ENTHUSIASTIC SOFTWARE

Software Documentation: Version 1.3

CTESTAR®
Administrator's Manual

SOFTWARE DOCUMENTATION: VERSION 1.3
REVISION V

CTESTAR® Administrator's Manual

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1

Introduction

Overview of the CTESTAR® Program

The purpose of the CTESTAR® software application is to generate student certificates, and task achievement reports for students enrolled in any of the various Career Technical Education courses. Additional reports, such as the curriculum cross-walk report, may also be generated. Data entry is accomplished via a Microsoft Windows workstation application, and/or a Palm OS Handheld application. Once entered, this data is archived with the data warehouse application. From the warehouse application, data from prior years may be searched, analyzed, and reprinted. Each application is briefly discussed below. The purpose of this Administrator's Manual is to assist IT staff in effectively installing and configuring CTESTAR on an individual school district's network.

CTESTAR® for Windows

The *CTESTAR® for Windows* application is a 32-bit Microsoft Windows application. This application runs on Microsoft Windows 95, 98, ME, 2000, and XP with a minimum of 64 mb RAM. The application is loaded on the user's workstation from an install CD, or in a managed network via an MSI install package. A database containing the standard task lists for a number of courses, possibly augmented by the Career Technical Education staff of the Intermediate School District (ISD) is also installed. Once the application and this data have been loaded onto the workstation, a list of students may be loaded from a download supplied on diskette by the CTE staff of the ISD. This data imports the name, identification number, and program entry/exit dates for the student. By selecting from the various courses presented by the software from the data contained in this download, a teacher's student records are loaded on to the workstation. This saves the teacher from manually entering all the initial students into his/her database. Subsequent enrollment changes, after the initial data load, must be manually entered by the teacher.

The teacher is able to select the tasks that are to be assessed for his/her courses from the installed database of task descriptions. If necessary, they may add their own task definitions. Task lists for the sixteen nationally standardized program clusters have been included, along with the Michigan Health Care Standards, and a number of other national occupational specific standards. The Michigan Curriculum Framework of 1996, the Michigan Technology Framework of 2004, and the Michigan Career and Employability Skills of 2001 have also been included for generating the *Curriculum Cross-Walk* reports.

Once the students have been loaded, and the tasks selected, the teachers may begin assessing students. Options are provided to assess all of the students in a course against a specific task, and a specific student in the course against all of the tasks in the course. The assessment criteria are numbered zero through four. These assessments correspond to the following proficiencies:

Assessment	Proficiency Level
0	Not Covered
1	Aware of Task
2	Completes with Help
3	Completes without Help
4	Can Demonstrate to Others

Additional data to be entered for each student are: the program entry and exit dates, and an assessment of the student's attendance. The required course data is: pathway, number, name, section, instructor, and host school. An optional facility field is also available.

By combining the student and course data, the *Student Task Achievement Record* (STAR) may be printed. Additional reports which may be printed from the workstation include the *Course Progress*, and *Course Task List* reports.

An alternate approach to course database initialization is for the CTE administrator or staff to provide each teacher with a diskette containing all of their courses with students already imported, and an initial task list. The data warehouse application can be used to build this diskette.

By adding a curriculum framework to a task list, *CTESTAR® for Windows* may also be used to cross-walk the curriculum against the framework. The user identifies whether each task in the task list applies to the framework element. The *Curriculum Cross-Walk* report lists the tasks that apply to an individual framework element in task list/framework order.

CTESTAR® for Palm OS

The purpose of the *CTESTAR® for Palm OS* application is to facilitate data entry from a portable, easy to use, handheld PDA utilizing Version 4.1, or later, of the Palm OS, and incorporating a minimum of 8 mb RAM. (The Palm m130 and Tungsten E are inexpensive PDA's that satisfy these requirements.) This application functions in conjunction with *CTESTAR® for Windows* on the workstation. Once the course, task, and student data have been defined on the workstation, this data may be downloaded to the PDA via the standard Palm OS synchronization utilities. Student assessment data may then be edited on the PDA. As in the workstation application, the teacher may assess all students across an individual task, or an individual student across all tasks. Once data has been edited on the PDA, it may be uploaded to the workstation through the standard Palm OS synchronization utilities. Note that because the *CTESTAR® for Palm OS* application relies on the standard Palm OS utilities, the Palm OS utilities should be installed on the workstation **before** *CTESTAR® for Palm OS* is installed on the workstation. All reports must be printed from the *CTESTAR® for Windows* or the *CTESTAR® Data Warehouse* applications. Printing from the Palm OS PDA is not supported.

CTESTAR® Data Warehouse

The *CTESTAR® Data Warehouse* application archives all student, course, and task list data. Additionally, this application may be used to print CTESTAR® Certificates and CTESTAR® Task Lists. At the beginning of the year, this application may be used to create data diskettes for each teacher. At the end of the year, data from each of the workstation applications will be saved to diskette. This data from these diskettes will then be imported back into the warehouse application. The warehouse application should be installed on a centrally located computer. In the event a student loses their certificate or task list, this application can be used to print a new one. By backing up this application, all data may be archived. The data is searchable by student name. The warehouse application can be used to generate year-end file copies of all reports, however, this functionality is <u>not</u> supported on Microsoft Windows 95, or Microsoft Windows 98. These reports are saved as PDF files which can then be backed up to CD.

CTESTAR® Certificate and Student Task Achievement Reports

The primary purpose of the CTESTAR® application suite is to produce a record of each individual student's proficiency in all of the individual tasks covered within the course. These two reports demonstrate this proficiency. The workstation and warehouse applications will print certificates in the format illustrated in Appendix A.

The student name, partial id, program entry and exit dates, attendance assessment, course pathway, name, instructor, host school, and optionally facility are all printed on the certificate. A separate *Student Task Achievement Report* is also generated. This report includes the student name, id, program entry and exit dates, attendance assessment, course pathway, name, instructor, host school, and optionally facility. A list of all task descriptions along with the corresponding proficiency will be printed for the student. A legend defining the assessment criteria is printed at the bottom of this report. Both reports are presented in a visually appealing format suitable for presentation, and use in a job interview.

Additional Reports

In addition to the CTESTAR® Certificate and Task List reports, five additional reports are provided. These are the *Progress Report*, *Course Task List*, *Task Assessment by Competency Summary*, *Curriculum Cross-Reference with Assessment*, and *Curriculum Cross-Walk* reports. A brief summary of each follows.

Progress Report

The *Progress Report* is a concise summary of task proficiencies for each student in the class. This report may be printed with or without student names. Each student is identified by either student id number, or name, in the first column of a row. Rows of data represent individual student's task proficiencies. Subsequent columns of data represent all of the proficiencies for an individual task. Additional pages of columnar data, as well as additional pages with rows of student data, are generated as necessary. Individual rows of student data are sorted by the identification field. Appendix A illustrates this report printed with student names.

Course Task List

The *Course Task List* report is similar to the *Student Task Achievement Report*, however, it does not include any student proficiencies or demographic information. This report is the basis for a good course syllabus. A sample of this report is included in Appendix A.

Task Assessment by Competency Summary

The *Task Assessment by Competency Summary* report summarizes the number of students attaining each competency level for each individual task in a course. This report is useful in analyzing the curriculum. Appendix A includes a sample page from this report.

Curriculum Cross-Reference with Assessment

The *Curriculum Cross-Reference with Assessment* report is generated from the *CTESTAR® Data Warehouse* application. For each item of the selected task list, all of the courses that include the item are listed, along with the teacher name and a summary of student

achievement. This report lists all of the courses where core competencies are taught. Appendix A includes sample pages from this report.

Curriculum Cross-Walk

The *Curriculum Cross-Walk* report summarizes the relationship between the task list and the selected curriculum frameworks. The report used to document where each task fits into the framework, and how much of the framework is covered. This report makes it easy to document how a teacher's courses do, or do not, address the referenced curriculum frameworks. Appendix A includes sample pages from this report.

Documentation

Program documentation is supplied in PDF format only, and will be installed along with the application. All procedures, such as beginning of year, end of year, and printing will be documented. Program usage is also documented. This document helps IT administrators deploy *CTESTAR*® effectively on their organization's networks.

Chapter

2

System Requirements

Insure that CTESTAR® is compatible with your computer and handheld

The *CTESTAR® for Windows* program has been designed to operate on the following versions of Microsoft Windows, with the indicated upgrade, memory (RAM), and browser requirements. As the following table indicates, Microsoft Windows 95 may need to have two additional components installed, along with a browser upgrade. Microsoft Windows 98 may require only one component upgrade, plus the browser. As these components are required by many newer programs, they may have been already installed on your computer. If they, or later versions, have already been installed on your computer, the CTESTAR® installation program will not re-install them. Installing each of these upgrade components may necessitate rebooting your computer. The warehouse application can be used to generate year end file copies of all reports, however, this functionality is not supported on Microsoft Windows 95, or Microsoft Windows 98. Thus for full support of the warehouse application, avoid these versions of Microsoft Windows. If you plan to use the MSI installation package, note that version 2.0 or later of the Microsoft Windows Installer is required on the user's workstation.

Windows Requirements

Operating System	Installation Requirements	RAM	Browser Upgrade
Microsoft Windows 95	DCOM95 1.3 MDAC 2.5 SP2	128 MB	Internet Explorer 5.5 SP1
Microsoft Windows 95 (OSR2)	DCOM95 1.3 MDAC 2.5 SP2	128 MB	Internet Explorer 5.5 SP1
Microsoft Windows 98	MDAC 2.5 SP2	128 MB	
Microsoft Windows 98 (SE)	MDAC 2.5 SP2	128 MB	
Microsoft Windows ME	-	128 MB	
Microsoft Windows 2000	-	256 MB	
Microsoft Windows XP	-	256 MB	
MSI Installation	MSI Version 2.0		

Although the CTESTAR® Installation program will install the DCOM and MDAC upgrades, it will not upgrade your browser. If you are uncertain of this task, consult your system administrator.

Palm Requirements

The *CTESTAR® for Palm OS* requires a Palm handheld device with at least version 4.1 of the Palm OS, with a minimum of 8 mega-bytes of memory. The current version has been tested extensively on the Palm m130 which meets these requirements. Version 4.0.1 or later of the *Palm Desktop* software, (supplied with the m130,) is also required. If you plan to use *CTESTAR® for Palm OS*, install the *Palm Desktop* software, and insure that your Palm device hotsync's correctly before installing CTESTAR®. Although *CTESTAR® for Palm OS* may work earlier Palm devices, this configuration is not officially supported. If you are trying to use a different Palm device, the *Palm Desktop* software must be upgraded to at least version 4.0.1 for the synchronization and installation software to work correctly. All current Palm devices ship with this version, or a later version, of the *Palm Desktop* software.

Chapter

3

Installation Strategies

CTESTAR® Installation Strategies

Choosing the appropriate installation strategy for your network is the key to successfully deploying *CTESTAR®* to your teachers and administrators. Four basic installation strategies are available: a stand-alone workstation installation, a network share installation, a managed MSI installation, and a Novell ZENworks installation. Choose an installation strategy that permits you to easily upgrade the application and databases, and provide adequate backup of teacher data. At this time, the state reporting requirements for CTE programs are fluid, and the ability to easily update the application may prove invaluable in the future. As the application records important student assessment data, backup is also an important consideration. If possible, set up your environment so that teachers may access their data from more than one workstation. When working together in an in-service, it has proven invaluable for teachers to have access to their data and the *CTESTAR®* application from locations other than their classroom or office.

Each of these four installation strategies may be combined with one of three ways to store teacher course data: Single User Local, Multi-User Local, and Network Share.

Stand-Alone Workstation Installation

Choose the stand-alone workstation installation only if you are unable to implement the Network Share Installation, the Managed MSI Installation, or the ZENworks Installation. Although this may prove to be the easiest installation strategy to implement, it is also the most labor intensive. When an upgrade is available, it is necessary upgrade each individual workstation. Additionally, it is difficult to insure that the data is appropriately backed up. Access in an "in-service" situation is provided only by copying data to and from diskette. This process can be confusing for teachers. The application must also be installed on the other "in-service" workstations. This strategy is the least flexible for the teacher. As all data and programs are installed locally to the workstation, this configuration provides the fastest performance. Special

considerations must be made if multiple teachers will share the same workstation, however, the software does support such a configuration.

Network Share Installation

The Network Share Installation is relatively easy to implement, and offers reasonable flexibility if you are unable to utilize the Managed MSI Installation, or ZENworks Installation. This strategy is certainly preferable to the Stand-Alone Workstation Installation. In this scenario, teachers are organized into a group. Access to a network share is provided via group membership. Login scripts and configuration files are provided to manage user access. Both the program and data may be installed on the share. The program and reports are executed directly from the share. Crystal Reports libraries are dynamically registered and unregistered when the program executes. When configured correctly, this option provides reasonable flexibility and backup compatibility. However, as the application and data are loaded and saved over the network, slow network performance can be an issue in this type of installation. It should be noted that if you choose to bypass either the stand-alone installation, or the MSI installation, and you want to use the Palm features, you will need to provide a way for your users to execute the ESX\CTESTAR\PALM\IPA.EXE program. For installation purposes it should be invoked with a single argument –Install, for un-installation purposes, invoke it with the –Uninstall command line argument.

Managed MSI Installation

The Managed MSI Installation is the most flexible installation method and offers the best manageability amongst these alternatives--if your network is Active Directory based. If you have an Active Directory managed network, it is possible to organize the teachers into a group and either *publish* or *assign* the application to this group of users via Group Policies. Alternatively, you may organize the user's computers into a group, (possibly all of those at the Career Technical Center, etc.) and *assign* the package to their computers. In either case, you can easily push the software out to users automatically, and manage and upgrade such configurations easily as well. Be forewarned, however, if your environment incorporates Palm OS devices, finding a current version of the Palm OS Desktop and/or HotSync software that may be managed in this way is difficult. MSI Properties are available for this installation method that permit configuration and management of the target data location. This installation supports multiple users on the same computer, and also provides good performance as the application and database are installed locally. You may also find it useful to use the VERITAS Software Console to edit the MSI package. This program is available on the Windows 2000 CD-ROM in Valueadd\3rdparty\Mgmt\Winstle\Swiadmle.msi. This includes a copy of WinINSTALL limited edition, which allows for basic functionality. (Refer to

Microsoft Article ID 257718.) With this strategy, it is also possible to store user data on a central server for ease of backup.

ZENworks Installation

The ZENworks Desktop Management suite supports the creation of an Application Object from an MSI file. This allows you to push applications to users if your network is Novell eDirectory based. At this time, the details of the ZENworks installation are beyond the scope of this manual, however, it appears to support all of the basic features necessary to avoid touching each users workstation when deploying a new application, or upgrading an existing one.

Single User Local Data Storage

In the simplest installation, all data is stored locally in the `\Program Files\ESX\CTESTAR\Data` directory. If only one teacher uses the workstation, and you can insure that this data is backed up regularly, this is the simplest way to install the program. If you support Palm PDA's, all data in this sub-directory will be synchronized with the Palm PDA. The script-based install sets this as the default location. Some MSI's also default to this location, however, this may be changed via the ESXPATHTODATA property of the MSI package. For teachers to use their data in another workstation, the CTESTAR® *`File\Export\Course(s) to Floppy/Removable`* and *`File\Import\Course(s) from Floppy/Removable`* are available. Although they are usually used with a diskette or removable USB drive, they can be used with any accessible sub-directory.

Multi-User Local Data Storage

When more than one user uses a workstation, the Single User Local Data Storage solution is inappropriate. By setting the MSI ESXPATHTODATA property to '~' (a single tilde character), or setting the PathToFiles registry or INI file setting to an empty string, the program will use the `\Documents and Settings\logon-id\Application Data\ESX\CTESTAR` sub-directory (where the logon-id component is substituted with the user's actual logon id). If necessary, the ESX and CTESTAR sub-directories will be created. Only the user-specific data will be hotsync'd for each user. As with the Single User Local Data Storage methodology, insure that this data is backed up regularly. For teachers to access their data from another workstation, they must also use the Import and Export commands detailed above.

