

BULATS Computer Test:

Network Notes & Installation Instructions

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1. SYSTEM REQUIREMENTS

The specifications of the workstations should be at least the same as the system requirements described below:

Pentium PC with a minimum of 16 MB RAM, Microsoft Windows 95 or above, Sound Blaster / Windows compatible sound, multi-session CD-ROM drive capable of attaining at least an 8x transfer rate, VDU resolution of 800 x 600 with 64K colours, Mouse, 10MB free temporary hard disk space, Printer.

Note that BULATS will not run on Windows 3.1 networks.

Protocols supported: TCP/IP, NetBIOS, IPX/SPX.

The software can be run off a networked CD driver (with at least 24 x transfer rate) or from the server hard disk. In the latter case, at least 650 Mb of free space will be required.

Please consult your network administrator for further help/advice.

2. Running BULATS on a Network

Options for running BULATS on a Network

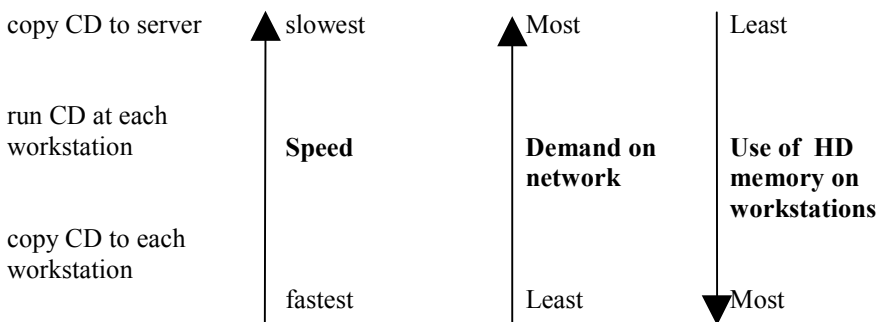
There are three options for running *BULATS* on a network. The option you choose will depend on the speed of your network, the amount of hard disk memory available on the workstations, and the way you wish to work.

You can

- copy the whole of the CD (including the sound and graphics files) onto the server and have it accessed from there
- run a CD at each workstation
- copy the whole CD onto the hard disk of each workstation

In each of these scenarios, the dongle security device resides on one machine on the network - **however this machine cannot be the server, and the *BULATS* test cannot be run on this machine.** It is best if it resides on the supervisor workstation. The number of workstations that can run *BULATS* at any one time is determined by the speed and capacity of your network, and the number of licences supplied.

Each option has implications with respect to speed, the demand on the network (in moving files around), and on the amount of memory needed on each workstation.



You also need to consider the management issues concerned with issuing CDs to students who wish to take the test, and the security issues inherent in having the software resident on (sometimes) unsupervised computers available to students.

Running Tests on the Network (after installation is completed)

Before starting the test, please make sure that the dongle is well attached to the supervisor workstation and **run** the DK2 Network server program: From Start → Programs → DK2 Network Server → You will find two programs:

- **DK2 Network Server** – This is the application that needs to be running in order that *BULATS* can be run on networked machines, and which allows them to “see” the Dongle. To exit this program (when the test session is finished) type the following password **deskey**.
- Licence Request Wizard – This is the application used to request more licences to allow more workstations to run *BULATS* simultaneously on your network.

NB: Contact your Agent for details of charges for extra licences.

3. Installation Instructions

3.1 Overview

Please read the installation instructions carefully. Every step is important.

- Follow instructions to install BULATS on the server and workstations.
- Make sure that the dongle is well attached to the selected workstation
- Run the DK2 Network server program: From Start → Programs → DK2 Network Server This application needs to be running in order that BULATS can be run on networked machines.
- Now you are ready to start the test.
- When the test session is finished, type the following password "**deskey**" to exit the DK2 Network Server application.
- If you need to allow more users to run the test simultaneously, you need to purchase more licences and send the licence request file to UCLES via your BULATS agent. Please see the Dongle Licence Request instructions.
- To update your Dongle with more licences, please load the Licence file sent to you by UCLES. Please follow the Dongle Licence Update instructions to update your dongle.
- To load more tests to your Dongle, please contact UCLES via your BULATS agent to purchase more test counts. Ucles will e-mail you a file via your BULATS agent. Please follow the Dongle Update Instructions to update your Dongle.
- Please fill out the Registration Technical Support and send the form back to UCLES.

3.2 BULATS Microsoft Access Network version

■ Custom installation on a server

This installation routine assumes that the program files are being installed onto a remote server, and that the Program Administrator wishes the Supervisor Mode to be installed onto the machine from where installation is taking place (this is your Supervisor workstation).

