

## **REDUCING THE DISTANCE BETWEEN US**

### *proposal for an integrated set of collaborative and communications tools for Subud*

*Note: the development and implementation of the proposal is seen as a highly collaborative process. As such, it is envisioned that there be two boards, a consulting and an advisory board to help guide the process now and into the future. Ongoing surveys will be taken to meet member country needs as they evolve.*

#### **WSA WEB SERVICES (WSAWS)**

##### **Goal**

*To reduce the distance between us — to facilitate harmony, to bring us closer together so that we are more able to fulfill Subud's mission.*

##### **Objectives**

- To inspire members to take greater advantage of Bapak's talks (and those of Ibu Rahayu)*
- To increase mutual understanding and create a safe place for more efficient collaboration in a wide range of Subud activities, while promoting inclusivity*
- Ensure privacy via strict access controls and encryption*
- Enhance membership attention and retention*
- Facilitate the movement of funds, energy, and expertise to where they can best strengthen Subud*
- Maximize benefits and resolve potential conflicts between different entities before they occur*
- Establish a harmonious team with sufficient skills & experience*
- Institute a flexible design attuned to our unique needs, which meets the highest professional standards*
- Create documentation and training modules to expedite transfer from one administration to another and from the founding team to those who come after, and simplify training.*

##### **Summary - Communications & Collaborative Tools**

- enhanced and expanded website for Bapak's talks, Ibu Rahayu's Talks, and related materials*
- individual password restricted website for candidates*
- database of Subud centers and contacts worldwide; images and details of centers offering accommodation; case studies of how Subud houses/centers were acquired from around the world*
- reorganized and enhanced access to resources and news (the content of subud.org) with drill-down maps of areas, zones, nations, regions, and centers*
- center-to-center-to-nation to nation communications/collaborative applications and forum sites (Facebook-like)*
- public site for the general public, governmental, private, non-profit, and ngo organizations (subud.com enhanced)*
- Subud Intranet - individual password restricted websites for members only*
- database of Subud members with strict access controls and encryption (like for a bank account) for security*

- collaboration applications for members, helpers, and committees, containing such automated features as document management and messaging around single topics
- database-driven website application with templates for national organizations, centers, or other entities
- national pledge system application to manage member contributions. Provided to WSA member countries upon request in appropriate languages
- enhanced website for SESI with a complete database of Subud experts worldwide
- book-keeping and other accounting tools for centers, regions, or countries

#### **Ownership, Costs and Funding**

- Provided by the WSA Executive to member countries and other entities at no cost
- Funding to be supplied by the WSA and earmarked donations from individuals and other entities

#### **WSAWS Development Team**

Stuart Cooke, Reynard Faulkner, Hassan Czwiertnia

Web Development: RHC Web Management (chief architect) + others TBD

Database Administrator: TBD (paid, part-time position)

Content providers: volunteers, honorariums, part-time paid

#### **Advisory Board**

International helpers, WSA Chair, WSA Exec chair, vice-chair, secretary & treasurer, MSF Chair, Suzanne Dayne, others

#### **Consulting Group**

National Committee chairs and/or their IT administrators, Councilors, Zone reps, MSF and Partner Organizations, Elisa Sanchez, Armand Bisson, Matthew Weiss, Vernon Contessa, Farlan Hately, Leonard Hurd, George Helmer, Peter Jenkins, Osanna Vaughn, Matthew Moir, Sebastian Tedrow, Paul Edwards, others

## **DETAILED DESCRIPTION**

*Note: During the initial stages, development of the different elements will in most cases occur simultaneously. A detailed spec of the proposal (workflow analysis, implementation dates, and cost estimates) is in preparation. While the major elements will be completed this year and next (2013-14), the process will be ongoing.*

#### **Enhanced, expanded website for Bapak's talks, Ibu Rahayu's Talks, and related materials**

*Enhancements:*

- Talks to appear in the original Indonesian next to translations in two columns, as in the "Pewarta"
- Talks to appear with prefatory notes, as needed, e.g. whether the talk was part of a series of talks given in one or more centres, other historical notes, etc.
- Talks to be available for printing or enhanced offline reading as pdfs

\* In the early days Bapak gave permission for talks to be distributed in English or other languages as a temporary measure to save costs and for ease of distribution. He explained that the inner content of the talks was contained in the Indonesian, which is why the newly translated volumes from SPI are published with the original Indonesian text intact.