Network Data Storage

An easy way to provide access to a teacher's data from more than workstation, and to support more than one user on a single workstation, is to put the data on a teacher specific network share. Many districts map a share for each teacher, where they may store important data on a server. Frequently this data is backed up nightly. Ideally, this share incorporates the teachers name in such a way that it is invisible to the teacher, eg. everyone has a K: drive, or whatever the letter. In this case, the registry or INI file can point to a sub-directory within this share, probably CTESTAR. If the application is run from the share, and the short-cut to the share is created by the logon script, the users may access the application and their data from any workstation they can log in to. This is ideal when teachers need to access their data during an in-service in the media lab, etc.

Ignoring the Registry

If you choose to execute the application from a network share, ignoring the installation process, you may also configure user information from an INI file. Each user's information is within a different section of the file. The [DEFAULT] section is used to initialize default data. At program exit, the user section will be created if it does not exist, or updated if it does. A special 'IgnoreRegistry' entry prevents the application from reading or writing any registry data. The available configuration entries are defined in Chapter 7. The program finds the INI file by searching for a file named CTESTARUsers.ini in the Data sub-directory of the directory where CTESTAR.EXE was run from. Users must have read/write access to this file. (For compatibility reasons, it also checks the sub-directory where CTESTAR.EXE was run from, however, this use is deprecated, and may not be support in future releases.) When deploying *CTESTAR*® this way, be aware of the fact that several Crystal Reports components will be dynamically registered and unregistered when the program runs. Insure that this process does not conflict with any applications which already may be on your user's workstations. Consult Appendix C for a sample CTESTARUsers.ini file.

Miscellaneous Considerations

The basic CTESTAR® configuration data is stored in the registry, and individual users require read/write access to this data. Beyond the basic configuration information discussed in later chapters, *CTESTAR*® updates a registry entry whenever a new course is created. This unique identifier is used to distinguish among a teacher's different files when HotSyncing with the Palm. If your users do not have read/write access to the registry, provisions have been made to store this data in a configuration .INI file. Users must have read/write access to this file. It can be used to provide default configuration data, or to override all access to registry data.

CTESTAR® uses the Crystal Reports run-time libraries to generate all reports–either to the screen, to printers, or to PDF files. In general, these libraries require COM registration, which the installation packages can automatically configure. However, in the shared installation described above, CTESTAR® can dynamically configure these objects. If your workstations already have a version of Crystal Reports installed, this dynamic configuration can conflict with your other applications. If you choose the shared installation with dynamic registration of these components, test your workstation carefully.

Chapter

4

MSI-Based Installation

Installing and Uninstalling the CTESTAR® Program

When the installation CD is inserted into your CD drive, the following screen should appear. If it does not, *AutoRun* has probably been disabled on your drive. If this is the case, or if the screen does not appear, browse to the drive, and execute the *BROWSE* program. If you can not browse to the CD, or the *BROWSE* program does not appear, check to insure that you have correctly inserted the CD into your drive. (Depending upon the configuration of your computer, the program name may appear as *BROWSE.EXE***.)** When the *BROWSE* program is executed, the following screen will appear.

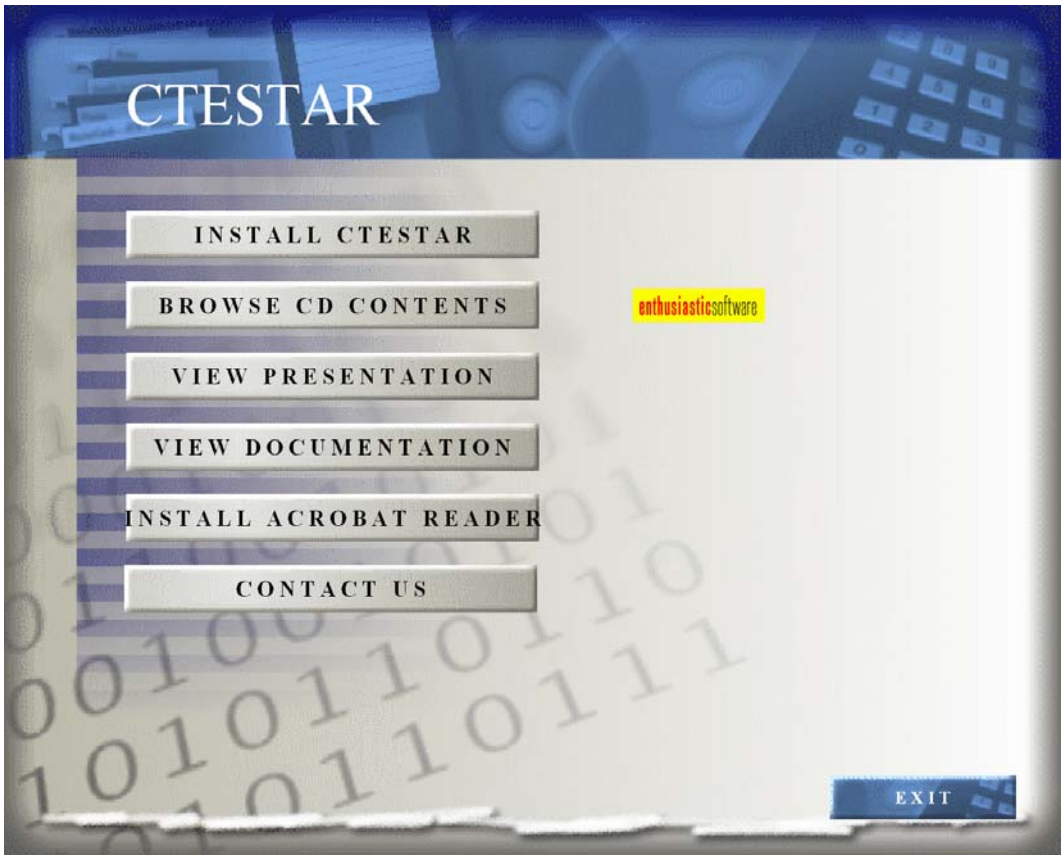

Figure 1

Installing CTESTAR®

From this screen, a number of tasks may be performed. To install any of the *CTESTAR®* applications, click the *Install CTESTAR®* button. The *Browse CD Contents* button brings up an explorer view of the CD contents. This allows you to see what files are actually included on the CD. (Additional documentation for each of the sixteen national career clusters is also included on the CD.) The *View Presentation* button launches a presentation on *CTESTAR®*. The *View Documentation* button will display the program manual (this document), however, the Adobe *Acrobat Reader* must be installed before the file can be viewed. If your computer does not already have the Adobe *Acrobat Reader* installed, the *Install Acrobat Reader* button can be used to install the reader. The *Contact Us* button will display contact information for Enthusiastic Software, the organization which created the *CTESTAR®* program. Lastly, the *Exit* button may be used to exit the *BROWSE* program.

Installing and Uninstalling the CTESTAR® Program with the MSI Installation Package

The MSI install requires version 2.0 or later of the Microsoft Software Installation package, which is included on the distribution CD-ROM. This MSI may be pushed out to users via Group Policies. Mark Minasi's book *Windows 2000 Server, Third Edition*, provides an excellent overview of this process. To configure the MSI packagel, use the MSICONFIG which is found on the CTESTAR distribution CD. (See Chapter 8). Alternately, you can Veritas Software Console which is found on the Windows 2000 CD-ROM in in Valueadd\3rdparty\Mgmt\Winstle\Swiadmle.msi. This should provide for overriding the default values of external properties if you choose to push the install to your users. The msiexec program also supports command line options to set these properties.

Version 2.0 of the Microsoft Windows Installer is available on the *CTESTAR®* installation CD-ROM in the \MSI sub-directory. Note that `InstMsiA.exe` is for use on Windows 95, Windows 98, and Windows ME, whereas, the `InstMsiW.exe` is for use on Windows NT 4.0 Service Pack 6, or Windows 2000.

MSI Installation Sequence

The following screens illustrate the install sequence with the MSI install package. When you first start the install sequence, the following screen is displayed (Figure 2).

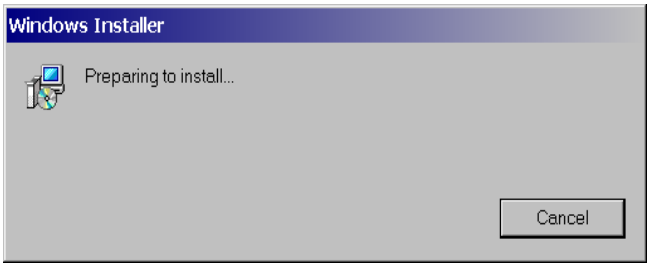

Figure 2

If all proceeds without error, the following screen will automatically be displayed (Figure 3).

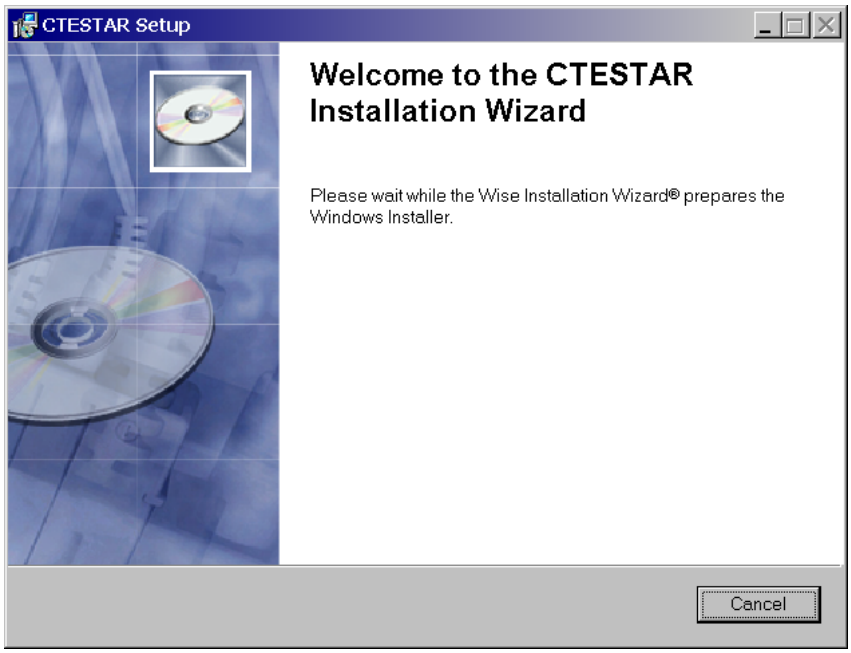

Figure 3

Finally, the following screen should automatically be displayed (Figure 4). These screens all appear automatically without user intervention.

Figure 4

At this point, click the *Next>* button to proceed with the installation. If you started the installation by mistake, click the *Cancel* button. When you click the *Next* button, the following screen will appear (Figure 5).

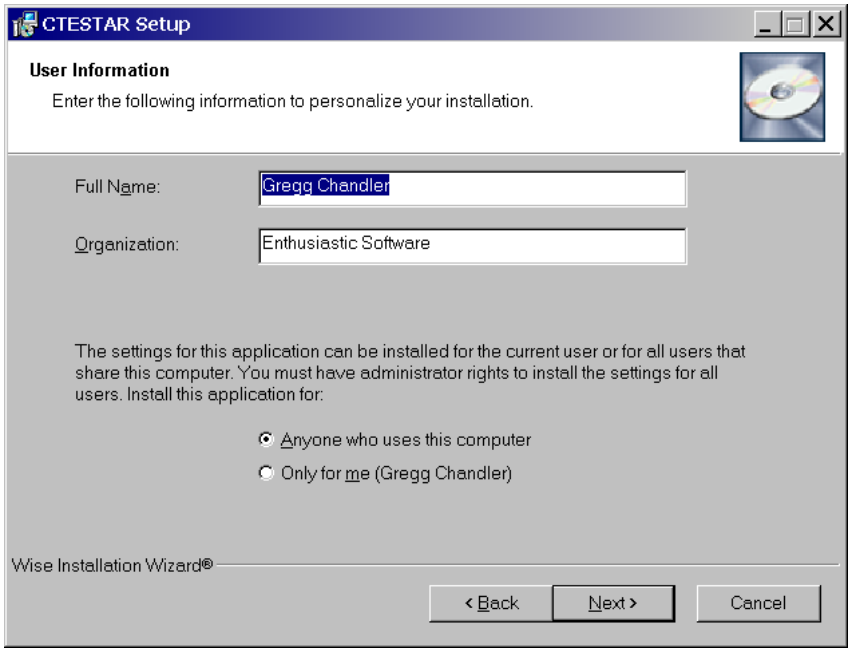

Figure 5

At this point enter the user's full name, and the organization name. Usually these will default to appropriate values. Then, select the users that you intend to install this application for. If you select *Anyone who uses this computer*, the advertising features of MSI will allow other users that use the workstation to automatically access the software when they log in to this workstation. If you only want the current user to use the software, select the *Only for me* option. Click the *Next>* button, and the following screen will appear (Figure 6).

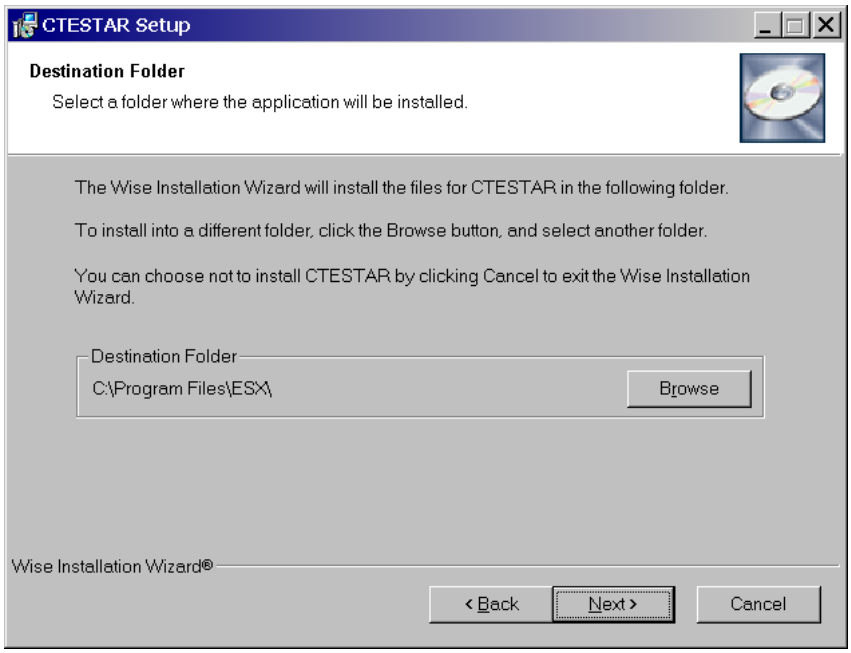

Figure 6

Unless there is some conflict with the default sub-directory, accept it and click the *Next>* button. If you click the *Next>* button, the screen in Figure 8 will appear. If you click the *Browse* button, the following screen (Figure 7) will appear.

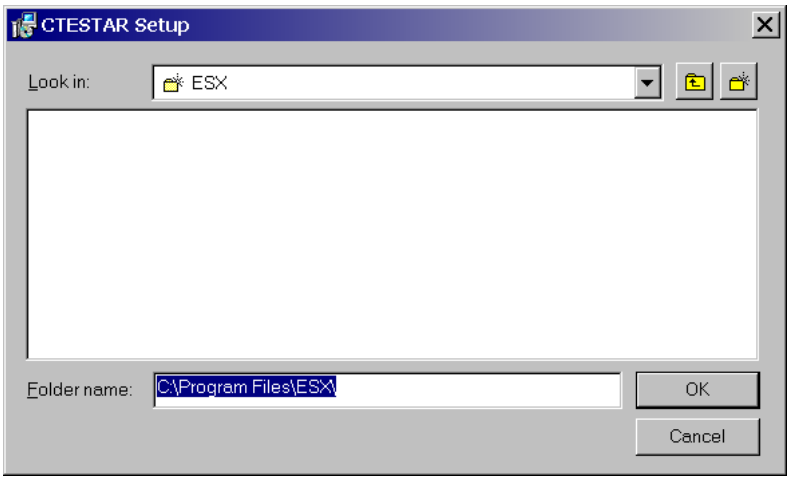

Figure 7

If you clicked the *Browse* button on the screen in Figure 6, the prior screen (Figure 7) appeared. Browse to and/or create the appropriate directory. When you click the *OK* button, the following screen will appear (Figure 8).

