

Connecting to a GRIN-Global Database



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Please send any questions related to the wizard to marty.reisinger@usda.gov or feedback@ars-grin.gov.

The Appendix contains [change notes](#) pertaining to this document.

Table of Contents

Introduction	3
GRIN-Global at NPGS.....	3
GRIN-Global Documentation Questions	5
Details	5
Default Server - localhost.....	5
Username and Password.....	6
National Plant Germplasm System (NPGS) Specifics	6
Other GRIN-Global Database Server Names	7
Connecting to a GG Server	7
NPGS Production Database.....	7
localhost	7
Training Server at NPGS	8
CT Error Messages.....	9
Public Website Settings.....	10
Curator Tool Passwords	10
Self-Service Password Reset Tool.....	11
Appendix: Documentation Notes	13

Introduction

When the Curator Tool (CT) is installed on a user's PC, it *does not point to a genebank's server (database) unless the [directions for installing the CT are completely followed](#)*.

This document explains how to connect genebank staff members' Curator Tool on their PCs to a GRIN-Global database on a remote server. The document uses NPGS connections as examples. Other genebanks will have different connections settings. In any case, the genebank's GRIN-Global administrator will be able to provide the specific server information.

This document also includes a brief reference to connecting to the [GG Public Website](#).

GRIN-Global at NPGS

NPGS has two GRIN-Global (GG) databases – the “production” “NPGSWEB” and the training database “TRAINING.” When a new staff person starts at NPGS, they typically have two Curator Tool (CT) accounts created for them.

These two CT accounts are completely distinct. Most likely you will have the same UserName, but the passwords could be different or get out of synch if you update one and not the other, etc.

There are also two GG Public Websites. Same idea – 2 separate profiles. You as the user can create these two profiles.

At NPGS, ultimately you may have 4 GG accounts:

Databases	Curator Tool	Public Website	URLs
NPGSWEB	1	2	https://npgsweb.ars-grin.gov/gringlobal/search
TRAINING	3	4	https://training.ars-grin.gov/gringlobal/search

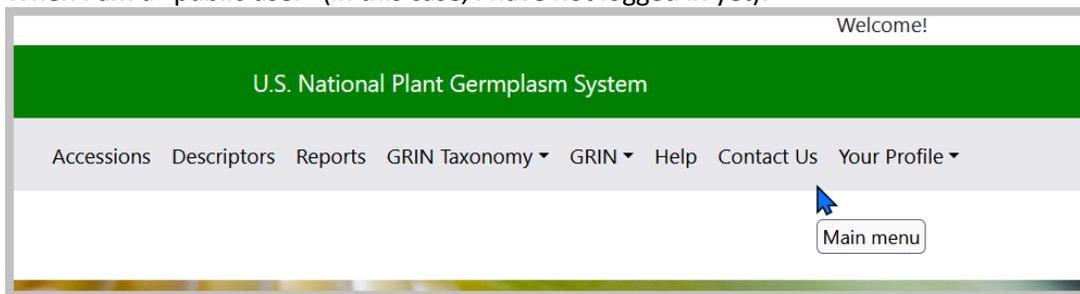
The GG DBA, Benjamin Haag (or a cohort), must enable the PW accounts to be treated as “internal” staff accounts ...so that you can run queries under the PW's Tools → Web Query option. As a staff person, you will also have access to Reports that are not available to the public.

From the New User's checklist: [http://grin-global.org/docs/NPGS staff entrance and exit checklist.docx](http://grin-global.org/docs/NPGS_staff_entrance_and_exit_checklist.docx)

