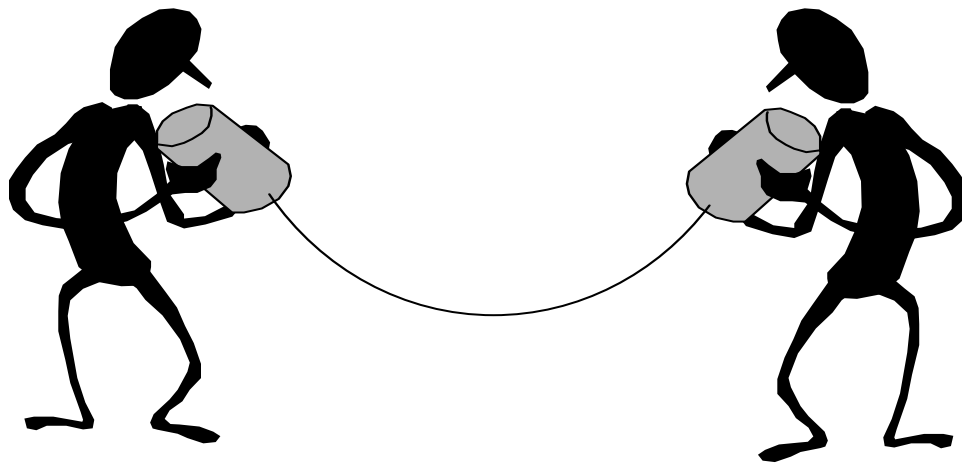


Upgrading 4.5 Programs

a few hints for
Retrofitting 4.5 Programs
to Run with the New 5.0 Engine



#1 Create a Work-In-Progress Folder

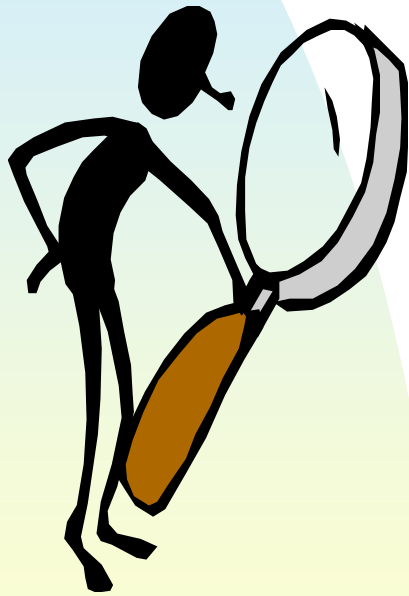


- Make “*Project Title*” Folder a Subdirectory to WIP Folder
- Maintain Original Folder Names
- Copy 4.5 Files from Back-Up CD
 - Convert Graphics to New Format
 - Bring in Copies of Program Scripts
- Create Subdirectories for Each Language Version

#2 Copy 5.0 Engine Files from Master CD

- Get Master CD from Team Lead
- Copy New Engine Files to Corresponding Directories
 - Check for Version Number
 - Replace or Overwrite Older Engine Files
- Remove any Remaining Outdated Engine Files

#3 Individually Assign VAR and Script Tasks



- Edit Course VAR
 - Remove Course Directory
 - Update Unit Titles
 - Add @scrollbar and @movie
 - Decrease Unit Total by One
- Edit Scripts
 - Run FileMaker on Unit Scripts
 - Transfer File to Text Folder

#4 Changes to Script and Graphics



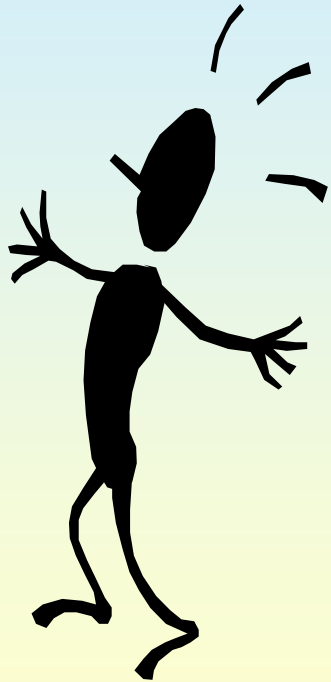
- Remove Read-Only Properties on all Program Files
- Run FileMaker for Word on the Script
- Convert all Graphics to Bitmap (for the upgrade process only)
- Transfer the Language 011 Lesson from the K Drive

