Employee Tracker

SQL Update Notes

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Overview

Installing an update of Employee Tracker is easy to do, as long as you plan it carefully and execute it well. These instructions will help you be successful.

Get the Update File

The update file may be sent to you by email, on a CD, or you may need to download the update file from the web or FTP address provided to you by your Tracker rep.

Do you have multiple install types?

You may need more than one file, depending on how you have installed and deployed Employee Tracker in your company. For example, if you use Little Brother and DLLUpdate to automatically distribute updates to multiple workstations, you may need both the Regular download and the Little Brother install, for your server and workstations respectively.

Choose the right update for your database platform

Employee Tracker's databases can be in any of three formats, depending on the version you have licensed: Microsoft **Access 97**, Microsoft **Access 2000**, or Microsoft **SQL Server**. You must install the update that corresponds to your database version. If you are unsure which database version you have, contact Advanced Tracker. There is no benefit to installing a "higher" database version than you have licensed; you will not get any additional features, but you will corrupt your database. The second character of the update filename indicates the database platform: 9 for Access 97, 2 for Access 2000, and S for SQL.

You need a password to install the update

To prevent you from damaging your database by installing the wrong version, the download files require a password at installation time. Contact Advanced Tracker for the appropriate password for your situation.

'Regular' Install

The traditional style of installing Employee Tracker is to install it on each computer independently. Therefore if Employee Tracker has been installed on, say, five computers, it needs to be updated on all five computers.

Don't forget to update the

Note that if you use Standard Retrieval or All The Goodies (ATG) Retrieval to

ATG computer, which may be hidden away in a back room

retrieve from data collection devices or programs, you must update Employee Tracker on the computer or server that does the Retrieval. You must update it even if you have no need to run Employee Tracker on that computer, because the ETP update provides components that Retrieval uses, the Employee Tracker Calculation Routines. It is essential that Retrieval use the same version of the routine as Employee Tracker uses.

The Details

1. Download the update file from the web site. Save it somewhere where it can be accessed by all the computers that you will be updating (e.g., a CD, or a shared network folder).

2. Stop all Tracker programs. There must not be any program accessing the databases during the update. This includes shutting down Symcod retrieval, ATG retrieval, Employee Tracker, Labour Tracker, Employee Online, Access Tracker, and any custom modules you may have. Make sure that retrieval is not scheduled to start during the time you will be updating.

3. Notify all users to stay out of Tracker programs until you have completed the update.

4. Backup your data. To backup SQL data, use MS SQL Enterprise Manager or the OSQL utility to do a backup of the "Advanced Tracker" database. This is typically a database administrator responsibility.

5. Logon to Windows as a user with the administrative privileges to install software.

6. Run the program that you downloaded and saved in step 1 above. You will be prompted for a password. This password ensures that you are applying the update that is appropriate for your database platform. The password is case-sensitive (i.e., bear234, Bear234, and BEAR234 are not the same thing). The update will prompt you for where to put etp.exe (usually C:\Program Files\ETP). It will copy all the dll and ocx files to your Windows system folder and register them.

Critical! For SQL, the first run of the new version must be done by accessing the database as the SQL server system administrator

7. For the SQL version of Employee Tracker, access to the database is controlled by the username and password in the ATTIDATA.INI file. If you have set these to be a SQL user with restricted rights, you will need to edit the file to have the SQL system administrator username and password. This is so that the first run of the new software (in the next step, below) can create any new tables needed by the new version, with the correct SQL "owner". You can edit the ATTIDATA.INI file, located in the System32 folder, using Notepad.

8. Run the updated Employee Tracker. The first time you do this, the Merlin database wizard will update the internal format of the database to that required by the new version of Employee Tracker. You can safely switch to another program while Merlin is running (e.g., to check your email, etc.), but once you do so the Merlin progress bars will stop moving, even though Merlin is still working hard to terraform your databases. **Do not interrupt Merlin, even if it appears not to be responding. Do not end the task using Task Manager.** After Merlin has completed you will be prompted to login to Employee Tracker as usual. Login and verify that Employee Tracker is functional.

9. For the SQL version of Employee Tracker, if you changed the ATTIDATA.INI username and password in a prior step, change it back to the restricted username and password.

