

PHP TELEPHONE DIRECTORY GUIDE

Contents

Terms of use
Disclaimer of warranty
Limited Liability

Objectives
Audience

Part 1 Introduction to PHP Telephone Directory

Overview.....	6
PHP Telephone Directory features.....	6
Operating requirements.....	6

Part 2 Installation

Overview.....	7
1. Installing application files.....	7
2. Installing the mySQL database.....	8
3. Setting user security.....	8

Part 3 The public search interface

Overview.....	10
Browse all records or search by keyword.....	10
Browse by department.....	11
Results status and navigating multiple search result pages.....	11
Dissecting the telephone records.....	12

Part 4 Administration

Overview.....	13
Logging in.....	13
Logging out.....	13
Managing users and passwords.....	14
The user security model.....	14
Managing users and passwords.....	14
Browsing user records.....	15
Searching user records.....	15
Navigating multiple pages.....	15
Adding user records.....	16
Viewing user details.....	17
Modifying user records.....	17
Deleting user records.....	17
Managing telephone listings.....	18
Browsing telephone listings.....	18
Searching telephone listings.....	18

Adding telephone listings.....	18
Viewing telephone record details.....	19
Modifying telephone listings.....	19
Deleting telephone listings.....	19
Managing department records.....	20
Browsing department records.....	20
Searching department records.....	20
Adding departments.....	20
Viewing department record details.....	21
Modifying department records.....	21
Deleting department records.....	21

Part 5 Integration

Integration.....	22
Simple Modifications.....	22

Database Schema Reference

Terms of use

Thank you for purchasing a rarephp product.

Purchasing a single copy of this product entitles you to do the following:

- Install (or modify and install) this product for your own use an unlimited number of times
- Install (or modify and install) this product for an unlimited number of clients, where you are engaged in a web design or development business.

You may not:

- Resell this product
- Modify and resell this product

Disclaimer of Warranty

RAREPHP DISCLAIMS ON BEHALF OF ITSELF ALL WARRANTIES AND CONDITIONS EITHER EXPRESS, IMPLIED OR STATUTORY. RAREPHP DOES NOT WARRANT THAT THIS PRODUCT WILL MEET CUSTOMER'S NEEDS OR THAT IT WILL OPERATE IN COMBINATION WITH SOFTWARE OWNED BY CUSTOMERS.

Limited Liability

IN NO EVENT SHALL RAREPHP BE LIABLE FOR ANY CONSEQUENTIAL, INCIDENTAL, OR SPECIAL DAMAGES WHATSOEVER (INCLUDING, WITHOUT LIMITATION, DAMAGES FOR LOSS OF PROFITS, BUSINESS INTERRUPTION, LOSS OF INFORMATION, OR OTHER PECUNIARY LOSS) ARISING OUT OF THE USE OF OR INABILITY TO USE THE SOFTWARE.

Objectives

This guide describes how to install, configure, and use PHP Telephone Directory. It includes file installation, MySQL database setup, and using the public search and administration interfaces. It also includes integration of this product into new projects and existing sites.

Audience

This guide is written for the following types of users:

- General users who want an overview of PHP Telephone Directory features and functions.
- Administrators who setup and maintain the PHP Telephone Directory and/or integrate the product.

Introduction to PHP Telephone Directory

PHP Telephone Directory allows you to manage a database of telephone listings online. It is suitable for providing contact information to internal employees and/or the general public.

This chapter includes an overview of PHP Telephone Directory features and describes operating requirements.

PHP Telephone Directory Features

PHP Telephone Directory offers:

- Public search form with keyword search, an optional department search, and record browsing, to find and view database records.
- Secure administration interface for the administration of telephone, department, and system user records.
- Use of CSS 2 to allow quick and easy changes to look and feel of public search and administration interface.

Operating requirements

PHP Telephone Directory requires:

- An internet server such as Apache or IIS
- PHP 4 or above
- mySQL server 4 or above.
- A recent version web browser such as Internet Explorer, Mozilla, or Netscape.

Installation

This chapter describes how to install PHP Telephone Directory.