- Talks to be available as eBooks
- Centennial Edition of *Susila Budhi Dharma*, available for online viewing or as pdf and/or eBook with original Javanese, Indonesian "commentary", English and other language translations
- Glossary of words and expressions with notes from the translators manual to convey the nuances of important terms
- Subject index to Bapak's talks
- Subject index to Ibu Rahayu's talks
- Bapak's letters (those previously approved for members) with index
- Ibu Rahayu's letters with index
- Bapak's Introduction to Subud for new members in a new translation (published in the early *Pewartas*)
- More translations in other languages than English
- Access to all extant audio and video recordings (Bapak and Ibu Rahayu)

#### *Special sections*

- Letters of Bapak indexed (restricted to International Helpers)
- How Subud arrived (talks about Bapak's receiving and ascension)
- Talks for New Members
- Talks for New Helpers
- Talks for New Committee members
- Talks for Helpers
- Talks for Committees
- Talks on the Organization
- Talks on Enterprise
- Talks on Culture
- Talks on Enterprise
- Talks on Culture
- Talks on Social Welfare
- Talks on Education
- Talks on Youth
- Songs of Bapak
- Sunday Morning Talks (talks given once or twice a month as a regular occurrence at Wisma Subud during the 1970s and early

#### *New content*

- history with images of Bapak's world journeys
- *History of Subud* (H. Longcroft) in pdfs and/or EBook
- *Journey to the Stars* eBook (with permission)
- relevant articles from the archives
- images of Bapak and family from the archives, likewise Ibu Rahayu
- story of Bapak's life
- other...

#### **Individual password restricted website for candidates**

- Bapak's talk to applicants in new translation, preface to *Susila Budhi Dharma*, explanation for enquirers by Bapak in *History of Subud*, Vol. 1, the four 1959 talks approved by Bapak for applicants, explanations by Varindra Vittachi, Sharif Horthy, and/or other with information on the organization and member financial support. (Content to be approved by international helpers and WSA Executive coordinated with national helper dewans and committees).
- Helpers give website address to candidates, where they register for a unique password. If the candidate is opened, he/or she is automatically given access to Talks site and the Intranet.

#### **Database of Subud centers and contacts worldwide with multiple views for members; images and details of centers offering accommodation; case studies of how Subud houses were acquired from around the world**

- Content for the site will be acquired in the following stages:

- Initial database of center locations and addresses with helper contact names/email addresses and/or phone numbers will be compiled from existing WSA-Exec information, national, and local websites.
- Likewise initial information and images on center accommodations
- Information to be verified before publication, and expanded afterwards to include all centers worldwide
- Case studies to be compiled from existing and archived articles, interviews with participants in the establishment of those houses, and those currently engaged in such efforts.
- Data and content to be acquired by volunteers, honorariums, and part-time paid staff
- The international database can be segregated by country. Thus when information is updated, it will be simultaneously updated everywhere for all users.
- Multiple views of centers will be created to encourage and ease center to center communication. Examples include: all the centers in a given country or region, centers with 50 or 100 members nation or worldwide, centers in major cities worldwide, etc.

#### **Reorganized & enhanced access to news and resources for subud.org**

- member information resources, Subud World News, events calendar, officers, etc. combined into a single website with menu items for events, calendar, etc. and a news hole in the middle for what will become over time a new, international Subud newspaper
- news articles to include IH, WSA Chair and Executive, MSF and other partner organization activities as well as member country, group and individual activities of interest from around the world
- drill-down maps of areas, zones, nations, regions, and centers
- content to be provided by volunteers, honorariums, and part-time paid staff

#### **Center to center–nation to nation communications/collaborative site and forum sites**

- headquartered at subud.org, the site will enable center and national, zonal or regional dewans to communicate directly with their counterparts via special bulletin-type announcements of activities such as house acquisition, meetings & gatherings, enterprise and project activities, and other common developments
- forum sites with Facebook-like features for individual centers, countries, or other groups

