DASL PROGRESSBOOK CONVERSION

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DASL ProgressBook Conversion Overview

The Progressbook Conversion document covers the following instructions:

- Web services integration steps.
- DASL to Progressbook data integration setup
- Progressbook Play database creation and cutover steps.

IMPORTANT:

These steps cannot take place until after Progressbook version 5.20 has been installed. If you have any questions regarding any part of this document please contact dasl_help@noacsc.org.

1. One-Time Procedures for Preparing ProgressBook to Receive DASL Data

1A. Install ProgressBook

Review and use the installation notes and instructions included with ProgressBook version 5.20.

1B. Update WebServices

DASL uses WebServices to integrate with ProgressBook. Information about the WebService must be set up in ProgressBook in order for attendance and grading to work. Once the WebServices have been set up (using software and procedures received from the DASL team), the following action is required to inform ProgressBook of the location and required security (credentials) needed to access the WebServices. More information on setting up the DASL GradeBook WebServices interface can be found at the following website:

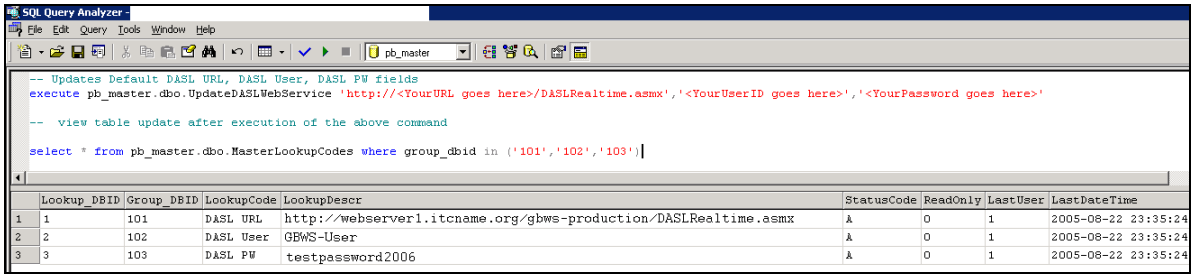
http://dsldemo.mcoecn.org/dasladmin/

- **Set Up Default**

  ProgressBook needs to know the URL, user id, and password of the default WebService. If you do not know these settings, you should contact your DASL support person.

  Go to SQL Query Analyzer, and run the following command using your settings:

```
Execute pb_master.dbo.UpdateDASLWebService '<YourURL>', '<YourUserID>',
'<YourPassword>'
```



☐ Set Up Individual District (optional)

If you would like an individual district to use a different WebService from the default (as would be the case with a "DASL Play" database), go into SQL Query Analyzer and run the following command:

```
Execute pb_master.dbo.UpdateDistrictWebService '<YourURL>',
'<YourUserID>', '<YourPassword>', '<YourDistrictID>'
```

☐ Remove Individual District Setting (optional)

If you have previously set up a district to use a different WebService and you would now like it to use the default WebService, you can remove the special settings by running the following command in SQL Query Analyzer:

```
Execute pb_master.dbo.RemoveDistrictWebService '<YourDistrictID>'
```

1C. Set Up the Nightly Integration Job

This task uses software from the DASL ProgressBook team. A setup program is available to help install the nightly integration job. This only needs to be set up once, and will not need to be repeated when adding additional districts to DASL.

☐ Copy Import Software

Copy the file `PbBackOfficeImport.msi` to your SQL server. You can download this file from:

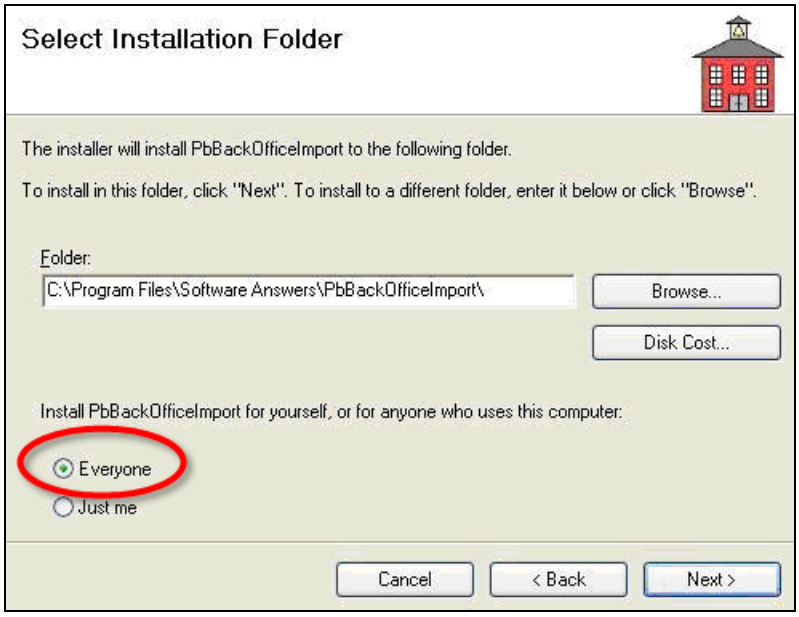
https://www.progressbook.com/Downloads/Major Releases/ProgressBook/5.2.0 (1109) Product Release/Dasl Sites/

☐ Run Import Software

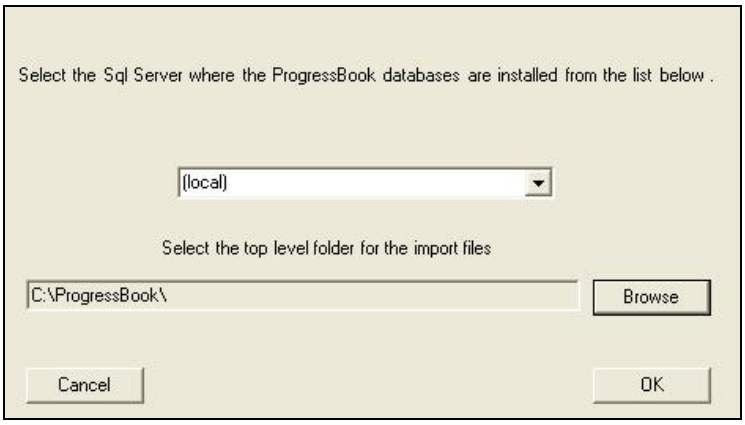
Double-click on the file `PbBackOfficeImport.msi`, and answer the prompts.

If you receive the following message, be sure to uninstall the existing `PbBackOfficeImport` software using Add/Remove Programs in Control Panel. Then simply re-install by double clicking on the new `PbBackOfficeImport.msi` file and continue by answering the prompts.

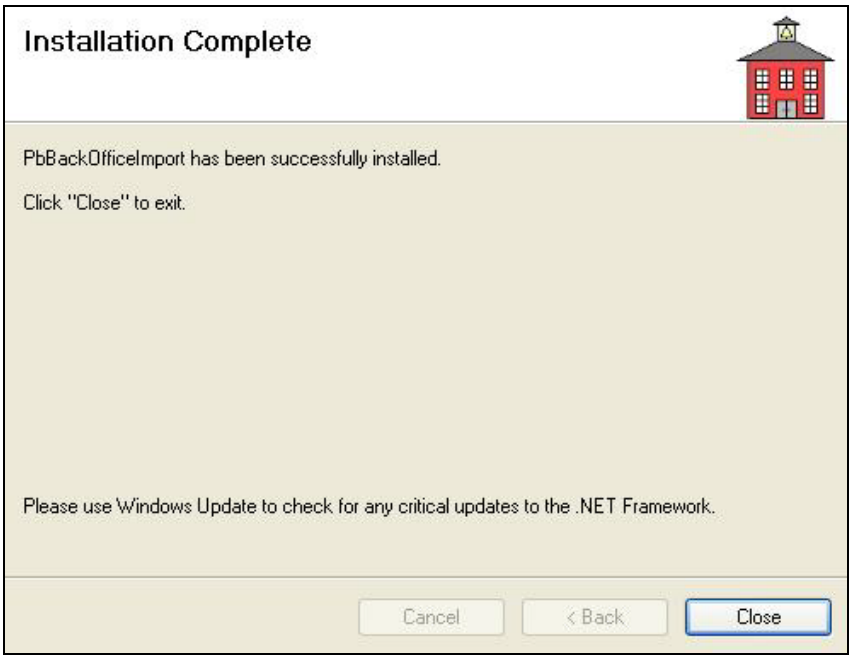
When you get to the “Select Installation Folder” page, be sure to choose the “Everyone” option. It is recommended that you keep the default installation folder.



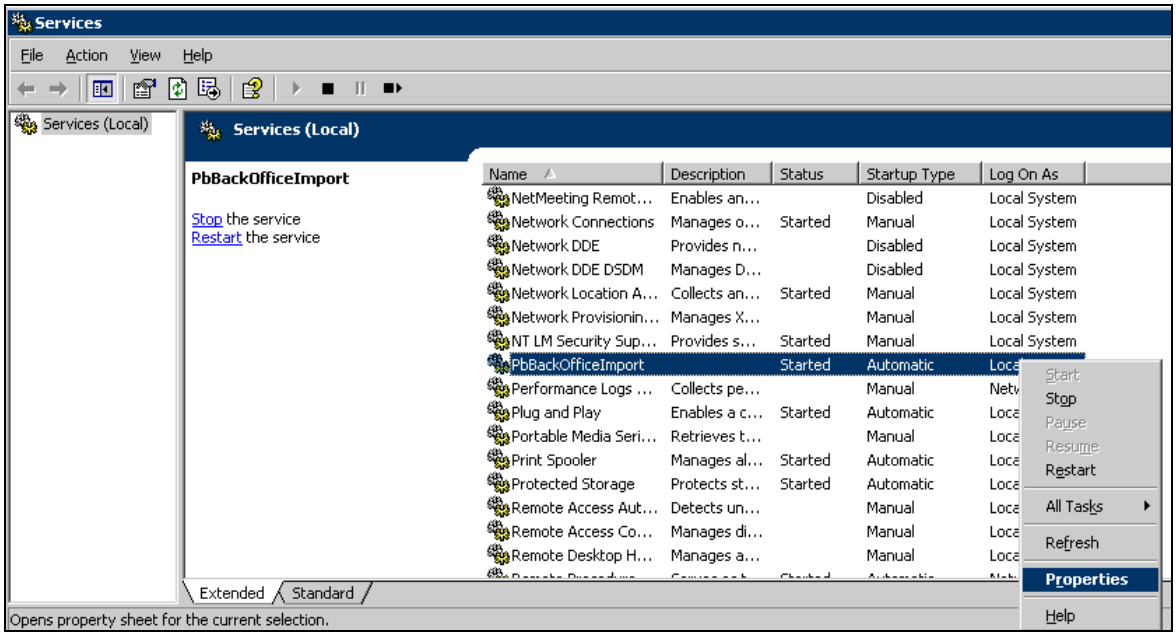
Select your SQL server. In most cases, when installing this package on the SQL server, selecting the (local) SQL server is sufficient (the exception is when installing in a clustered environment). Also choose the top-level folder that DASL uses to store the nightly extract files. (If you are not sure of the location of this folder, contact your DASL support person.)



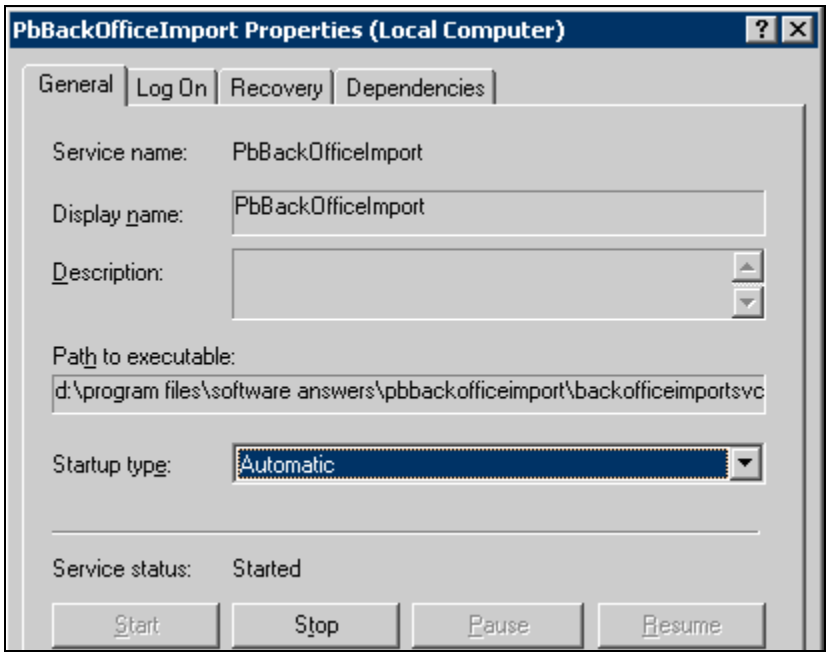
If your installation was successful, you should see the following screen:



Start the `PbBackOfficeImport` service. On the SQLServer, go to Start >> Administrative Tools >> Services. Right-click on the `PbBackOfficeImport` service, and select **Properties** from the menu.



In the **Properties** dialog box, change the Startup Type to **Automatic** by selecting that option from the dropdown list and clicking the **OK** button. Click the **Start** button if the service is stopped.



