

READ NATURALLY 2.0 Database Utilities

This document explains how to install and use the database utilities for READ NATURALLY SE version 2.0. These utilities enable you to perform the following tasks:

- Import SE version 1.6 data into SE version 2.0.
- Backup and restore SE data.
- Restore an empty database by removing teacher, class, and student data.
- Repair the SE database so that it runs more efficiently.
- View a list of the teachers and students that are currently active in SE.

Downloading the Database Utilities

There are different versions of the SE database utilities for the different operating systems and installation types. It is important that you download and install the correct version for your system. The following table specifies which file you should download for each operating system and installation type:

For this operating system...	And this type of installation...	Download this installation file:
Windows (all supported versions)	Stand-alone and network	rnseDBUtility_Win.exe
Mac OS X	Stand-alone	rnseDBUtility_MacX-SA.dmg
	Network	rnseDBUtility_MacX-server.dmg
Mac OS 9	Stand-alone	rnseDBUtility_Mac-9.sea.bin

See the following pages for detailed instructions for installing the SE database utilities on each of these platforms.

Installing the Database Utilities

The following procedures explain how to install the SE database utilities on the following platforms:

- Windows stand-alone computers and Windows servers in network installations.
- Mac OS X stand-alone computers.
- Mac OS X servers in network installations.
- Mac OS 9 stand-alone computers.

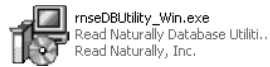
Note: For network installations, you must install the database utilities on the server, since that is where the data is stored.

Installing the Database Utilities on Windows Computers

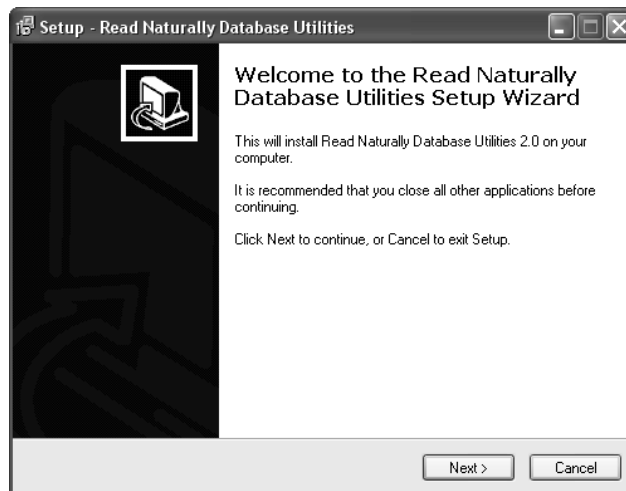
This procedure explains how to install the database utilities on Windows stand-alone computers and Windows servers in network installations.

To install the database utilities on Windows stand-alone computers and Windows servers:

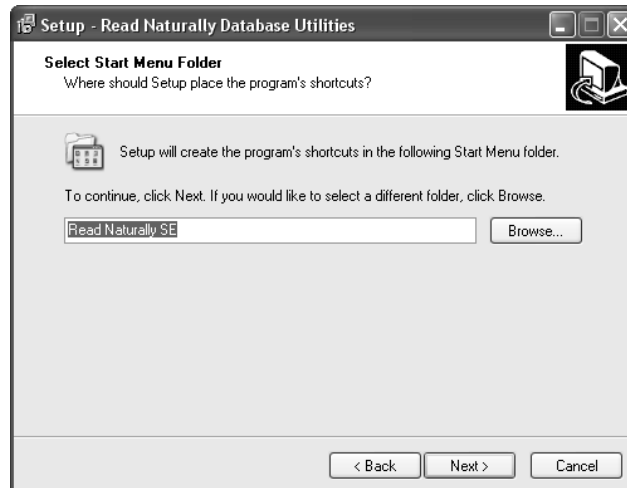
- 1 Download the installation file **rnseDBUtility_Win.exe** from the READ NATURALLY website to the Windows stand-alone computer or to the Windows server in a network installation.



