

Richard Woods, Georgia's School Superintendent
"Educating Georgia's Future"

GEORGIA DEPARTMENT OF EDUCATION
OFFICE OF THE STATE SUPERINTENDENT OF SCHOOLS
TWIN TOWERS EAST
ATLANTA, GA 30034-5001

TELEPHONE: (800) 869 - 1011 FAX: (404) 651-5006

<http://www.gadoe.org/>

MEMORANDUM

TO: PCGenesis System Administrators

FROM: Steven Roache, Senior Information Systems Manager

SUBJECT: Release 18.S.12 – Windows Server 2008 Software Packet / Installation Instructions

This document contains the PCGenesis software release overview and installation instructions for *Release 18.S.12*.

PCGenesis supporting documentation is provided at:

<http://www.gadoe.org/Technology-Services/PCGenesis/Pages/default.aspx>

Timing Instructions

This release must be installed before June 30, 2018.

The installation of the print queue components does not impact the running of the PCGenesis application in any way. The installation of the Microsoft components is totally independent of any PCGenesis software. If any problems arise during the installation, PCGenesis will continue to run without being interrupted.

Contents

- Section A: Overview of Release*3
- A1. PCGenesis System Enhancements**.....3
 - A1.1. PCGenesis Print Queue Upgrade – Work In Progress3
 - A1.2. Installation of Print Queue Components3
 - A1.3. Print Queue Components Added to Current Release Number Screen4
- Section B: Installation Instructions for Release 18.S.12 Software*.....5
- B1. Perform a PCGenesis Full Backup**.....5
- B2. Install PCGenesis Release 18.S.12**6
- B3. Verify Release 18.S.12 Was Successfully Installed**.....27
- B4. Perform a PCGenesis Full Backup After Release 18.S.12 is Installed**28

Section A: Overview of Release

A1. PCGenesis System Enhancements

A1.1. PCGenesis Print Queue Upgrade – Work In Progress

The GaDOE is happy to announce that we will be rolling out a major upgrade of the PCGenesis Print Queue in the second quarter of 2018. The DOE has purchased the *VerraDyne Print Manager* for a cost of \$25,000 to replace the existing PCGenesis print queue software. The new *VerraDyne Print Manager* will have much in common with the existing PCGenesis print queue because the same company created both systems.

Operating System Requirements for VerraDyne Print Manager

1. The new *VerraDyne Print Manager* will not be supported on Windows Server 2003. **As of June 30, 2018, PCGenesis will no longer support the Windows Server 2003 operating system.**
2. For school systems running **Windows Server 2008 R2**, the new *VerraDyne Print Manager* **will require Service Pack 1 to be installed**. We encourage all school systems running Windows Server 2008 to verify that the Microsoft Service Pack 1 has been installed on your PCGenesis server.
3. For school systems running Windows Server **2008 R2**, Windows Server **2012**, and Windows Server **2016**, the new *VerraDyne Print Manager* will require the PCGenesis server to have , **all maintenance and service packs installed on your PCGenesis server** so that the Windows Server operating system is fully up to date.

A1.2. Installation of Print Queue Components

This release starts the process of upgrading software in order to support the new *VerraDyne Print Manager* software. The first part of the upgrade is to load the Microsoft components required to run a database. The GaDOE would like school systems which meet the operating system requirements listed above to download and install the appropriate software packet at some point **between May 17, 2018 and June 30, 2018**.

This release supports the software packet for systems running a version of Windows Server 2008. The software packet contains the following components:

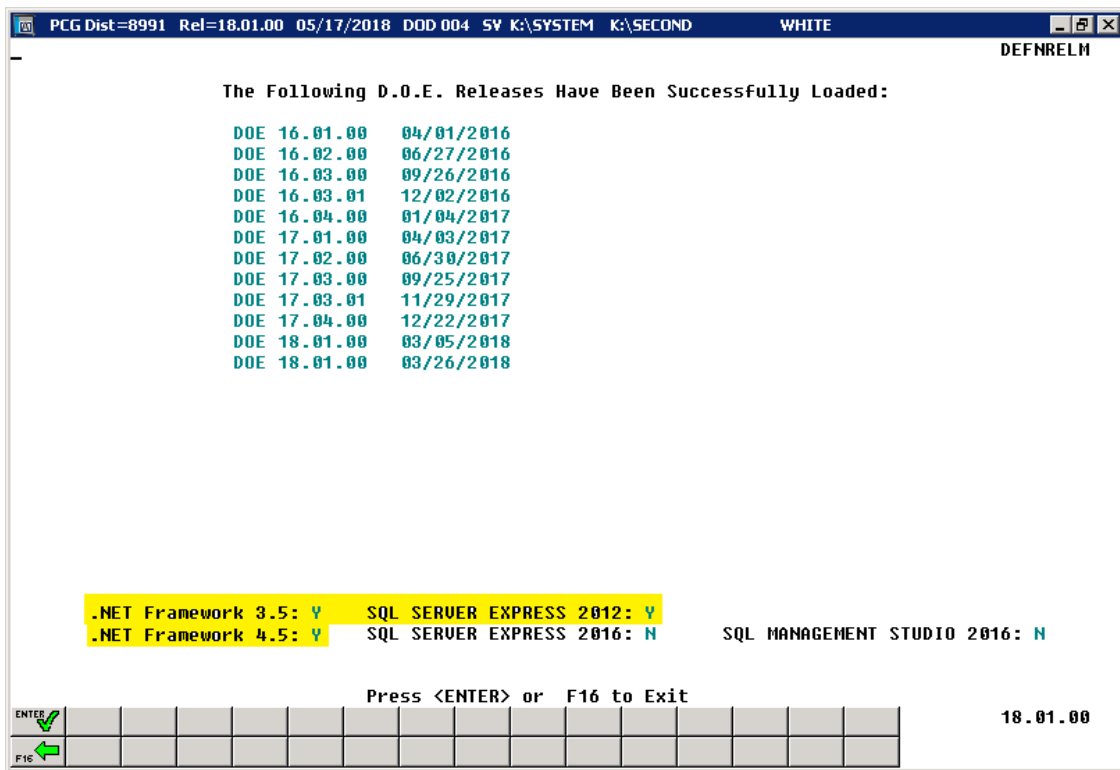
Windows Server 2008 Software Packet

- .NET 3.5 Framework (required for SQL Server Express 2012)
- .NET 4.5 Framework (required for *VerraDyne Print Manager* software)
- Microsoft SQL Server Express 2012
- Adobe Reader (to be loaded to the server)

The installation of the print queue components does not impact the running of the PCGenesis application in any way. The installation of the Microsoft components is totally independent of any PCGenesis software. If any problems arise during the installation, PCGenesis will continue to run without being interrupted.

A1.3. Print Queue Components Added to Current Release Number Screen

The print queue component fields, highlighted below, have been added to the *Display Current Release Number* screen (F30, F17). These fields are needed for the new VerraDyne Print Manager software to access the SQL Server database. The print queue component fields on the *Display Current Release Number* screen are available for informational purposes only.



Display Current Release Number

Section B: Installation Instructions for Release 18.S.12 Software

B1. Perform a PCGenesis Full Backup

When the prior evening’s backup was successful, and when installing *Release 18.S.12* before performing any work in PCGenesis for the day, proceed to *B2. Install PCGenesis Release*. In addition to its current labeling, also label the prior evening’s backup CD/DVD/USB as “**Data Backup Prior to Release 18.S.12**”. Continue to use the backup CD/DVD/USB in the normal backup rotation.

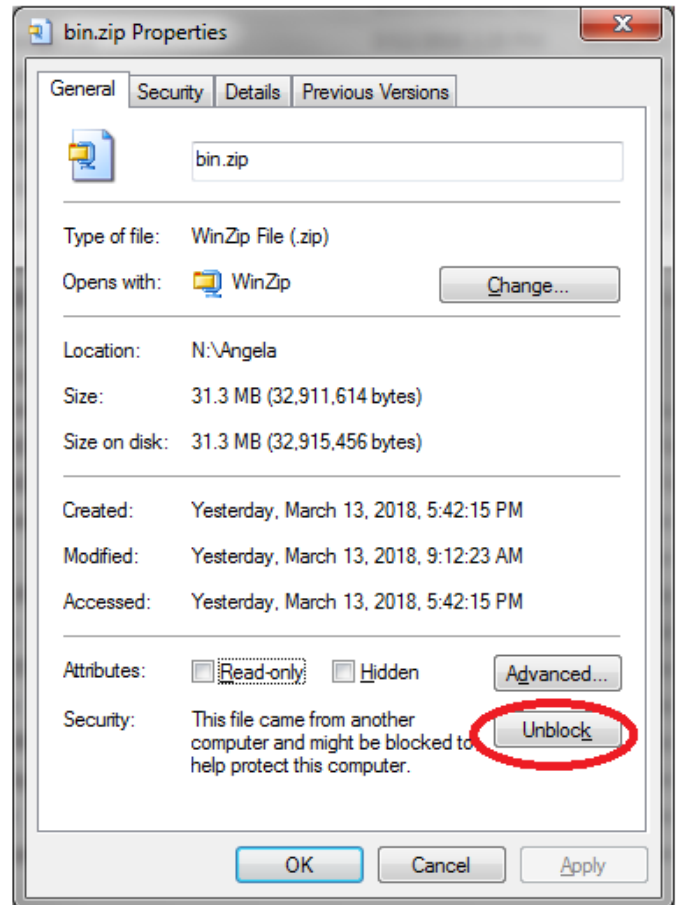
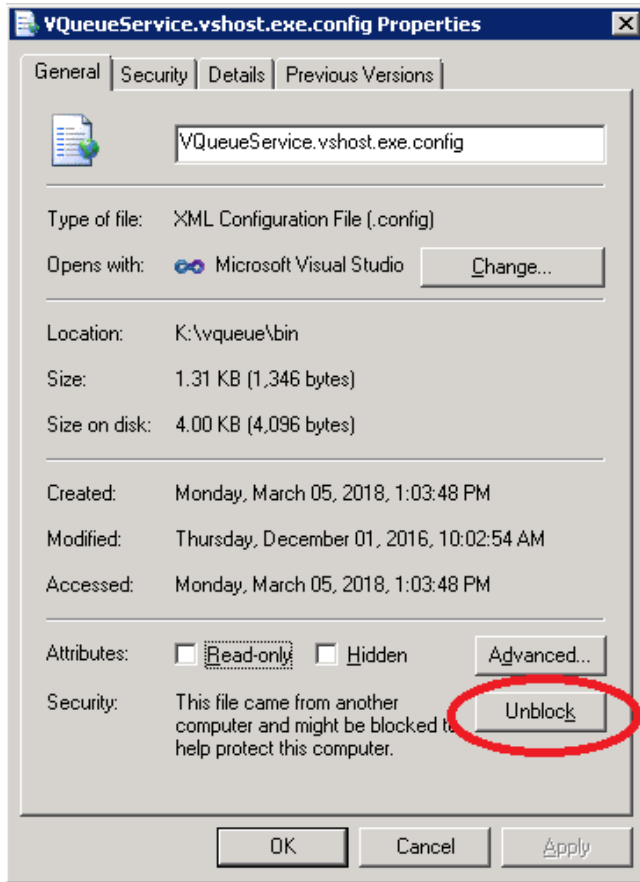
| Step | Action |
|------|--|
| 1 | Verify all users are logged out of PCGenesis. |
| 2 | Close <i>Uspool</i> at the server. |
| 3 | Perform a PCG Full Backup to CD or DVD or USB. |
| 4 | When the PCGenesis backup completes, label the backup CD or DVD or USB “ Full System Backup Prior to Release 18.S.12 ”. |
| 5 | Proceed to <i>B2. Install PCGenesis Release 18.S.12</i> . |