Important Note: Additional documentation on the batch import can be found by viewing the file *pbbackofficeimport.chm*, which is located in the installation folder.

If any errors occur during the execution of the extract and import, first refer to the "Troubleshoot the DASL GBWS Virtual Directory" topic in found in the Installing DASL >> Web Server folder of the administration documentation, at:

http://dsldemo.mcoecn.org/dasladmin/

2. Create ‘Play’ ProgressBook Database

Software Answers strongly recommends setting up a test environment for any district that will be converted from SIS to DASL with these Conversion procedures. This is called setting up a ProgressBook ‘Play’ database. (See additional information about setting up a ‘play’ database at the end of this document).

Conversion of a ProgressBook database from SIS to DASL can be a complicated undertaking. In recognition of this fact, Software Answers strongly advises its customers to set up a test (‘Play’) database for each district to be converted. If this test database is a copy of the current production ProgressBook database, it can be converted to work with DASL, and the results of the conversion can be verified against the production version.

It is highly recommended that a ProgressBook PLAY and DASL PLAY database is set up and utilized for testing for every district before going live on DASL/PB. This is recommended due to: 1) the many differences in district’s Marking Pattern configurations; 2) The number and scheduling of DASL/PB go-lives; and 3) the fact that if the DASL/PB conversion fails, then the district cannot go-live on DASL.
Testing in a ProgressBook PLAY and DASL PLAY environment is imperative to a clean and successful go-live.

Execute MakePbPlay Script

Software Answers has provided a script that will automate the steps to set up a play ProgressBook database for use in testing the DASL ProgressBook Conversion process. You can download this script from the ProgressBook site:

http://www.progressbook.com/

Navigate to: Downloads / Major Releases / ProgressBook / 5.2.0 (1109) Product Release / Dasl Sites

This script performs the following steps:

- Makes a backup copy of the production database using a different name for the database. For example, a Production database named `pb_SA` would be backed up and restored onto the system with the name of `pb_SA_DASL`.

- Makes an entry into the DistrictLogin table in the Pb_Master database for the play database set up in step 1. Following the example from the previous step, an entry for a district named `SA_DASL` will be inserted into the DistrictLogin table.

- Updates the new entry in the DistrictLogin table with the DistrictIrn and Web Service URL information supplied to the script from command line parameters.

- Turns the IntegrationEnabled column in the DistrictLogin table on for the play district. This tells the system that this database should be loaded from DASL.

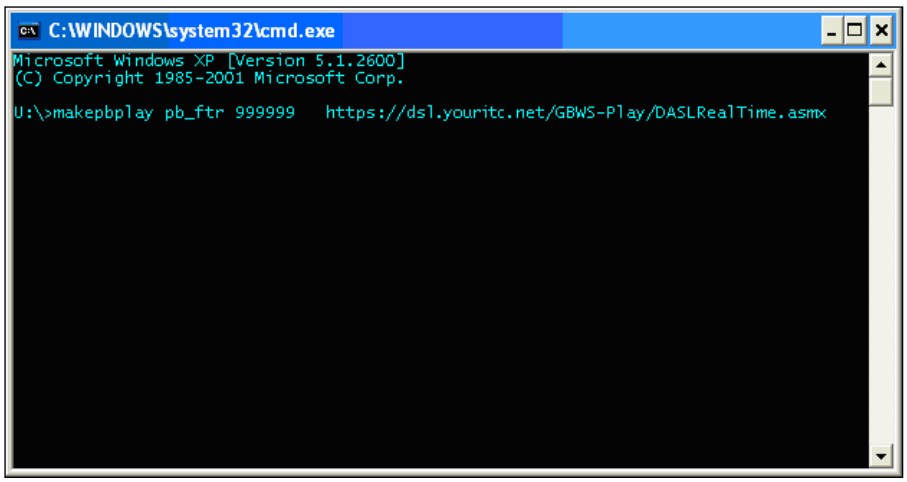
Here is an example of how to run this script:

Start a DOS Command prompt.

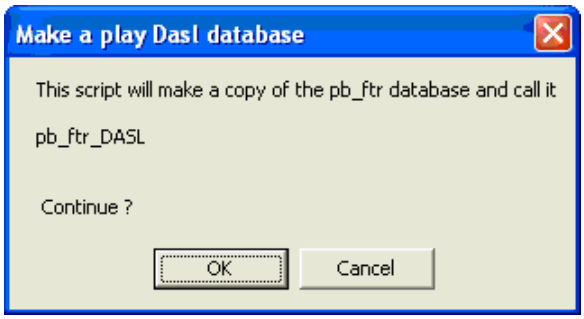
Navigate to the folder where the **MakePbPlay.vbs** script file was downloaded. Execute **MakePbPlay,** supplying three command line parameters:

- the **name** of the **production** database to be copied
- the **DistrictIrn** number for the district.
- the **Web Service Url** for the Grade Book Web Services associated with the DASL 'Play' area.

The script will prompt the user at each step to continue.

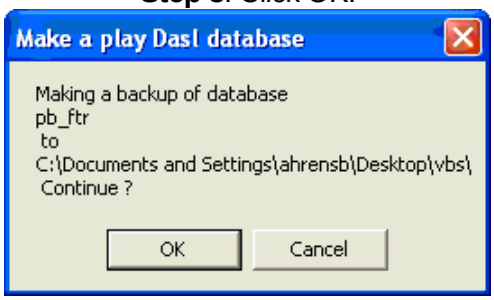


Step 1. Click Ok.

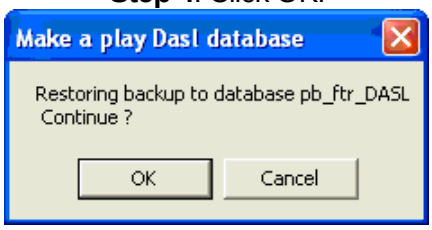


Step 2. Click OK.

Step 3. Click OK.

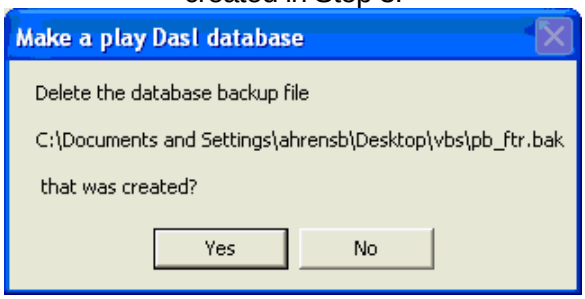


Step 4. Click OK.

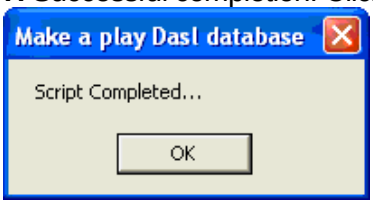


Step 5. Click OK.

Step 6. Choose to save or delete the backup file created in Step 3.



Step 7. Successful completion. Click OK.



Load the 'Play' Database from DASL

The ProgressBook 'Play' database is now ready for the initial data load from DASL. ***During this initial load, the actual Conversion takes place.*** The initial load is triggered when the DASL XML load files are created by the DASL batch job.

***** Very Important: Make sure the initial load is processed as a full extract from DASL instead of a partial extract, and make sure the load completes**

successfully before continuing on with the instructions for configuring the ProgressBook 'Play' database. *

The progress of the load can be tracked by examining the log files for the **ProgressBook Nightly Integration Job.** These log files are located in the **Logs** folder underneath the folder where the software was installed.

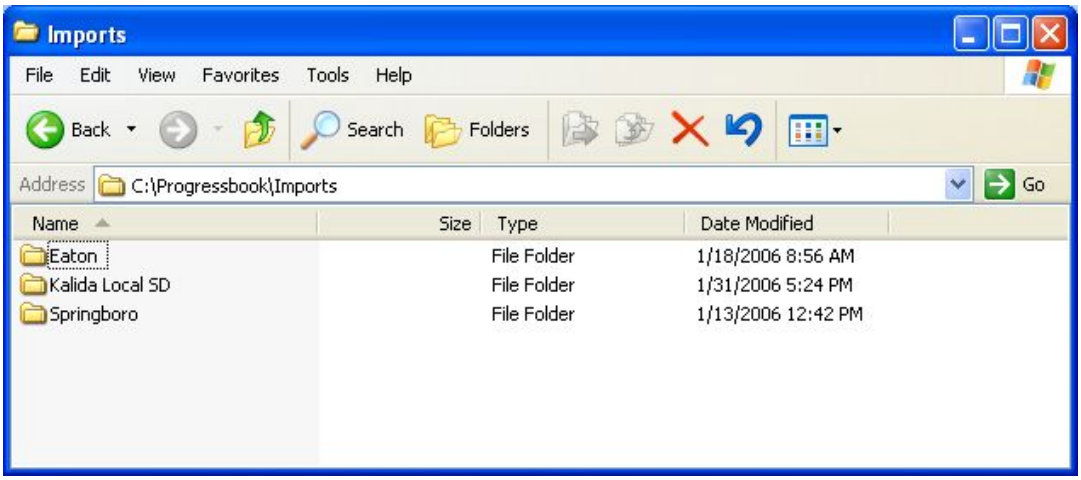
The default location for installation of the software is:

```
C:\Program Files\Software Answers\PbBackOfficeImport\
```

Important Note: Make sure that when you set up the batch job to load this database, the XML files are created in a folder below the **top level folder** specified during the installation of the **ProgressBook Nightly Integration Job** (see step 1C in this document for details).

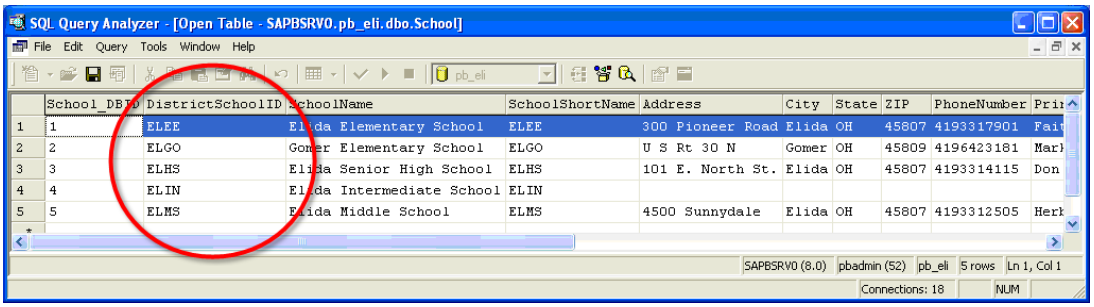
Create a folder for the 'Play' database beneath this top level folder. If you previously configured ProgressBook databases to be integrated with DASL, you will see folders for those databases already there. All the XML files for one district should go in the same folder. The name of the folder is not significant. A sample configuration is shown below. In this case, the top level folder that was specified during the installation of the **ProgressBook Nightly Integration Job** was:

```
C:\ProgressBook\Imports\
```

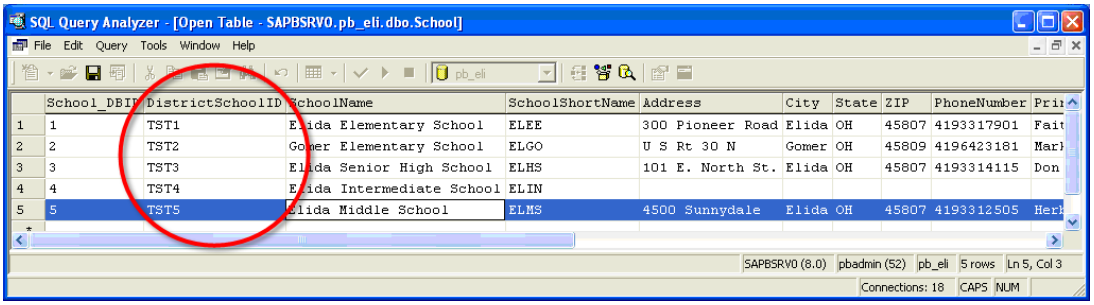

Imports
File Edit View Favorites Tools Help
Back Search Folders
Address C:\Progressbook\Imports
Go
Name Size Type Date Modified
Eaton File Folder 1/18/2006 8:56 AM
Kalida Local SD File Folder 1/31/2006 5:24 PM
Springboro File Folder 1/13/2006 12:42 PM

Change `DistrictSchoolID` in the School Table

The School table holds the SIS 'bunny' code in a column called `DistrictSchoolID`. This column was used to link the files from a school in the SIS system to a school in ProgressBook. ***** Very Important: We need to break that link in the 'Play' database. Change these 'bunny code' values in the School table. ***** These can be anything, as long as they are not already-valid bunny codes.

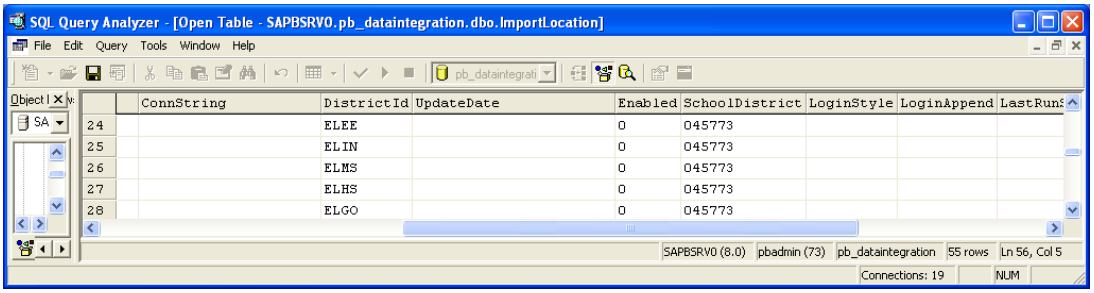


Example: Old 'Bunny' codes in `DistrictSchoolID` table.

