

# ICT 4 Life Merge Database Tool User Guide

This tool has been built to merge existing users of the AT1 and AT2 ICT 4 Life applications, so that they can be administered through one interface with their records kept intact. It is not intended for use to merge AT3 records into the shared database. AT3 users can be set up from merged records from the AT1 and AT2 users.

**The following steps MUST be taken in order. Any variation will simply mean the process doesn't work.**

## Steps 1 to 3 prepare the databases for merge

**Step 1:** Update the ICT 4 Life applications

**Step 2:** Update both the databases you want to merge.

**Step 3:** Set each database as the shared data area for the respective copies of the applications - so open the AT1 application and set the shared data location to the AT1 database, then open the AT2 application and set it to the AT2 database. This process will be redundant once the merge has been done, but the merge cannot be done without it because this is the process that writes the .info file that the merge tool looks for to check the databases have been updated.

**Reiteration:** Before merging databases, you must ensure that they have been updated using the Update tool, then set as a database location through the updated ICT 4 Life applications so that the database location includes an AssessmentDatabase.info file.

## Step 4: The merge process

**UNC shares:** Please note - the Merge Tool cannot be run over a **UNC share**, although the ICT 4 Life application will be able to once it is merged. You will therefore need to temporarily map the UNC path of the databases in order to carry out the merge. You may use the command line to create the mapping using 'Net use'. E.g:

```
net use U: \\SERVER\ICT4Life\Database /PERSISTENT:no
```

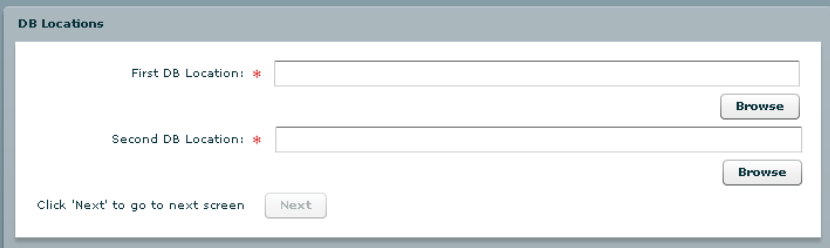
The U letter is assumed to not already be in use, and the UNC path is to the container folder that hosts the working copy of the database to be merged:

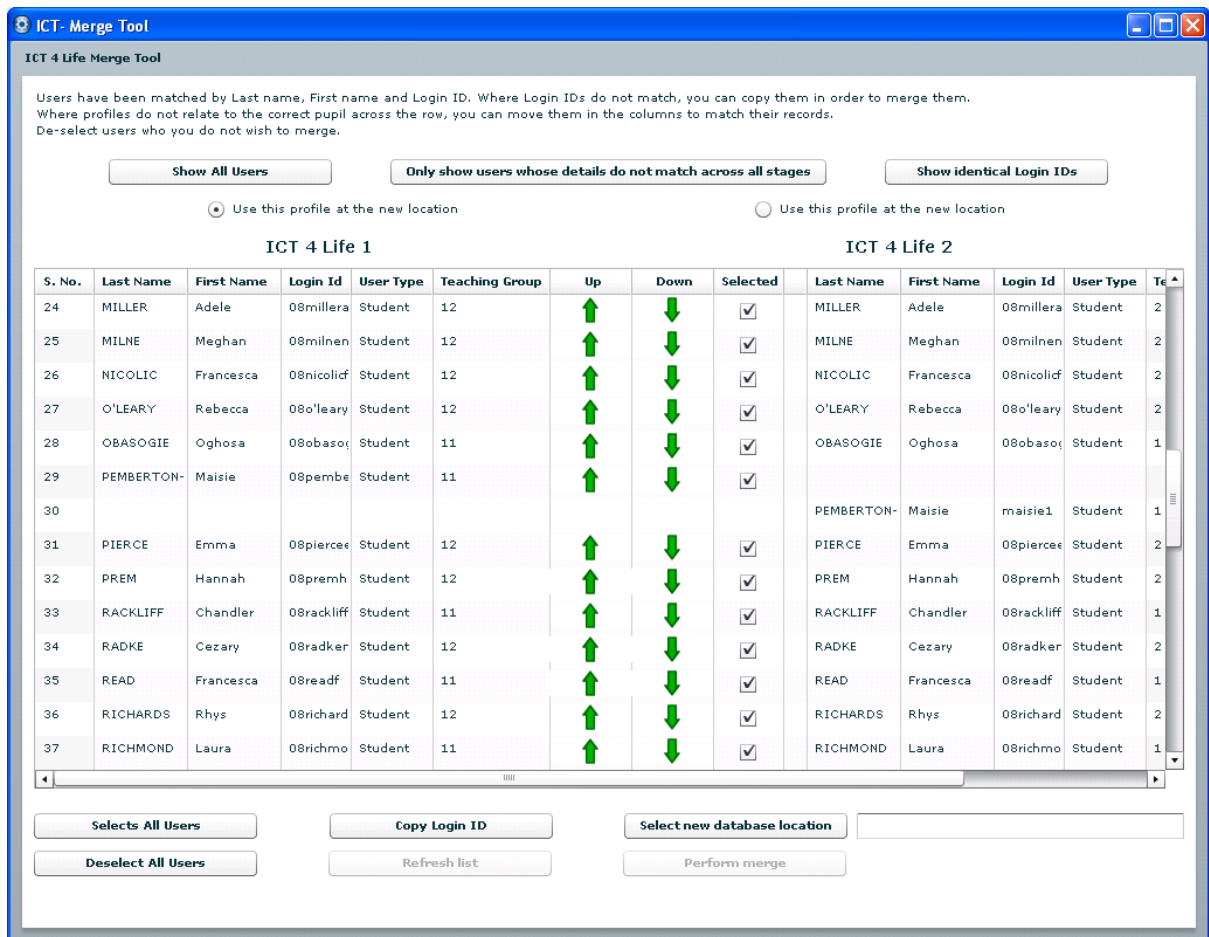
The persistent switch ensures that the drive is not remounted on reboot.

