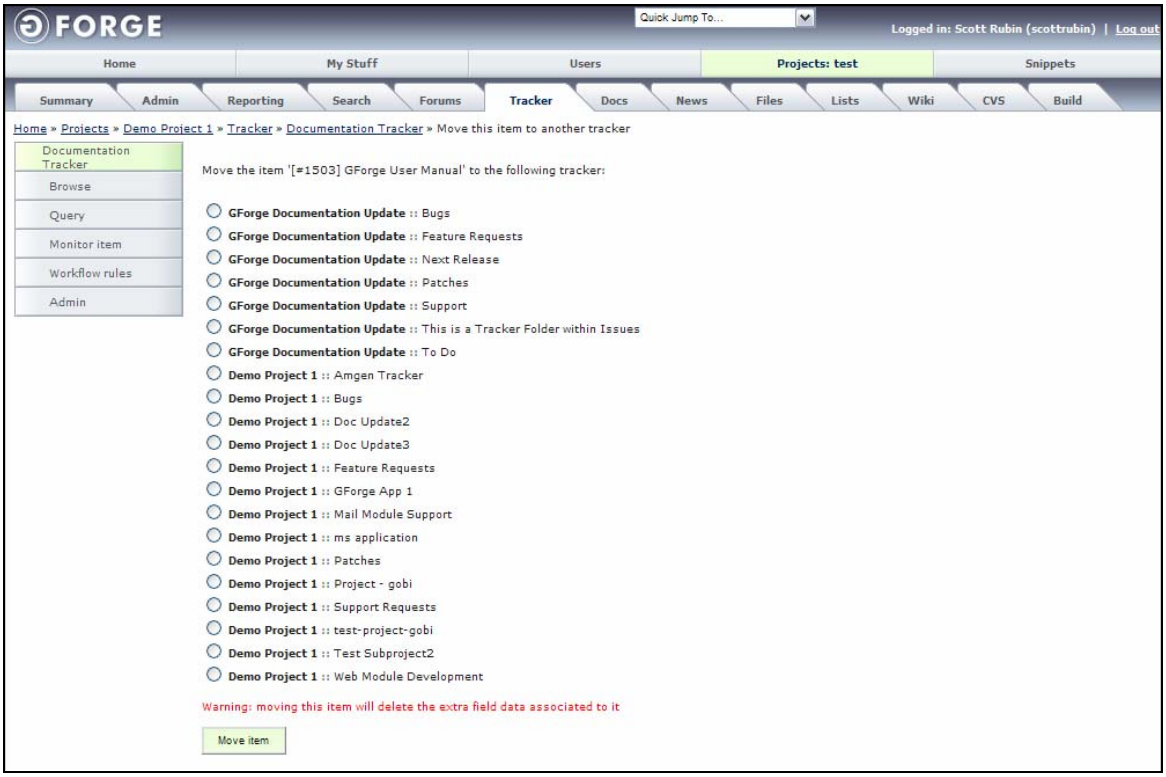


*Figure 11-14. Move Tracker Issue or Task*

3. Select the **Tracker Folder** where you desire to move the Tracker Issue or Task.
4. Click the **Move item** button.


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## 11.6 Deleting a Tracker Item

To delete a Tracker Issue or Task:

1. Click the **Summary** link next to the Tracker Issue or Task you desire to delete. Refer to Figure 11-3.
2. Click the **Delete Item** link.
3. Select the **Confirm deletion** checkbox.
4. Click the **Delete** button.

## 11.7 Cloning a Tracker Item

To clone a Tracker Issue or Task and make a duplicate of it excluding historical references:

1. Click the **Summary** link next to the Tracker Issue or Task you desire to delete. Refer to Figure 11-3.
2. Click **Clone Item** within the Tracker Issue or Task you desire to clone.

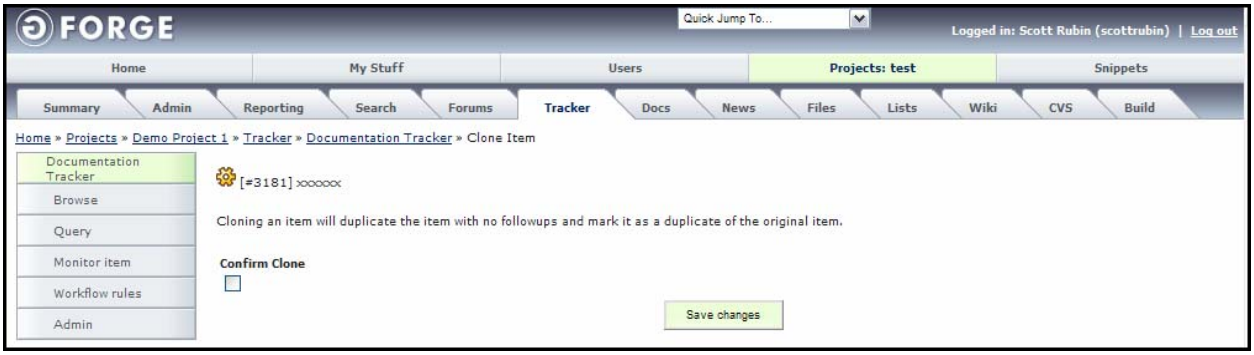


*Figure 11-15. Cloning a Tracker Item*

3. Select the **Confirm Clone** checkbox.
4. Click the **Save Changes** button.


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## 11.8 Merging a Tracker Issue or Task

To merge a Tracker Issue or Task with another Tracker Issue or Task:

1. Click the **Summary** link next to the Tracker Issue or Task you desire to merge. Refer to Figure 11-3.
2. Click **Merge Item** within the Tracker Issue or Task you desire to merge.

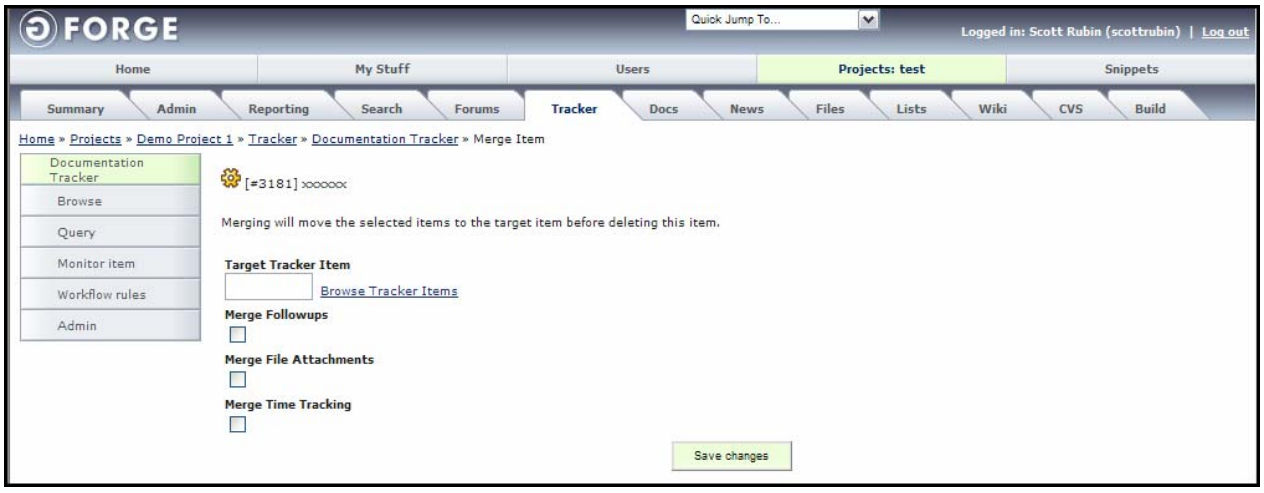


*Figure 11-16. Merging a Tracker Issue or Task*

3. Click the **Browse Tracker Items** link and select the Tracker Issue or Task with which you would like to merge.
4. Select the **Merge Followups** checkbox to include historical data with the other Tracker Item.
5. Select the **Merge File Attachment** checkbox to include attached files with the other Tracker Issue or Task.
6. Select the **Merge Time Tracking** checkbox to include time data with the other Tracker Item.
7. Click the **Save changes** button.

## 11.9 Tracker Query

Use the Tracker Query to configure pre-defined search criteria with which to search for Tracker Item.

1. Click the **Tracker** tab.
2. Select the **Tracker Name** you desire to monitor. Click the **Query** link in the left menu.

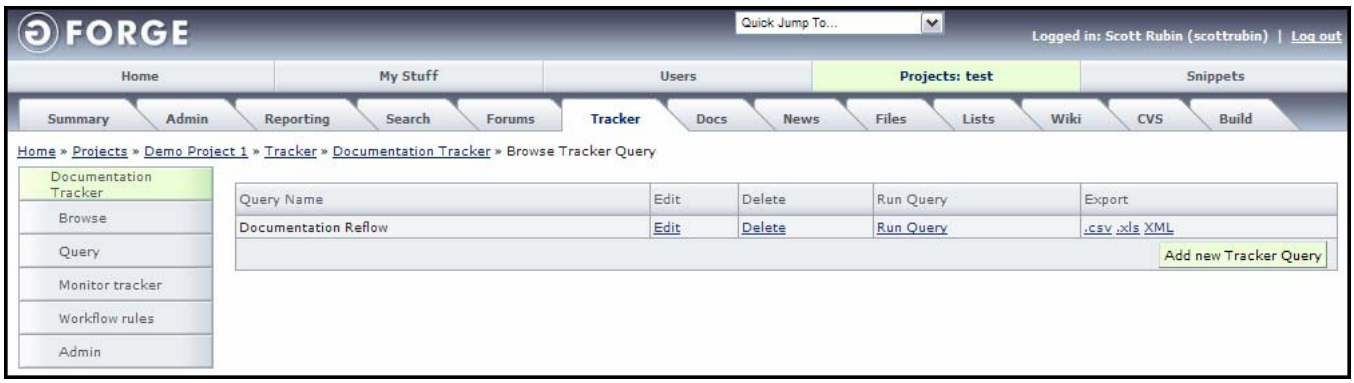


*Figure 11-17. Tracker Query*


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### 11.9.1 Adding a Tracker Query

To add a Tracker Query:

1. Click the **Tracker** tab.
2. Select the **Tracker Name** you desire to monitor.
3. Click the **Query** link. Refer to Figure 11-17. Tracker Query.
4. Click the **Add new Tracker Query** button.
5. Enter the **data**.
6. Click the **Save changes** button.


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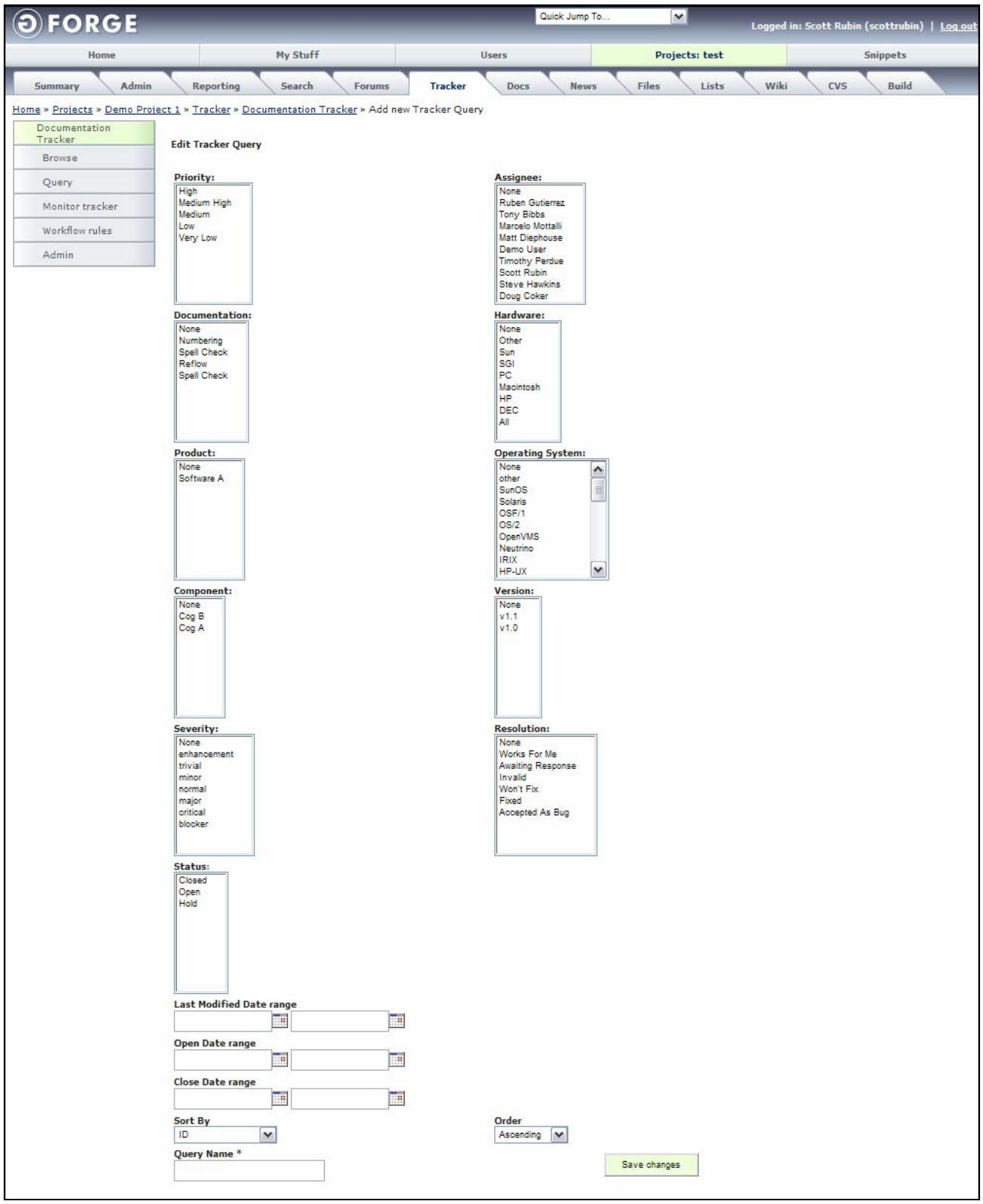


*Figure 11-18. Adding a Tracker Query*

❖ **Note:** Refer to Section 11.4, Editing a Tracker , on page 11-5 for Tracker Issue or Task field descriptions.


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**Last Modified Date Range** – To sort by the last date the Tracker Issue or Task was modified, enter a date range.

**Open Date Range** – To sort by the date when the Tracker Issue or Task was opened, enter a date range.

**Close Date Range** – To sort by the date when the Tracker Issue or Task was closed, enter a date range.

**Sort By** – Field under which you desire to sort the Query.

**Order** – Select to view the Tracker Query in Ascending or Descending order.

**Query Name** – Name of the Query.

### 11.9.2 Editing a Tracker Query

To edit a Tracker Query:

1. Click the **Tracker** tab.
2. Select the **Tracker Name** you desire to query.
3. Click the **Query** link. Refer to Figure 11-17. Tracker Query.
4. Click the **Edit** link next to the Query you desire to edit.
5. Edit the **data fields**.
6. Click the **Save changes** button.

### 11.9.3 Running a Tracker Query

To run a Tracker Query:

1. Click the **Tracker** tab.
2. Select the **Tracker Name** you desire to monitor.
3. Click the **Query** link. Refer to Figure 11-17. Tracker Query.
4. Click the **Run Query** link.

### 11.9.4 Deleting a Tracker Query

To delete a Tracker Query:

1. Click the **Tracker** tab.
2. Select the **Tracker Name** you desire to monitor.
3. Click the **Query** link. Refer to Figure 11-17. Tracker Query.
4. Click the **Delete** link.
5. Click the **Confirm Deletion** checkbox.
6. Click the **Delete** button.

### 11.9.5 Exporting a Tracker Query

To export a Tracker Query:

1. Click the **Tracker** tab.
2. Select the **Tracker Name** you desire to monitor.
3. Click the **Query** link. Refer to Figure 11-17. Tracker Query.
4. Click the **cvs**, **xls**, or **xml** link.
5. Click the **Open** button to view the file or click the **Save** button to save the file.


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## 11.10 E-Mail Gateway

Use the e-mail gateway to add new Tracker Issues or Tasks or respond to Tracker Issues or Tasks via e-mail.

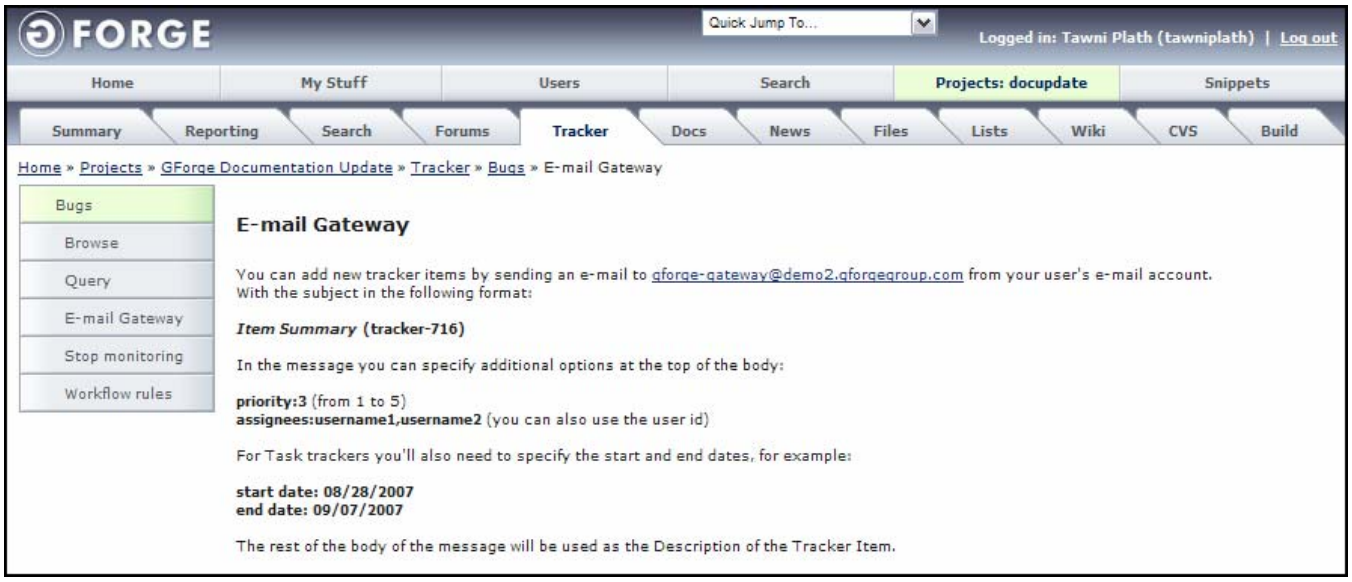


*Figure 11-19. E-Mail Gateway*

To add a new Tracker Issue or Task via e-mail.

1. Click the **Tracker** tab.
2. Select the **type** of Tracker Issue or Task you desire to add a item to.
3. Select **E-mail Gateway**.
4. Click the **e-mail link** in the E-mail Gateway.

   The Subject of the e-mail is the Tracker ID formatted as follows: "Summary of new Tracker Issue or Task" (tracker-718).

   The Body of the e-mail lists the following information:

   - **priority: 1 to 5**: 1 being the lowest priority and 5 being the highest priority and should be completed first.
   - **assignees: username1, username2**. You can also enter a person's User ID.
5. For Task Trackers, specify the start and end dates. For example:
   - **start date: 08/14/2007**
   - **end date: 08/24/2007**
6. Enter the Tracker Issue or Task **Description** in the rest of the body of the message.
7. Click **Send**.


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## 11.11 Monitoring a Tracker

You can monitor activity within a Tracker, such as Bugs or Support Requests. To receive e-mails when a Tracker Issue or Task has an entry added:

1. Click the **Tracker** tab.
2. Select the **Tracker Name** you desire to monitor. Refer to Figure 11-1.
3. Click the **Tracker Summary** of the Tracker you desire to monitor.
4. Click the **Monitor Item** link. The link changes to Stop Monitoring and you receive an e-mail whenever an Tracker Issue or Task is added to the Tracker.

### 11.11.1 Stopping Tracker Monitor

To end receiving e-mails when a Tracker has a Tracker Issue or Task added:

1. Click the **Tracker** tab.
2. Select the **Tracker Name** you desire to stop receiving e-mails about. Refer to Figure 11-1.
3. Click the **Tracker Summary** of the Tracker you desire to stop monitoring.
4. Click the **Stop Monitoring**. You no longer receive an e-mail when an Tracker Issue or Task is added to this Tracker. The link changes to Monitor Tracker.

## 11.12 Tracker Workflow Rules

Use Transition Workflow Rules the Project Administrator has assigned to you.

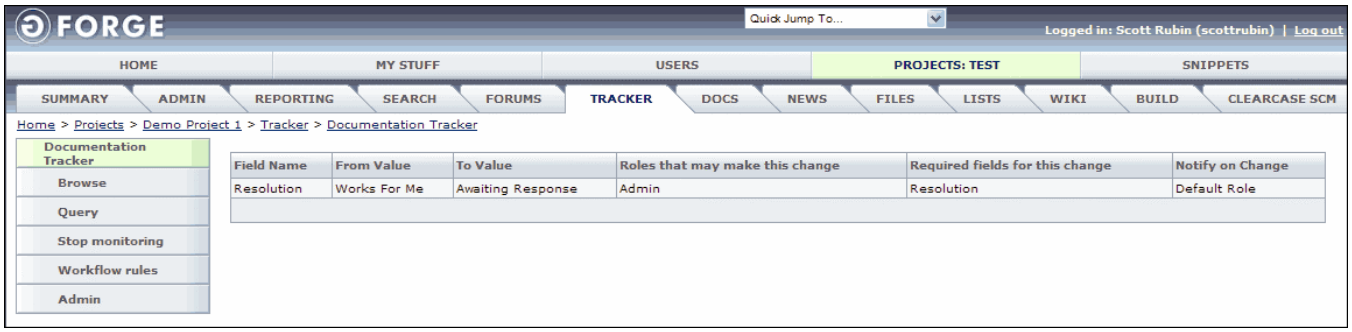


*Figure 11-20. Workflow Rules*

**Field** – Field that is required to be changed to force the rule to be issued.

**From Value** – Current value that must change in order for the message to be sent.

**To Value** – New value that the Field must be change to in order for the message to be sent.

**Roles that may make this change** – Users who may make the change.

**Required fields for this change** – Fields required when the change is made.

**Notify on Change** – Who is notified when the change occurs.


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## 11.13 Mass Updating Fields in Tracker

To perform a Mass Update that changes multiple Tracker Issues or Tasks within a Tracker:

1. Click the **Tracker** tab.
2. Select the **checkboxes** next to the Trackers to which you desire to update.
3. Enter the necessary **changes**.
4. Click the **Mass update** button to apply all changes to the selected Tracker Issues or Tasks within this Project.

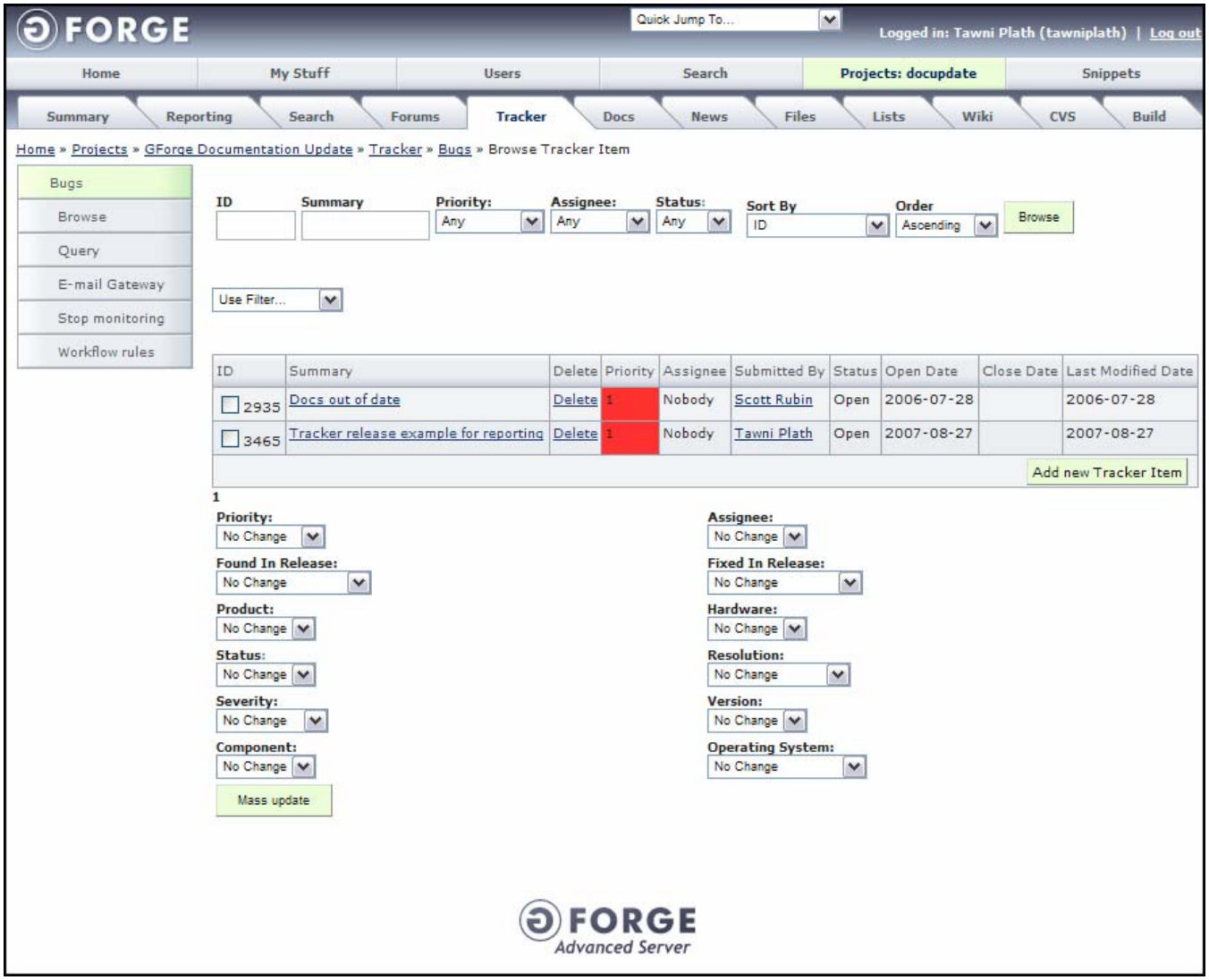


*Figure 11-21. Mass Update of Data Elements*


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# Section 12 – Document Manager

Use the Docs tab in a Project to view or edit existing documents, or to submit a new document for approval and publishing. The document manager supports versioned document management and has an approval queue so Doc Editors can approve new versions of documents before they are published.