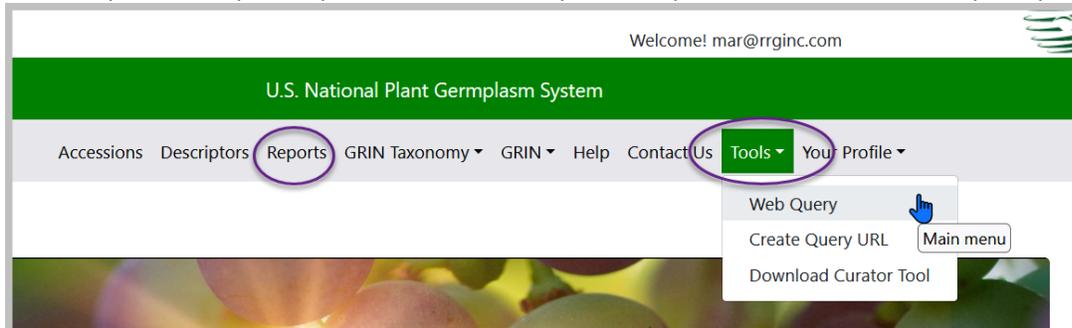
...

<p>permission-based.</p> <p><input type="checkbox"/> Create GRIN-Global (GG) Public Website profile.</p> <p>NPGS staff routinely use the NPGSWEB/GG (production) database and Public Website. They may also wish to use the TRAINING (practice) database.</p>	<p>[Entrance]</p> <p>Users self-register to create their own GG Public Website profile online at the NPGSWEB database. The site URL is: https://npgsweb.ars-grin.gov/gringlobal/search</p> <p>Most NPGS users should also register on the GG TRAINING website if they intend to practice and complete any GG training exercises. The site URL is: https://training.ars-grin.gov/gringlobal/search</p>
<p><input type="checkbox"/> Obtain GRIN-Global Curator Tool account for permission to write to and edit the database.</p> <p>Most NPGS staff should request access to two databases: NPGSWEB (production) and the TRAINING (practice) database.</p> <p>As of December 2022, a self-service password reset (SSPR) is available if an account holder forgets their password or lets it expire. SSPR Tool: https://npgsweb.ars-grin.gov/ggtools/Login/RequestPasswordReset</p>	<p>[Entrance]</p> <p>Contact Benjamin Haag in NGRL (benjamin.haag@usda.gov) as the DBA.</p> <p>Provide name, location, and email address. Also, indicate if a GG Public Website profile has been created. NPGS staff can have enhanced access to additional reports on the website that are not available to the public.</p>

When I am a “public user” (in this case, I have not logged in yet):



When I am logged in: the **Tools** option displays. Visibly, the Reports option is displayed both ways, but when I open the Reports option, I will see many more reports than what is seen by the public:



NPGS has additional GRIN-Global servers, but these are used by only a handful of people who are testing or developing the software.

GRIN-Global Documentation Questions

For any questions related to GRIN-Global at NPGS, please contact Marty Reisinger at [marty.reisinger \(at\) usda.gov](mailto:marty.reisinger@usda.gov). The GRIN-Global website contains extensive documentation guides, videos, and other resources at:

- <https://www.grin-global.org/userdocs.htm>
- https://www.grin-global.org/NPGS_news.htm
- <https://www.grin-global.org/videos.htm>

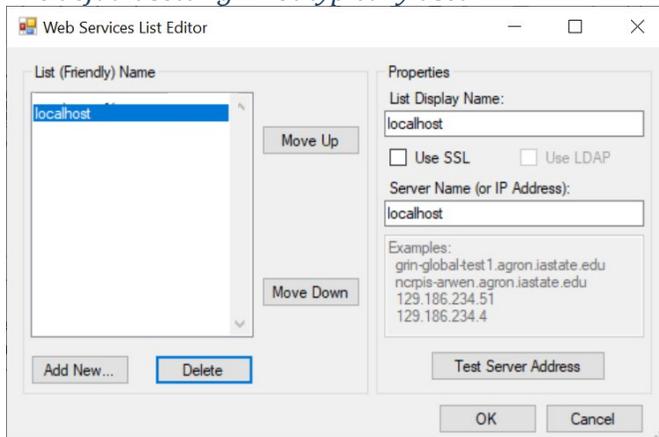
Details

Default Server - localhost

When the CT is initially installed, the CT points automatically to a “localhost” server. ***Rarely is this a valid server.*** Most genbank staff need to connect their PC to a remote database server.