Instructions

1. From the CD-ROM directory, select and run the install.exe. Follow the onscreen instructions, and select 'Custom setup'. Click on **continue**.
2. Edit **Support files stored in** field so that it points to \\SERVER\[Product]\SUPPORT. You can create these folders during installation (by typing the names into the **Support** field) or you may wish to set them up manually beforehand. (The path name must be a fully qualified network file name and must follow the Universal Naming Convention.)
3. Edit **Data files stored in** field so that it points to \\SERVER\[Product]\English\Data. You can create these folders during installation (by typing the names into the **Data** field) or you may wish to set them up manually beforehand.
4. You must also select to copy the bitmap and sound files onto your server. To do this, edit the **Bitmaps stored in** and **Sound files stored in** fields so that they point to \\SERVER\[Product]\English\Bitmaps and \\SERVER\[Product]\English\Sound. You can create these folders during installation (by typing the names into the **Data** field) or you may wish to set them up manually beforehand.
5. Select the option **Run program from network**. Edit the **Program stored in** field so that it points to \\SERVER\[Product]\English.
6. Select the **as Server** option. Click on the **continue**. The installation will setup an INI file in the Windows directory and create a shortcut for the BULATS Supervisor program in the Start Menu.
7. The installation programme checks whether your computer has certain software (ODBC and DESKEY) installed that is needed to run *BULATS*. If it cannot find this software it gives you the option of installing it. If it does offer you this option, you should say 'yes'. Accept any default settings. *When the ODBC (Microsoft data Access Pack) is being installed, you must select both the 'Data Access Drivers' and the 'SQL Server Driver' boxes in the relevant screen. When DESKEY is being installed you must select 'This Machine' to tell the program where it can find your Dongle.*

Note: A message advising you to restart your PC to complete installation may appear before the Deskey software has been installed. Please make sure that the deskey software has been installed before clicking on OK to restart your computer.

8. Now you need to install the DK2 Network Server drivers: From the CD-ROM directory open the **Deskey** folder, open the **Network** folder and run **Dnsrv32.exe**. During the installation process you must select which Communications Protocol you want the DK2 Network Server to use. **Choose the communications protocol** that your network runs under:

- IPX/SPX
- NetBIOS

- TCP/IP - **Enter the IP address** of this Supervisor workstation (the PC where the Dongle is going to be attached). Click the **Add** button and click OK to end the installation.

9. Please restart workstation.

IMPORTANT

If you wish to run the test on more than 16 workstations simultaneously then please complete instruction n.10 before moving onto the next section - Custom installation on workstations. If you wish to run the test on 16 or less workstations simultaneously skip instruction n.10.

10. Once installation on to the server is complete, the data files contained within the Program's **Data** folder should be further copied into a series of sub-folders (within the **Data** folder), to ensure that large numbers of candidates are able to access the program's databases simultaneously. These sub-folders must be created manually, and should be given names in a series, such as db1, db2, db3. A maximum of 16 workstations will be able to access each folder simultaneously.

Note: Please copy the data files contained within the Data folder into the subfolders (db1, db2, db3) before starting the installation on the workstations. Users need to have write access to the DATA folder.

■ **Custom installation on workstations.**

In order to install the software onto workstations, you must first have carried out the server installation. This must be carried out individually from each workstation.

Instructions

1. From \\SERVER\[Product], select and run the install.exe. Follow the onscreen instructions, and select 'Custom setup'. Click on **continue**.
2. The **Support files stored in** field should default to \\SERVER\[Product]\SUPPORT shared directory that was set up during the server installation. If it does not edit **Support files stored in** field so that it points to \\SERVER\[Product]\SUPPORT.
3. Edit **Data files stored in** field so that it points to \\SERVER\[Product]\English\Data\db[n]. You can point a maximum of 16 workstations to each db[n] folder, but you should divide the workstations you install equally between these folders in the interests of efficiency.
4. The **Bitmaps stored in** and **Sound files stored in** will default to the \\SERVER\[Product]\English\Bitmap and \\SERVER\[Product]\English\Sound shared directories that were set up during the server installation. If they do not, you should edit them appropriately. Please note that you cannot copy the bitmaps and sound files onto individual workstations.
5. Select the option **Run program from network**. Edit the **Program stored in** field so that it points to \\SERVER\[Product]\English.
6. Select the **as Workstation** option. Click on **continue**. The installation will setup an INI file in the Windows directory and create a shortcut for the BULATS program in the Start Menu.

Note: A message advising you to restart your PC to complete installation may appear before the Deskey software has been installed. Please make sure that the deskey software has been installed before clicking on OK to restart your computer.

7. The installation programme checks whether your computer has certain software (ODBC and DESKEY) installed that is needed to run *BULATS*. If it cannot find this software it gives you the option of installing it. If it does offer you this option, you should say 'yes'. Accept any default settings. *When the ODBC (Microsoft data Access Pack) is being installed, you must select both the 'Data Access Drivers' and the 'SQL Server Driver' boxes in the relevant screen. When DESKEY is being installed you must select 'A machine on the Network using a DK2 Network server' to tell the program where it can find your Dongle. Choose the communications protocol that your network runs under:*

- IPX/SPX
- NetBIOS
- TCP/IP - **Enter the IP address** of Supervisor workstation (the PC where the Dongle is attached). Click the **Add** button and click OK to end the installation.