Topics include:

- Installing application files
- Important files
- Installing the MySQL database
- Editing the settings.php file
- Setting user security

PHP Telephone directory is composed of three main parts: The database, backend administration web interface, and public search web interface. The public search interface allows the information in the database to be searched and viewed by the general public. The backend administration interface allows authorized users to manage all of the information in the database including telephone listings, users, and department information.

1. Installing application files

To install the required files simply unzip the `phptelephonedirectory.zip` file you have downloaded into the desired position in your web server's directory structure.

Important files

Some important files you will find after unzipping the delivery file are listed here:

Filename	Description
<code>index.php</code>	An example container document showing how the public search component (<code>publicsearch.php</code>) can be integrated into an existing or new web page.
<code>publicsearch.php</code>	The actual front end telephone directory search form and results listing script. Inline CSS is used to describe the presentation.
<code>administration.php</code>	The main administration interface script. Several other files with the prefix <code>inc_</code> will be listed. These are all used by the administration interface and are dynamically included as required.
<code>administration.css</code>	This file describes the presentation of the administration interface.
<code>settings.php</code>	Important application settings including database information and security values are stored here.
<code>databasewrapper.php</code>	This file contains all the database functions used by public search and the administration interface. Currently it only contains MySQL

	compatible code. However you could modify this file so that the application runs with a different database.
logout.php	You are redirected here when logging out of the administration section, clearing all security session variables.
common.php	Contains more functions used by the administration interface, primarily for displaying common HTML screen components.

2. Installing the mySQL database

You should consult your web host documentation to see how to install mySQL databases. We have provided a database creation script called `phptelephonedirectory.sql` in the assets folder. This creates a mySQL database called `phptelephonedirectory`. However, depending on how your hosting provider does things, you may not be able to use this.

A hosting provider may lock you into a certain naming convention for your databases, which means you would have to change the `CREATE DATABASE` reference in the SQL script to reflect a different name for the database.

In a worst case scenario, you may have to use your hosting provider's interface to create a database initially, and then use the database schema at the end of this guide to manually create the three database tables that make up the backend database.

Editing the settings.php file. Important!

You must also edit the `settings.php` file to set the correct database connection information, including host, username, password, and database name. If you have used our creation script the database name should be set to `phptelephonedirectory`. Otherwise use the database name you have created, or been provided with. The other values will depend on your web host environment.

Once you have setup the database you can test it by viewing the `index.php` file in your web browser. If no database errors are displayed when attempting to search, you can continue.

3. Setting user security

Your administration interface is not secure to begin with. Viewing the `administration.php` file in your web browser will give you immediate access to the interface so that you can create your first *Super* user.

To do this:

- 1 Click on the Users link on the left hand side main menu. You will enter the User listings page and a message should say there are no user records available.
- 2 Click the New user link below the heading that says User listings and a new page should appear with a form titled New user record.
- 3 Enter Username, Fullusername, and Password.
- 4 Important! Ensure the Access level drop down list is set to SUPER.
- 5 Make sure the Active checkbox is ticked. It is by default.
- 6 Click Save user. A message will appear saying that a new user record was saved.
- 7 Click the logout link at the top right hand corner of the screen.

Now that you have created a super user you need to edit the `settings.php` file.

- 8 **Edit the `settings.php` file, changing `$strSecurityoverride = "ON"` to `$strSecurityoverride = "OFF"` and replace the settings file with this new one.**

Now when you attempt to access the administration area a login form will be presented asking for a username and password. The application administration interface is now secure, and you can use the username and password you just saved to access the interface and begin adding telephone records, users, and departments.

The public search interface

This chapter describes how to use the public search interface to browse, or find telephone contact details.

Topics include:

- Browsing all records or searching by keyword
- Browsing by department
- Results status and navigating multiple search result pages
- Dissecting the telephone records

The web based public search interface allows you to browse all telephone records, search records using a keyword, or as an option, browse all records in a particular department.

By default, viewing the index.php file in your web browser will display the search form.

Browse all records or search by keyword

To browse all telephone listings:

- 1 Leave the Keyword search field blank and click the Go button next to the Keyword search field.

To search for a particular telephone listing:

- 1 Enter your search keyword into the Keyword search field as shown below.
- 2 Click the Go button next to the Keyword search field.



