Short Invenio* Admin Guide

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NADRE Tutorials

* ver: 1.2.1
Outline

• Web Administration
  • Tree collection customisation
• Web Access
  • How to submit a resource
• Server Administration
  • Check components status
  • Authorise a new record
  • Register a DOI in the DataCite Metadata Store
• References
Web Search – Add collection

1. ADMINISTRATION
2. Configure WebSearch
Web Search – Add collection

1. Create a new collection
2. Type the name of the new collection. (as a general rule we indicate the type of collection in uppercase: PUBLICATIONS)
3. “Add collection”
Web Search – Add collection

1. Once you added, it will be listed in the of collections not attached to a tree
2. Set the parent collection and the relationship (Regular) and then click “Add”
Web Search – Add collection

1. If the operation is successfully completed the collection will not be listed in the collections that are not in a tree. Show all let you see the whole collections tree

WebSearch Admin

<table>
<thead>
<tr>
<th>Menu</th>
<th>1</th>
</tr>
</thead>
</table>

Attach collection to tree

These collections are not in the tree, and should be added:
AVR AAIT, AVR BDU, DATASETS AAIT, DATASETS BDU, IMAGES AAIT, IMAGES BDU, PRESENTATIONS AAIT, PRESENTATIONS BDU, POSTERS AAIT, POSTERS BDU, PUBLICATIONS AAIT, PUBLICATIONS BDU, SOFTWARE AAIT, SOFTWARE BDU, THESIS AAIT, THESIS BDU

Attach collection:
- select collection -

to parent collection:
- select parent collection -

with relationship:
- select relationship -

Add

Operation successfully completed.
The collection will appear on your website after the next webcoll run. You can either run it manually or wait until bibsched does it for you.
Web Search – Add collection

1. Find the new collection (it should be the last in the list) and click on it for further edit.
Web Search – Add collection

1. Set the query as follow 980:”COLLECTIONNAMEUPPERCASENOSPACE”, in this case it will be 980:”PUBLICATIONSUNI-TEST” and then click Modify
2. Click 3. Modify translations

Edit Collection

Overview of edit options for collection 'PUBLICATIONS Uni-Test'

Menu
0. Show all  1. Modify collection query  2. Modify access restrictions
1. Modify collection query for collection 'PUBLICATIONS Uni-Test' [2]

Query 980:”PUBLICATIONSUNI-TEST”  Modify

Query set for this collection.
Web Search – Add collection

1. Set the language in name in the supported languages and then click “Modify”
Web Submit – Add collection

1. ADMINISTRATION
2. Configure WebSubmit
Web Submit – Add collection

1. Select the Document Type, in this case Presentations, Publications, Software [DEMOART]

2. Scroll down to “Add a new Category” in order to set ID and Description of the new category:
   - ID: UPPERCASEWITHNOSPACE
   - Description: same as you set for language

   In our case:
   - ID: PUBLICATIONSUNI-TEST
   - Description: Publications Uni-Test

   Then click “Add Category”
Web Submit – Add collection

A message will be prompted confirming the operation

Configure Document Type

'RELATIONSUNI-TEST' Category Successfully Added

Main Menu

Configure Document Type:

DEMOART Document Type Details:

Document Type ID: DEMOART
Creation Date: 2008-03-06
Modification Date: 2017-02-17
Document Type Name: Presentations, Publications, Software
Document Type Description:

Edit Details

Submissions of Document Type DEMOART:

<table>
<thead>
<tr>
<th>Action</th>
<th>Creation Date</th>
<th>Modification Date</th>
<th>Displayed?</th>
<th>No. Pages</th>
<th>Button Order</th>
<th>Status Text</th>
<th>Level</th>
<th>Score</th>
<th>Stpage</th>
<th>End Text</th>
<th>View Submission Interface</th>
<th>View Submission Functions</th>
<th>Edit Submission Details</th>
<th>Delete Submission</th>
</tr>
</thead>
<tbody>
<tr>
<td>SBI</td>
<td>2006-03-06</td>
<td>2016-02-16</td>
<td>Y</td>
<td>1</td>
<td>1</td>
<td></td>
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<td></td>
<td>view interface</td>
<td>view functions</td>
<td>edit submission</td>
<td>delete submission</td>
</tr>
</tbody>
</table>
Web Submit – Add collection