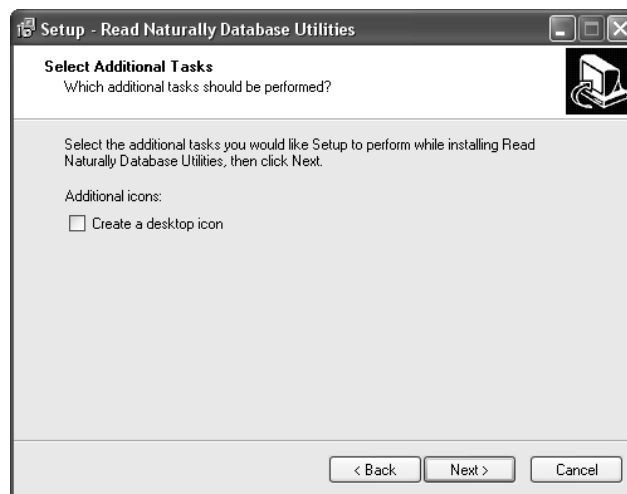
- 2 Locate the downloaded file on your computer and double-click it. The Welcome screen displays.



- 3 Click **Next**. The Select Start Menu Folder screen displays.

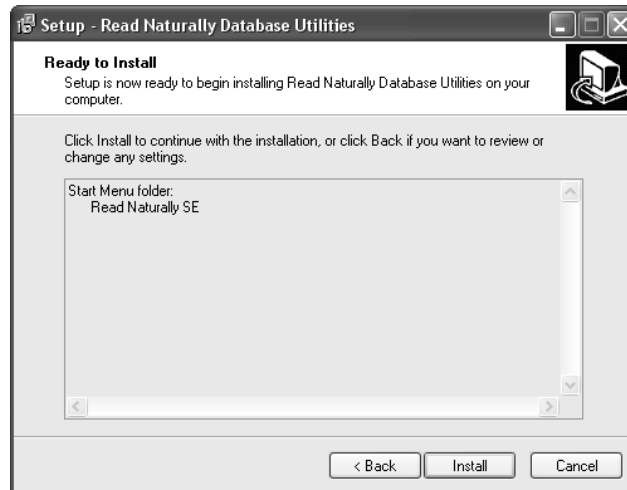


- 4 By default, a shortcut for the database utilities is created in the Read Naturally SE folder in the Windows Start menu (the same folder where you start READ NATURALLY SE itself). In most cases, you should leave this location set to the default. If you need to change it, click **Browse**, choose the folder where you want to install the shortcut, and click **OK**.
- 5 Click **Next**. The Select Additional Tasks screen displays.

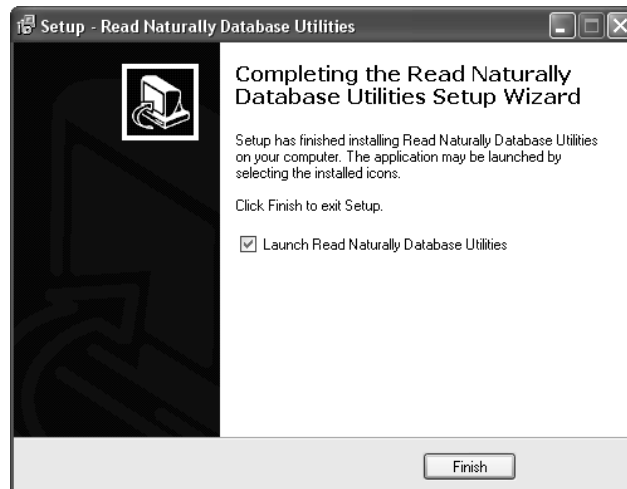


- 6 If you want an icon for the Database Utilities set up on your Windows desktop, check the box for **Create a desktop icon**. Without this selection, you will still be able to start the utilities through the Windows Start menu.

7 Click **Next**. The Ready to Install screen displays.



8 Click **Install** to install the database utilities. The following screen displays when installation is complete.



9 If you want to start using the database utilities right away, leave the the **Launch Read Naturally Database Utilities** box checked. Uncheck the box if you want to start using the utilities later.

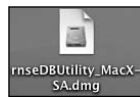
10 Click **Finish**.

Installing the Database Utilities on Mac OS X Stand-Alone Computers

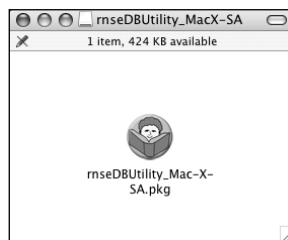
This procedure explains how to install the database utilities on Mac OS X stand-alone computers.

