

The webmaster is responsible for the technology of the web site, which can be broken down into several areas:

- Server Maintenance and Configuration
 - Web server (Apache, IIS)
 - PHP
 - MySQL
- File Structure (CMS) - XOOPS, in our case. Make sure updates are applied, as necessary, and copies are stored offsite for backup and recovery
 - Core files
 - Modules
- Content - maintain backup copies offsite
 - Uploaded files - images, documents, etc.
 - Database structure and content
- Application Development - any functionality requested has an appropriate method available. Improvements to current modules; identifying and adding new modules needed
- Security
 - Site (server: Apache/IIS, PHP, MySql, management interfaces, FTP access)
 - User - privacy issues
 - Content - any content that must be protected because of copyright or other restrictions
- Site and Traffic Analysis
 - Overall number of visits
 - Page visits
 - Registered user patterns (active/inactive)
 - Internal search terms
 - External search terms
- Documentation and Training
 - Server information and configuration
 - ISP account
 - XOOPS core and module information and configuration
 - XOOPS core and module administration
 - Module user instructions

The system administrator will also work as a liaison between the workings of the organization and the workings of the web site, realising that methods used online may differ from methods currently used offline. Last modified on 2007/7/10 by [System](#)