

Workexpo

Technical Notes

for School/College I.T. Staff

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Applies To:
Info Plan Software's WorkExpo - Work Experience Database

Summary: This article provides background notes for IT administrators in schools and colleges, and describes the issues that IT managers should consider when installing and configuring the WorkExpo database. Note that a multi-user licence is required to configure WorkExpo across a network.

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Introduction

WorkExpo is a Microsoft Access database application.
WorkExpo has a single data file - DATA.MDB - This file is the backend data file.
There are two front-end files:

1. WORKEXPO.MDE (Main program file)
2. EMPLOYERS.MDB (Optional employer lookup utility – not installed by default)

Minimum System Requirements

Pentium Processor
256 MB RAM minimum (512 Recommended)

35 MB disk space (70 MB while installing)

Windows XP or later

Back-End Data File

WorkExpo has a single back-end data file. A Microsoft Access database. By default this file is named DATA.MDB but could be renamed.

Front-End File(s)

The front-end database is named

WORKEXP0.MDE

This is central program file for WorkExpo. You can create a desktop shortcut to this file: The default path is: c:\program files\workexpo\workexpo.mde

EMPLOYERS.MDB

There is an additional front-end file Employers.mdb which is an cut down version of the front end for student use. You may create a shortcut to this file if students require access to employer information.

The default path is: c:\program files\workexpo\employers.mdb

Locked Down Machine?

The Microsoft Windows XP and Microsoft Vista operating systems provide security-enhanced working environment for multiple users. This enhanced security is achieved by allowing permission-restricted access to registry branches and hard disk folders on NTFS-formatted disks connected to the same computer running these operating systems. When this restrictive access is enabled on a computer, the computer configuration is known as locked down.

With a locked-down configuration, only someone with administrative permissions to the registry and system-related folders on the hard disk where the operating system resides can make changes to the configuration of the computer. Locking down a system helps to prevent users from installing new software, removing existing software, changing currently configured application settings, updating system files to different levels, and viewing other users' files.

Installation Options

You have two options when installing WorkExpo.

1. Install WorkExpo using SETUP.EXE

OR

2. Install WorkExpo manually.

Setup.Exe

Running SETUP.EXE will detect the **LAST RUN** version of Microsoft Access ON that machine. If the machine does ***NOT*** have a copy of Microsoft Access installed then setup will show a message then close.

1. Start Windows
2. Insert WorkExpo CD ROM in drive
4. Choose RUN from the START menu
5. Type <DRIVE>:Setup and press ENTER
6. Recommended that install WORKEXP0 to c:\program files\workexpo

7. You can also run a "silent" installation; this will install all files in their default locations without prompting you. - Type <DRIVE>:Setup.exe /silent
This installs files to their default locations.

Manual Installation

WorkExpo can be installed manually by copying files from the CD to the workstation.

To set up WorkExpo manually follow these steps:

IMPORTANT : Do *NOT* overwrite the data file – DATA.MDB - if found.
All other files can be overwritten.

1. Create a folder *c:\program files\workexpo* (workexpo destination folder), if it does not already exist.

Note that the user requires full read/write/create permissions on this folder.

2. Copy all files in the COMMON folder on this CD to this location.

3. Select the Access version which suits by using the matching folder on the WorkExpo CD and copying these files into the destination folder.

Note that you may need to flag all files as "Read Only" = False in File Properties if using pre WinXP operating system.

4. Create a shortcut on the desktop pointing to WorkExpo.mde and change the desktop icon shortcut to "WorkExpo 10.0". Use workexpo.ico as the shortcut icon

5. If necessary, create a shortcut on the desktop pointing to employers.mdb (use the employers.ico) This is the interface for students to browse employer records.

Network Installation

Follow these steps to configure WorkExpo for shared use by two or more teachers across a network if the licence permits.

1. Install WorkExpo normally on the first machine using setup.exe or the optional /silent switch
2. Once installed. Start WorkExpo and ensure that it is running normally.
3. By default the data file will be:
c:\program files\workexpo\data.mdb
4. Close WorkExpo
5. Using Windows Explorer move or copy the single file *c:\program files\workexpo\data.mdb* to a shared network server location. All teachers needing access to this data file will require read/write/create permissions on the shared network location.
6. Start WorkExpo again.
7. If you moved the data file WorkExpo will prompt for the data.mdb file location. If you copied the data file WorkExpo will open normally and connect with the default data file *c:\program files\workexpo\data.mdb*. If you copied the data file, go to the Main Menu, then FILE / OPEN from the WorkExpo menubar.
8. Navigate to the shared network server location of data.mdb
9. Select the data file and click OK or OPEN.
10. WorkExpo re-connects to this network data file and stores its location for future use connecting to it each session.

Display the Data File Network Path in the WorkExpo Title Bar

WorkExpo displays the current data file path in the title bar. This option may be toggled on or off. To do so:

Open WorkExpo at the Main Menu

1. Click the Options button
2. In the Options dialog click the DATA FILE tab
3. Click checkbox to enable *Show data file path in the title bar*

WorkExpo displays the current data file path in the title bar

Navigating to a WorkExpo Data file

Follow these steps to navigate between different WorkExpo data files.

1. Start WorkExpo

2. From the **FILE** menu choose **OPEN**
3. Navigate to a WorkExpo data file **e.g.**
`//myserver/teacher/careers/workexpo/data.mdb`
4. WorkExpo will remember the links for subsequent sessions

Sharing Files between Different Users of WorkExpo

Users of WorkExpo can also share their data file (*data.mdb*) across a LAN so that updates and deletes flow to all users. WorkExpo will handle any read/write conflicts internally.

WorkExpo Will Run Slower Across a LAN

WorkExpo with its data file deployed across a LAN will run slower than if the data file resided on the user's hard drive. However, WorkExpo will run very much slower if the front-end file *workexpo.mde* is also deployed on the server. It is strongly recommended that this is avoided and that *workexpo.mde* is deployed on each user local disk.

Conclusion

WorkExpo can be installed across a local area network for data sharing by up to five concurrent users depending on your licence. Only a single file *data.mdb* needs to be deployed to the network server. Any other installation will mean that users may lose WorkExpo program settings between sessions.

WorkExpo may run considerably slower if the front-end file *workexpo.mde* is deployed on the server.