Connecting to a GRIN-Global Database



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|  | Please send any questions related to the wizard to [marty.reisinger@usda.gov](mailto:marty.reisinger@usda.gov) or [feedback@ars-grin.gov](mailto:feedback@ars-grin.gov). |

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

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#### 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*](https://www.grin-global.org/docs/gg_install_CT_directions.pdf).

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](#public_website).

##### GRIN-Global at NPGS

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

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When I am a “public user” (in this case, I have not logged in yet):  
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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:   
Graphical user interface, text, application, chat or text message

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| --- | --- |
| A picture containing light, drawing  Description automatically generated | 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. 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>

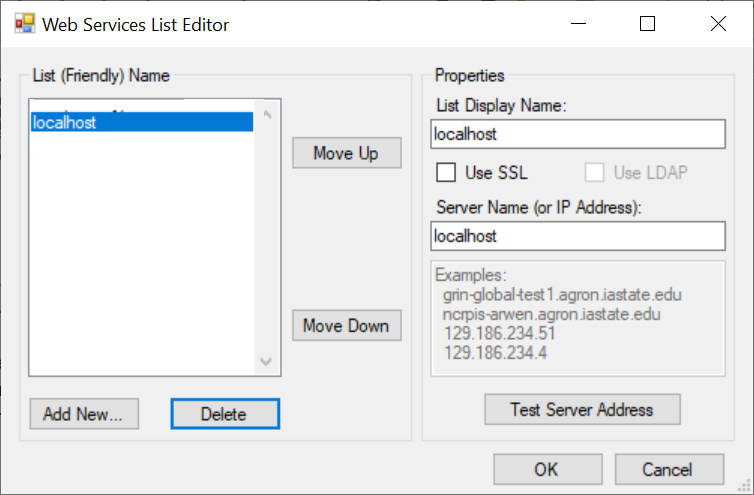
#### Details

##### Default Server - localhost

When the CT is initially installed, the CT points automatically to a “localhost” server. ***Rarely is this a valid server.*** Most genebank 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*](#CTpassword) section.

Username:

Password:

##### National Plant Germplasm System (NPGS) Specifics

Note: - Benjamin Haag is the NPGS GG administrator. ( [**Benjamin.Haag@usda.gov**](mailto: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:

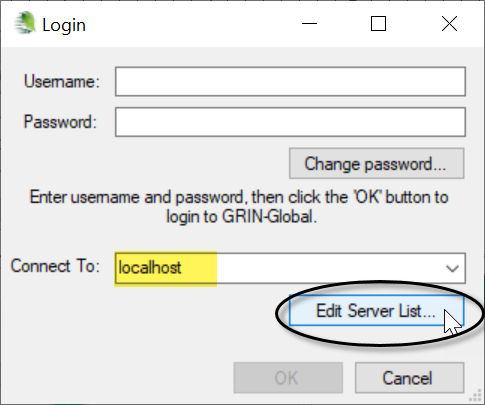
|  |  |  |
| --- | --- | --- |
| **Server & Program** | **Username** | **Password** |
| NPGSWEB & Curator Tool |  |  |
| TRAINING & Curator Tool |  |  |
| NPGSWEB & Public Website |  |  |
| TRAINING & Public Website |  |  |