The screenshot shows a web form titled "Telephone directory search". It contains two rows of input fields. The first row is labeled "Keyword search:" and has a text input field containing the word "smith" and a "go" button to its right. The second row is labeled "Browse by department:" and has a dropdown menu with "Choose..." selected and a "go" button to its right.

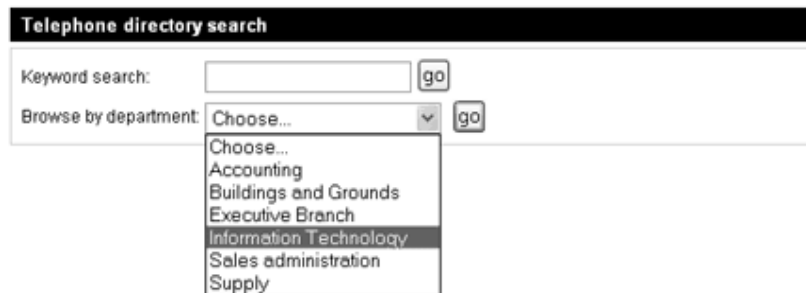
The keyword is searched against most of the telephone listing fields including Pointcode, Name, Position, Email, Location, and all of the contact numbers. If no records exist, or are found, a status message will be displayed. Otherwise one or more records will be displayed.

Browse by department

If the public department search option is on, as it is by default, you will be able to browse all records in a particular department.

To browse records in a particular department:

- 1 Select the department you wish to view from the drop down list as shown below.
- 2 Click the Go button next to the Department drop down list.



The screenshot shows a web form titled "Telephone directory search". It has two main sections. The first section is "Keyword search:" with a text input field and a "go" button. The second section is "Browse by department:" with a dropdown menu and a "go" button. The dropdown menu is open, showing a list of departments: "Choose...", "Accounting", "Buildings and Grounds", "Executive Branch", "Information Technology", "Sales administration", and "Supply". The "Information Technology" option is currently selected and highlighted.

Results status and navigating multiple search result pages

When a search or browse action is performed you will be shown status information about this action, and the records that are returned.

Status information includes any keyword or department search criteria you have used, as well as the number of results returned.

If a large number of records are found, then by default only the first 10 records are shown. A paging navigation tool is then displayed at the bottom of the records list. For example:

[1](#) [2](#) [3](#) [4](#) [5](#) [6](#) [7](#)

Each number indicates a page. For instance page 2 would contain records 11 to 20. Page 3 would contain records 21 to 30, and so on. Page 6 is not linked, and this indicates you are currently viewing page 6.

A maximum of 10 pages are shown at any one time. For even larger record sets (over 100 records) you would see something like the following:

[Prev 10 pages](#) [21](#) [22](#) [23](#) [24](#) [25](#) [26](#) [27](#) [28](#) [29](#) [30](#) [Next 10 pages](#)

Here extra links are provided at either side of the page navigation tool to allow you to see the previous 10 or next 10 pages.

Dissecting the telephone records

Telephone records that are returned will be displayed as shown below.

```
Keyword = web dev
Results: 1 match found.

Tim Lockwood
Web Developer
Information Technology
Room 14 Level C
ph: 555 0190 ext: 190 other: 555 0191 mobile: 0400 143234
fax: 555 0100
email: timlockwood@qyzcorporation.tl
```

Each record is dynamically displayed according to the information available in the record. The above example has all its fields filled in. Therefore it shows a complete range of contact information starting with the contact's name, position in the organization (Web Developer), department (Information Technology), and location (Room 14 Level C). Telephone information is then shown including telephone number, any internal extension, any other number, and mobile phone number. On the next line a fax number is displayed if it exists. Finally, the email address of the contact is shown.

Administration

This chapter describes how to login to the PHP Telephone Directory administration area and how to perform common tasks.

Topics include:

- Logging in
- Logging out
- Managing users and passwords
- Managing telephone listings
- Managing departments

Logging in

To login to the PHP Telephone Directory administration area, open your web browser and enter the appropriate URL location.

For example:

```
http://<myhost>/phptelephonedirectory/administration.php
```

A login page appears.