(The localhost setting is only valid when the GG database is also installed on the user’s PC, typically done by IT professionals doing testing.)

The default setting – not typically used:



When other server connections have been established, the **localhost** entry can be deleted from the list if desired. It is also fine to leave it in the list.

Username and Password

Curator Tool users need a user account and password set up by the genebank's GG database administrator. The following settings illustrate how to connect to the NPGS* production server.

Obtain your **Username** (often your email address) and **Password** from your genebank's GRIN-Global administrator. For more password details, review the [Curator Tool Password](#) section.

Username: _____

Password: _____

National Plant Germplasm System (NPGS) Specifics

Note: - Benjamin Haag is the NPGS GG administrator. (Benjamin.Haag@usda.gov) He will establish two accounts, one for production data "NPGSWEB" and another for practice "TRAINING."

These two accounts *are separate* accounts. Most likely these accounts will seem identical to the user. That is, the accounts may have the same usernames and passwords. Eventually though, the passwords may be reset at different times and one account's password may differ from the other account.

Accounts

Each NPGS user may ultimately need four user accounts:

Server & Program	Username	Password
NPGSWEB & Curator Tool		
TRAINING & Curator Tool		
NPGSWEB & Public Website		
TRAINING & Public Website		

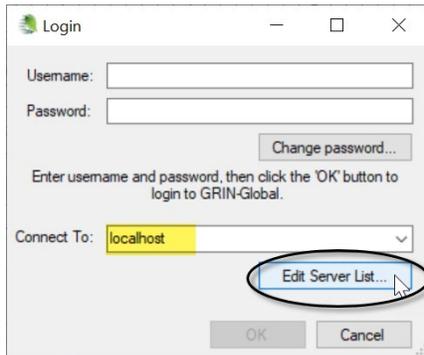
The database administrator (DBA) uses an Admin Tool to connect your CT account with the PW account (for each database).

Other GRIN-Global Database Server Names

GRIN-Global administrators determine the GG server information for their respective genebank. Users who will be using the Curator Tool need to know the genebank's proper server information and should contact their administrator.

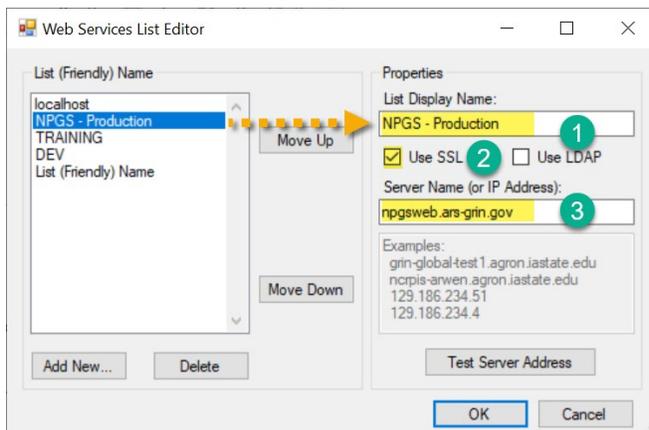
Connecting to a GG Server

Click the **Edit Server List** button to edit or add GG servers to a list:



NPGS Production Database

As an example:



- (1) In the **List Display Name** box, input a name as your friendly name for the database (can be any text).
- (2) Some organizations, such as NPGS, will be using SSL.
- (3) (If not NPGS) your genebank's GRIN-Global administrator should provide the server information. It will either be a valid domain server name, or a string a numbers (an explicit IP address). For example, at NPGS, the production server is: **npgsweb.ars-grin.gov**

In the example image above, five server names are listed in the left box. When multiple names are listed, use the **Move Up** and **Move Down** buttons to order the server names as desired. Typically, the server you will primarily be using will be positioned at the top of the list.

localhost

It is very rare that anyone needs the localhost connection. This is sometimes used by GG developers. The localhost connection can be deleted by selecting **localhost** and then clicking the **Delete** button.

(localhost is a full GG database on the user's PC. Most genebanks store their GG database on a remote server and users must connect to that database.)