Restart the computer.

■ Custom installation for standalone machines

You can use the custom setup to install the software on a standalone machine. You might choose to use this if your network is very slow, or if you prefer to run the program entirely from the hard disk, without the CD-ROM in the drive. If you use this setup, the Supervisor Mode will also be installed, and will be visible on the Start Menu.

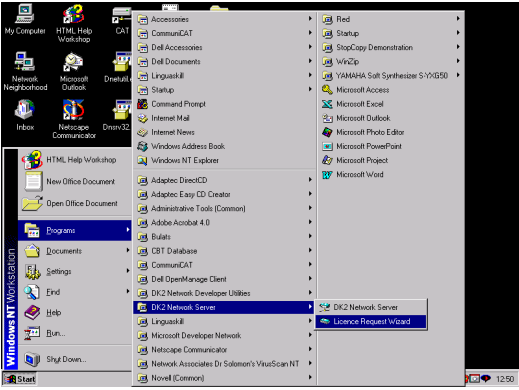
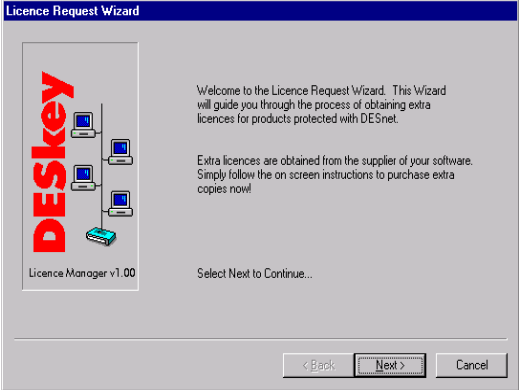
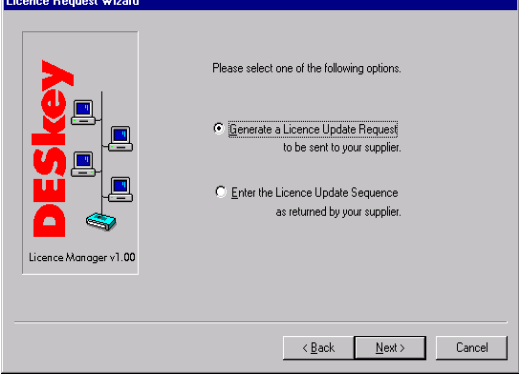
Instructions

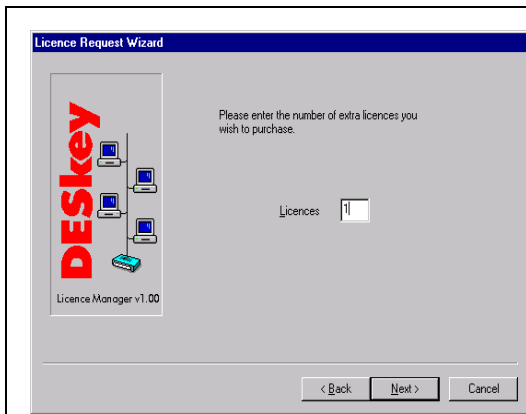
1. From the CD-ROM directory, select and run the *install.exe*. Follow the onscreen instructions, and select 'Custom setup'. Click on **continue**.
2. Edit **Support files stored in** field so that it points to C:\[Product]\SUPPORT. You can create these folders during installation (by typing the names into the Support field) or you may wish to set them up manually beforehand.
3. Edit **Data files stored in** field so that it points to C:\[Product]\English\Data. You can create these folders during installation (by typing the names into the Data field) or you may wish to set them up manually beforehand.
4. To run the program without the CD-ROM in the drive you must copy the bitmap and sound files onto your C:drive. Edit the **Bitmaps stored in** and **Sound files stored in** fields so that they point to C:\[Product]\English\Bitmaps and C:\[Product]\English\Sound. You can create these folders during installation (by typing the names into the Data field) or you may wish to set them up manually beforehand.
5. Select the option **Run program from network**. Edit the **Program stored in** field so that it points to C:\[Product]\English. You can create these folders during installation (by typing the names into the Data field) or you may wish to set them up manually beforehand.
6. Select the **as Standalone** option. Click on **continue** to continue with the installation.
7. The installation programme checks whether your computer has certain software (ODBC and DESKEY) installed that is needed to run *BULATS*. If it cannot find this software, it gives you the option of installing it. If it does offer you this option, you should say 'yes'. Accept any default settings. *When the ODBC (Microsoft data Access Pack) is being installed, you must select both the 'Data Access Drivers' and the 'SQL Server Driver' boxes in the relevant screen. When DESKEY is being installed you must select 'This Machine' to tell the program where it can find your Dongle.*

3.3 Dongle Licence Request Instructions

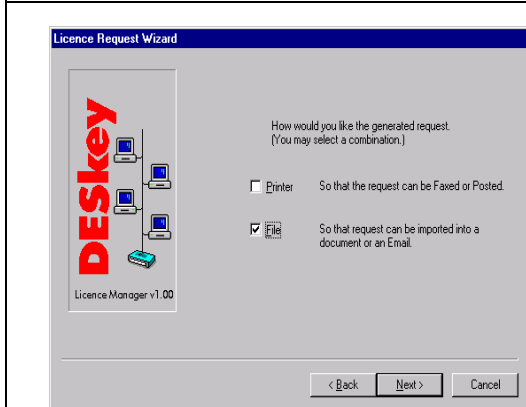
To request more licences to allow more workstations to run BULATS simultaneously on your network.