Telephone Directory administration

username:	<input type="text" value="myusername"/>
password:	<input type="password" value="••••••"/>
	<input type="button" value="login"/>

Enter your username and password and click the login button. If your details are correct you will be taken into the administration area. Otherwise an error message will be displayed in the box, and you will have another opportunity to enter your login details.

Logging out

When you are logged in, the current user login name is displayed at the top right hand side of the administration screen. Clicking the logout link next to this name will log you out of the system.

Managing users and passwords

The user security model

PHP Telephone Directory's built-in user management allows you to create user records with one of three access levels: *Super*, *Administrator*, or *User*. The first user you create during the installation process is a *Super* user. The differences between the user access levels are as follows.

Super – a *Super* user will have access to all the main menu options. It can manage telephone records, department records, and user records. The *Super* user can create system users with any access level including *User*, *Administrator*, and *Super*. When viewing lists of users the *Super* user will see all of the available user records.

Administrator – an *Administrator* user will also have access to all the main menu options and be able to manage telephone records, department records, and user records. The major difference between *Administrator* and *Super* users is in relation to managing user records. When viewing lists of user records, the *Administrator* user will only see users with the access level of *User*, and will only be able to create, modify, or delete users with the access level of *User*.

User – a user record with an access level of *User* is limited to managing telephone records. It cannot manage user or department records, and will not see these options in the main menu.

In summary, you can think of *Super* user/s as the all powerful users that can create *Administrators*, and can themselves perform any function within the system. The role of *Administrator* users is to perform administrative level functions such as adding or deleting departments, and managing users with the access level of *User*. Accounts with the *User* access level exist only to allow that user to add, modify or delete telephone records.

Managing users and passwords

Managing users is allowed only by existing system users with an access level of either *Super* or *Administrator*. The exception to this rule is when you are initially installing this program. At that time no users exist, and an override setting in the settings file is giving you access so you can create your first *Super* user.

Click on the Users link on the main menu to ensure you are in the right area. This link will not be shown if you are not logged in as a *Super* or *Administrator* user.

Browsing user records

To browse all user records:

- 1 Click the Browse link in the upper right corner of the page.

If no user records exist a status message appears. If there are existing user records you will be presented with a list of those records. If a large number of user records exist, you will be presented with the same list, however a page navigation tool will also be shown, allowing you to move through a large number of records. Each row in the list represents a user record. On each row, links are available to view, edit, or delete user records.

View	Edit	Delete	User Name	User Full Name	Access Level	Status
			Guest	Guest account	User	inactive
			linda	Linda Babcock	Administrator	active
			tim	Tim Lockwood	Super	active

Searching user records

You can search for a specific user record by providing a keyword that searches on the user name, and user full name fields in that record.

To search users with a keyword:

- 1 Type your search keyword into the Find: textbox.
- 2 Click the Go button.

Note: Clicking the Go button without entering a search field works similar to the browse function.

Navigating multiple pages

If a large number of records are found, then by default only the first 10 records are shown. A paging navigation tool is then displayed at the top of the records list. For example:

[1](#) [2](#) [3](#) [4](#) [\(5\)](#) [6](#) [7](#)

Each number indicates a page. For instance page 2 would contain records 11 to 20. Page 3 would contain records 21 to 30, and so on. Page 5 is in brackets and is not linked. This indicates you are currently viewing page 5.

A maximum of 10 pages are shown at any one time. For even larger record sets (over 100 records) you would see something like the following:

Here, extra links are provided at either side of the page navigation tool to allow you to see the previous 10 or next 10 pages.

You may notice that your position in the record list is maintained, even when performing other functions. For example if you have searched for telephone listings with a certain number and are on page 5, if you delete a record and then click on the Directory main menu item, you will return to page 5. This state will be maintained until you perform another search or browse action. If you move to another area in the main menu however, the state is reset.

Adding user records

To add a new user record:

- 1 Click the New user link in the upper right hand corner of the screen.
- 2 Enter the details of the new listing into the New user record form.
- 3 Click Save.

Important! This is where you set the password giving access to the system. Note that there are no restrictions on what a password can be. Be sure to keep passwords in safe and secure locations.