Scrolling down you can check that you have the new element in the category list

<table>
<thead>
<tr>
<th>POSTERSDU</th>
<th>Posters DU</th>
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<th>edit</th>
<th>delete</th>
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<td>edit</td>
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<td>Posters HESC</td>
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<td>edit</td>
<td>delete</td>
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<td>PUBLICATIONSJU</td>
<td>Publications JU</td>
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<td>edit</td>
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<tr>
<td>SOFTWAREHESC</td>
<td>Software HESC</td>
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<td>▼</td>
<td>edit</td>
<td>delete</td>
</tr>
<tr>
<td>PUBLICATIONSUNI-TEST</td>
<td>Publications Uni-Test</td>
<td>▲</td>
<td>▼</td>
<td>edit</td>
<td>delete</td>
</tr>
</tbody>
</table>

Add a new Category:

ID:     Description:     Add Category
Web Access

How to submit a resource
Web Access – Submit a resource

1. In order to submit a resource go to section SUBMIT
2. Select the type of document you want to submit: Presentations, Publications, Software
Web Access – Submit a resource

1. Select the collection your resource belongs to
2. Then click on “Submit New Record”
Web Access – Submit a resource

1. Click **Reserve a DOI** to assign a unique Digital Object Identifier to your resource
2. Fill all other fields
Web Access – Submit a resource

1. Once finished click on Finish Submission
A message give us a feedback regarding the submission containing a link to the new record

Submit New Record

Submission Complete!

Your document has the following reference(s): PUBLICATION-SUNI-TEST-2018-001

Your document has the following URL: https://nadre.etnet.edu.et/record/610

It will soon appear on our server.

Thank you for using National Academic Digital Repository of Ethiopia.

Note that your submission has been inserted into the bibliographic task queue and is waiting for execution.

Because of a human intervention or a temporary problem, the task queue is currently set to the manual mode. Your submission is well registered but may take longer than usual before it is fully integrated and searchable.
Web Access – Submit a resource

A mail containing the same url is sent to both submitter and administrators so that the latter can authorise the request

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PUBLICATIONSUNI-TEST-2018-001: Document Received

Hello,

The document PUBLICATIONSUNI-TEST-2018-001
Title: Publication Uni-Test Title
Author(s): Publications Uni-Test Author1
Publications Uni-Test Author2

has been correctly received

It will be soon added to our Document Server.

Once inserted, you will be able to check the bibliographic information and the quality of the electronic documents at this URL:

<http://nadre.ethernet.edu.et/record/610>

If you detect an error please let us know by sending an email to nadre-support@ethernet.edu.et

Note that your submission has been inserted into the bibliographic task queue and is waiting for execution. Because of a human intervention or a temporary problem, the task queue is currently set to the manual mode. Your submission is well registered but may take longer than usual before it is fully integrated and searchable.

Thank you for using National Academic Digital Repository of Ethiopia Submission Interface.

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Best regards

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National Academic Digital Repository of Ethiopia <http://nadre.ethernet.edu.et>
Need human intervention? Contact <nadre-support@ethernet.edu.et>
Web Access – Submit a resource

Record is present on the repository but access it’s restricted until administrators don’t authorise it.
Server Administration

- Check components status
- Authorise a new record
- Register a DOI on DataCite Metadata Store (MDS)
Server Administration – Check components status

Bibsched* is the central unit of the system that allows all other modules to access the bibliographic database in a controlled manner, preventing sharing violation threats and assuring the coherent execution of the database update tasks.

```
nadre@nadre:~$ sudo -u www-data /opt/invenio/bin/bibsched status
[sudo] password for nadre:
2018-12-14 15:52:55 --> BibSched queue status report for nadre:
warning: pidfile /opt/invenio/var/run/bibsched.pid found referring to pid 3251 which is not running
2018-12-14 15:52:55 --> BibSched daemon status: DOWN
2018-12-14 15:52:55 --> BibSched queue running mode: AUTOMATIC
2018-12-14 15:52:55 --> Running processes: 0
2018-12-14 15:52:55 --> Waiting processes: 2
2018-12-14 15:52:55 -->  * Task(id=4170L, proc='bibupload', runtime=datetime.datetime(2018, 12, 14, 15, 25, 22), status='WAITING', priority=3, host='', sequenceid=890702653L
2018-12-14 15:52:55 -->  * Task(id=4171L, proc='bibtasklet', runtime=datetime.datetime(2018, 12, 14, 15, 25, 22), status='WAITING', priority=0, host='', sequenceid=890702653L
2018-12-14 15:52:55 --> Done.
```
Server Administration – Check components status