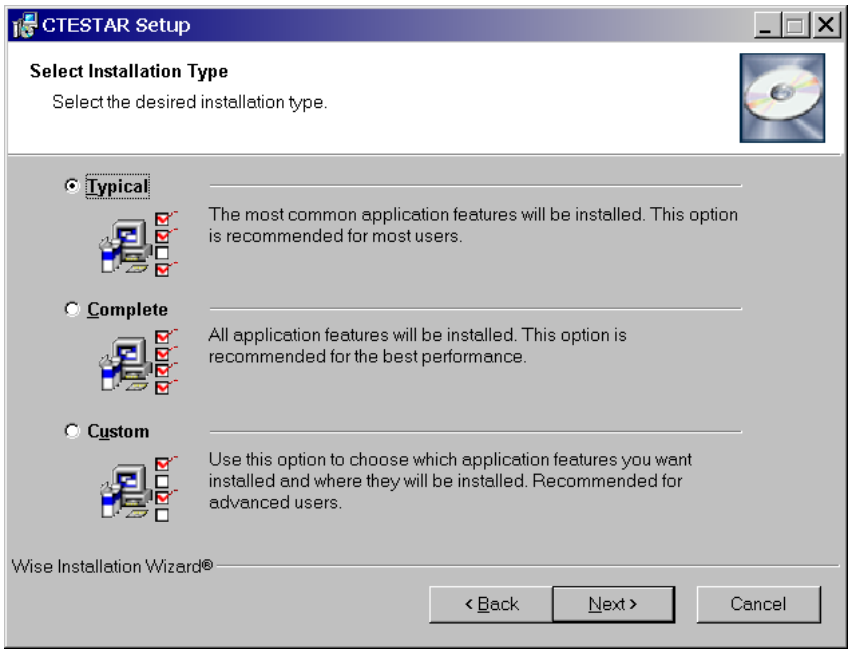

Figure 8

The installed components for each type of install are defined in the following table. The custom installation supports user selection of individual components.

Component	Typical	Complete	Custom
CTESTAR® for Windows	Yes	Yes	Selection
Crystal Reports Runtime	Yes	Yes	Selection
Task Lists	Yes	Yes	Selection
CTESTAR® for Palm OS		Yes	Selection
CTESTAR® Data Warehouse		Yes	Selection

Note that if *CTESTAR® for Palm OS* is to be installed, the Palm HotSync application must have been previously installed, and the user should have already HotSync'd at least once. If this has not been done, the installation will fail and the rollback will be executed. You will then need to repeat the installation.

The ESXINSTPALMAPP property determines whether the Palm files will be configured. By setting it to zero, the Palm files will be installed, however, their configuration will not be executed and the install will succeed. This is useful if you want to install the files on a server which does not have the Palm software installed, however, before any workstation can use these files, it must register them with the Palm

HotSync Manager. Installation without configuration can be executed via the following command line:

msiexec /i d:\CTESTARDemo.msi ESXINSTPALMAPP=0

Replace the path to the MSI file with the path appropriate for your environment.

Palm configuration to register the conduit, notifier, and set the application for download can then be accomplished with the following command:

\Program Files\ESX\CTESTAR\Palm\IPA -Install

Where necessary, substitute the appropriate path to the Palm sub-directory.

If you select the *Typical* or *Complete* installation type, the program will proceed to the screen in Figure 12. If you select the *Custom* installation type, the following dialog will be presented (Figure 9).

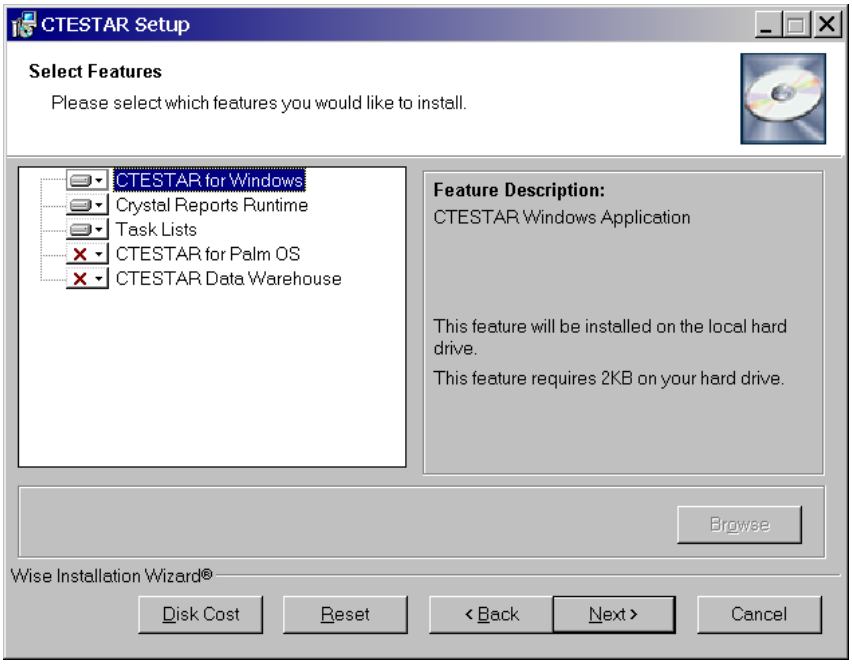

Figure 9

Once the prior dialog appears (Figure 9), click the '+' (plus sign) next to *Complete* to expand the feature set. Click on the appropriate item and select from the pull down box to select/deselect any necessary items. Items displayed with a red 'X' will not be installed. Avoid the *Feature will be installed when required* option. The following screen (Figure 10) depicts the configuration of the *CTESTAR for Palm OS* feature.

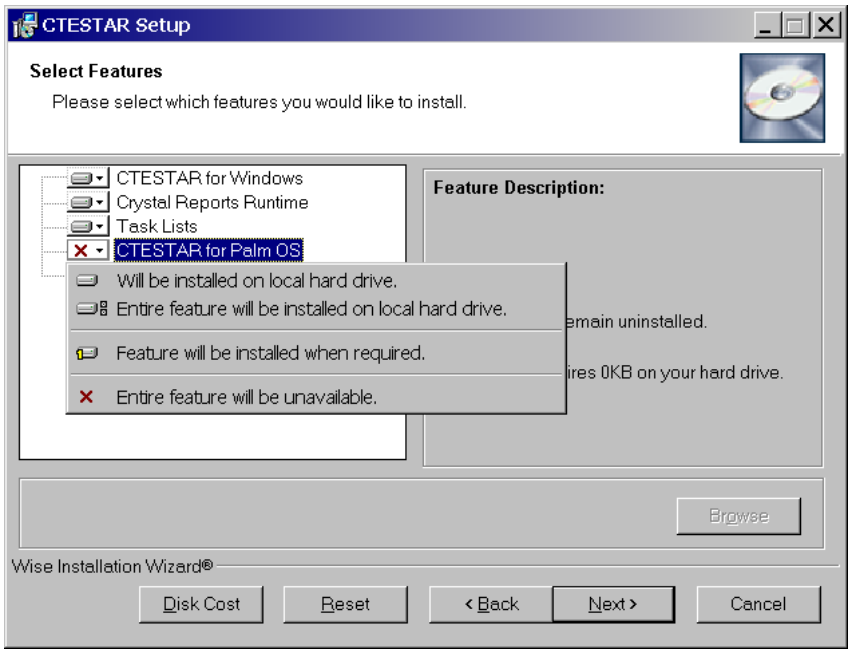

Figure 10

The following screen (Figure 11) depicts an installation where the all of the *CTESTAR*® features except the *CTESTAR Data Warehouse* and the *CTESTAR for Palm OS* will be installed. It should be noted that this is equivalent to the *Typical* installation.

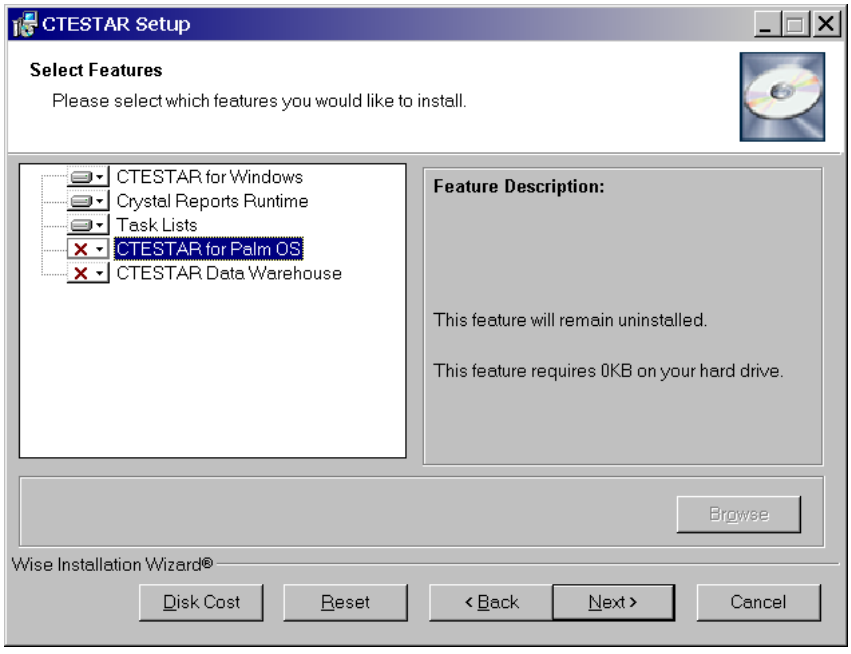

Figure 11

After selecting the features, click the *Next*> button, and the following screen will be displayed (Figure 12). This is your last chance to correct any configuration parameters before beginning the installation. To go back and fix any configuration problems, click the <*Back* button. To proceed, click the *Next*> button.

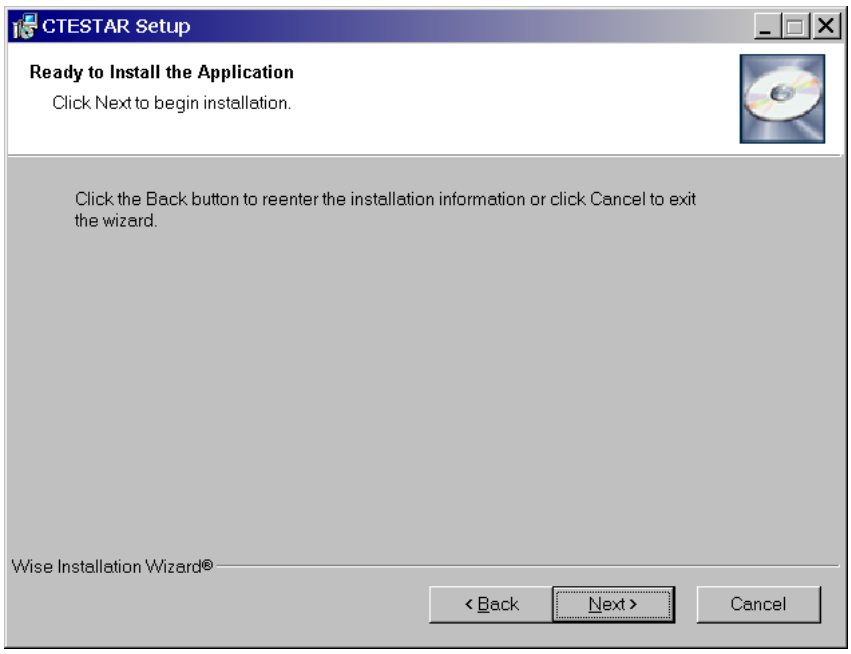

Figure 12

When you click the *Next*> button in the screen of Figure 12, the installation will begin and a sequence of dialogs will be presented. The next (Figure 13) illustrates the file copy process.

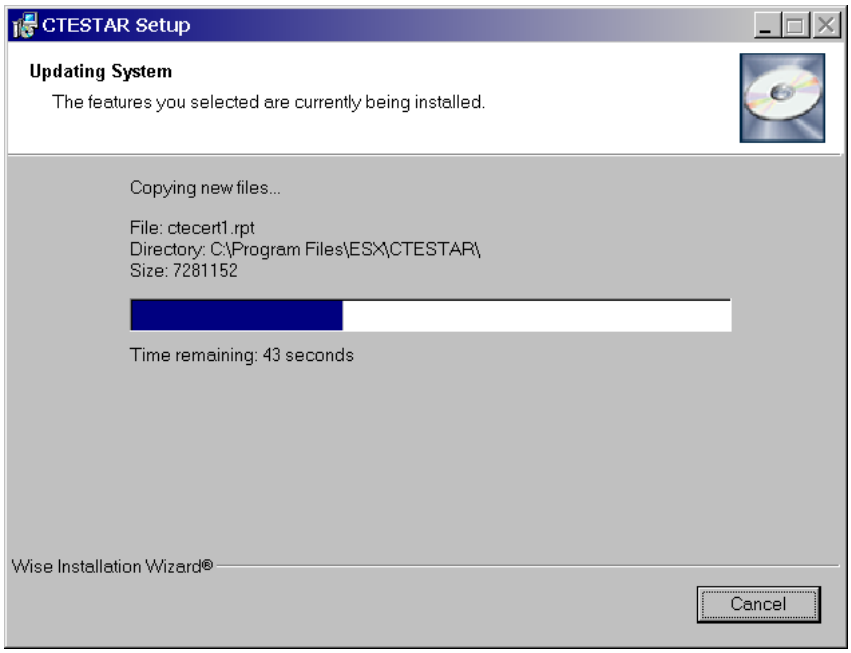

Figure 13

The next screen (Figure 14) will be presented if you have chosen to install the Palm OS components. Any Palm configuration problems will show up here. If you have not selected the Palm OS feature, the next screen will be that of Figure 16.

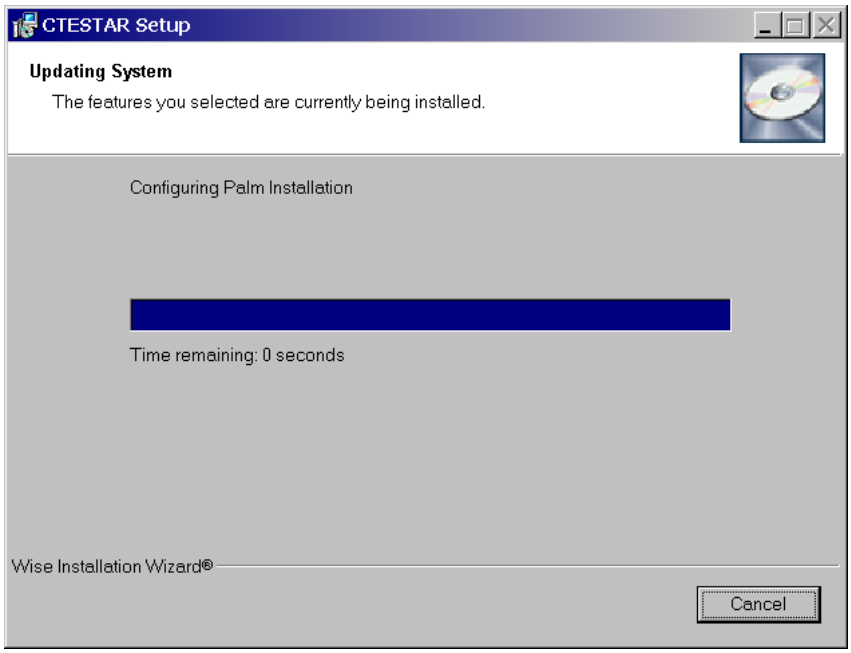

Figure 14

If more than one Palm HotSync user is configured, the following dialog (Figure 15) will be presented. Select the user that the *CTESTAR® for Palm OS* feature should be installed for, and click *OK*. If only one Palm HotSync user is configured, the program will proceed directly to the screen of Figure 16.