A status message will appear confirming that the new user record has been saved.




The following table provides a description of the information you can add to each user record.

Field	Description
Username	username used to login
Password	password used to login
User full name	Full name of the user
Access level	Type of user: User, Administrator, or Super
Active	If the checkbox is selected then the user is active, otherwise the user is inactive. Inactive user accounts cannot login to the administration interface until they are activated.

Viewing user details


To view user record details:

- 1 Identify the user record you wish to view on the list of user records.
- 2 Click the View icon  next to this record.

A new screen titled View user record appears displaying the details for this user.

Modifying user records


Important! This is where you can change user passwords.

- 1 Identify the user record you wish to modify in the list and click the Edit icon  next to this record.
- 2 Make changes to all the form fields you need to modify.
- 3 Click Update.

Edit user record

Username	<input type="text" value="linda"/>
Password	<input type="text" value="group"/>
User Full Name	<input type="text" value="Linda Babcock"/>
Access Level	Administrator <input type="button" value="v"/>
Active	<input checked="" type="checkbox"/>
<input type="button" value="update details"/>	

Deleting user records

- 1 Identify the user record you wish to delete in the list and click the Delete icon  associated with that record.
- 2 A confirmation screen will appear with 2 links. Click the Cancel link to go back to the record list, or click the Confirm link to actually delete the record.

Managing telephone listings

Click on the Directory link on the main menu to ensure you are in the right area.

Browsing telephone listings

To browse all telephone records:

- 1 Click the Browse link in the upper right corner of the page.

If no telephone listings exist a status message appears. If there are existing telephone listings you will be presented with a list of those records. If a large number of telephone listings exist, you will be presented with the same list, however a page navigation tool will also be shown, allowing you to move through a large number of records. Each row in the list represents a telephone record. On each row, links are available to view, edit, or delete telephone listings.

Searching telephone listings

You can search for a specific telephone listing by providing a keyword that searches on the fields in that record.

To search telephone listings with a keyword:

- 1 Type your search keyword into the Find: textbox.
- 2 Click the Go button.

Note: Clicking the Go button without entering a search field works similar to the browse function.

Adding telephone listings

To add a new telephone listing:

- 1 Click the New telephone link in the upper right hand corner of the screen.
- 2 Enter the details of the new listing into the Create new telephone record form.
- 3 Click Save.

A status message will appear confirming that the new telephone record has been saved.


The following table provides a description of the information you can add to each telephone listing.

Field	Description
Point code	Used for any internal naming scheme given to telephone and/or data points
Name	Name of the person holding these contact details
Position	Position of the person in the organization i.e. manager, accountant etc.
External number	The number a person external to the organization could use to contact this person
Internal extension	The extension number internal users could use to contact this person
Mobile / cell	mobile or cell phone number
Other number	Any other number such as a secondary work number or home phone
Fax	Fax number
Email	Email address for this person
Location	Geographic location of this person i.e. San Francisco branch, Room 214, Science building etc.
Active	If the checkbox is selected then the listing is active, otherwise the listing is inactive. Inactive listings will NOT appear in any public search results.

Note: None of these fields actually need to be filled in to save a record. That is; there are no constraints on the database fields, such as NOT NULL.


Viewing telephone record details

To view telephone listing details:


- 1 Identify the telephone listing you wish to view on the list of telephone records.
- 2 Click the View icon  next to this record.

A new screen titled View telephone listing appears displaying the details for this listing.

Modifying telephone listings

- 1 Identify the telephone listing you wish to modify in the list and click the Edit icon  next to this record.
- 2 Make changes to all the form fields you need to modify.
- 3 Click Update.

Deleting telephone listings

- 1 Identify the telephone listing you wish to delete in the list and click the Delete icon  associated with that record.
- 2 A confirmation screen will appear with 2 links. Click the Cancel link to go back to the record list, or click the Confirm link to actually delete the record.

Managing department records

Telephone listings can be categorized under department headings. This section describes how to browse, search for, view, add, modify, and delete departments.

Click on the Department main menu item on the left hand side of the screen to ensure you are on the correct page. A new page titled Department listings will appear.

Browsing department records

To browse all department records:

- 1 Click the Browse link in the upper right corner of the page.

