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"Educating Georgia's Future"

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## MEMORANDUM

**TO:** PCGenesis System Administrators

**FROM:** Steven Roache, Senior Information Systems Manager

**SUBJECT: Release 18.S.16 – Windows Server 2012 / 2016 Software Packet / Installation Instructions**

This document contains the PCGenesis software release overview and installation instructions for *Release 18.S.16*.

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.

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## 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 2012 or Windows Server 2016. The software packet contains the following components:

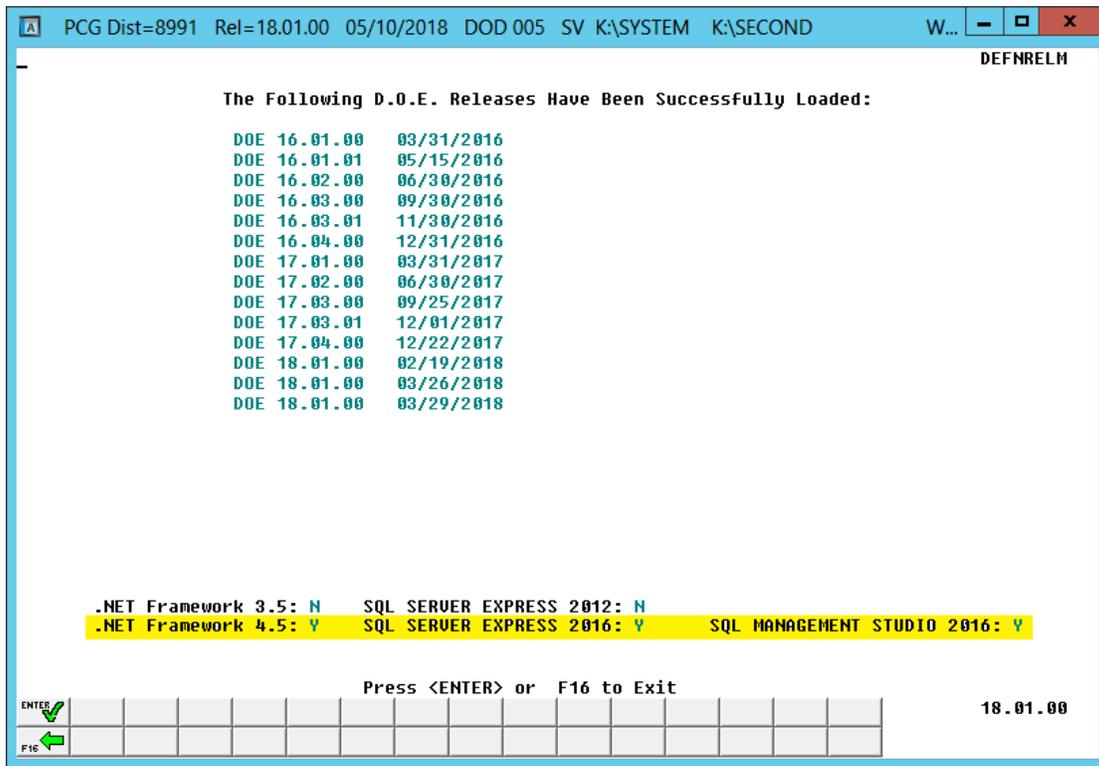
##### Windows Server 2012 / 2016 Software Packet

- .NET 4.5 Framework (required for *VerraDyne Print Manager* software)
- Microsoft SQL Server Express 2016
- Microsoft SQL Server 2016 Management Studio
- 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.16 Software

### B1. Perform a PCGenesis Full Backup

When the prior evening’s backup was successful, and when installing *Release 18.S.16* 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.16**”. Continue to use the backup CD/DVD/ USB in the normal backup rotation.

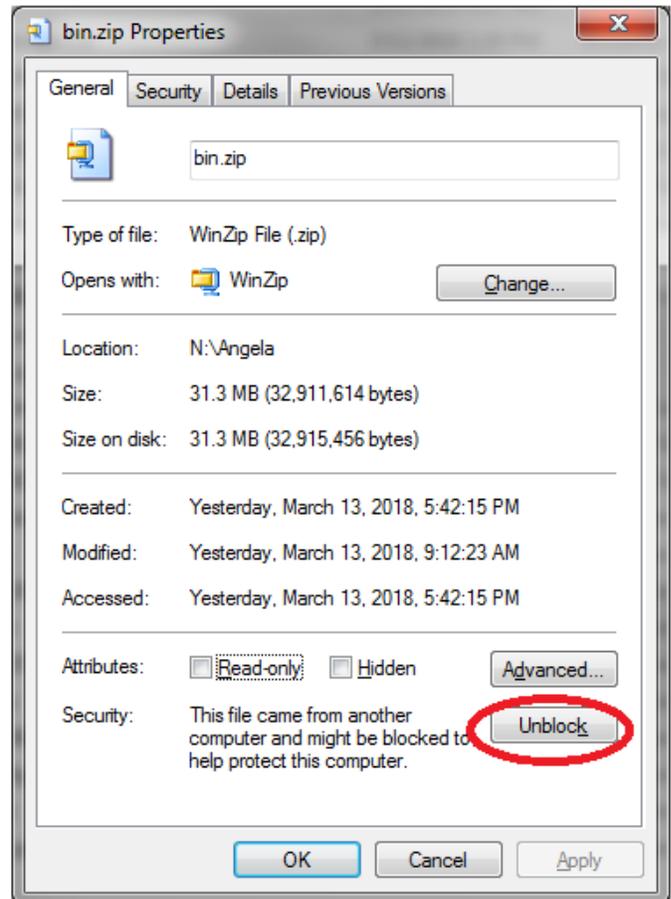
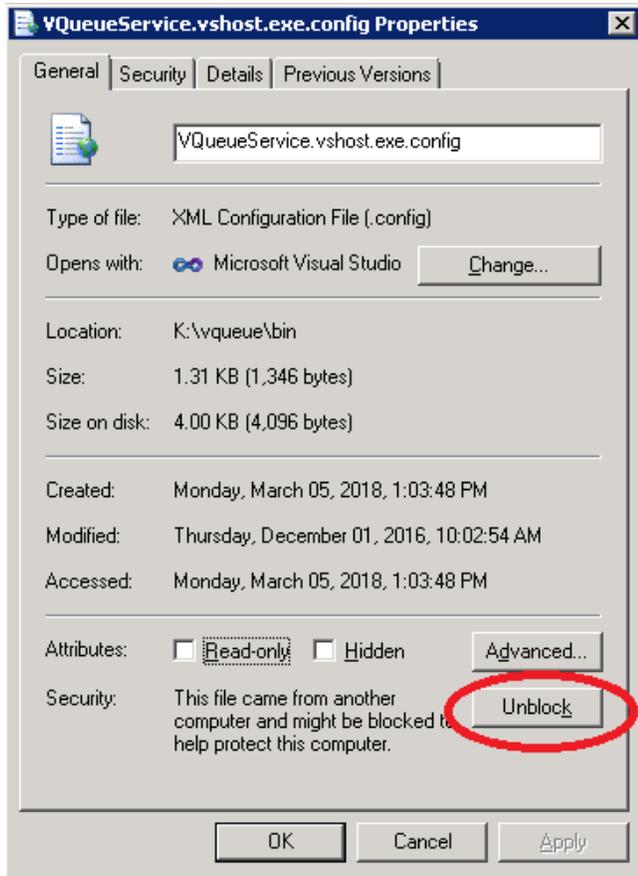
Step	Action
1	Verify all users are logged out of PCGenesis.
2	Close <i>Uspool</i> at the server.
3	Perform a <b>PCG Full Backup</b> to CD or DVD or USB.
4	When the PCGenesis backup completes, label the backup CD or DVD or USB “ <b>Full System Backup Prior to Release 18.S.16</b> ”.
5	Proceed to <i>B2. Install PCGenesis Release 18.S.16</i> .