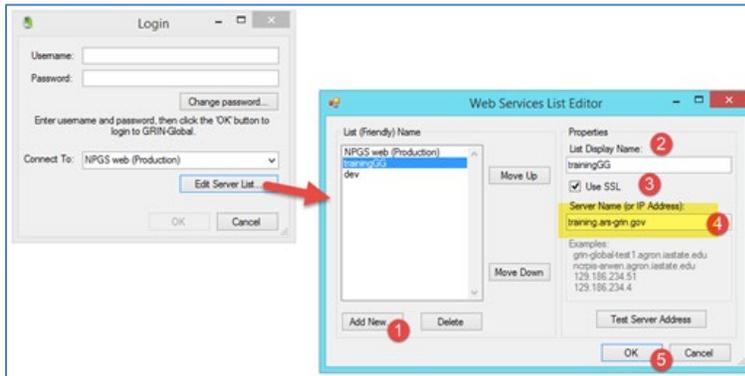
Training Server at NPGS

On NPGS PCs with a newly installed CT, the server information for all databases needs to be initially entered.* NPGS has a production server (NPGSWEB), and a training server, "TRAINING."

*Here's how to connect the Curator Tool to the **NPGS TRAINING** database:*

At the **Login** window, click the **Edit Server List** button

To include or delete servers from the list, click the **Edit Server List** button:



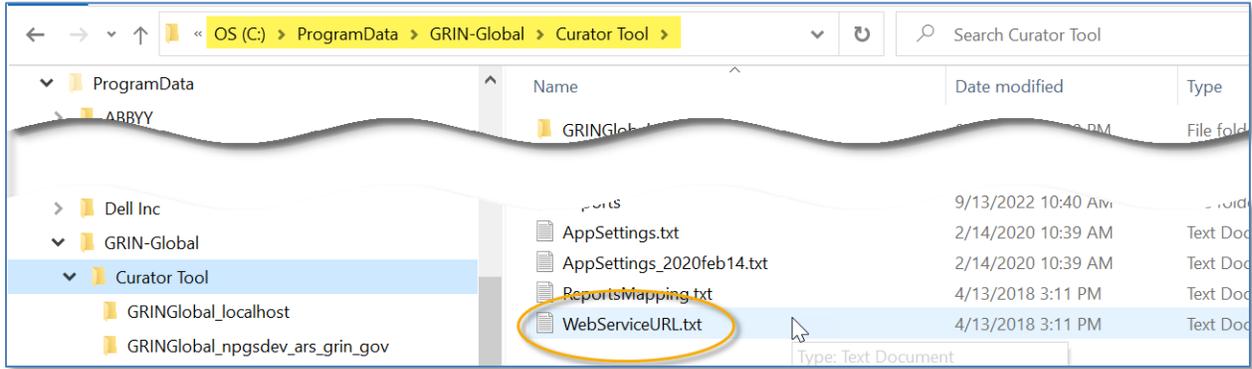
- (1) Click **Add New**
- (2) In the **List Display Name** box, input a name (can be any text) for the database.
- (3) Some organizations, such as NPGS, will be using SSL.
- (4) In this example: **training.ars-grin.gov**