Full functionality is provided to let you organize documents into a tree-like hierarchy.

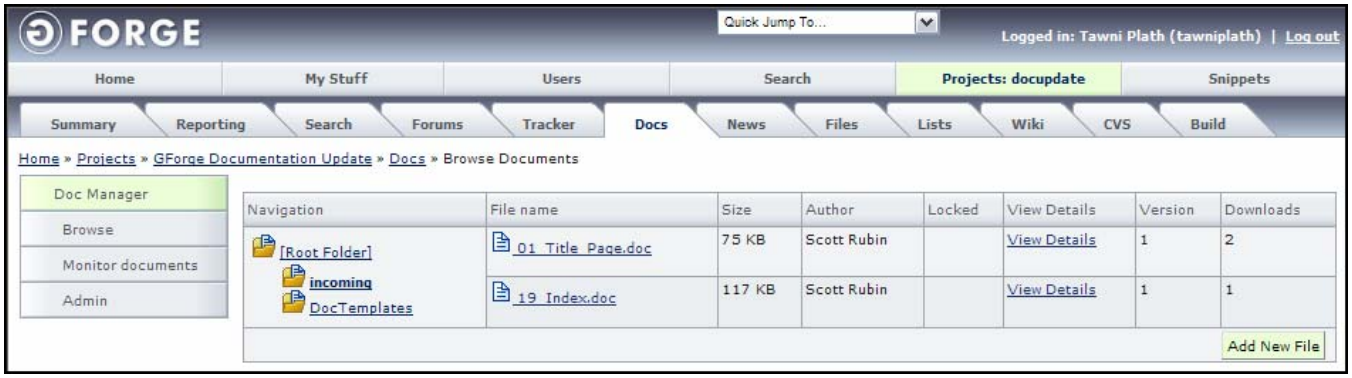


*Figure 12-1. Docs Tab*

**Navigation** – Location of the Document.

**File name** – Name of the file. Click to view the file.

**Size** – Size of the file.

**Author** – User that uploaded the file.

**Locked** – Displays if the document is safeguarded against uploads.

**View Details** – Historical details about a document associated with a Project.

**Version** – Version of the document.

**Downloads** – Number of times the file has been downloaded.

**Add New File** – Click to add a new document to the Project.

## 12.1 Viewing Existing Documents

To view documents associated with a Project:

1. Click the **Docs** tab.
2. Click the **Navigation folder** in which the document resides.
3. Click the **File name** you desire to view.
   - ❖ **Note:** If the document you desire to view is not visible, you may not have the required security.


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### 12.1.1 Viewing Historical Document Details

To view historical details about a document associated with a Project:

1. Click the **Docs** tab.
2. Click the **Navigation folder** in which the document resides.
3. Click the **View Details** link next to the document.

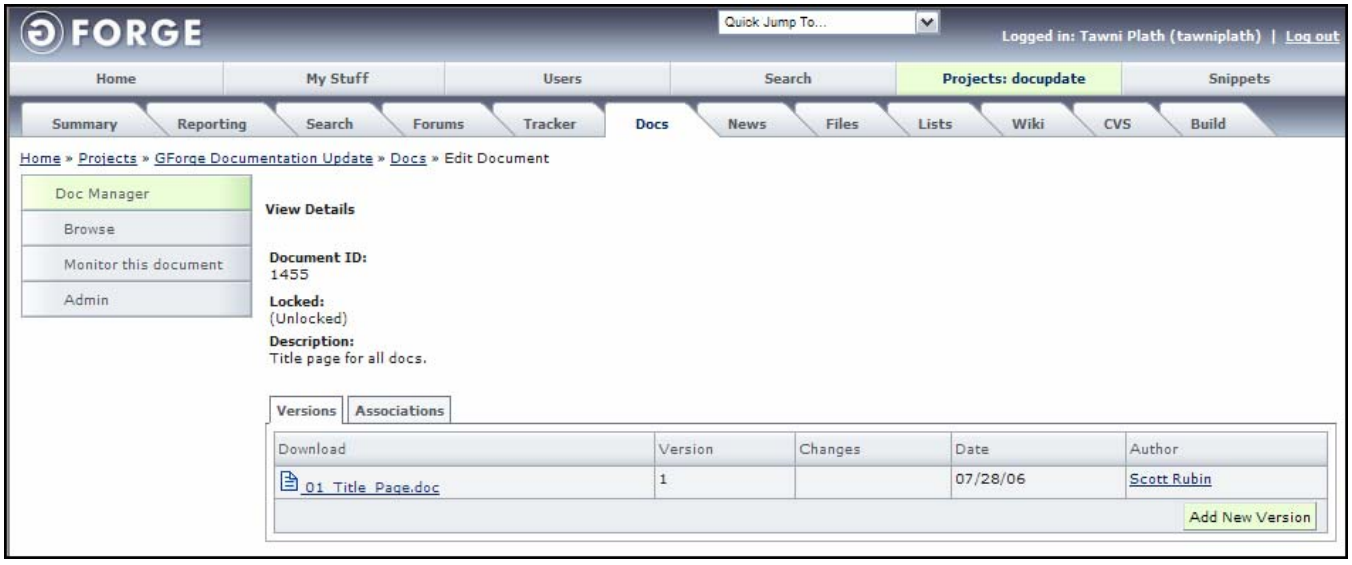


*Figure 12-2. Historical Document Details*

### 12.1.2 Versions Tab

**Download** – Name of the file. Click to view the file.

**Version #** – Version of the document.

**Changes** – Describes what change was made.

**Date** – Date change occurred.

**Author** – User that uploaded the file.


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### 12.1.3 Associations Tab

Associations allow you to associate file releases, documents, Tracker Items, and wiki pages.

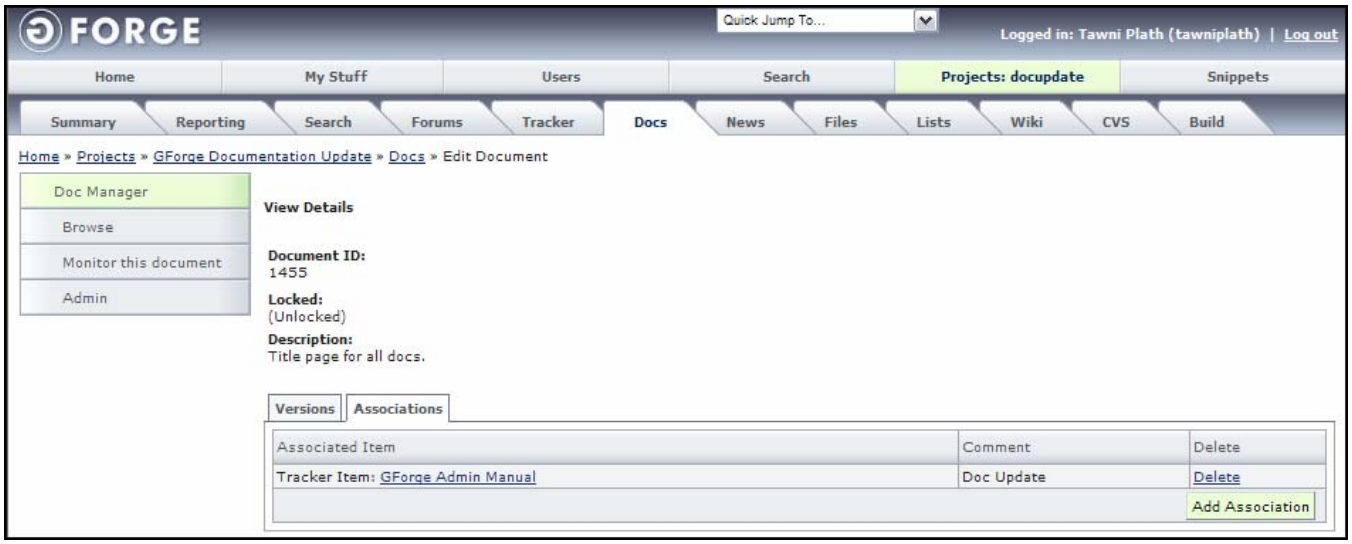


*Figure 12-3. Associations Tab*

**Associated Item** – Item to which this Document is associated, such as file releases, document, other Tracker Items, and wiki pages.

**Comment** – Information added to this Document concerning the association.

**Delete** – Select before clicking Save changes to delete a file.

**Add Association** – Click to associate the Document with another event.

#### *12.1.3.1 Adding an Association*

To include an Association in a Tracker Item:

1. Select the **Doc** tab.
2. Navigate to the **Document**.
3. Select the **Document Name**.
4. Select the **View Details** link in which you desire to add the Association.
5. Click the **Associations** tab.
6. Click the **Add Association** button.
7. Select the **Plugin** with which to associate.
8. Enter the **Item ID** with which to associate.
9. Enter a **Comment** describing the association.
10. Click the **Add** button.


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*Figure 12-4. Add Association*

## 12.2 Adding a New Document

To add a new document:

1. Click the **Docs** tab.
2. Select the **folder** in the Navigation column where you desire to store the document.
3. Click the **Add New File** button.
4. Click the **Browse** button.
5. **Navigate** to the file you are submitting and click **Open**.
6. Enter a **Description** of the file.
7. Click the **Upload** button.

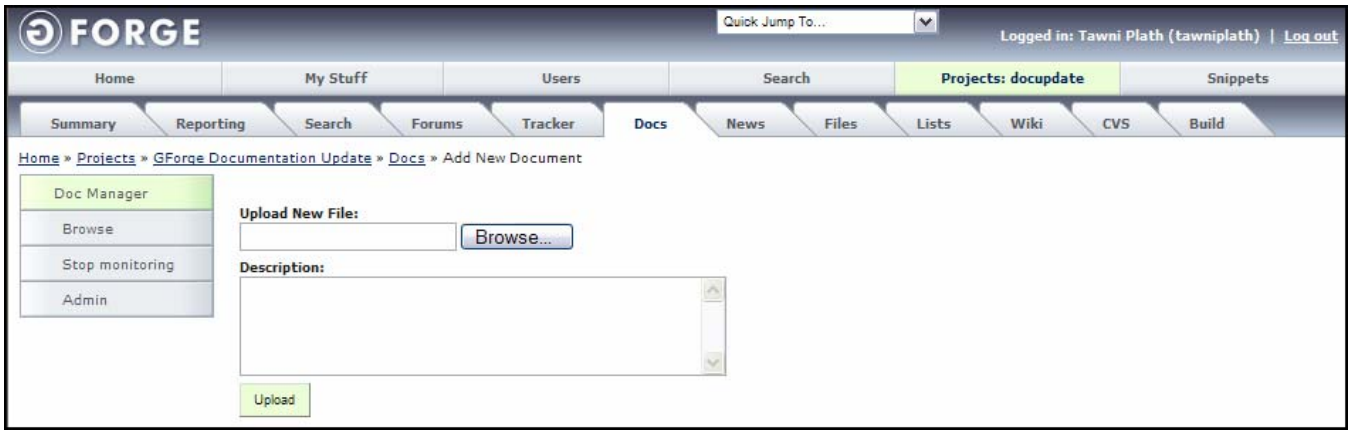


*Figure 12-5. Submit Document*

After your document has been uploaded, the Project Administrator must approve it before it becomes public. Once the file is approved, it appears in the list on the **Docs** tab window.


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### 12.2.1 Submitting a New Version of a Document

To submit a new document version:

1. Click the **Docs** tab.
2. Click the **Navigation folder** in which the document resides.
3. Click the **View Details** link next to the document.
4. Click the **Add New Version** link.
5. Click the **Browse** button.
6. **Navigate** to the file you are submitting and click **Open**.
7. Enter a **Description** of the file.
8. Click the **Upload** button.

After your document has been uploaded, the Project Administrator must approve it before it becomes public. Once the file is approved, it appears in the list on the **Docs** tab window.

## 12.3 Monitoring a Document

To receive e-mails when a Document is changed:

1. **Login** to GForge.
2. Navigate to the **Project** that contains the Document you desire to monitor.
3. Click the **Docs** tab.
4. Navigate to the **Document Name** you desire to monitor.
5. Click **Monitor documents**. The link changes to Stop Monitoring and you receive an e-mail whenever the documents change.

### 12.3.1 Stopping a Document Monitor

To end receiving e-mails when a Document has changed:

1. **Login** to GForge.
2. Navigate to the **Project** that contains the Document you desire to end monitoring.
3. Click the **Docs** tab.
4. Navigate to the **Document Name** you desire to end monitoring.
5. Click **Stop Monitoring**. You no longer receive an e-mail when the documents change. The link changes to Monitor documents.


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# Section 13 – News

The News tab displays all News articles about the selected Project, such as milestones, releases, or significant changes to the Project. Each item that is submitted will be available to the site administrator, who can select to display it on the home page of the site. You can view articles from the News tab.

*Figure 13-1. News*

**Post Date** – Date the News article was posted.

**Summary** – Summary of who posted the News article and what it is about.


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## 13.1 Viewing News Articles

To view a News article:

1. Click the **News** tab within a Project.
2. Click the **News article** you desire to view.

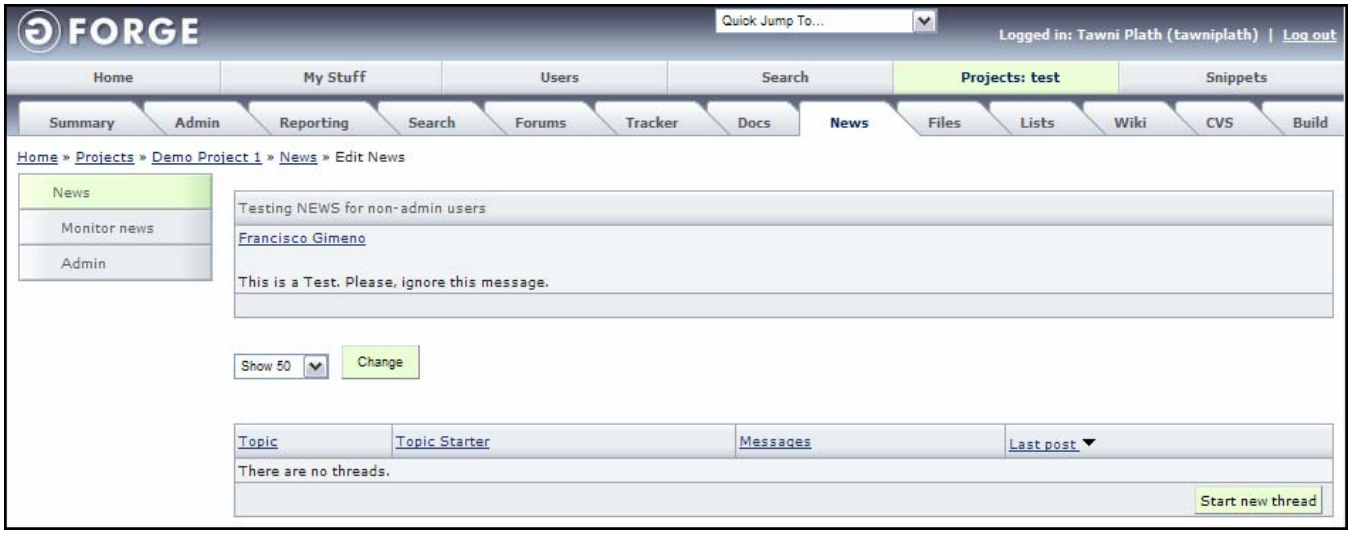


*Figure 13-2. News View*

**Posted By** – Name of person posting the News article.

**View** – Select how many News articles you desire to view and click the Change button.

**Topic** – List of topics or threads in news. Refer to Section 10, Forums.

**Topic Starter** – Name of person who began the topic Thread. Refer to Section 10, Forums.

**Messages** – Number of Messages to the original Thread. Refer to Section 10, Forums.

**Last Post** – Date and time of the lasted posted entry. Refer to Section 10, Forums.

### 13.1.1 Start New Thread

Use the Start New Thread link to add comments or messages to an existing new article.

To Start a New Thread:

1. **Login** to GForge.
2. Click the **Project** tab.
3. **Search** for the Project with the New you desire to add a comment to.
4. Click the **News** tab.
5. Click the **News** article you desire to add a comment to.
6. Click the **Start New Thread** button.


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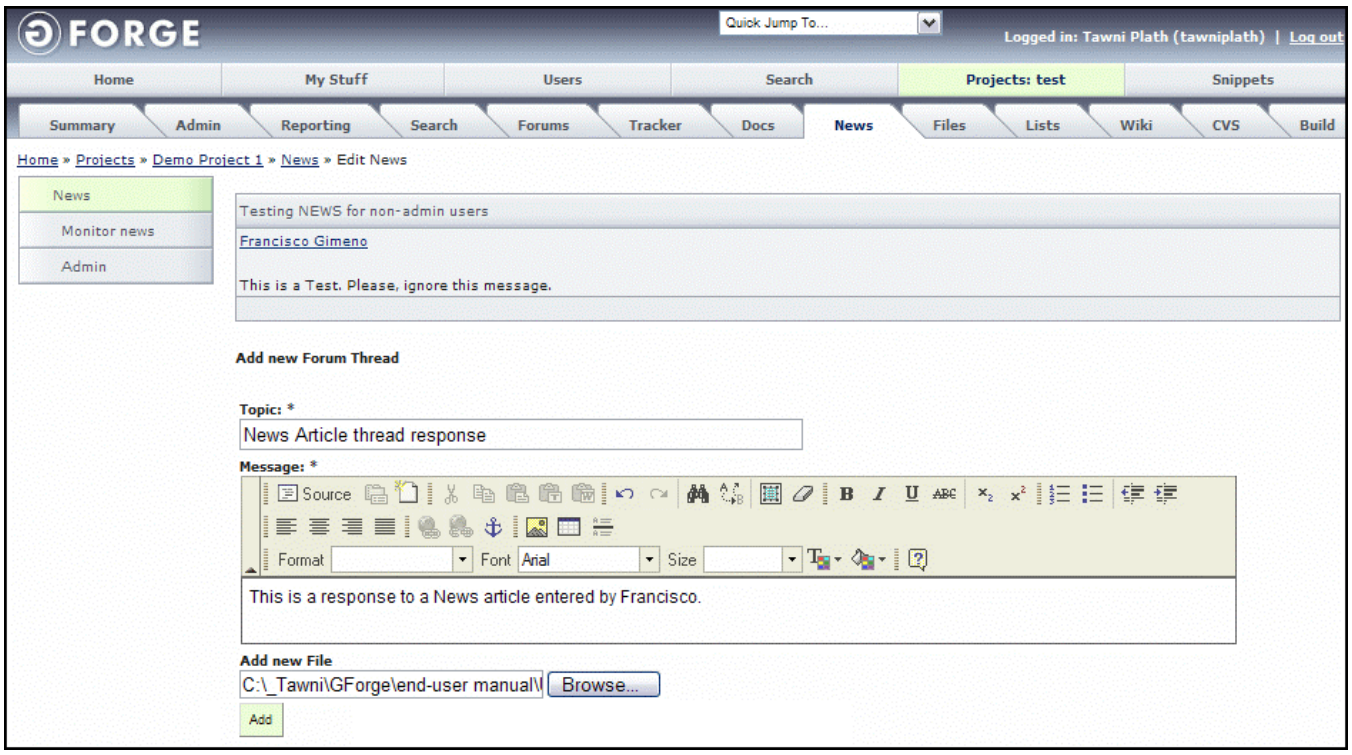


*Figure 13-3. Start a New Thread*

7. Enter a **topic** and a **message**.
8. Click Browse to **Add new Files** as necessary.
9. Click the **Add** button.

## 13.2 Monitoring News

To receive e-mails when a News article is changed:

1. **Login** to GForge.
2. Navigate to the **Project** that contains the News article you desire to monitor.
3. Click the **News** tab.
4. Navigate to the **News article** you desire to monitor.
5. Click **Monitor news**. The link changes to Stop Monitoring and you receive an e-mail whenever the News article changes.

### 13.2.1 Stopping a News Article Monitor

To end receiving e-mails when a News article has changed:

1. **Login** to GForge.
2. Navigate to the **Project** that contains the News article you desire to end monitoring.
3. Click the **News** tab.
4. Navigate to the **News article** you desire to end monitoring.
5. Click **Stop Monitoring**. You no longer receive an e-mail when the News article changes. The link changes to Monitor News.


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# Section 14 – Files

Use the Files tab to view file Releases associated with your Project that have been uploaded to GForge. Files are organized into Packages and Releases and each Release may contain multiple files.

Packages are distinct modules within your Project, for example a documentation module is a separate Package from the binary module.

Releases are distinct versions of Packages, such as 1.0, 1.1, or 1.2. Since each version may have multiple platforms, Windows, Linux, Solaris, and such, a Release may contain multiple files.

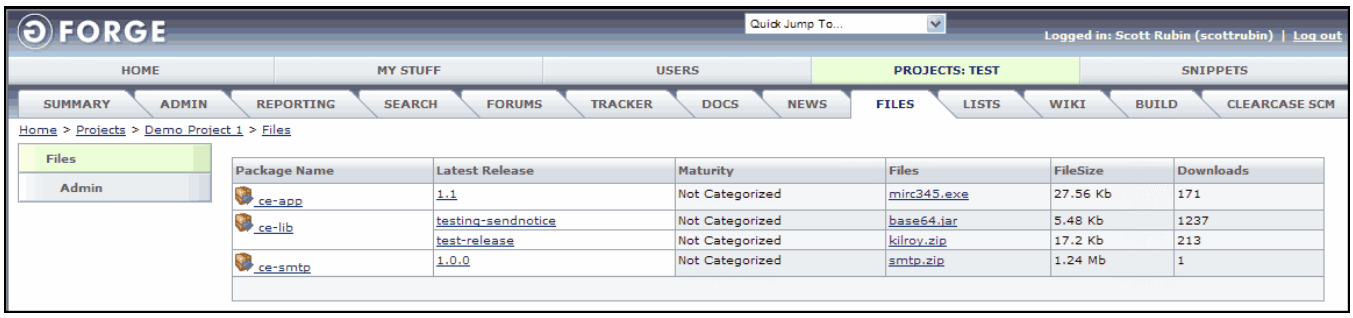


*Figure 14-1. Files*

**Package Name** – Name and version of Project Package and Version numbers. Click to view Notes concerning the Package.

**Latest Release** – Date of the latest Release.

**Maturity** – The maturity date is selected at the time of creating the Release.

**Files** – Number of files in this Package.

**File Size** – Size of Package file.

**Downloads** – Number of times this file has been downloaded.

## 14.1 Viewing a File Package

You can monitor activity within a File. To receive e-mails when a File has an entry added:

1. Click the **Files** tab.
2. Select the **Package Name** you desire to view. Refer to Figure 14-1.

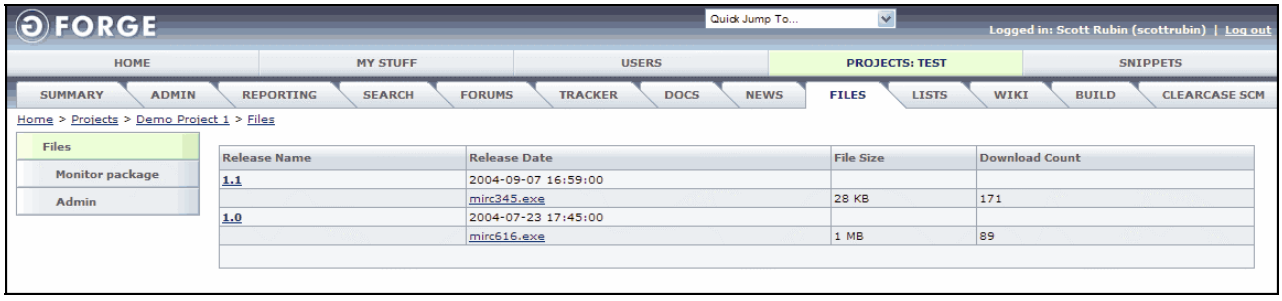


*Figure 14-2. Viewing a File*

3. Click the **Release Name** that you desire to view.


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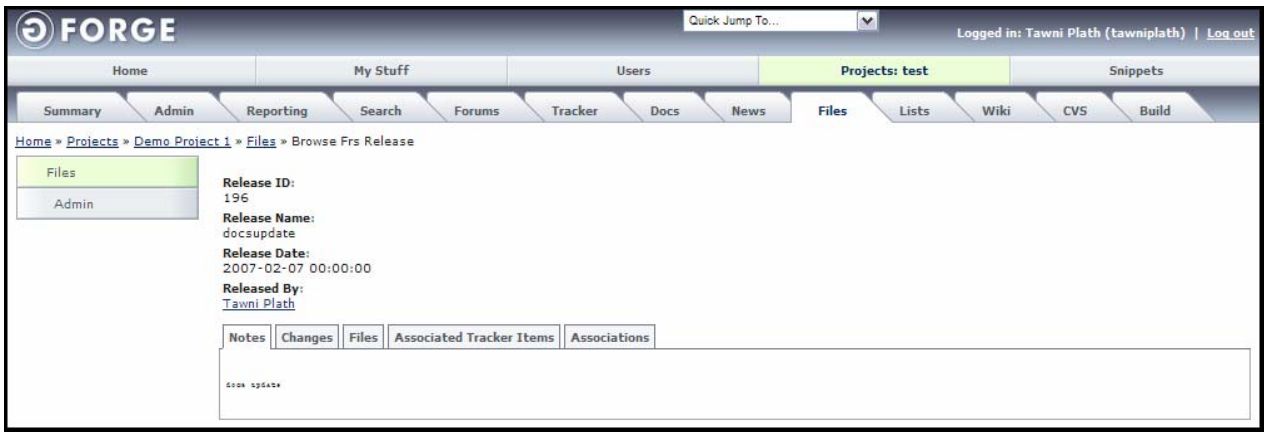


*Figure 14-3. File Package Details*

**Release ID** – Internal identification number associated with this file.

**Release Name** – Name of the file Release.

**Release Date** – Date the file was uploaded.

**Released By** – Person who uploaded the file.

### 14.1.1 Notes Tab

To view the notes for a particular release:

1. Select the **Files** tab.
2. Select the **Package Name** you desire to view.
3. Click the **Release Name** that you desire to view.
4. View the comments in the **Notes** field.