## ***B2. Install PCGenesis Release 18.S.16***

### **FROM THE PCGENESIS SERVER**

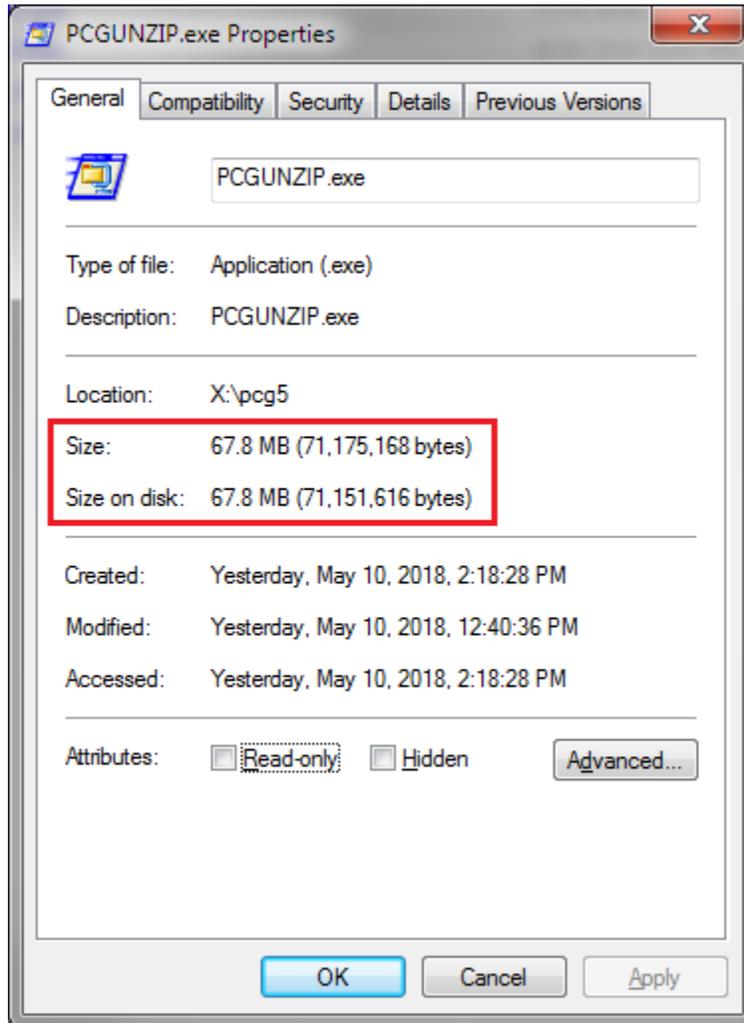
Step	Action
1	<b>Verify that all Windows Server operating system updates have been applied to your system before starting this installation!</b>
2	<b>Verify all users are logged out of PCGenesis.</b>
3	Open <b>Windows® Explorer</b> .
4	Navigate to the <b>K:\INSTAL</b> directory.
5	Verify the following five files display: <ul style="list-style-type: none"><li>• <b>PCGUNZIP.EXE,</b></li><li>• <b>SQLINSTL16.BAT</b></li><li>• <b>INSTLNET</b></li><li>• <b>Win2012_Win2016_SQLEXPRESS_x64_ENU.exe</b></li><li>• <b>Win2012_Win2016_SSMS-Setup-ENU.exe</b></li></ul> <p><i>If these five 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;"><b>*** ALERT ***</b></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 2012 / 2016 operating system.</p> <p>To check whether the files have been blocked, <b>right-click</b> on each of the five downloaded files and select <b>Properties</b>. If you see a security message at the bottom, as shown below, you will need to click the '<b>Unblock</b>' button. This is a very important step!</p>



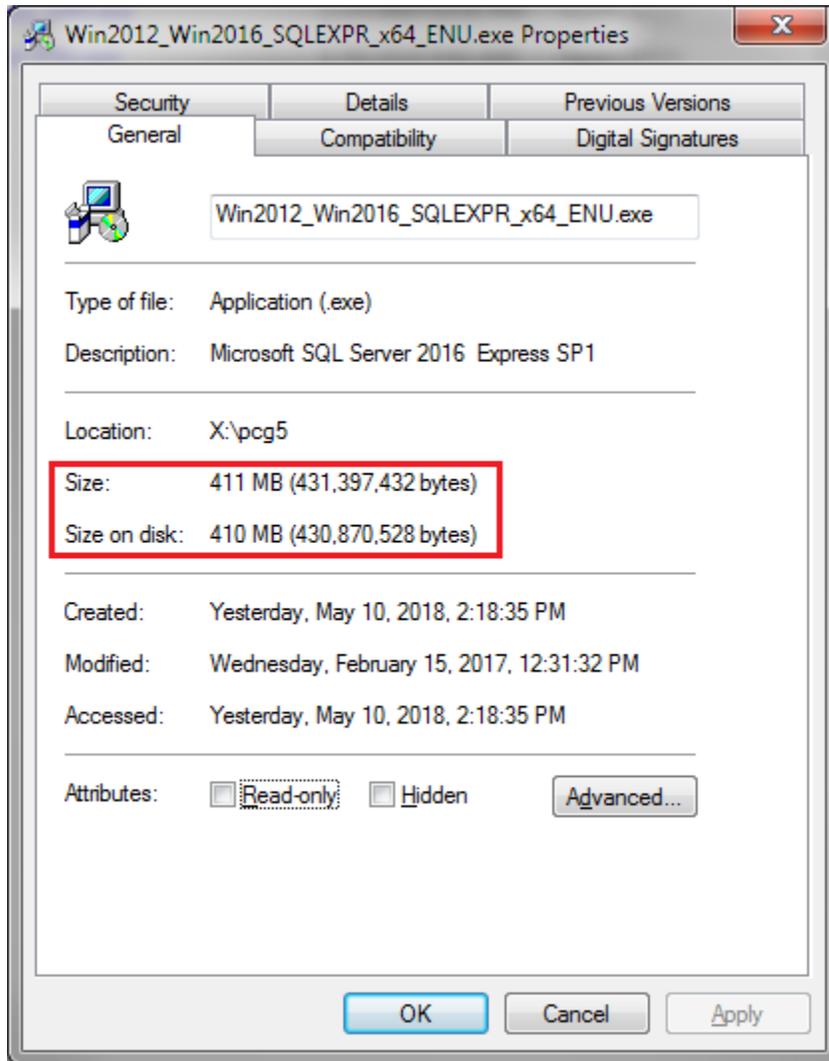
Step	Action
7	<p>In the <b>K:\INSTAL</b> directory, right click on <b>PCGUNZIP.EXE</b> and select the ‘<b>Properties</b>’ option. Verify that the size of the file is <b>67.8 MB</b> as shown below.</p> <p><i>If the size of the file is <u>not</u> <b>67.8 MB</b> as shown below, return to the MyGaDOE Web portal, and detach the file from the Web portal again.</i></p>

PCGUNZIP.exe:



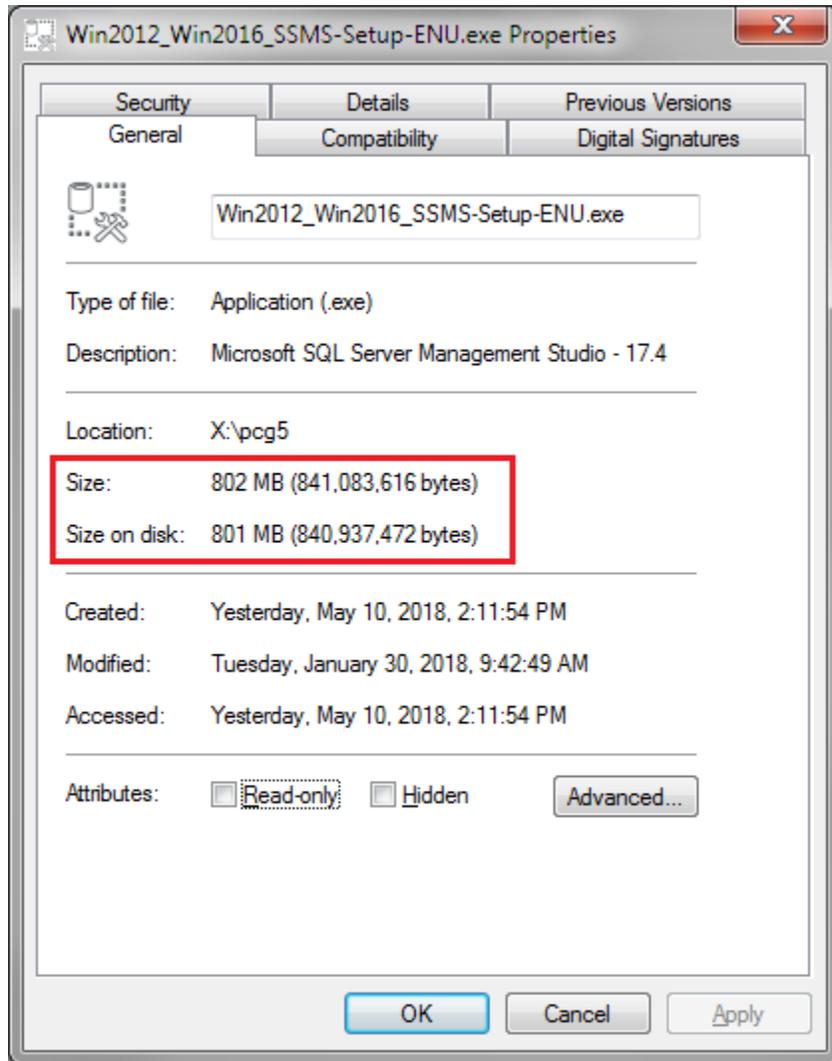
Step	Action
8	<p>In the <b>K:\INSTAL</b> directory, right click on <b>Win2012_Win2016_SQLEXP_x64_ENU.exe</b> and select the ‘<b>Properties</b>’ option. Verify that the size of the file is <b>411 MB</b> as shown below.</p> <p><i>If the size of the file is <u>not</u> <b>411 MB</b> as shown below, return to the MyGaDOE Web portal, and detach the file from the Web portal again.</i></p>

Win2012\_Win2016\_SQLEXP\_x64\_ENU.exe:



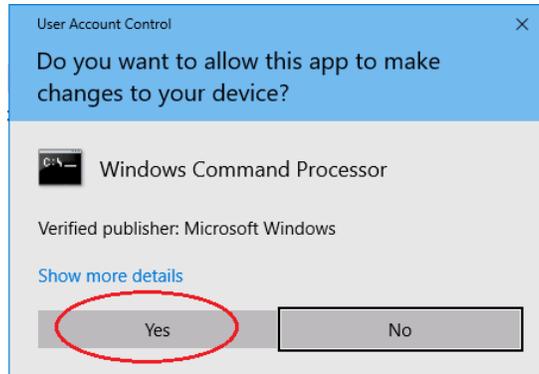
Step	Action
9	<p>In the <b>K:\INSTAL</b> directory, right click on <b>Win2012_Win2016_SSMS-Setup-ENU.exe</b> and select the ‘<b>Properties</b>’ option. Verify that the size of the file is <b>802 MB</b> as shown below.</p> <p><i>If the size of the file is <u>not</u> <b>802 MB</b> as shown below, return to the MyGaDOE Web portal, and detach the file from the Web portal again.</i></p>

**Win2012\_Win2016\_SSMS-Setup-ENU.exe**



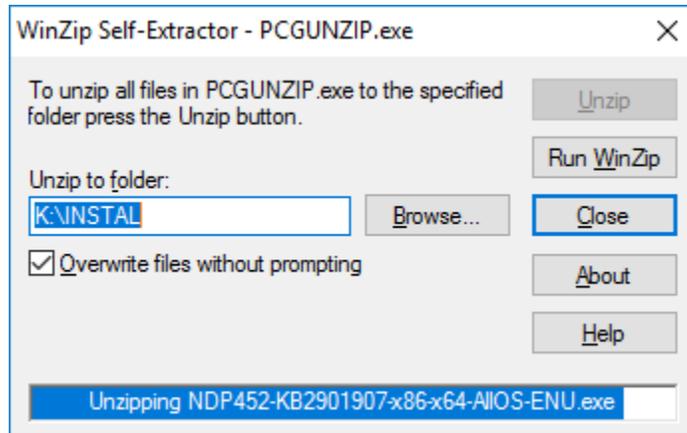
Step	Action
10	Right-click <b>SQLINSTL16.BAT</b> and select <b>Run as administrator</b> to perform the installation.

The following screen displays:

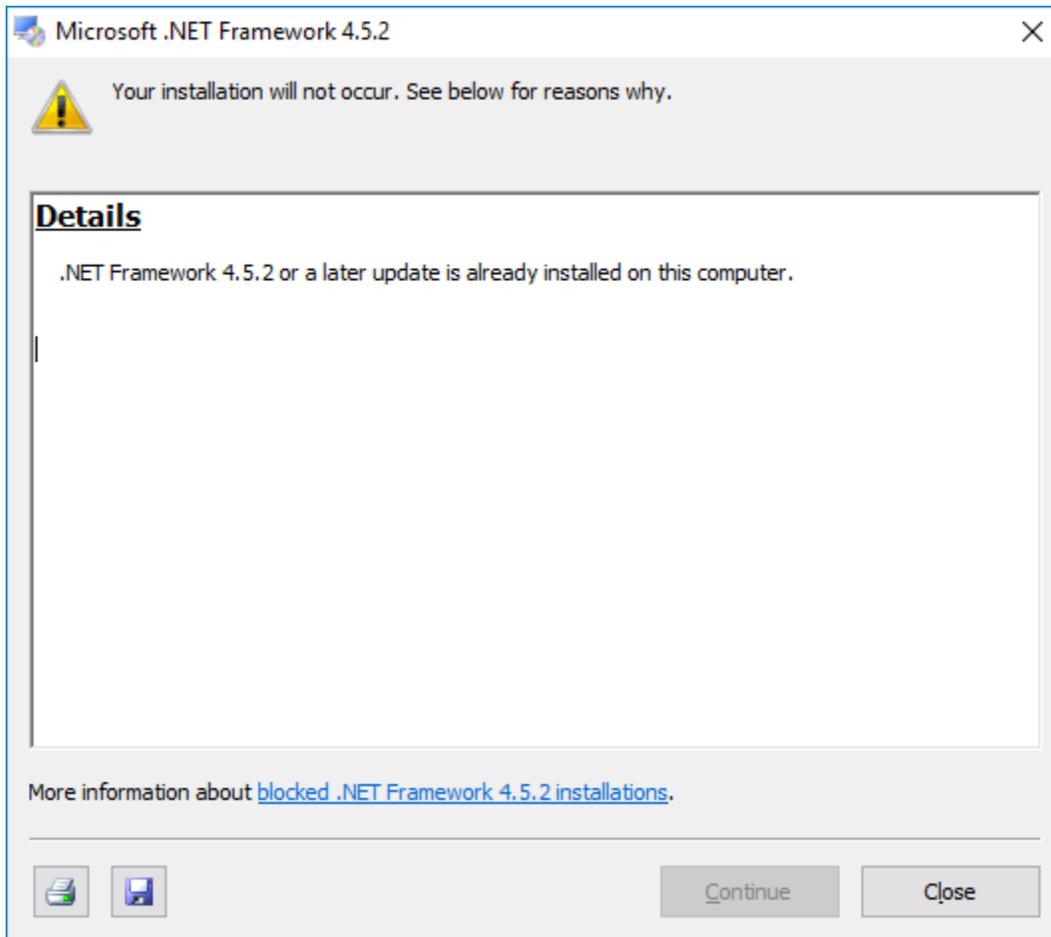


Step	Action
11	When prompted with ‘Do you want to allow this app to make changes to your device?’ select ‘Yes’.

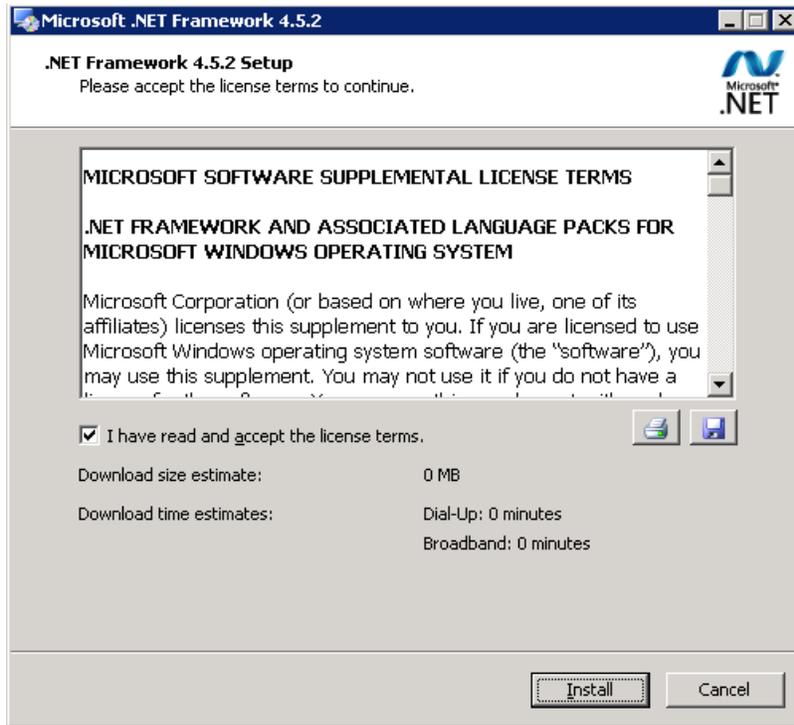
The following screen displays briefly:



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

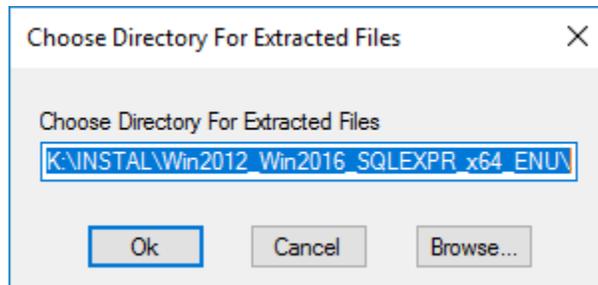


If the PCGenesis server does not have **Microsoft .NET Framework 4.5** installed, the following screen displays:



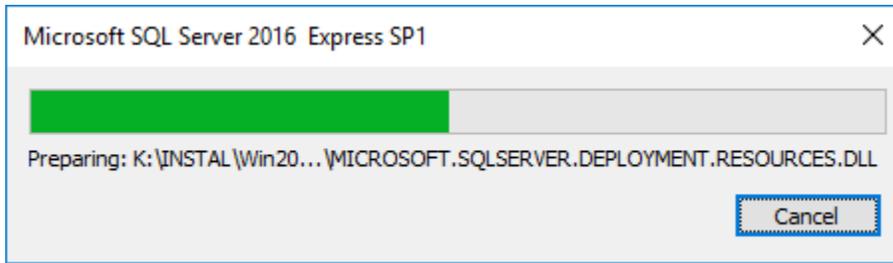
Step	Action
12	<p>If the PCGenesis server already has <b>Microsoft .NET Framework 4.5</b> installed, proceed to <i>Step 8</i>.</p> <p>If the PCGenesis server does <u>not</u> have <b>Microsoft .NET Framework 4.5</b> installed, accept the license term and click <b>'Install'</b>.</p> <p>Click <b>'Done'</b> when the <b>Microsoft .NET Framework 4.5</b> installation is completed.</p>