If no department records exist, a status message appears. If there are existing department records you will be presented with a list of those records. If a large number of department records exist, you will be presented with the same list, however a page navigation tool will also be shown, allowing you to move through a large number of records. Each row in the list represents a department record. On each row, links are available to view, edit, or delete department records.

Searching department records

You can search for a specific department record by providing a keyword that searches on the department name.

To search departments on a keyword:

- 1 Type your search keyword into the Find: textbox.
- 2 Click the Go button.

Note: Clicking the Go button without entering a search field works similar to the browse function.

Adding departments

To add a new department record:

- 1 Click the New department link in the upper right hand corner of the screen.
- 2 Enter the name of the new department in the Create new department form.
- 3 Click Save.


A status message will appear confirming that the new department record has been saved.

The following table provides a description of the information you can add to each department record.

Field	Description
Department name	Name of the department i.e. Accounting


Viewing department record details

To view department record details:

- 1 Identify the department record you wish to view on the list of department records.
- 2 Click the View icon  next to this record.


A new screen titled View department record appears displaying the details for this department.

Modifying department records

- 1 Identify the department record you wish to modify in the list and click the Edit icon  next to this record.
- 2 Make changes to the Department Name field.
- 3 Click Update.

Important! Be aware that when you change the name of a department, any telephone listings containing that department will be updated too. The telephone listing's department field will be updated with the new department name.

Deleting department records

- 1 Identify the department record you wish to delete in the list and click the Delete icon  associated with that record.
- 2 A confirmation screen will appear with 2 links. Click the Cancel link to go back to the record list, or click the Confirm link to actually delete the record.

Important! Be aware that when you delete a department record, any telephone listing with that department will have its department field cleared.

Integration

Integration

Integrating PHP Telephone Directory into a website is quite simple. By examining the `index.php` file in the distribution, you can see how to simply include the `publicsearch.php` file into any file with a `.php` extension. This allows you to port your public search functionality into existing or new projects with ease.

Simple modifications

You can change the look and feel of this product by changing the Cascading Style Sheet information for the public search, and administration module.

Simply investigate the underlying code to see which CSS selector, id, or class applies to the part of the screen you wish to change and edit the matching CSS description.

The public search component (`publicsearch.php`) uses inline CSS, so open the `publicsearch.php` file to edit the CSS.

The administration module links to an external file which describes its presentation. Open the `administration.css` file to edit the CSS.

Modifications to the actual functionality of this product are beyond the scope of this document. Only experienced web developers should attempt to modify this product. You should keep an unmodified backup version of this product.

Database Schema Reference

Database: **phptelephonedirectory** (when using the creation script provided)

Table: **tddepartment**

departmentID	integer, not null, auto inc	Primary key
departmentname	varchar(100)	
recordlastmodified	timestamp	
recordlastmodifiedby	varchar(50)	
recordcreated	timestamp	
recordcreatedby	varchar(50)	

Table: **tdtelephonepoint**

pointID	integer, not null, auto inc	Primary key
pointcode	varchar(20)	Used for any internal naming scheme given to telephone and/or datapoints
name	varchar(50)	
position	varchar(50)	Position the person holds in the organization
external number	varchar(20)	
internalextension	varchar(20)	
mobilecell	varchar(20)	Mobile or cell phone number
othernumber	varchar(20)	Can be used for home telephone or 2 nd external number
fax	varchar(20)	
email	varchar(50)	
department	varchar(100)	
location	varchar(100)	Can be used to indicate geographic location such as city, suburb, or country
recordstatus	varchar(20)	active or inactive
recordlastmodified	timestamp	
recordlastmodifiedby	varchar(50)	
recordcreated	timestamp	
recordcreatedby	varchar(50)	

Table: **tduserlogin**

userID	integer, auto inc, not null	Primary key
username	varchar(50)	
password	varchar(50)	
userfullname	varchar(50)	
accesslevel	varchar(20)	User, Administrator, or Super
recordstatus	varchar(20)	active or inactive
recordlastmodified	timestamp	
recordlastmodifiedby	varchar(50)	
recordcreated	timestamp	
recordcreatedby	varchar(50)	