B2. Install PCGenesis Release 18.S.12

FROM THE PCGENESIS SERVER

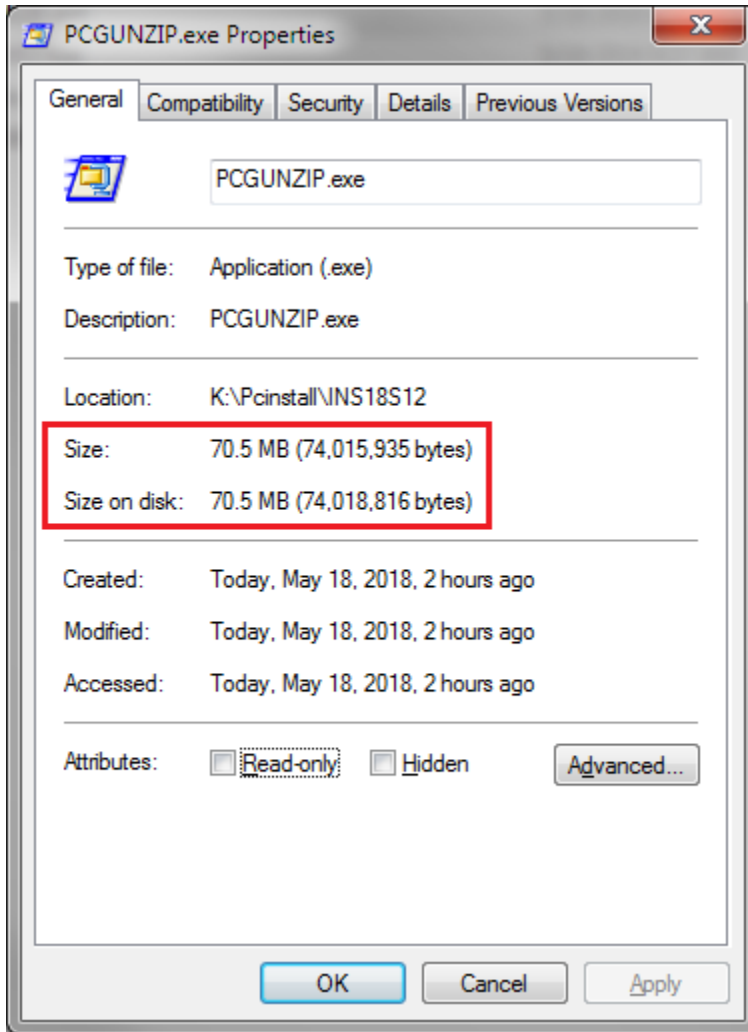
| Step | Action |
|------|---|
| 1 | Verify that all Windows Server operating system updates have been applied to your system before starting this installation! |
| 2 | Verify all users are logged out of PCGenesis. |
| 3 | Open Windows® Explorer . |
| 4 | Navigate to the K:\INSTAL directory. |
| 5 | Verify the following four files display: <ul style="list-style-type: none">• PCGUNZIP.EXE,• SQLINSTL12.BAT• INSTLNET• Win2008R2_SQLEXPRT_x64_ENU.exe <p><i>If these four files do not display, return to the MyGaDOE Web portal, and detach the files from the Web portal again.</i></p> |

| Step | Action |
|------|--|
| 6 | <p style="text-align: center;">*** ALERT ***</p> <p>After downloading the files we need to make sure they are not blocked, otherwise when we unzip, ALL the files will all be blocked. This is a new security feature of the Windows Server 2008 operating system.</p> <p>To check whether the files have been blocked, right-click on each of the four downloaded files and select Properties. If you see a security message at the bottom, as shown below, you will need to click the 'Unblock' button. This is a very important step!</p> |



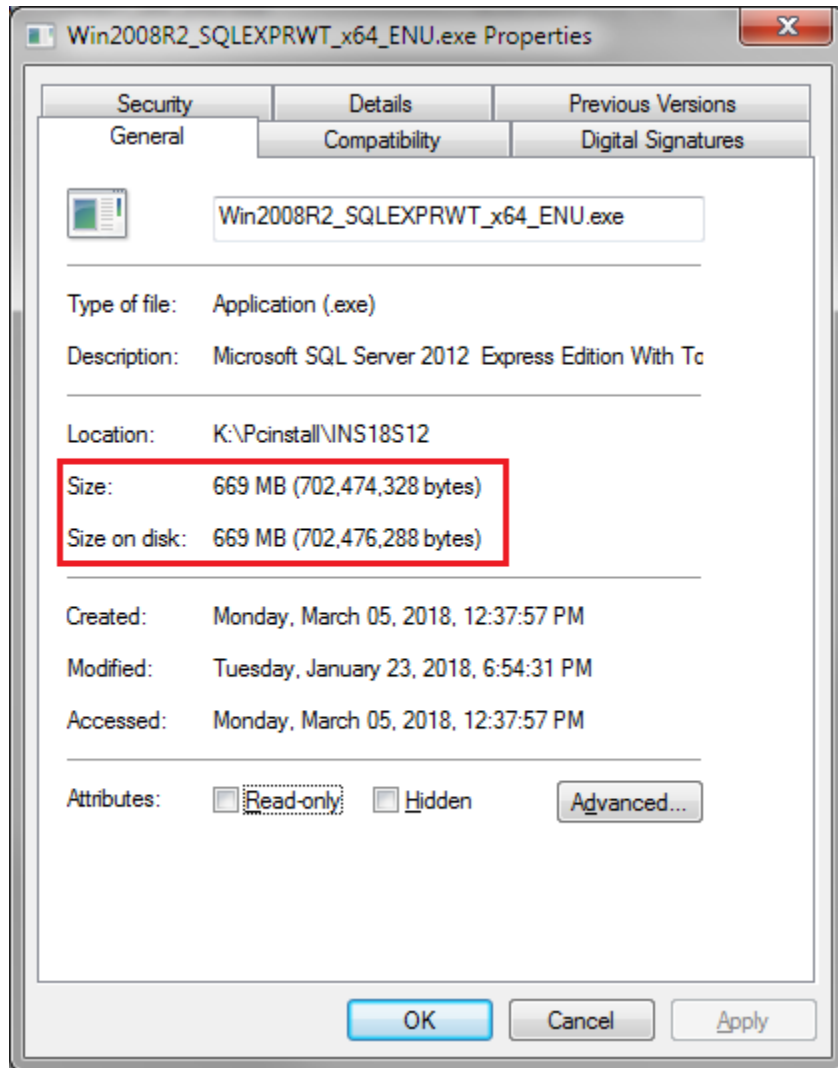
| Step | Action |
|------|--|
| 7 | <p>In the K:\INSTAL directory, right click on PCGUNZIP.EXE and select the ‘Properties’ option. Verify that the size of the file is 70.5 MB as shown below.</p> <p><i>If the size of the file is <u>not</u> 70.5 MB as shown below, return to the MyGaDOE Web portal, and detach the file from the Web portal again.</i></p> |

PCGUNZIP.exe:



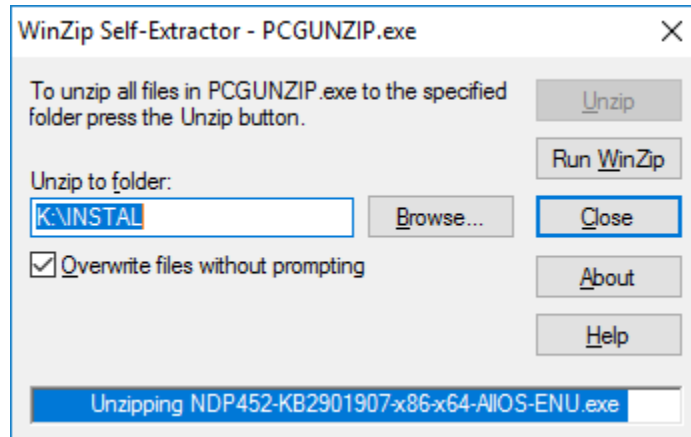
| Step | Action |
|------|--|
| 8 | <p>In the K:\INSTAL directory, right click on Win2008R2_SQL ExprWT_x64_ENU.exe and select the ‘Properties’ option. Verify that the size of the file is 699 MB as shown below.</p> <p><i>If the size of the file is <u>not</u> 669 MB as shown below, return to the MyGaDOE Web portal, and detach the file from the Web portal again.</i></p> |

Win2008R2_SQL ExprWT_x64_ENU.exe:

