

Updating an Existing Project with the new secure CONTENTdm Server URL July 2016

CARLI staff are making security updates to CARLI'S CONTENTdm server. These updates require that you make a change to the server URL used by each project in the CONTENTdm Project Client. This is a one-time change that will need to be made by July 29, 2016 to each project that you plan to use.

- 1. Open the CONTENTdm Project Client.
- 2. From the main Project Client screen, go to the Project > Edit Project option in the menu.

CONTENTdm Project Client				
Project Add Item Edit Admini	istration Help			
New				
Open				
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Edit Project				
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Import Project Settings				
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Create New Project	Choose a Task			
Open Existing Project	To create a new project			
	You will need your CONTENT dm Senver address user	* • • • • •		
	name and password.	Create New F	roject	
🕜 Help		🕋 Import share	d project	
	To open a shared project			
	You will need to know the location on the network of the			
	shared project. Only one user at a time may work in a shared project.			
	CONTENTdm Community		User Support Center	
	Featured Collections		A Help	
			The first state of the state of	
	World War I and II Posters			
	Goucher College Printed Music Collection		User Support Center	
	Robert F. Stroud Collection			
	Seedbed Mathematics Teaching Journal			
			Project Client is up to date	

3. Select a project and click "Edit". <u>Note: This server URL change must be done for each project that you plan to use after July 29, 2016</u>.

Project	
Edit an existing project	
CONTENTdm Server URL	
http://collections.carli.illinois.edu:8080/	
Collections	Projects
CARLI Test Collection (CARLI)	Project 1 for CARLI Test collect
Edit	Cancel

4. In the Edit Project window, enter the new server URL: https://collections.carli.illinois.edu:8443 Note that there are two changes to make to the URL string:

- 1) the URL must start https (not http)
- 2) the port number after the colon must change to 8443

Click OK to save the changes.

https://colle	ctions.carli.illinois.edu:8443	/	
Collection In	formation	Project Settings	_
Collection Name:	CARLI Test Collection (CARLI)	Project Name	Project 1 for CARLI Test collection
Collection	/carli_test	Username	yourusername
Alias:		Password	****

5. To open the edited project, go back to the client home page and choose the Project > Open option from the menu.

Choose a Task		
To create a new project		
You will need your CONTENTdm Server address, user	🏫 Create New	Project
name and passivoru.	🖭 Import share	ed project
To open a chared project		
You will need to know the location on the network of the		
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	Choose a Task To create a new project You will need your CONTENT/dm Server address, user name and password. To open a shared project You will need to know the location on the network of the shared project. Only one user at a time may work in a shared project. CONTENT/dm Community Featured Collections To Goucher College Printed Music Collection To Robert F. Stroud Collection Seedbed Mathematics Teaching Journal	Choose a Task To create a new project You will need your CONTENTidm Server address, user main and password. Import share To open a shared project You will need to know the location on the network of the shared project Only one user at a time may work in a shared project. CONTENTIdm Community Featured Collections Image: Goucher College Printed Music Collection Image: Robert F. Stroud Collection Image: Seedbed Mathematics Teaching Journal

6. Use the CONTENTdm server URL drop-down list to select the new server URL: https://collections.carli.illinois.edu:8443

Open Existing Project 🗾 🗾	
Open an existing project	
CONTENTION server URL:	
https://collections.carli.illinois.edu:8443/	
Collections:	Projects:
CARLI Test Collection (CARLI)	Project 1 for CARLI Test collecti
Open Cancel	

7. Once the new server URL is selected, a list of projects will appear. Choose a project and click "Open" to open the project.

Open Existing Project			
Open an existing project			
CONTENTdm server URL:			
https://collections.carli.illinois.edu:8443/			
Collections:	Projects:		
CARLI Test Collection (CARLI)	Project 1 for CARLI Test collecti		
Open	Cancel		

Your project is now available for importing images and creating metadata.