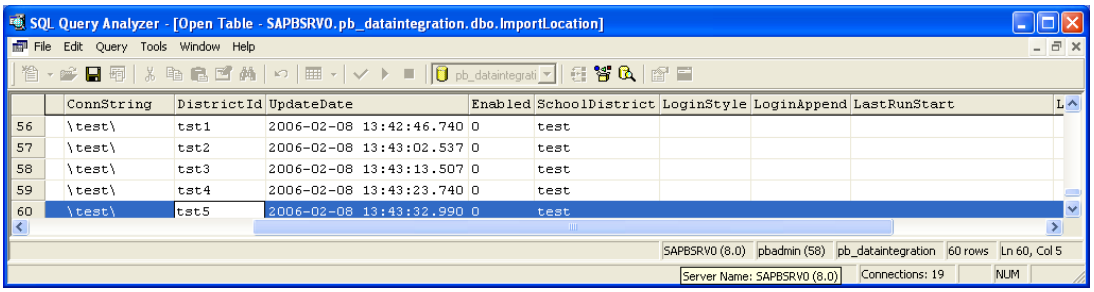


Example: New 'Bunny' codes.

Make a new entry in the `ImportLocation` table in the `pb_dataintegration` database that has the same 'bunny code'.



Example: `ImportLocation` rows for production schools in `pb_dataintegration` database.



Example: New rows in `ImportLocation` for ‘Play’ database. Note: these can be reused for all ‘play’ databases.

3. Set Up DASL District for ProgressBook

IMPORTANT:

1) For a District to use ProgressBook, they must first have data entered into DASL.

2) You must have selected a Final Schedule Result in DASL before you import data to ProgressBook.

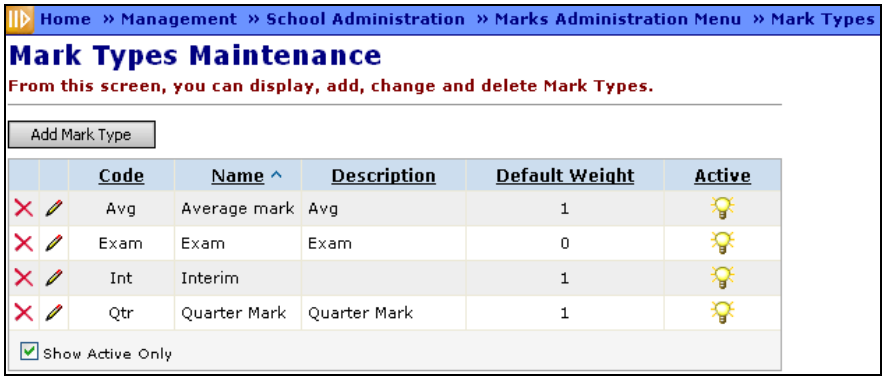
☐ Verify/Define Mark Types

Define Mark Types if needed, and make sure all needed Mark Types are displayed.

You **must** define a Mark Type if you wish to give that type of Mark during the year.

Mark Type Weight is not imported to ProgressBook.

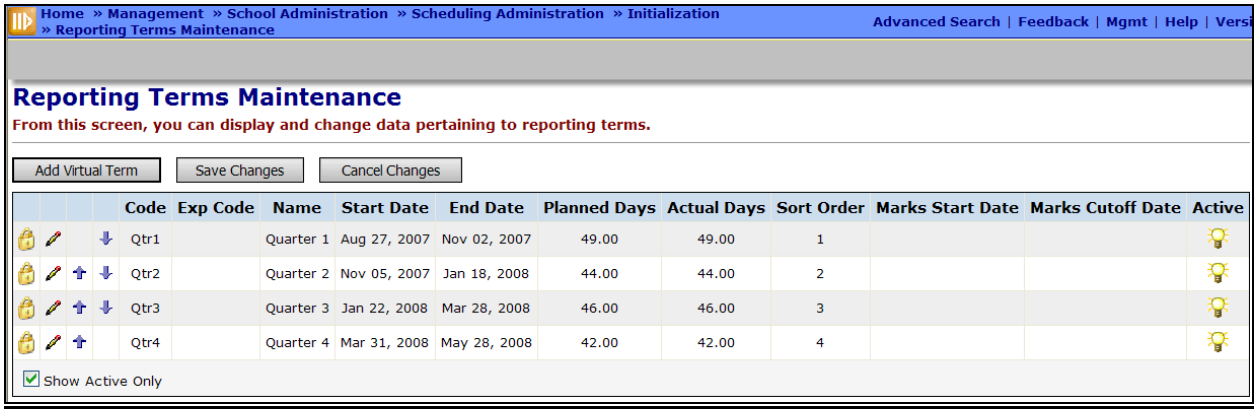
Navigation: Home – Management – School Administration – Marks Administration Menu – Mark Types



Verify/Define Reporting Terms

Define Reporting Terms as needed, and make sure all needed Reporting Terms are displayed. Marks Cutoff Date is not imported to ProgressBook.

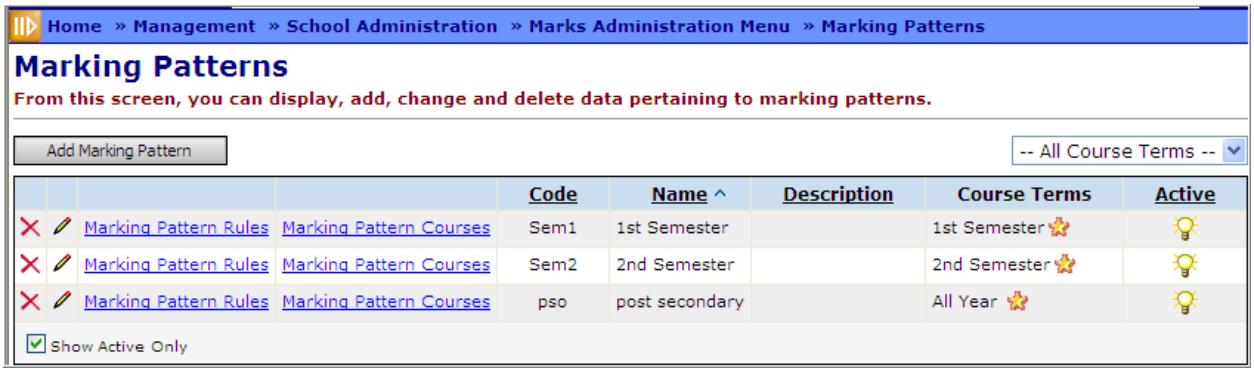
Navigation: Home – Management – School Administration – Scheduling Administration – Initialization – Reporting Terms Maintenance



☐ Verify/Define Marking Patterns and Rules

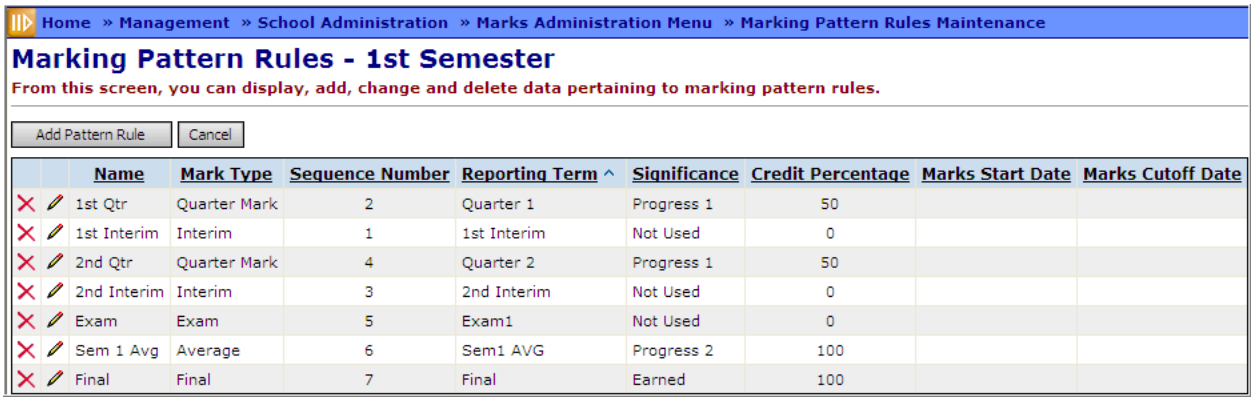
Define Marking Patterns and Rules if needed for course term(s), and make sure all needed Marking Patterns are present and correct. Marking patterns define specific mark types that must be created for specific course terms for each reporting period, and must be defined to include all Marks you are collecting in a school year. *This also determines how student marks will be grouped for averaging, and if they are included in GPA. Each course is associated with a marking pattern rule and course marks will be gathered according to the rules defined for the course term. The gold star icon notes which Course Term is set as default for each Marking Pattern.*

Navigation: Home – Management – School Administration – Marks Administration Menu – Marking Patterns



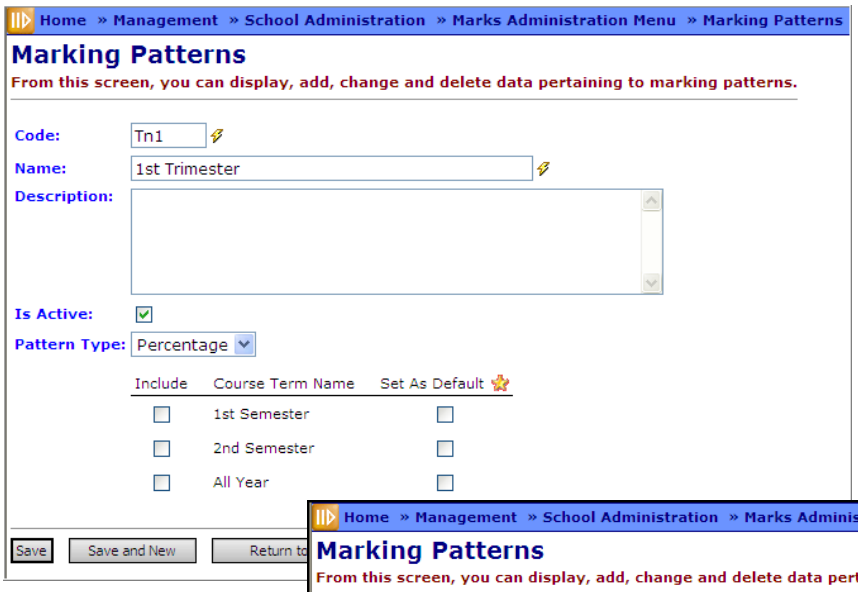
Significance, Sequence and Credit Percentages are not imported to ProgressBook.

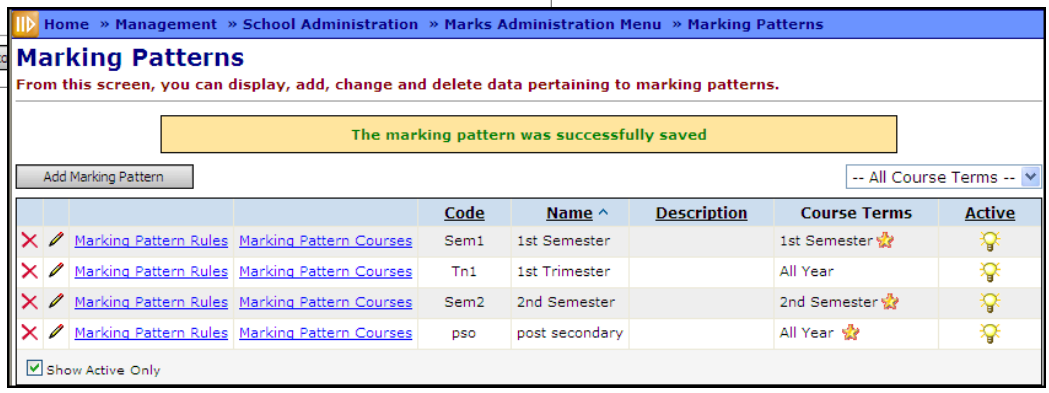
Navigation: Home – Management – School Administration – Marks Administration Menu – Marking Patterns – Marking Pattern Rules link



Name	Mark Type	Sequence Number	Reporting Term	Significance	Credit Percentage	Marks Start Date	Marks Cutoff Date
1st Qtr	Quarter Mark	2	Quarter 1	Progress 1	50		
1st Interim	Interim	1	1st Interim	Not Used	0		
2nd Qtr	Quarter Mark	4	Quarter 2	Progress 1	50		
2nd Interim	Interim	3	2nd Interim	Not Used	0		
Exam	Exam	5	Exam1	Not Used	0		
Sem 1 Avg	Average	6	Sem1 AVG	Progress 2	100		
Final	Final	7	Final	Earned	100		

If you use a Marking Pattern that does not have clean percentages (Trimesters), you can set the Marking Pattern to use “Ratio”, and set the Ratio Denominator. You can use Ratio even if your Marking Pattern has clean percentages. The example below uses Trimesters, and a Ratio Denominator of 3.