The following screen displays:

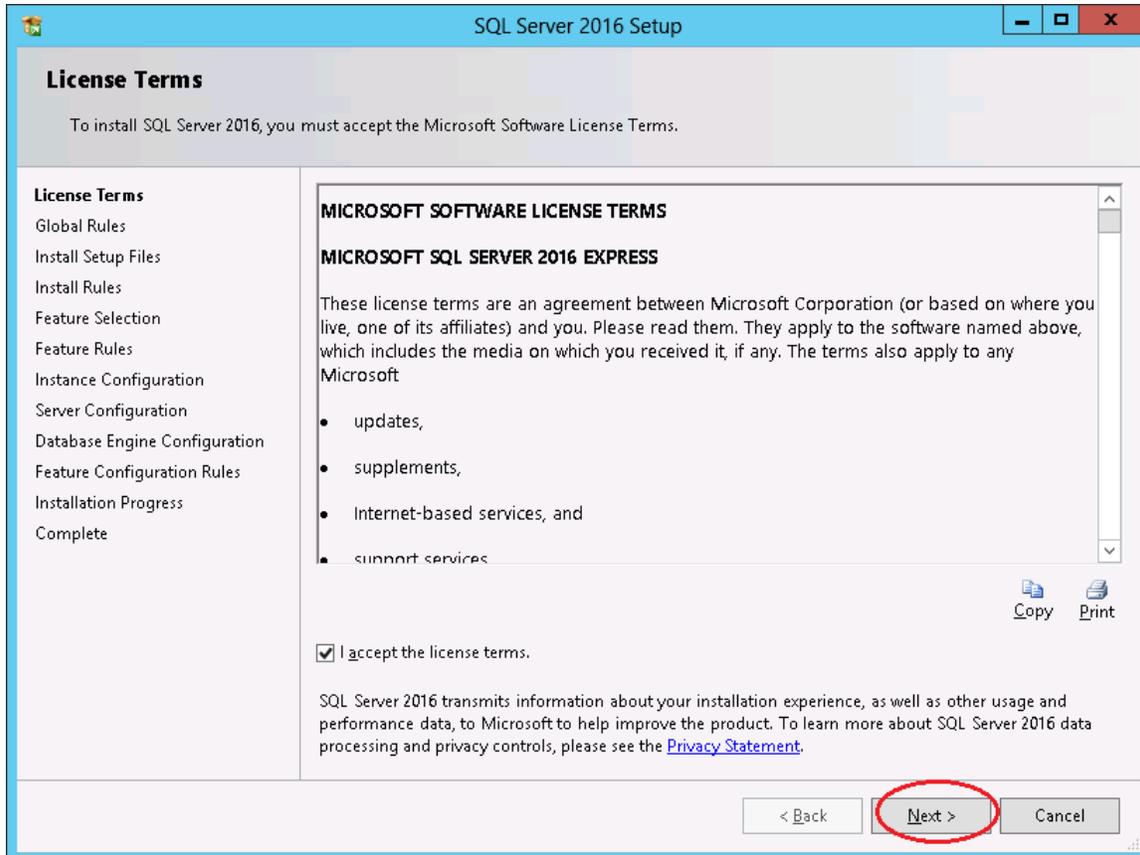


Step	Action
13	When prompted with <i>'Choose Directory For Extracted Files'</i> , select <b>'OK'</b> .

The following screen displays briefly:



The following screen displays:



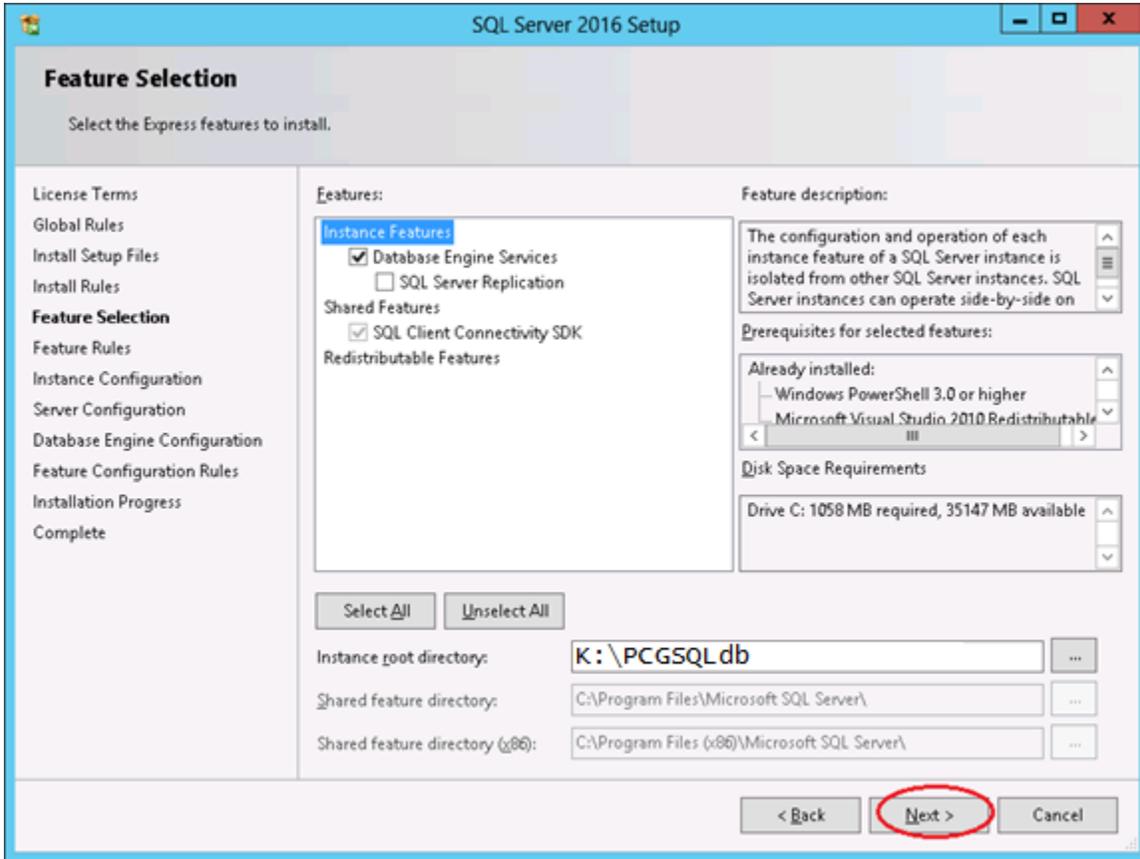
Step	Action
14	When prompted with 'SQL Server 2016 Setup – License Terms', select 'Next'.

The following screen may be displayed in certain instances:



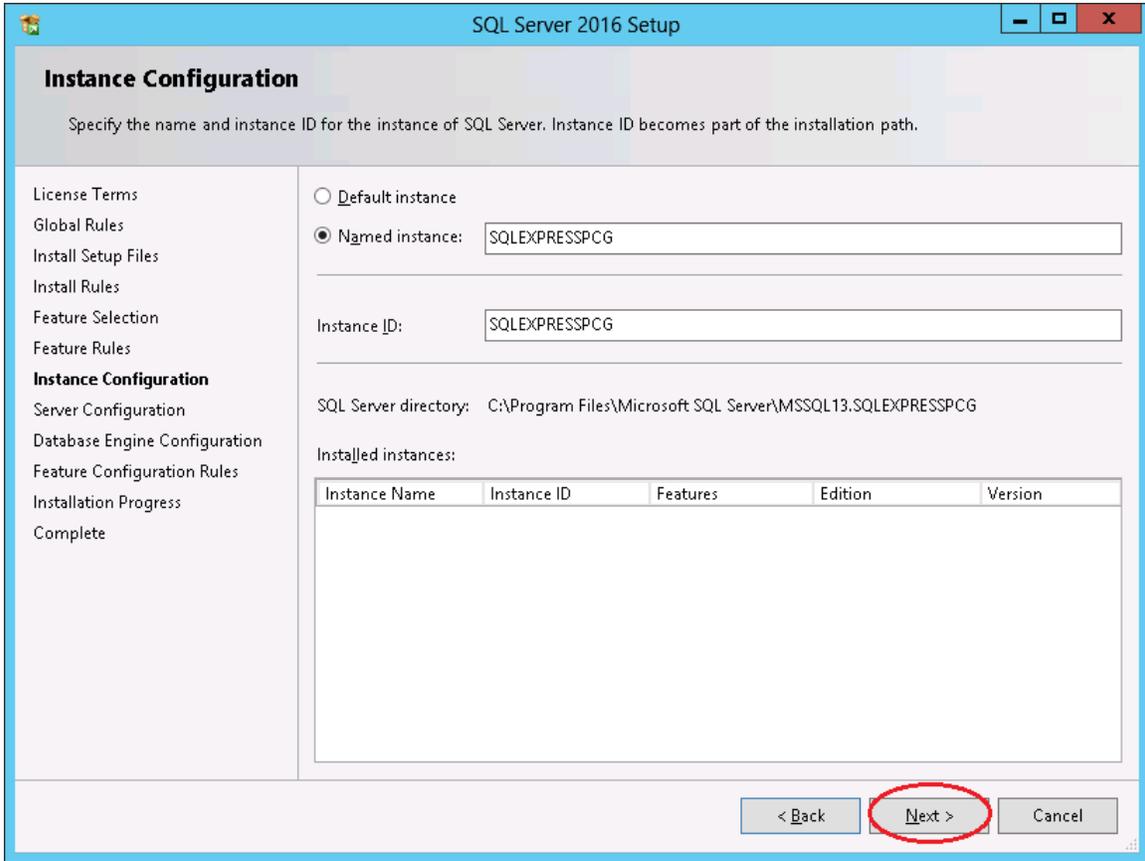
Step	Action
15	<p>If prompted with ‘<i>SQL Server 2016 Setup – Microsoft Update</i>’, decide whether or not you would like your Windows Server to use <i>Microsoft Update</i> to automatically check for updates.</p> <p>If you would like <i>Microsoft Update</i> to check for updates, check the box and select ‘<b>Next</b>’.</p> <p>If you do <u>not</u> want <i>Microsoft Update</i> to check for updates, do <u>not</u> check the box and select ‘<b>Next</b>’.</p> <p>Generally, it is considered good operating practice to keep your PCGenesis Windows Server operating system and other components constantly up-to-date with the latest security patches.</p>