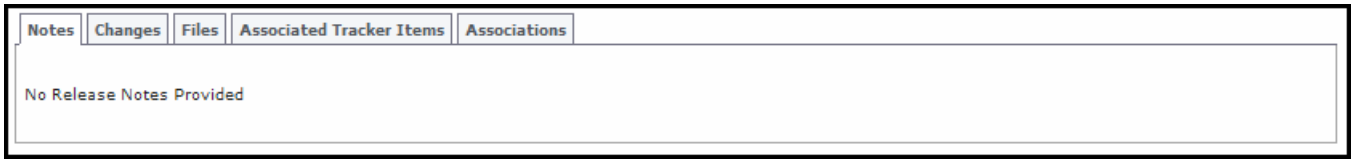


*Figure 14-4. Notes Tab*

### 14.1.2 Changes Tab

The changes tab will include any Change Log information that was submitted by the project admin.

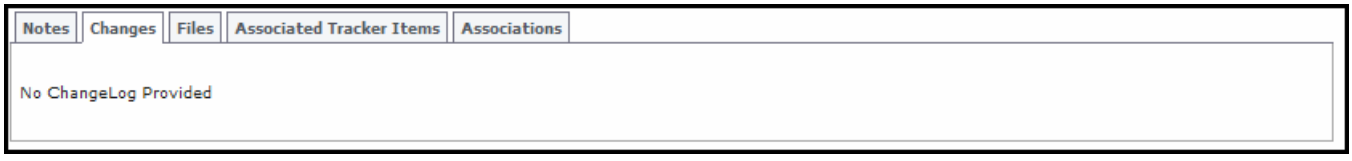


*Figure 14-5. Changes Tab*


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### 14.1.3 Files Tab

Displays a list of files that have been attached to this release.

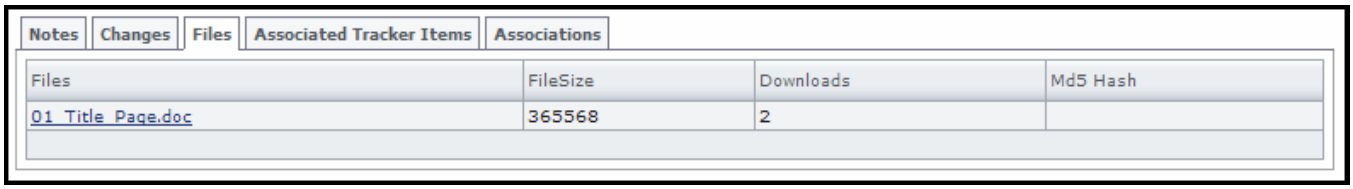


*Figure 14-6. Files Tab*

**Files** – Name of the file.

**File Size** – Size of the uploaded file.

**Downloads** – Number of times the file has been uploaded.

**Md5 Hash** – 32-character hexadecimal number expressing the file size.

### 14.1.4 Associated Tracker Items Tab

GForge Trackers can have 'FRS Release' custom fields created for each Tracker. When you create this type of field, and edit or add Tracker Items, you can choose a release from the field you added. When viewing a particular release, you can then view any Tracker Items linked with this release.

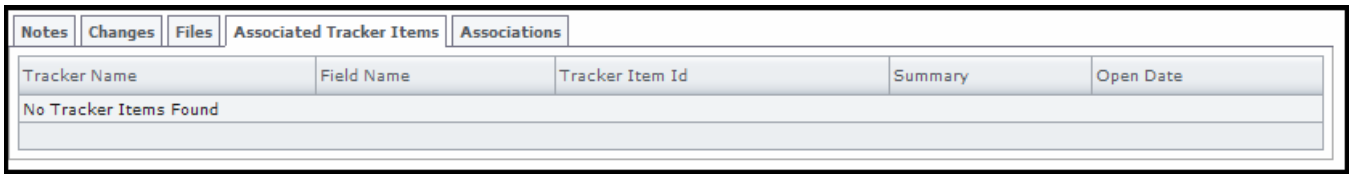


*Figure 14-7. Associated Tracker Items Tab*

**Tracker Name** – Name of the Tracker with which this file is associated.

**Field Name** – Name of the Tracker Field with which this file is associated.

**Tracker Item ID** – Tracker Item identification number to which this file is associated.

**Summary** – Information added to this Tracker Item concerning the file association.

**Open Date** – Date the file association occurred.


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### 14.1.5 Associations Tab

Associations allow you to attach Tracker Items, wiki pages, documents and other artifacts to file Releases.

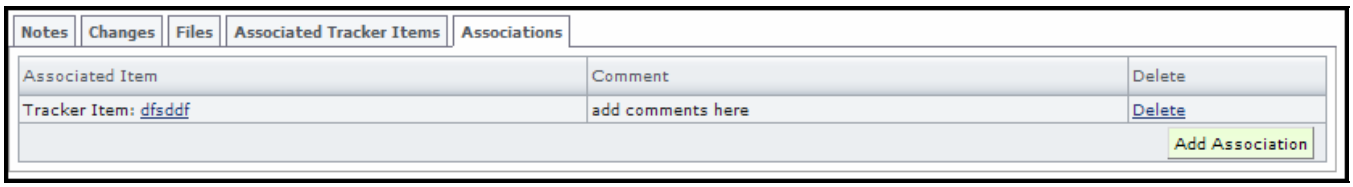


*Figure 14-8. Associations Tab*

**Associated Item** – Item to which this file is associated.

**Comment** – Information added to this file concerning the association.

**Delete** – Select before clicking Save changes to delete a file.

**Add Association** – Click to associate the Tracker Item with another event.

#### *14.1.5.1 Adding an Association*

To include an Association in a Tracker Item:

1. Select the **Files** tab.
2. Select the **Package Name** you desire to view.
3. Click the **Release Name** that you desire to view.
4. Click the **Associations** tab.
5. Click the **Add Association** button.
6. Select the **Plugin** with which to associate.
7. Enter the **Item ID** with which to associate.
8. Enter a **Comment** describing the association.
9. Click the **Add** button.

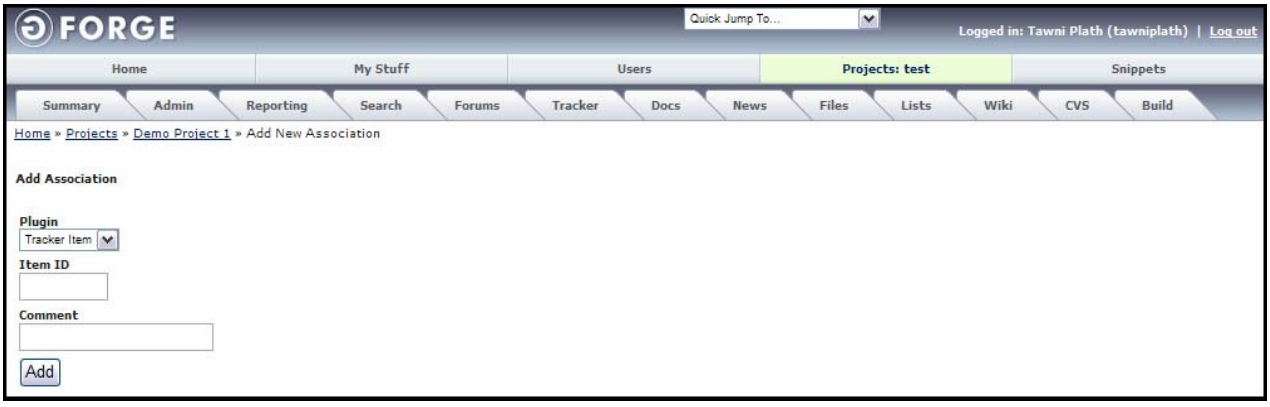


*Figure 14-9. Add Association*


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#### *14.1.5.2 Deleting an Association*

To delete a File Association:

1. Select the **Files** tab.
2. Select the **Package Name** you desire to view.
3. Click the **Release Name** that you desire to view.
4. Click the **Associations** tab.
5. Select the **Confirm Delete** checkbox next to the Associations you desire to delete.
6. Click the **Delete** button.

### 14.1.6 Monitoring a File Package

You can monitor activity within Files. To receive e-mails when a File has an entry added or altered:

1. Click the **Files** tab.
2. Select the **Package Name** you desire to monitor. Refer to Figure 14-1.
3. Click the **Monitor Package** link.

### 14.1.7 Stopping File Package Monitoring

To end receiving e-mails when a File package is changed:

1. Click the **Files** tab.
2. Select the **Package Name** you desire to monitor. Refer to Figure 14-1.
3. Click the **Stop Monitoring**. You no longer receive an e-mail when an File is added. The link changes to Monitor Package.


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# Section 15 – Mailing Lists

GForge provides an integration with the GNU Mailman program, so you can create full-featured mailing lists.

You can subscribe to mailing lists in GForge to receive an e-mail when a message is posted by another member. Once a month, the Mailman e-mails you your password and instructions on how to edit your preferences or unsubscribe.

## 15.1 Subscribing to a Mailing List

To subscribe to an e-mail list:

1. Click the **Lists** tab within a Project.
2. Click the Mailing List **Subscribe/Unsubscribe/Preferences** link to which you desire to subscribe.

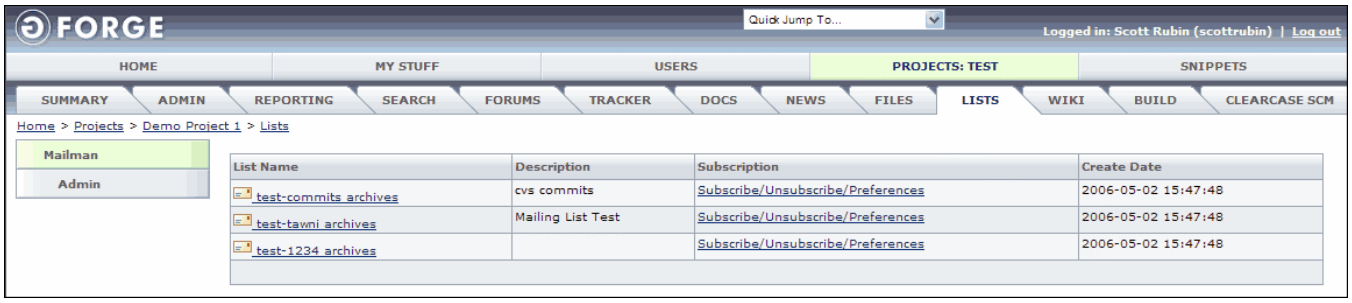


*Figure 15-1. Lists*

3. Enter your **E-mail Address**. Refer to Figure 15-3.
4. Enter your **Name**.
5. Enter your **Password**.
6. Reenter your **Password**.
7. Select whether to **receive list mail batched in a daily digest**.
8. Click **Subscribe**.
9. **Reply** to the e-mail sent to you by GForge.
   - **Caution:** If the link does not work, enter the letter "s" after http. For example, enter https://
10. Click **Subscribe to list Test-Commits**. Refer to Figure 15-2.


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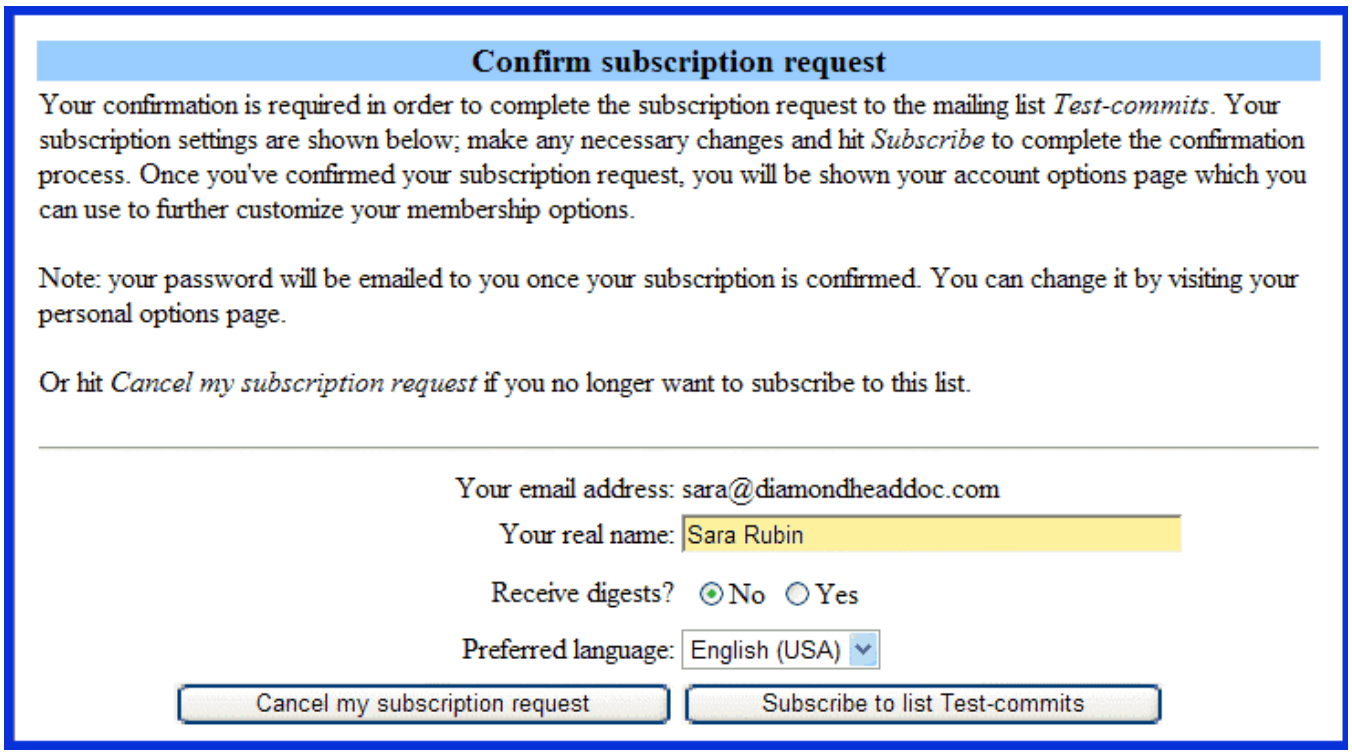


*Figure 15-2. Confirm Subscription Request*


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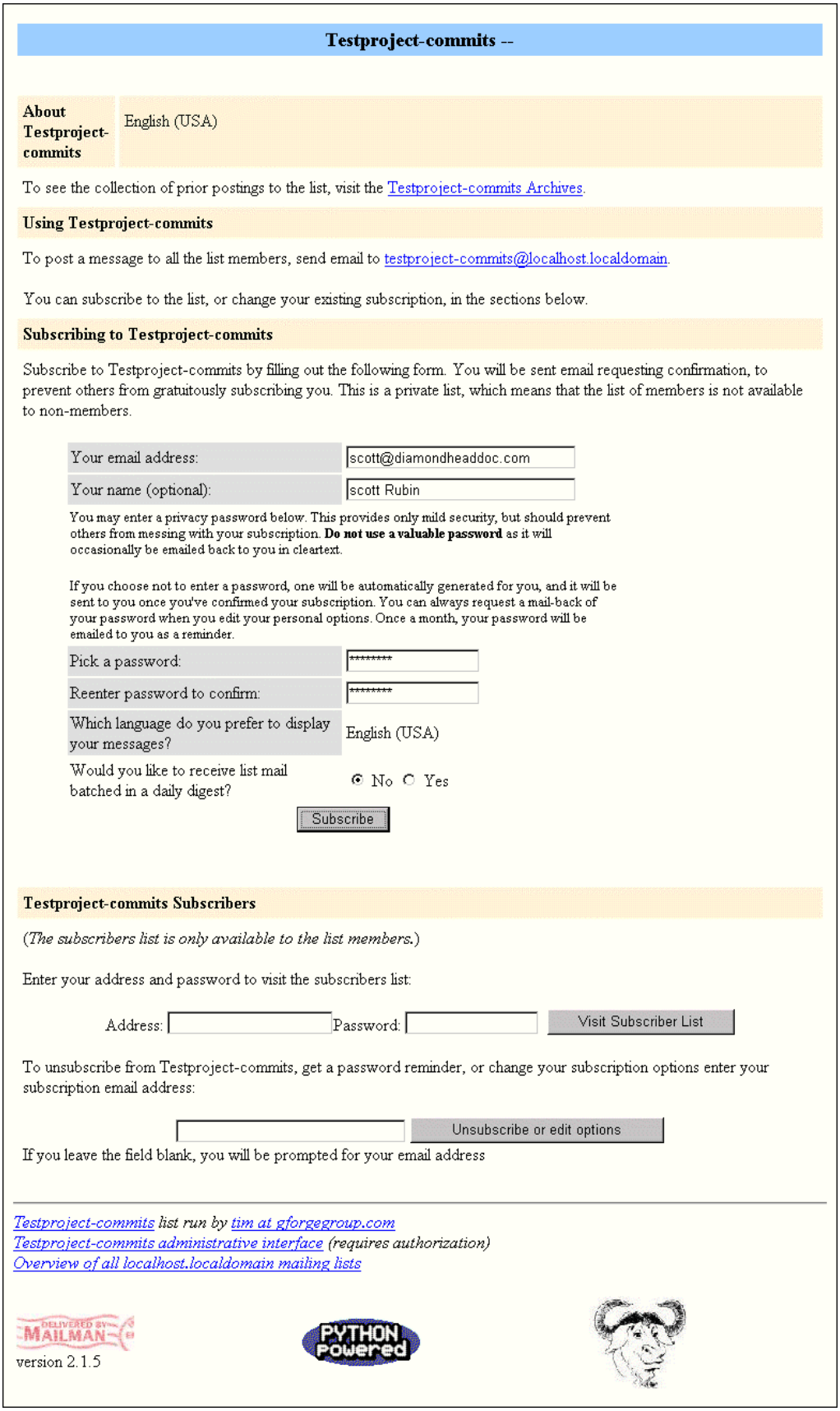


*Figure 15-3. Mailing List Submission*


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**Archives** – View a complete list of all previous mailings for this list.

**email@list.gforge.org** – Click to add a comment to the mailing list.

**Your email address** – Your e-mail address to subscribe to the mailing list.

**Your name (optional)** – Your name, this is an optional field.

**Pick a password** – A Password to use when editing your list preferences.

**Reenter password to confirm** – Confirm your Password.

**Which language do you prefer to display your messages?** – The default language for your messages.

**Would you like to receive list mail batched in a daily digest?** – Select Yes to receive all e-mails for this list in one daily e-mail (digest) containing all List posts.

**Subscribe** – Click to subscribe to the mailing list.

**Visit Subscriber list** – Enter your address and password. Click Vista to view a complete list of all subscribers for this mailing list.

**Unsubscribe or edit options** – Enter your e-mail address to edit your preferences or unsubscribe.

## 15.2 Viewing the List

To view the List Archive:

1. Navigate to the **Project** that contains the mailing list.
2. Click the **Lists** tab.
3. Click the **List Name** link.
4. Select how many **files** you desire to view from the drop-down list box and click the **Change** button.

*Figure 15-4. List Selection View*


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## 15.3 Viewing the List Archive

To view the List Archive:

Navigate to the **Project** that contains the mailing list.

1. Click the **Lists** tab.
2. Click **Archives**. The archives are stored in the forum engine and are searchable in the search tab. Refer to Figure 15-3.

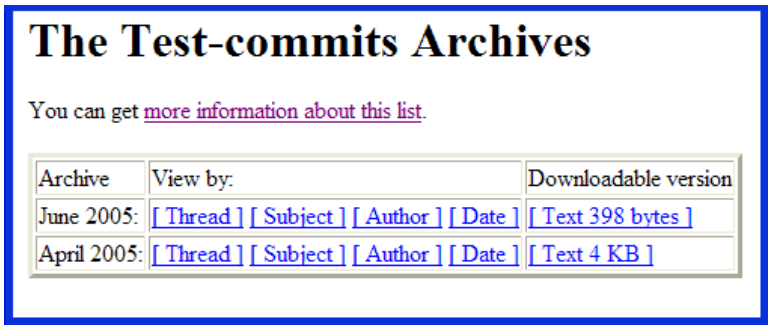


*Figure 15-5. List Archives Selection View*

3. Select how you desire to **view** the archive:
   - ♦ Thread.
   - ♦ Author.
   - ♦ Subject.
   - ♦ Date.

*Figure 15-6. List Archives View*

**Messages sorted by** – Click to sort messages by Subject, Author, or submission Date.

**More info on this list** – Click to view list details page as in Figure 15-3.

**List Server User** – View data about the user who entered this comment. Refer to Figure 15-7.


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*Figure 15-7. User List Data*

## 15.4 Posting to a List

To post an e-mail to a List:

1. Navigate to the **Project** that contains the mailing list.
2. Click the **Lists** tab.
3. Click the Mailing List **Subscribe/Unsubscribe/Preferences** link to which you desire to subscribe.
4. Click the **Using commits** e-mail link. Refer to Figure 15-3.
5. Enter the **e-mail message**.


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## 15.5 Visiting a Subscriber List

To view a complete list of all subscribers for this mailing list:

1. Navigate to the **Project** that contains the mailing list.
2. Click the **Lists** tab.
3. Click the Mailing List **Subscribe/Unsubscribe/Preferences** link to which you desire to subscribe.
4. Enter your **Address** and **Password**.
5. Click **Visit Subscriber list**. Refer to Figure 15-3.

*Figure 15-8. List Subscribers*

**View this page in** – Select the language in which you desire to view the List members.

**Non-digested Members of Test-commits** – Number of members that receive individual e-mails when a post is entered to the List.

**Digested Member of Test-commits** – Number of members that receive one e-mail per day that contains all posts entered to the List.

❖ **Note:** Click a member name to view their details page.

## 15.6 Unsubscribing from a List

To unsubscribe to a List:

1. Navigate to the **Project** that contains the mailing list.
2. Click the **Lists** tab.
3. Click the Mailing List **Subscribe/Unsubscribe/Preferences** link to which you desire to subscribe.
4. Enter your **Password**. Refer to Figure 15-9.
5. Enter your E-mail **Address**.


