

# Monthly Report Tool Help Procedure

1. cd to /Seis/reports/monthly  
mkdir year\_month (ie 2003\_08)
2. cd into year\_month dir
3. Type monthly\_report\_tool
4. Monthly Report Tool Gui will pop up  
Put in month and ml desired

Click on *Concatinate db button* (will take some time)

Click on *Review with db*

Click on *Generate monthly map and highlights*  
Control c when done creating map

Click on *View monthly earthquake highlights* (view eqs > 4.0)

Click on *Edit seismicity map with island draw*

Island Draw will pop up

1. Open monthly\_fig1.ps
2. Edit by adding text of 'significant eqs'
3. Open print function and chose print in PostScript color - leave print fcn as is, and go to next step (this is to make a color ps file)
4. Save as lastmonth.ps (use printer file format (this is .ps))

Click on *Print seismicity map on lexcolor*

Click on *Create last\_month\_list.html with frame maker*

Frame maker pops up with a form that needs to filled out BY HAND

1. Everything between the red brackets needs to be changed.
2. Info can be found in the monthly highlights and in AEIC releases.
3. Save as .html instead of .fm (be sure to chose HTML in format box)

Click on *Update AEIC monthly report website.*

This takes the lastmonth.ps and converts to .gif, and the .html file just created and puts them on the website

Click on the remaining 3 gui buttons to create, view, and print station statistics.

**You are now done!**