

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](#)