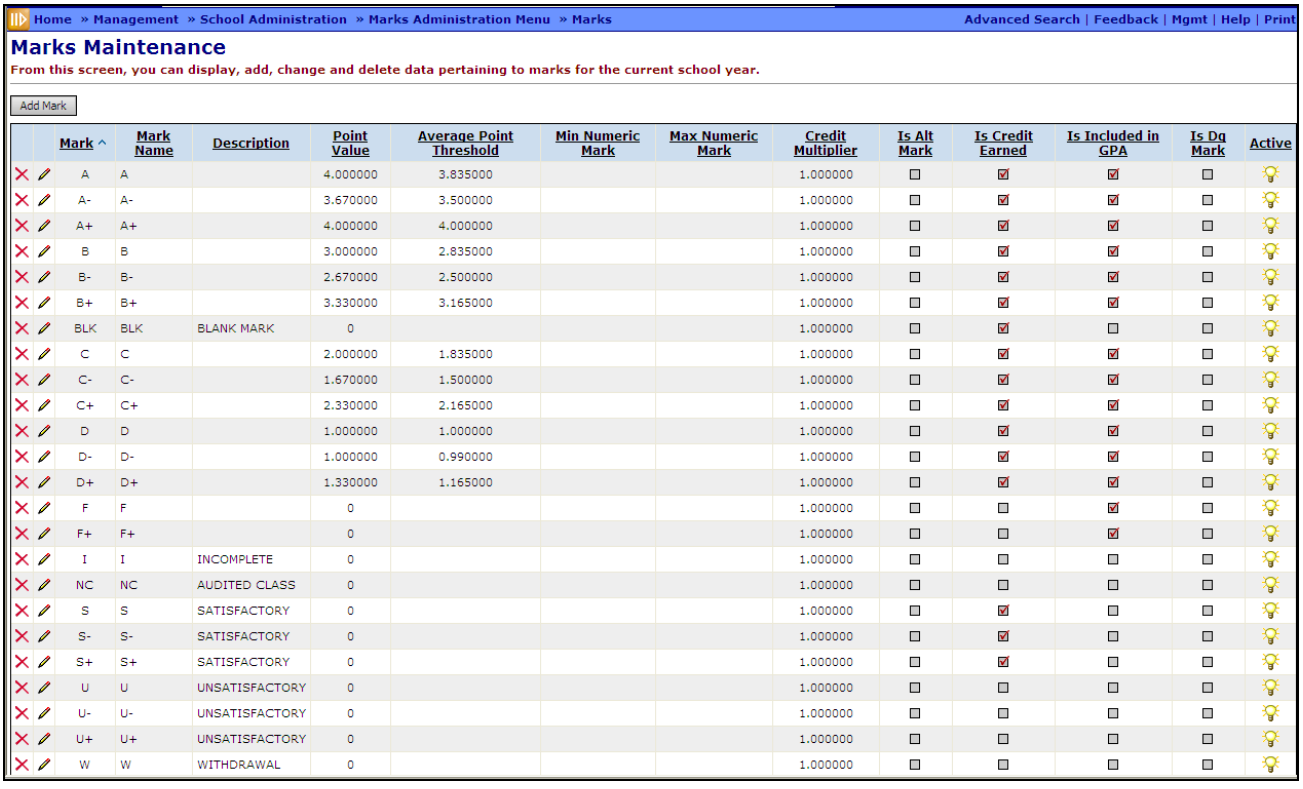


		Code	Name	Description	Course Terms	Active
Marking Pattern Rules	Marking Pattern Courses	Sem1	1st Semester		1st Semester	
Marking Pattern Rules	Marking Pattern Courses	Tn1	1st Trimester		All Year	
Marking Pattern Rules	Marking Pattern Courses	Sem2	2nd Semester		2nd Semester	
Marking Pattern Rules	Marking Pattern Courses	pso	post secondary		All Year	

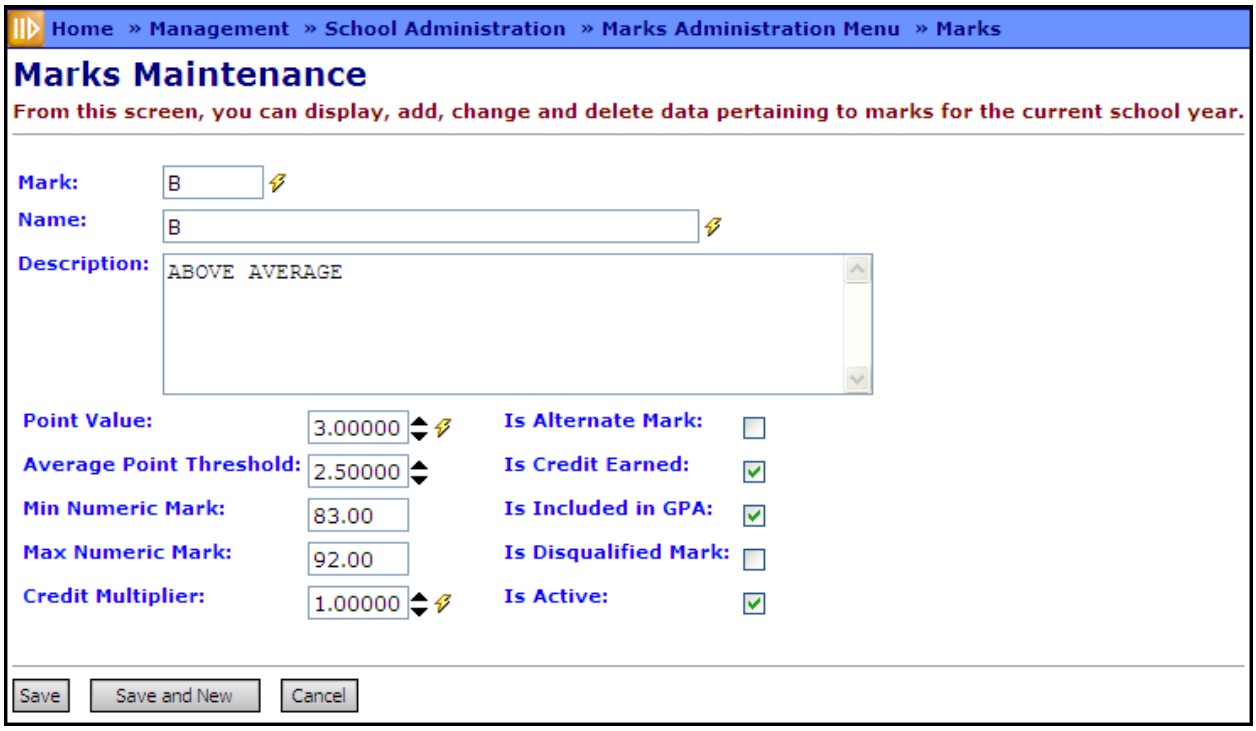
Verify/Define Marks

Define Marks as needed. Marks are also commonly referred to as grades and may be defined by alpha or numeric values. The Average Point Threshold is the midpoint between point values. There should be no gaps between Min Numeric Mark of one Mark and Max Numeric Mark of the next Mark down. You may have to clean up past years' Marks Maintenance screens. "Credit Earned" is used to represent which Marks result in Credit for a course; un-check for Fail, Incomplete, Withdraw and similar Marks. "Is Alt Mark" is used to flag Alpha Marks that can be used by buildings with Numeric Marks set. "Include in GPA" determines which Marks will be included when performing GPA Calculations. "Credit Multiplier" increases the Credit Ratio or Credit Percentage for a specific Mark.

Navigation: Home – Management – School Administration – Marks Administration Menu – Marks



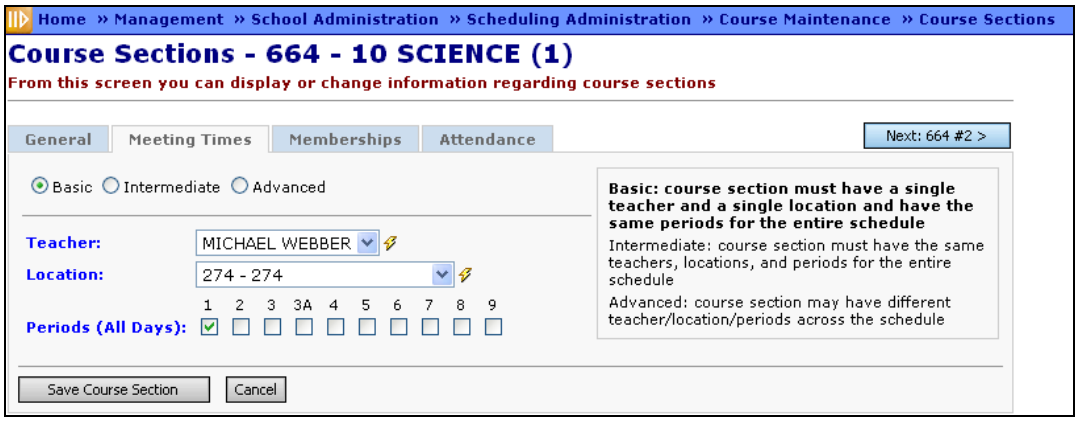
Mark	Mark Name	Description	Point Value	Average Point Threshold	Min Numeric Mark	Max Numeric Mark	Credit Multiplier	Is Alt Mark	Is Credit Earned	Is Included in GPA	Is Dq Mark	Active
A	A		4.000000	3.835000			1.000000	☐	☑	☑	☐	
A-	A-		3.670000	3.500000			1.000000	☐	☑	☑	☐	
A+	A+		4.000000	4.000000			1.000000	☐	☑	☑	☐	
B	B		3.000000	2.835000			1.000000	☐	☑	☑	☐	
B-	B-		2.670000	2.500000			1.000000	☐	☑	☑	☐	
B+	B+		3.330000	3.165000			1.000000	☐	☑	☑	☐	
BLK	BLK	BLANK MARK	0				1.000000	☐	☑	☐	☐	
C	C		2.000000	1.835000			1.000000	☐	☑	☑	☐	
C-	C-		1.670000	1.500000			1.000000	☐	☑	☑	☐	
C+	C+		2.330000	2.165000			1.000000	☐	☑	☑	☐	
D	D		1.000000	1.000000			1.000000	☐	☑	☑	☐	
D-	D-		1.000000	0.990000			1.000000	☐	☑	☑	☐	
D+	D+		1.330000	1.165000			1.000000	☐	☑	☑	☐	
F	F		0				1.000000	☐	☐	☑	☐	
F+	F+		0				1.000000	☐	☐	☑	☐	
I	I	INCOMPLETE	0				1.000000	☐	☐	☐	☐	
NC	NC	AUDITED CLASS	0				1.000000	☐	☐	☐	☐	
S	S	SATISFACTORY	0				1.000000	☐	☑	☐	☐	
S-	S-	SATISFACTORY	0				1.000000	☐	☑	☐	☐	
S+	S+	SATISFACTORY	0				1.000000	☐	☑	☐	☐	
U	U	UNSATISFACTORY	0				1.000000	☐	☐	☐	☐	
U-	U-	UNSATISFACTORY	0				1.000000	☐	☐	☐	☐	
U+	U+	UNSATISFACTORY	0				1.000000	☐	☐	☐	☐	
W	W	WITHDRAWAL	0				1.000000	☐	☐	☐	☐	


Home » Management » School Administration » Marks Administration Menu » Marks
Marks Maintenance
From this screen, you can display, add, change and delete data pertaining to marks for the current school year.
Mark:
B
Name:
B
Description:
ABOVE AVERAGE
Point Value:
3.00000
Average Point Threshold:
2.50000
Min Numeric Mark:
83.00
Max Numeric Mark:
92.00
Credit Multiplier:
1.00000
Is Alternate Mark:
Is Credit Earned:
Is Included in GPA:
Is Disqualified Mark:
Is Active:
Save
Save and New
Cancel

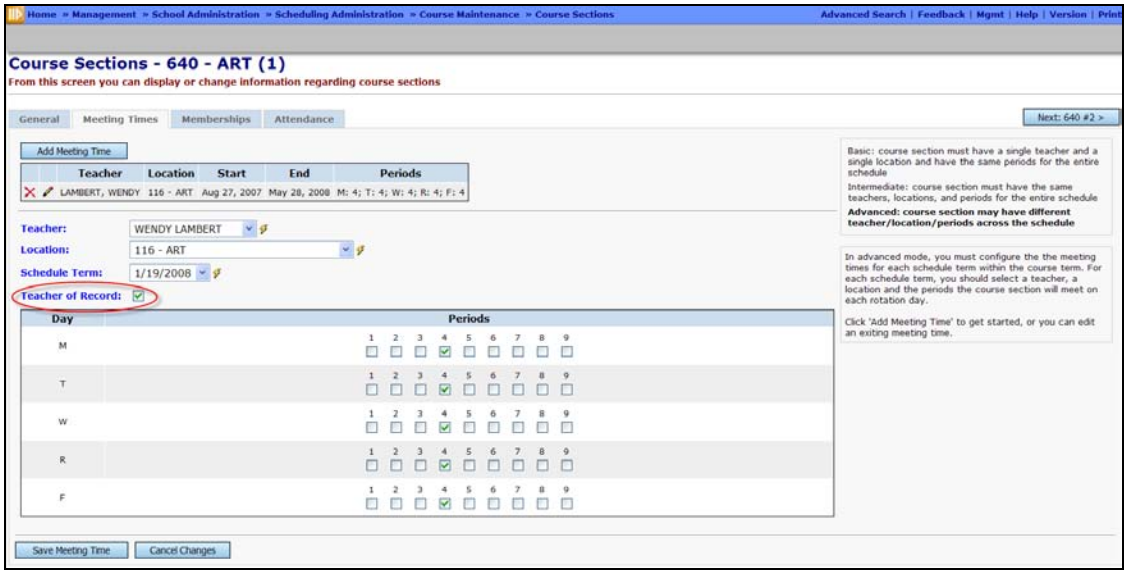
Verify Course Sections – Teacher of Record

Make sure the Teacher of Record box is checked for at least one teacher for each course section. If this box is not checked, the teacher will not be able to see the class in ProgressBook. (Basic Meeting Times only have one teacher, and that teacher is automatically marked as the Teacher of Record. To confirm that a teacher is marked, switch to Intermediate, and edit the sole Meeting Time record. Once you're sure the teacher is marked, hit "Cancel Changes".)