The following screen displays:



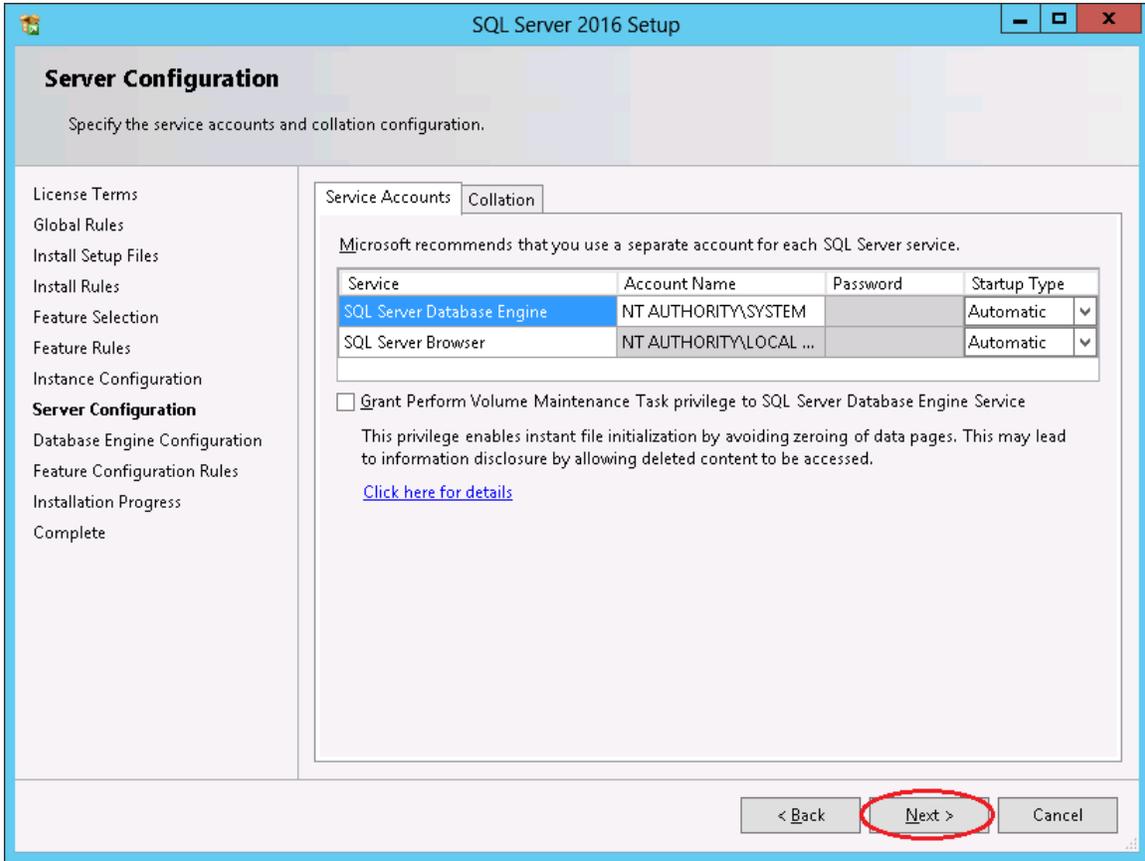
Step	Action
16	When prompted with 'SQL Server 2016 Setup – Feature Selection', verify that 'Database Engine Services' is checked, and select 'Next'.

The following screen displays:



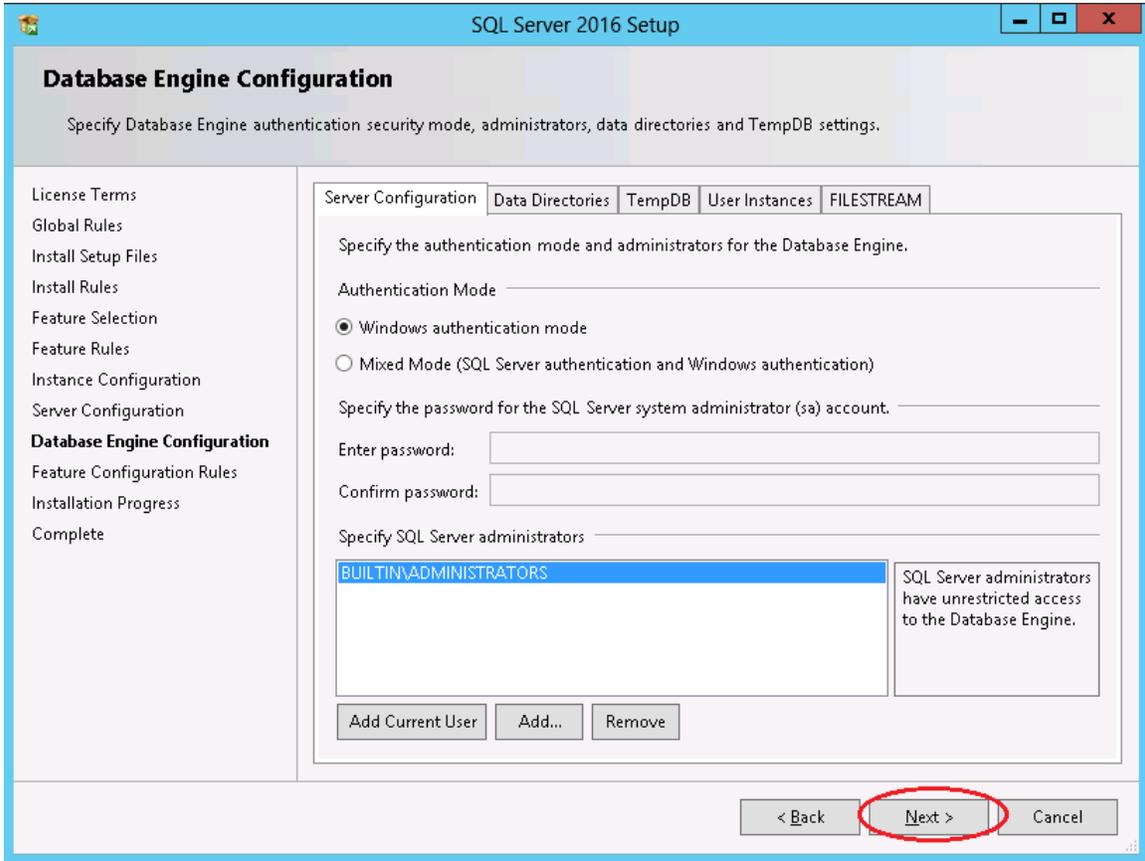
Step	Action
17	When prompted with 'SQL Server 2016 Setup – Instance Configuration', verify that the 'Named instance' and 'Instance ID' are <b>SQLEXPRESSPCG</b> , and select 'Next'.