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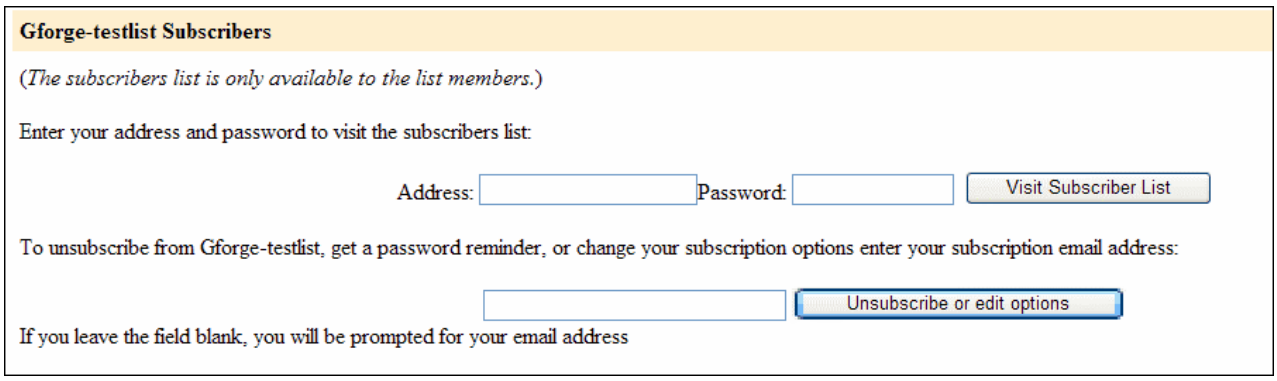


*Figure 15-9. Log in to List*

6. Click **Unsubscribe or edit options**.

## 15.7 Lost Mailing List Password

To receive your lost Mailing List Password via e-mail:

1. Navigate to the **Project** that contains the mailing list.
2. Click the **Lists** tab.
3. Click the Mailing List **Subscribe/Unsubscribe/Preferences** link to which you desire to subscribe.
4. Enter your **Password**. Refer to Figure 15-9.
5. Enter your **E-mail Address**.
6. Click **Remind**. Your Password will be sent to your e-mail address.

## 15.8 Editing Your List Membership Configuration

1. Navigate to the **Project** that contains the mailing list.
2. Click the **Lists** tab.
3. Click the Mailing List **Subscribe/Unsubscribe/Preferences** link to which you desire to subscribe.
4. Enter your **Password**. Refer to Figure 15-9.
5. Enter your **E-mail Address**.
6. Click **Unsubscribe or edit options**.


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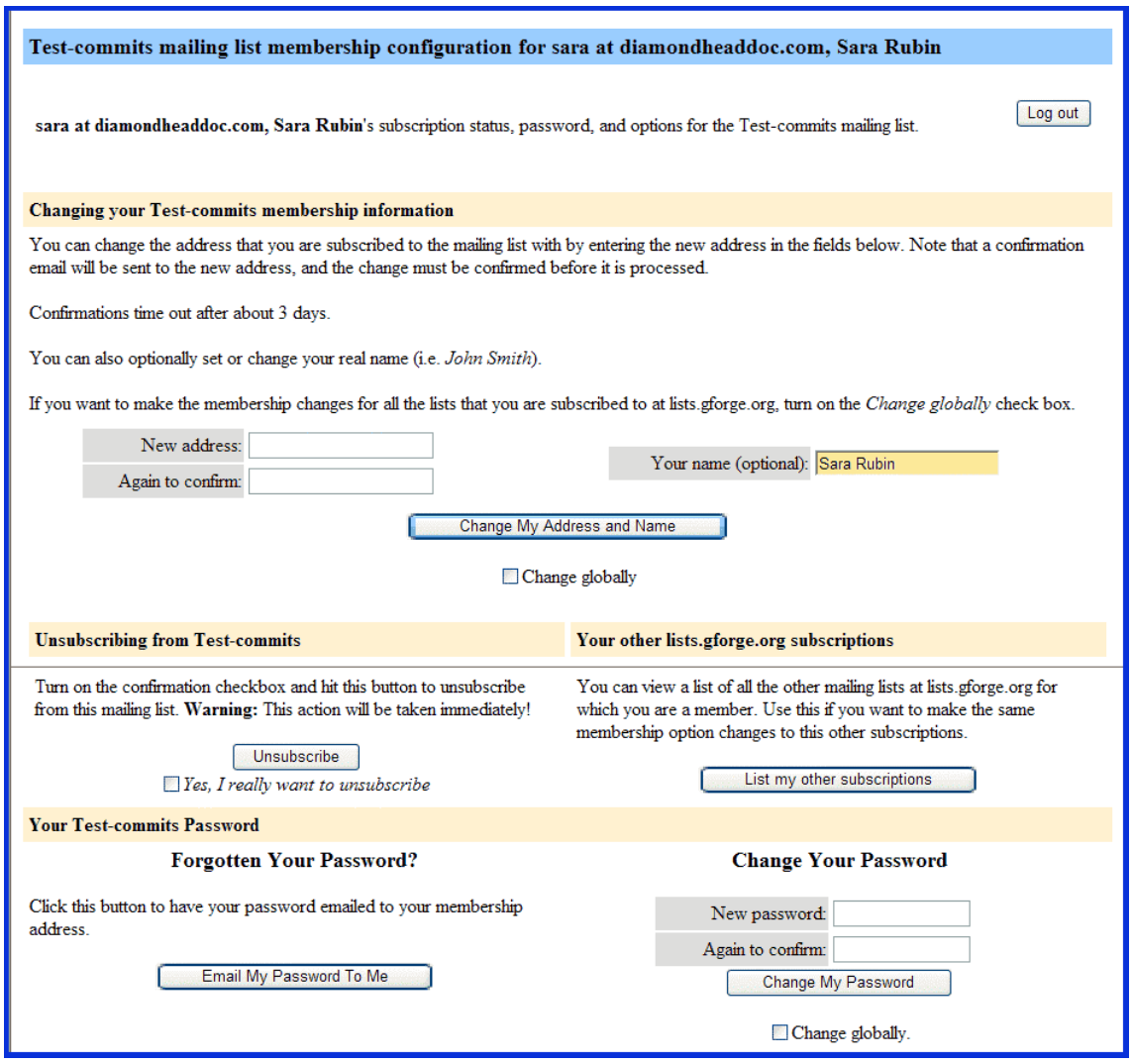


*Figure 15-10. List Membership – 1 of 2*

**Log out** – Log out of this List.

**New address** – New e-mail address associated with this List.

**Again to confirm** – Retype the e-mail address you entered in the New address field to confirm the new e-mail address.

**Your name** – Enter your name if you desire.

**Change My Address and Name** – Click to change your e-mail address and name.

**Change globally** – Select this checkbox BEFORE you click Change My Address and Name to change your e-mail address everywhere (globally) within the GForge Collaborative Development Environment (CDE).

**Unsubscribe** – Click to Unsubscribe from this List.

**Yes, I really want to unsubscribe** – Select this checkbox to verify that you really desire to unsubscribe and click Unsubscribe from this List.

**List my other subscriptions** – Click to view other Lists to which you are currently subscribed. Refer to Figure 15-12.


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**Email My Password To Me** – Click to have your Password e-mailed to you if you have forgotten your Password.

**New password** – To change your Password, enter your New password in this field.

**Again to confirm** – Re-type your New password in this field to verify the New password.

**Change My Password** – Click to change your Password.

**Change globally** – Select this checkbox BEFORE you click Change My Password to change your Password everywhere (globally) within the GForge Collaborative Development Environment (CDE).


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**Your Test-commits Subscription Options**

***Current values are checked.***

Note that some of the options have a *Set globally* checkbox. Checking this field will cause the changes to be made to every mailing list that you are a member of on lists.gforge.org. Click on *List my other subscriptions* above to see which other mailing lists you are subscribed to.

| | |
|---|---|
| **Mail delivery**<br><br>Set this option to *Enabled* to receive messages posted to this mailing list. Set it to *Disabled* if you want to stay subscribed, but don't want mail delivered to you for a while (e.g. you're going on vacation). If you disable mail delivery, don't forget to re-enable it when you come back; it will not be automatically re-enabled. | ◉ Enabled<br>○ Disabled<br><br>☐ *Set globally* |
| **Set Digest Mode**<br><br>If you turn digest mode on, you'll get posts bundled together (usually one per day but possibly more on busy lists), instead of singly when they're sent. If digest mode is changed from on to off, you may receive one last digest. | ◉ Off<br>○ On |
| **Get MIME or Plain Text Digests?**<br><br>Your mail reader may or may not support MIME digests. In general MIME digests are preferred, but if you have a problem reading them, select plain text digests. | ○ MIME<br>◉ Plain Text<br><br>☐ *Set globally* |
| **Receive your own posts to the list?**<br><br>Ordinarily, you will get a copy of every message you post to the list. If you don't want to receive this copy, set this option to *No*. | ○ No<br>◉ Yes |
| **Receive acknowledgement mail when you send mail to the list?** | ◉ No<br>○ Yes |
| **Get password reminder email for this list?**<br><br>Once a month, you will get an email containing a password reminder for every list at this host to which you are subscribed. You can turn this off on a per-list basis by selecting *No* for this option. If you turn off password reminders for all the lists you are subscribed to, no reminder email will be sent to you. | ○ No<br>◉ Yes<br><br>☐ *Set globally* |
| **Conceal yourself from subscriber list?**<br><br>When someone views the list membership, your email address is normally shown (in an obscured fashion to thwart spam harvesters). If you do not want your email address to show up on this membership roster at all, select *Yes* for this option. | ◉ No<br>○ Yes |
| **What language do you prefer?** | English (USA) |
| **Which topic categories would you like to subscribe to?**<br><br>By selecting one or more topics, you can filter the traffic on the mailing list, so as to receive only a subset of the messages. If a message matches one of your selected topics, then you will get the message, otherwise you will not.<br><br>If a message does not match any topic, the delivery rule depends on the setting of the option below. If you do not select any topics of interest, you will get all the messages sent to the mailing list. | *No topics defined* |
| **Do you want to receive messages that do not match any topic filter?**<br><br>This option only takes effect if you've subscribed to at least one topic above. It describes what the default delivery rule is for messages that don't match any topic filter. Selecting *No* says that if the message does not match any topic filters, then you won't get the message, while selecting *Yes* says to delivery such non-matching messages to you. | ◉ No<br>○ Yes |
| **Do you want to receive messages that do not match any topic filter?**<br><br>This option only takes effect if you've subscribed to at least one topic above. It describes what the default delivery rule is for messages that don't match any topic filter. Selecting *No* says that if the message does not match any topic filters, then you won't get the message, while selecting *Yes* says to delivery such non-matching messages to you.<br><br>If no topics of interest are selected above, then you will receive every message sent to the mailing list. | ◉ No<br>○ Yes |
| **Avoid duplicate copies of messages?**<br><br>When you are listed explicitly in the `To:` or `Cc:` headers of a list message, you can opt to not receive another copy from the mailing list. Select *Yes* to avoid receiving copies from the mailing list; select *No* to receive copies.<br><br>If the list has member personalized messages enabled, and you elect to receive copies, every copy will have a `X-Mailman-Copy: yes` header added to it. | ○ No<br>◉ Yes<br><br>☐ *Set globally* |

Submit My Changes

*Figure 15-11. List Membership – 2 of 2*


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**Mail delivery** – Enable and Disable mailing for this List.

**Set Digest Mode** – Select On to receive all posts bundled in one e-mail per day.

**Get MIME or Plain Text Digests** – If you have a problem viewing List e-mails, select Plain Text. Click the Set globally checkbox to view all e-mails in Plain Text or MIME format.

**Receive your own post to the list** – Select Yes, to receive a copy of every message that you post to the List.

**Receive acknowledgements mail when you send mail to the list** – Select Yes, to receive an acknowledgement e-mail when you send e-mail to the List.

**Get password reminder email for this list** – Select Yes to receive an e-mail with your Password to this List on a monthly basis. Click the Set globally checkbox to receive an e-mail about all CDE Passwords.

**Conceal yourself from subscriber list** – Select Yes to hide your e-mail address from the membership List.

**What language do you prefer** – Select the language in which you desire to view the List and receive e-mails.

**Which topic categories would you like to subscribe to** – Select the topic categories that you desire to receive e-mails to filter your List.

**Do you want to receive messages that do not match any topic filter** – When using topic category filters, select Yes to receive messages that do not match any topic category filters.

**Avoid duplicate copies of messages** – Select No to receive one copy of a List e-mail if you are specifically entered in the To, CC, or BCC fields of the e-mail address.

**Submit My Changes** – Click to change your List configuration settings.

### 15.8.1 Viewing your Mailing List Subscriptions

To view all Lists to which you are currently subscribed:

1. Navigate to the **Project** that contains the mailing list.
2. Click the **Lists** tab.
3. Click the Mailing List **Subscribe/Unsubscribe/Preferences** link to which you desire to subscribe.
4. Enter your **Password**. Refer to Figure 15-9.
5. Enter your **E-mail Address**.
6. Click **List my other subscriptions**. Refer to Figure 15-12.

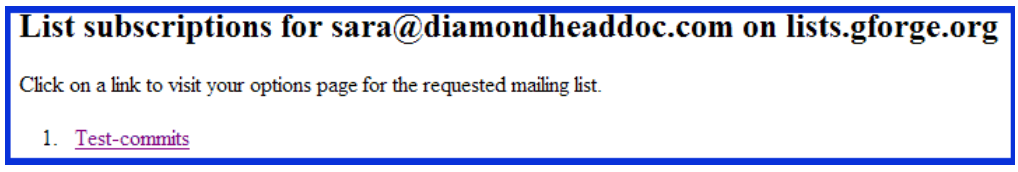


*Figure 15-12. List Subscriptions*


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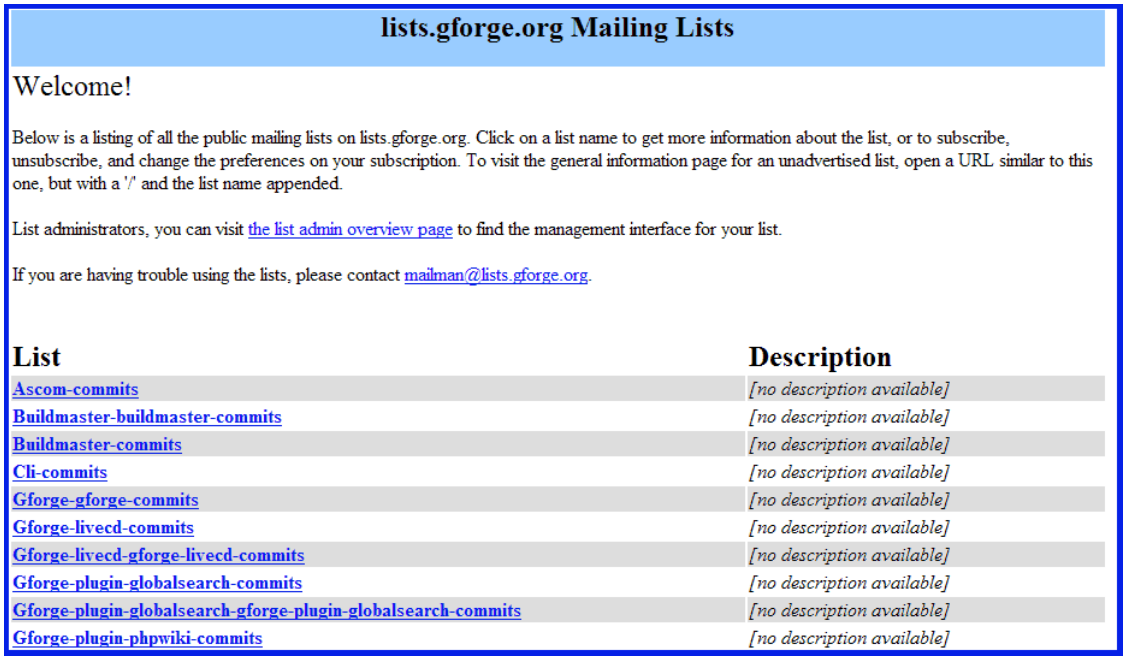
## 15.9 Viewing All Mailing Lists

To view all Lists:

1. Navigate to the **Project** that contains the mailing list.
2. Click the **Lists** tab.
3. Click the Mailing List **Subscribe/Unsubscribe/Preferences** link.
4. Click **Overview of all lists.gforge.org mailing lists** at the bottom of the screen.



**lists.gforge.org Mailing Lists**

Welcome!

Below is a listing of all the public mailing lists on lists.gforge.org. Click on a list name to get more information about the list, or to subscribe, unsubscribe, and change the preferences on your subscription. To visit the general information page for an unadvertised list, open a URL similar to this one, but with a '/' and the list name appended.

List administrators, you can visit the list admin overview page to find the management interface for your list.

If you are having trouble using the lists, please contact mailman@lists.gforge.org.

| List | Description |
|---|---|
| Ascom-commits | *[no description available]* |
| Buildmaster-buildmaster-commits | *[no description available]* |
| Buildmaster-commits | *[no description available]* |
| Cli-commits | *[no description available]* |
| Gforge-gforge-commits | *[no description available]* |
| Gforge-livecd-commits | *[no description available]* |
| Gforge-livecd-gforge-livecd-commits | *[no description available]* |
| Gforge-plugin-globalsearch-commits | *[no description available]* |
| Gforge-plugin-globalsearch-gforge-plugin-globalsearch-commits | *[no description available]* |
| Gforge-plugin-phpwiki-commits | *[no description available]* |

*Figure 15-13. Viewing All Lists*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# Section 16 – SVN (Subversion)

The SVN integration included in GForge AS allows for full integration with GForge, including: creating blank repositories when a Project is created; adding users and groups to the Perforce repository so the users can commit changes to code; enforcing the requirement of a Tracker Item ID on commit if chosen by the Project Administrator; linking commits to Tracker Items, so the changed files and other commit information displays on the Commits tab of the Tracker Item; emailing differences of commits to the commits mailing list if the Project Administrator chooses; and displaying commits on the Activity Report for the Project.

The SVN tab displays files, directories, and revisions that currently exist in the repository.

*Figure 16-1. SVN – Subversion*

**Access Info** – Directions to checkout files through an anonymous (pserver) CVS with command line instructions.

**Browse** – This page displays the web interface for SVN. GForge can automatically create blank repositories for projects that choose to use SVN, or administrators can create an external repository and link it to GForge using the external SCM scripts provided. You can browse the repository to make quick references to the code without opening another application.

**Statistics** – History detailing the number of commits and files added to the repository.

**SVN Reference** – Click to display the SVN user manual

**Index of** – Shows the directory in the repository that you are viewing.

**Files Shown** – Number of files in the Index.

**Directory Revision** – The current revision number.

**Sticky Revision** – You can browse the contents of a repository at a point in its past history by choosing a Sticky Revision from the forms at the top of directory and log pages. When set, directory and log pages only show revisions preceding the specified point in history.

**Set** – Commits the new revision number to the database.

**File** – Name of the file.


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**Rev** – Version of the file.

**Age** – Age of the file.

**Author** – User that created the file.

**Last Log Entry** – Last time the file was updated.

## 16.1 Access Info

Click the Access Info to display access information to use the repository.

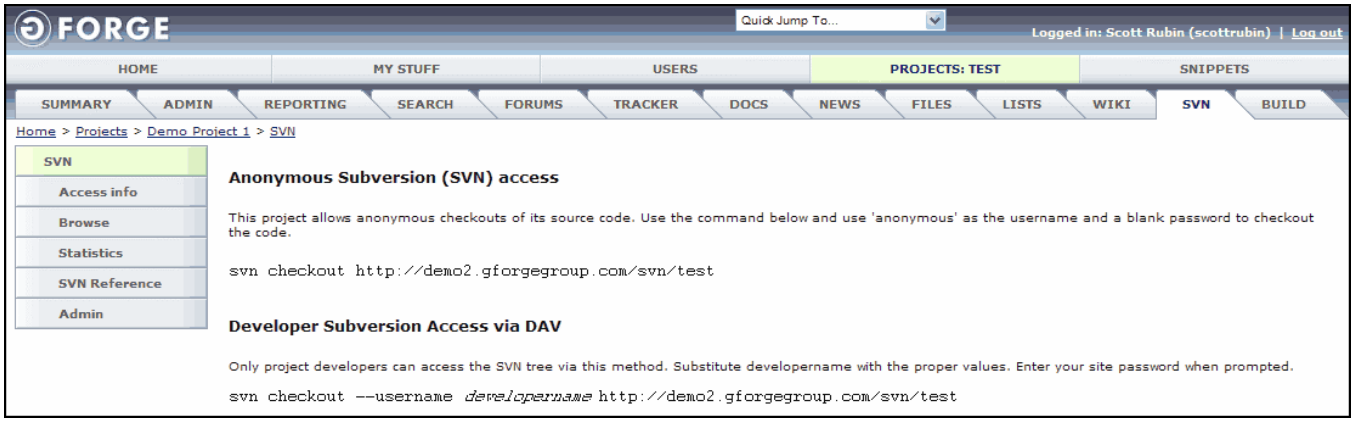


*Figure 16-2. SVN Access Info*

## 16.2 Browsing the SVN Repository

This page displays the web interface for SVN repositories. GForge administrators create Projects and (SVN) repositories. You can browse the repository to make quick references to the code without opening another application.

Browsing the SVN tree provides a view into the current status of this Project's code. You may also view the complete histories of any file in the repository.

To browse the SVN repository:

1. Navigate to the **Project** that contains the code you desire to browse.
2. Click the **SVN** tab.
3. Click the **Browse** link.
4. Click the **File** name.


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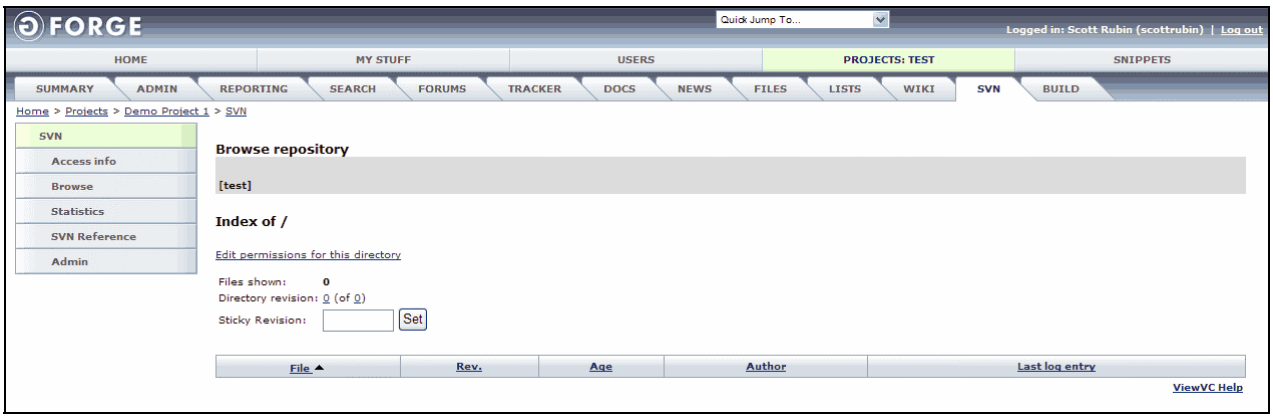


*Figure 16-3. Browse SVN Repository*

## 16.3 Statistics

Statistics displays information about the SVN of this Project.

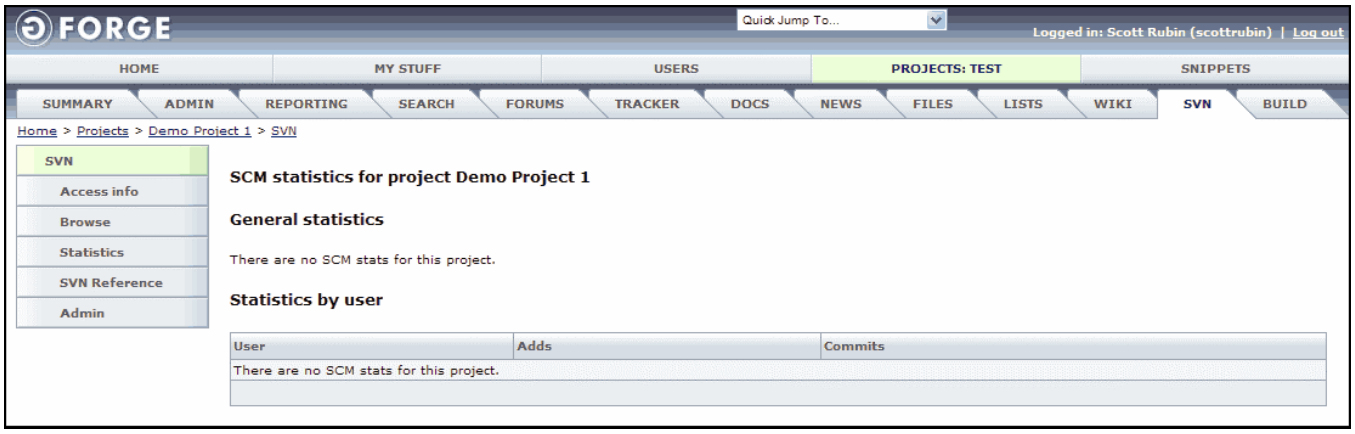


*Figure 16-4. SCM Statistics*

**User** – Developer that the Statistic is about.

**Adds** – Number of times the developer added to the SCM.

**Commits** – Number of commits by the user.

## 16.4 Linking a Commit to a Tracker Item

Commits can be linked to a Tracker Item by referencing the Tracker Item ID in the commit message. For example, this command will link your changes to Tracker Item #1000:

**svn commit –m "[#1000] linking this change to defect"**

Click the Commits tab in the Tracker Item view the changed files.