Home – Management – School Administration – Scheduling Administration – Initialization – Master Schedule – Course Sections link – Meeting Times tab



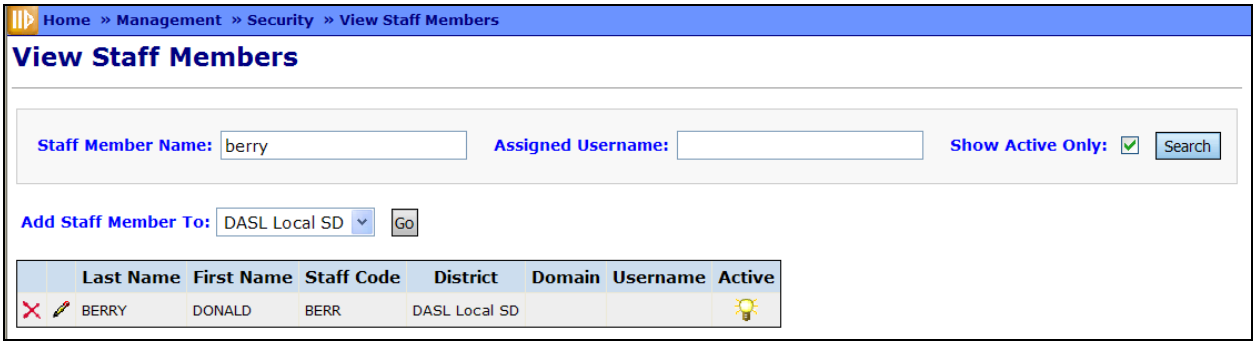
Home – Management – School Administration – Scheduling Administration – Initialization – Master Schedule – Course Sections link – Meeting Times tab – Add Meeting Times button or Edit icon (After clicking "Advanced")



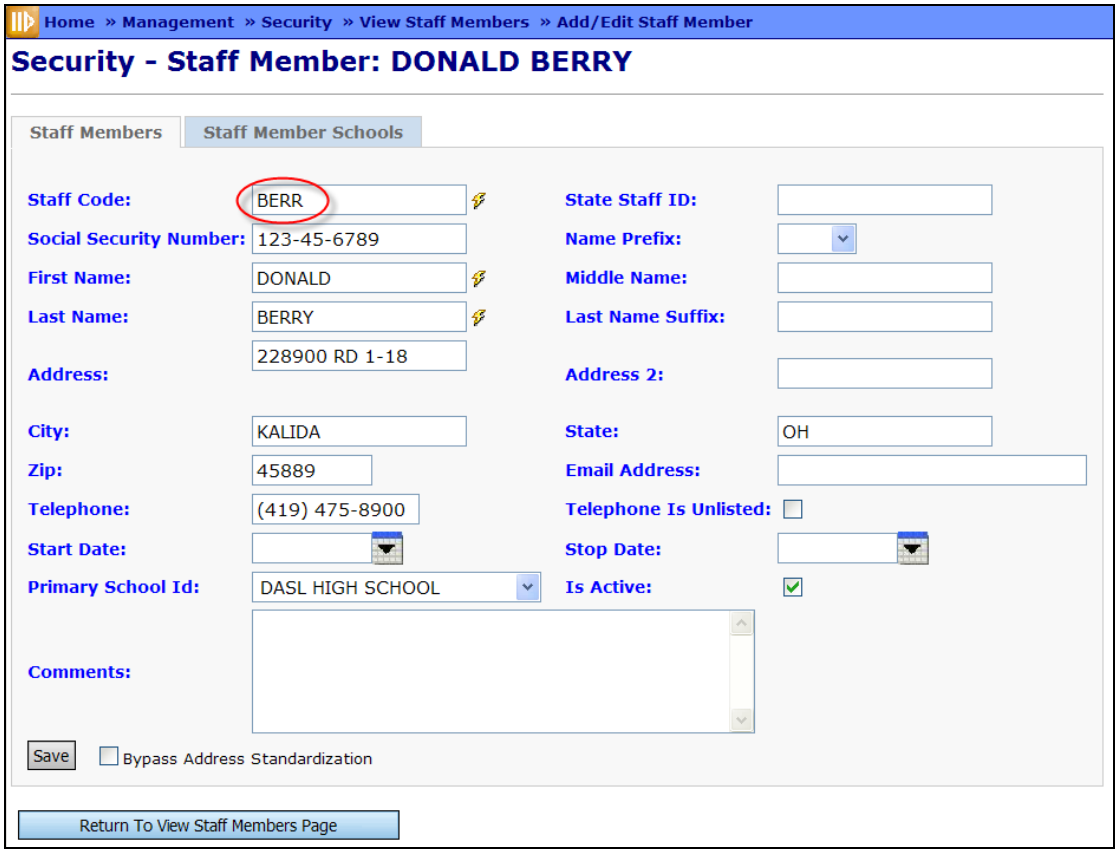
Verify Staff Members

Make sure all Staff members are associated with a Teacher Code (Staff Code in DASL).

Navigation: Home – Management – Security – View Staff Members



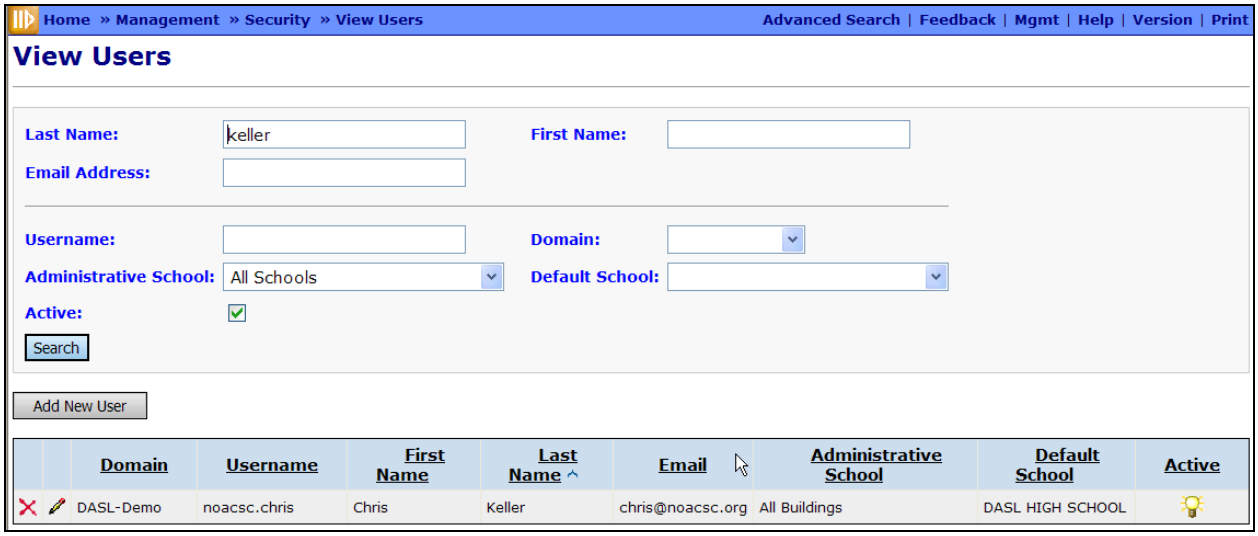
Navigation: Home – Management – Security – View Staff Members – Edit (pencil) icon



Verify Users

Make sure all Staff members that will be using ProgressBook have a User account.

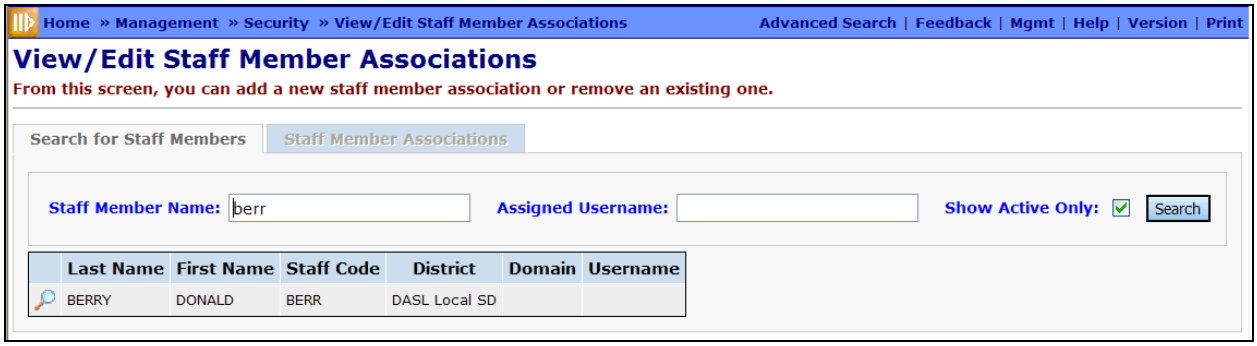
Navigation: Home – Management – Security – View Users



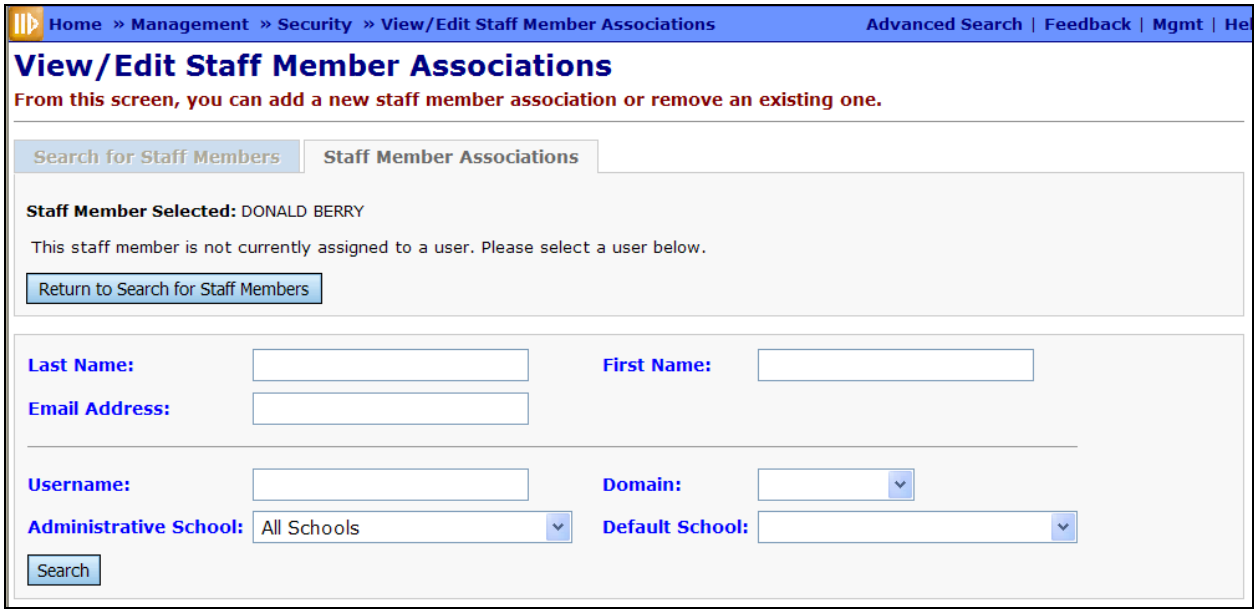
Set Up Staff Association

Make sure all Staff members are associated with a Teacher Code (Staff Code in DASL).