Figure 15

Once the correct Palm OS HotSync user has been selected, and you click the *OK* button, the following dialog (Figure 16) will appear.

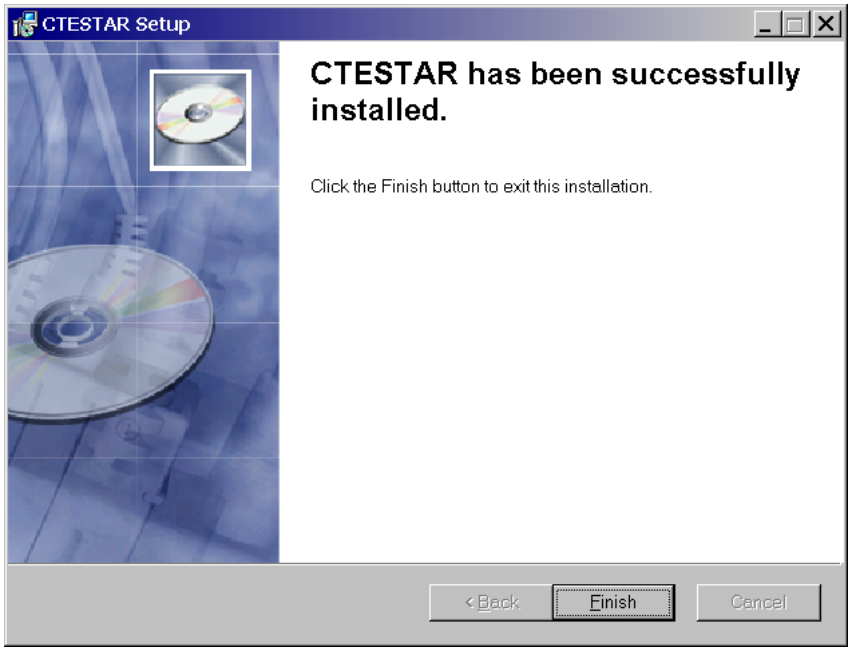

Figure 16

The prior screen (Figure 16) indicates that the installation has been completed successfully.

MSI Error Dialogs

If the installation process encounters an error, a sequence of dialogs will be presented. This particular sequence indicates what happens when the *CTESTAR® for Palm OS* feature is installed, but the Palm HotSync Manager software has not been previously installed. The following dialog (Figure 17) will appear after the dialog in the prior Figure 14.

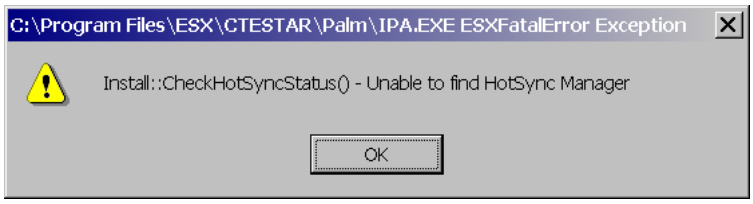

Figure 17

Once the dialog of Figure 17 is acknowledged via clicking the *OK* button, the MSI installer will present the following dialog (Figure 18).

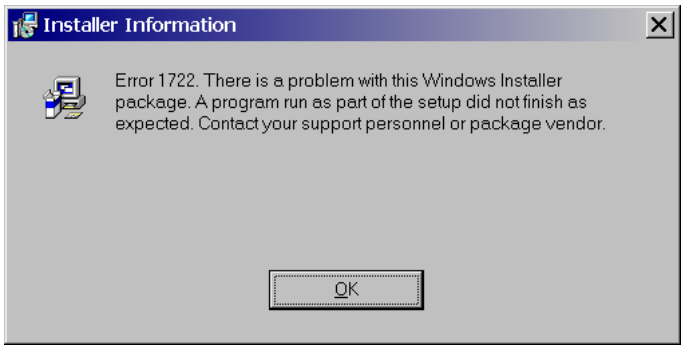

Figure 18

Once the dialog of Figure 18 is acknowledged via clicking it's *OK* button, the following dialog (Figure 19) will appear, and the rollback will begin. The rollback will undo everything that the installation has done up to this point.

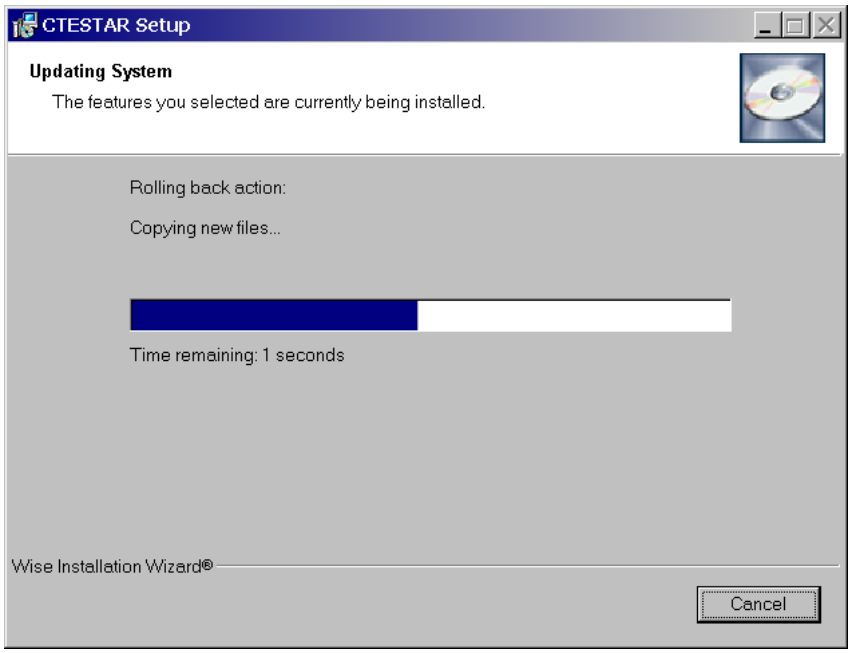

Figure 19

When the rollback completes, the following dialog (Figure 20) will be displayed.

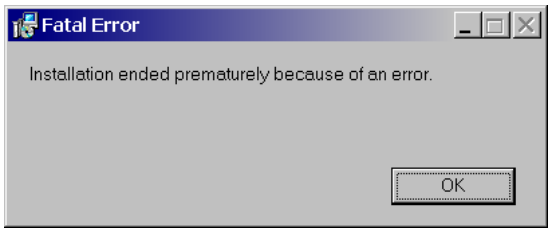

Figure 20

Clicking the *OK* button in this final dialog (Figure 20) will complete the rollback and the failed installation. At this point correct the problem that generated the error, and repeat the installation.

MSI Un-Installation Sequence

The easiest way to begin the un-installation sequence is from the Add/Remove Programs dialog illustrated below (Figure 21).

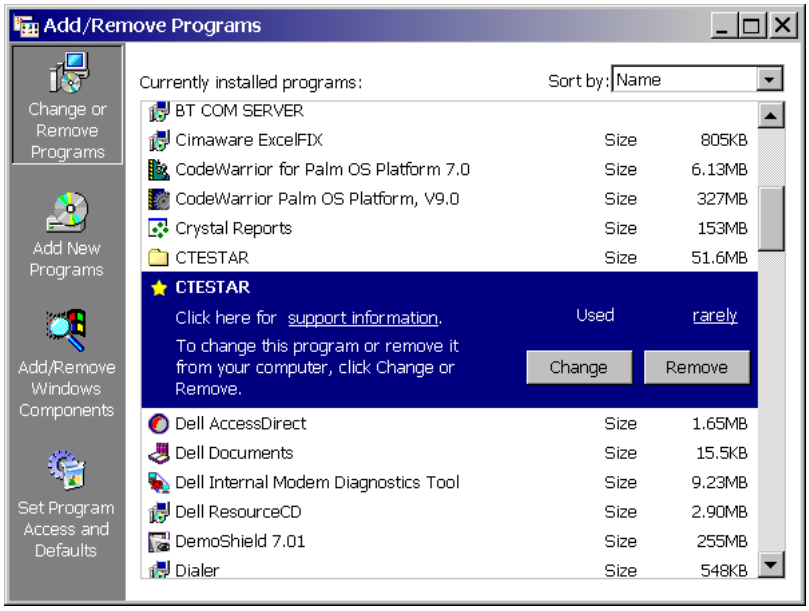

Figure 21

After clicking the *Remove* button, the following dialog appears (Figure 24).

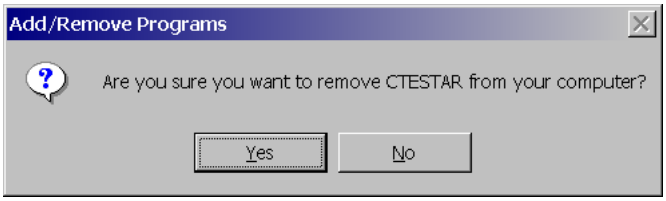

Figure 22

Once you affirm that you want to remove *CTESTAR*® from your computer by clicking the *Yes* button, the following dialog appears (Figure 23).

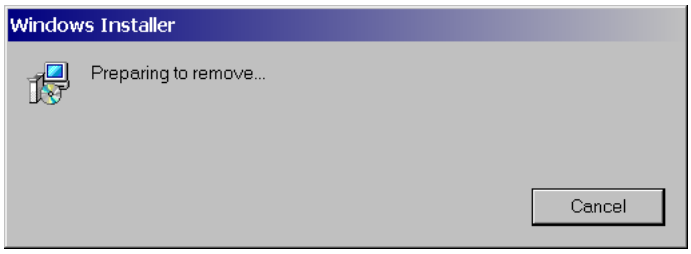

Figure 23

The following dialog (Figure 24) will appear automatically as the MSI installation package determines which files, registry entries, and programs to remove.

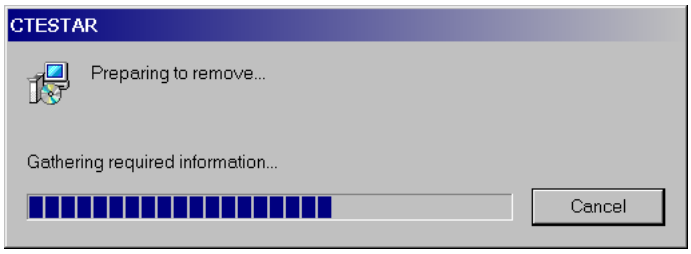

Figure 24

As the actual application components are removed, the following dialog will be displayed (Figure 25).

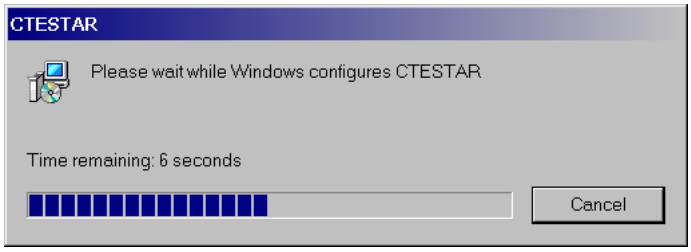

Figure 25

When the last dialog (Figure 25) disappears, the un-installation is complete.

MSI Feature Strings

Feature	String
CTESTAR for Windows	CTESTAR_for_Windows
Crystal Reports Runtime	Crystal_Reports_Runtime
Task Lists	Task_Lists
CTESTAR for Palm OS	CTESTAR_for_Palm_OS
CTESTAR Data Warehouse	CTESTAR_Data_Warehouse

Chapter

5

Palm Installation Issues

Problems Specific to Using CTESTAR® for Palm OS Features

The biggest Palm installation issue is the installation of the Palm software itself. Once this software has been installed, both the MSI installation and the script based installation should execute without a problem. Depending on the privileges assigned to your users, you may need to set the elevated installation privileges group policy, as well as the Enable User Control policy. For more information on these policies, refer to the following Microsoft documentation:

http://msdn.microsoft.com/library/en-us/msi/setup/system_policy.asp

When more than one user hotsyncs with the same workstation, you must carefully choose the installation strategy, so that they do not HotSync one another's data. Refer to Chapter 3 for more information on these strategies. Lastly, as has been repeated in the installation chapters, before installing the Palm OS features of *CTESTAR®*, you must have installed the Palm HotSync Manager, and successfully hotsync'd your PDA.

Chapter

6

Installation Testing

Testing Your CTESTAR® Installation

When testing your installation, insure that: the user has permission to create a new course file; the user has access to the Task List Database, and can import via the `File\Import\Tasks from Task List` command; reports can be generated to the screen; and, if the INI file is used, configuration information is correctly read/written to it. If your users are using Palm Handhelds, insure that data is synchronized to/from the device, and that synchronization is not allowed while a course file is open.

Course Creation

To insure that your users can create a new file, select the *New Course* item in the left-hand window. Enter a valid course number in the *Number* field. Click the *Add New Course* button. The following figure (Figure 26) illustrates the program before the button has been clicked.

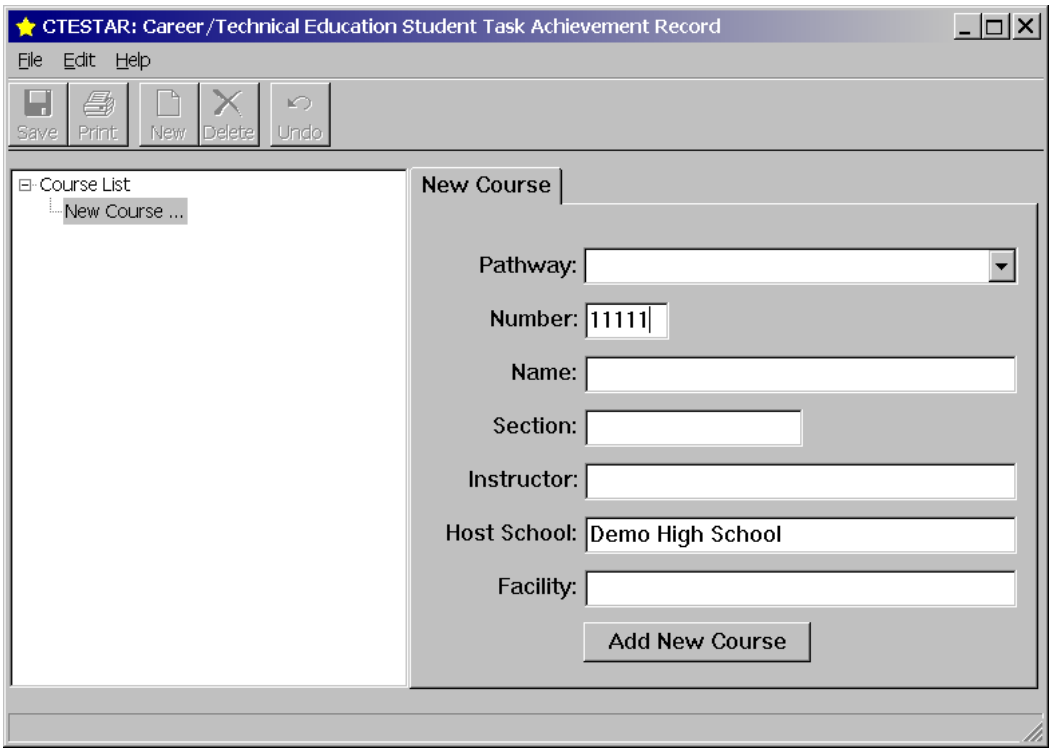

Figure 26

The course number has been specified as "11111". Note that your course number may be longer. If the program indicates that your course number is invalid, pad it with leading zeroes to the maximum width of the field, and try again. When the course file has been successfully created, the screen is updated as indicated in the following figure (Figure 27).

