

Applying Patch 13094 Using the SIMS Database Upgrade Tool

Introduction

Important information for SIMS users in schools in Bedfordshire identified by Local Authority code 820.

All schools currently with a LA code of 820, schools in Bedfordshire, are affected by local government changes which became effect from 1st April 2009. These schools will now be associated with two new Local Authority codes, 822 for Bedford Borough and 823 for Central Bedfordshire.

Patch 13094 will automatically make the necessary adjustment to the SIMS database to ensure that schools have the correct LA code. There is no need to re enter information into the School Details area of SIMS.net. In addition, schools in the Other Schools area of SIMS.net are also adjusted. This means that the LA code of 820 is replaced by the appropriate new code for feeder and destination schools that you have on your system. This is important when sending and receiving CTF files (Common Transfer Files). Again no manual adjustment is required.

Now that these changes have become effective, this patch must be run before downloading any files from SOLUS as the old 820 for Bedfordshire is no longer recognised. Accordingly, this patch will need to be run manually without the aid of SOLUS.

Patch 13094 can be run on any release from the November 2008 Main Release to the March 2009 Main release.

It is essential that:

- this upgrade is carried out on the SIMS File Server or, in the case of peer to peer installation, on the computer hosting the SIMS database.
- The user carrying out the upgrade must be logged in as Administrator (or with full Administrator rights).
- The SIMS.net database has been migrated to SQL 2005 (either full product or SQL Express).

This document is intended to support the application of Patch 13094.

To apply the patch, please proceed as follows:

Backups

Ensure that there are no other users logged into SIMS .net in your school.

It is important that backups are made, both for SIMS.net and FMS (this is especially important for Personnel 7 users where salary commitment information is being passed between SIMS.net and FMS)

Log into SIMS .net on the main machine and open System Manager. Close the Welcome Screen and go to **Tools | Create Backup**. Call the backup Pre Patch 13094 and add the current date, create the backup.

When that has finished, close **System Manager**.

A backup copy of FMS should also be taken at this point. Schools with more than one FMS database need only backup the one linked to SIMS for salary commitments, this will be your main FMS database.

An option has been provided within FMS 6.100 to carry out a backup of the FMS transactions.

A user with FMS Access Rights levels 4 or 5 can carry out the backup. The backup is created on the Server, not the workstation, unless these are one and the same.

1. Select **Tools | FMS Transactions Backup**.
2. A confirmation dialog is displayed. Click the Yes button to continue. The backup is then carried out.

Ensure that you have a current backup of your MIS system on your backup media, usually a tape.

Preparations Before Applying the Patch

To Process Patch 13094, proceed as follows:

- In Internet Explorer, navigate to our support website www.capitaess.co.uk
- Find the section dedicated “Changes in LA code for Bedfordshire Schools”
- Double click on the link to download patch 13094, choose Run at both prompts and then Unzip. The files will be downloaded to their correct location.

Use will be made of the ESS Upgrade Utility go give information to assist in the upgrade process.

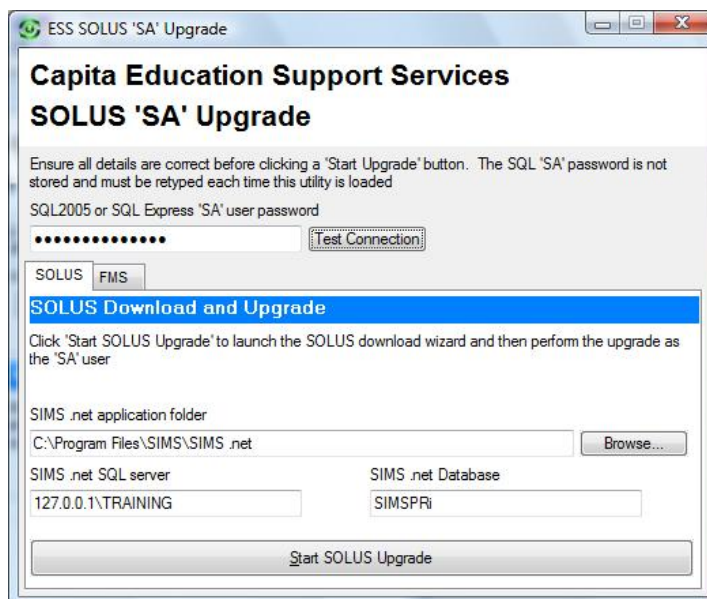
- Identify an icon entitled “**ESS Upgrade Utility**” and double click on it

Internet Explorer security may activate a warning. If this is the case, confirm that you wish to run the file and then Add the site to a list of your trusted sites for downloads

In the dialogue box that appears, confirm that you wish to **Run (or Open)** the file