#5 Update Preassessment and Mastery Simulations



- Change the Pre-Assessment Code and Error Messages
- Complete Updated Simulations
 - Check for Appropriate Qualifiers
 - Check for Hints
 - Add Code for Entering Response
- Replace all References to “Test” with “Master Module”

#6 Create New File Modules



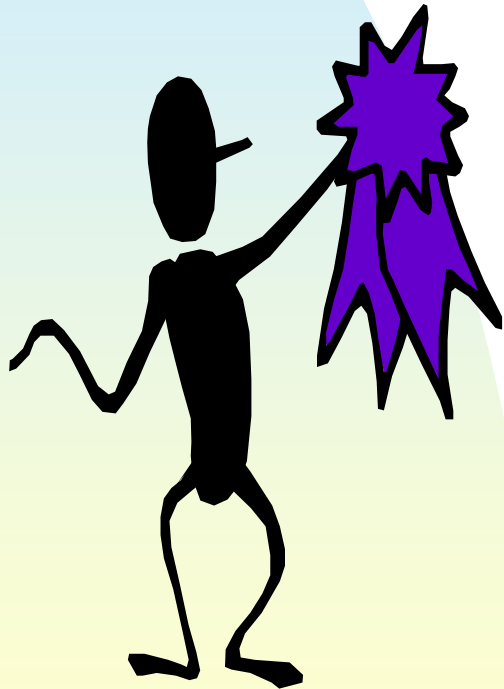
- Before Creating 5.0 Modules:
 - All Previous Steps Completed
 - Ref and Obj Names begin with Language Identifier
 - Language Objectives Folder Created
- Set Program to 256 Colors
- Create All 5.0 Program Modules
- Save the Modules Log File

#7 Project Tools Utility



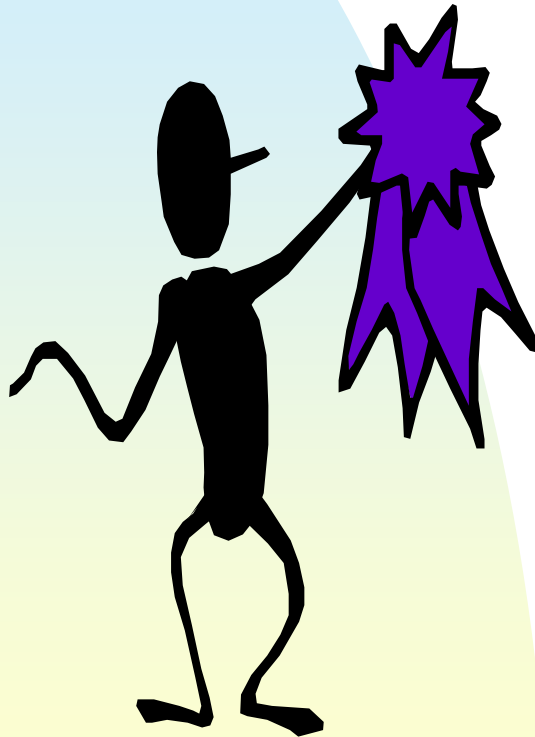
- Run 5.0 Tools Utility
- Print Report
 - Check for Errors in Graphics
 - Check for Errors in Course VAR
 - Check for Lesson and Unit Count Errors
- All Report Errors should be Corrected Immediately

#8 Process Completion



- Run Program and Spot Check
- Supervisor will Check
 - Project Tools Utility Report
 - Conversion and Report Fixes
- Supervisor Endorses Work
- Burn Program to CD
- Install and Check CD Program
 - Different Individuals Install, Check, and Remove Program
 - Double check Components

#9 Final Steps



- Supervisor Steps:
 - Contact Project Manager
 - Ship new Product CD to Client
- Employee Steps:
 - Burn Company Archive Copy
 - Log Archive Copy
 - Label Copy with Date, Program, Language, and Engine Version