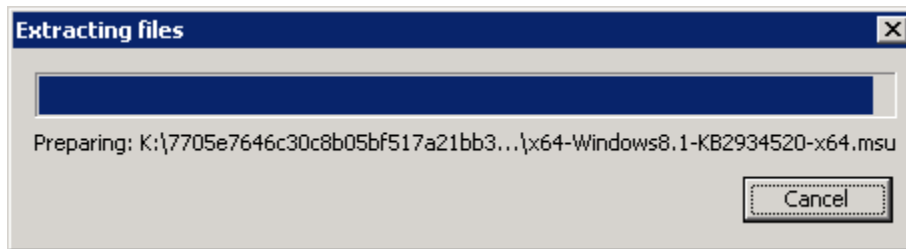


| Step | Action |
|------|---|
| 9 | Right-click SQLINSTL12.BAT and select Run as administrator to perform the installation. |

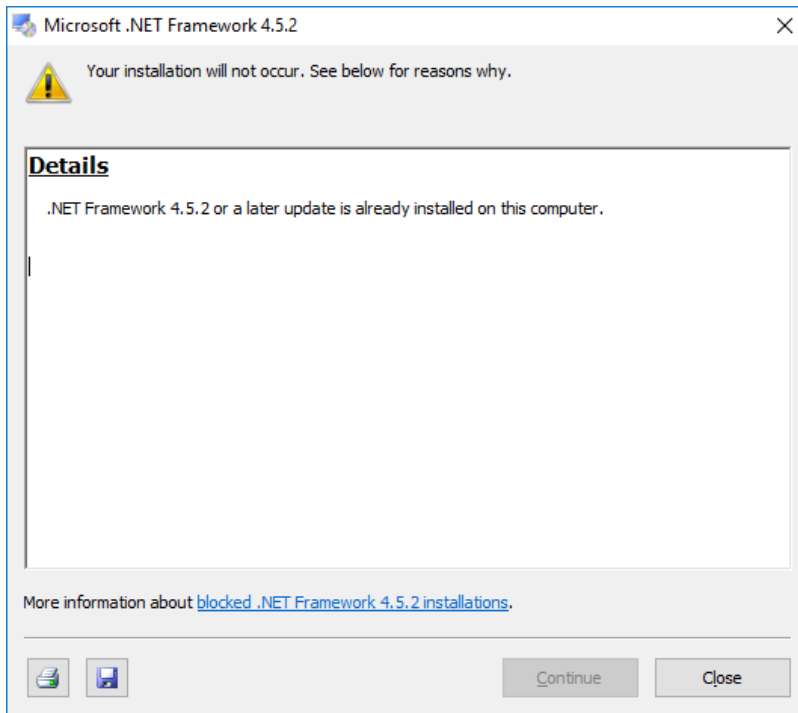
The following screen displays briefly:



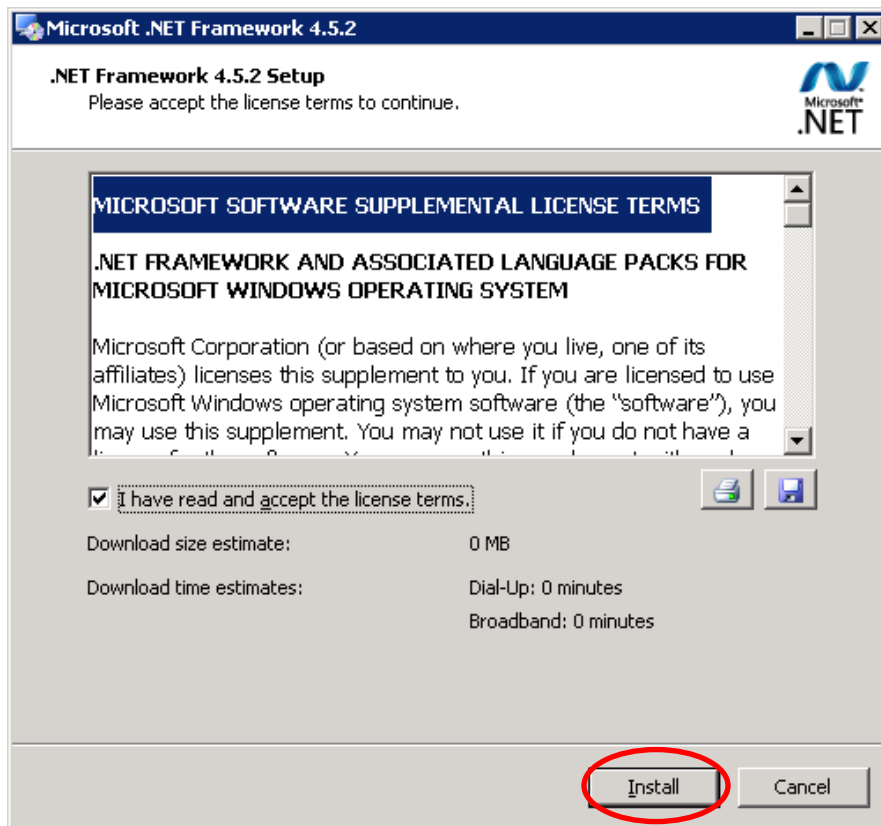
The following screen displays briefly:



If the PCGenesis server already has **Microsoft .NET Framework 4.5** installed, the following screen displays:

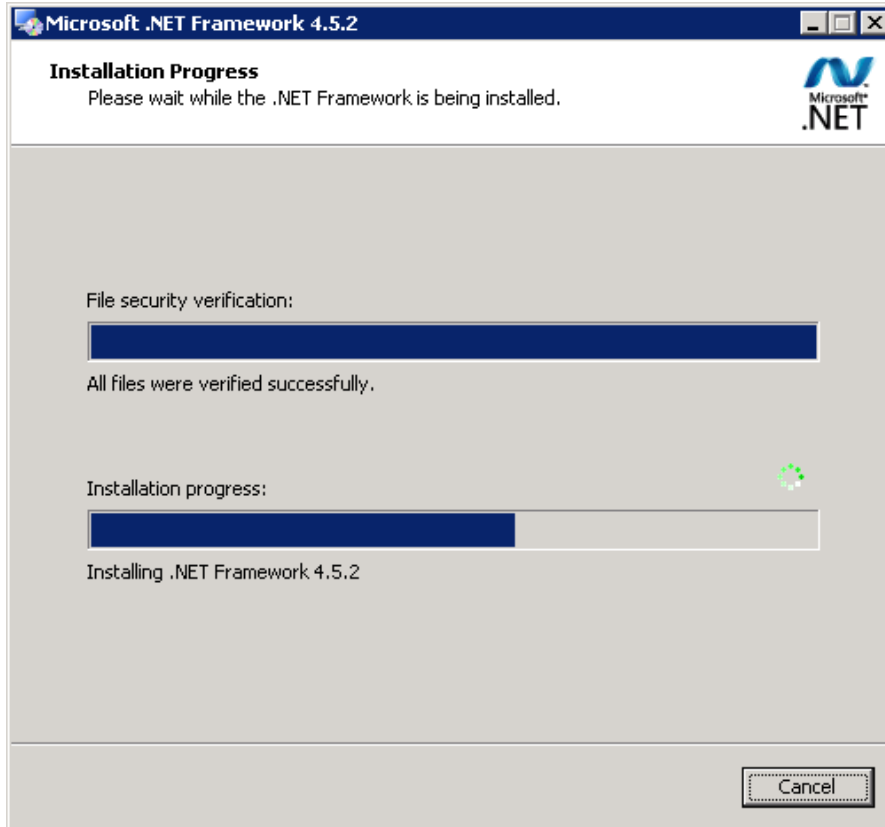


If the PCGenesis server does not have **Microsoft .NET Framework 4.5** installed, the following screen displays:

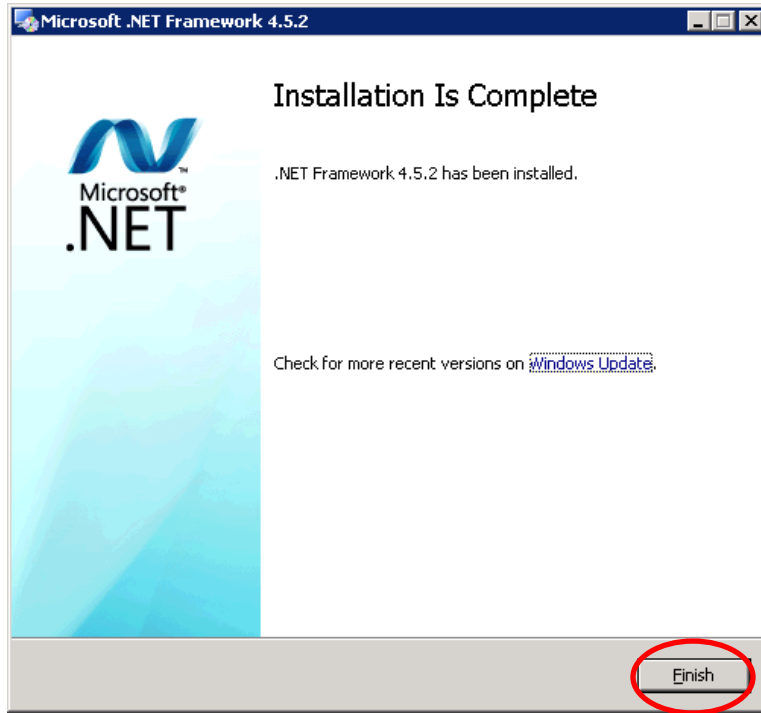


| Step | Action |
|------|--|
| 10 | If the PCGenesis server already has Microsoft .NET Framework 4.5 installed, proceed to <i>Step 12</i> . If the PCGenesis server does <u>not</u> have Microsoft .NET Framework 4.5 installed, accept the license term and click 'Install' . |

The following screen displays briefly:

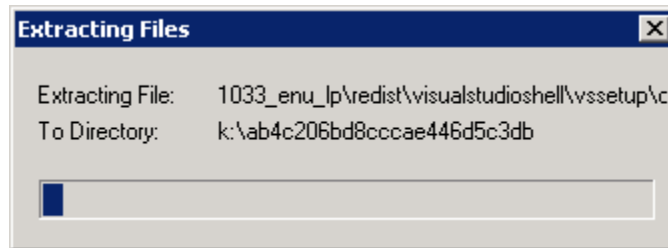


The following screen displays:



| Step | Action |
|------|--|
| 11 | Click 'Finish' when the Microsoft .NET Framework 4.5 installation is completed. |