#### **Public site for the general public, governmental, private, non-profit, and ngo organizations (subud.com enhanced)**

- design altered to conform with design of subud.org
- front page designed to provide access to international database of Subud centers and contacts for membership enquiries
- additional content added for private and public organizations
- other content changes and search optimization so that when the word “subud” is entered in search engines, this site appears first
- final content to be approved by international helpers

#### **Subud Intranet – individual password restricted website(s) for members only**

- unique, individual passwords for every member
- initially implemented on the international level and made available to WSA member countries & centers

- members will be emailed a website address to go to. The first time they go this address, they will see a dialogue box asking for their name and email address. After entering their email address, a unique, private password will be sent to their email address with instructions to click on a link to confirm their email address and password
- once confirmed, members will enter the intranet's main page. Afterwards, whenever they go to the intranet, they will not have to enter their email address or password, but be taken directly to the site.
- to change a password or update personal data, he or she may do so on this profile page (as at an online bank site and many other sites).
- member passwords are known to the individual member only. Access to member information is strictly controlled. If, for example, a member wishes to remove access to particular information, he or she may do so. They may also opt out of the system entirely.
- for members whose email addresses are rejected by the system, a query message is generated. In some cases, another email address will be recognized and the member will get his/her password immediately. In other cases, the database administrator will use the information provided to verify membership through national registrars or by other methods.

*To illustrate the concept or core idea, below is one approach for the Subud Intranet home page at subud.org. Several approaches—including changes to the design, menu items, content, etc—are to be considered before a final one is chosen. As time goes on, there will be ongoing development and more changes.*

**ROUGH DRAFT FOR  
CONCEPT ONLY**



[Home](#) | [Contact](#) | [About](#) | [English](#), [Español](#), [Indonesian](#)

[Countries](#) | [Centers](#) | [Places to Stay](#) | [Calendar](#) | [Talks](#)

SEARCH

- Int Helpers
- WSA Chair
- WSC
- MSF
- WSA Exec
- Zones
- SESI
- SDIA
- SICA
- SYA
- SIHA
- CARE
- WSA info

**FUND  
TRANSFERS**

**REGISTER**



### Ibu Rahayu's Indonesian National Congress Talk



Brothers and sisters, good morning; to begin I give thanks to Almighty God for blessing my party and myself to be here to attend this Zone 1 and Zone 2 meeting. And, of course, I thank you for inviting me, because I feel it has been a long time since I participated in any international Subud meetings.

Brothers and sisters, perhaps I will begin at the beginning, namely, the origin, the source of Subud. Before we get into details about the con-

### MSF Makes New Grants

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### World Congress Plans Gather Steam

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### Amadeus Center Reaches A Milestone

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### Ralph Davidson Wins Pritzer Prize

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### Athans Welcomes You!

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### Wolfsburg Zone 4 Meeting



### Attracts Record Attendance

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### IH's Visit the Congo

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### You're Invited to Bapak's Birthday at Wisma Subud



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**Database of Subud members with strict access controls and encryption (like for a bank account) for security**

- every member will have their own, private profile page with username, password, address, email, profession, interests, etc. When they move, change a name or telephone number, etc., they can update their information so that their local membership secretary and other members, committee and helpers will be informed. (Likewise for regional, national, and international levels.) While for security reasons, membership databases will never be released (to either the general or Subud “public”), members can search on the database to find a member, as they would in a printed directory. Access to profile pages will be strictly governed.
- the system is available to national organizations, their regions and centers
- the benefits of such a development in 50+ WSA member countries are manifold:
  - some 300+ members engaged in membership record-keeping can devote their energies to other duties
  - in many countries, it will make accurate membership record-keeping possible for the first time
  - member collaboration can increase because members can easily find other members with similar interests or of the same profession in their center, region, country, or in other countries
  - the annual census can be taken instantly. In fact it could be compiled in any given month.
  - center helpers can easily keep track of and stay closer to candidates, new members, and members
  - email messages to selected groups can be generated instantly, e.g., helpers in a given center, region, or nation; likewise committee members or treasurers; teachers in a given country, etc.
  - we (the collective membership of Subud) will come to know who we are.