To install the database utilities on Mac OS X stand-alone computers:

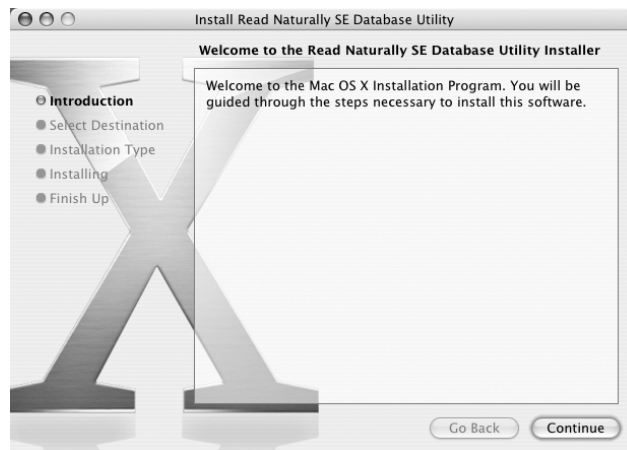
- 1 Download the installation file **rnseDBUtility_MacX-SA.dmg** from the READ NATURALLY website to the Mac OS X stand-alone computer.



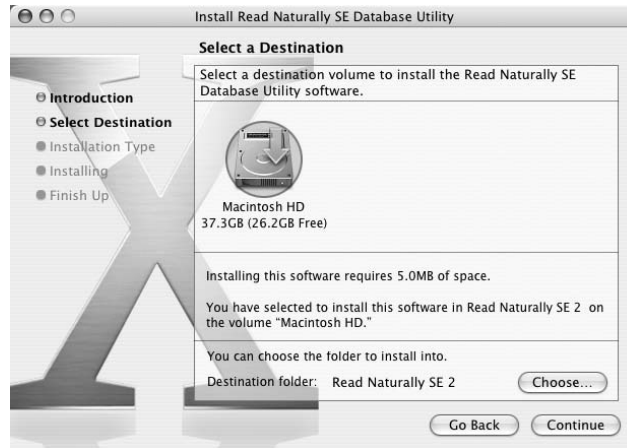
- 2 Locate the downloaded file on your computer and double-click it. A volume for the installation file opens.



- 3 Double-click the **rnseDBUtility_MacX-SA.pkg** file to start the installer. The Introduction screen displays.

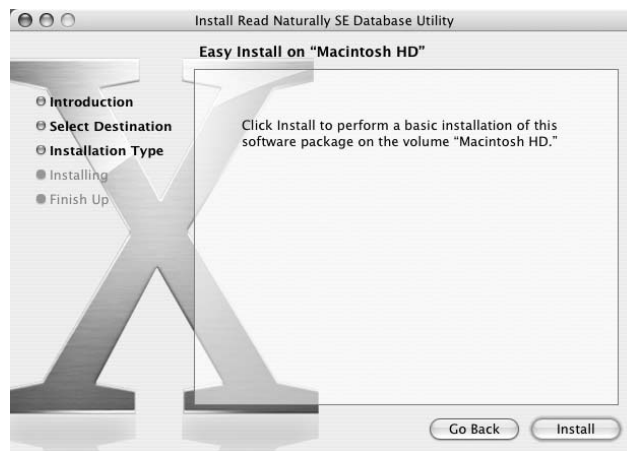


4 Click **Continue**. The Select a Destination screen displays.

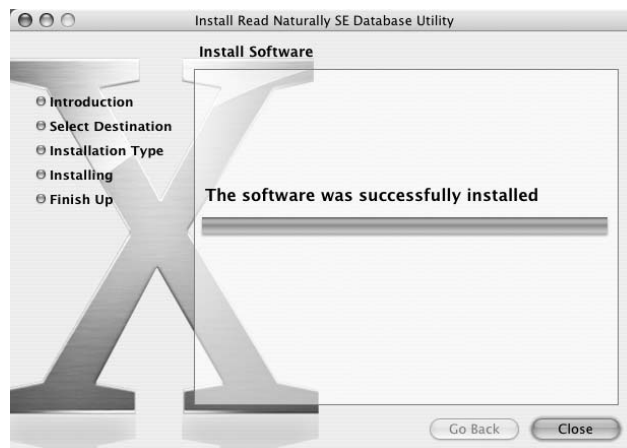


5 By default, the database utilities are installed in the /Applications/Read Naturally SE 2/ folder on the local hard drive. In most cases, you should leave the installation location set to the default. If you need to change the location, click **Choose**, choose the folder where you want to install the utilities, and click **Open**.

6 Click **Continue**. The Installation Type screen displays.



7 Click **Install** to install the database utilities.



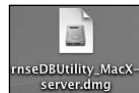
8 When the installation is complete, click **Close**.