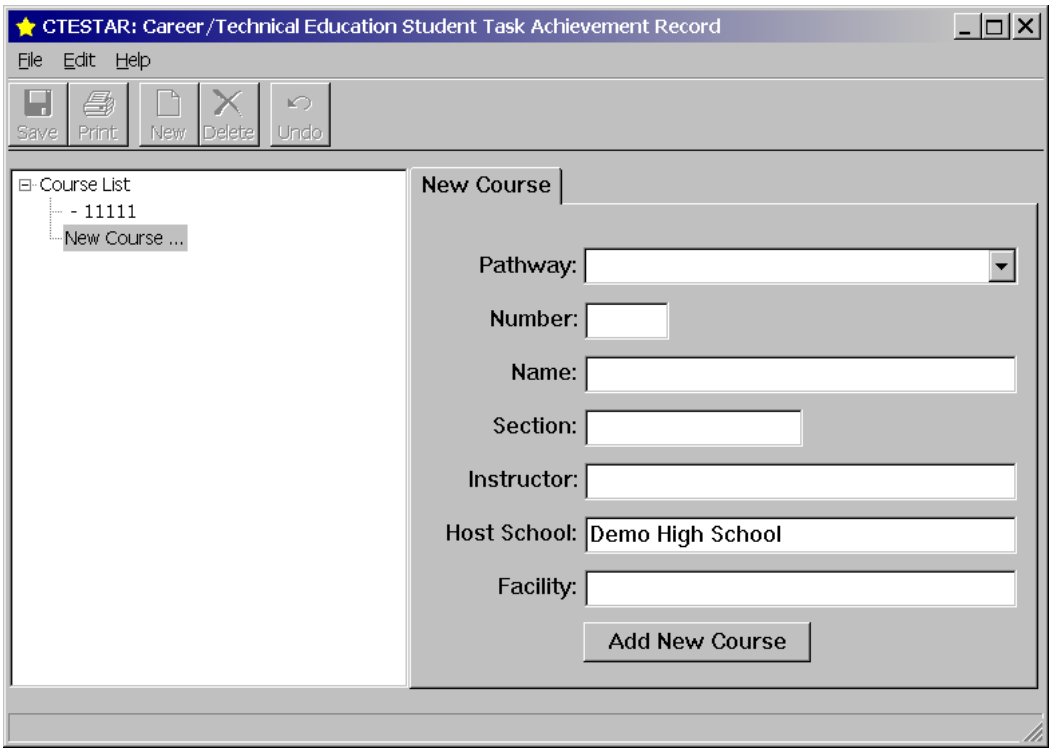

Figure 27

Note that the course as been added to the list-view in the left-hand window. To select the newly created course, click on the course number, and the right-hand screen will be updated with the course data as illustrated in the following figure (Figure 28).

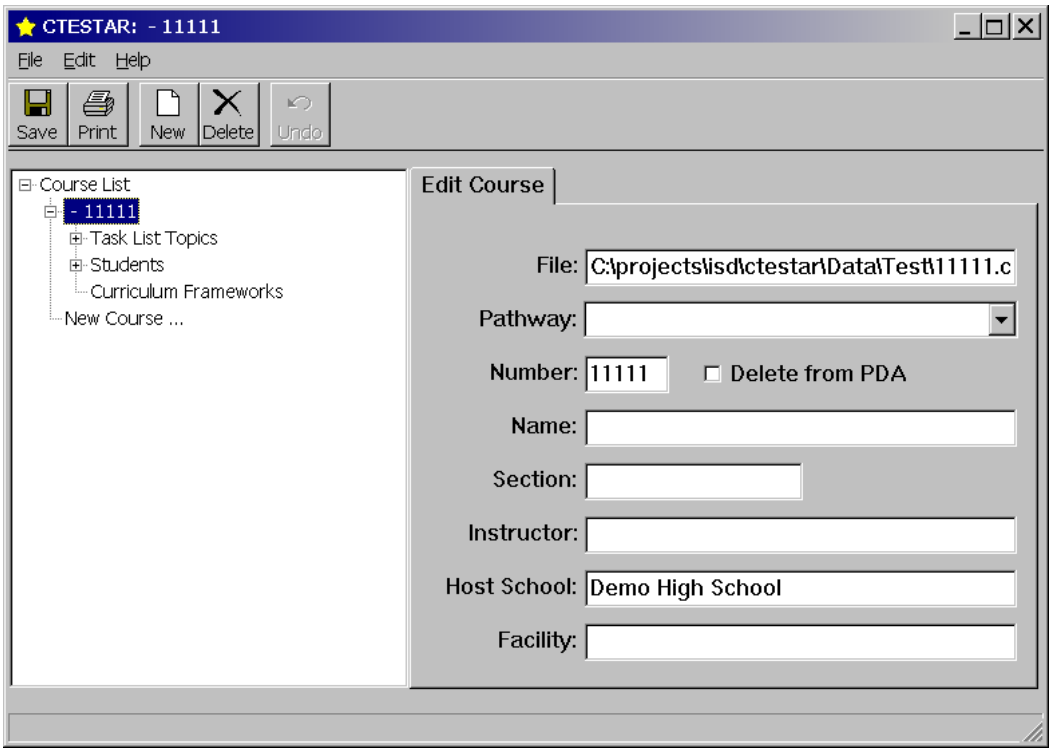

Figure 28

From this state, you should go on to test access to the Task List Database.

Access Task List Database

After you have verified the user's permissions to create a new course file, check that the user has access to the task list database by invoking the *`File\Import\Tasks from Task List`* as illustrated below (Figure 29).

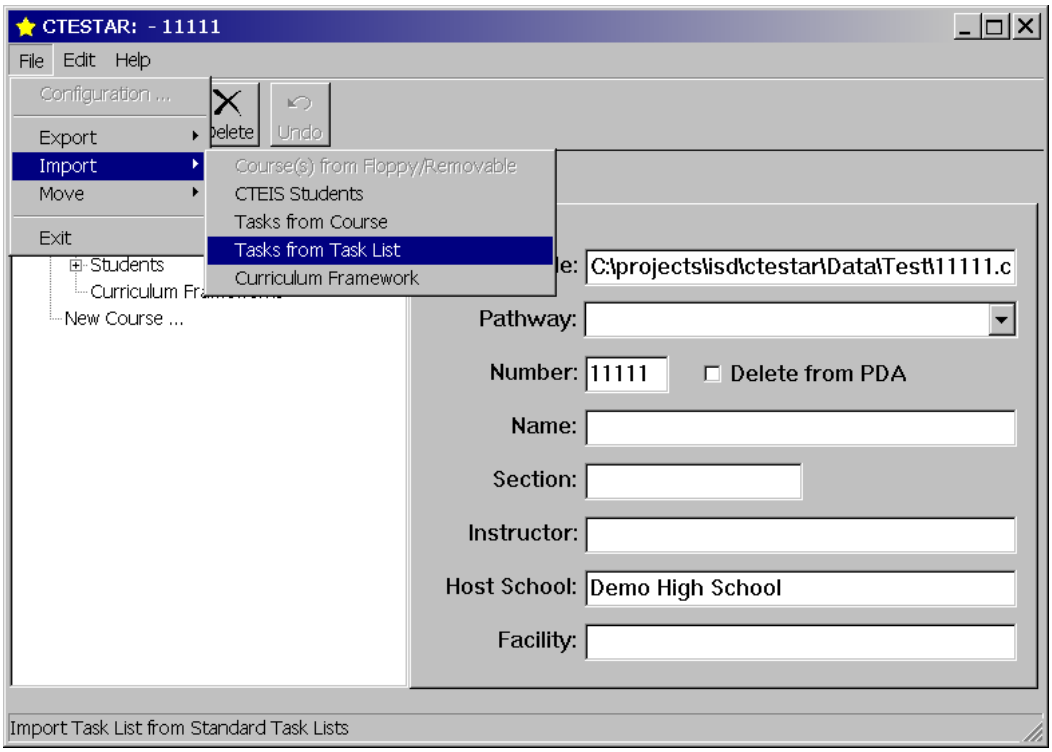

Figure 29

If the menu command is disabled (grayed out), insure that the course is still highlighted as in Figure 28. When you execute the *File\Import\Tasks from Task List* command, a file selection dialog box similar to the following will appear (Figure 30).

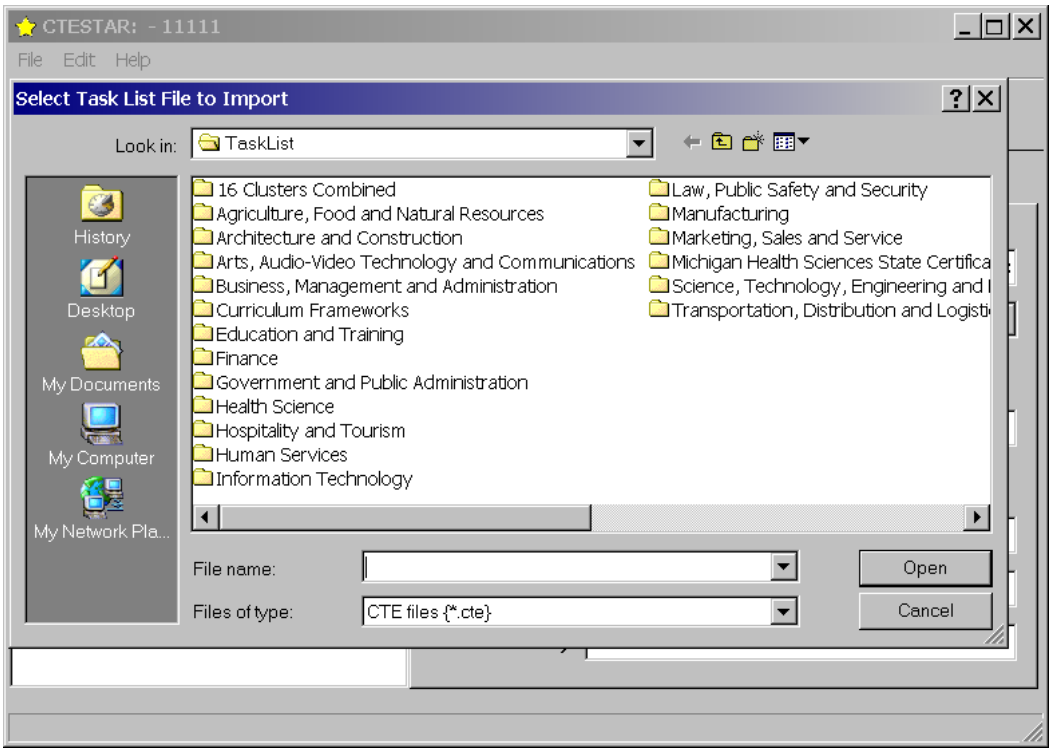

Figure 30

Browse into the *Information Technology* folder and open the *Cluster Skills* file. Expand the *Task List Topics* branch of the tree-view to verify that data has been imported as in the following figure (Figure 31).

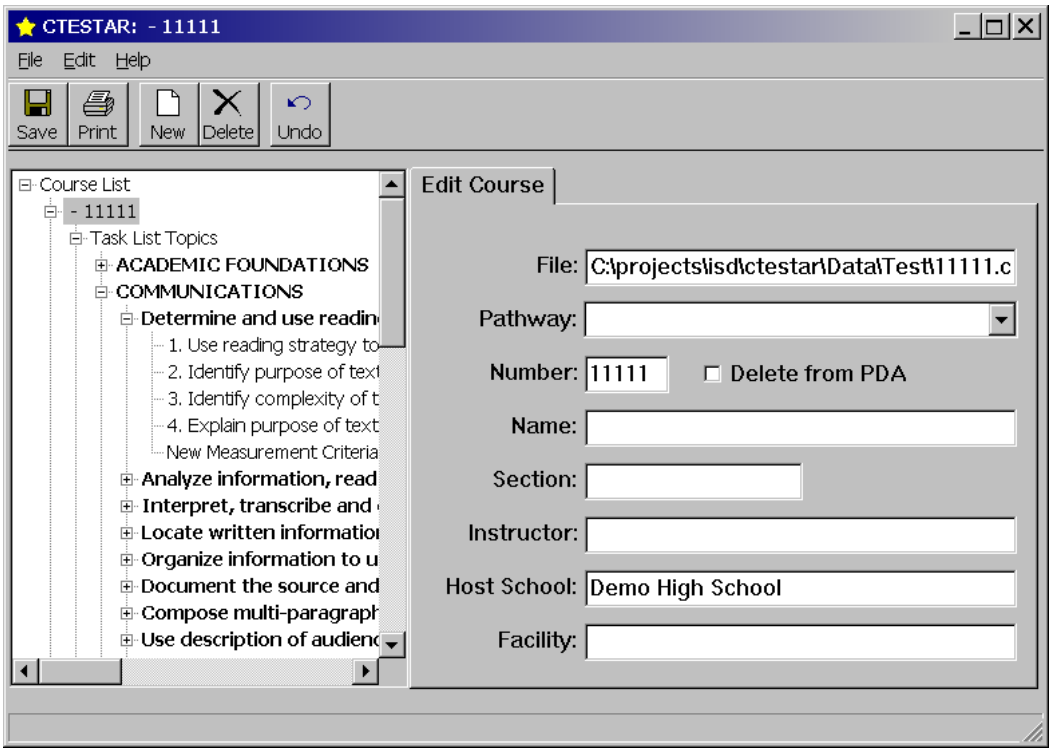

Figure 31

With the course number still highlighted as illustrated in the preceding figure (Figure 31), proceed to test report generation.

Report Generation

With the course number still highlighted as illustrated in the preceding figure (Figure 31), click the *Print* button. If the *Print* button is disabled, insure that the course number is highlighted as in the preceding figure (Figure 31). When you click the *Print* button, the screen should change as follows (Figure 32)

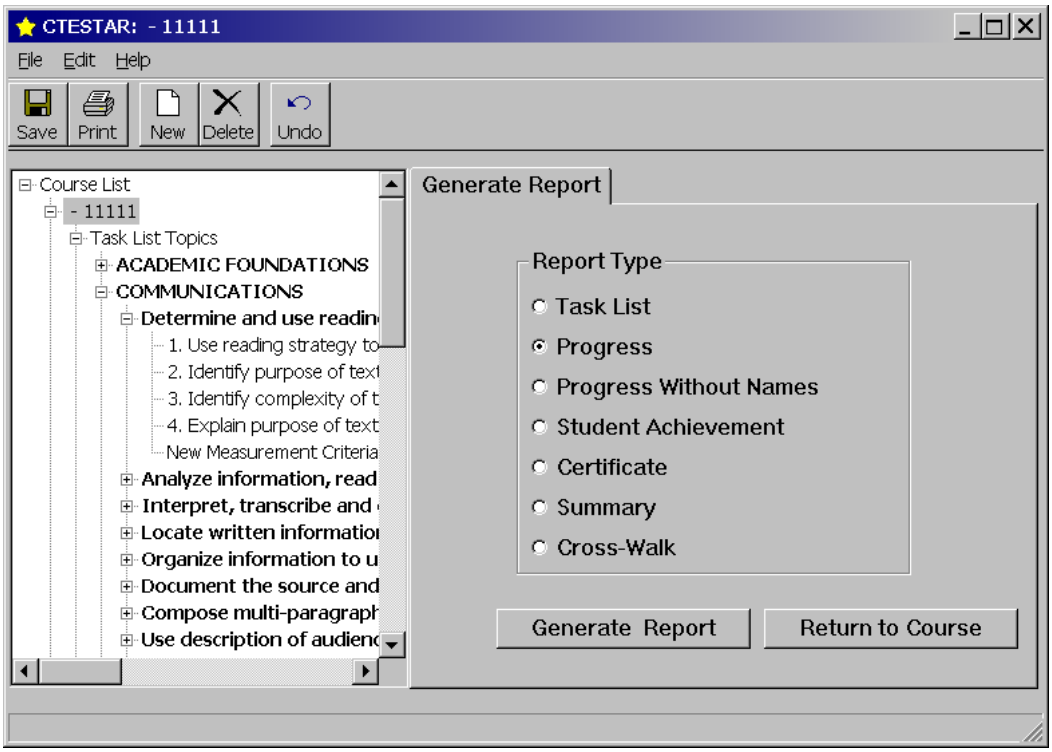

Figure 32

Select the *Task List* report by clicking the *Task List* radio button, and then click the *Generate Report* dialog button. A screen similar to the following should appear (Figure 33).