The following screen displays:



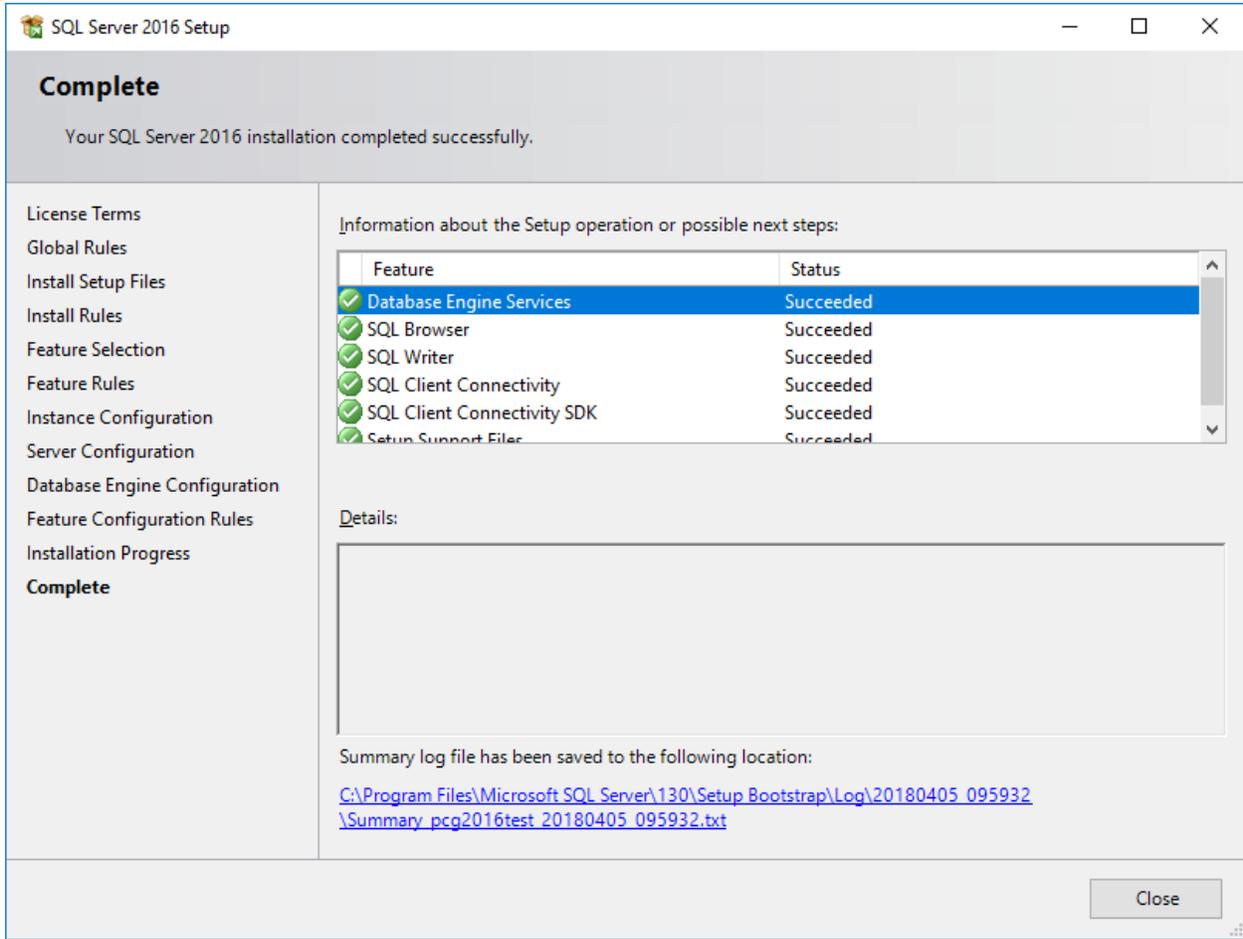
Step	Action
18	When prompted with 'SQL Server 2016 Setup – Server Configuration', select 'Next'.

The following screen displays:



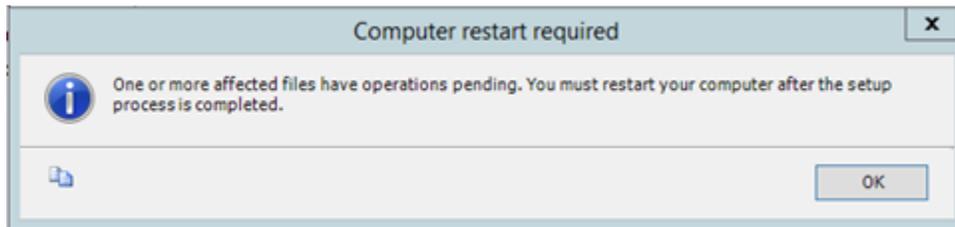
Step	Action
19	When prompted with 'SQL Server 2016 Setup – Database Engine Configuration', select 'Next'.

The following screen displays:



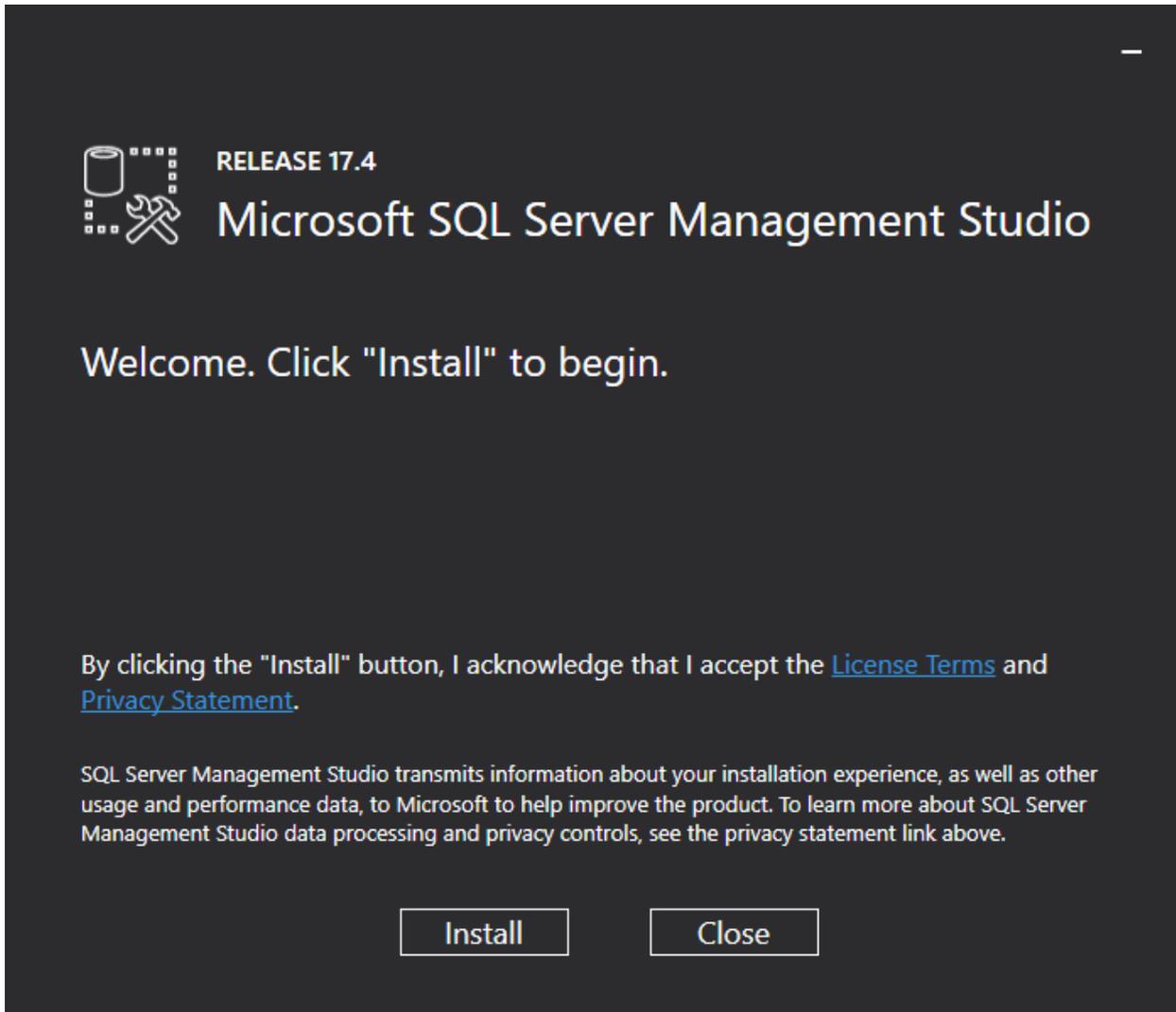
Step	Action
20	When prompted with 'SQL Server 2016 Setup – Complete', select 'Close'.