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# Section 17 – CVS (Concurrent Versioning System)

The CVS integration included in GForge AS allows for full integration with GForge, including: creating blank repositories when a Project is created; adding users and groups to the Perforce repository so the users can commit changes to code; enforcing the requirement of a Tracker Item ID on commit if chosen by the Project Administrator; linking commits to Tracker Items, so the changed files and other commit information displays on the Commits tab of the Tracker Item; emailing differences of commits to the commits mailing list if the Project Administrator chooses; and displaying commits on the Activity Report for the Project.

The CVS tab displays files, directories, and revisions that currently exist in the repository.

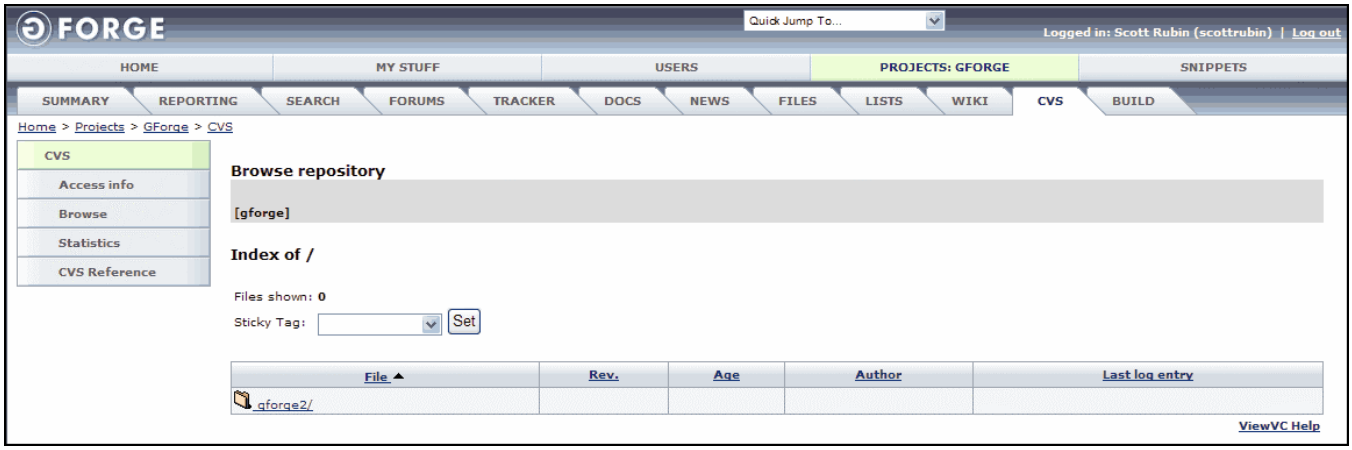


*Figure 17-1. CVS (Concurrent Versioning System)*

**Access Info** – Directions to checkout files through an anonymous (pserver) CVS with command line instructions.

**Browse** – This page displays the web interface for CVS. GForge can automatically create blank repositories for projects that choose to use CVS, or administrators can create an external repository and link it to GForge using the external SCM scripts provided. You can browse the repository to make quick references to the code without opening another application.

**Statistics** – History detailing the number of commits and files added to the repository

**CVS Reference** – Click to display the CVS user manual.

**Index of** – Shows the directory in the repository that you are viewing.

**Files Shown** – Number of files in the Index.

**Sticky Tag** –You can browse the contents of a repository at a point in its past history by choosing a Sticky Tag. When set, directory and log pages only show revisions preceding the specified point in history. When a Sticky Tag refers to a branch or a revision on a branch, only revisions from the branch history are shown, including branch points and their preceding revisions.


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CVS Repositories adds artificial tags HEAD and MAIN to tag listings and accepts them in place of revision numbers and real tag names in all URLs. MAIN acts like a branch tag pointing at the default branch, while HEAD acts like a revision tag pointing to the latest revision on the default branch. The default branch is usually just the trunk, but may be set to other branches inside individual repository files. CVS will always check out revisions from a file's default branch when no other branch is specified on the command line.

**Set** – Commits the new revision number to the database.

**File** – Name of the file.

**Rev** – Version of the file.

**Age** – Age of the file.

**Author** – User that created the file.

**Last Log Entry** – Last time the file was updated.

## 17.1 Access Info

Click the Access Info to display access information to use the repository.

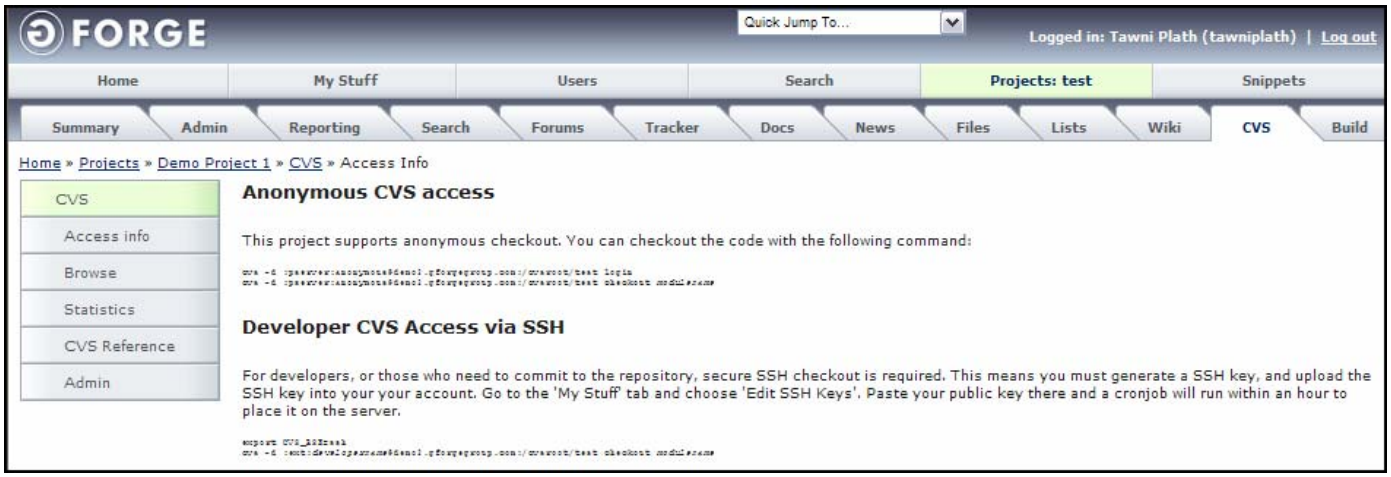


*Figure 17-2. CVS Access Info*


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## 17.2 Browsing the CVS Repository

This page displays the web interface for CVS repositories. GForge administrators create Projects and (CVS) repositories. You can browse the repository to make quick references to the code without opening another application.

Browsing the CVS tree provides a view into the current status of this Project's code. You may also view the complete histories of any file in the repository.

To browse the CVS repository:

1. Navigate to the **Project** that contains the code you desire to browse.
2. Click the **CVS** tab.
3. Click the **Browse** link.
4. Click the **File** name.

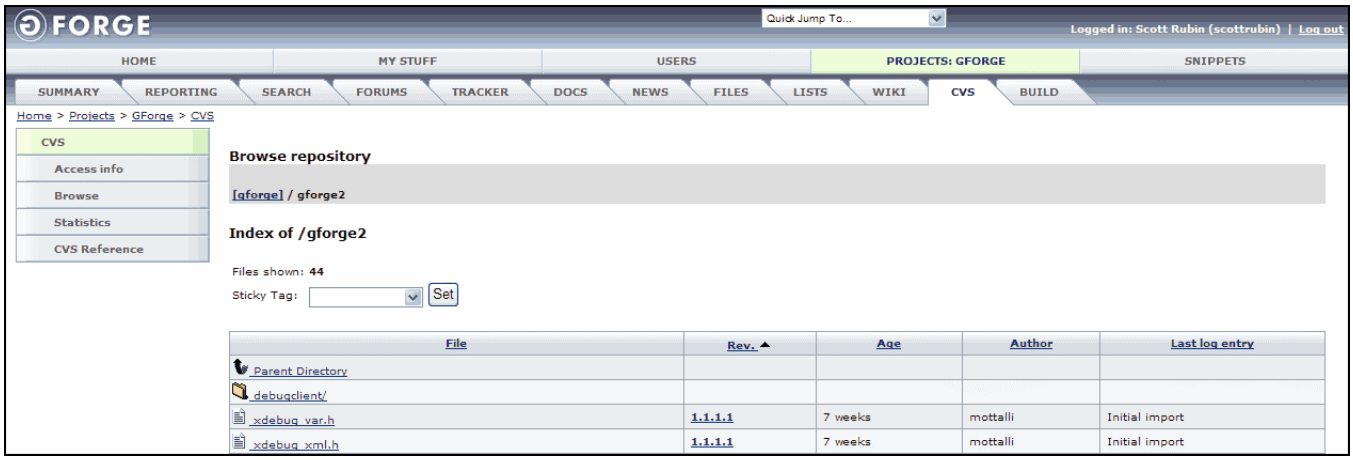


*Figure 17-3. Browse CVS Repository*

## 17.3 Statistics

Statistics displays information about the CVS of this Project.

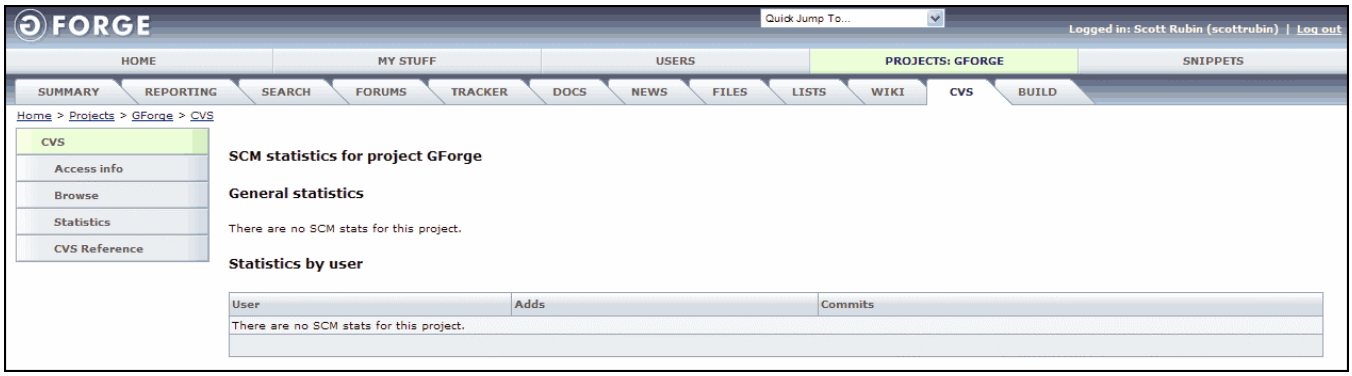


*Figure 17-4. CVS Statistics*

**User** – Developer that the Statistic is about.


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**Adds** – Number of times the developer added to the CVS.

**Commits** – Number of commits by the user.

## 17.4 Linking a Commit to a Tracker Item

Commits can be linked to a Tracker Item by referencing the Tracker Item id in the commit message. For example, this command will link your changes to Tracker Item #1000:

**cvs commit –m "[#1000] linking this change to defect"**

Click the Commits tab in the Tracker Item view the changed files.

## 17.5 CVS over SSH for Linux

Use the Secure Shell (SSH) client program to log into a remote GForge machine and execute commands to download and upload (commit) files to GForge. SSH provides secure encrypted communications between two un-trusted hosts over an insecure network. SSH connects and logs into the specified host name with the GForge Login Name. If a command is specified, the command is executed on the remote host instead of the login shell.

❖ **Note:** Remember that all Linux commands are case sensitive.

### 17.5.1 Configuring CVS over SSH for Linux

To communicate using your Linux Shell account to communicate to the CVS server where the code resides, you must generate an SSH Key to communicate with your GForge Account.

To configure CVS over SSH for Linux:

1. **Login** to your GForge Account.
2. Launch the Linux **Command Line** in your Linux Shell account to generate a SSH Key for authentication.
3. Type **ssh-keygen –b 1024 – t dsa** and press <**Enter**>. –b command is optional with the default of 1024 bit and –t dsa is the type of key to generate.

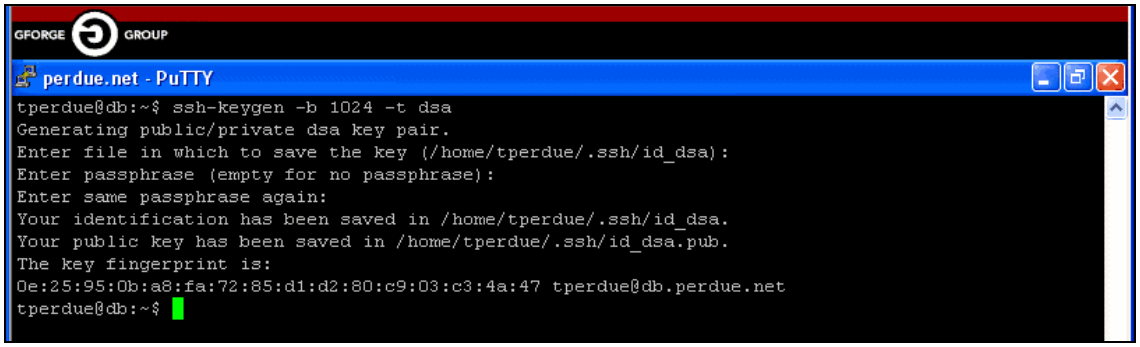


*Figure 17-5. SSH Key*

4. Press <**Enter**> **twice** to use the default file in which to save the key and not use a passphrase. The SSH Key is generated.


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5. Type **less .ssh/id_dsa.pub** and press <**Enter**> to view the SSH Key fingerprint that was generated.

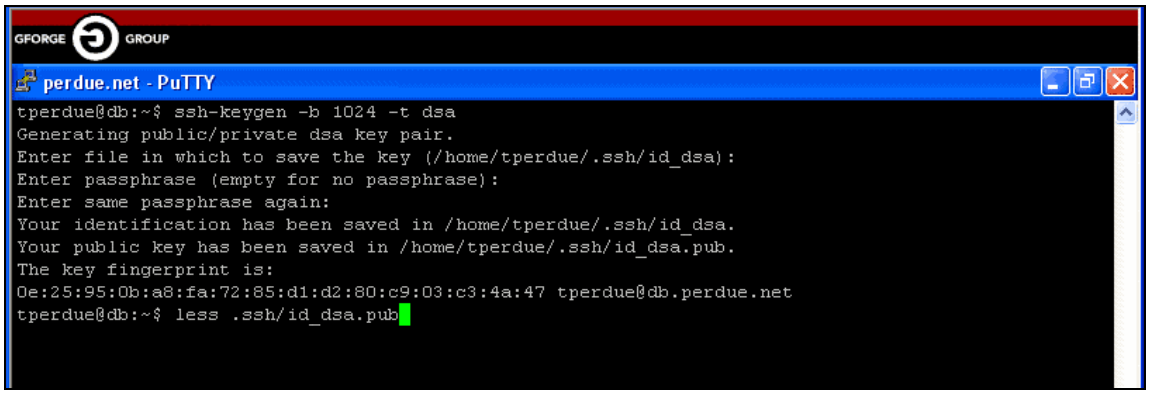


*Figure 17-6. Generated SSH Key*

6. Select the **SSH Key** and select **Copy**.

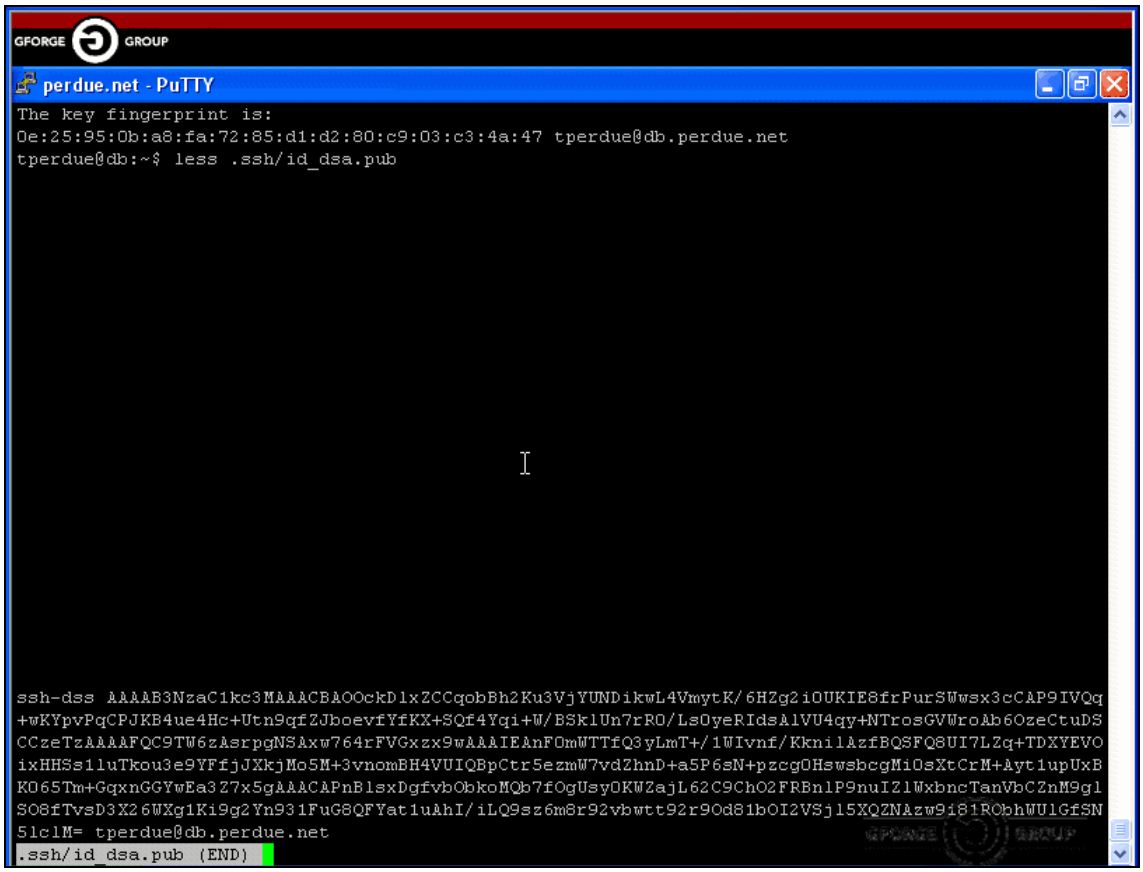


*Figure 17-7. Copy SSH Key*

7. Select your GForge Account > **My Stuff** tab.
8. Click the **Edit SSH Keys** link.
9. Select Edit > **Paste** in the Authorized keys field to copy the SSH Key into your GForge Account.


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10. **Remove** all **extraneous line breaks** except for the spaces and click the **Update** button.
    - ❖ **Note:** Spaces appear at the beginning of the SSH Key (ssh-dss) and at the end of the SSH Key before your Login Name.
11. Launch your Linux **Command Line** after the cronjob has run (1 hour), which enables you access to the system.
12. Type **export CVS RSH=ssh** and press <**Enter**> to setup CVS to use SSH.
13. Copy the **CVS RSH=ssh** command and press <**Enter**>.
14. Type **vim .bashrc** and press <**Enter**> to copy the file so it automatically runs during login.

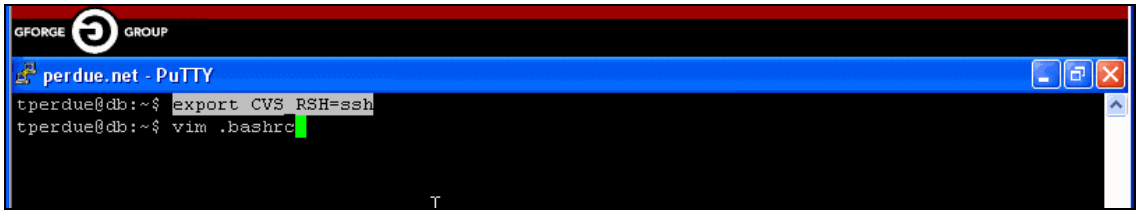


*Figure 17-8. bashrc File Command*

The bashrc file runs.

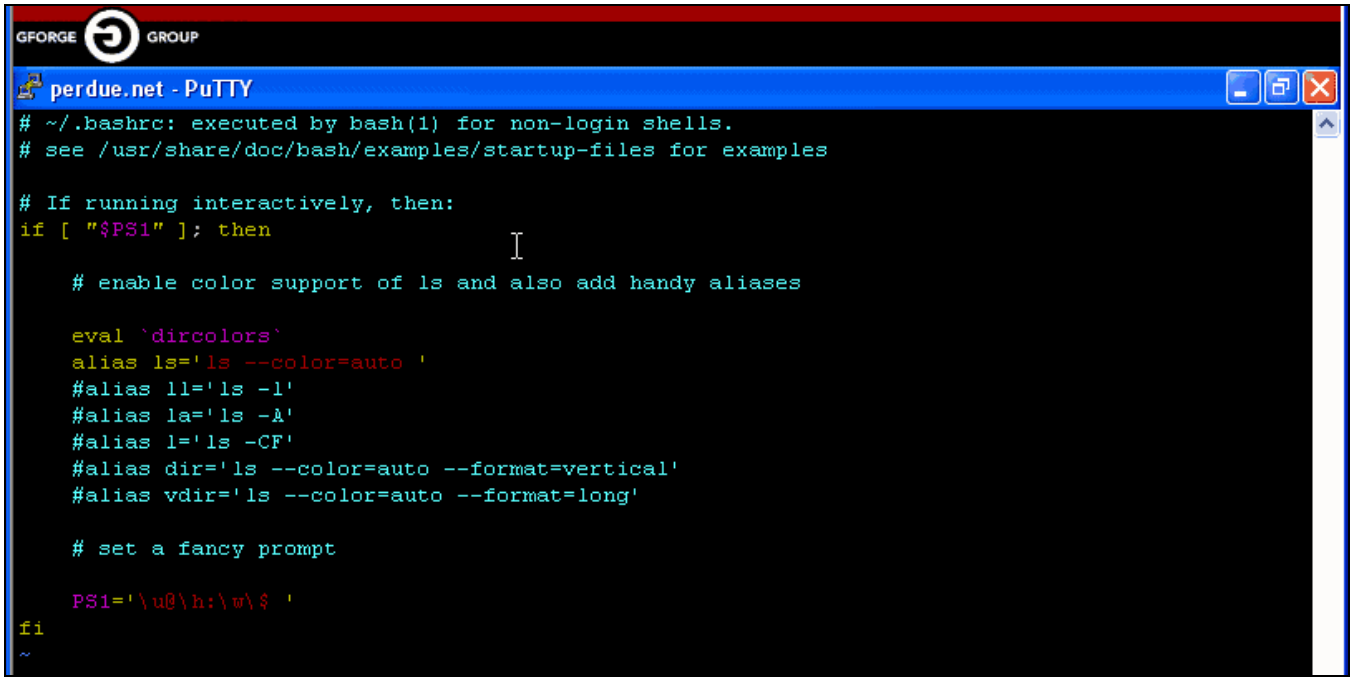


*Figure 17-9. bashrc File Run*


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15. **Copy** and **Paste** the **export CVS RSH=ssh** command into the bashrc file.