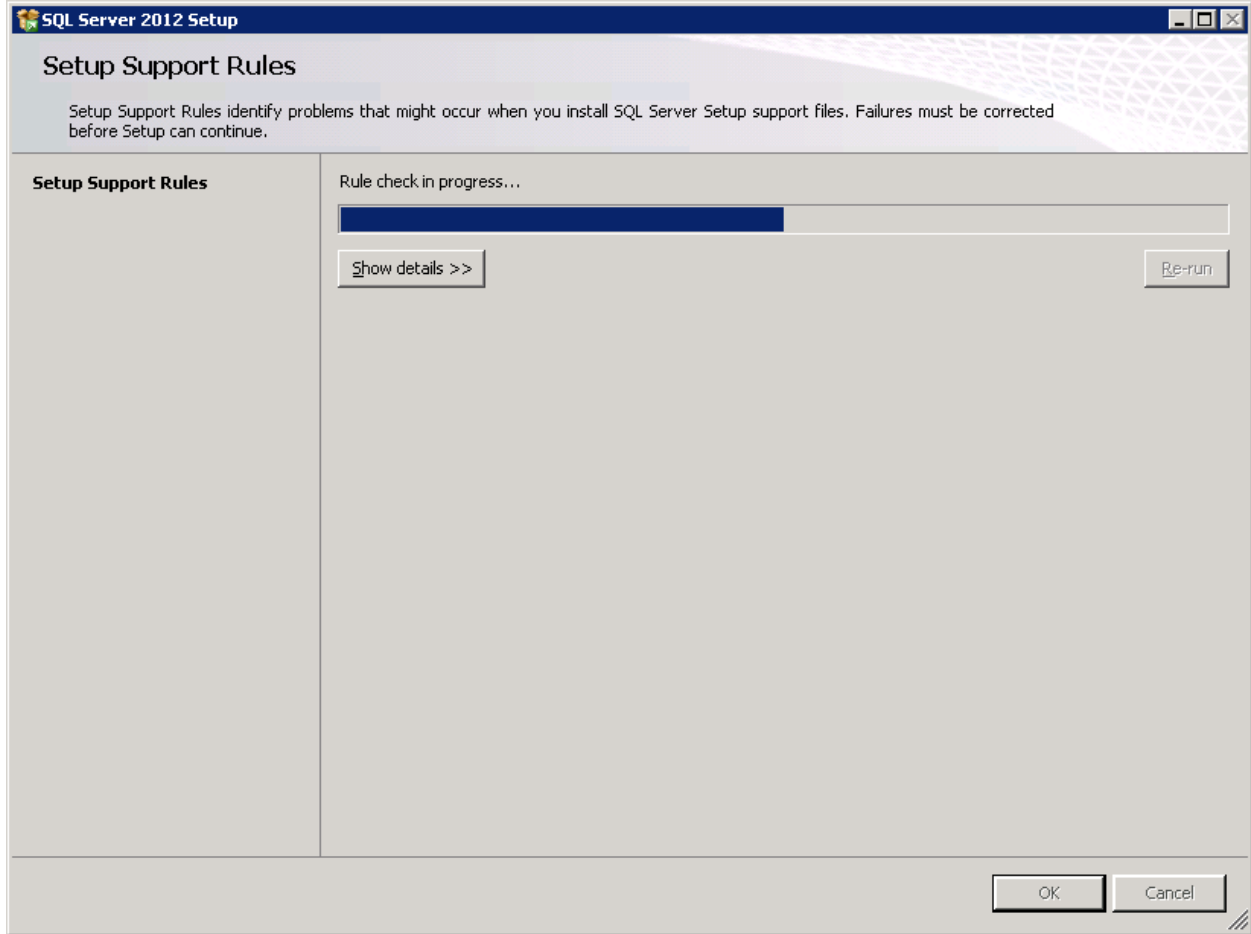
The following screen displays briefly:



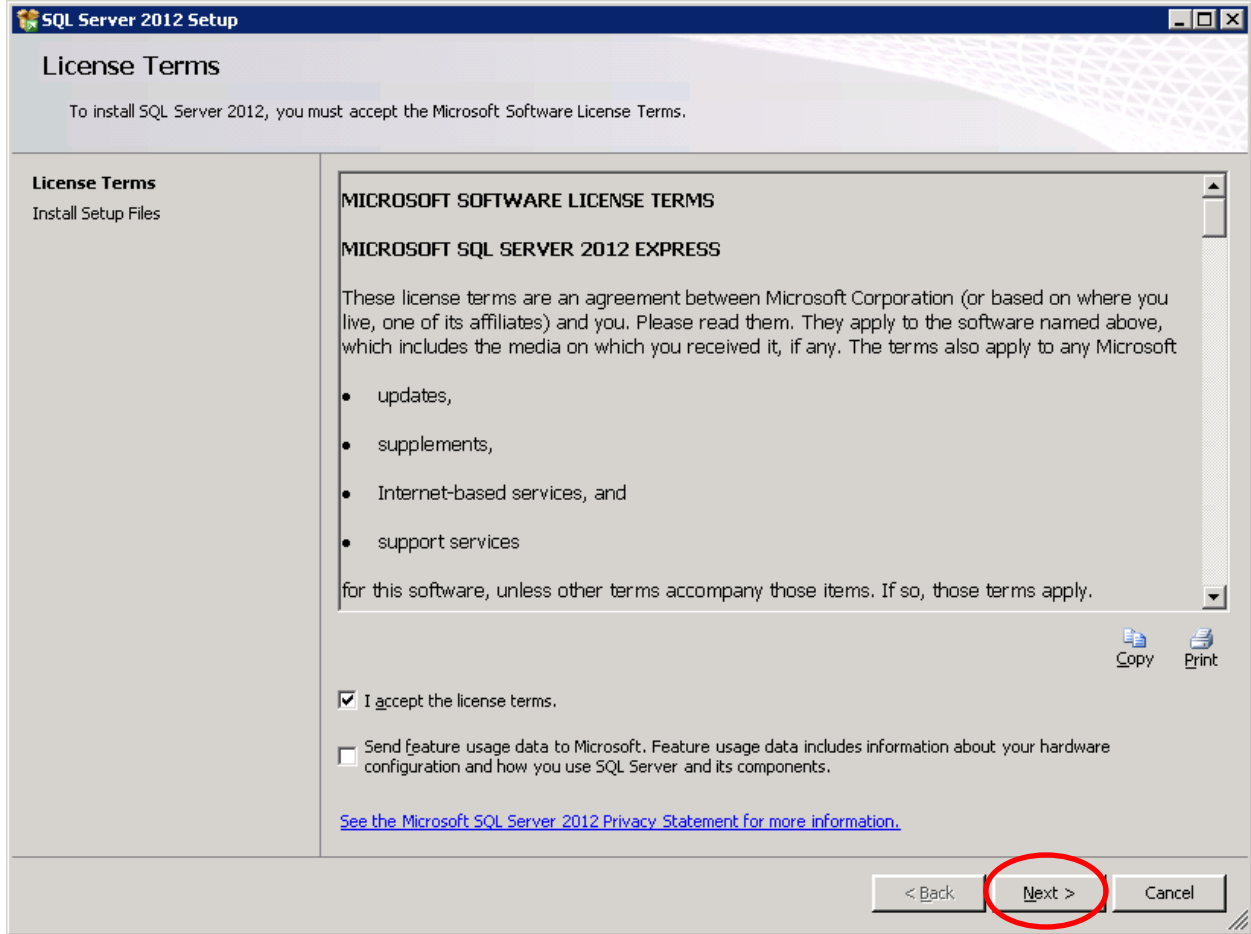
The following screen displays briefly:



The 'SQL Server 2012 Setup – Setup Support Rules' screen displays briefly:

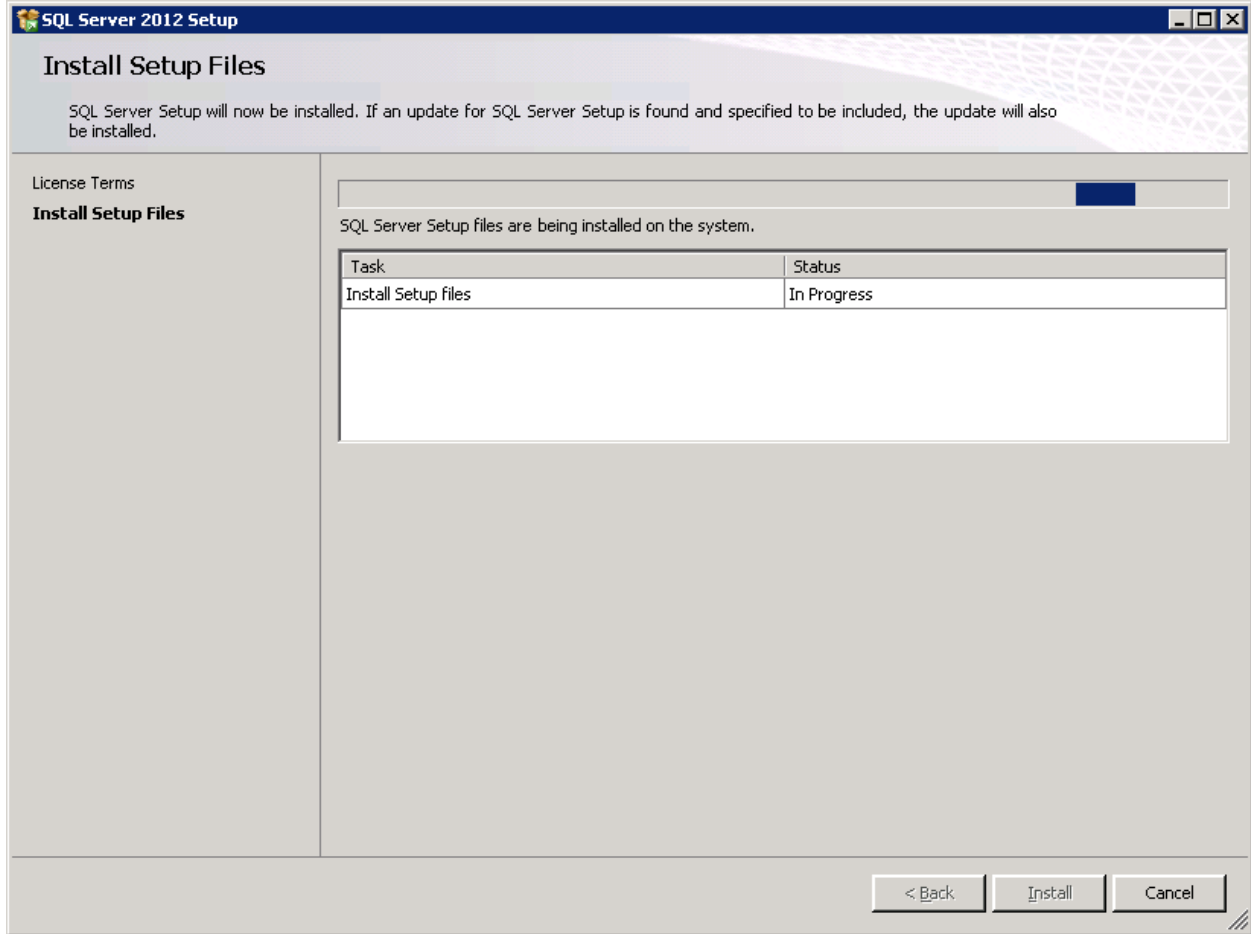


The following screen displays:

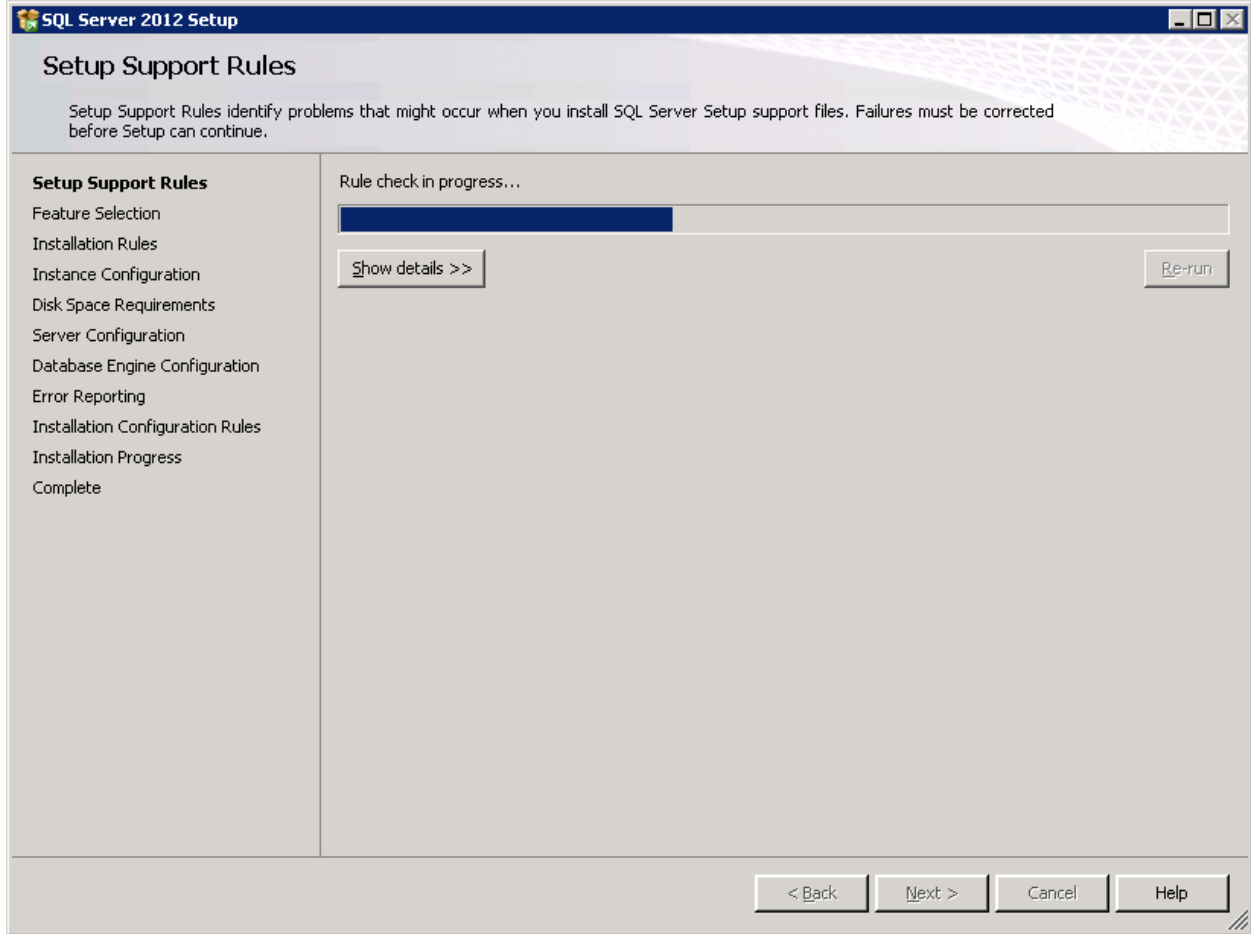


| Step | Action |
|------|--|
| 12 | When prompted with 'SQL Server 2012 Setup – License Terms', accept the license term and select 'Next'. |

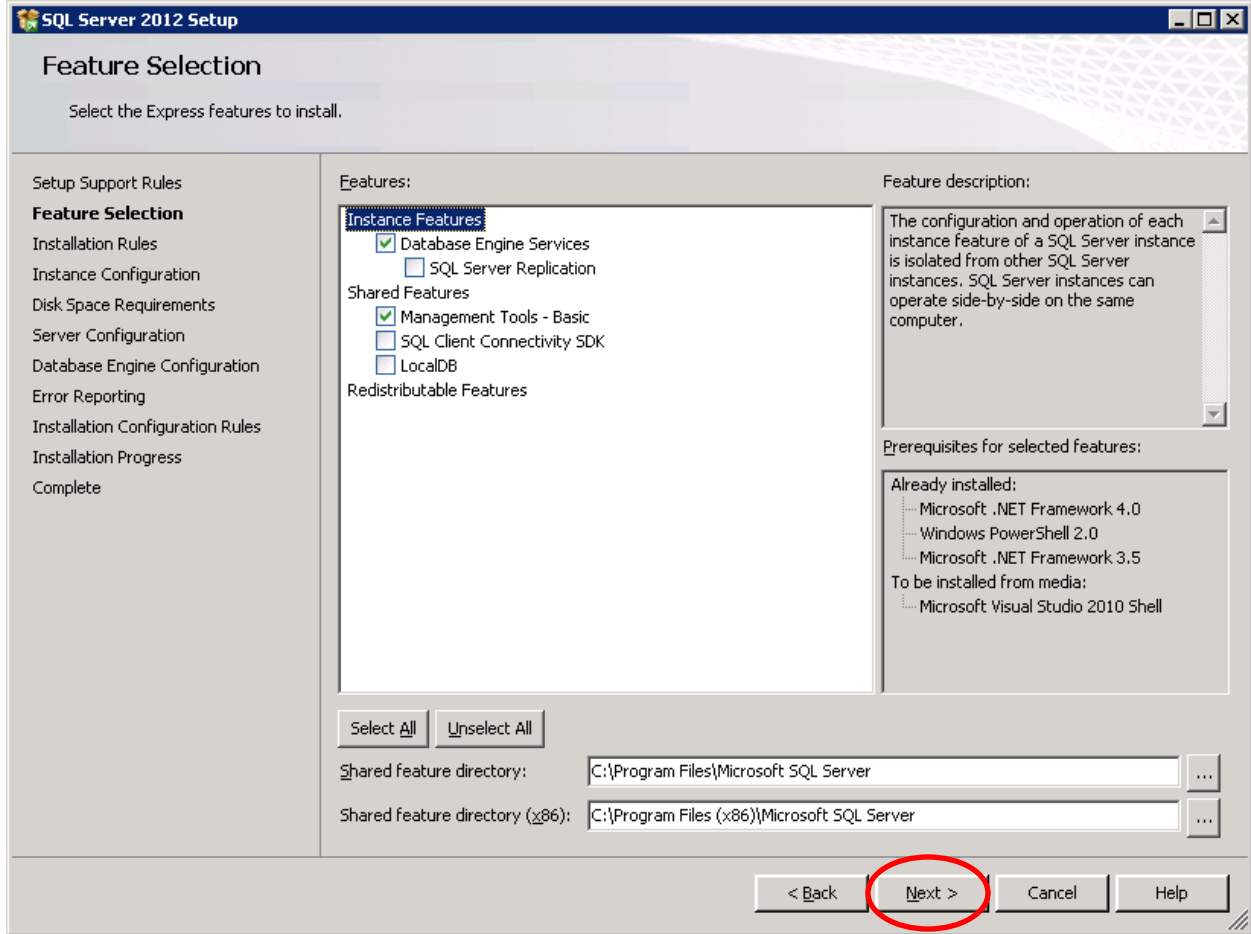
The ‘SQL Server 2012 Setup – Install Setup Files’ screen displays briefly:



The 'SQL Server 2012 Setup – Setup Support Rules' screen displays briefly:

