

# Orxonox PPS HowTo

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## 1 Introduction

This is the HowTo to the Orxonox PPS. It (hopefully) contains everything you need to know to successfully organize the Orxonox PPS.

This document is structured in the order that things are best approached, beginning with what to do before the PPS actually starts, with tasks ranging from reserving rooms, to hiring the teaching assistants. After that there are some tips for the PPS itself. Then we deal with the inevitable presentation and finally we wrap things up.

## 2 Preparation before the PPS

In preparation of the Orxonox PPS there are several things that need to be done.

**Choose a week day to hold the PPS** In the fall semester PPS this normally is Wednesday (for 2<sup>nd</sup> year students), in the spring semester it's Monday (for 1<sup>st</sup> year students) and Thursday (for 2<sup>nd</sup> year students).

**Reserve the rooms** Rooms will be needed, to hold the introduction and to later hold the PPS. The rooms for the introduction can be reserved through the BIWI by contacting Christina Krueger (ckrueger@vision.ee.ethz.ch), commonly we used the ETF C109 room for the introduction. Alternatively, you can reserve a room yourself here: <http://www.rektorat.ethz.ch/depts/rooms/raumanfrage/index>; to do so, you must provide the lecture number for PPS in general (227-0080-00L or 227-0085-00L). Reservations can be checked through <http://www.rauminfo.ethz.ch>. The computer room (commonly ETZ D96.1) can be reserved through the following web interface <https://apps.ee.ethz.ch/srrs/sparc>. Be sure to do this sufficiently early.

**Employ new assistants** After having found a new assistant he (or she) is going to have to get some additional access privileges.

- Create a new orxonox mail account. To that end you have to log on to the Orxonox server (see 7.1) and do the following:

```
1 # become root
2 sudo su
3 # create the user and create home-dir
4 useradd -m username
5 # set the password for the user
6 passwd username
7 # now create the maildir directory for the new user
8 cd /home/username
9 mkdir .maildir
10 chown username:users .maildir
11 chmod 700 .maildir
```

Now send an email to this new account so that the postfix server creates and initializes all sub-directories automatically.

- Moderator privileges in <http://forum.orxonox.net>, open the Administration Control Panel (see 7.3) And then add the new assistant to the PPS-Leaders group.
- Privileges for trac. You have to login to the trac administration interface (see 7.2) and add the new assistant to the "ppsleader" group.

**Create a new mailing list** Create a new mailing list for the PPS. The administrations interface can be found here: <https://admin.orxonox.net/mailman/admin>. The site-wide password is `go4orxonox`. Also add the new mailinglist to the Orxonox-pps list, by going into its non-digest options menu and adding your mailinglist to the included lists. The Orxonox-pps list is an umbrella list for all pps lists. If a mail is sent to that list it will go to each subscriber of each pps list.

**Create tickets for the students** Create new tickets and revise old ones in the PPS report (<http://www.orxonox.net/report/11>).

**Update the PPS website** Update [http://www.orxonox.net/wiki/PPS\\_main](http://www.orxonox.net/wiki/PPS_main), move the old timetable and projects to the PPS Archive and make an announcement on the main site.

**Plan the Introduction** The topics and slides of previous PPS semesters can be found in the PPS Archive. Commonly they were:

- Introduction (History, Overview)
- Licensing
- SVN
- Blender with tutorial
- Website and Trac
- Framework and coding tutorial

**Procure funding for the pizza sessions** Make sure we get a budget for the pizza sessions at the AMIV GV. The Orxonox Pizza-Session should be part of the normal budget, but you best check whether it is included and complain beforehand if it isn't.

## 3 During the PPS

### New students

- Add them to the mailing list, send a welcome mail to the mailing list, introducing Orxonox and relaying the rough timetable and rooms.
- Create a svn user for each of them, login on to the orxonox server (7.1), changing into `/var/svn`, and executing as root:

```
1 cat svnusers | grep username
```

To check, whether the username is taken, and then (with superuser privileges):

```
1 htpasswd -m ./svnusers username
```

Upon which the student can enter his desired password.

Also each user needs to be added to the orx-pps group in the `svnaccess` file.

- Add them to the developers group in trac. (Under **Permissions** in the trac administration interface 7.2)
- Write to support@ee.ethz.ch, to ask for orxonox extra-home access for all students and assistants. Mention who the assistants are (they like to know).

**Trouble with the Server** Restart it yourself by logging on (7.1) and execute

```
1 sudo reboot 0
```

or if you can't log on, write to it@vseth.ethz.ch to have it restarted.