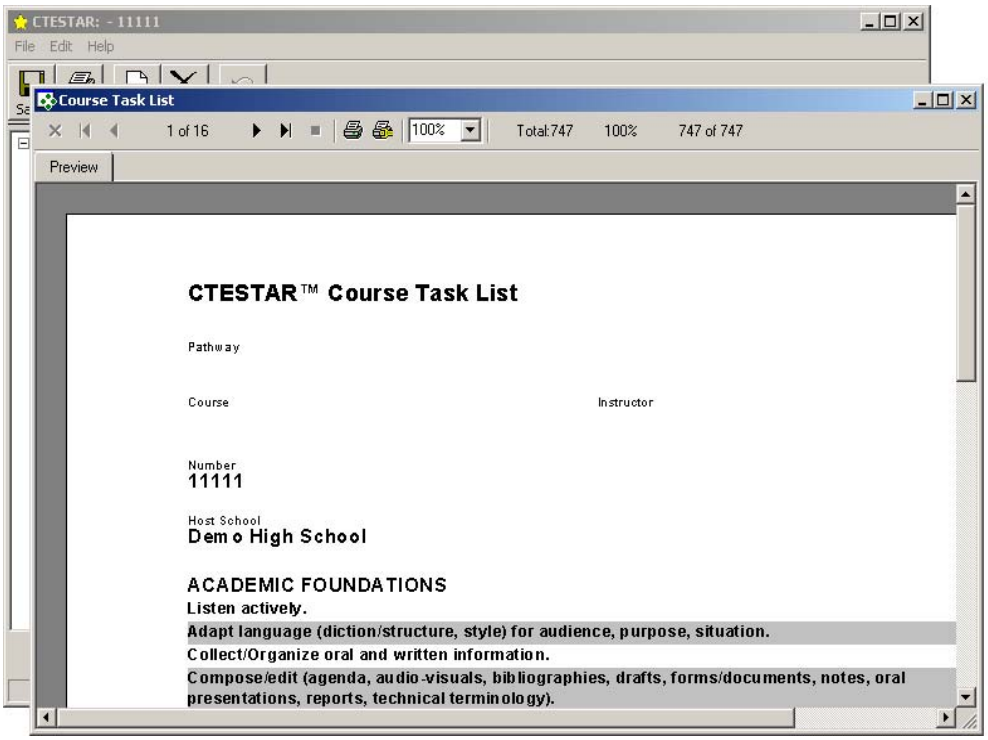

Figure 33

Once the report is successfully generated to the screen, you may select and configure a printer by clicking the following button (Figure 34).

Figure 34

You may then send the report to the selected printer by clicking the following button (Figure 35).

Figure 35

You may then proceed to test the saving of configuration data.

Configuration Data

The easiest way to verify that configuration data is correctly being read or written is via the *File\Configuration* command. For this command to be enabled, first

select the `Course List` item in the tree-view as illustrated in the following figure (Figure 36).

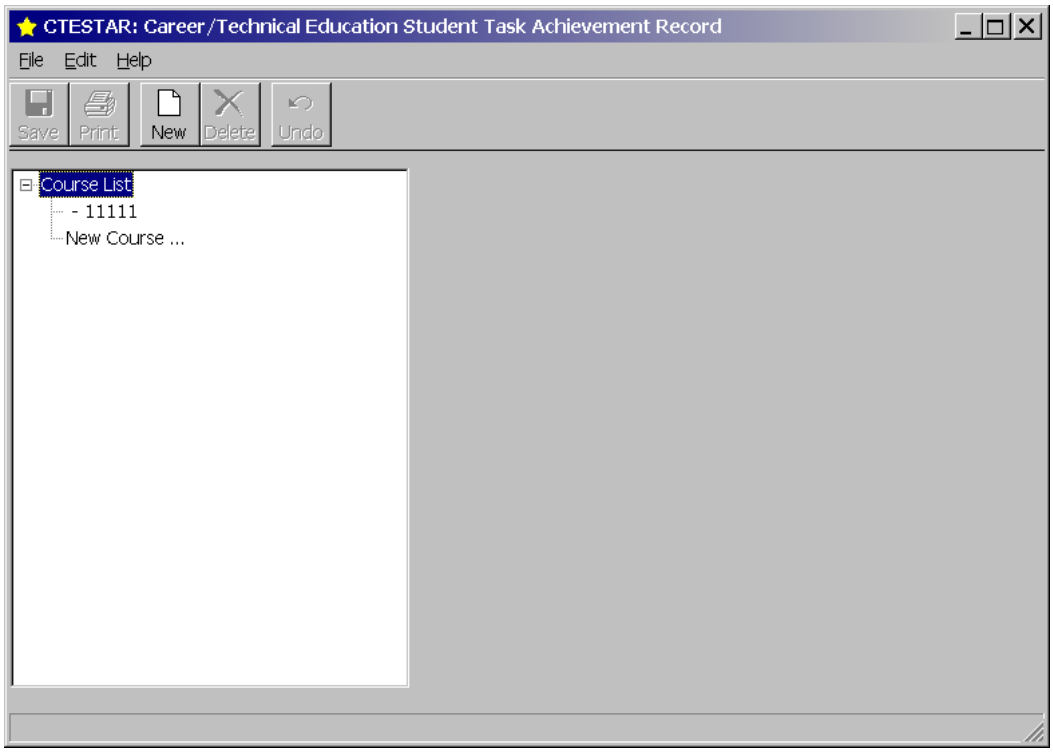

Figure 36

When you execute this command, the following dialog will appear (Figure 37).

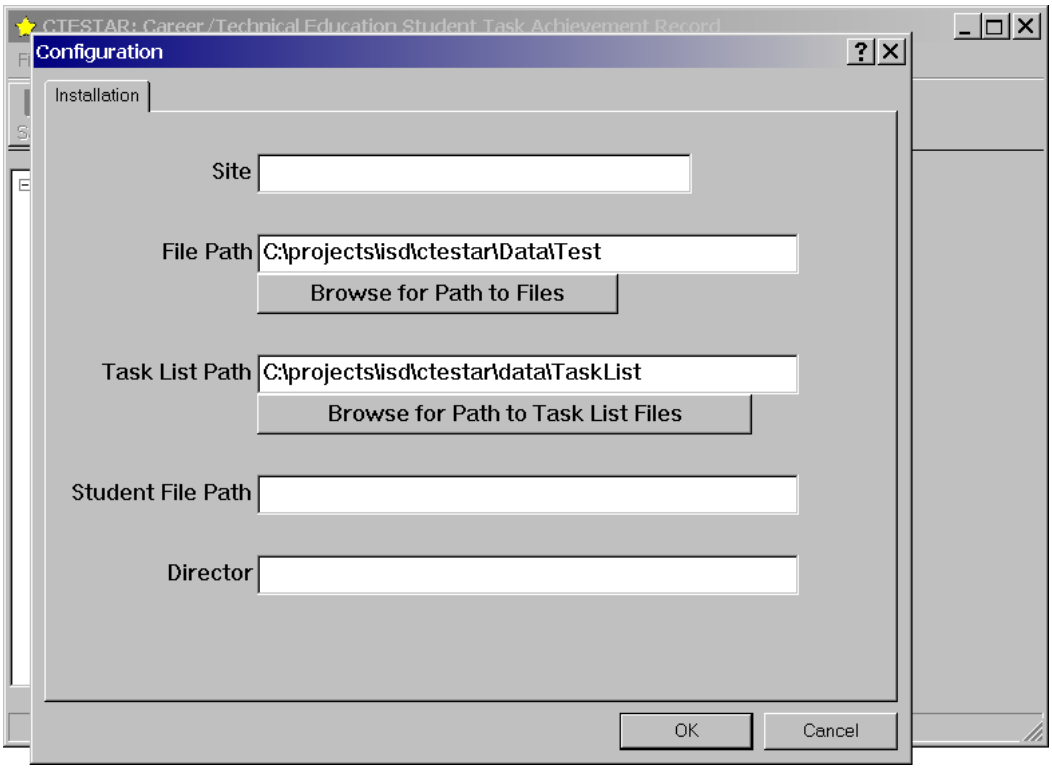

Figure 37

To test that the information is correctly being read and written, enter data in the *Director* field, exit *CTESTAR*®, restart *CTESTAR*®, and verify that the changed value is still changed.

Palm Synchronization

To verify that the Palm Handheld software has been correctly installed, hotsync your handheld and verify that the program has been installed. You should see the following icon on the handheld (Figure 38).

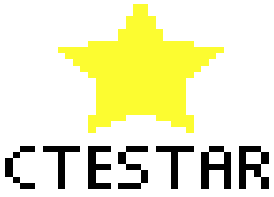

Figure 38

HotSync your handheld a second time and verify that the created course is downloaded.

To verify that the Palm HotSync notifier has been installed, select a course as in the preceding Figure 28. Attempt to hotsync your handheld and verify that the following dialog appears (Figure 39).

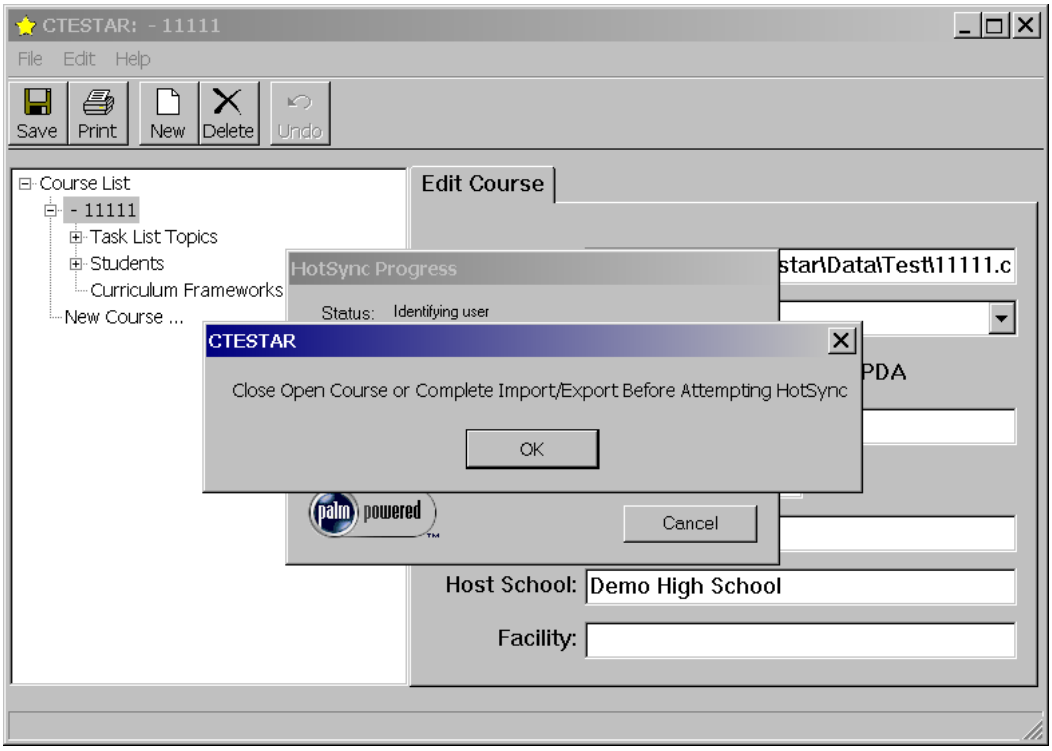

Figure 39

Deselect all courses as in Figure 36, and verify that the HotSync proceeds normally downloading all files from the test computer.

Successful Installation

If your installation correctly passes all of the above tests, you can deploy *CTESTAR*® with confidence.

Chapter

7

Configuration Parameters

CTESTAR® Configuration Parameters

A number of standard configuration parameters are available. Most of these are initialized in the registry when the software is installed. Those not automatically configured in the registry default to appropriate values. If you have chosen not to install the software, it is also possible to configure these parameters in the `Data/CTESTARUsers.Ini` file. When the INI file is used, the parameters are set to the specified defaults. The [DEFAULT] section is then read, then *CTESTAR®* searches for a section with the users login id. If this is found, it is read for any user specific values. If the *IgnoreRegistry* value is not set to *True*, the program then reads the registry for any more values. When the program exits, the program writes the data to the user section if the INI file is found. If the *IgnoreRegistry* value is set to *False*, the values are also written to the registry.

Name	Description	Default	Type	INI File Registry
CTESTARPositionX	Default Window Position, Horizontal Pixel Position	0	Number DWORD	Both
CTESTARPositionY	Default Window Position, Vertical Pixel Position	0	Number DWORD	Both
DefaultHostSchool	Default Host School Description		String	Both
Director	String to use as Director's Name on Certificate		String	Both
EnableSendTo	String to Enable 'SendTo' menu item	False	String: True, or False	Both

FindPosX	Default Find Dialog Box Position, Horizontal Pixel Position, WareHouse Only	0	Number DWORD	Both
FindPosY	Default Find Dialog Box Position, Vertical Pixel Position, WareHouse Only	0	Number DWORD	Both
ForceWidth	Force the Screen to be Sized based upon the specified screen size	0	Number DWORD	Both
FormatCourse	Course Number Format Template		String	Both
FormatStudent	Student Id Format Template		String	Both
IgnoreRegistry	When set to *True*, *CTESTAR*® ignores registry	False	String: True, or False	INI File Only
IsConfigured	When set to *False*, *CTESTAR*® prompts the user for configuration info	False	String: True, or False	Both
PathToFiles	Path to User Course Files		String	Both
PathToReportFile	When empty or "~", PDF report files are generated to the desktop, otherwise, this is the default directory where these generated PDF report files are stored. (This does not affect the generation of "End-Of-Year" reports from the *CTESTAR*® warehouse version.)		String	Both
PathToStudents	Path to File with Students		String	Both
PathToTaskList	Path to Task List Database		String	Both
Site	Site Descriptor		String	Both

SkipDLLRegister	When set to *True*, *CTESTAR*® does not attempt to dynamically register Crystal Reports DLL's if they have not been configured already	False	String: True, or False	Both
TaskNumbering	Determines the default numbering scheme for newly created courses. The defined values are: 0-default, sequential numbering; and 1, xx.yy.zz numbering.	0	Number DWORD	Both

FormatCourse and *FormatStudent* templates are interpreted as follows:

'9' – Single Numeric Digit
'A' – Single Alphabetic Character
'X' - Single Numeric Digit or Alphabetic Character
'9', 'A', or 'X' followed by '+' Matches at least one of the above specified items and as many matching items as follow
'?' – Any Character
':', '/', '\', and ' ' are illegal
Other printable characters are matched literally

Chapter 8

MSICONF

MSICONF, the MSI Configuration Program

Use the *MSICONF* program to create a custom configured MSI installation file, or MSI transform file from the reference MSI installation file included on the distribution CD. *MSICONF* is located in the root directory of the distribution CD. When it is executed, a screen similar to the following (Figure 40) will appear.

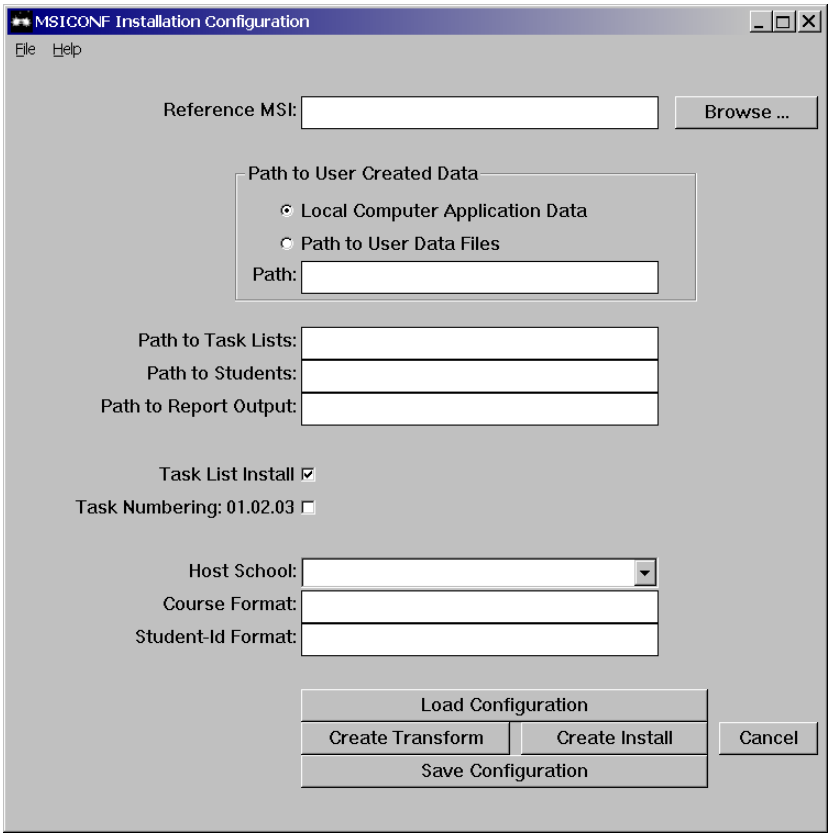

Figure 40

When presented with the above dialog, begin by clicking the *Browse* button and select the reference install–typically that from the CD. *MSICONF* will then create a temporary file and initialize all of the fields based upon the data found in the reference installation. Edit the fields per your requirements as has been done in the following sample screen (Figure 41).