Here are the instructions to follow:

	<ol style="list-style-type: none">1. Select Start → Programs → DK2 Network Server → Click on Licence Request Wizard
	<p>A wizard will appear guiding you through the process of obtaining extra licences for your Dongle.</p> <ol style="list-style-type: none">2. Select Next to continue
	<ol style="list-style-type: none">3. Select Generate a Licence Update Request4. Click on Next

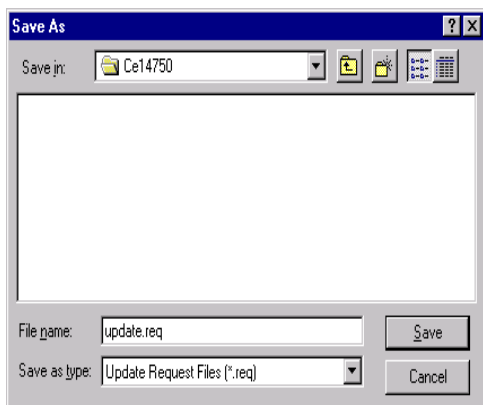


5. Enter the number of extra licences you wish to purchase. This means the number of workstations that will be able to run BULATS tests simultaneously.



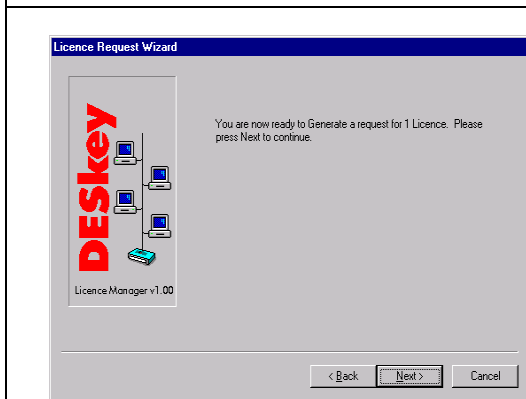
6. Select **File**

7. Click **Next**

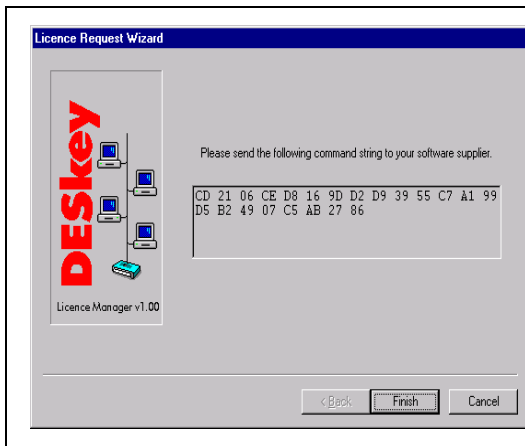


A file named update.req is automatically generated. You need to save this file so that you can send it to UCLES via your BULATS Agent.

8. Click **Save**



9. Click **Next**



10. Ignore the figures in the box, just click **Finish**

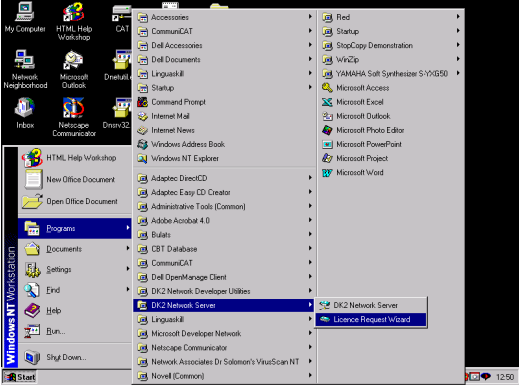
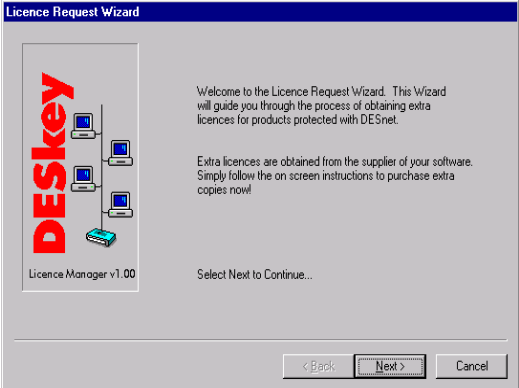
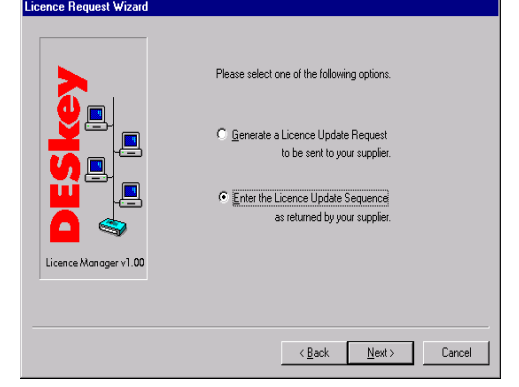
11. Send the update.req file that you saved on step 8 to UCLES by e-mail to bulats@ucles.org.uk and also copy it to labajos.t@ucles.org.uk