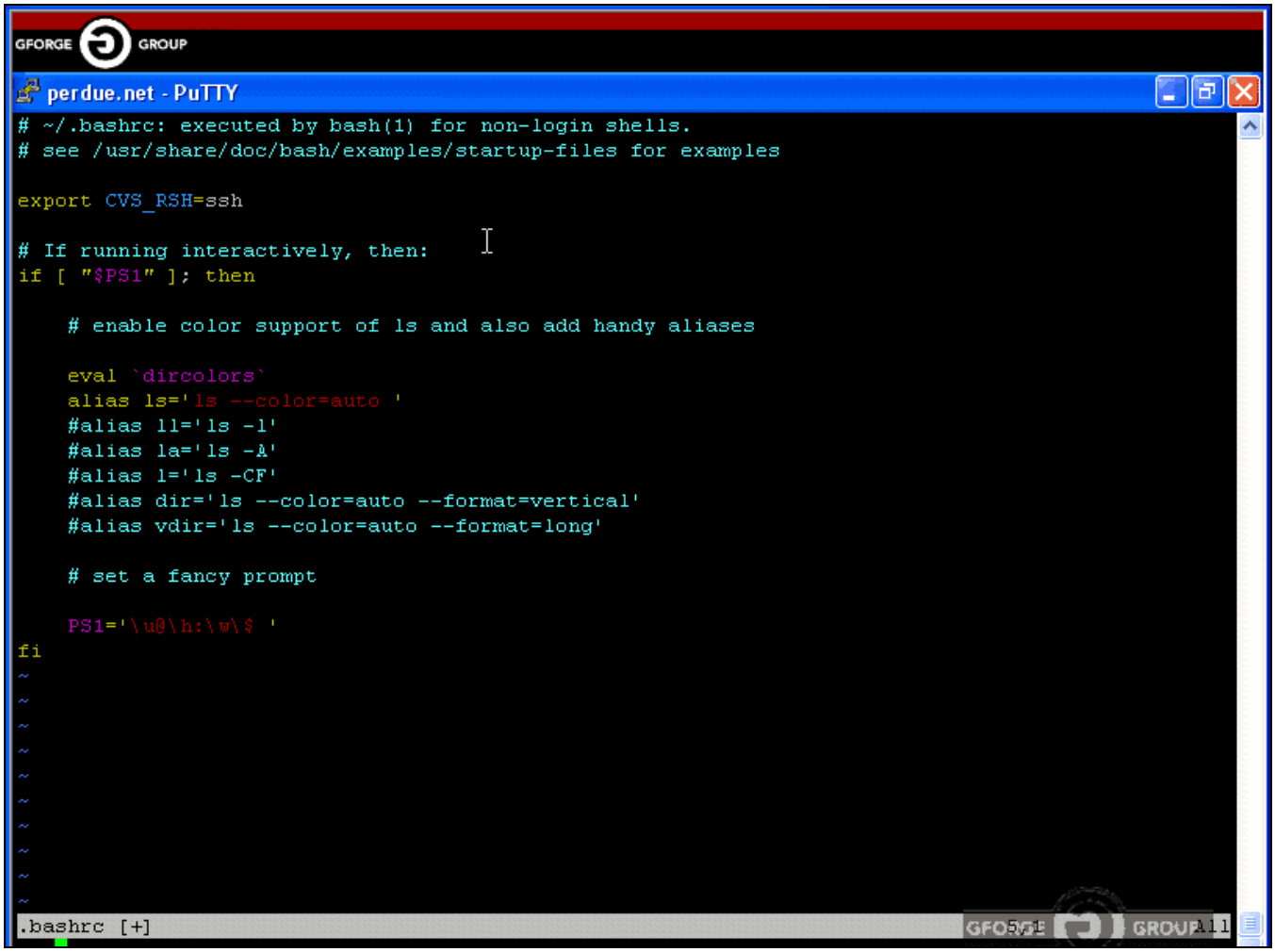


*Figure 17-10. Automatic SSH Login*

### 17.5.2 Testing CVS over SSH for Linux

To test your CVS connection over the SSH:

1. Launch your Linux **Command Line**.
2. Type **ssh *LoginName@CVSserver*** and press <**Enter**> to test the connection. Refer to Figure 17-11.

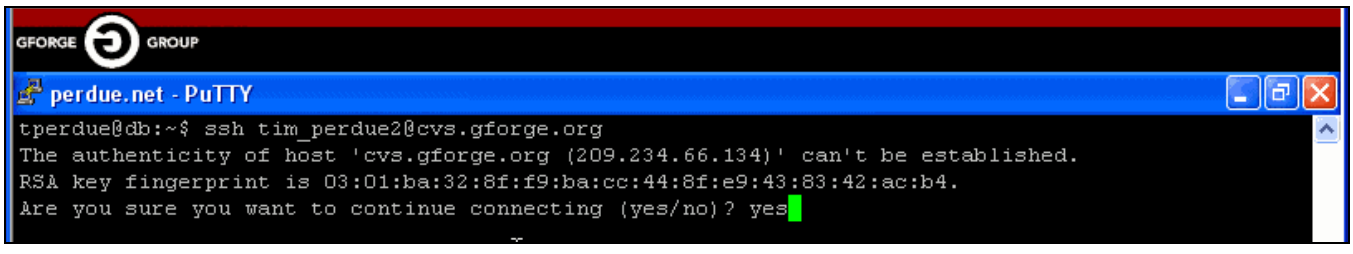


*Figure 17-11. Testing SSH Connection*

3. Type **yes** and press <**Enter**> to accept the fingerprint.


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The SSH connection should be validated. You can see that the SSH Key was accepted and is communicating properly; however, you will immediately be disconnected as this is a restricted CVS.

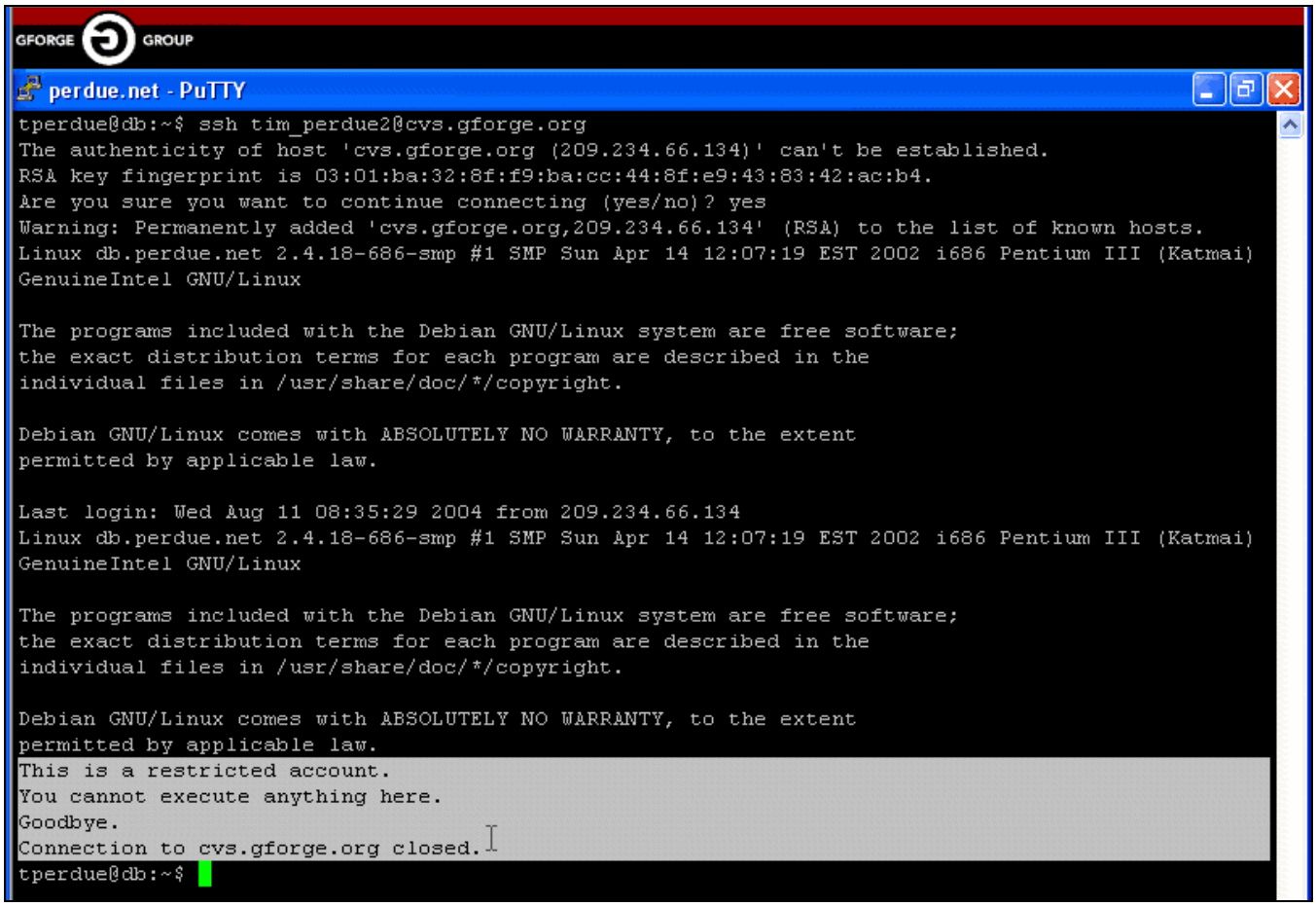


*Figure 17-12. SSH Connection Validation*

### 17.5.3 Checking Out a File using SSH

To check out a file from CVS using SSH:

1. Click the **CVS** tab.
2. Click the **Access Info** link.
3. **Copy** the **CVS command**.
4. Click the **Browse** link to view the repository.
5. Note the **modulename** in the Project Tree.
6. Return to the Linux **Command Line**.
7. Type **cvs –d :ext:*LoginName@CVSserver*:/*cvsroot*/*directory* checkout *modulename***. This is the CVS server from where you are checking out the file. Using the –d, external, and checkout commands.
8. Type **cd *modulename*** and press <**Enter**> to view the files in the module.
9. Type **/*modulename*$ ls –1** and press <**Enter**>.


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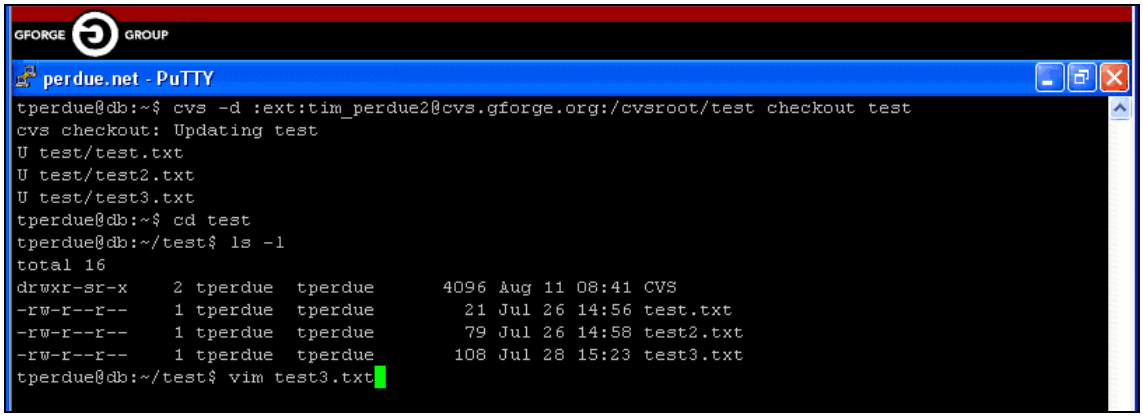


*Figure 17-13. Checkout Module*

10. Type /***modulename*$ vim *filename*** of the file you desire to edit and click <**Enter**>.
11. **Edit** the **file**.

*Figure 17-14. Editing a Module in Linux*

12. Type ***/filename*$ ls –1** and press <**Enter**> to save the file.

*Figure 17-15. Saving the File in Linux*


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### 17.5.4 Committing the File using SSH to CVS

To commit the file back to CVS using SSH:

1. Type **/*filename*$ cvs commit –m "Testing Commit over ssh" *filename*** and press <**Enter**>. The commit command uploads the file to the server and the –m command enable you to enter a message within the quotation marks.

   ❖ **Note:** You can select to commit a module or an individual file. Replace the *filename* with the *modulename* to commit the entire module.

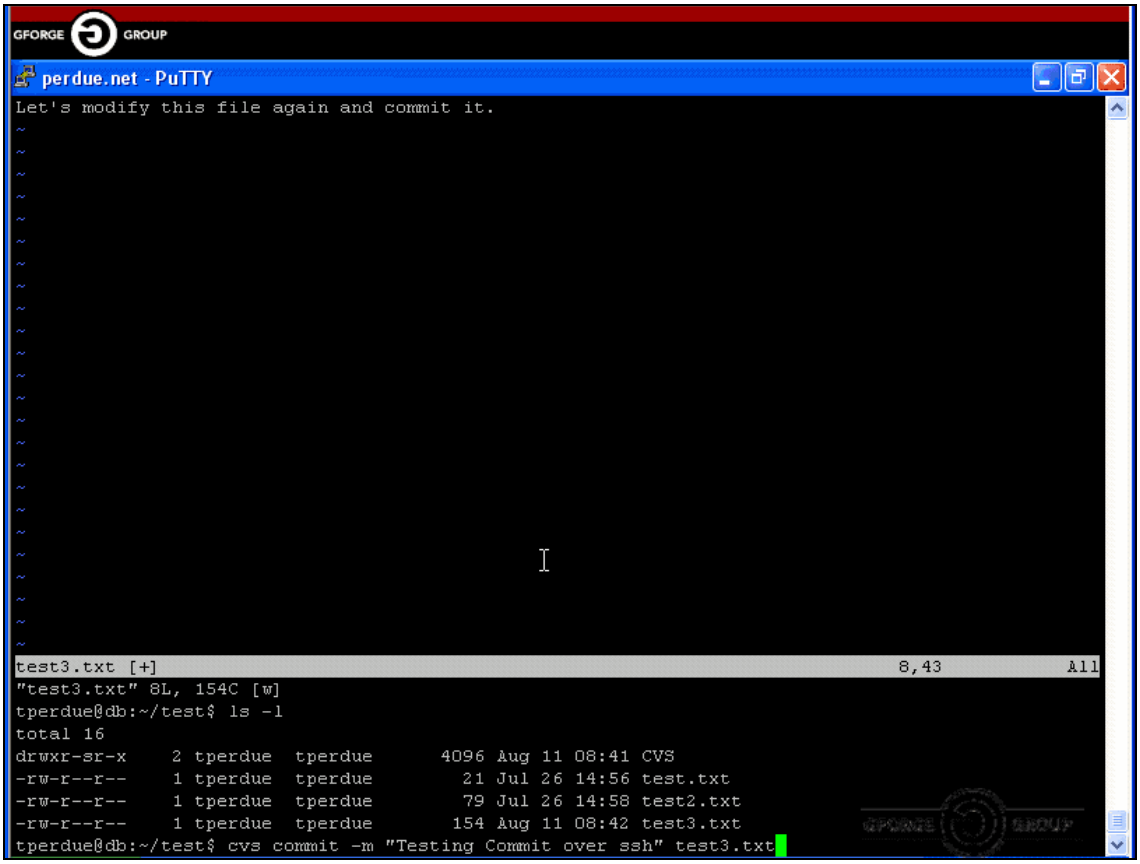


*Figure 17-16. Committing the File using Linux*


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Figure 17-17 displays a committed file using CVS over a SSH connection.

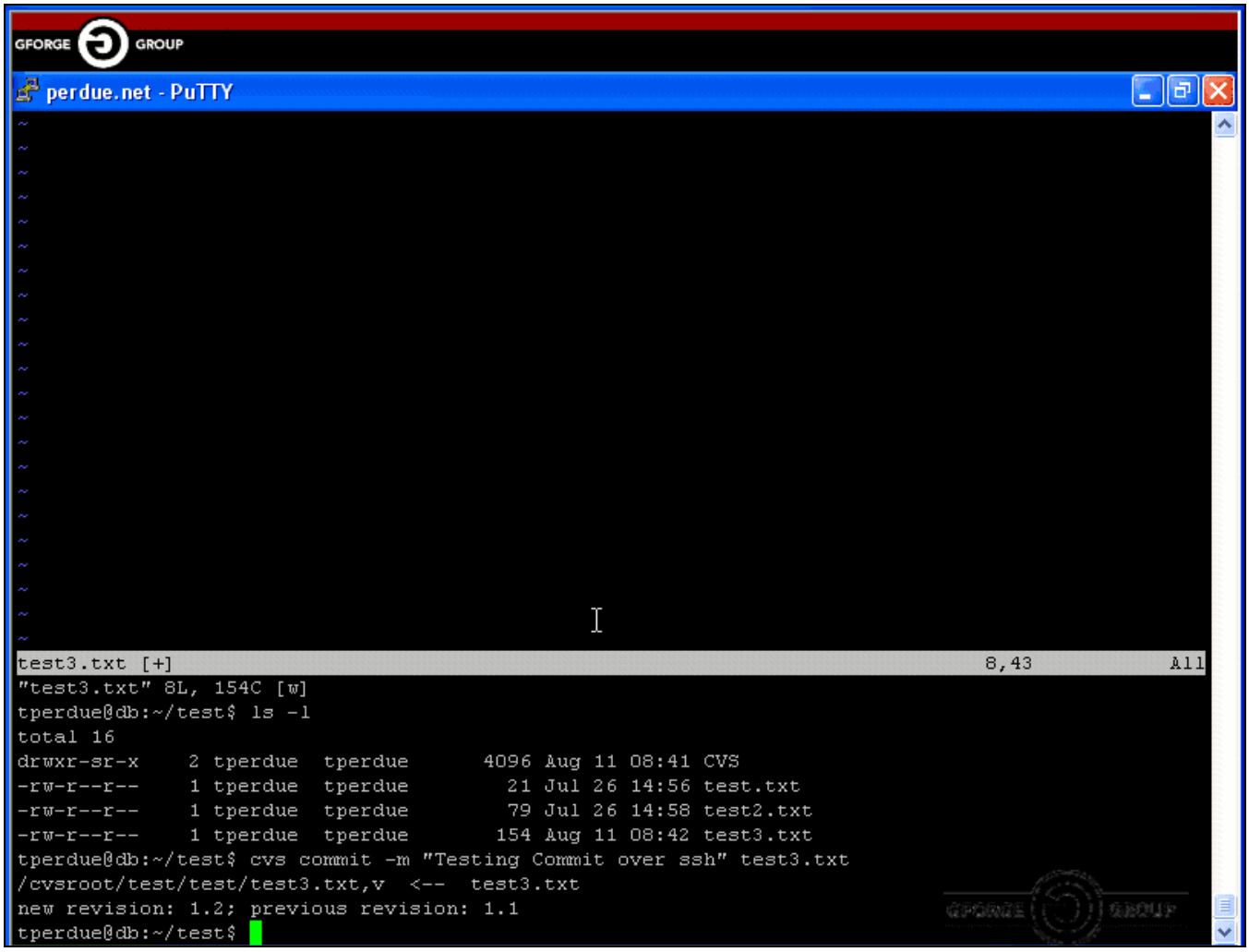


*Figure 17-17. Committed File using Linux*


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# Section 18 – CruiseControl

CruiseControl is a framework for a continuous build process. It includes, but is not limited to, plug-ins for e-mail notification, Ant, and various source control tools. A web interface is provided to view the details of the current and previous builds.

1. Navigate to your **Project**.
2. Click the **Build** tab in your Project.

*Figure 18-1. CruiseControl (Build)*

**Build Name** – Name of the build.

**Last Build Date** – Date the last build was added.

**Last Build Status** – Details the last build status of the code.

**Was Build Necessary** – If the code was compiled or not.

**Was This Build A Fix** – If the build was required to fix a bug.

**Link to Tracker Item** – Tracker Item with which this build is associated.


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## 18.1 Viewing Build History

To view the history of a build:

1. Navigate to your **Project**.
2. Click the **Build** tab in your Project.
3. Click the **View Build History** button.

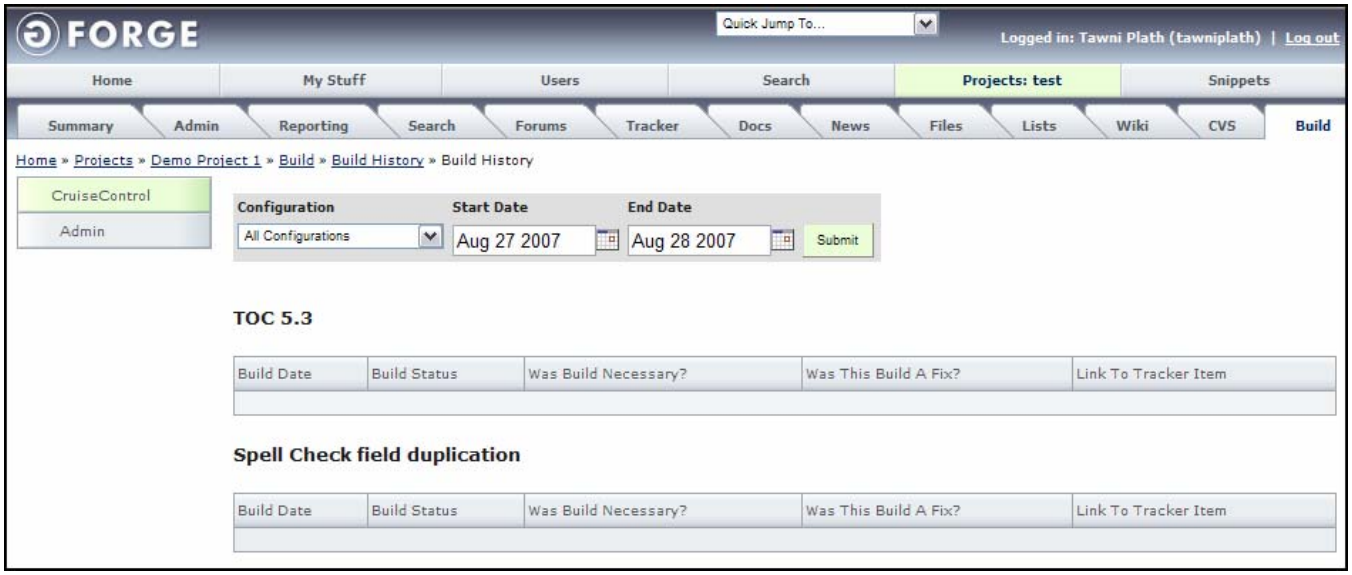


*Figure 18-2. Build History*

4. Select the **Configuration** to view.
5. Select the **Start Date**.
6. Select the **End Date**.
7. Click the **Submit** button.


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# Section 19 – Visual Studio Add-in

The Visual Studio Add-in comes with a simple installer and requires Visual Studio 2005.

On the server, make sure your user has access permissions to at least one Project and that you are set with Assignee/Admin or higher permissions for each Tracker that you wish to use. If you have no access to any Trackers, you will not be able to use the Add-in.

1. Double-click the **installer** and follow the prompts.
2. Launch **Visual Studio**.
3. Select View > **GForge Trackers**.
   - ❖ **Note:** You require need a serial number in order to use the Add-in, and the serial number is only valid for a particular server hostname. If you change server hostnames, you will have to get an updated serial number from GForge Group.

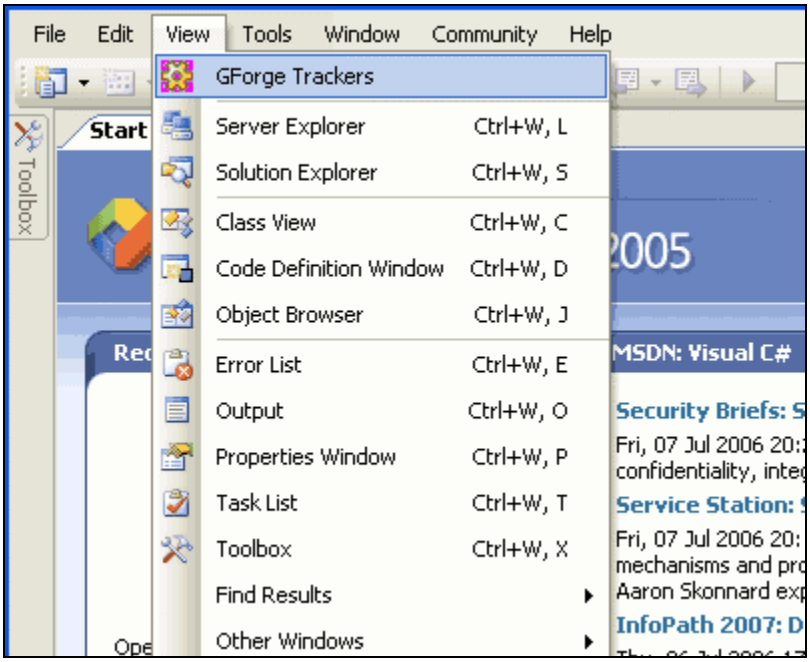


*Figure 19-1. Visual SafeSource Trackers*

4. Enter your **Server** hostname. Refer to Figure 19-2.
5. Enter your **Serial Number**.
6. Enter your **Login Name**.
7. Enter your **Password**.
   - ❖ **Note:** To use SSL, your server must be set up properly and **must** have a valid SSL certificate issued by a recognized authority. Self-generated or invalid SSL certificates **will not work**.