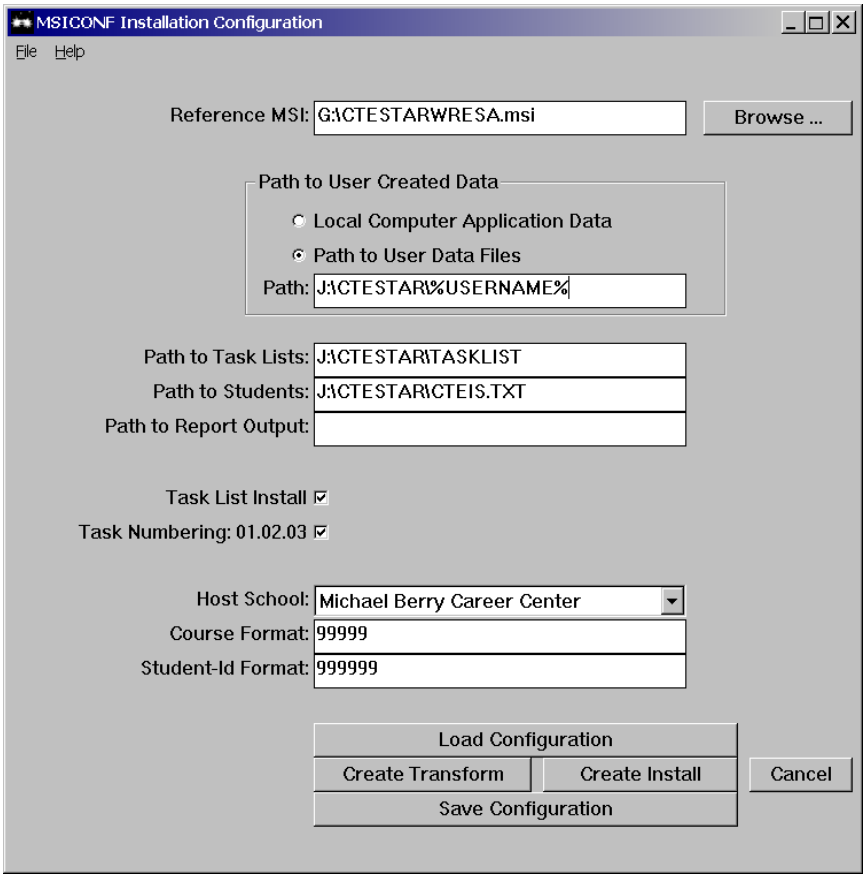

Figure 41

To create an MSI Transform, click the *Create Transform* button and specify a file name. To create an MSI Install, click the *Create Install* button and specify a file name. To dismiss the dialog, click the *Cancel* button. Use the *Load Configuration* and *Save Configuration* buttons to load and save a text file that specifies your configuration options. The newly created installation can be deployed via Active Directory, or the distribution installation can be deployed in conjunction with the generated transform via Active Directory. Refer to Appendix B and Chapter 7 for further information on the individual fields configured via *MSICONF*.

Appendix

A

Sample Reports

Sample CTESTAR® for Windows Report Pages

The following pages illustrate sample report pages for each of the standard CTESTAR® reports. The reports are indicative of the format and data included in each report, and depict typical sample data. Most reports will contain more pages of additional students and/or tasks.

Course Task List, First Page

CTESTAR™ Course Task List

Pathway
Engineering/Manufacturing and Industrial Technology

Course
Beginning Architectural Drafting

Instructor
Mr. John Smith

Number
012007110

Section
4

Host School
Monroe High School

WORKPLACE SAFETY

Maintain safe working environment

1. Maintain clean work area by removing waste, keeping alleyways clear, cleaning tools, and preventing spills
2. Identify visual equipment controls (e.g., monitors, read outs)
3. Comply with workplace safety rules and procedures
4. Comply with personal safety rules and procedures
5. Recycle appropriate materials

DRAFTING TECHNOLOGY

Apply basic drafting skills

6. Use drafting equipment
7. Identify line types (alphabet of lines)
8. Select proper drawing scale, introduction to different types
9. Prepare title blocks and other drafting formats
10. Apply freehand and other lettering techniques
11. Prepare multi-view drawings
12. Prepare multi-view sketches
13. Prepare orthographic views
14. Measure angles
15. Draw horizontal, vertical, angular, parallel, and perpendicular lines
16. Construct tangent lines (to arcs) and tangent arcs (to arcs)
17. Bisect angles and arcs
18. Bisect lines
19. Divide lines
20. Construct three-point circle
21. Construct regular hexagon, and octagon
22. Reproduce a drawing
23. Prepare single-view drawings
24. Prepare working drawings
25. Interpret notes and dimensions
26. Draw arcs, and circles.
27. Transfer measurements
28. Identify current ANSI symbols/standards

Apply intermediate drafting skills

29. Prepare isometric and oblique sketches
30. Prepare sectional views
31. Prepare auxiliary views
32. Prepare views of drilled and tapped holes, counterbores, countersinks
33. Identify a bill of materials

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Course Task List, Following Pages

CTESTAR™ Course Task List

Beginning Architectural Drafting, 4 **012007110**

34. Describe purpose of auxiliary and sectional views
35. Dimension drawings per current ANSI standards

Apply advanced drafting skills

36. Prepare pictorial drawings
37. Interpret various drawings

Interpret basic prints

38. Visualize object from drawing
39. Interpret orthographic projections
40. Interpret isometric views
41. Interpret sectional views
42. Interpret detail and assembly drawings
43. Interpret dimensions
44. Interpret screw thread specifications

Convert dimensions and tolerances

45. Convert dimensions and tolerances from English units to metric units
46. Convert dimensions and tolerances from metric units to English units

Apply revision control process

47. Apply drawing balloons
48. Apply documentation (including project filing, back-up material, tracking process)
49. Apply change control block

Demonstrate dimensioning techniques

50. Construct arrowheads
51. Add labels/notes to drawing
52. Dimension arcs
53. Dimension angles
54. Dimension curves
55. Dimension rounded-end shapes
56. Dimension cylindrical objects
57. Dimension features on circular center line

Apply geometric dimensioning and tolerancing

58. Interpret decimal tolerance dimensions
59. Calculate clearance fit tolerances of mating parts
60. Calculate interference fit tolerances of mating parts
61. Calculate tolerances to mating parts using standard fit tables
62. Calculate transitional fit tolerances

Prepare mechanical drawings

63. Prepare assembly drawings
64. Prepare casting drawings

Prepare advanced mechanical drawings

65. Resolve problems by descriptive geometry
66. Prepare fastener drawings

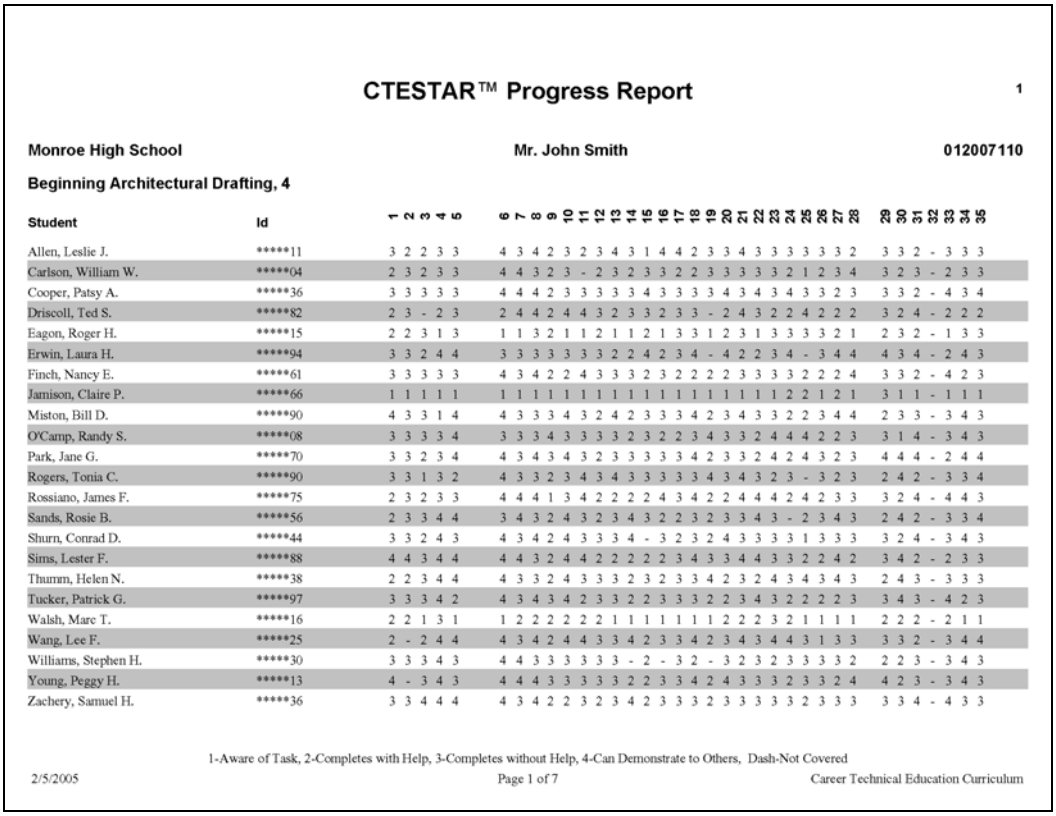
CADD FUNDAMENTALS

Demonstrate basic use of computer operating system

67. Explain rules for naming files and directories
68. Manage files
69. Copy files
70. Rename files
71. Erase files
72. Format diskettes

Operate a CADD system

Sample Course Progress Report, First Page



CTESTAR™ Progress Report 1

Monroe High School **Mr. John Smith** **012007110**

Beginning Architectural Drafting, 4

Student	Id	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35
Allen, Leslie J.	*****11	3	2	2	3	3	4	3	4	2	3	2	3	4	3	1	4	4	2	3	3	4	3	3	3	3	3	3	2	3	3	2	-	3	3	3
Carlson, William W.	*****04	2	3	2	3	3	4	4	3	2	3	-	2	3	2	3	3	2	2	3	3	3	3	3	2	1	2	3	4	3	2	3	-	2	3	3
Cooper, Patsy A.	*****36	3	3	3	3	3	4	4	4	2	3	3	3	3	3	4	3	3	3	3	4	3	4	3	4	3	3	2	3	3	3	2	-	4	3	4
Driscoll, Ted S.	*****82	2	3	-	2	3	2	4	4	2	4	4	3	2	3	3	2	3	3	-	2	4	3	2	2	4	2	2	2	3	2	4	-	2	2	2
Eagon, Roger H.	*****15	2	2	3	1	3	1	1	3	2	1	1	2	1	1	2	1	3	3	1	2	3	1	3	3	3	3	2	1	2	3	2	-	1	3	3
Erwin, Laura H.	*****94	3	3	2	4	4	3	3	3	3	3	3	3	2	2	4	2	3	4	-	4	2	2	3	4	-	3	4	4	4	3	4	-	2	4	3
Finch, Nancy E.	*****61	3	3	3	3	3	4	3	4	2	2	4	3	3	3	2	3	2	2	2	2	3	3	3	3	2	2	2	4	3	3	2	-	4	2	3
Jamison, Claire P.	*****66	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	2	2	1	2	1	3	1	1	-	1	1	1
Miston, Bill D.	*****90	4	3	3	1	4	4	3	3	3	4	3	2	4	2	3	3	3	4	2	3	4	3	3	2	2	3	4	4	2	3	3	-	3	4	3
O'Camp, Randy S.	*****08	3	3	3	3	4	3	3	3	4	3	3	3	3	2	3	2	2	3	4	3	3	2	4	4	4	2	2	3	3	1	4	-	3	4	3
Park, Jane G.	*****70	3	3	2	3	4	4	3	4	3	4	3	2	3	3	3	3	3	4	2	3	3	2	4	2	4	3	2	3	4	4	4	-	2	4	4
Rogers, Tonia C.	*****90	3	3	1	3	2	4	3	3	2	3	4	3	4	3	3	3	3	3	4	3	4	3	2	3	-	3	2	3	2	4	2	-	3	3	4
Rossiano, James F.	*****75	2	3	2	3	3	4	4	4	1	3	4	2	2	2	2	4	3	4	2	2	4	4	4	2	4	2	3	3	3	2	4	-	4	4	3
Sands, Rosie B.	*****56	2	3	3	4	4	3	4	3	2	4	3	2	3	4	3	2	2	3	2	3	3	4	3	-	2	3	4	3	2	4	2	-	3	3	4
Shurn, Conrad D.	*****44	3	3	2	4	3	4	3	4	2	4	3	3	3	4	-	3	2	3	2	4	3	3	3	3	1	3	3	3	3	2	4	-	3	4	3
Sims, Lester F.	*****88	4	4	3	4	4	4	4	3	2	4	4	2	2	2	2	3	4	3	3	4	4	3	3	2	2	4	2	2	3	4	2	-	2	3	3
Thumm, Helen N.	*****38	2	2	3	4	4	4	3	3	2	4	3	3	3	2	3	2	3	3	4	2	3	2	4	3	4	3	4	3	2	4	3	-	3	3	3
Tucker, Patrick G.	*****97	3	3	3	4	2	4	3	4	3	4	2	3	3	2	2	3	3	3	2	2	3	4	3	2	2	2	2	3	3	4	3	-	4	2	3
Walsh, Marc T.	*****16	2	2	1	3	1	1	2	2	2	2	2	2	1	1	1	1	1	1	1	2	2	2	3	2	1	1	1	1	2	2	2	-	2	1	1
Wang, Lee F.	*****25	2	-	2	4	4	4	3	4	2	4	4	3	3	4	2	3	3	4	2	3	4	3	4	4	3	1	3	3	3	3	2	-	3	4	4
Williams, Stephen H.	*****30	3	3	3	4	3	4	4	3	3	3	3	3	3	-	2	-	3	2	-	3	2	3	2	3	3	3	3	2	2	2	3	-	3	4	3
Young, Peggy H.	*****13	4	-	3	4	3	4	4	4	3	3	3	3	3	2	2	3	3	4	2	4	3	3	3	2	3	3	2	4	4	2	3	-	3	4	3
Zachery, Samuel H.	*****36	3	3	4	4	4	4	3	4	2	2	3	2	3	4	2	3	3	3	2	3	3	3	3	3	2	3	3	3	3	3	4	-	4	3	3

1-Aware of Task, 2-Completes with Help, 3-Completes without Help, 4-Can Demonstrate to Others, Dash-Not Covered

2/5/2005 Page 1 of 7 Career Technical Education Curriculum

Sample Student Certificate

Competency Certificate

Engineering/Manufacturing and Industrial Technology

This is to certify that

Leslie J. Allen

Achieved the performance levels acknowledged on the task achievement record for the program of

Beginning Architectural Drafting

Monroe High School
School

09/01/04
Program Entry Date

06/01/05
Program Exit Date

Good
Attendance

Mr. John Smith, Instructor

Director of Career and Technical Education

11

Sample Student Task Achievement Record Report, First Page

CTESTAR™ Student Task Achievement Record
Engineering/Manufacturing and Industrial Technology