**Reviews** Schedule 2-3 reviews during the semester, where each students, very briefly, presents what he has done so far and what he is currently working on, to the other students.

**Pizza session** Towards the end of the semester if the students need some more time to work on their projects a pizza session can be held, where everyone (who wants to) can stay late and in the course of which we all eat some pizza. The AMIV gets its pizzas from <http://monterigi.ch/>, you'll get a discount if you mention you're from the AMIV when ordering.  $\frac{1}{2}$  to  $\frac{2}{3}$  large pizzas per person have proven to be sufficient. Be sure to keep the receipts and give them to the AMIV Quästor to be reimbursed.

## 4 The Presentation

The presentation is the last instance of the PPS, be sure to make the students aware of it's existence beforehand and schedule a date and reserve rooms sufficiently early.

### 4.1 Information

Send a mail to the announce mailinglist, add a news item on the main page on our website and add a tweet (best via identi.ca) (7.5).

**Massmail** Send a Massmail to all ITET students inviting them to the presentation. Send a mail with the message both in german and english to the support@ee.ethz.ch to have it distributed.

**Invite our benefactors** Invite Prof. Székely (szekely@vision.ee.ethz.ch) and Jonas Spillmann (jonas.spillmann@vision.ee.ethz.ch) to the presentation.

## 4.2 Slides

Create new slides or adapt the old ones. The slides of previous conventions can be found in the webdev <http://svn.orxonox.net/webdev/conventions/> be sure to add a folder for the new convention and add your slides there.

## 4.3 Poster

Create, print and distribute a poster inviting to come see our presentation. The posters can be printed via the widely known vpn pdf webinterface on the color printer (X7760) at ETZSPEZ. 20 posters have proven to be sufficient. Locations where the posters can/should be placed are:

- Various boards in the ETZ building
- Boards at the entrance in the ETF and in front of the lecture halls ETF C1 and ETF E1
- In the CAB
- Some places in the HG
- ML
- One at the AMIV

## 5 Aftermath

### 5.1 Say thanks

Say thanks to Prof. Székely and Jonas Spillmann for their support and give them a short progress and status report.

### 5.2 Delete extra-homes

Write a mail to support@ee.ethz.ch to tell them that the semester is over and the extra-homes can be deleted. Make sure to thank them for their effort.

### 5.3 Passing on the torch

After a suitable replacement has been found, he (or she) needs to get some additional privileges (and this .pdf).

**Access and root privileges on the Orxonox Server** The successor needs to have a RSA private/public key pair (use `ssh-keygen` to generate one). Login to the Orxonox server (see 7.1). Add the public key to the `/.ssh/authorized_keys` file of the user. Add the user to the `wheel` group in `/etc/group`. (For sudo privileges)

**Privileges on trac** Also admin access to trac is needed. Which can be done through the trac administration interface (see 7.2), and permissions. The user has to be added to the "ppsleader" group.

**Privileges in the forum** Go to the administration control panel (see 7.3) and add the user to the "Administrators" group.

**Mailinglist** The successor needs to be added to the contact@orxonox.net mailinglist as a list administrator.

**Introduce the successor** Tell Doris Döbeli (ddoebeli@ee.ethz.ch), Christina Krueger (ckrueger@vision.ee.ethz.ch), Prof. Székely (szekely@vision.ee.ethz.ch) and Jonas Spillmann (jonas.spillmann@vision.ee.ethz.ch) about the new PPS leader.

## 6 Orxonox Events

Normally there are two special Orxonox events per year.

### 6.1 Orxonox Fondue

Somewhere in the fall semester there usually is a Fondue event with PPS students and other Orxonox-enthusiasts.

### 6.2 Orxonox Grillparty

At the end of the spring semester there is the Orxonox Grillparty, be sure to invite both the current pps students as well as the veterans. The Irchel park has proven to be a nice place to host such an event.

## 7 Appendix

### 7.1 Login on the Orxonox Server

Login on to the orxonox server is fairly straight forward. Open a terminal and type:

```
1 ssh username@orxonox.net
```

### 7.2 The Trac Administration Interface

You have to log in to track and then click on the rightmost item in the trac navigation, which is called "Admin".

### 7.3 The Forum Administration Interface

The administration interface for the forum can be found via the "Administration Control Panel" link at the bottom of the forum website.

## **7.4 Twitter**

Username: Orxonox, password: go4orxtweets

## **7.5 Identi.ca**

Username: Orxonox, password: go4orxidentica

## **7.6 YouTube**

Username: Orxonox, password: go4orxvids