



Data Conversion from BookIt 1 pre-Oct 2003 (BookIt1) to BookIt 2

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Read the last two for essentials

Why files need updating

Whenever major features change in a data base program, file structures change. It may be extra fields in a table, changes to field sizes, or changes to the way the file is indexed.

BookIt 2 has several significant file changes, described below.

In BookIt 1, the file BOOKING.TPS maintained a record for every potential booking, regardless of whether the booking was occupied or not. Every cell on a booking grid represented a file record. This created a lot of wastage, especially when a resource was only sparsely booked.

In BookIt 2, BOOKING.TPS holds only actual bookings. On the booking grid, essentially only an occupied booking is held in the table. This means that the booking file is many times smaller, so for a given network, you can have vastly more resources than in BookIt 1 for the same network load. (BookIt 2 will actually hold some empty bookings; where a booking is cancelled by blanking out the user.)

Related to booking is a file named BOOKDTL.TPS that held extra details about some bookings. That file is not needed in BookIt2, because the information is now kept in BOOKING.TPS. However, on changeover to BookIt 2, this information has to be retrieved, before the file can be removed.

The other main change to file structures is timetable templates. Templates are now no longer directly connected to a resource as they were in BookIt 1. In BookIt 1, one resource could have one template. In BookIt 2, a resource can have any number of templates applied to it. A template can be applied to any number of resources. (The only limitation is that the resources need the same session structure). These changes mean that templates in BookIt 1 cannot be imported into BookIt 2 directly.

Steps in changing from BookIt 1 to BookIt 2 are explained below, giving the logic behind the process.

What not to do...

Client.tps

CLIENT.TPS has your school name and one or two BookIt 2 specific fields. The client file from BookIt 1 will auto-convert if run under BookIt 2. However, the BookIt 2 specific fields will be empty, so BookIt produces a message and then stops.

Definitely:

Don't copy CLIENT.TPS from BookIt 1 to BookIt 2.

If you have done, replace it with the BookIt 2 CLIENT.TPS from the distribution CD

Upg.tps

BookIt has a file named UPG.TPS that stores file structures. When BookIt first opens a file, the structure is checked against what is recorded in UPG.TPS, and if it is an earlier version will be upgraded automatically. You sometimes see a horizontal graph zooming over the screen. If UPG.TPS is absent, BookIt creates it.

Preferably:

Don't copy BookIt 1 UPG.TPS into BookIt 2.

It's not absolutely critical, but if you do and conversion does not work, delete UPG.TPS and let BookIt recreate it. Or use the UPG.TPS file from your initial BookIt 2 installation folder.

Steps to Convert Data

1. If you have a BookIt 1 template that you wish to retain the information from, make sure that it has been applied to the booking sheet while still running BookIt 1.

This relates to step 8 below.

2. Make a copy or 2 of any BookIt 1 data that your are updating

Take care if burning to a CD. Some systems (Win 2000 I think) sets the files to Read Only so that when you copy back to disk, the files can't be changed by BookIt. If this happens, highlight all TPS files, Right-Click, Properties and uncheck the Read-Only box.

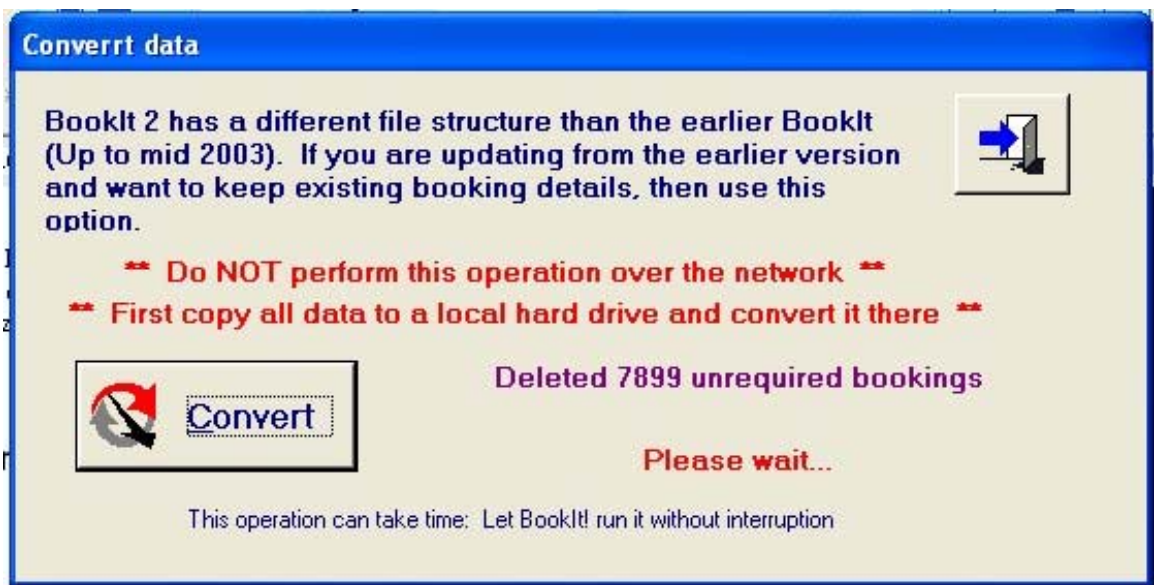
3. Copy all BookIt 1 data files, except UPG.TPS and CLIENT.TPS from BookIt 1 to the BookIt 2 folder. Do not work over the network.