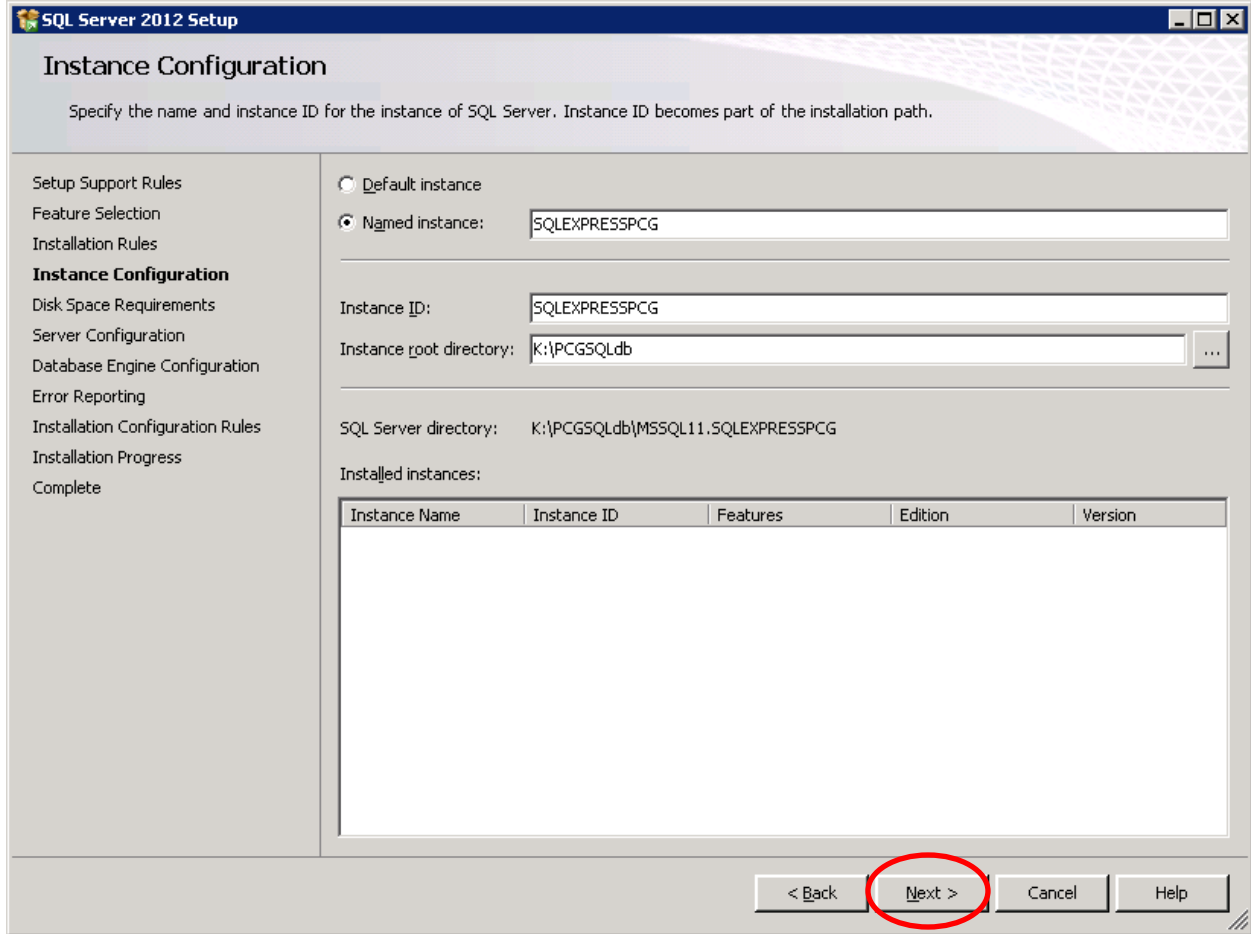


The following screen displays:



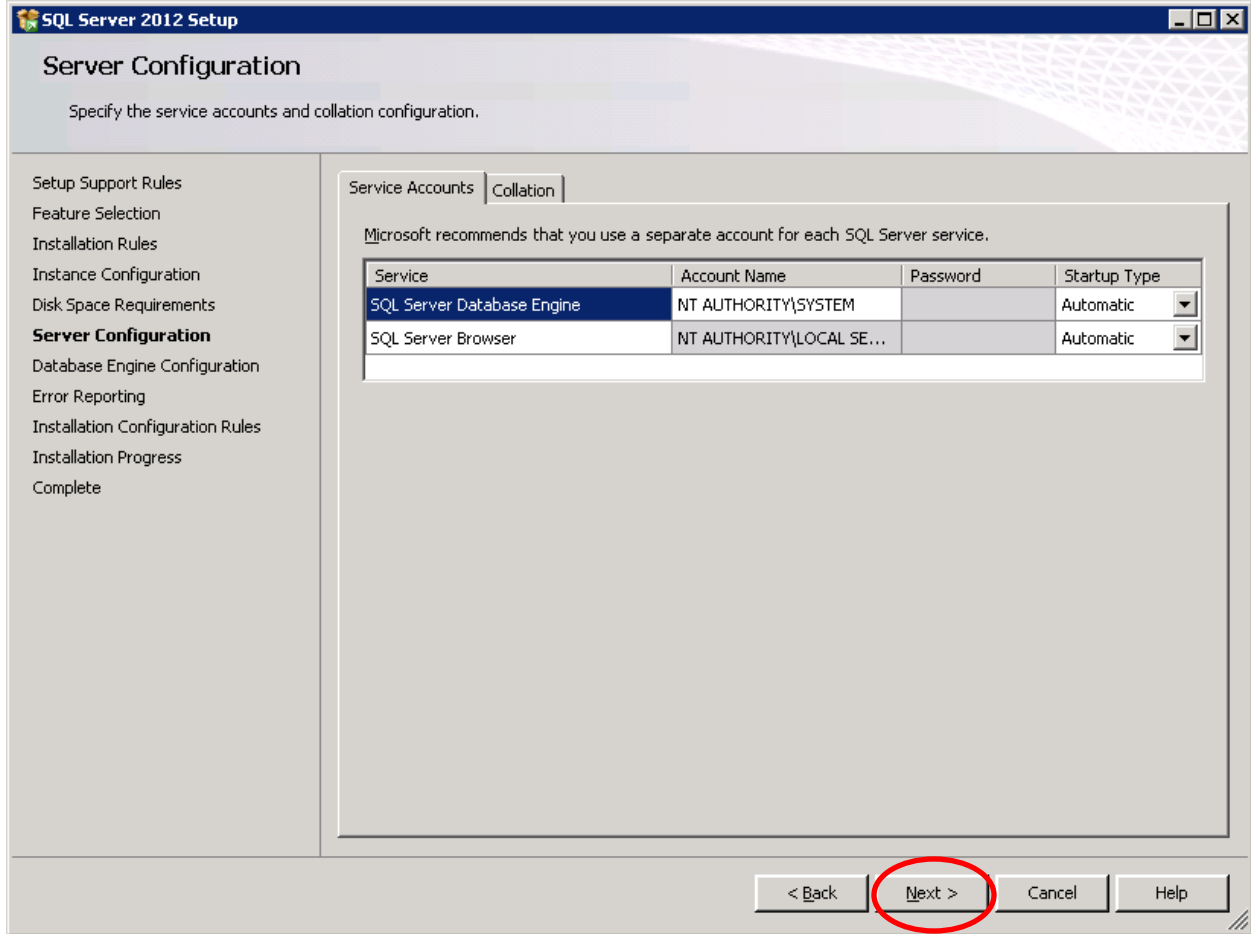
| Step | Action |
|------|---|
| 13 | When prompted with 'SQL Server 2012 Setup – Feature Selection', verify that the 'Database Engine Services' and 'Management Tools – Basic' options are checked, and select 'Next'. |

The following screen displays:



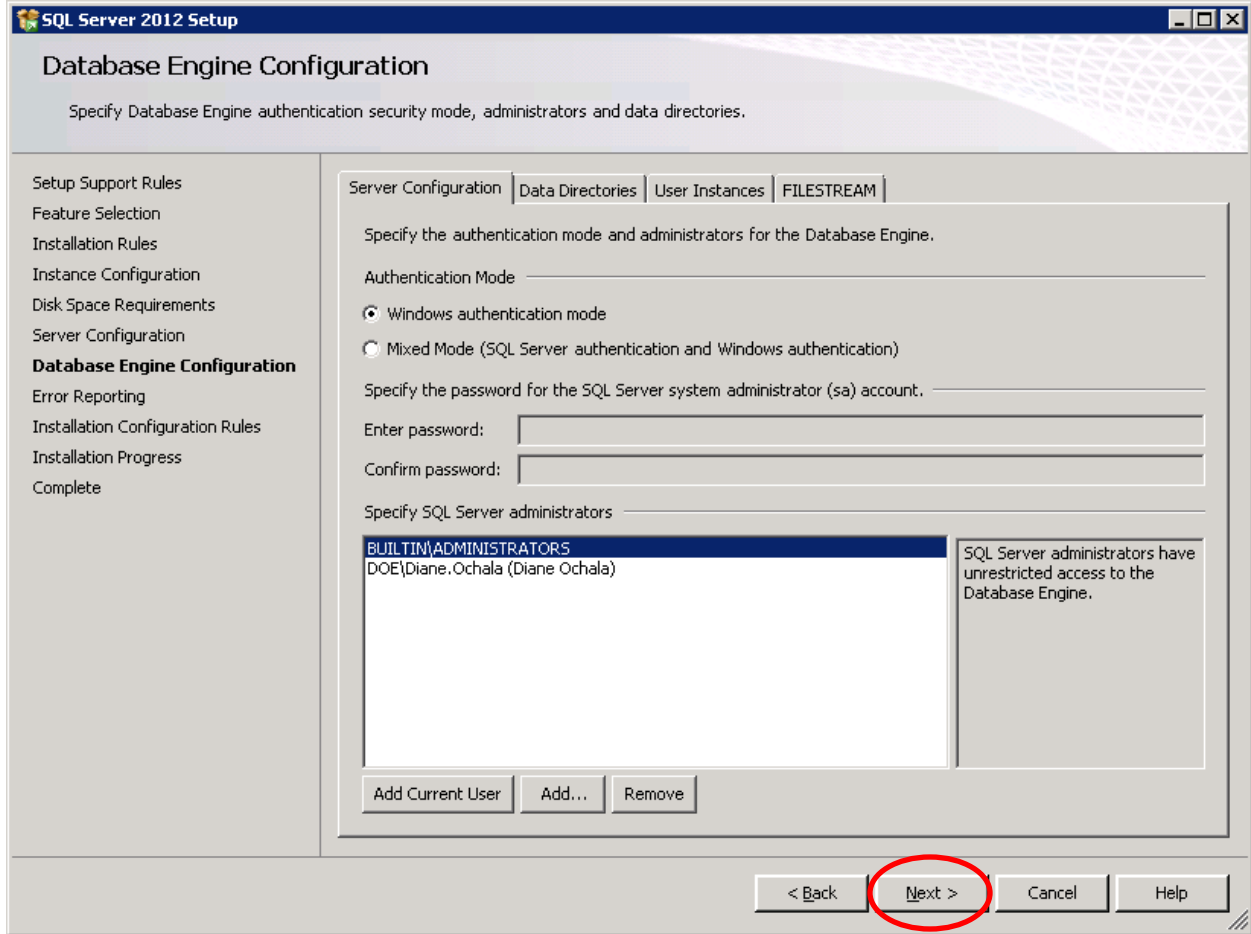
| Step | Action |
|------|--|
| 14 | When prompted with 'SQL Server 2012 Setup – Instance Configuration', verify that the 'Named instance' and 'Instance ID' are SQLEXPRESSPCG . Verify that the 'Instance root directory' is K:\PCGSQLdb and then select 'Next'. |