The following screen may or may not display:



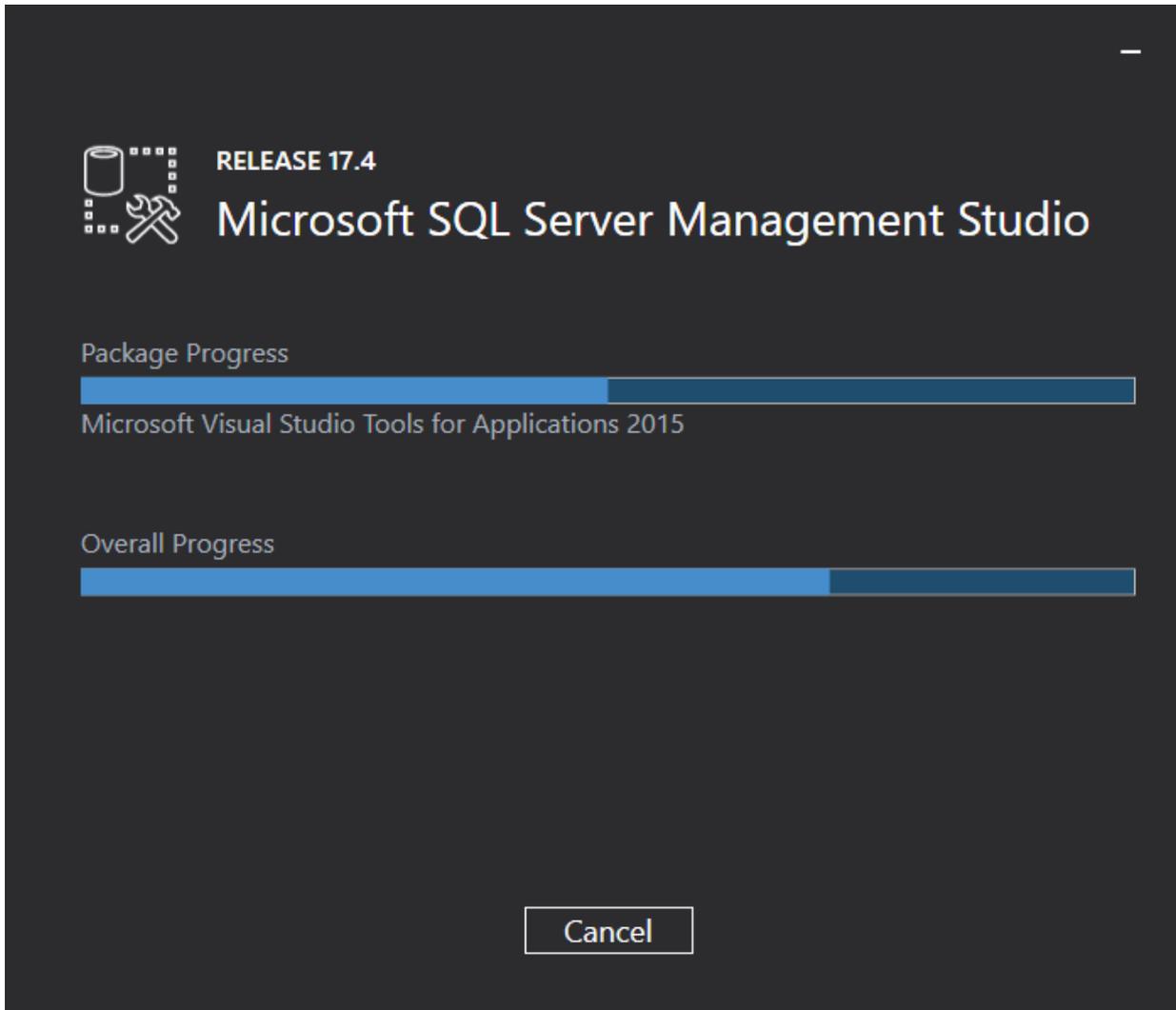
Step	Action
21	When prompted with 'Computer restart required', select 'OK'. Do not <b>RESTART</b> the PCGenesis server at this time. The PCGenesis server should be rebooted as the <u>last</u> step of the procedure.

The following screen displays:

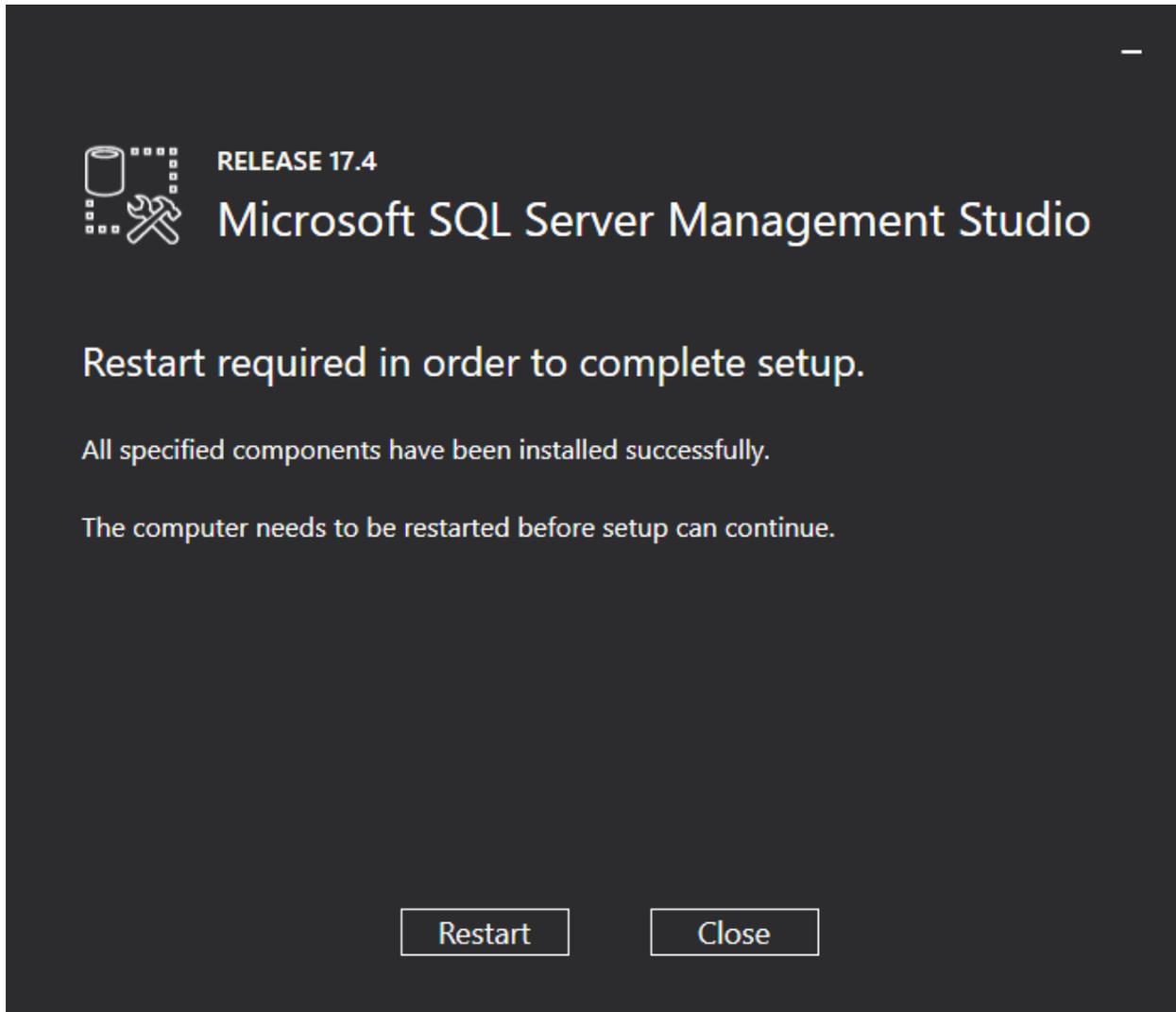


Step	Action
22	When prompted with the ‘ <i>Microsoft SQL Server Management Studio</i> ’ screen, select ‘ <b>Install</b> ’.