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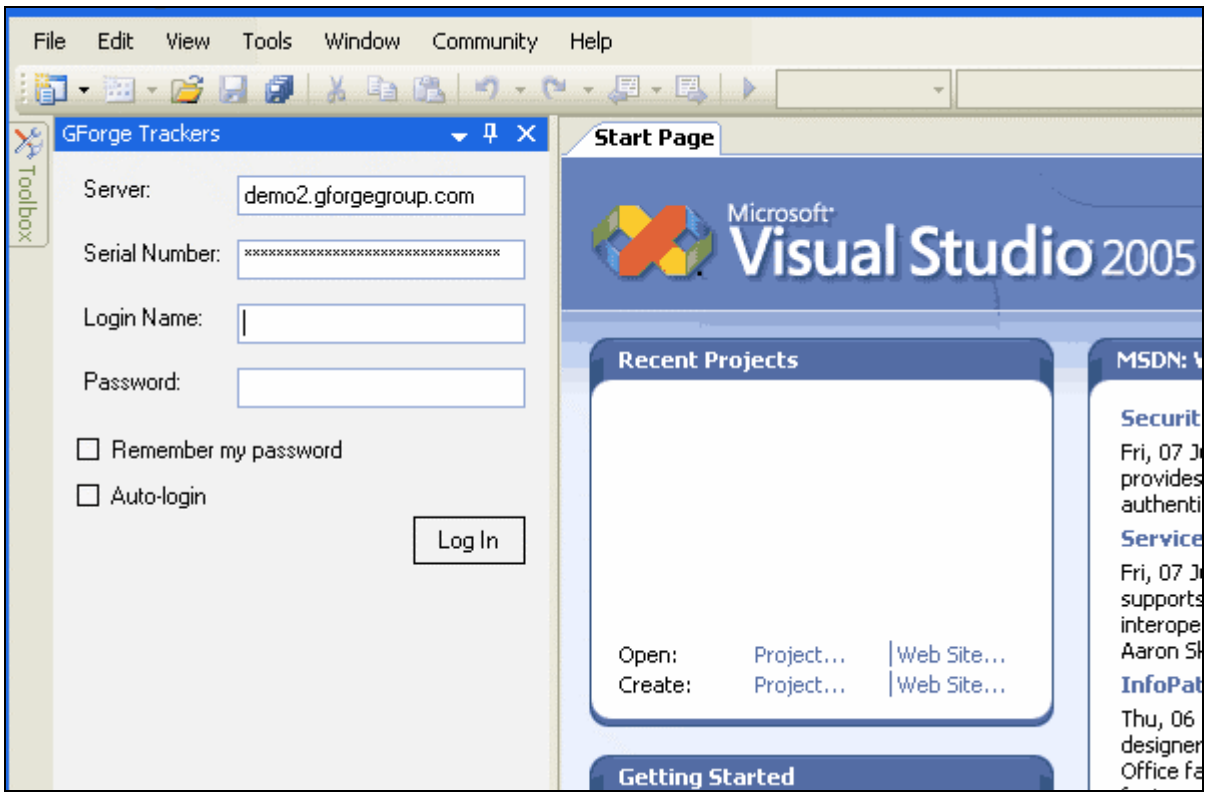


*Figure 19-2. Login*

8. Click the **Log In** button.
9. Click on a **Tracker** to view a list of items in this Project's Tracker.

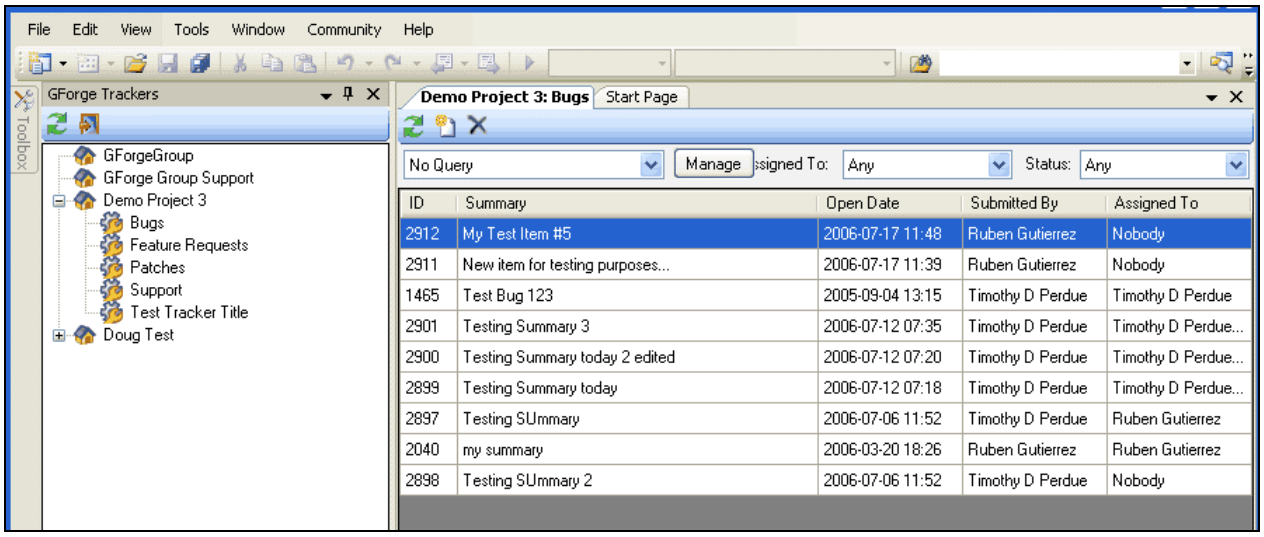


*Figure 19-3. Projects List*


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Use the Assigned To and status filters to locate items. You can also edit or add complex queries using the Manage button. Complex queries are stored on the server and will be visible in the web interface as well as the Eclipse Add-in. Each of these queries performs their work on the server side and can be used to limit the number of downloaded items. If you have a Tracker with hundreds of items in it, it is a good idea to filter the list to a small subset of items for best performance. Downloading hundreds of items from the Tracker can be very time consuming.

**10.** Double-click on any of the item in the Project list to display editor screen.

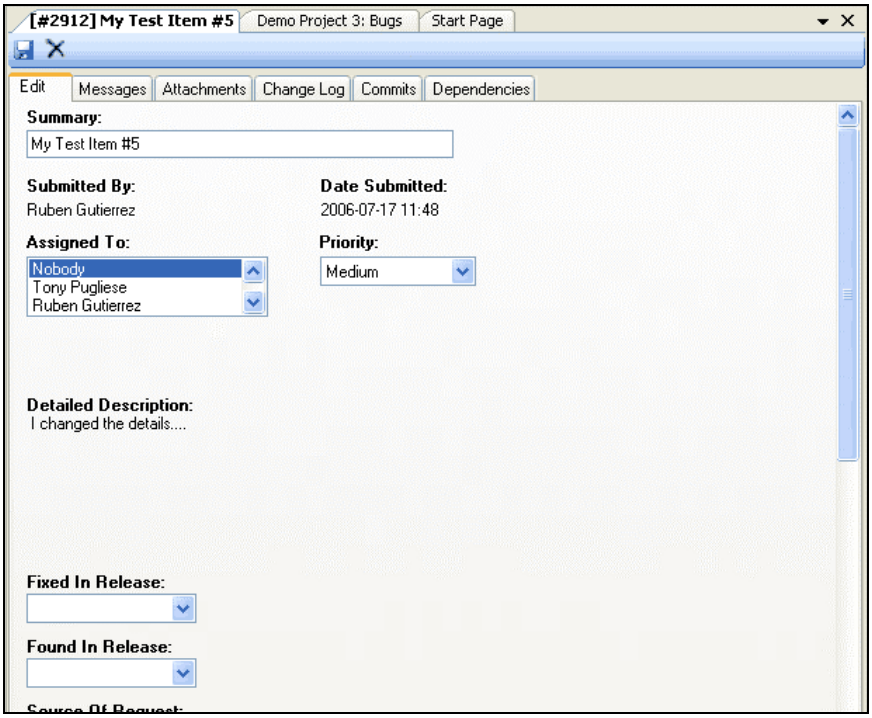


*Figure 19-4. Editor Screen*

You can save your changes or delete the Tracker item from this screen.

**Messages** – View follow up messages.

**Attachments** – Displays any attached files.

**Change Log** – Displays the audit trail for this item.

**Commits** – Displays any files that have been modified in the SCM repository and linked to this item.

**Dependencies** – Displays a list of any other items that this item is dependent on.


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# Section 20 – Eclipse Add-in

The Eclipse Add-in comes in a compressed .zip file and requires Eclipse 3.1. You require a serial number in order to use the Add-in, and the serial number is only valid for a particular server hostname. If you change server hostnames, you will have to get an updated serial number from GForge Group.

On the server, make sure your user has access permissions to at least one Project and that you are set with Assignee/Admin or higher permissions for each Tracker that you wish to use. If you have no access to any Trackers, you will not be able to use the Add-in.

1. **Decompress** the .zip file into the eclipse plug-ins folder to complete the installation.
2. Launch **Eclipse**.
3. Select Window > Open Perspective > **Other**.

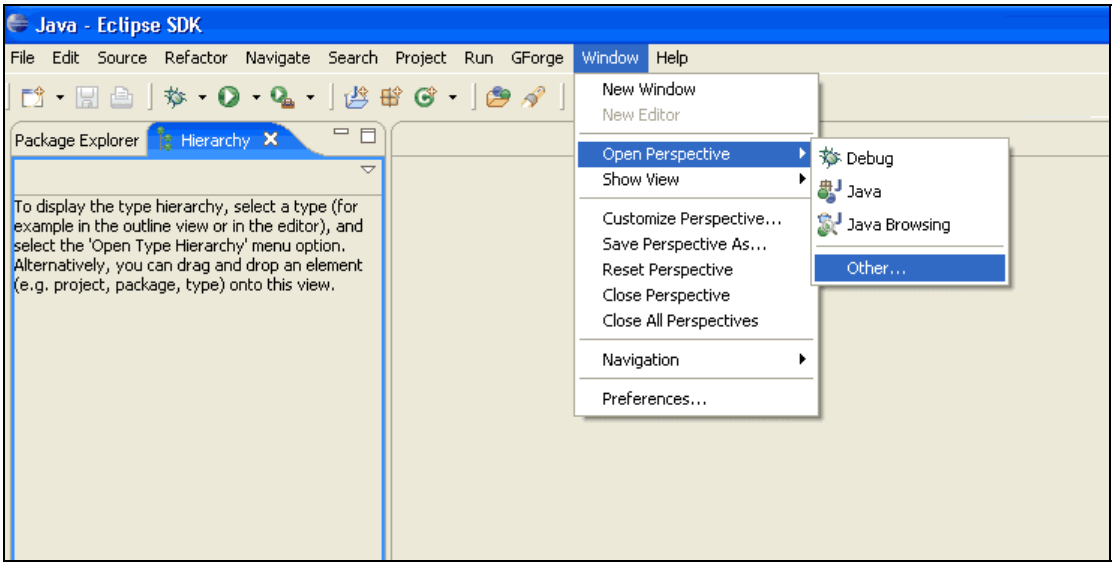


*Figure 20-1. Open Eclipse*

4. Select **GForge Perspective** and click **OK**.


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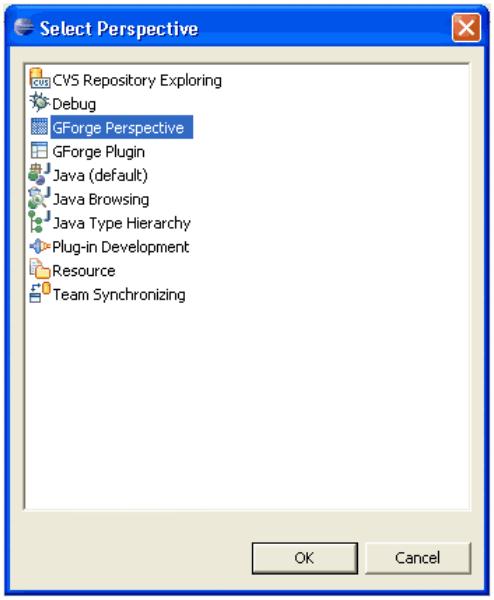


*Figure 20-2. GForge Perspective*

5. Select GForge > **Login**.

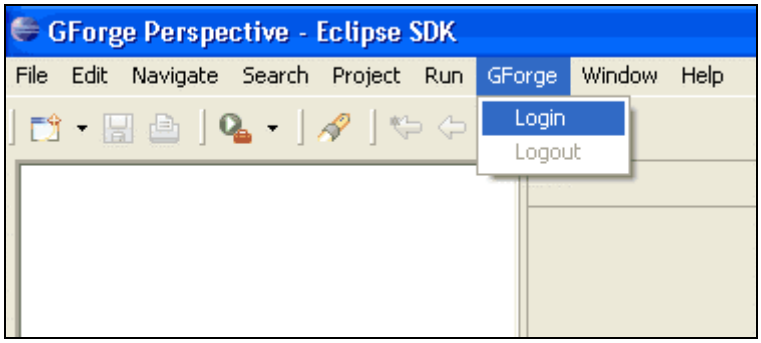


*Figure 20-3.GForge Login*

6. Enter your **Server Name**. Refer to Figure 20-4.
7. Enter your **User Name**.
8. Enter your **Password**.
9. Click the **Login** button.
   - ❖ **Note:** To use SSL, your server must be set up properly and **must** have a valid SSL certificate issued by a recognized authority. Self-generated or invalid SSL certificates **will not work**.
10. Enter a **Serial Number** if you have not done it already.


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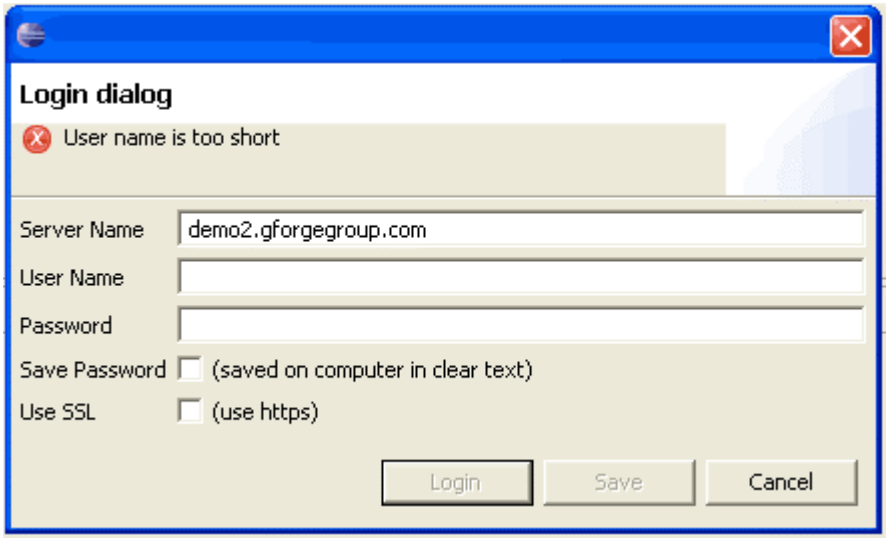


*Figure 20-4. Login Dialog*

**11.** Click on a **Tracker** to view a list of items in this Project's Tracker.

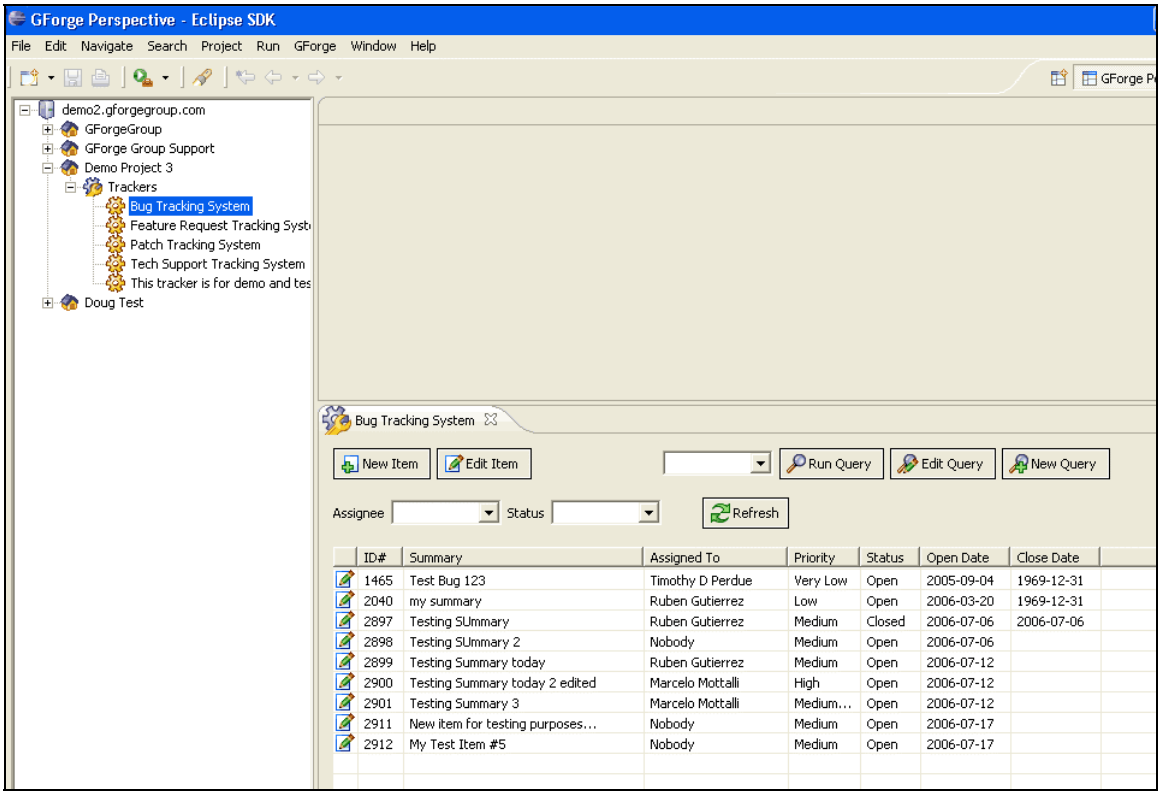


*Figure 20-5. Tracker List*


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Use the Assigned To and status filters to locate items. You can also edit or add complex queries using the Manage button. Complex queries are stored on the server and will be visible in the web interface as well as the Visual Studio Add-in. Each of these queries performs their work on the server side and can be used to limit the number of downloaded items. If you have a Tracker with hundreds of items in it, it is a good idea to filter the list to a small subset of items for best performance. Downloading hundreds of items from the Tracker can be very time consuming.

Double-click on any of the item in the Project list to display editor screen.

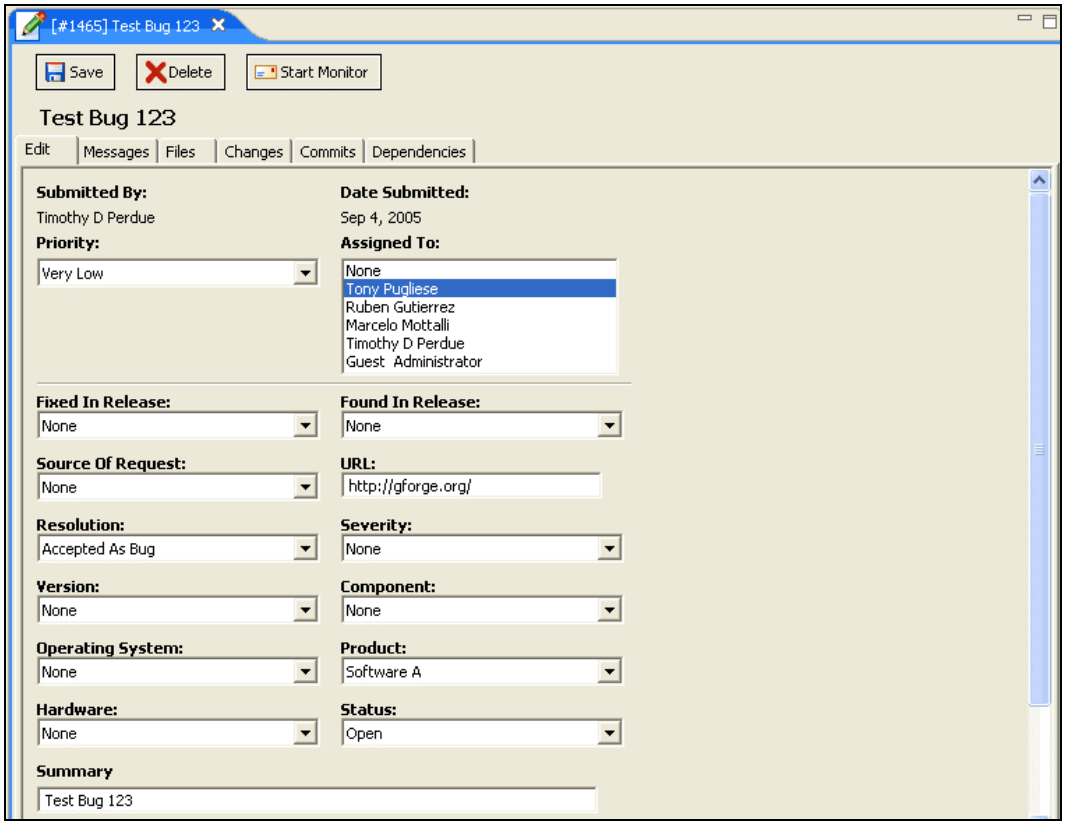


*Figure 20-6. View Tracker*

You can save your changes or delete the Tracker item from this screen.

**Files** – Displays any attached files.

**Changes** – Displays the audit trail for this item.

**Commits** – Displays any files that have been modified in the SCM repository and linked to this item.

**Dependencies** – Displays a list of any other items that this item is dependent on.


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# Section 21 – MS Project

The Microsoft Project Add-in comes with a simple installer and requires Microsoft Project 2003 or newer. On the server, make sure your user has access permissions to at least one Project and that you are set with Assignee/Admin or higher permissions for each Tracker that you wish to use. If you have no access to any Trackers, you will not be able to use the Add-in.

- **Note:** You require need a serial number in order to use the Add-in, and the serial number is only valid for a particular server hostname. If you change server hostnames, you will have to get an updated serial number from GForge Group.

1. Double-click the installer and follow the prompts.
2. Launch **MS Project**.
3. Click the **GForge Plugin** button.
4. Enter your **Hostname**.
5. Enter your **Serial Number**.
6. Enter your **Login Name**.
7. Enter your **Password**.
   - **Note:** To use SSL, your server must be set up properly and **must** have a valid SSL certificate issued by a recognized authority. Self-generated or invalid SSL certificates **will not work**.
8. Click the **Fetch Subprojects** button. This populates the selection box with a list of your Projects and Subprojects.
9. Select the **Subprojects** and click the **Apply** button to download any task information from the server as well as upload any local tasks. This two-way synchronization allows your users to make changes on both the server and the client side and have the changes synchronized to both locations.

   A timestamp is stored on each task and in the client Add-in each time synchronization occurs. If a task is updated on the server-side between client syncs, the server side data will overwrite any local changes to the same tasks. If a task is deleted in the server, and modified in the client, it will be deleted locally. If a task is deleted locally, but modified on the server, it will be re-created locally at the next synchronization.

   - **Note:** Not all data is synchronized with the server. Only the data that GForge can represent in the web interface is transmitted to/from the server. This means very complex project plans should be saved into a local MS Project file after syncing with GForge. If you sync with GForge, then do not save your local file, data loss could occur.
10. Click **Apply**.
11. **Save** the file locally as multiple users attempting to access the same Subproject using the MS Project client may have unpredictable results, such as missing percentages of resources assigned to Tasks.


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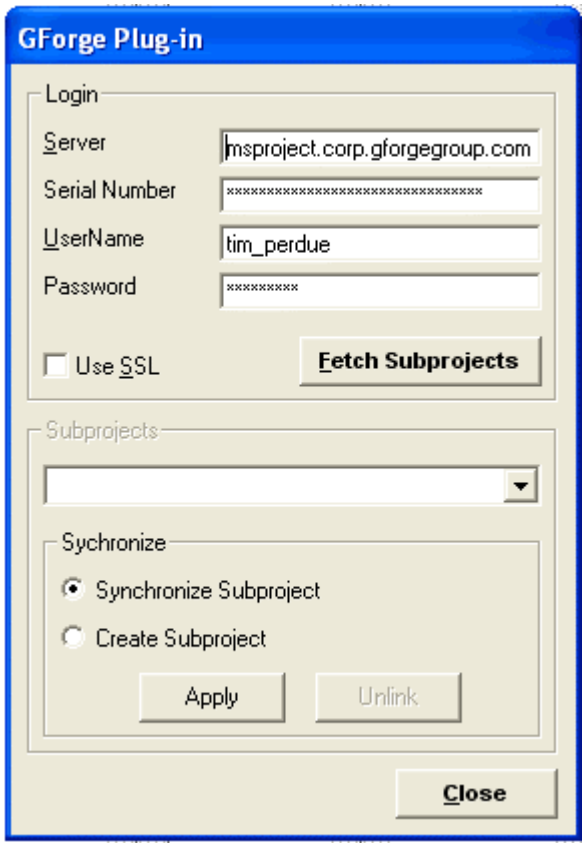


*Figure 21-1. MS Project Plug-in*

**Server** – Uniform Resource Locator (URL) or actual location of the GForge Server.

**Serial Number** – GForge Server Serial Number.

**UserName** – User name exactly as it appears in the GForge Login Name field of the Account Registration screen.

**Password** – GForge Login Password.

**Use SSL** – Select to use Secure Sockets Layer (SSL) encryption when transmitting data.

**Fetch Subprojects** – Click to select the GForge Subprojects corresponding to the selected GForge Server.

**Subprojects** – Use the drop-down list box to select the desired GForge Subproject that you desire to use with MS Project after clicking Fetch Subproject.

**Synchronize Subproject** – Select and click Apply to synchronize the GForge Subproject with MS Project.

**Create Subproject** – Select and click Apply to create a new Subproject in both GForge and MS Project.

**Apply** – Click to synchronize data between GForge and MS Project.

**Unlink** – Click to disassociate the link between GForge and MS Project.

**Close** – Click to close the screen without synchronizing data between GForge and MS Project.


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## 21.1 Reassigning a Task in MS Project to another GForge User

Every Subproject that you synchronize with must have at least one assignee available to the Subproject. Your project administrator should go to the Role Edit page and make sure at least one user has a role with Assignee for the Tracker in question.

- ❖ **Note:** If you create a new subproject using the interface in the MS Project plug-in, or create a new Task Tracker using the web interface, you must go into the role administration section and create/update roles so that at least one user has Assignee permissions for the new Tracker. If no one has the Assignee role for the new Tracker, you will not be able to synchronize tasks.