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

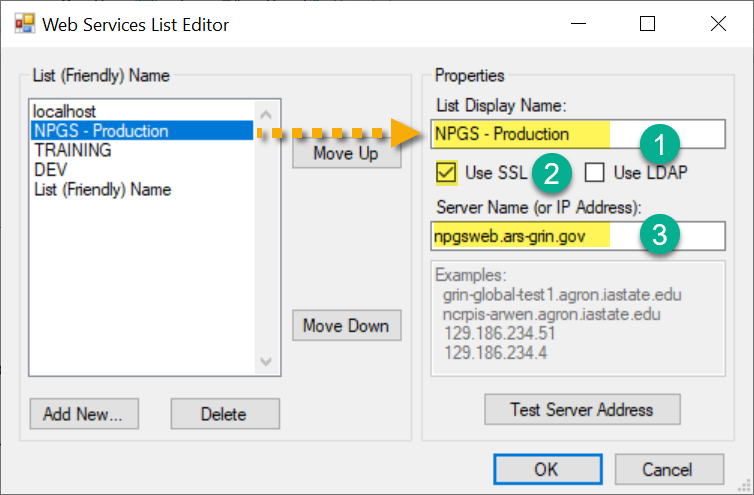
GRIN-Global administrators determine the GG server information for their respective genebank. Users who will be using the Curator Tool need to know the genebank’s proper server information and should contact their administrator.

##### 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

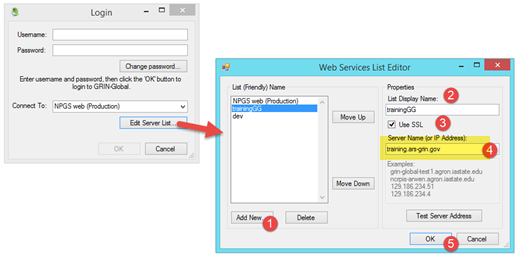
Most people do not need the localhost connection. That connection can be deleted by selecting **localhost** and then clicking the **Delete** button. (localhost is a full GG database on the user’s PC. Most genebanks use a remote server and users must connect to that database.)

##### 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**

|  |  |
| --- | --- |
| image2449.png | 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 Graphical user interface, application Description automatically generated

###### Beginning with CT version 1.22.8.24 Graphical user interface, text, application Description automatically generated

##### 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](#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.

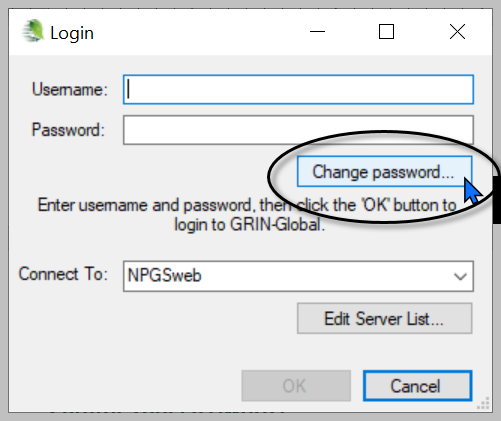
The URL’s are:

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

• TRAIINING: <https://training.ars-grin.gov/gringlobal/search.aspx?>

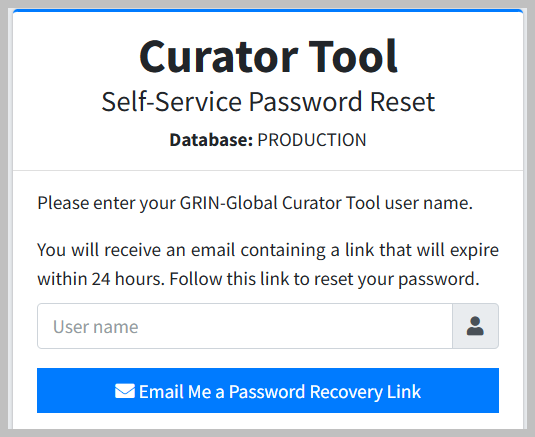
##### Curator Tool Passwords

Organizations 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:  
 🡪 Graphical user interface, text, application

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##### 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> ].  


###### TRAINING Self-Service Password Reset Tool

The TRAINING database also has the self-service password reset capability in NPGS.  
A screenshot of a computer

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##### NPGS DEV Server

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>

Graphical user interface, application

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### Appendix: Documentation Notes

* October 25, 2023
  + Added screen and info on the TRAINING password rest utility
* August 17, 2023
  + Added more info
* March 13, 2023
  + Added CT account error messages