Note: In certain cases, member countries prefer not to share information on their membership outside their nation. In these cases, special links will be created to access country information on a restricted basis according to the wishes of the countries concerned

**Collaboration applications for members, helpers, and committees, containing such automated features as document management and messaging around single topics**

- The primary application will be like a private digital bulletin board where under listed topics, comments on that topic are posted with supporting documents. There may be permutations of the primary application for specific uses.
- When a member of the group posts a comment or adds a document, an automatic message is sent to the other members of the group to notify them of the changes
- The application is easy to set up, so that any member, committee member, or helper can do so by following a simple training module and/or by using the templates in the application
- Examples include: women helper groups, men helper groups, women and men helper groups, committees, and working groups for projects or events

**Database-driven website application for national organizations, centers, or other entities**

- template for the quick generation of a national, regional, or center website

- *includes an individual, password protected module for members and a public website*
- *preloaded with international and extra-national content, which is automatically updated*
- *automatic formatting for the easy generation and updating of content*

***National pledge system application to manage member contributions***

- *records member center contribution pledges*
- *automatically sends pledge information to center treasurers*
- *automatic notification when contributions are late*
- *sends out thank you and reminder notes*
- *generates an annual report of each member's contributions for their personal information or for tax deductions (in relevant countries)*
- *compiles center pledge information for comparison to center budgets and reporting to national organizations*
- *integrates with encrypted individually password protected center database of members*

### **Enhanced website for SESI with a complete database of Subud experts worldwide**

- *expertise & Interests database*: A searchable list of members with skills and expertise to be initially populated with information available from SESI members and national information, and completed when international and national databases can provide this information.
- automatic generation of articles for home page and elsewhere
- automatic generation of appropriate formatting for SESI emails and newsletters
- automatic sending of information to SESI mailing list when new enterprises are registered
- clean up ARCHIVES and DOWNLOADS sections
- password protect documents
- enhancement of home page design
- add Google Translate
- add SERVICES Springboard section to bring enterprises together with technical support or money from individual members with automatic notification when new information on these topics appear to registered members
- links to specific Subud enterprises who have their own web sites under appropriate business headings
- other enhancements

### **Bookkeeping and other accounting tools for centers, regions, countries, or zones**

- *Many entities need basic bookkeeping and/or accounting tools to record, track, and report contributions and expenses*. The application will be created to provide these functions in a simple way with training modules and to accord with standard (though customizable) Subud expense and income categories. The application can be integrated with a given entity's membership database.

## **DETAILED DESCRIPTION**

### **Software Tools**

The intranet would be based on the open source LAMP (Linux Apache MySQL PHP) server model with its many extensions. The server would be hosted in either Europe or the U.S. with a firm noted for its strong infrastructure.

Most ready made CM (Content Management) systems for web are based on this LAMP model, such as Wordpress, Typo3, Drupal, Joomla. The reason we've chosen not to use any of these systems is because Subud has specific needs and all these systems. (Wordpress is the biggest with some 20% market share) create a lot of overhead (things we don't need), run into troubles with their pluggable modules (they end up being unsupported), and/or we have to adjust to a system which is not suitable for us.

Whatever system is used, experts are always needed to maintain and upgrade the system. For example, if we used Wordpress and the creator/maintainer of the system was no longer available for some reason, a Wordpress expert would have to be found to replace him/her who would also need to train themselves on the system. In the case of Subud's proposed intranet system, adequate documentation will be in place to make it easier for another expert to take over if this should take place.

We need a well working - low cost communication platform based on web applications. Although there are always new trends, not all of them survive or grow. In addition, we need one which is scalable and expandable according our

growing needs. A system where a verified member has access to Bapak's talks and information like "for Subud members only".

Accessibility will grow according to the jobs in Subud. Part of the website should be "for the outside world" so that we don't have to create different websites / blogs ... for "public" and "members".

We need "Content Managers". (Examples: Subudworldnews did not succeed to continue with its Spanish version, since Osanna stopped doing it, because of her 24 hour days. An Indonesian version disappeared with the lady who did it for a couple of weeks.)