Installing the Database Utilities on Mac OS X Servers in Network Installations

This procedure explains how to install the database utilities on Mac OS X servers in network installations.

To install the database utilities on Mac OS X servers:

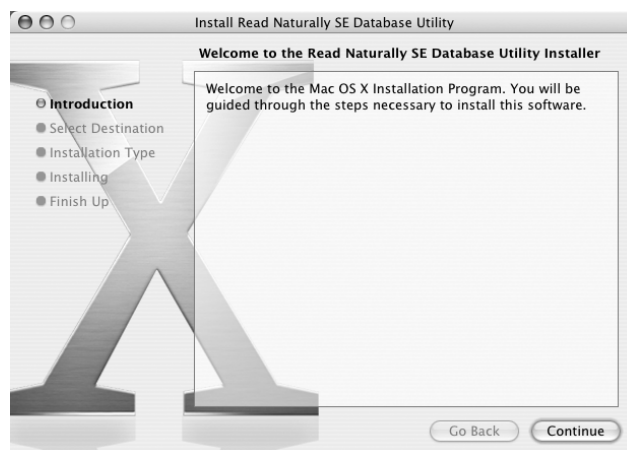
- 1 Download the installation file **rnseDBUtility_MacX-server.dmg** from the READ NATURALLY website to the Mac OS X server.



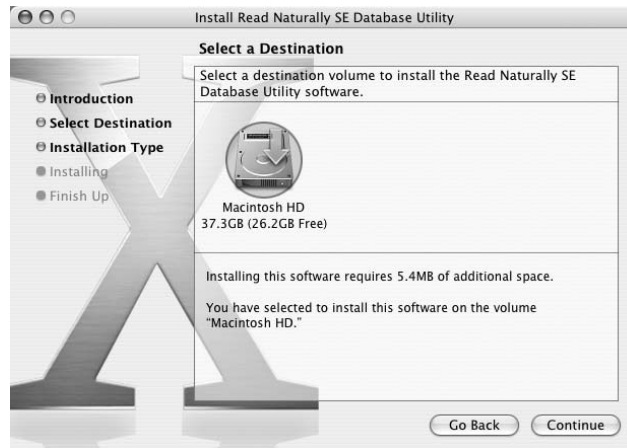
- 2 Locate the downloaded file on your computer and double-click it. A volume for the installation file opens.



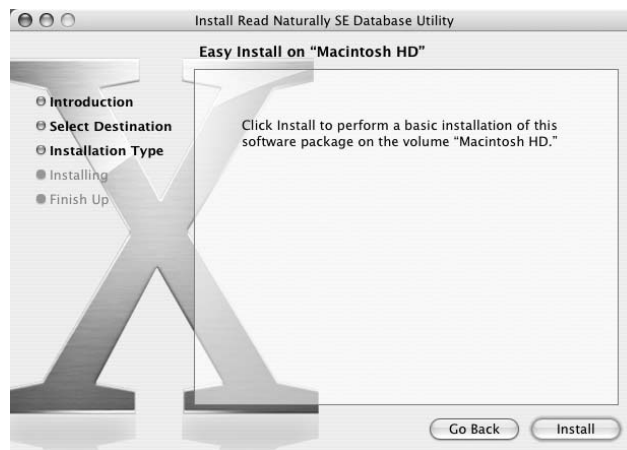
- 3 Double-click the **rnseDBUtility_Mac-X-server.pkg** file to start the installer. The Introduction screen displays.



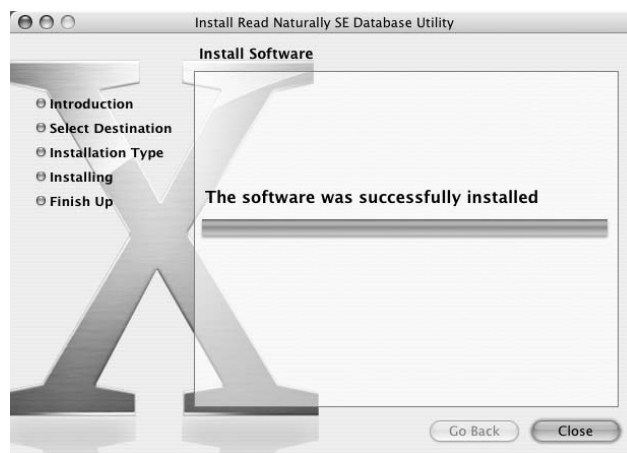
- 4 Click **Continue**. The Select a Destination screen displays. This screen indicates that the database utilities will be installed on the local hard drive (in the /Library/RNSEServer/ folder).