4. Run BookIt 2

Some automatic file conversion will occur. The BOOKING file has the extra fields added. This takes time, especially if you have lots of resources.



BookIt is programmed to look at the BOOKDTL.TPS file. If it has any records in it, a window Convert Data will appear, prompting you to convert.



5. Click the Convert button

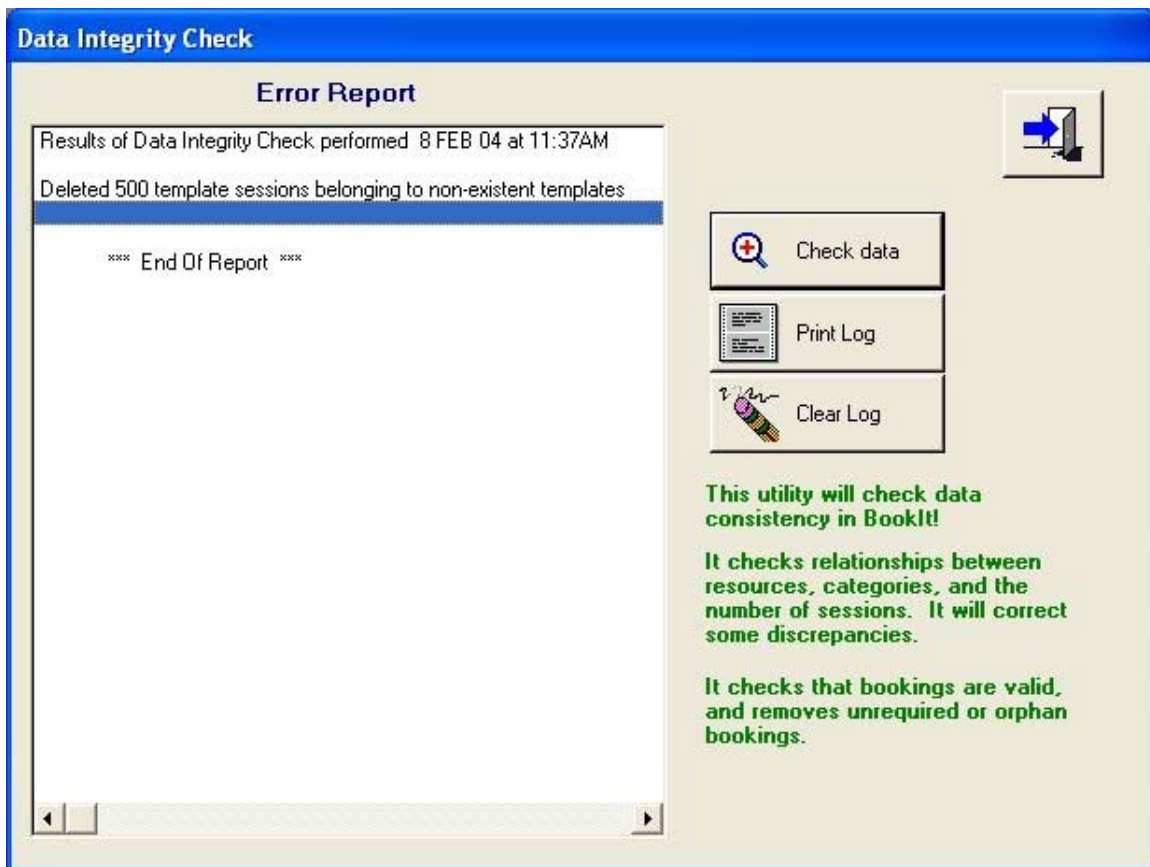
This reads goes through the converted BOOKING file and removes all records that have no actual bookings, drastically slimming it. Data is read from BOOKDTL into BOOKING and BOOKDTL records removed. It takes a few minutes.

6. Check the timetable setup

i.e. Fixed or Cyclic, 5 day 10 day, or whatever is correct.
From Administration > Timetable Setup

7. Run the Check Data Integrity utility under the Utilities menu.

Click the Check data button to create a new report. This process removes orphan records, generally cleaning up useless records and giving a report. This utility is useful to run any time.



The screen dump shows the removal of old template records that no longer can work in BookIt 2.

8. Run the Utility – Import Timetable Template from Bookings.

Do this to get your BookIt 1 template information across to BookIt 2.

This utility is only present in BookIt 2 from Feb 08, 2004. If you have an earlier version, download the latest from www.carobcom.com/download.htm.

You enter a date, a template name, and a resource to lookup in bookings, and whether to take permanent, casual, or both types from the booking sheet.

The process reads how many days in your timetable, then looks for these days in the bookings, working from a date you specify. If you set the date at 2 Feb, the process will look for the first day1 from that date and read it into the template, the first day 2, etc until it has a template with each day filled.

The process is described in slightly more detail in RecentChanges.pdf, available from www.carobcom.com/download.htm