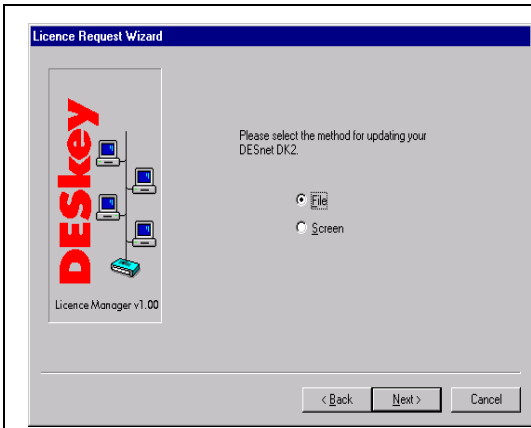
3.4 Dongle Licence Update Instructions

To update your Dongle with more licences to allow more workstations to run BULATS simultaneously on your Network.

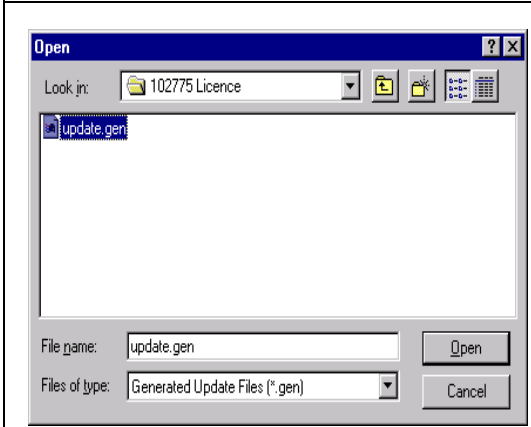
Please follow these steps when you have received a file from UCLES called "update.gen". You must save this file on your hard drive.

Here are the instructions to follow:

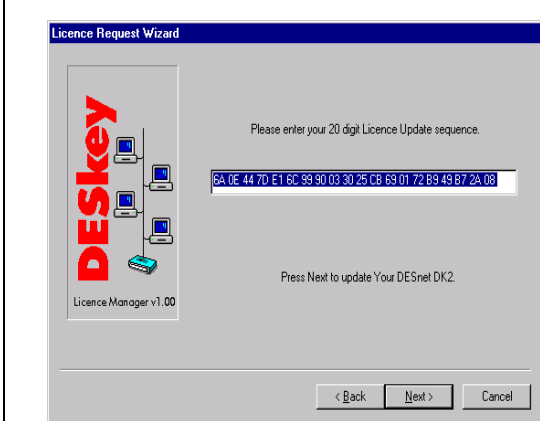
 <p>A screenshot of a Windows NT desktop environment. The Start menu is open, showing a list of programs. The path 'Start → Programs → DK2 Network Server → Licence Request Wizard' is highlighted. The 'DK2 Network Server' folder is expanded, and 'Licence Request Wizard' is selected.</p>	<p>2. Select Start → Programs → DK2 Network Server → Click on Licence Request Wizard</p>
 <p>A screenshot of the 'Licence Request Wizard' window. The title bar reads 'Licence Request Wizard'. On the left is the 'DESkey' logo. The main text says: 'Welcome to the Licence Request Wizard. This Wizard will guide you through the process of obtaining extra licences for products protected with DESnet. Extra licences are obtained from the supplier of your software. Simply follow the on screen instructions to purchase extra copies now!'. At the bottom, it says 'Licence Manager v1.00' and 'Select Next to Continue...'. There are 'Back', 'Next >', and 'Cancel' buttons.</p>	<p>A wizard will appear guiding you through the process of updating your Dongle.</p> <p>2. Select Next to continue</p>
 <p>A screenshot of the 'Licence Request Wizard' window at the options screen. The title bar reads 'Licence Request Wizard'. On the left is the 'DESkey' logo. The main text says: 'Please select one of the following options.' There are two radio button options: 'Generate a Licence Update Request to be sent to your supplier.' (which is unselected) and 'Enter the Licence Update Sequence as returned by your supplier.' (which is selected). At the bottom, it says 'Licence Manager v1.00'. There are 'Back', 'Next >', and 'Cancel' buttons.</p>	<p>3. Select Enter the Licence Update Sequence</p>