- 5 Click **Continue**. The Installation Type screen displays.



- 7 Click **Install** to install the database utilities.



- 8 When the installation is complete, click **Close**.

Installing the Database Utilities on Mac OS 9 Stand-Alone Computers

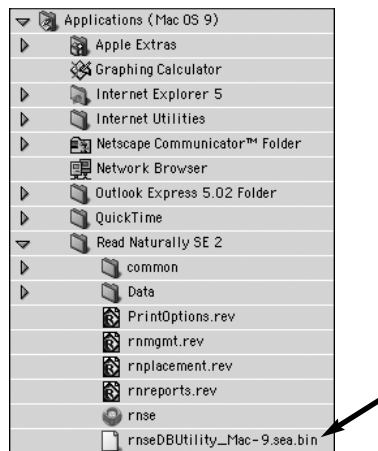
This procedure explains how to install the database utilities on Mac OS 9 stand-alone computers.

To install the database utilities on Mac OS 9 stand-alone computers:

- 1 Download the installation file **rnseDBUtility_Mac-9.sea.bin** from the READ NATURALLY website. This is a compressed file containing the Mac OS 9 version of the database utilities.

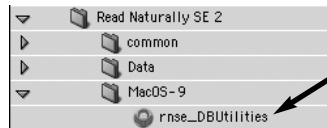


- 2 Move the installation file to the Read Naturally SE 2 folder in the Applications (Mac OS 9) folder.



- 3 Double-click the installation file to extract the files for the database utilities. The **rnse_DBUtilities** file is installed in the following folder:

/Applications (Mac OS 9)/Read Naturally SE 2/MacOS-9/



Starting and Exiting the Database Utilities

This procedure explains how to start the SE database utilities on different platforms as well as how to exit the database utilities.

Before You Begin...

Before you can use the database utilities, you must have completed the following tasks:

- You must install the SE version 2.0 software as described in the *SE Software Guide*. For network installations, you must install the server components on a server plus the client software on at least one workstation.
- You must log in to Teacher Management with the default password (**rnse**) and set up the information on the School tab (school name, district name/number, and administrator password). The administrator password you set up here is the password you will use to log in to the database utilities.

To start the database utilities:

- 1 Start the database utilities in one of the following ways:
 - On Windows computers, either double-click the **Read Naturally Database Utilities** icon on the desktop or choose **Start > (All) Programs > Read Naturally SE > Read Naturally Database Utilities**.
 - On Mac OS X stand-alone computers, double-click the **rnse_DBUtilities** icon in the /Applications/Read Naturally SE 2/ folder.
 - On Mac OS X servers, double-click the **rnse_DBUtilities** icon in the /Library/RNSEServer/ folder.
 - On Mac OS 9 stand-alone computers, double-click the **rnse_DBUtilities** icon in the /Applications (Mac OS 9)/Read Naturally SE 2/MacOS-9/ folder.
- 2 Enter the READ NATURALLY administrator password and click **OK**.
- 3 If you are using a Mac OS X computer as the SE server, you will be prompted for your system password. Enter the Mac OS X administrator password and click **OK**.
- 4 If you have the original release of SE 2.0 software, the first time you start the database utilities, you will be asked if you want to fix the database. Click **Yes** and then click **OK** when the fix is complete.

Note: You cannot log in to the database utilities with the default password (**rnse**). You must set up your own administrator password in SE Teacher Management and use that password.

- 5 Choose the tab for the task you want to perform.

To exit the database utilities:

Click Quit to close the database utilities window.

Importing SE 1.x Data into SE 2.0

If you are upgrading from version 1.x of READ NATURALLY SE to version 2.0, you can use the import utility to move your existing data to the new version. In most cases, the utility imports all of the teacher, class, and student information except for the students' story options. (You will have to re-enter the story options after importing.) In some cases, the utility may not be able to import students' class and teacher assignments if there are problems with the SE 1.x data.

If you have problems importing your SE 1.x data into SE 2.0, call READ NATURALLY technical support at **1.800.788.4085** or send an email message to **support@readnaturally.com**.