Allen, Leslie J. **0733411**

Program
Beginning Architectural Drafting

Instructor
Mr. John Smith

School
Monroe High School

Program Entry Date
09/01/04

Program Exit Date
06/01/05

Attendance
Good

WORKPLACE SAFETY

Maintain safe working environment

1. Maintain clean work area by removing waste, keeping alleyways clear, cleaning tools, and preventing spills	3
2. Identify visual equipment controls (e.g., monitors, read outs)	2
3. Comply with workplace safety rules and procedures	2
4. Comply with personal safety rules and procedures	3
5. Recycle appropriate materials	3

DRAFTING TECHNOLOGY

Apply basic drafting skills

6. Use drafting equipment	4
7. Identify line types (alphabet of lines)	3
8. Select proper drawing scale, introduction to different types	4
9. Prepare title blocks and other drafting formats	2
10. Apply freehand and other lettering techniques	3
11. Prepare multi-view drawings	2
12. Prepare multi-view sketches	3
13. Prepare orthographic views	4
14. Measure angles	3
15. Draw horizontal, vertical, angular, parallel, and perpendicular lines	1
16. Construct tangent lines (to arcs) and tangent arcs (to arcs)	4
17. Bisect angles and arcs	4
18. Bisect lines	2
19. Divide lines	3
20. Construct three-point circle	3
21. Construct regular hexagon, and octagon	4
22. Reproduce a drawing	3
23. Prepare single-view drawings	3
24. Prepare working drawings	3
25. Interpret notes and dimensions	3
26. Draw arcs, and circles.	3
27. Transfer measurements	3
28. Identify current ANSI symbols/standards	2

Apply intermediate drafting skills

29. Prepare isometric and oblique sketches	3
30. Prepare sectional views	3
31. Prepare auxiliary views	2
32. Prepare views of drilled and tapped holes, counterbores, countersinks	-
33. Identify a bill of materials	3

1-Aware of Task, 2-Completes with Help, 3-Completes without Help, 4-Can Demonstrate to Others, Dash-Not Covered

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Sample Student Task Achievement Record Report, Following Pages

CTESTAR™ Student Task Achievement Record

Allen, Leslie J. **0733411**

34. Describe purpose of auxiliary and sectional views	3
35. Dimension drawings per current ANSI standards	3
Apply advanced drafting skills	
36. Prepare pictorial drawings	3
37. Interpret various drawings	3
Interpret basic prints	
38. Visualize object from drawing	3
39. Interpret orthographic projections	3
40. Interpret isometric views	3
41. Interpret sectional views	3
42. Interpret detail and assembly drawings	4
43. Interpret dimensions	3
44. Interpret screw thread specifications	4
Convert dimensions and tolerances	
45. Convert dimensions and tolerances from English units to metric units	3
46. Convert dimensions and tolerances from metric units to English units	3
Apply revision control process	
47. Apply drawing balloons	3
48. Apply documentation (including project filing, back-up material, tracking process)	4
49. Apply change control block	2
Demonstrate dimensioning techniques	
50. Construct arrowheads	3
51. Add labels/notes to drawing	1
52. Dimension arcs	3
53. Dimension angles	4
54. Dimension curves	3
55. Dimension rounded-end shapes	2
56. Dimension cylindrical objects	4
57. Dimension features on circular center line	4
Apply geometric dimensioning and tolerancing	
58. Interpret decimal tolerance dimensions	2
59. Calculate clearance fit tolerances of mating parts	3
60. Calculate interference fit tolerances of mating parts	3
61. Calculate tolerances to mating parts using standard fit tables	3
62. Calculate transitional fit tolerances	3
Prepare mechanical drawings	
63. Prepare assembly drawings	3
64. Prepare casting drawings	3
Prepare advanced mechanical drawings	
65. Resolve problems by descriptive geometry	3
66. Prepare fastener drawings	3

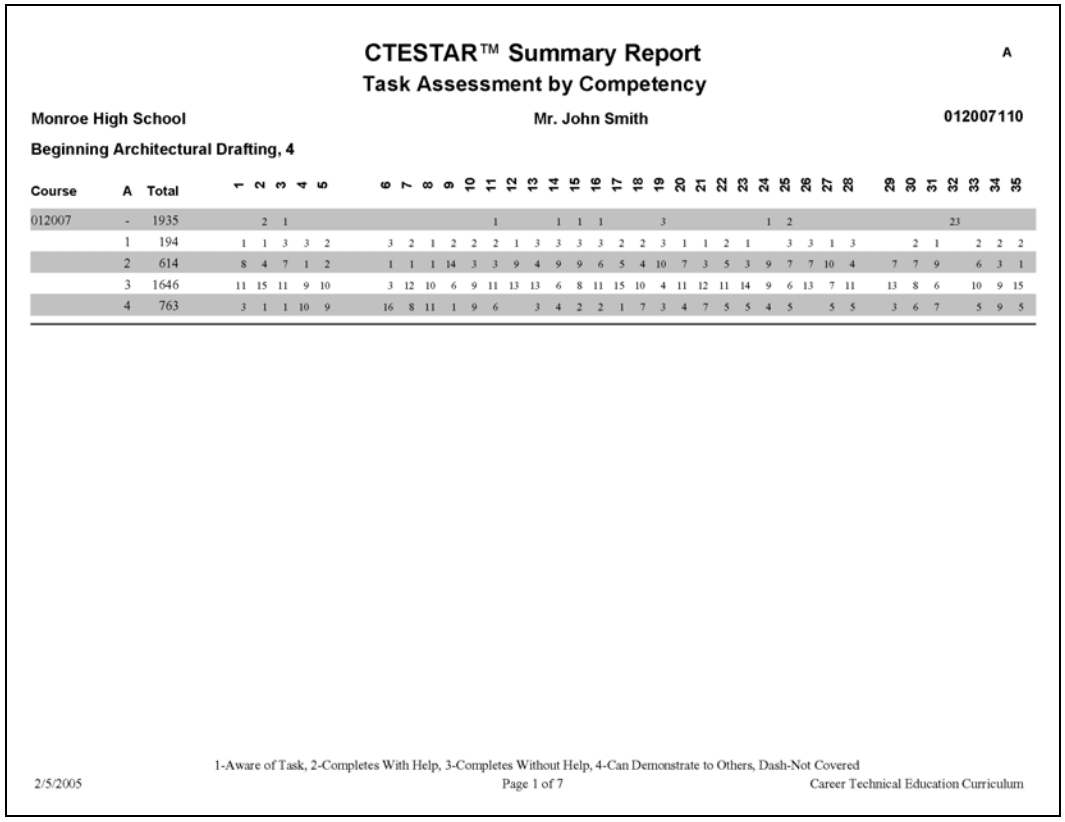
CADD FUNDAMENTALS

Demonstrate basic use of computer operating system	
67. Explain rules for naming files and directories	4
68. Manage files	3
69. Copy files	3
70. Rename files	4
71. Erase files	3
72. Format diskettes	2
Operate a CADD system	

1-Aware of Task, 2-Completes with Help, 3-Completes without Help, 4-Can Demonstrate to Others, Dash-Not Covered

2/5/2005 Page 2 of 6

Sample Summary Report Page



CTESTAR™ Summary Report A

Task Assessment by Competency

Monroe High School **Mr. John Smith** **012007110**

Beginning Architectural Drafting, 4

Course	A	Total	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35
012007	-	1935		2	1									1			1	1	1			3					1	2						23			
	1	194	1	1	3	3	2	3	2	1	2	2	2	1	3	3	3	3	2	2	3	1	1	2	1		3	3	1	3			2	1		2	2	2
	2	614	8	4	7	1	2	1	1	1	14	3	3	9	4	9	9	6	5	4	10	7	3	5	3	9	7	7	10	4	7	7	9		6	3	1
	3	1646	11	15	11	9	10	3	12	10	6	9	11	13	13	6	8	11	15	10	4	11	12	11	14	9	6	13	7	11	13	8	6		10	9	15
	4	763	3	1	1	10	9	16	8	11	1	9	6		3	4	2	2	1	7	3	4	7	5	5	4	5		5	5	3	6	7		5	9	5

1-Aware of Task, 2-Completes With Help, 3-Completes Without Help, 4-Can Demonstrate to Others, Dash-Not Covered

2/5/2005 Page 1 of 7 Career Technical Education Curriculum

Sample Cross-Walk Report

CTESTAR™ Course Curriculum Cross-Walk

Pathway
Business, Management, Marketing and Technology

Course
Computer Applications

Instructor
Joan Abel

Number
62312

Section
Second Hour

Host School
Lakeshore High School

CES

CES **CAREER AND EMPLOYABILITY SKILLS**

CES.1 **APPLIED ACADEMIC SKILLS**

CES.1.1 Read from a technical manual, and write a clear and logical report explaining the information using standard business English (including correct spelling, grammar and punctuation). Give a verbal report explaining what the manual says.

CES.1.2 Read a case study and identify the details about the situation, define technical terms, jargon, or words with multiple meanings based on context, and summarize the conclusion. Relate the results of the study to a similar situation in a verbal or written report.

CES.1.3 Take a verbal and written position on a topic and use correct grammar to defend it.

CES.1.4 Approach practical and workplace problems using a variety of mathematical techniques (e.g. figuring discounts or calculating perimeter and area). Problems include making conversions between the metric system and non-English systems of measurement, mixed units (such as hours and minutes), and can require several steps to finding a solution.

CES.1.5 Research how math is used in the workplace and make a presentation detailing the process.

CES.1.6 Use correct grammar to communicate verbally.

8 Use business and computer terminology correctly.

CES.1.7 Listen to a presentation and record important information. Report back identifying central themes and use key points to explain how the message applies to a similar situation.

CES.1.8 Apply technology to workplace or career situations. Include research and a written paper.

CES.2 **CAREER PLANNING**

CES.2.1 Understand and organize career information and labor market trends from a variety of sources (e.g., MOIS, computer data banks, the internet, interviewing experts and potential employers, mentorships, internships).

19 Compare career information with personal interests.

CES.2.2 Explain the advantages and disadvantages of working for self and working for others, and being an employee of a large or small organization.

CES.2.3 Analyze information and preferences resulting from work-based opportunities such as job shadowing, mentorships, work experiences, apprenticeships, and/or occupational coursework.

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CTESTAR™ Course Curriculum Cross-Walk

Computer Applications, Second Hour **62312**

CES.10.9		Identify avenues for conducting a job search, (e.g. networking, employment agencies, internet, Michigan Works!, etc.).
	16	Identify personal interests and aptitudes.
	17	Identify job requirements and characteristics for a career of interest.
	18	Compare personal interests and aptitudes with job requirements and characteristics.
	19	Compare career information with personal interests.

English Language Arts

ELA **English Language Arts**

ELA.1		All students will read and comprehend general and technical material.
	3	Know and apply sofware copyright and privacy rights.
	4	Know and apply appropriate computer ethics.
	7	Read and follow step-by-step directions.
ELA.2		All students will demonstrate the ability to write clear and grammatically correct sentences, paragraphs, and compositions.
	9	Communicate main ideas and supporting facts.
	10	Use correct spelling, punctuation, and capitalization.
	11	Use correct grammar and sentence structure.
	25	Develop a personal resume for specific job opening.
	26	Write letter of application for specific job opening.
	27	Complete job application forms provided by employer.
	28	Write a personal statement for portfolio use.
	31	Incorporate use of spell check, Thesaurus, and/or grammar check features.
	40	Identify and use proofreaders' marks to indicate all errors in format.
	41	Identify and use proofreaders' marks to indicate all errors in content.
	42	Identify and use proofreaders' marks to indicate all errors in spelling and grammar.
	44	Can prepare and format a spreadsheet.
	45	Enter labels, values and formulas into spreadsheet cells.
	46	Format labels and values.
	47	Analyze information contained in a spreadsheet.
	52	Define relationships of tables.
ELA.3		All students will focus on meaning and communication as they listen, speak, view, read, and write in personal, social, occupational, and civic contexts.
	7	Read and follow step-by-step directions.
	8	Use business and computer terminology correctly.
	9	Communicate main ideas and supporting facts.
	10	Use correct spelling, punctuation, and capitalization.
	11	Use correct grammar and sentence structure.
	25	Develop a personal resume for specific job opening.
	26	Write letter of application for specific job opening.
	27	Complete job application forms provided by employer.
	28	Write a personal statement for portfolio use.

ELA **LANGUAGE**

ELA.4		All students will use the English language effectively.

Appendix B

MSI Install Properties

Implemented CTESTAR® MSI Install Properties

Properties

If you choose to utilize the included MSI-based install, the following configurable properties are supported.

Property	Interpretation
ESXPATHTODATA	This property is used to determine the default path to user created files. Typically this will point to a mapped drive or folder. The special value '~' (a single tilde) is used to indicate that the data should be stored on the local computer in the user's application data directory (typically *\Documents and Settings\logon-id\Application Data\ESX\CTESTAR* on Windows 2000).
ESXINSTPALMAPP	This property determines whether the MSI install executes the *Palm\IPA.EXE* application when installing *CTESTAR® for Palm OS*, or when executing a rollback. If the value is *0*, the *Palm\IPA.EXE* application will not be executed, otherwise it will be executed with an argument of "-Install" for installations, or "-Uninstall" for rollbacks. This application interacts with the Palm Desktop and sets the *CTESTAR.prc* for download to the palm, as well as registering the CTESTAR® conduit and a notifier.
ESXPATHTOREPORTFILE	This property is used to determine the default path for the generation of PDF report files–with the

	exception of the generation of "End-Of-Year" reports by the warehouse version. The special value of '~' is equivalent to an empty string, which specifies that the files will be generated to the windows desktop.
ESXPATHTOSTUDENTS	This property is used to determine the default path to the student import text file initialized in the registry. The special value of '~' is equivalent to an empty string, which specifies no file.
ESXFORMATCOURSE	This property is used to determine the default course format template initialized in the registry. The special value of '~' is equivalent to an empty string, which specifies no template.
ESXFORMATSTUDENT	This property is used to determine the default student format template initialized in the registry. The special value of '~' is equivalent to an empty string, which specifies no template.
ESXDEFAULTHOSTSCHOOL	This property is used to determine the default host school selection initialized in the registry. The special value of '~' is equivalent to an empty string, which specifies an empty value. For this entry to be interpreted, it must also exactly match one of the items in the drop-down list. Software licensed to single districts does not support this value, as it will already be appropriately defaulted.
ESXTASKLISTINSTALL	This property is used to determine whether the Task List database in installed locally. The default value is '1', which indicates the files should be installed. To omit the installation of these files, set the value to '0'.
ESXTASKNUMBERING	This property is used to determine the default Task Numbering format initialized in the registry. For further information, refer to Chapter 7, Configuration Parameters.

Appendix C

Sample CTESTARUsers.INI File

Sample CTESTARUsers.INI File

Sample

The included sample illustrates a sample CTESTARUsers.INI file. Note that in this case, the user's mapped share is the parent of the directory where their data is stored. The [Default] section is processed before any others, and the *IgnoreRegistry* entries prevents the application from consulting the workstations local registry. After the [Default] section is processed, *CTESTAR*® searches for a use section based upon the user's login-id. If such a section is found, it is also read. When the program exits, the user section is automatically updated. If it was not found, it is automatically created.

```
[Default]
IgnoreRegistry="true"
IsConfigured="true"
Site="Monroe High School"
PathToFiles="L:\Teachers\%USERNAME%"
PathToTaskList="L:\Teachers\TaskList"
CTESTARPositionX=0
CTESTARPositionY=0
FindPosX=0
FindPosY=0
NextCourseId=1

[Administrator]
IsConfigured=true
Site=Monroe High School
PathToFiles=L:\Teachers\Administrator
PathToTaskList=L:\Teachers\TaskList
CTESTARPositionX=167
CTESTARPositionY=96
FindPosX=0
FindPosY=0
```

```
NextCourseId=1

[Gregg]
IsConfigured=true
Site=Monroe High School
PathToFiles=L:\Teachers\Gregg
PathToTaskList=L:\Teachers\TaskList
CTESTARPositionX=0
CTESTARPositionY=0
FindPosX=0
FindPosY=0
NextCourseId=1
```

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