Open the Merge Tool.exe file and select the folders in which the AssessmentDatabases reside. Neither of them will work if they sit inside the same folder, and they must be moved if this is the case.

If you are unable to move the folders, it will probably be because your pupils have uploaded their My Documents folders as evidence for one of the tasks, so that files with very long file paths are in the Evidence folders. \*Please see the notes below to resolve this issue.

Once you have successfully set the first and second database locations, click Next.





This screen shows you the pupil lists from both databases in alphabetical order, matched by surname, first name and Login ID (or Username). If a name is not matched, one of the columns will be blank so that the rest of the entries remain in synch.

Where Login IDs do not match, the entry will show on a different row. You will need to move them in order to merge them. Select a name and use the up and down arrows to match them to their equivalent in the other column. Once you have matched users you will need to set the same login ID for both AT1 and AT2, using the 'Copy Login ID' button.

Where profiles do not relate to the correct pupil across the row (so they have identical names, but are not in fact the same user), you can move them in the columns so they aren't merged. In this unlikely instance, you would need to ensure the two profiles had different login IDs to differentiate them.

De-select users who you do not wish to merge.

Use the 'Select new database location' to browse to select or create a location for the new database that will be created by the merge process. Please note that the original databases will not be overwritten.

Once you have created the new merged database, you will need to log in to the AT1, AT2 and AT3 applications as administrator and set their shared data locations to the new database location.

**\*Please note:** some schools have files in their **AssessmentDatabase** shared data folders with filenames, including the file path, that are more than the 255 characters long because pupils have, for example, submitted their entire My Documents folder as evidence for a task (folders may be uploaded in some instances where an aggregation of files is required). You may well have difficulty copying these folders as the file length is not supported by DOS. If your folder does not copy, please review the folder structure - isolating any files or folders which cause difficulty - copy them into an alternate archive location and delete them from the build. A useful free tool that may be used for assessing your structure is Parhelia Tools '**PathScanner**' (<http://www.parhelia-tools.com/products/pathscanner/PathScanner.aspx>) Please satisfy yourself that this tool is safe for you to use as it is a third party application with no affiliation with or support from Pearson Education.

Files temporarily removed can then (if required) be re-submitted via the **Teachers' Assess** interface (using the **View my pupils' uploaded work** screen) or through the new **Master Administration** tools (using the **View and Manage Users** main menu item and the **View files, folders and access records** screen – see the User Guides for more details).