Notes:

- In order to import SE 1.x data into SE 2.0, the SE 2.0 database must not contain any teachers, classes, or students. The import process does not affect the information on the School tab in SE 2.0 Teacher Management (school name, district name/number, and administrator password).
 - If you are using Mac OS X and you are prompted for an administrator password, enter your Mac OS X administrator password, **not** your READ NATURALLY administrator password.
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To import SE 1.x data into SE 2.0:

- 1 If you have already defined teachers, classes, and students in SE 2.0, you must remove them so you have an empty database for the import operation. For more information, see "Restoring an Empty Database" in this document.
- 2 From the Import Data tab, click **Import Data**.
- 3 Click **Select data folder**.
- 4 Locate the folder containing your SE version 1.x data. The following table indicates where the Data folder is generally located for different types of installations:

For this type of installation...	The Data folder is generally in this location:
Windows stand-alone	/Program Files/Read Naturally/Data/
Macintosh stand-alone	/Applications (Mac OS 9)/Read Naturally/Data/
Network (all platforms)	/RN Server/Data/ on the network server

- 5 Select the Data folder and click **OK** (Windows) or **Choose** (Mac).
 - 6 Click **Import data**.
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Note: READ NATURALLY SE automatically creates a backup file of the current data before importing the new data. That way you can restore the original data if there is a problem during the import.

- 7 Specify a location (folder) for the backup file and click **OK**.
- 8 When the backup is finished, click **OK**.
- 9 When the import is finished, click **OK**.

Backing Up and Restoring Data

This procedure explains how to back up the READ NATURALLY SE data to another location. For maximum safety, save the backup file to a tape, CD, or other media to ensure that the data will be recoverable in the event of a hard drive failure.

Note: If you are using Mac OS X and you are prompted for an administrator password while you are using the database utilities, enter your Mac OS X administrator password, **not** your READ NATURALLY administrator password.

To back up the SE data:

- 1 From the Backup/Restore tab, click **Create Backup**.
- 2 Click **Continue**.
- 3 Browse to the folder where you want to store the backup file. Select the folder and click **OK**.
- 4 When the backup is finished, click **OK**.

Note: The name of the backup file is based on the date and time it was created. For example, the backup file **rn-10404_145258.rnb** was created on Oct. 4, 2004 at 2:52:58 p.m.

To restore the SE data from a backup:

- 1 From the Backup/Restore tab, click **Restore Backup**.
- 2 Click **Continue**.
- 3 Locate the backup file you want to use to restore the data. Select the file and click **OK**.
- 4 When the data is restored, click **OK**.

Restoring an Empty Database

There are times when it may be useful to clear all teacher and student data from READ NATURALLY SE. For example, at the beginning of a new school year, it may be easier to start with a clean slate rather than try to make changes to the previous year's data.

This procedure explains how to restore READ NATURALLY SE to an empty database, that is, without teacher, class, and student data. This operation does not affect any information on the School tab (school name, district name/number, and administrator password).

Note: If you are using Mac OS X and you are prompted for an administrator password while you are using the database utilities, enter your Mac OS X administrator password, **not** your READ NATURALLY administrator password.

To restore an empty database:

- 1 From the Backup/Restore tab, click **Restore Empty DB**.
- 2 Click **Continue**.
- 3 Browse to the folder where you want to store a backup of the database before it is cleared. Select the folder and click **OK**.
- 4 When the backup is finished, click **OK**.
- 5 When the database is cleared, click **OK**.

Repairing the Database

The data repair utility cleans up the database so that it is more compact and runs more efficiently. It can also fix some database-related problems. It is recommended that you run the data repair utility once a year or so.

Note: If you are using Mac OS X and you are prompted for an administrator password while you are using the database utilities, enter your Mac OS X administrator password, **not** your READ NATURALLY administrator password.

To run the data repair utility:

- 1 From the Repair tab, click **Repair**.
- 2 Make sure no one is using READ NATURALLY, and then click **Continue**.
- 3 The text box lists the results of the data repair operation.

Checking the Login Status for Network Installations

If you are using a network installation of READ NATURALLY SE, the Network Status tab lists the teachers and students that are currently logged in. This information can be useful when deciding when it is safe to perform system maintenance, such as backing up the SE data. It can also help you troubleshoot login problems. If users are listed as active when they're not logged in, you may have to reset their login status as described in the *SE Software Guide*.

Note: If you are using Mac OS X and you are prompted for an administrator password while you are using the database utilities, enter your Mac OS X administrator password, **not** your READ NATURALLY administrator password.

To check the login status for network installations of READ NATURALLY SE:

- 1 Choose the Network Status tab. This tab lists the active teachers and students.
- 2 The list on the Network Status tab is just a snapshot of the active teachers and students. You can click **Refresh** periodically to view a new snapshot of the active users.