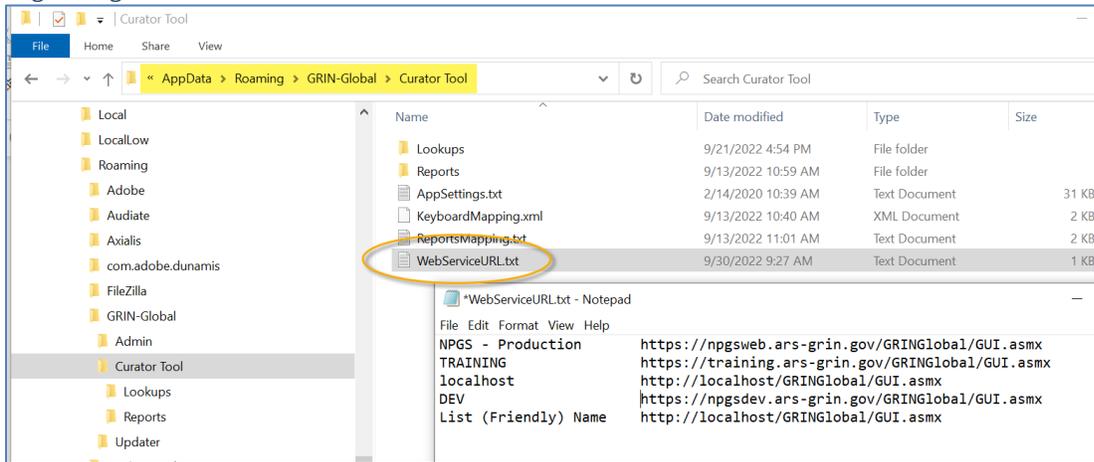
NPGS is using Secure Sockets Layer (SSL) security. The **Use SSL** checkbox must be selected. The actual NPGS server address is shown here for the **training** database. Each genebank will determine its own Server Name / IP Address. Contact your organization's GG administrator if you do not know what server name to use.

* CT Installers / Administrators: The text file WebServiceURL.txt is stored on a user PC when the CT is installed. Prior to CT Release 1.22.8.24, the folder was located under the ProgramData folder, but beginning with 1.22.8.24, the file is installed under the user's Roaming folder (next two images). When setting up the Curator Tool on multiple PCs, you can copy this text file into the proper folder rather than manually connect with the steps listed above.

Prior to CT version 1.22.8.24



Beginning with CT version 1.22.8.24



CT Error Messages

When attempting to log in, the message "Account locked due to password expiration" is indicating that the password is expired and needs to be reset.

When there have been too many failed password attempts (five) the error message is: "Account temporarily locked." If you wait fifteen minutes, you can attempt to login again.

If your password has expired, and your organization has the CT Password Reset utility set up, you can renew your password. See [Reset Utility](#). Otherwise, contact the GG administrator for your organization.

Public Website Settings

Each database, NPGSWEB and TRAINING, has its respective Public Website (PW). Users themselves will create (“Register”) their two PW user accounts. After they have registered, let Benjamin know and he can associate the PW to the CT account so that certain “internal” privileges are possible for the staff person.

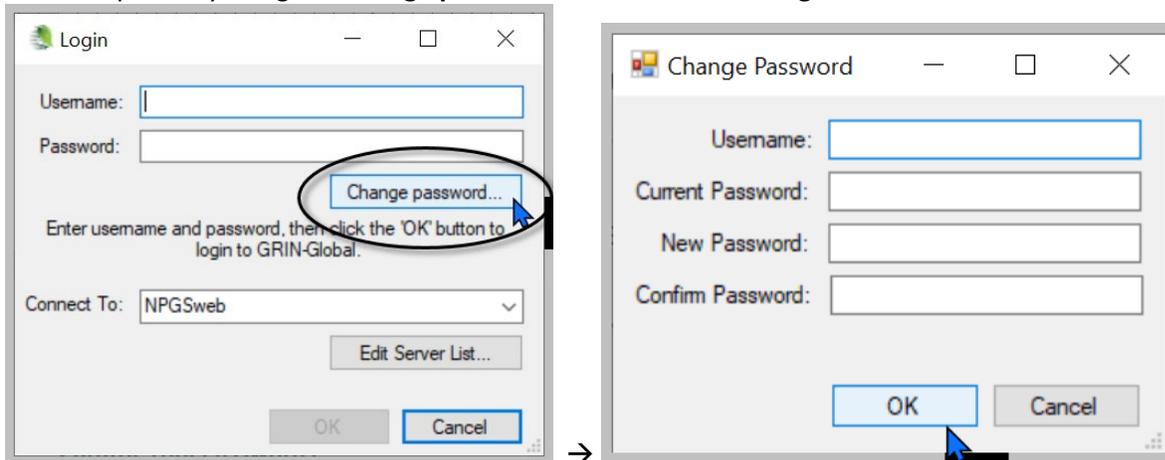
The URL’s are:

- NPGSWEB: <https://npgsweb.ars-grin.gov/gringlobal/search.aspx?>
- TRAINING: <https://training.ars-grin.gov/gringlobal/search.aspx?>

Curator Tool Passwords

Genebanks running GRIN-Global can adjust the Curator Tool password requirements, but generally, a password must begin with a letter, have at least 12 characters, and must include upper and lower case letters, at least one number and one special character. When you change a password, you are expected to change at least three of the characters.