When assigning Tasks to resources in MS Project, you must use the "user name" of the user, not their real name. When you synchronize, if you use a name of a user that is invalid, a remapping screen appears and you will have to choose a valid user. Only users with 'Assignee' role settings will be available to assign Tasks to.

To reassign a Task in MS Project to another GForge user:

1. Click the **Task Information** button next to the Task Name.
2. Click the **Resource** tab.

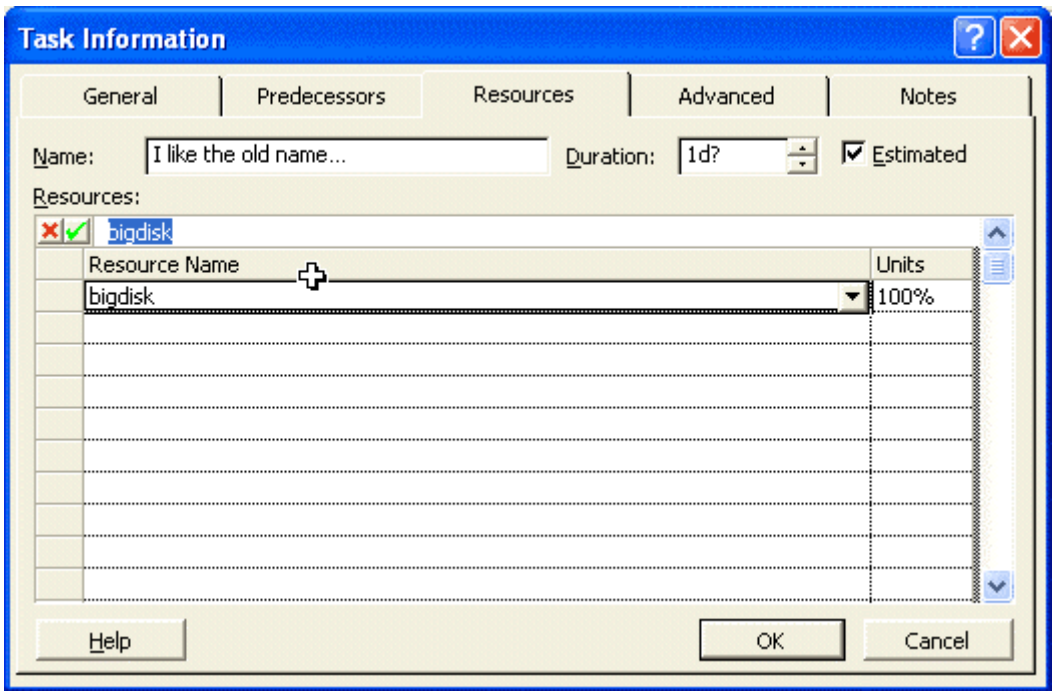


*Figure 21-2. MS Project Task Information Resources Tab*

3. Enter the **Resources** name, which is the exact UNIX Name in GForge or you will be required to re-map the user resource before synchronization. Refer to Section 21.1.1, Remapping a Resource, on page 21-4.
4. Click the **OK** button.
5. Click the **Yes** button in the prompt.
6. **Synchronize** MS Project with GForge.


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### 21.1.1 Remapping a Resource

To re-map a resource during synchronization:

1. **Synchronize** MS Project with GForge.
2. Select the GForge user name from the **To Resource** drop-down list box.

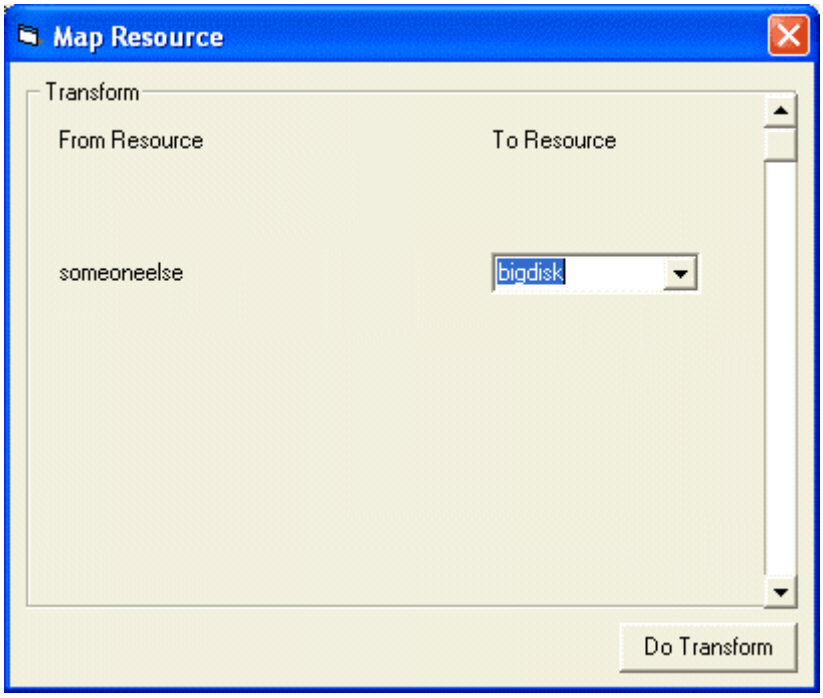


*Figure 21-3. Map Resource*

3. Click the **Do Transform** button to remap the From Resource to the GForge To Resource.


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# Section 22 – ClearCase

IBM® Rational® ClearCase® provides management and control of software development assets. Integration with design, development, build, test and deployment tools provides a comprehensive solution for controlled access to software assets across the full lifecycle.

## 22.1 Access Info

Click the Access Info to display access information to use the repository.

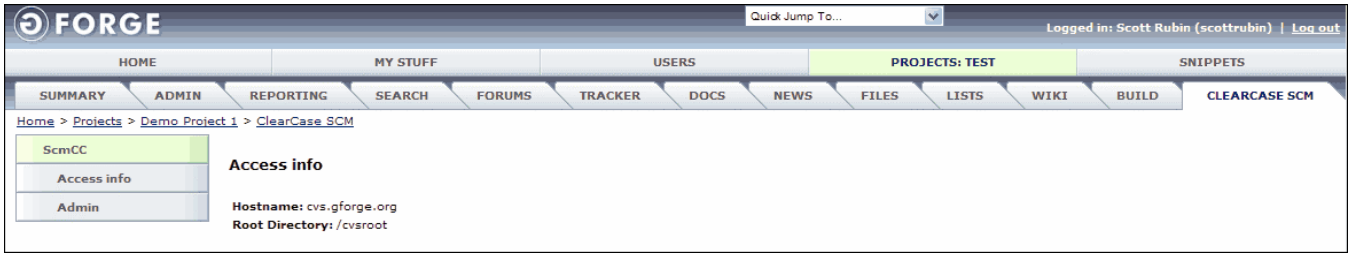


*Figure 22-1. ClearCase Access Info*


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# Section 23 – Visual Source Safe

## 23.1 Access Info

Click the Access Info to display access information to use the repository.

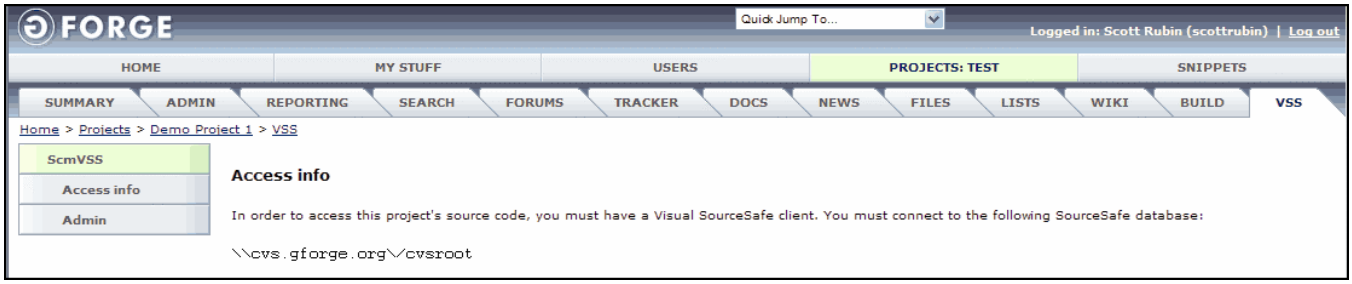


*Figure 23-1. VSS Access Info*


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# Section 24 – Perforce

Perforce is a Source Code Management (SCM) system based on a client/server architecture. Users of Perforce client programs connect to a Perforce server and use Perforce client programs to transfer files between the server's file repository and individual client workstations.

The Perforce integration included in GForge AS allows for full integration with GForge, including: creating blank repositories when a Project is created; adding users and groups to the Perforce repository so the users can commit changes to code; enforcing the requirement of a Tracker Item ID on commit if chosen by the Project Administrator; linking commits to Tracker Items, so the changed files and other commit information displays on the Commits tab of the Tracker Item; emailing differences of commits to the commits mailing list if the Project Administrator chooses; and displaying commits on the Activity Report for the Project.

To access Perforce SCM:

1. Navigate to the **Project**.
2. Click the **Perforce SCM** tab.
3. Enter the **data**.
4. Click the **Submit** button.

*Figure 24-1. Perforce*

**Access Info** – Directions to checkout files from the Perforce repository.

**Perforce Reference** – Click to display the Perforce user manual.

**Browse**– This page displays the web interface for Perforce. GForge can automatically create blank repositories for projects that choose to use Perforce, or an administrators can create an external repository and link it to GForge using the external SCM scripts provided. You can browse the repository to make quick references to the code without opening another application.

## 24.1 Access Info

Click the Access Info to display access information to use the repository.


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## 24.2 Linking a Commit to a Tracker Item

Commits can be linked to a Tracker Item by referencing the Tracker Item id in the commit message. For example, this command will link your changes to Tracker Item #1000:

**svn commit –m "[#1000] linking this change to defect"**

Click the Commits tab in the Tracker Item view the changed files.


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# Section 25 – Wiki

A wiki is a tool where everyone can collaborate on the content and modify the pages created by the Project Administrator. This ease of interaction and operation makes a wiki an effective tool for collaborative writing.

In essence, a wiki is a simplification of the process of creating HTML pages combined with a system that records each individual change that occurs over time, so that at any time, a page can be reverted to any of its previous states. Wiki also includes various tools, designed to provide you with an easy way to monitor the constantly changing state of the wiki as well as a place to discuss and resolve the many inevitable issues.

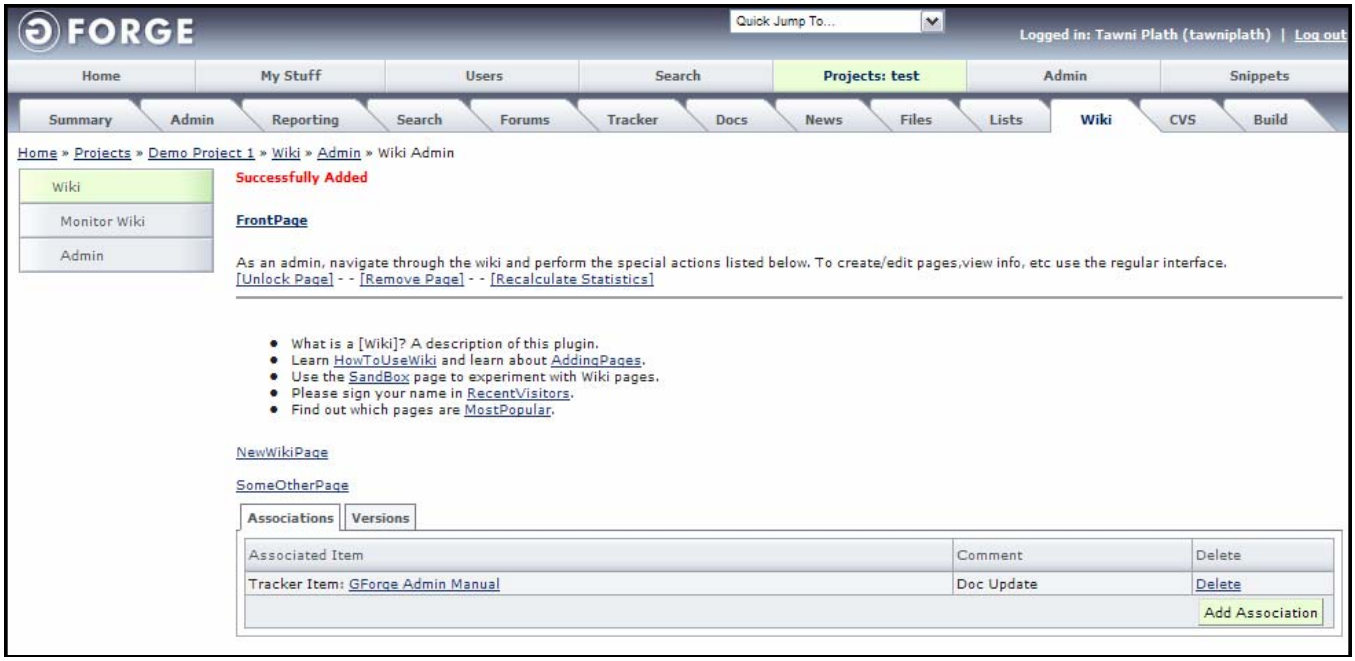


*Figure 25-1. Wiki Admin*

**FrontPage** – Displays the pages that are linked to this wiki.

**Lock Page / Unlock Page** – Locks or unlocks the wiki page so only Project Administrators can edit it.

**Remove Page** – Deletes the wiki page.

**Recalculate Statistics** – Clears the user statistics.

**What is a Wiki?** – Describes what a wiki is.

**How To Use Wiki** – Describes how to use wiki.

**Adding Pages** – Describes how to make a wiki page.

**SandBox** – Test page in which you can practice your wiki skills.

**Recent Visitors** – Enter your name a recent visitor.

**Most Popular** – Displays the 20 most popular pages of this wiki.


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**New Wiki Page** – Add a new wiki page.

**Some Other Page** – View other wiki pages.

❖ **Note:** You can escape wiki link creation by using a backslash (\).

For example \DontMakeLink

"Shortcuts are available to make links into other tools in the GForge system. For example to make a shortcut to a forum message, use [#F9999] where 9999 is replaced by the thread ID. [#9999] will create a link to Tracker Item #9999, and [#R9999] will create a shortcut to FRS Release #9999"

### *Associations Tab*

**Associated Item** – Items associated with this wiki. Refer to Figure 25-1.

**Comment** – Comments about items associated with this wiki.

**Delete** – Removes the item associated with this wiki from the wiki page. Refer to Section 25.1.2, Deleting a Wiki Association, page 25-4.

**Add Association** – Adds a new item to be associated with this wiki. Refer to Section 25.1.1, Adding a Wiki Association, on page 25-3.

### *Version Tab*

The Wiki Version tab displays all versions of the wiki page and the differences between the pages.

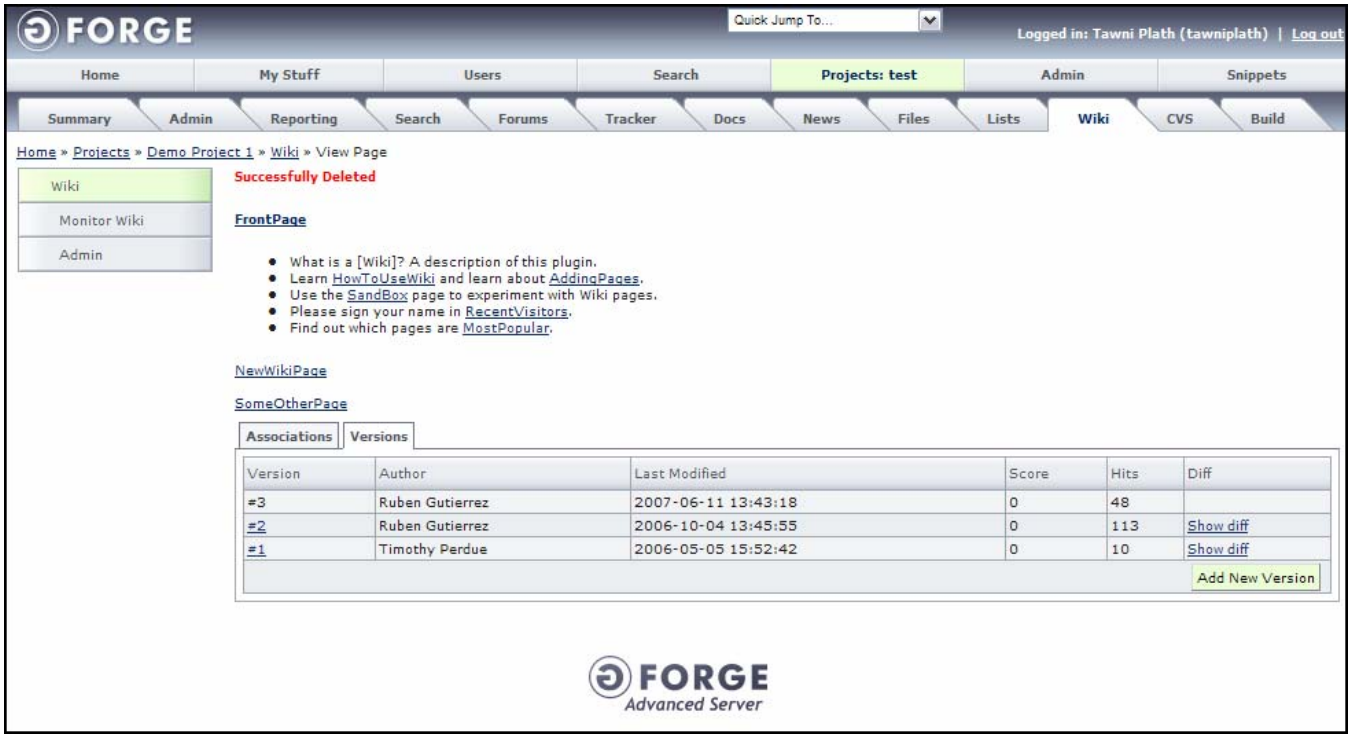


*Figure 25-2. Wiki Versions*


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**Version** – Adds a new version of the wiki.

**Author** – Author of the new version.

**Last Modified** – Date the version was last modified.

**Score** – Score associated with the user.

**Hits** – Number of times the wiki has been opened after it was added.

**Diff** – Displays the differences after editing a wiki page.

**Add New Version** – Adds a new version of the wiki page. Refer to Section 25.2.1, Adding a New Version, on page 25-4.

## 25.1 Associations

This section details how to associate a wiki with a Tracker, Document, Release, or another Wiki Page.

### 25.1.1 Adding a Wiki Association

To add an association to a wiki page:

1. Locate the **Item ID** of the Tracker, Document, Release, or Wiki Page.
2. Click the **Wiki** tab for your Project.
3. Click the **Add Association** button.
4. Select the **Plugin** from the drop-down list box with which you desire to associate this wiki page.
5. Enter the **Item ID** of the Tracker, Document, Release, or Wiki Page.
6. Enter a **Comment** to describe the association.
7. Click the **Add** button.

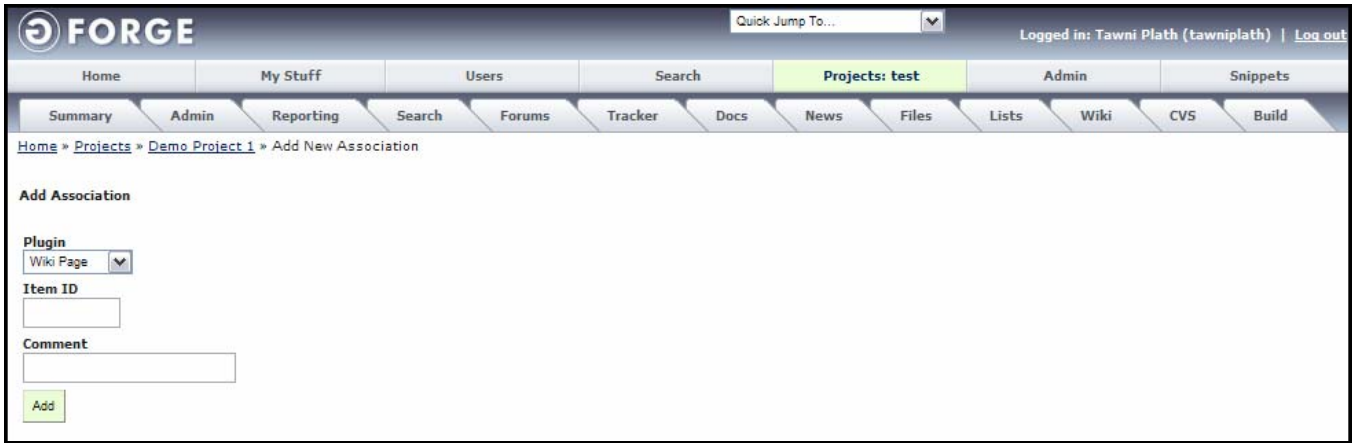


*Figure 25-3. Add Association*


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### 25.1.2 Deleting a Wiki Association

To delete a Wiki association:

1. Click the **Wiki** tab.
2. Select the **Association**.
3. Click the **Delete** link.
4. Click the **Confirm Delete** checkbox.
5. Click the **Delete** button.

## 25.2 Wiki Versions

This section details how to add new wiki versions and viewing the differences between the pages.

### 25.2.1 Adding a New Version

To change a wiki and upload the new version:

1. Click the **Wiki** tab.
2. Select the **Versions** tab.
3. Click the **Add New Version** button.
4. **Edit** the page.
5. Click the **Save** button.

### 25.2.2 Viewing Differences between Wiki Versions

To view the differences between wiki versions:

1. Click the **Wiki** tab.
2. Select the **Versions** tab.
3. Select the **Version** that you desire to view the differences.
4. Click the **Diff** button.

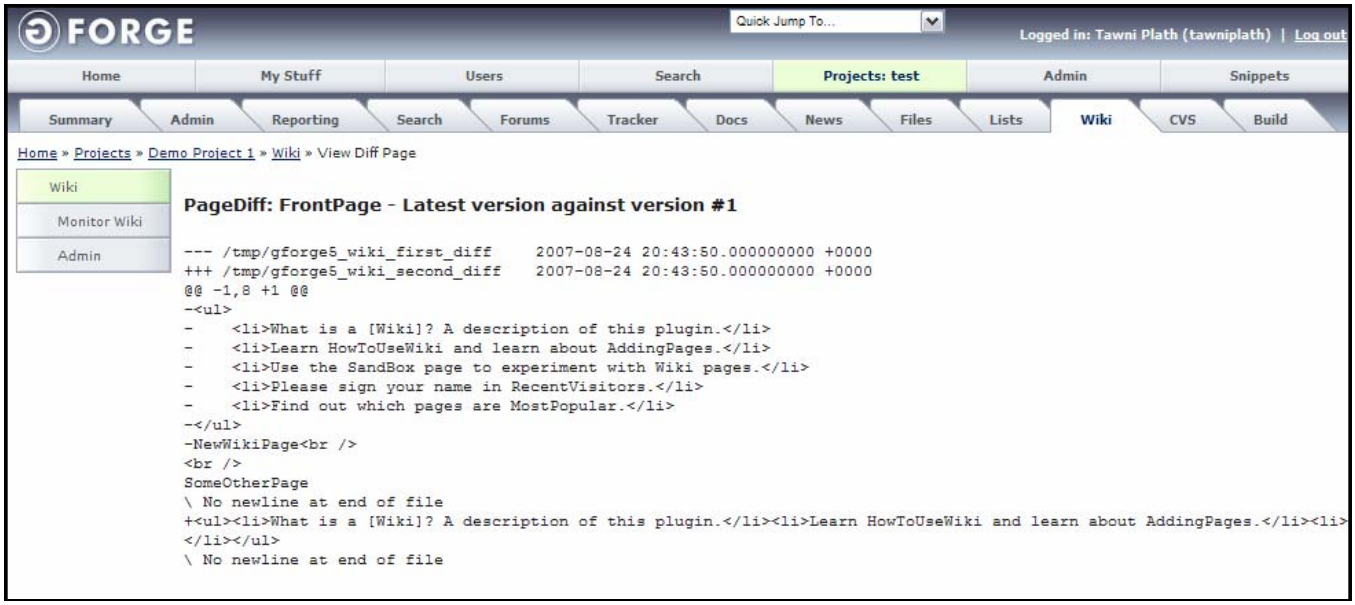


*Figure 25-4. Wiki Differences*


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## 25.3 Monitoring a Wiki Page

To receive e-mails when a Wiki page is changed:

1. **Login** to GForge.
2. Navigate to the **Project** that contains the Wiki page you desire to monitor.
3. Click the **Wiki** tab.
4. Navigate to the **Wiki** page you desire to monitor.
5. Click **Monitor Wiki**. The link changes to Stop Monitoring and you receive an e-mail whenever the Wiki page changes.

### 25.3.1 Stopping a Wiki Page Monitor

To end receiving e-mails when a Wiki page has changed:

1. **Login** to GForge.
2. Navigate to the **Project** that contains the Wiki page you desire to end monitoring.
3. Click the **Wiki** tab.
4. Navigate to the **Wiki** page you desire to end monitoring.
5. Click **Stop Monitoring**. You no longer receive an e-mail when the Wiki page changes. The link changes to Monitor Wiki.


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