

# System > General


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## Basic Setup

Basic Setup can be found under [Settings] > [System] > [General] > [Basic Setup].

Option	Description
Root Web Directory	<p>This value represents the full server path to the web server's document root directory (e.g. /home/user/public_html/). This is <b>not</b> necessarily the path to the directory Blesta is installed under.</p> <p>This setting is used when the web server cannot provide the path to your Blesta installation, such as when the cron is run via CLI. This typically occurs for URLs constructed for emails that are sent by cron via CLI.</p> <p><b>The path to the document root directory may vary depending on your web server configuration.</b> In most cases, generally speaking, any directories in the absolute path to your Blesta installation that <b>do not</b> appear in the URL should be included in your Root Web Directory setting. Consider the following examples:</p> <ol style="list-style-type: none"><li>1. Installing Blesta in a subdirectory named "billing". The URL to the admin dashboard in your browser will be: <i>domain.com/billing/admin/</i> Assuming the absolute path to your account is <i>/home/user/</i>, and your web directory is named <i>/public_html/</i>, your Root Web Directory setting will be set to: <i>/home/user/public_html/</i></li><li>2. Installing Blesta in a subdomain named "clients". The URL to the admin dashboard in your browser will be: <i>clients.domain.com/admin/</i> Assuming the absolute path to your account is <i>/home/user/</i>, and your web directory is named <i>/public_html/</i>, your Root Web Directory setting may be set to: <i>/home/user/public_html/clients/</i></li></ol> <div> The use of Virtual Directories on your web server may interfere with this value. If the cron is run via CLI, it does not use the web server, and therefore is unaware of your virtual directory aliasing, resulting in incorrect URLs in emails sent by cron. To resolve this issue, either remove the virtual directory alias to your Blesta installation, or set the cron to run via <i>wget</i>, which will use the web server, and thus be aware of the virtual directory alias.</div>
Temp Directory	The full server path where Blesta should write temporary files. This directory must be writable by the server's web user and cron user.
Uploads Directory	The full server path where Blesta should write uploaded files. This directory must be writable by the server's web user and cron user.
Logs Directory	The full server path where Blesta should write log files. This directory must be writable by the server's web user and cron user.
Rotation Policy	<p>The number of days to retain logs.</p> <p>Rotation Policy controls the amount of time to retain most log data, cron log being the exception as that is controlled by the Blesta. <code>cron_log_retention_days</code> <a href="#">configuration</a>.</p> <p>Options that control what logs to delete can be found in the configuration. They include:</p> <ul style="list-style-type: none"><li>• Blesta.auto_delete_accountaccess_logs</li><li>• Blesta.auto_delete_contact_logs</li><li>• Blesta.auto_delete_email_logs</li><li>• Blesta.auto_delete_gateway_logs</li><li>• Blesta.auto_delete_module_logs</li><li>• Blesta.auto_delete_transaction_logs</li><li>• Blesta.auto_delete_user_logs</li></ul>

## GeoIP Settings


GeoIP Settings can be found under [Settings] > [System] > [General] > [GeoIP Settings].

Enabling GeoIP will allow certain features to take advantage of location services. GeoIP requires the GeoLite City binary database, which can be obtained from your account at <https://www.maxmind.com/>. The file should be unzipped and uploaded to your [Uploads Directory](#) and placed in a folder named **system**.

Option	Description
Enable GeoIP	Check to enable GeoIP features.

## Maintenance

Maintenance can be found under [Settings] > [System] > [General] > [Maintenance].

Option	Description
Enable Maintenance Mode	<p>Check to enable maintenance mode.</p> <div>  When in maintenance mode: <ul style="list-style-type: none"> <li>Only staff users may use the system.</li> <li>All other users will be directed to the login page.</li> <li>The API will be disabled.</li> </ul> </div>
Reason for Maintenance	Enter the reason for the maintenance. This will be displayed to users that access the system when maintenance mode is enabled.

## License Key

License Key can be found under [Settings] > [System] > [General] > [License Key].

Option	Description
License Key	This is your Blesta license key. If you receive a new license key, enter it here.

## Payment Types


Payment Types can be found under [Settings] > [System] > [General] > [Payment Types]. Payment types allow manual payments to be recorded.

### Adding a Payment Type

To add a payment type click **Create Payment Type** on the payment type listing page.

### Editing a Payment Type

To edit a payment type click **Edit** next to the payment type on the payment type listing page.

Option	Description
Name	The name of the payment type.
Type	Debit or Credit. When set to debit, transactions using this payment type are considered income-based while credit is non-income-based.
Use Language Definition	<p>Check if the value entered for <b>Name</b> has a language definition.</p> <div>  Add your custom language definitions to the <b>_custom.php</b> language file. </div>

### Deleting a Payment Type

To delete a payment type click **Delete** next to the payment type on the payment type listing page.