

# Portal

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# Overview

Portal is a web application deployed on each OurCompose instance allowing users to manage their instance and the services running on their instance.

## Features

- Manage links to services or other locations
- Login to Portal application
- Manage Running Services (Coming Soon)
- Customize Services (Coming Soon)
- User Management for Services (Coming Soon)
- Kick Off Manual Migration
- Kick Off Manual Backup

# Initial Configuration

# Deployment Configuration

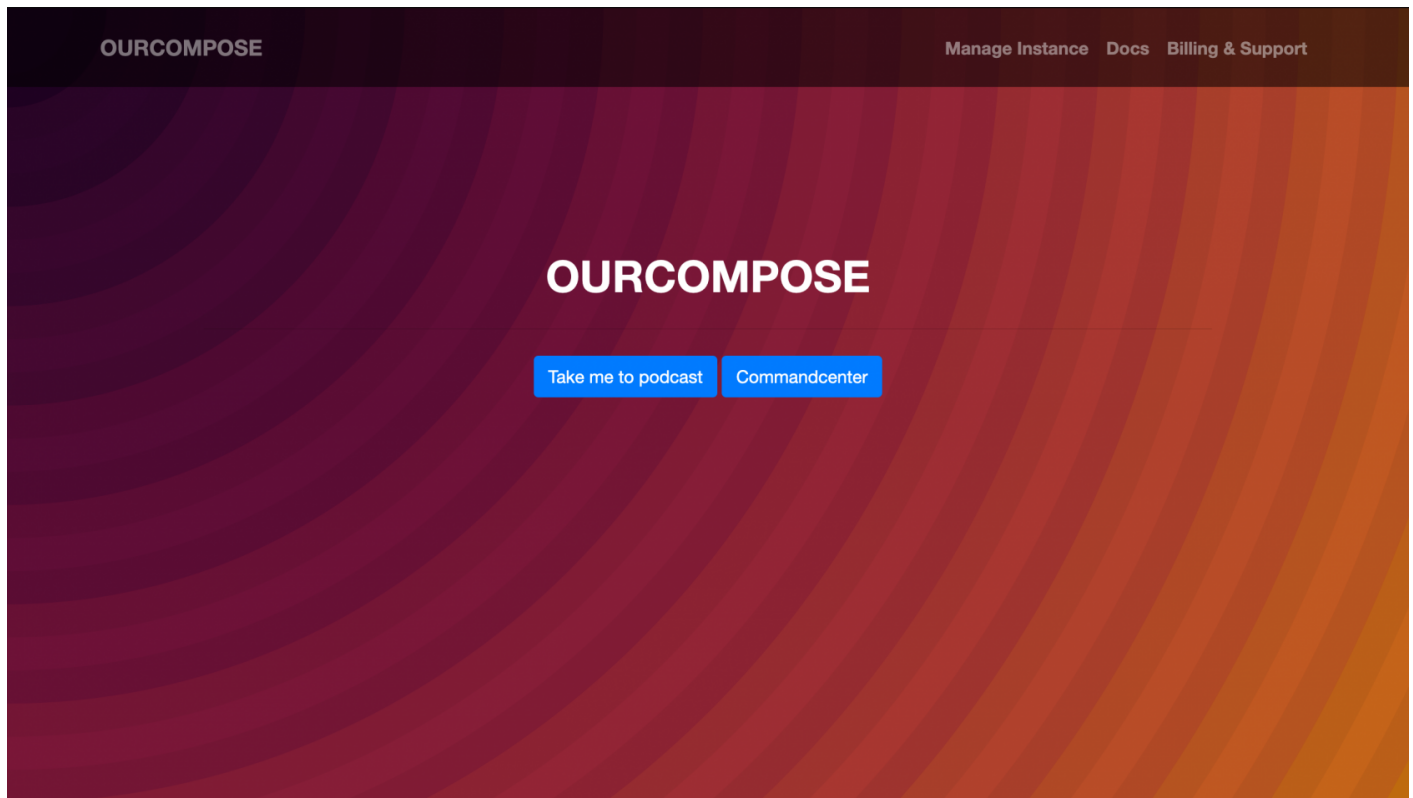
# Application Interface

# Getting Started

## Deploy

Upon deploying your instance from CommandCenter, once the instance is deployed, Portal will be deployed with your using your CommandCenter email and password.

## Home Page



Above is the home page of your portal instance. Notably, it has a few links across the top: **OURCOMPOSE**, **Manage Instance**, **Docs**, and **Billing & Support**. The **OURCOMPOSE** link is a brand link which will redirect you to this home page. The **Manage Instance** link will take you to a login page where you can further customize this home page, including the center title and the centered links. **Docs** will bring you to bookstack, and **Billing & Support** will take you to CommandCenter.

Below the header navigation bar, There is a title, and below the title is a link to services (these can be customized). In this example, we have a link to the podcast, and a link to **CommandCenter**.

# Customize

Customizing Portal is a key feature that will allow you to navigate where ever you need. Right now the application is in its infancy, but we are constantly working on features to make Portal as useful as possible.

After logging in using the **Manage Instance** link at the top right on the navigation bar, you should be redirected to a login screen. On this screen, use your confirmed email address, as well as the password for the account. Once you have logged in you will be taken to the Customization Page.

Back to Landing Page Account ▾

moorew1997@gmail.com	Remove Admin
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email Add Admin

OURCOMPOSE OURCOMPOSE Update Information

Take Me to Commandcenter	ourcompose.com/commandcenter	Remove Link
Take Me to Podcast	ourcompose.com/jekyll	Remove Link
commandcenter	ourcompose.com/commandcenter	Remove Link

name url Add Link

Currently Migrating Instance

Above is a photo of the customization page.

As we can see this page currently offers 3 key features with our portal instance: **Adding Admins**, **Updating Titles and Taglines**, and **Adding Links**.

## Adding Admins

Adding admins and users is a feature that will allow you to add more users as admins to the portal instance. In the future we would like portal to be the door for all applications with the ability for users and admins to be created and managed from the portal instance. Currently adding an admin will only add an administrator account for the Portal application.

After entering an email address and clicking the Add Admin button, an email will be generated and sent of to the new admin with a confirmation link and a password.

## Updating Titles and Taglines

The first field in the Titles and Taglines section is the Title which shows up on the left of the navigation bar. The tagline is the block in the center of the page.

## Adding Links

Links can be added with pretty names to link you to your applications on your instance. By default when you deploy an instance, Portal will look at the applications deployed and create links to these services automatically. These can be adjusted with the Adding Links Form and button.



# Backend Features

Backend features for Portal currently include Migrating the instance. These backend features include running migrations, making backups for your instance, and deploying and stopping services.

Currently **Migrate Instance** is our only supported feature.

## Migrate Instance

Migrating your instance will create a backup and upgrade your instance.

# Everyday Usage

# User Management

# Advanced Customization

# Troubleshooting