Navigation: Home – Management – Security – View/Edit Staff Member Associations

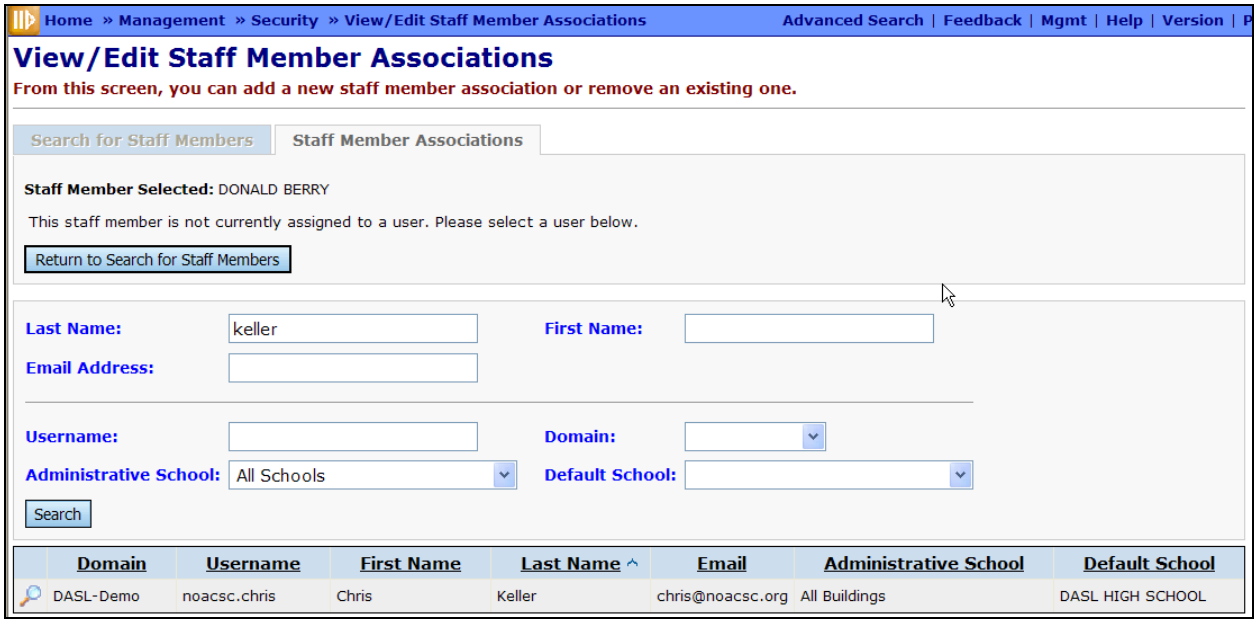


Navigation: Home – Management – Security – View/Edit Staff Member Associations – View Details button

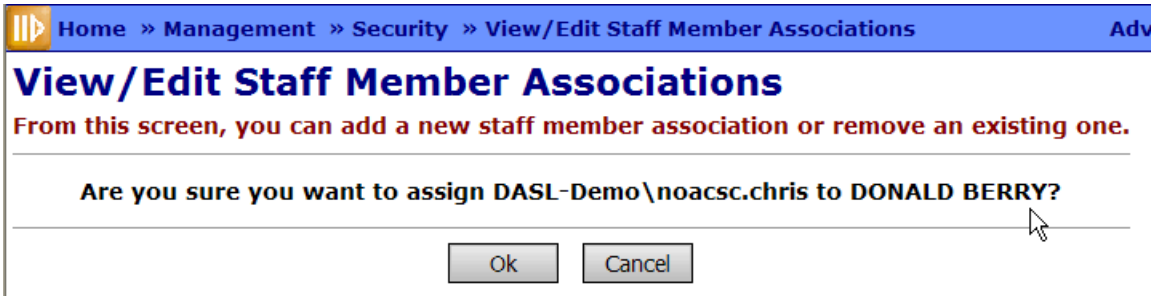


Make sure each teacher that will be using ProgressBook has their User record linked to their Staff record. Click on the User's magnifying glass icon to assign that User to that Staff member.

Navigation: Home – Management – Security – View/Edit Staff Member Associations – View Details button – enter criteria – Search button



Navigation: Home – Management – Security – View/Edit Staff Member Associations – View Details button – enter criteria – Search button – click on Magnifying glass icon to assign User



Set ProgressBook Data Integration Status

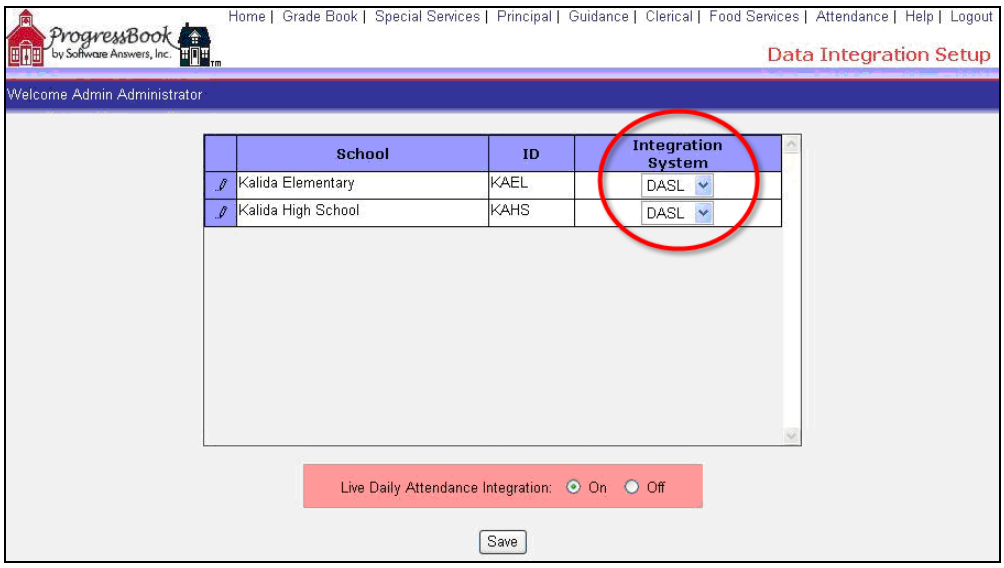
Important: Before you continue with the conversion, we highly recommend randomly choosing several classes, and several students, and produce both Student Progress Reports, and Class Progress Reports for the district. After the conversion, you can produce the same exact reports, and perform a side-by-side comparison.

Log into ProgressBook and click on the "**Data Integration Status**" link from the Administrator Home Page

Important: Once you have set the ProgressBook Integration System to DASL, the first import of DASL data starts the conversion process.

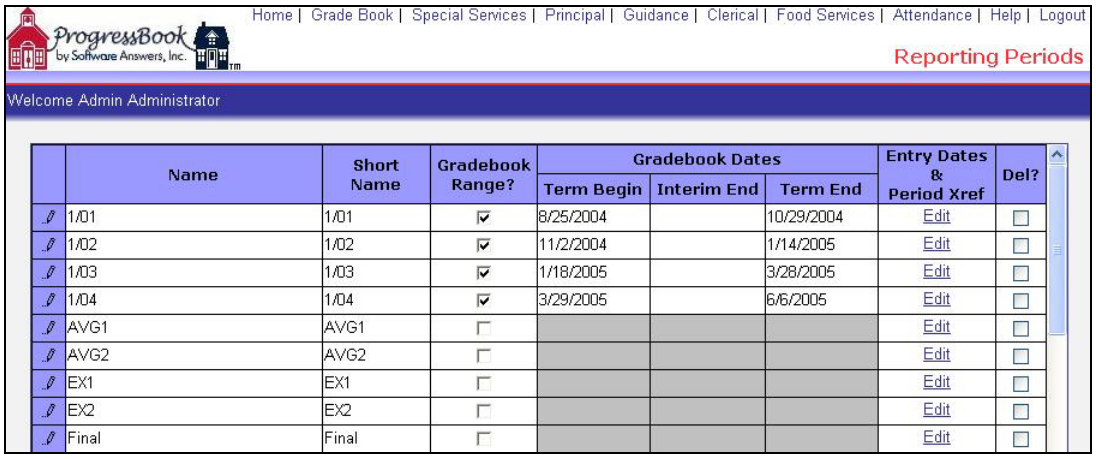
Change the Integration System to **DASL** for all schools that will be integrated with DASL. The nightly integration job will not load the data from DASL until this has been done.

ProgressBook provides both Live and Batch updates of Daily Attendance information to DASL. Select "**On**" for live update of attendance or "**Off**" for batch update of Attendance.



Update and Map ProgressBook Reporting Periods to DASL Reporting Periods

Important: Since this is a conversion which, by definition, means the district has been using ProgressBook up until now, you will continue to use the existing ProgressBook reporting periods. However, you must update these reporting periods by removing any references to SIS reporting periods, and mapping them to DASL reporting periods.



	Name	Short Name	Gradebook Range?	Gradebook Dates			Entry Dates & Period Xref	Del?
				Term Begin	Interim End	Term End		
	1/01	1/01	☑	8/25/2004		10/29/2004	Edit	☐
	1/02	1/02	☑	11/2/2004		1/14/2005	Edit	☐
	1/03	1/03	☑	1/18/2005		3/28/2005	Edit	☐
	1/04	1/04	☑	3/29/2005		6/6/2005	Edit	☐
	AVG1	AVG1	☐				Edit	☐
	AVG2	AVG2	☐				Edit	☐
	EX1	EX1	☐				Edit	☐
	EX2	EX2	☐				Edit	☐
	Final	Final	☐				Edit	☐

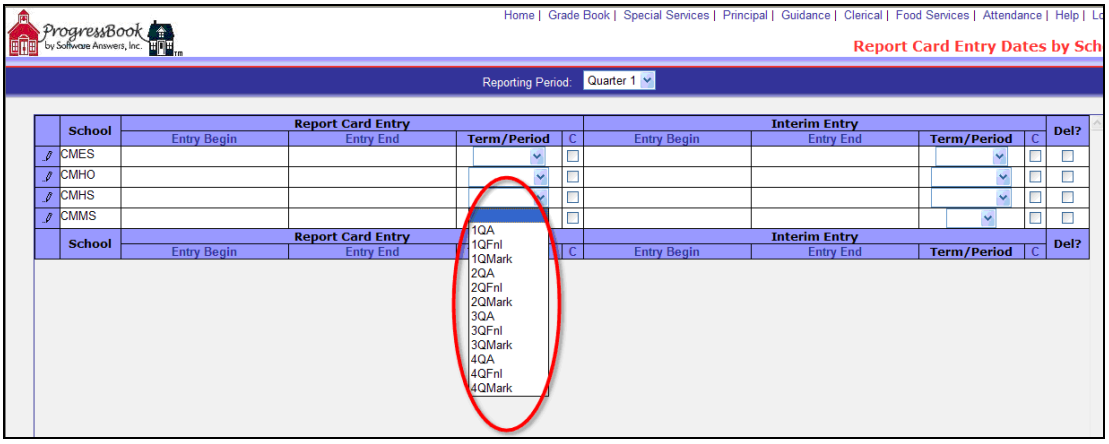
Click the "**Edit**" link next to a reporting period on the Reporting Period Page or click the "**Cross Reference**" link from the Home Page.

If your schools have been set to use DASL integration, and you have completed at least one data import into ProgressBook, you will see a drop down list in the External Term/Period column. This list contains all of the school's reporting periods from DASL. Choose the DASL period that corresponds to the ProgressBook period.

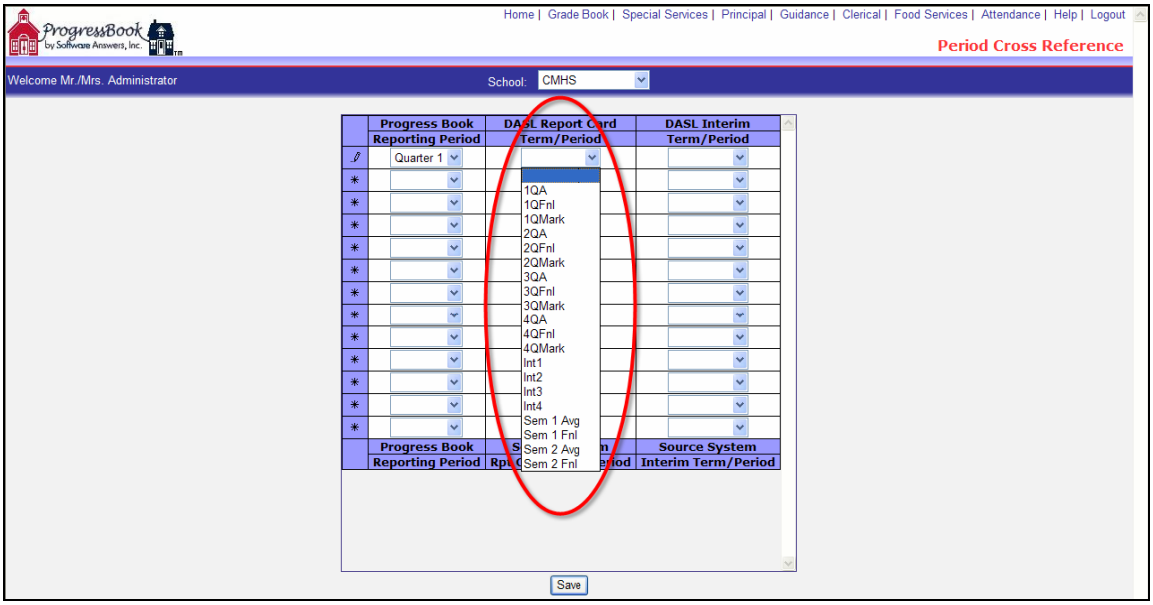
Important:

- The list of DASL reporting periods will be empty until the nightly integration job has imported DASL data at least once.
- Classes will not have reporting periods in ProgressBook until the reporting periods have been mapped to DASL, and a second nightly integration job has imported DASL data.