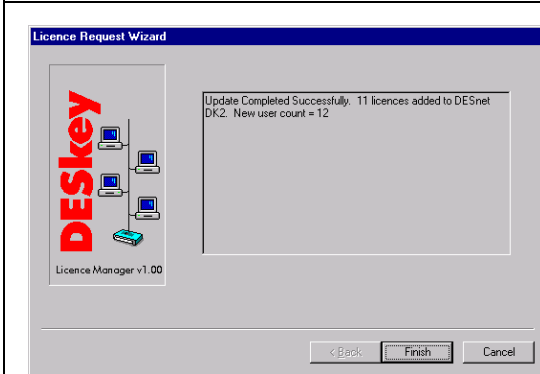
4. Select **File**
5. Click on **Next**



6. Please select the **update.gen** file sent to you by e-mail from UCLES
7. Click **Open**



- The 20 digit Licence Update Sequence will be entered automatically:
8. Click **Next**
- Please wait while processing update



9. Click **Finish**

Now you will be able to run the BULATS computer test on your network.

3.5 Dongle Test counts Update Instructions

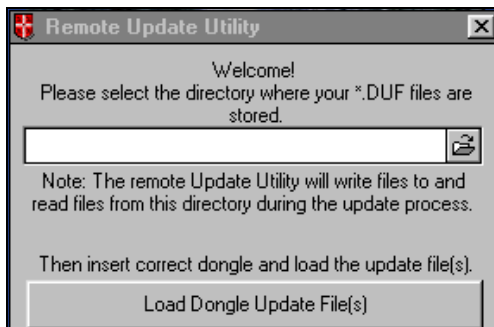
Here are the instructions to follow:

- **Create a new folder and name it with your dongle number** (e.g. CE18265)
- **Copy** the files sent by UCLES onto that folder. It should contain 1 configuration file and the relevant DUF file(s) (dongle update files)

You are now ready to begin the update process.

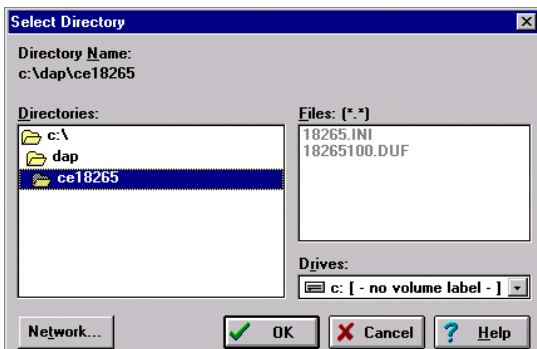
To start the update process:

- Access Supervisor mode
- Click on the "Add More Test Units" button. The following message appears:



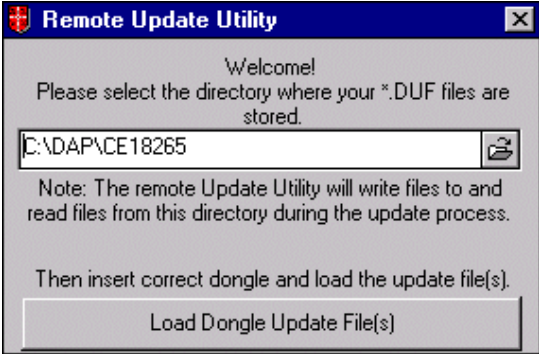
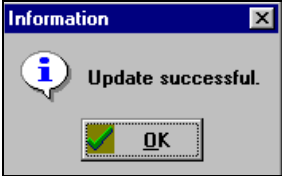
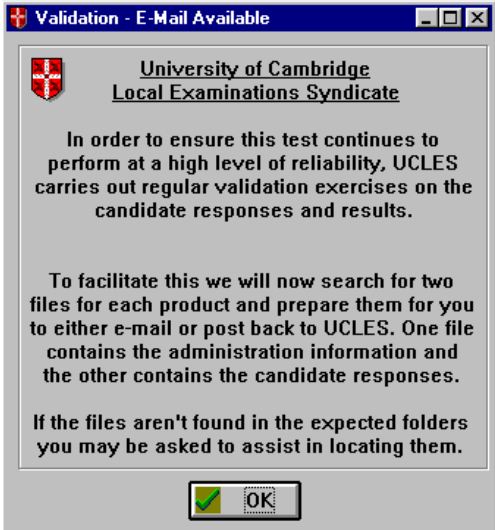
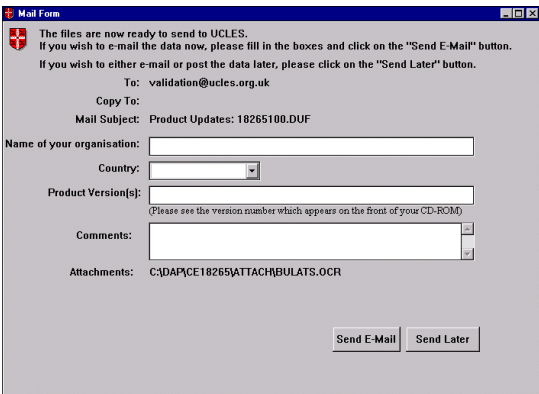
Click on 

Locate the folder containing the dongle update files.
The folder will carry the same name as the dongle you want to update.