If the daemon is down administrators will not be notified when a user submit a new record. You can start it with the command:

```
$ sudo -u www-data /opt/invenio/bin/bibsched start
starting bibsched: warning: pidfile /opt/invenio/var/run/bibsched.pid found referring to pid 3251 which does not correspond to bibsched: cmdline is pid 3766
```
Server Administration – Check components status

Check the daemon status again

```
nadre@nadre:~$ sudo -u www-data /opt/invenio/bin/bibsched status
2018-12-14 15:58:50 --> BibSched queue status report for nadre:
2018-12-14 15:58:50 --> BibSched daemon status: **UP**
2018-12-14 15:58:50 --> BibSched queue running mode: **AUTOMATIC**
2018-12-14 15:58:50 --> Running processes: 0
2018-12-14 15:58:50 --> Waiting processes: 0
2018-12-14 15:58:50 --> Done.
```
Server Administration – Check components status

If the queue running mode is MANUAL, access the administrative interface with

```
sudo -u www-data /opt/invenio/bin/bibsched
```
Server Administration – Check components status

Hit a or A to switch between Automatic and Manual Mode

<table>
<thead>
<tr>
<th>ID</th>
<th>PROC [PRI]</th>
<th>USER</th>
<th>RUNTIME</th>
<th>SLEEP STATUS</th>
<th>HOST</th>
<th>PROGRESS</th>
</tr>
</thead>
<tbody>
<tr>
<td>4172</td>
<td>bibrank</td>
<td></td>
<td>2018-12-21 16:10:59 7d</td>
<td>WAITING</td>
<td></td>
<td>Will exec</td>
</tr>
</tbody>
</table>

Phone battery low
Charge your phone to keep using WhatsApp

Elisa Bruno
14:38

Papà
10:26

Vero gruppo SUPERIORE
Yesterday
Fabio: La cosa parte da tornare, ma...
Server Administration – Check components status

This is the interface view in Automatic Mode. To exit per q
**Server Administration – Authorise a new record**

**Bibindex** and **webcoll** are the two scripts you need to run in order to authorise new records submitted.

```
nadre@nadre:~$ sudo -u www-data /opt/invenio/bin/bibindex
nadre@nadre:~$ sudo -u www-data /opt/invenio/bin/webcoll
2018-12-17 13:59:00 --> Task #4174 submitted.
```
Server Administration – Authorise a new record

Record status is restricted before running bibindex and webcoll
Server Administration – Authorise a new record

Record available for everyone after running bibindex and webcoll
Server Administration – Register a DOI in DataCite

Once the record is authorised you need to associate the Invenio URL to the DOI, so that others can reference your work and gain the maximum visibility.
A script on your Invenio server can automatically set the DOI to the DataCite Metadata Store (https://www.datacite.org/)

nadre@nadre:~$ cd /opt/invenio/var/www/form/
nadre@nadre:/opt/invenio/var/www/form$ ./doi_loader.py
Server Administration – Register a DOI in DataCite

Alternatively you can load DOI manually logging in on: https://doi.datacite.org/
Server Administration – Register a DOI in DataCite

1. Go to DOIs section
2. Click Create DOI (File Upload)
Server Administration – Register a DOI in DataCite

Fill the form with all the needed info as DOI, State (Findable), the URL, and upload the XML file with metadata.
Server Administration – Register a DOI in DataCite

All the information you need is in your record

url

NADRE
National Academic Digital Repository of Ethiopia

Publication Uni-Test Title

Publication Uni-Test Author1; Publication Uni-Test Author2

14 December 2018

Abstract: Publication Uni-Test Abstract

Identifier(s): 10.20372/nadre:1544788338.39

licence: cc-by-4.0

The record appears in these collections:

Publications > Publications Uni-Test
Server Administration – Register a DOI in DataCite

Attach the string `/export/xdc?ln=en` to your URL in order to download the XML file. In our case is: `https://nadre.ethernet.edu.et/record/610/export/xdc?ln=en`

Before uploading the file remember to remove the tag `<collection>` `</collection>` from the file.
References

• Invenio: https://invenio-software.org/legacy/
• Installation guide: https://raw.githubusercontent.com/inveniosoftware/invenio/maint-1.2/INSTALL
• User guide: http://demo.inveniosoftware.org/help/
• Administrator guide: http://demo.inveniosoftware.org/help/admin/
• Developer guide: http://demo.inveniosoftware.org/help/hacking/
Thank you!
አመሰግናለሁ!
አመሰግናለሁ!