- You can update by Reporting Period:



or by School:



☐ Update Report Cards (Recommended for Conversion)

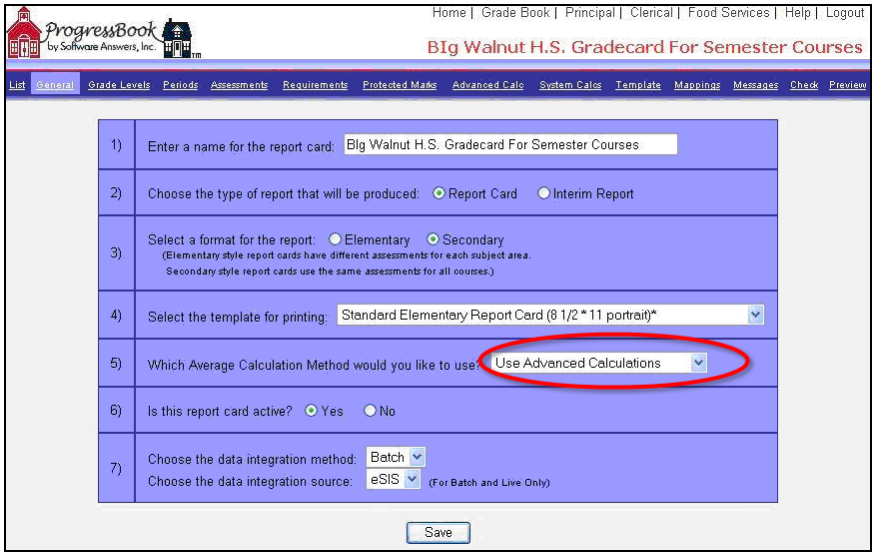
Important:

- The DASL marking pattern list will be empty until the nightly integration job has run at least once.
- For the conversion, it is recommended that you update the existing report cards rather then create new report cards. This will ensure that marks received earlier in the year will print on the same report card.
- It is not necessary to create separate report cards for 1st semester classes, 2nd semester classes, and year long classes. It is best to build one report card using the year long marking pattern.

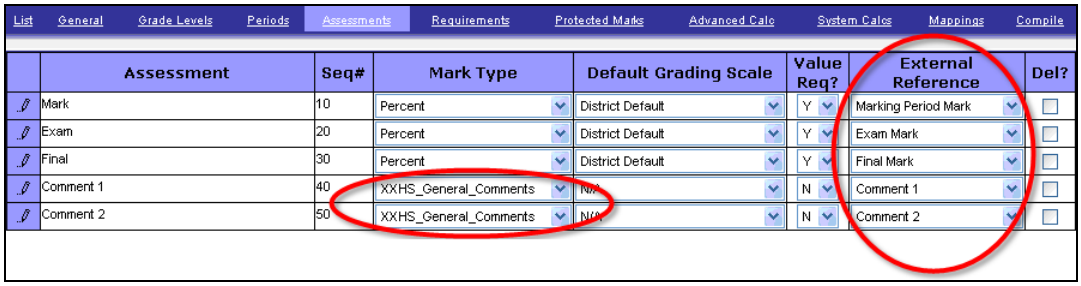
Adjustments will be needed to the report card after it has been imported from DASL.

- Click on the report card in the list to edit the setup.
- Go to the General Page of the Report Card Setup. Verify that all of the settings are correct.

Important: Report cards that are integrated with DASL must select "**Use Advanced Calculations**".

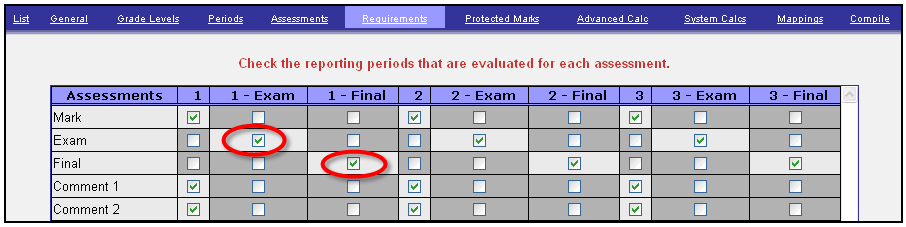


Go to the **Assessments** tab. Change the External References for all marks and comments to the new DASL references. For all Mark Types that use lists, change the Mark Types to the new DASL Mark Types.



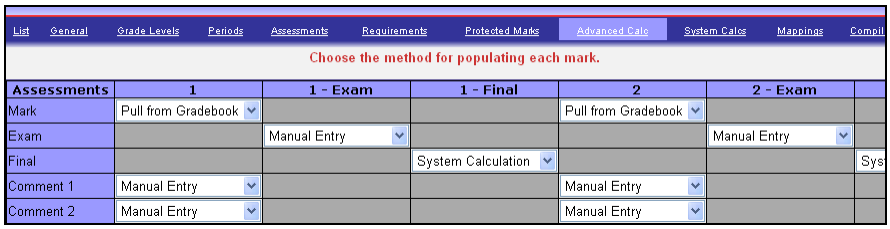
	Assessment	Seq#	Mark Type	Default Grading Scale	Value Req?	External Reference	Del?
	Mark	10	Percent	District Default	Y	Marking Period Mark	
	Exam	20	Percent	District Default	Y	Exam Mark	
	Final	30	Percent	District Default	Y	Final Mark	
	Comment 1	40	XXHS_General_Comments	N/A	N	Comment 1	
	Comment 2	50	XXHS_General_Comments	N/A	N	Comment 2	

Go to the **Requirements** tab. Verify that the information is still correct and make adjustments if needed. (Most SIS report cards report exams and finals under the mark assessment while many DASL report cards have been set up with separate assessments for exams and finals.)



Go to the **Advanced Calcs** tab. This page is only used when the "Average Calculation Method" is set to "Advanced". Select the method used to populate each mark. The table below describes the methods.

Type of Data	Option to Choose
Marks that are populated from the grade book	Pull from grade book
Attendance totals for a reporting period	Pull Attendance
Marks that are manually entered by the teacher	Manual Entry
Semester Average, Final Average	System Calculation
YTD or Semester Attendance Totals	System Calculation

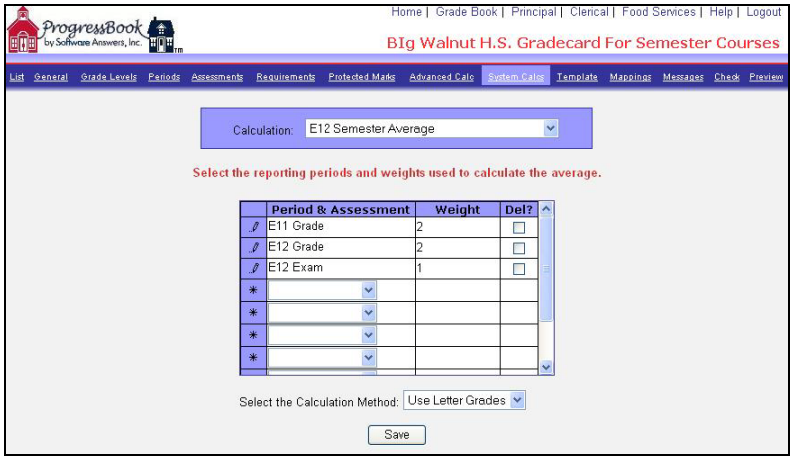


Go to the **System Calcs** tab. This tab is similar to the "Average Calcs" tab except that all calculations are set up using a combination of the reporting period and the assessment.

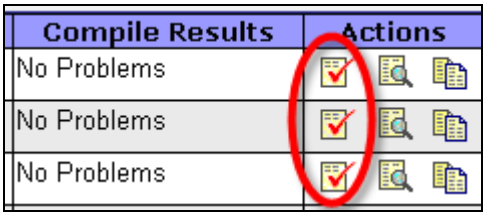
- Choose a calculation to set up. (Notice that the choices in the list are the items that were set to "System Calculation" on the "Advanced Calcs" page.)
- Select the periods/assessments for the calculation and assign a weight.
- Choose a calculation method:

  "Use Grades (from Report Card)" calculates from the grade recorded on report card.

  "Use Averages (from Grade book)" calculates from the grade book average.

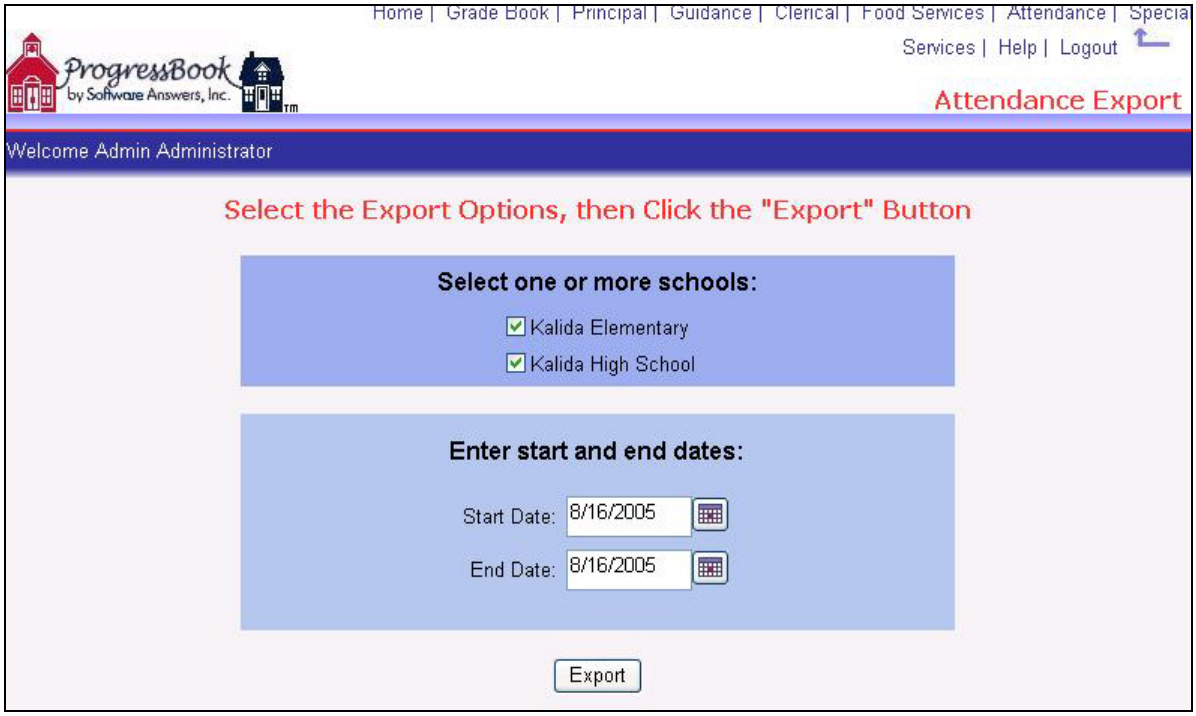


Go to the Report Card List tab, and click the Compile icon for your report card. If a severe or critical error is reported, you must correct the problems before the report card can be used.



Update Batch Attendance (optional)

If a district has chosen to update attendance in batch mode, an Attendance Export page is available from the Admin Home Page. Select one or more schools to update and enter the dates to process.



General Data Verification in ProgressBook

Check this information in the PLAY testing environment, and in the Production environment immediately after Go-Live, to test the success of the Go-Live and Conversion procedures.

- ☐ Verify that ALL reporting periods, for all schools, have been updated in ProgressBook to point the DASL Marking Patterns.
- ☐ Verify ALL of your Named Codes in Progress Book (especially your Absence Types and Student Status Codes).
- ☐ Verify Staff Data – make sure all staff have Staff ID's (If they do not, check the View Staff Member record in DASL – Staff Code).
- ☐ Verify Rooms.
- ☐ Verify Homerooms.
- ☐ Verify Student Data.
- ☐ Verify that the appropriate Features are selected.
- ☐ Verify Classes. (Check to see if the teachers' names are next to their classes. If the teacher name is not there make sure the Teacher of Record box is checked on Course Sections in DASL).
- ☐ Verify Class Reporting Periods (spot check).
- ☐ Verify Mark Types and Grading Scales. (There will be new Mark Types that are building specific imported from DASL. You will see the building code – underscore – Mark Type (SCHS_General_Comments, SCHS_Marks, etc.) The SIS Mark Types (the ones with a * next to them) will no longer be used.

Teacher Data Verification

- Verify Student Data.

a. Run Student Progress Report – reconcile with previously generated reports printed while SIS was integrated with ProgressBook.

b. Run Class Progress Report - reconcile with previously generated reports printed while SIS was integrated with ProgressBook.

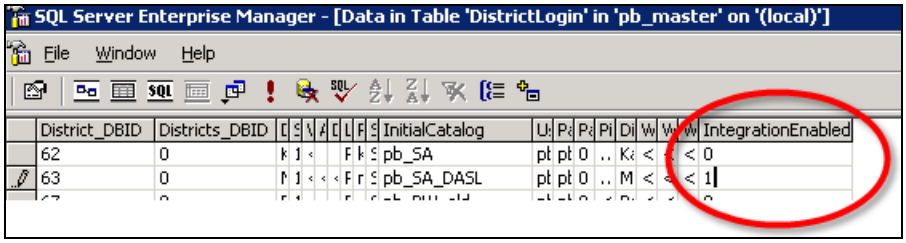
c. View the Gradebook Grid to confirm correct Averages are displaying.