Locate and select the correct update folder (eg. CE18265)

Click on 'OK'

 <p>The screenshot shows a window titled "Remote Update Utility". It contains a "Welcome!" message and instructions to select a directory for *.DUF files. A text box contains the path "C:\DAP\CE18265". A note explains that the utility will write and read files from this directory. A button labeled "Load Dongle Update File(s)" is at the bottom.</p>	<p>The path to the folder will appear.</p> <p>Click on 'Load Dongle Update File(s)'</p>
 <p>The screenshot shows an "Information" dialog box with a green checkmark icon and the text "Update successful." Below the text is an "OK" button.</p>	<p>If the update has been successful, this message will appear.</p> <p>Click on 'OK'</p>
 <p>The screenshot shows a window titled "Validation - E-Mail Available" from the University of Cambridge Local Examinations Syndicate. It contains text explaining that UCLES carries out regular validation exercises and that files for each product will be searched for and prepared for e-mail or post. It also mentions that if files aren't found, the user may be asked to assist in locating them. An "OK" button is at the bottom.</p>	<p>A window will appear explaining that the Test results stored on the machine will be automatically saved and prepared, ready to be sent back to UCLES for validation analysis.</p> <p>Click on 'OK'</p>
 <p>The screenshot shows a "Mail Form" window. It contains instructions to fill in details for sending files to UCLES. The "To" field is "validation@ucles.org.uk" and the "Mail Subject" is "Product Updates: 18265100.DUF". There are input fields for "Name of your organisation:", "Country:", and "Product Version(s):". A "Comments:" field is also present. The "Attachments:" field shows "C:\DAP\CE18265\ATTACH\BULATS.OCR". "Send E-Mail" and "Send Later" buttons are at the bottom.</p>	<p>A window will appear in which you should record your country and organization details.</p>

Name of your organization:

Enter the name of your organization and the location of the branch where the machine is used.

Country:

Click on the down arrow and select your country

Product Version(s):

Type the version number, which appears on the Test CD's you have been using (ie. BULATS 1.1)

*****Click on 'Send E-Mail'**

After a few moments an e-mail containing the results file is automatically created and sent to UCLES. You will not see the actual e-mail.

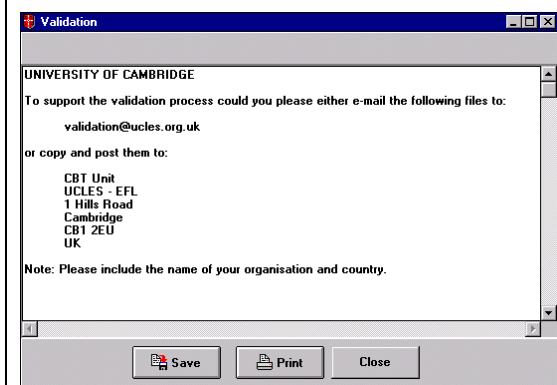


When the e-mail has been successfully sent, this message appears.

Click on 'OK'

The update process is finished.

You can now continue using the dongle.



***** If you do not have an e-mail facility on the machine you are using click: 'Send later'.**

This screen will appear showing the path to the file and the address details where the file should be sent.

Click 'Print' to print the screen or click on 'Save' to save the message as a text file so that you can refer to it later.

Click on 'Close'

Locate the Test results file and send it directly to UCLES either by e-mail (from another machine) or by post, on floppy disk.

If the update is **unsuccessful**, please follow these instructions:

- Complete the "Dongle Update Technical Report" on the next page.

- Send the completed form to UCLES:

e-mail: bulats@ucles.org.uk

fax: **+44(0)1223553038**

If sending by e-mail please also copy your message to labajos.t@ucles.org.uk

Dongle Update Technical Problem Report

Date/time	Name / Office	Telephone
<p><i>Please answer the following questions about your PC equipment</i></p>		
1. Windows <input type="checkbox"/> Windows 95 / 98 <input type="checkbox"/> Windows NT 4 / 5 <input type="checkbox"/> Windows 2000 <input type="checkbox"/> Windows Millennium	2. Processor Type <input type="checkbox"/> 486 <input type="checkbox"/> Pentium I/Pentium II Processor Speed _____ Mhz	3. Memory <input type="checkbox"/> 8 Mbytes <input type="checkbox"/> 16 Mbytes <input type="checkbox"/> more than 16 Mbytes Available memory ___ Mb
5. Regional Settings <input type="checkbox"/> US <input type="checkbox"/> French <input type="checkbox"/> German <input type="checkbox"/> Italian <input type="checkbox"/> Other	6. Windows International Settings Country: _____ Date Format: _____ Language: _____ Time Format: _____ Keyboard Layout: _____ Currency Format: _____ List Separator: _____ Number Format: _____	4. Disk space available <input type="checkbox"/> Less than 20 Mbytes <input type="checkbox"/> 20 to 100 Mbytes <input type="checkbox"/> Over 100 Mbytes 7. Dongle Number _____ _____
8. Was there an error when locating and selecting the correct update folder? Y <input type="checkbox"/> N <input type="checkbox"/> If so, please describe.		
9. Did the "Update succesful" message appear? Y <input type="checkbox"/> N <input type="checkbox"/>		
11. Was there an error message? Y <input type="checkbox"/> N <input type="checkbox"/> If so, A) What were you doing when the problem arose? B) What was the message?		
11. Did you experience any problems accessing the Supervisor mode? <i>If so, give details:</i>		
12. Please include any other details or comments		
Signed _____ <i>Are any further details attached? Y <input type="checkbox"/> N <input type="checkbox"/></i>		
Please email or fax this report to the BULATS Helpdesk at UCLES: email: bulats@ucles.org.uk fax: + 44 (0) 1223 553038		

4. Registration for technical Support

Network & Systems Survey			
Date/time	Name / Office		Telephone
<i>Please answer the following questions about the spec of your Network</i>			
1. Network <input type="checkbox"/> Thin Ethernet <input type="checkbox"/> RJ45 <input type="checkbox"/> TokenRing <input type="checkbox"/> Other _____	2. Protocols <input type="checkbox"/> TCP/IP <input type="checkbox"/> IPX/SPX <input type="checkbox"/> NETBIOS <input type="checkbox"/> NetBEUI	3. Bandwidth (speed) <input type="checkbox"/> 10 Mb <input type="checkbox"/> 100 Mb <input type="checkbox"/> 1Gb <input type="checkbox"/> Other _____	
<i>If possible, please also answer the following questions about your Server</i>			
1. Operating System <input type="checkbox"/> Windows NT 4 / x <input type="checkbox"/> Windows NT 3.51 <input type="checkbox"/> NetWare 3.x <input type="checkbox"/> NetWare 4.x <input type="checkbox"/> NetWare 5.0 <input type="checkbox"/> Other _____	2. Processor Type <input type="checkbox"/> Pentium <input type="checkbox"/> PentiumII/ PentiumIII Processor Speed _____ Mhz	3. Memory <input type="checkbox"/> 16 Mbytes <input type="checkbox"/> 32 Mbytes <input type="checkbox"/> more than 32 Mbytes Available memory ___ Mb	4. Disk space available <input type="checkbox"/> 20 to 100 Mbytes <input type="checkbox"/> 100 to 200 Mbytes <input type="checkbox"/> Over 200 Mbytes
5. Regional Settings <input type="checkbox"/> UK <input type="checkbox"/> US <input type="checkbox"/> French <input type="checkbox"/> Japanese <input type="checkbox"/> Other _____	6. Do you have a CD drive on your server? <input type="checkbox"/> Y <input type="checkbox"/> N 7. Is your central server backed up regularly? <input type="checkbox"/> Y <input type="checkbox"/> N		
<i>If possible, please also answer the following questions about your Workstations</i>			
1. Operating System <input type="checkbox"/> Windows 95 / 98 <input type="checkbox"/> Windows NT 4 / 5	2. Processor Type <input type="checkbox"/> 486 <input type="checkbox"/> Pentium / Pentium II Processor Speed _____ Mhz	3. Memory <input type="checkbox"/> 8 Mbytes <input type="checkbox"/> 16 Mbytes <input type="checkbox"/> more than 16 Mbytes Available memory ___ Mb	4. Disk space available <input type="checkbox"/> Less than 20 Mbytes <input type="checkbox"/> 20 to 100 Mbytes <input type="checkbox"/> Over 100 Mbytes
5. Regional Settings <input type="checkbox"/> UK <input type="checkbox"/> US <input type="checkbox"/> French <input type="checkbox"/> Japanese <input type="checkbox"/> Other _____	6. Number of workstations _____ 7. Do you have CD drives on your workstations? <input type="checkbox"/> Y <input type="checkbox"/> N 8. Do you have a soundcard and speakers? <input type="checkbox"/> Y <input type="checkbox"/> N		
9. How do you load Windows when users log in at your workstations? <input type="checkbox"/> From the local hard drive <input type="checkbox"/> Always create a fresh copy from Network's read only directory? <input type="checkbox"/> Copy from Network with users previous settings <input type="checkbox"/> Other _____			
10. Please include any other details about how you organise your Network. 			
Signed _____ <i>Are any further details attached?</i> Y <input type="checkbox"/> N <input type="checkbox"/>			
Please send or fax this report to the BULATS Helpdesk at UCLES: bulats@ucles.org.uk fax: + 44 (0) 1223 553038			