

Education ICT Solutions Tel: 0845 303 3003

Phoenix Gold Installation Instructions

Phoenix v1.23

This upgrade will enable schools to carry out the January 2004 DfES PLASC return

IMPORTANT:

Before starting the installation procedure overleaf:

- > Please ensure you have a recent back-up of your Phoenix datafile.
- > All users MUST be logged out of Phoenix.

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To load the new Software on Windows 95 computers

- 1. Insert the CD into the computer containing your Phoenix Program. If networked this will be the server otherwise it will probably be your main office computer.
- 2. An error message will come up advising you that your version of OLEAUT32.DLL is out of date, click OK to get rid of this message. (If this message does not come up then follow the instructions for Windows 98/ME/XP.)
- 3. Double click on **My Computer** which you will find on your desktop.
- 4. Right click on your CD drive (it will now say GOLD underneath). A menu should appear.
- 5. Select the option to *explore*.
- 6. Double click on **Install.exe** (NB: this may just appear as **Install**).
- 7. Follow the Windows 98/ME/XP instructions from step 2 onwards.

To load the new Software on Windows 98/ME/XP computers





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2. Click Next. Click I agree. ofware Licence Agreement Install Welcome to the Phoenix Gold installation program SOFTWARE LICENCE AGREEMENT 1 This will install Gold version v1.23 built 03-10-2003. Record take a moment to read this software lic No files can be installed or updated properly if the files are in The behavior to be a converted to be address software before agreement now. It contains all the terms and condition that perform to this software product and the Licence agreement between you and Phoenie Tert Livined ("Phoenie First"). By choosing to continue with this installation, you are been acceptance of all these term and conditions. use. Before continuing, close any open applications and make sure no one is using Phoenix Gold on your network You will be prompted to confirm, or edit, items of information required to ensure that Phoenix Gold is installed in the way that you want it. Please respond to these questions as they 2 annea SBack TAgree Est Setup <Back Next> Cancel

3. This next screen is important. This is where you tell the computer where to install the new software.

In most Primary Schools this will be the D drive as shown on this screenshot. If you have a folder called Phoenix in the D drive then the path will be <u>D:\Phoenix.</u>

The first Primary Schools to have Phoenix (ie before 1 June, 1999) will install to their C drive rather than the D drive. If your Phoenix folder is on the C drive then the path will be C:\Phoenix.



Schools with Phoenix on a **network** must install the software on the **network** server or the host computer. If you are unsure, click the browse button to see the drives and folders on your computer.

Find your Phoenix folder, click it and click OK.

When the path is correct, click Next. If you are at all unsure, contact Education ICT Solutions Helpline for support.

4. Select **Application (all platforms)**. There is no need to select any other options.

Click Next. -

5. Click **Yes** to view the release notes included on the CD.





6. Installation of the software then takes place.

Install file to:	D:\Phoenix\Apps\Px_Att.lbr
	14%
	[Cancel]

- 7. Click **OK** when completed.
- 8. To complete the upgrade process, you need to open Phoenix. Double-click the Phoenix icon on your Desktop. You must log in as the Administrator to complete the upgrade process (ie, User Name: ADMIN).

SYSTEM INFORMATION	Memory 619409 Khutes free			ohoenix\apps\ ohoenix\data\px_data.df1	
	U	PDATED SOFTWARE		22 modules lis	
Module	C U Yersion	R R E N T Release date	Version	N E ¥ Release date	
Assessment Manager	1.1301	09 04 2003	1.1302	18 08 2003	
Associated Schools	1.0400	27 05 2003	1.0400	18 08 2003	
Attendance Register	1.0900	27 05 2003	1.0902	21 08 2003	
Curriculum Manager	1.0800	27 05 2003	1.0800	18 08 2003	
DIES CEDS	1.0600	27 05 2003	1.0700	18 08 2003	
Examinations	1.1100	27 05 2003	1.1100	18 08 2003	
Incident Manager	1.0500	27 05 2003	1.0600	18 08 2003	
Lesson Registration	1.0100	27 05 2003	1.0100	18 08 2003	
NCC Specials	1.0801	17 06 2003	1.0900	18 08 2003	
OMR Registration	1.0500	27 05 2003	1.0500	18 08 2003	
Options	1.0200	27 05 2003	1.0200	18 08 2003	
Quit Bypass	Easy backup	Click this box only if you have a recent and verified backup of your datafile		ontinue with upgrade	
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- 9. You will be presented with a screen similar to the above. Click the box to verify you have recently backed up your data, then click Continue with upgrade.
- 10. The upgrade process will continue, this can take several minutes depending on the size of your datafile.

Please contact Education ICT Solutions' Helpline 0845 303 3003, should you require assistance