4. Activate ‘Production’ ProgressBook Database

Activating a Production database for the conversion involves a few steps originally performed by the MakePbPlay script in section 2, “Create ‘Play’ ProgressBook Database”. Please perform the steps below, in order.

- **Turn on Integration for ‘Production’ Database**

  Set the column called `IntegrationEnabled` in the table to ‘`1`’ for the ‘Production’ database row. This tells the loading program that this database should be loaded from DASL.

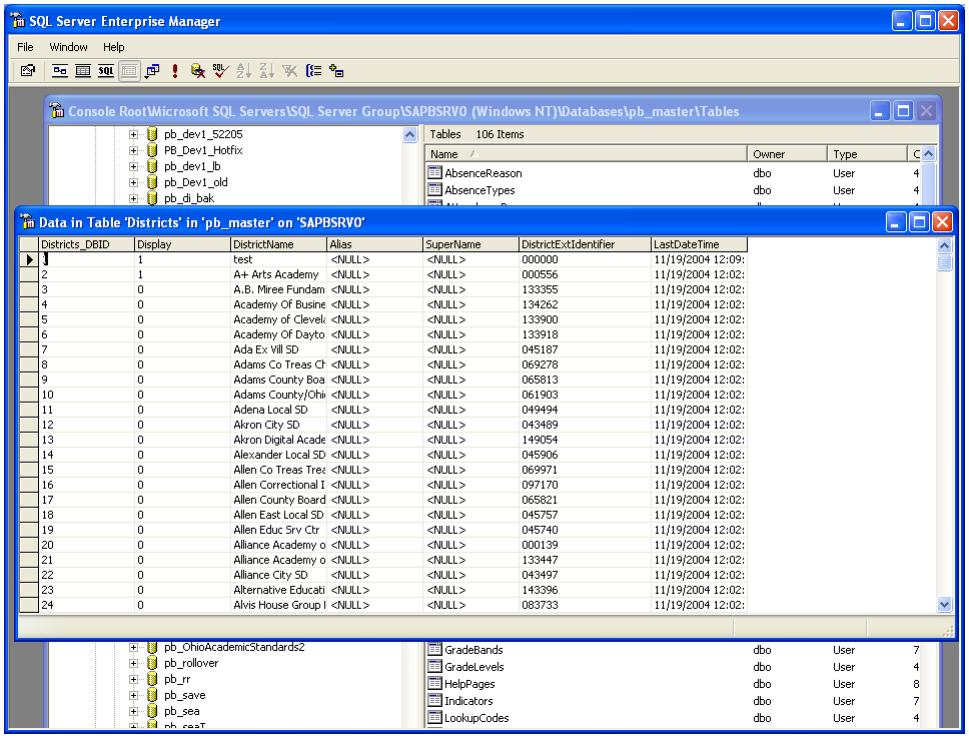


Set Up District IRN Linking

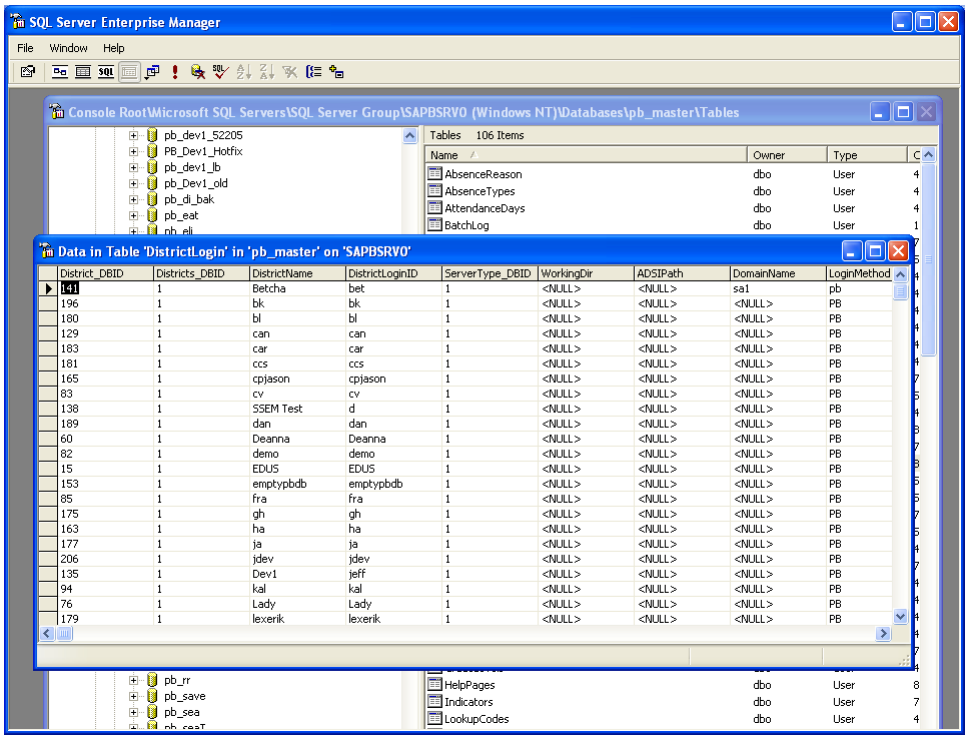
Determine the 6 digit State code (DistrictIRN) for the district to be loaded from DASL.

Using Enterprise Manager on the SQL server, open the Districts table in the pb_Master database.

Locate the DistrictIRN in the DistrictExtIdentifier field to make sure you have the correct district. Copy the corresponding Districts_DBID field from the same row in the table. Close the Districts table.



Open the DistrictLogin table in the pb_Master database. Locate the row that has the database that is to be integrated to DASL. Paste the Districts_DBID value from the Districts table into the Districts_DBID column of that row.


SQL Server Enterprise Manager
File Window Help
Console Root\Microsoft SQL Servers\SQL Server Group\SAPBSRV0 (Windows NT)\Databases\pb_master\Tables
Tables 106 Items
Name Owner Type
AbsenceReason dbo User
AbsenceTypes dbo User
AttendanceDays dbo User
BatchLog dbo User
Data in Table 'DistrictLogin' in 'pb_master' on 'SAPBSRV0'
District_DBID Districts_DBID DistrictName DistrictLoginID ServerType_DBID WorkingDir ADSIPath DomainName LoginMethod
HelpPages dbo User
Indicators dbo User
LookupCodes dbo User

Load the ‘Production’ Database from DASL

The ProgressBook ‘Production’ database is now ready for the initial data load from DASL. ***During this initial load, the actual Conversion takes place.*** The initial load is triggered when the DASL XML load files are created by the DASL batch job.

***** Very Important: Make sure the initial load is processed as a full extract from DASL instead of a partial extract, and make sure the load completes successfully before continuing on with the instructions for configuring the ProgressBook ‘Production’ database. *****

The progress of the load can be tracked by examining the log files for the **ProgressBook Nightly Integration Job.** These log files are located in the **Logs** folder underneath the folder where the software was installed. The default location for installation of the software is:

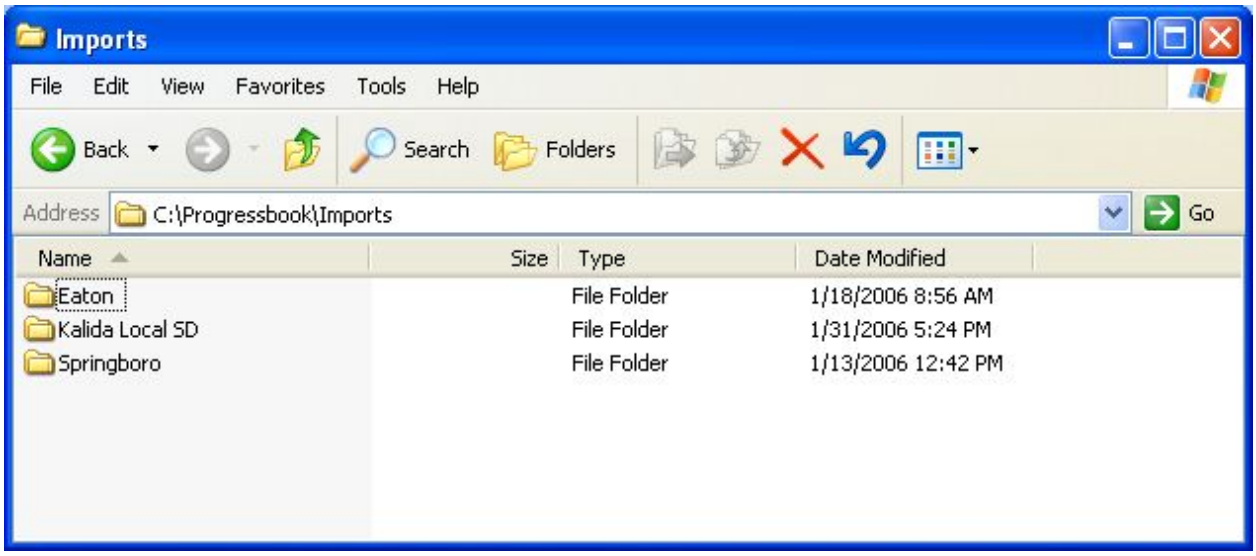
```
C:\Program Files\Software Answers\PbBackOfficeImport\
```

Important Note: Make sure that when you set up the batch job to load this database, the XML files are created in a folder below the **top level folder** specified during the installation of the **ProgressBook Nightly Integration Job** (see step 1C in this document for details).

Create a folder for the ‘Production’ database beneath this top level folder. If you previously configured ProgressBook databases to be integrated with DASL, you will see folders for those databases already there. All the XML files for one district should go in the same folder. The name of the folder is not significant.

A sample configuration is shown below. In this case, the top level folder that was specified during the installation of the **ProgressBook Nightly Integration Job** was:

```
C:\ProgressBook\Imports\
```


Imports
File Edit View Favorites Tools Help
Back Search Folders
Address C:\Progressbook\Imports
Go
Name Size Type Date Modified
Eaton File Folder 1/18/2006 8:56 AM
Kalida Local SD File Folder 1/31/2006 5:24 PM
Springboro File Folder 1/13/2006 12:42 PM

5. ProgressBook Integration Differences

Function	Behavior in SIS	Behavior in DASL
Report Card data entry screens.	There is no functional difference between entering grades on report cards. The DASL Web Services support both Inserts and Updates of marks and comments.	There is no functional difference between entering grades on report cards. The DASL Web Services support both Inserts and Updates of marks and comments.
Attendance Totaling	A job attached to the nightly batch import runs after the import to synchronize the absence data in both SIS and ProgressBook. The purpose of this job is to pick up on any absence code changes made on the SIS screens. After this job is run, an Attendance Totaling batch job runs in the early afternoon so that Attendance Totals are accurate each day.	There is no job that synchronizes ProgressBook Attendance with DASL Attendance. Therefore, Attendance Totaling with DASL integrated districts is incorrect. Though this does not affect Secondary Report Cards, Elementary Report Cards printed from ProgressBook may have incorrect totals. The current option is to have teachers collect a student's homeroom attendance totals, and manually enter the data in the report card screen.

Teacher Attendance Screens (Homeroom Attendance Screen, and Seating Chart).	There is no functional difference between systems when using these teacher screens. Homeroom Attendance 'Inserts' are supported by DASL Web Services.	There is no functional difference between systems when using these teacher screens. Homeroom Attendance 'Inserts' are supported by DASL Web Services.
Attendance Clerk Attendance Screens (Absence by Student List, Absence Queue).	These attendance clerk screens, when used to modify attendance, simultaneously update both ProgressBook and SIS. Each day at the conclusion of entering attendance within these screens, SIS and ProgressBook have identical attendance information.	There is no provision with the DASL Web Services to accept 'Updates' to Homeroom Attendance data through the Attendance Clerk screens at this time.

6. Known Issues

Issue	Resolution	Resolved
Report Card Setup. Every Comment and Mark List referenced on a Report Card that is integrated with DASL, must have come from DASL. Using older SIS or manually created lists may cause invalid data to be sent to DASL.	Report Card Compiler will identify comments that are set up incorrectly.	Report Card compiler released with Progress Book 5.2.0
Updates made to the Administrative ProgressBook Attendance Screens do not update DASL at this time.	None at this time.	

6A. Conversion Failure Recovery

Follow these steps to recover from a failed Conversion.

☐ **Restore Database**

Restore the ProgressBook database that was created as a backup prior to the Conversion.

☐ **Restore ProgressBook – SIS Linking**

Restore SIS as the production back office system. Steps to accomplish this include:

1. Set the Data Integration method back to SIS for all schools in the district.

2. Set the IntegrationEnabled flag back to 0 in the DistrictLogin table for the district.

☐ **Re-Enter Data in SIS**

Re-enter any data into SIS that was entered into DASL.

☐ **Re-Enter Data in ProgressBook**

Re-enter any data into ProgressBook that was entered after the backup was created (the backup will only have data entered up to the point the backup was made).

☐ **Document and Communicate**

Thoroughly document the problems you experienced, and communicate these problems with Software Answers and the DASL Team. Supply as much information as possible when documenting any problems. If one district has a problem, it's very likely that other districts will encounter the same problem. Damage assessments should be immediately executed for other districts that have converted to date, to determine if they will need to roll back to SIS as well.