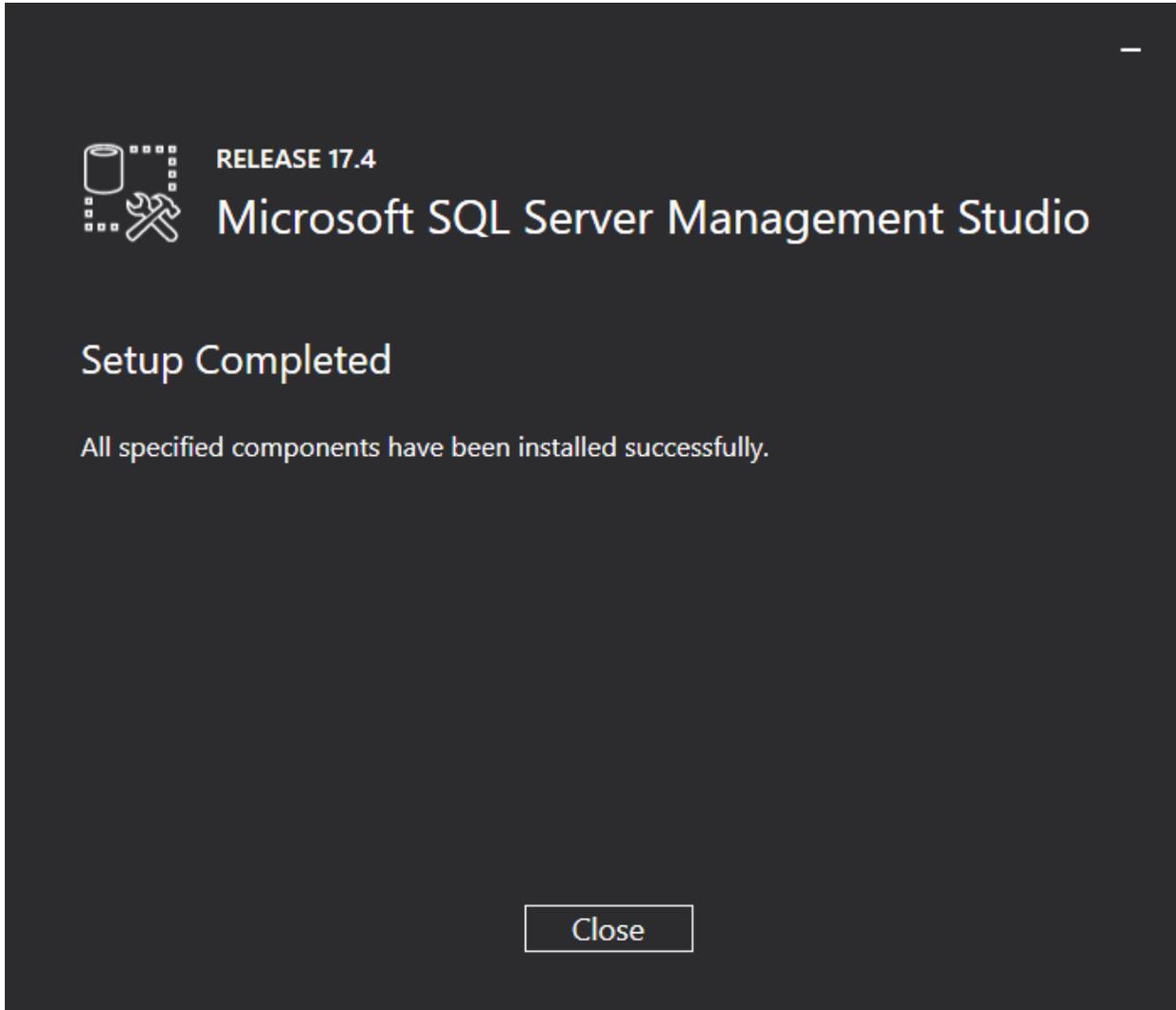
The following screen displays briefly:



One of the following screens will display:

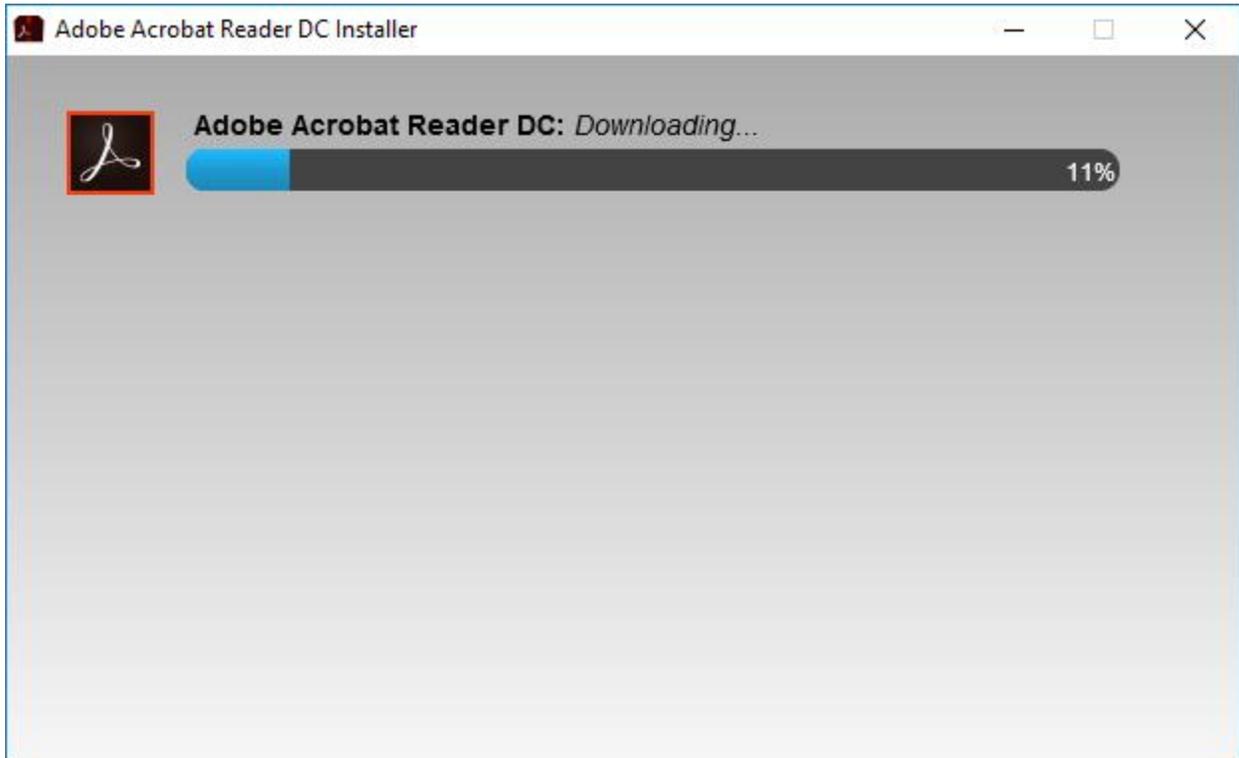


Or, this screen may display:

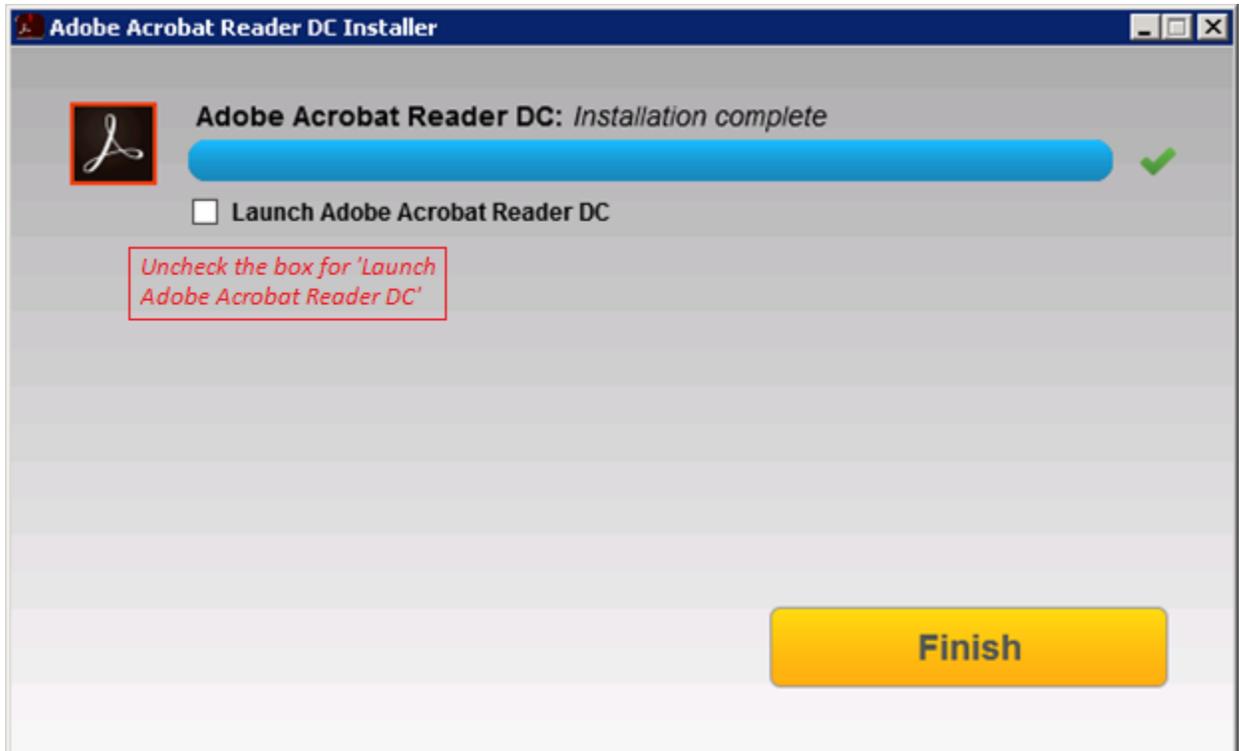


Step	Action
23	When prompted with the 'Microsoft SQL Server Management Studio' screen, select 'Close'. Do not <b>RESTART</b> the PCGenesis server at this time.

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



The following screen displays:



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



Step	Action
7	Verify users remain logged out of PCGenesis.

### ***B4. Perform a PCGenesis Full Backup After Release 18.S.16 is Installed***

Step	Action
1	<b>Verify all users are logged out of PCGenesis.</b>
2	Close <i>Uspool</i> at the server.
3	Perform a <b>PCG Full Backup</b> to CD or DVD or USB.
4	When the PCGenesis backup completes, label the backup CD or DVD or USB “ <b>Full System Backup After Release 18.S.16</b> ”.