The use of open source server software components for Subud is crucial for having an independent system for our web-based communication. It should only be extended where the amount of users exceeds an open source solution, such as skype or google plus.

### **Background on Websites and Open Source**

The base language-code of any website, no matter which brand, is called HTML (Hypertext Markup Language). It was invented by Tim Berners-Lee at CERN (Switzerland). Currently RHC uses version 5, or short: HTML5. HTML is very static and is always interpreted at the client machine, i.e. your computer. The following components run on the remote machine and deliver its content to your machine, after having processed your request.

- Databases used in most open source environments for the web is called MySQL. Like Linux, MySQL was founded as an open source project in Finland. Since this database was purchased by ORACLE there is a fork called MariaDB. It has exactly the same functions, but will be developed independently by MySQL's founders in order to keep the source code open. Currently almost every CMS still uses MySQL, because Oracle has not changed anything yet. MySQL is on version 5.xx.
- Since HTML is unable to communicate directly with a database, one uses a powerful scripting language called PHP. It has now arrived at version 5.xx. PHP, on top of its own excellent functionalities, it communicates with all kinds of servers e.g. MySQL, so PHP is building the bridge between HTML and MySQL.
- Most of what's in these three components run or are embedded on another open source project, webserver Apache. Most Apache servers run on version 2.xx.
- A webserver is the shell or the core for web services. It uses a communication protocol with your machine, called http, abbrev. Hypertext Transfer Protocol. That is why the Apache server is also called Apache HTTP Server.
- As a server operating system the most preferred and widely used is Linux. Linux exists in many, many brands and flavors. That is why the whole set is called a LAMP server. (Linux-Apache-php-mysql).

There are many organizations who put together these components and offer it for free or sell it to customers. Netcraft reveals that Apache as a webserver holds about 60% market share. It is one of the most popular Open Source applications. It is free like in "free speech". As of today the biggest players worldwide are:

- Apache hosts 357,865,215 websites (57 %)
- Microsoft hosts 103,333,170 (17%)
- nginx hosts 73,243,944 (12%)
- Google hosts 20,947,340 (3%)

to name a few. Anyone building or running a professional intranet must have an understanding of HTML, PHP, MySQL and Linux / Apache in order to operate and maintain any of these systems.

The market share of CMS systems may be found here:

[http://w3techs.com/technologies/overview/content\\_management/all](http://w3techs.com/technologies/overview/content_management/all)

Database clients for mysql

<http://www.mysql.com/customers/>

Definition of LAMP model

[http://en.wikipedia.org/wiki/LAMP\\_\(software\\_bundle\)#MySQL·2C\\_or\\_MariaDB](http://en.wikipedia.org/wiki/LAMP_(software_bundle)#MySQL·2C_or_MariaDB)

### **Background of RHC**

RHC Web Management is based in Kottlingbrunn, Austria, just outside Vienna. It is headed by Hassan Czwiertnia. Farah Czwiertina is RHC's marketing and administrative director. The rest of their team is located in different parts of the world, with each of them chosen for the particular project at hand. They've been developing web and database applications for eighteen years.

Hassan began his IT work in the early eighties. His first "real" computer was a CP/M machine, based on Zilog's legendary ZX80. It was called QX-10 from Epson. He sold through an Austrian firm mostly hardware: Epson printers, Eizo (Nanao in the US) monitors, extension cards for Apple's IIe and the brand new IBM PC. Later he programmed a system for the firm's clients who borrowed stuff for demonstrations in dBase 2/3/4. Later he worked as a key account manager for IBM, Siemens, Wang, DEC and others. RHC was founded in 1995. Its client roster includes many large, complex database web applications. Their website is at: <http://www.rhc.at/en/>

RHC developed the backend of one of the first Subud websites in 1997, called Zone4News which later changed to SubudEuroNews and eventually became SubudWorldNews. The CMS system is easy to use and constantly updated.

During Garrett Thomson's time as USA exec. Chair, RHC developed the backend of subud.org. It was meant to be the Subud "officer's" tool. Other websites they've developed the backend for include the Muhammad Subuh foundation, Subud Germany and their SICA site. RHC created the framework for these sites but not the content.