

1 Continuing Ed Tracker

2 Web Interface README file

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6 Continuing Ed Tracker Web interface can be installed on any Web server that is capable of
7 handling Active Server Pages (ASP).

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10 About Continuing Ed Tracker Files

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12 Continuing Ed Tracker is made up of two files, CEdTracker.mdb and CEdTracker_be.mdb.

13 CEdTracker.mdb contains the many forms, reports, queries, etc. that make up the
14 software. CEdTracker_be.mdb contains all of the data stored in Continuing Ed Tracker.

15 CEdTracker_be.mdb is used as the data source for the Active Server Pages (ASP) that
16 make up the Web interface.

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18 If your Web interface will be running on a company Intranet or in-house Web server,
19 it may be possible to link both the Continuing Ed Tracker's front-end (CEdTracker.mdb)
20 and the Web Interface directly to the back-end (CEdTracker_be.mdb) stored on the
21 Web server. This setup will ensure that your Web interface and database are always
22 reading the same data.

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24 If your Web server is not part of your firm's network, you should install Continuing
25 Ed Tracker on your local PC or network. As you enter/edit data into Continuing Ed
26 Tracker, the back-end (CEdTracker_be.mdb) file installed on your local PC or network
27 will become populated with your data. You will then need to upload your back-end
28 (CEdTracker_be.mdb) from your local PC or network to your Web server, replacing the
29 existing CEdTracker_be.mdb file. In order to ensure your Web data is current, you
30 will want to re-upload this file after making changes to your database.

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32 Uploading Your Web Interface

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34 When Continuing Ed Tracker is installed, a directory entitled WebInterface is create.
35 This directory contains all of the files needed for the Web interface. The WebInterface
36 directory contains all of the files that make up the public pages for the online Web
37 interface as well as a directory entitled Admin contain all of the Admin pages, images
38 and include files used for the public pages.

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40 To begin using your Web interface, simply upload the files in the WebInterface directory
41 to the appropriate location on your Web server, keeping the file structure in tact.
42 If you do not use the exact file structure of the WebInterface directory, you Web
43 interface many not function properly.

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45 Two databases will be uploaded to the Admin directory: Admin.mdb and CEdTracker_be.mdb.
46 The Admin.mdb database is used to hold your customization settings. CEdTracker_be.mdb
47 holds all of your database records. See About Continuing Ed Tracker Files above.

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49 The Admin directory also contains an 160 x 70 pixel image file called logo.gif. When
50 installed this file contains the KRC Software logo. If you would like to customize the
51 Web interface to include your company logo, simply create a company logo that is 160 x 70
52 pixels and name it logo.gif. Upload the new file to the Admin directory on your
53 Web server, replacing the existing file. See Customizing Continuing Ed Tracker Web
54 Interface below for changing the color scheme.

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57 Customizing Continuing Ed Tracker Web Interface

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59 You can customize your Web interface by adding your company name, changing background
60 colors and selecting your own username and password. First you should make sure the
61 Admin directory has read/write access so that the information in your Admin database
62 can be updated. Next, go to your Web interface Main Menu and select Admin Login. If
63 this is your first time here or if you have not changed your username and password, enter
64 the following at the Login Screen:

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66 Username: Admin

67 Password: Admin

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69 You will be redirected to the Admin screen. Make any changes necessary
70 in the fields provided. Click User Login Setup to add/edit user login information.
71 If you need assistance locating the hexadecimal number for the color you wish to use,
72 click the View Color Selector link. A popup screen will appear showing the Web save
73 color palette. As you move your mouse over the colors, the hexadecimal number will
74 appear in the field provided. Enter that number into the appropriate field on the Admin
75 screen.

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77 If you make changes to the Username and/or Password, they will become effective as soon
78 as you click the Save button. Use caution before changing these fields.

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81 If you need further customizations, please contact KRC Software at 715-849-5571 or e-mail

82 us at customerservice@krcsoftware.com. We will work with you to make sure your Web
83 interface works as needed.
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