10. Install the update on any other computers that need it. Repeat steps 5, 6, and 8 (logon, update, run) on all computers that have ETP installed. It is recommended that you do not run a mix of different versions of Employee Tracker, because of the possibility of corrupting data. Merlin will run only once, on the first computer that you run the new version on. There is no need to change ATTIDATA.INI on any subsequent computers.

11. After all computers have been updated, restart any Tracker programs that need to be running (e.g., Symcod retrieval, ATG Retrieval).

12. Allow users to run Employee Tracker again. Provide training on any new or updated features as needed.

'Little Brother' Install

The Little Brother method up deploying software allows you to automatically update workstations without having to update individually on each workstation. Little Brother is used in conjunction with DLLUpdate; Little Brother updates the main exe file (usually in the Program Files folder), and DLLUpdate updates the DLL and OCX files in the Windows system folder.

The Details

The process for updating using the Little Brother / DLLUpdate deployment mechanism is similar to the regular method.

1. Download the update file from the web site. Save it somewhere where it can be accessed by all the computers that you will be updating (e.g., a CD, or a shared network folder).

2. Stop all Tracker programs. There must not be any program accessing the databases during the update. This includes shutting down Symcod retrieval, ATG retrieval, Employee Tracker, Labour Tracker, Employee Online, Access Tracker, and any custom modules you may have. Make sure that retrieval is not scheduled to start during the time you will be updating.

3. Notify all users to stay out of Tracker programs until you have completed the update.

4. Backup your data. To backup SQL data, use MS SQL Enterprise Manager or the OSQL utility to do a backup of the "Advanced Tracker" database. This is typically a database administrator responsibility.

5. Run the program that you downloaded and saved in step 1 above. You will be prompted for a password. This password ensures that you are applying the update that is appropriate for your database platform. The password is case-sensitive (i.e., bear1234, Bear1234, and BEAR1234 are not the same thing). The update will prompt you where to put the Employee Tracker program, and where to put the OCX/DLL files. Typically the etp.exe file is stored in the a folder on the network (e.g.,

T:\ETPDATA), and the other files are stored in a subfolder of that folder (e.g., T:\ETPDATA\AddIns).

6. For the SQL version of Employee Tracker, access to the database is controlled by the username and password in the ATTIDATA.INI file. If you have set these to be a SQL user with restricted rights, you will need to edit the file to have the SQL system administrator username and password. This is so that the first run of the new software (in the next step, below) can create any new tables needed by the new version, with the correct SQL "owner". You can edit the ATTIDATA.INI file, located in the System32 folder, using Notepad.

7. Run Employee Tracker. Little Brother and DLLUpdate will update the software, then the Merlin database wizard will update the internal format of the database to that required by the new version of Employee Tracker. You can safely switch to another program while Merlin is running (e.g., to check your email, etc.), but once you do so the Merlin progress bars will stop moving, even though Merlin is still working hard to terraform your databases. **Do not interrupt Merlin, even if it appears not to be responding. Do not end the task using Task Manager.** After Merlin has completed you will be prompted to login to Employee Tracker as usual. Login and verify that Employee Tracker is functional.

8. For the SQL version of Employee Tracker, if you changed the ATTIDATA.INI username and password in a prior step, change it back to the restricted username and password.

9. Allow users to run Employee Tracker again. As each user runs Employee Tracker on their computer, Little Brother and DLLUpdate will update all the necessary files on the workstation.

10. Restart any Tracker programs that need to be running (e.g., Symcod retrieval, ATG Retrieval).

11. Provide training on any new or updated features as needed.

Glossary of Terms

DLLUpdate

A mechanism for deploying DLL and OCX libraries to multiple workstations without having to install separately on each one. Typically used in conjunction with Little Brother.

Little Brother

A mechanism for deploying a program, such as Employee Tracker, to multiple workstations without having to install it separately on each one. Typically used in conjunction with DLLUpdate.

Merlin

The database conversion wizard that ensures that the Employee Tracker databases are formatted properly. Merlin will run only the very first time the new program is run, and may not always run with every new version.

user

A login for Employee Tracker. There is always a Master login that can do everything. You can define additional logins, each with its available employees and menus.

Windows system folder

The location where Windows keeps system files. The actual folder name depends on the version of Windows and how it was installed. Common locations include C:\Windows\System, C:\Windows\System32, and C:\Winnt\System32. The update program will locate your Windows system folder automagically.

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