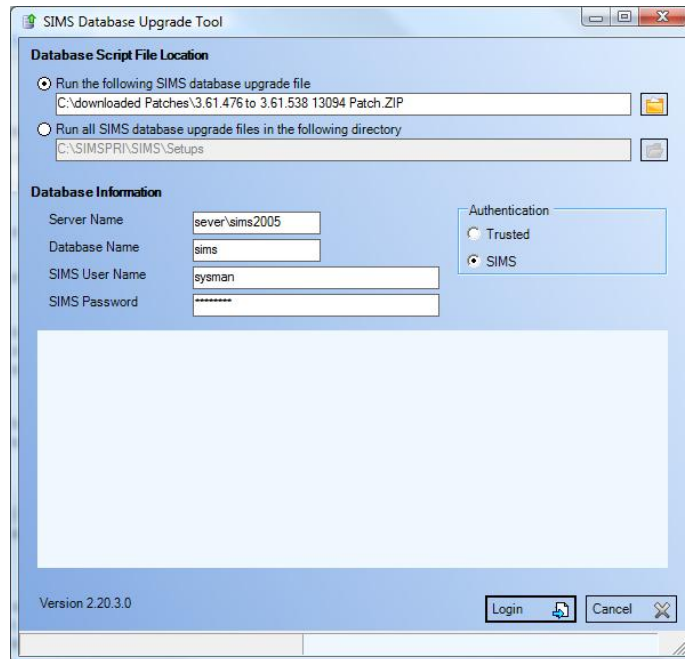
Confirm again by clicking **Run (or Open)** at the next dialogue box



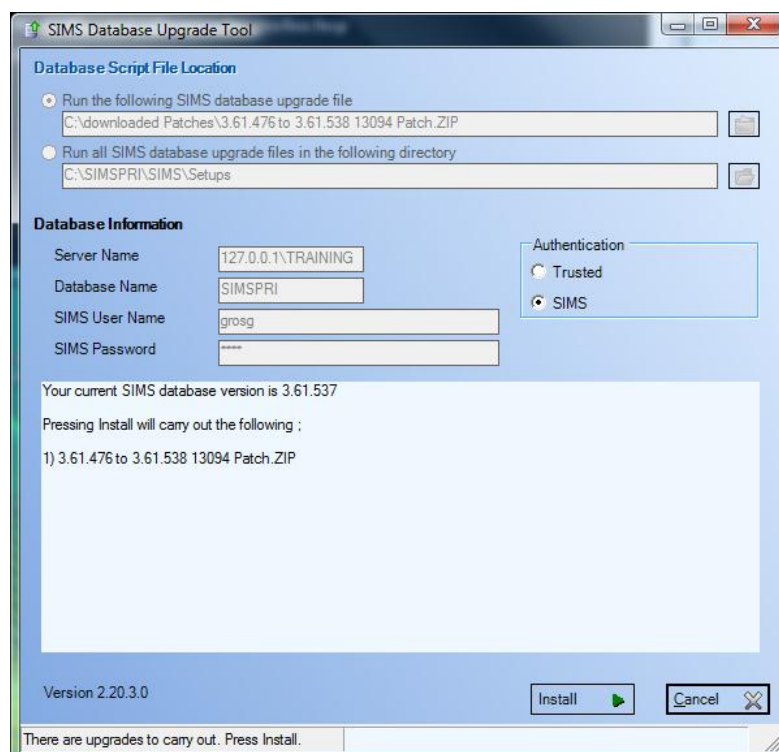
- Make a note of the entries in *SIMS.net SQL Server* and in *SIMS.net database*, these will be needed on the SIMS Database Upgrade Tool.

Applying the Patch

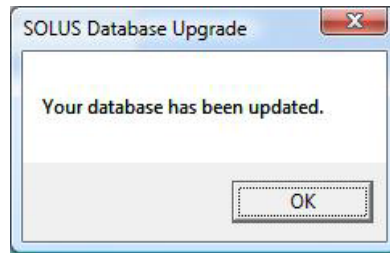
- Select **Start | All Programs | SIMS Applications | dbUpgrade** from the Taskbar to open the SIMS Database Upgrade Tool.



- In the Database Script File Location panel, select the Run the following SIMS database upgrade file radio button. Click in the browse icon to the right and navigate to **C:\Downloaded Patches**, in that folder select **3.61.476 to 3.61.538 13094 Patch.ZIP**
- Enter the Server Name in the Database Information panel. This will be the entry in the **SIMS.net SQL Server** section of the ESS Upgrade Utility noted above. For Example SERVER\SIMS2005, the exact content will depend on your own server name.
- Enter the Database Name to specify the database to which you wish to apply the patch, this will be entry in the **SIMS.net database** section of the ESS Upgrade Utility. In most cases this will be SIMS
- Enter the and ID and Password of the SIMS user to carry out the upgrade
- Click the Login button to log into the database.



- The system locates any patch files that need to be applied to your database, they will be displayed on screen.
- Click the **Install** button to backup your current database and apply the patch(es). A backup will be made of the database and then the patches applied
- There may be a delay when the patch application has finished, wait for a message to be displayed on screen indicating a successful update.



Checking the New LA Code

To check that the patch has been successfully applied

- In SIMS.net Focus | School | School Details, check the LA Entry, this should now read either 822 or 823
- Also check Tools | Other Schools. Click Search and check the LA numbers of the schools showing in the list. All former 820 schools will have been changed to either 822 or 823