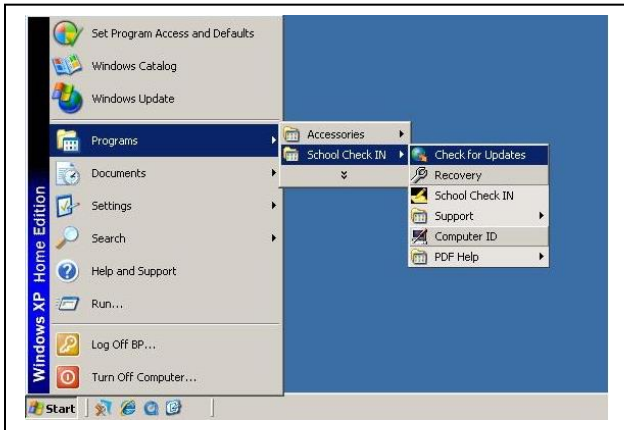


School Check IN Check For Updates

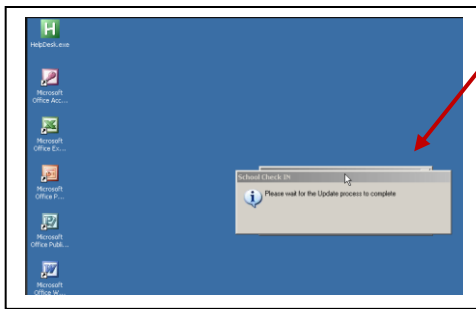
NOTE: Customers with version 6.18b90 should contact School Check IN support for assistance (813-960-4433), or support@schoolcheckin.com. If you have any other School Check IN version, then please proceed with the Check for Updates. Follow instructions below.



To do a Check for School Check IN Updates, you'll need to be logged in as Windows administrator. Be sure to read the **NOTES** listed below.

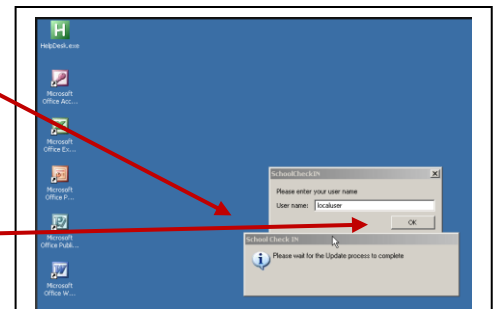
1. Exit (close) School Check In.
2. Return to the Windows desktop.
3. Click the Windows START button.
4. Go to Programs (or All Programs).
5. Select the School Check IN folder.
6. Select & Run **Check for Updates**.
7. Reboot the computer.
8. Re-start School Check IN.

NOTE: If during the update process, you notice that the update process appears to be "hanging" or not moving along, please use the Alt+Tab key combo to switch to the hidden window. There may be a small dialogue box (hidden behind the other screens) that you need to click OK. Once you click OK, then the update process will proceed.

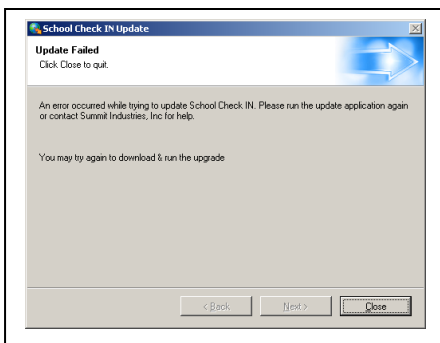
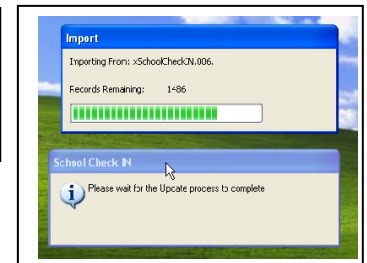
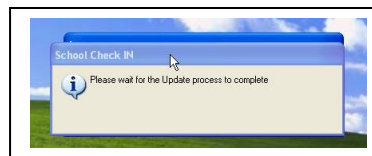


Hidden dialogue
Dragging the top dialogue box away reveals another dialogue box that is waiting for a user response.

Clicking "OK" allows the update process to continue



To insure that your School Check IN update goes through, please look for and verify that you see the Import process of your existing data into the new School Check IN data files. If you cannot see the Import process, it may be blocked by another dialogue box. Left click on this box and drag it out of the way.



UPGRADE ERROR MESSAGE

Some users on Windows 7 have reported seeing this error after the update completed. You should be able to ignore this message. Click the **CLOSE** and start School Check IN. This error appears to be an installer error and has no effect on the successful update.

If you do encounter an error starting and/or running School Check IN, please contact School Check IN at support@schoolcheckin.com.

DIRECT DOWNLOAD

- Q. Our School Check IN computer does not have Internet access. How can we get the updates?**
- A. You can do a Direct Download by downloading the update file to another computer with Internet access. Save the SCI6-EE-U.exe file to a flash drive and then take that flash drive to your School Check IN computer.**

To do a Direct Download for School Check IN Updates. You'll need to be logged in as Windows administrator.

1. Download the file www.schoolcheckin.com/files/SCI6-EE-U.exe.
2. Save this file to your C:\ drive or flash drive.
(Do NOT save or copy this file to the C:\Program Files\SchoolCheckIN\ folder).
3. Exit (close) School Check IN.
4. Copy the SCI6-EE-U.exe file to your School Check IN computer.
Do NOT save or copy this file to the C:\Program Files\SchoolCheckIN\ folder.
5. Open My Computer and browse to where you saved or copied the SCI6-EE-U.exe file.
6. Double click the SCI6-EE-U.exe to launch it.
7. Follow onscreen instructions.
8. Reboot the computer.
9. Once complete, **DELETE the SCI6-EE-U.exe file.**
Don't leave this file on your computer because it only contains this update. For future updates, you will need to get a new version of this file. Plus someone else might accidentally re-run this file.
10. Re-start School Check IN.

NOTE: Some customers with an older release have reported this error:
>> Client Script – Line 12 attempt to call field 'Set Association' a nil value <<

To correct this error

1. Exit (close) School Check IN.
2. Download this file www.schoolcheckin.com/files/patch.zip.
3. Unzip patch.zip.
4. The resulting file "Line12.exe" should be copied to the C:\Program Files\SchoolCheckIN\ folder
5. "Line12.exe" **MUST BE** in the C:\Program Files\SchoolCheckIN\ folder.
6. Use the Windows RUN command to navigate to C:\Program Files\SchoolCheckIN\ folder.
7. Select and run Line12.exe. This file will correct the problem.
8. Close out everything and return to the windows desktop.
9. Please do the Check for Updates now. All should function properly.

NOTE: You will see a message to REBOOT the computer. On some slower computers, this Reboot message may appear BEFORE the update is complete. Watch for the screens that show the record counts as data is being moved from one file to another. The data transfer that occurs during the update process may take 5 to 10 minutes (or longer if the number of records is large) and it happens a couple times. Then the Reboot command will appear.

POSSIBLE ERROR MESSAGE

During the download process, you may see this message “**failed to read setup engine**”. This is **NOT** a School Check IN failure. This message is caused by the school or district’s security policy on downloading files from the internet.

Some districts block users from downloading large files and/or executable (“exe”) program files and/or zip (compressed) files. The School Check IN Update file is a large file ~50 MB and it is also an “exe” file. You may need to ask your school’s tech support person or the district network administrator for assistance with downloading the file. You may need a higher user account permission level, or they may need to do it for you and then copy the file to your School Check IN computer.