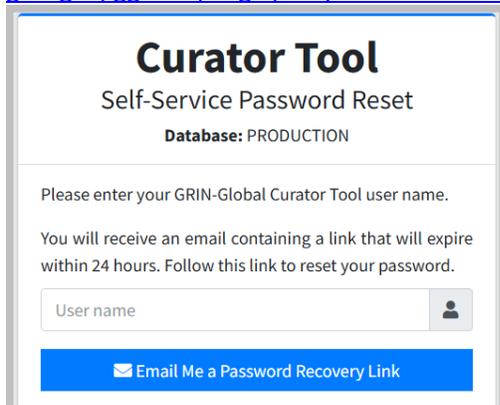
Most genebanks have the password expire after 60 days and you must update it. If it has expired, you can still update by using the **Change password** button on the CT **Login** window:



The CT password can be changed within the Curator Tool or for some genebanks, a password reset utility is also available. When changing the password within the CT, consider closing the CT (and the Search Tool if it is open), and then restart. When changing with the reset utility, we recommend not having the CT actively running.

Self-Service Password Reset Tool

Note that some GG genebanks have implemented the CT Self-Service Password Reset tool. This is browser-based, so if your genebank has implemented this utility, you only need to indicate its URL. [At NPGS, the URL for the “production” database, NPGSWEB, is: <https://npgsweb.ars-grin.gov/ggtools/Login/RequestPasswordReset>].



The screenshot shows a web form titled "Curator Tool" with the subtitle "Self-Service Password Reset". Below the title, it says "Database: PRODUCTION". The form contains the following text: "Please enter your GRIN-Global Curator Tool user name." and "You will receive an email containing a link that will expire within 24 hours. Follow this link to reset your password." There is a text input field labeled "User name" with a user icon to its right. Below the input field is a blue button with a white envelope icon and the text "Email Me a Password Recovery Link".



The CT password can be changed within the Curator Tool or for some genebanks, a password reset utility is also available. When changing the password within the CT, consider closing the CT (and the Search Tool if it is open), and then restart. When changing with the reset utility, we recommend not having the CT actively running.

GG Admins

Contact Marty Reisinger if you are interested in implementing this reset utility.

TRAINING and DEV Self-Service Password Reset Tools

The **TRAINING** database also has the self-service password reset capability in NPGS. <https://training.ars-grin.gov/ggtools/Login/RequestPasswordReset>

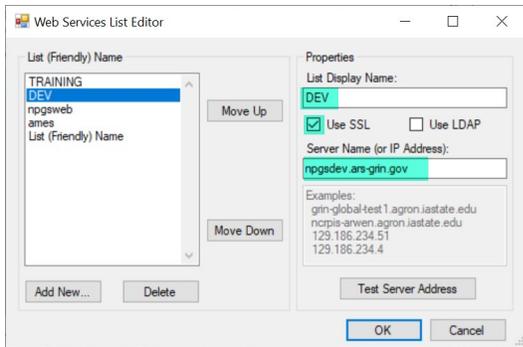
NPGS DEV Server



Must be VPN'd to use DEV.

Reset Tool on DEV: <https://npgsdev.ars-grin.gov/ggtools/Login/RequestPasswordReset>

Sometimes people in NPGS are asked to test something on the DEV server (“DEV” for development). The URL for the DEV public website is: <https://npgsdev.ars-grin.gov/gringlobal/search>



Appendix: Documentation Notes

- January 13, 2025
 - Added text regarding closing the CT when changing the password
- October 25, 2023
 - Added screen and information on the TRAINING password reset utility
- August 17, 2023
 - Expanded the basic information
- March 13, 2023
 - Added CT account error messages