The following screen displays:



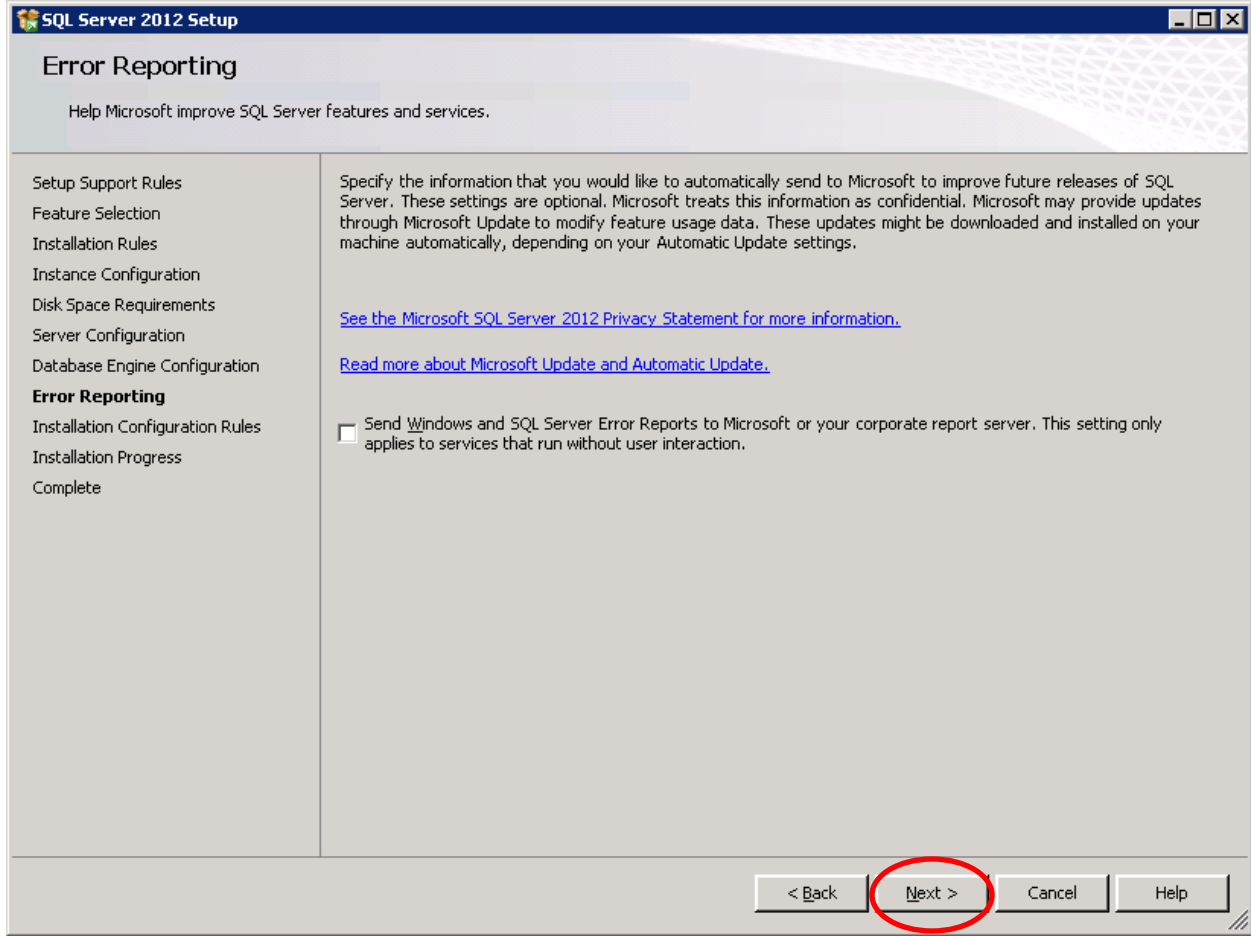
| Step | Action |
|------|---|
| 15 | When prompted with 'SQL Server 2012 Setup – Server Configuration', select 'Next'. |

The following screen displays:



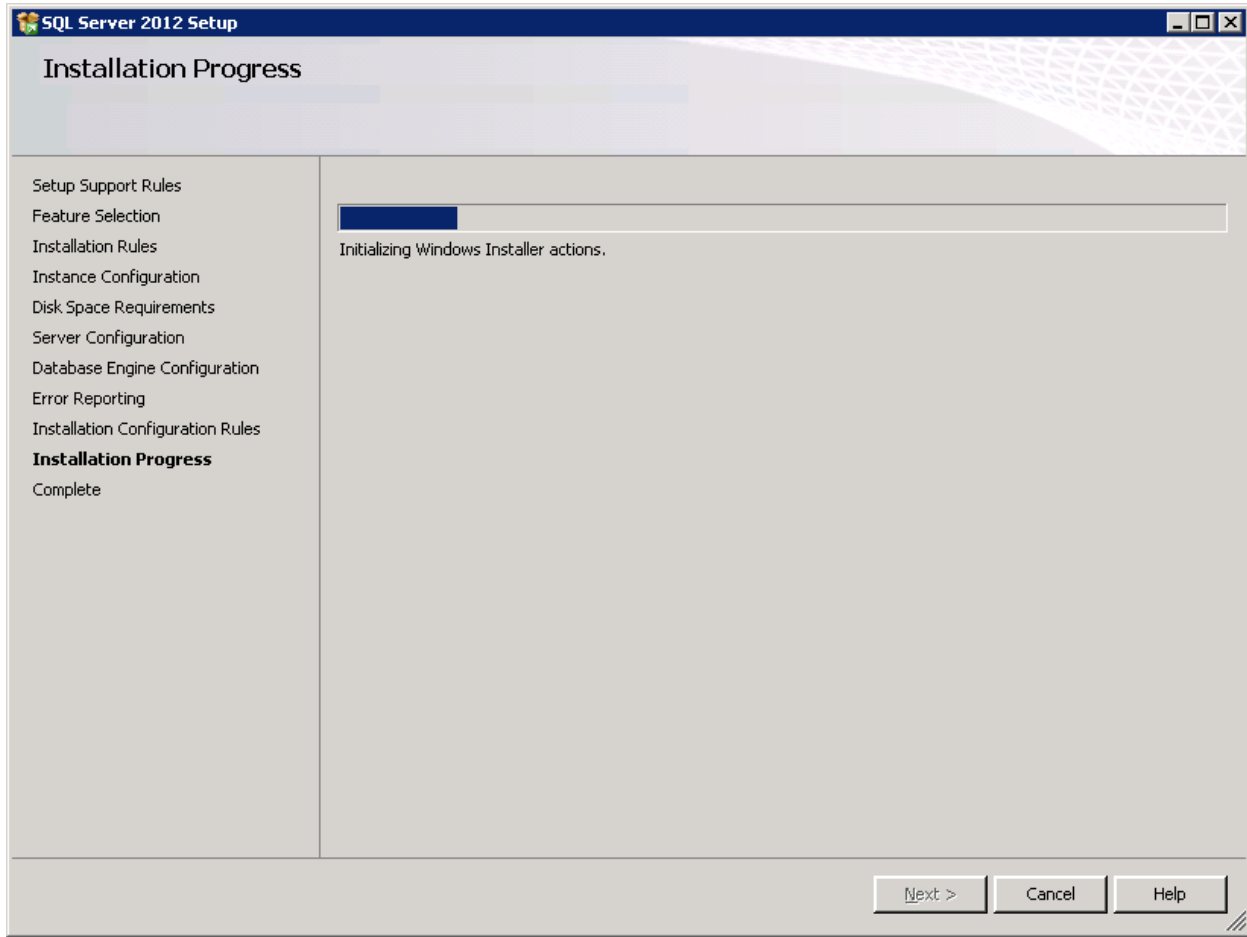
| Step | Action |
|------|--|
| 16 | When prompted with 'SQL Server 2012 Setup – Database Engine Configuration', select 'Next'. |

The following screen may be displayed in certain instances:

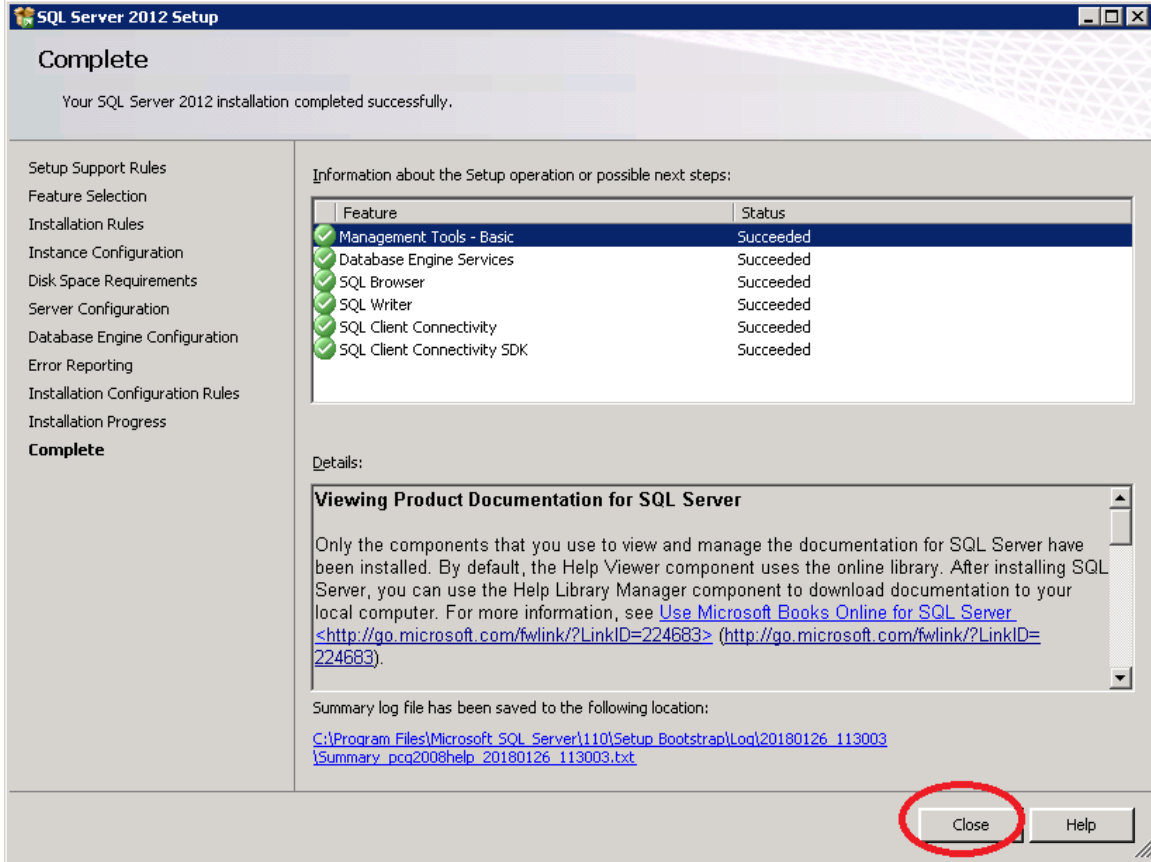


| Step | Action |
|------|--|
| 17 | If prompted with ‘SQL Server 2012 Setup – Error Reporting’, do <u>not</u> check the box and select ‘Next’. |

The following screen displays briefly:

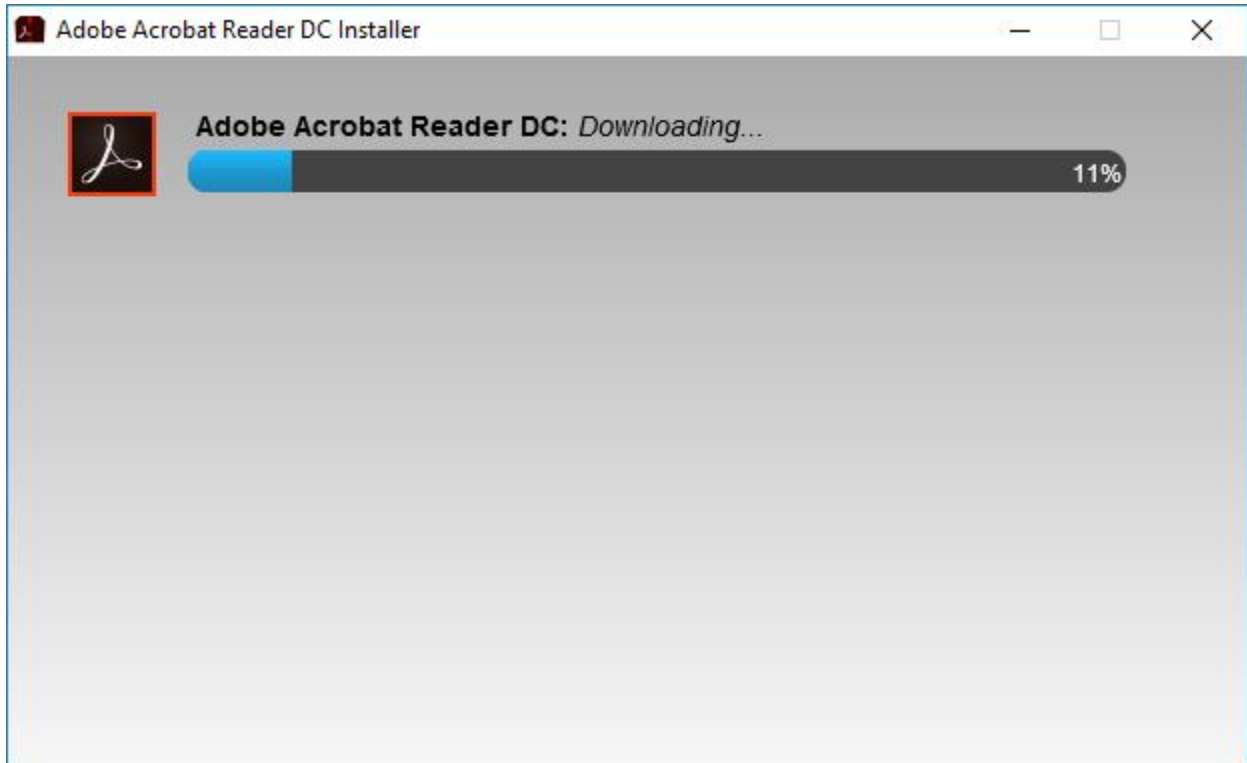


The following screen displays:



| Step | Action |
|------|---|
| 18 | When prompted with 'SQL Server 2012 Setup – Complete', verify that all components installed successfully, and select 'Close'. |

If the PCGenesis server does not have **Adobe Acrobat Reader** installed, the following screen may display briefly:



The following screen displays:

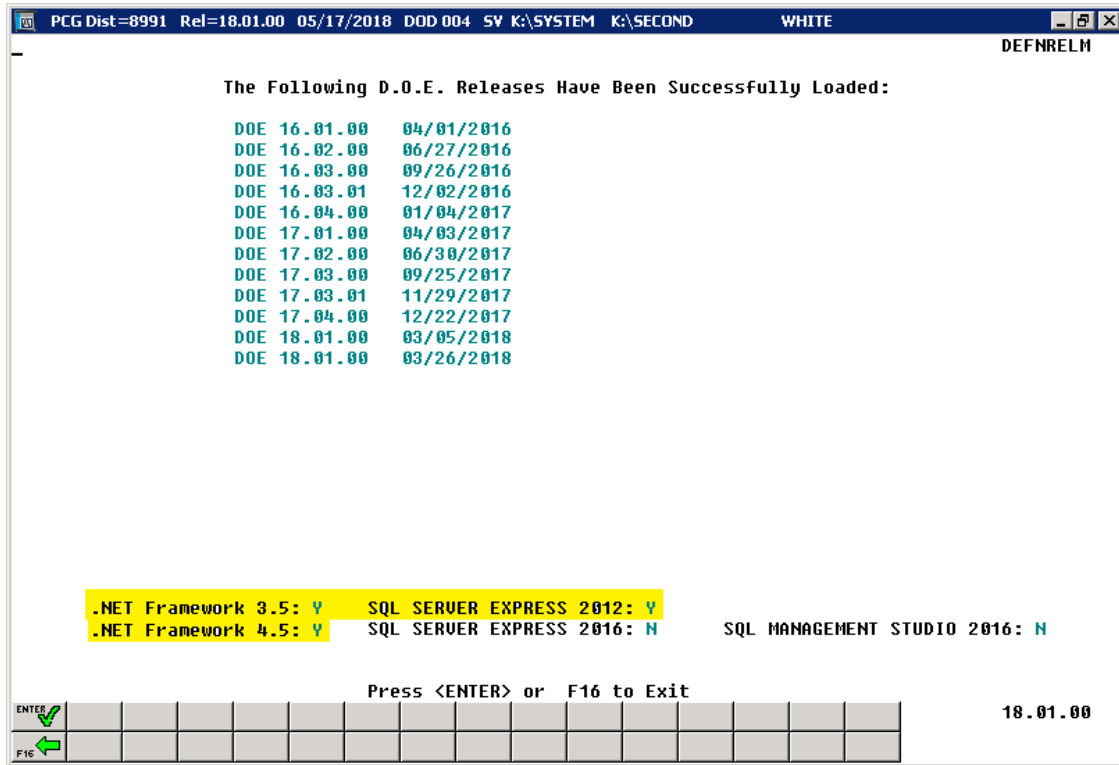


| Step | Action |
|------|---|
| 19 | When prompted with the ‘ <i>Adobe Acrobat Reader DC: Installation Complete</i> ’ screen, uncheck the box for ‘ <i>Launch Adobe Acrobat Reader DC</i> ’ and select ‘ Finish ’. |
| 20 | Now, REBOOT the PCGenesis server. |

B3. Verify Release 18.S.12 Was Successfully Installed

| Step | Action |
|------|--|
| 1 | Log into PCGenesis. |
| 2 | From the <i>Business Applications Master Menu</i> , select 30 (F30 - System Utilities). |
| 3 | From the <i>System Utilities Menu</i> , select 17 (F17 - Display Current Release Number). |

The following screen displays:



| Step | Action |
|------|--|
| 4 | <p>Verify the necessary components are installed. Check that a ‘Y’ is displayed next to each of the following components.</p> <p>.NET Framework 3.5: Y .NET Framework 4.5: Y SQL SERVER EXPRESS 2012: Y</p> <p><i>If the above components do not display a ‘Y’, contact the Technology Management Customer Support Center for assistance.</i></p> |
| 5 | Select Enter . |
| 6 | Log off the PCGenesis server. |

| Step | Action |
|------|--|
| 7 | Verify users remain logged out of PCGenesis. |

B4. Perform a PCGenesis Full Backup After Release 18.S.12 is Installed

| Step | Action |
|------|---|
| 1 | Verify all users are logged out of PCGenesis. |
| 2 | Close <i>Uspool</i> at the server. |
| 3 | Perform a PCG Full Backup to CD or DVD or USB. |
| 4 | When the PCGenesis backup completes, label the backup CD or DVD or USB “ Full System Backup After Release 18.S.12 ”. |