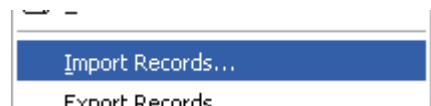


Kindergarten Expectations Manual Update for the Official Version 3.0.3 Planner

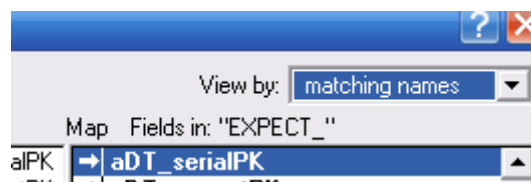
The Kindergarten Expectations Manual Update updates expectations that could not be imported via the 2006 Update automatic process. The Kindergarten Manual Zip file contains 3 files - a courses file with updated course information for Kindergarten, a Kindergarten_complete.fp5 file that contains the updates that will be imported into your Planner and a Kindergarten_manual.fp5 that helps you open the Expectation file that will be updated.

Before beginning this manual update, ensure that you have exited from your Planner application and have downloaded the KINDERGARTEN_MANUAL.zip file from our website.

1. Unzip the KINDERGARTEN_UPDATES.zip file into the directory that your Planner has been installed (typically this is PLNR2002 on the root drive of your computer)
2. Run the KINDERGARTEN_MANUAL.fp5 file in the Planner directory that the file was unzipped to.
3. Click the EXPECT_ window that has opened with this application.
4. Click the FILE menu in the top left corner.
5. Select IMPORT RECORDS

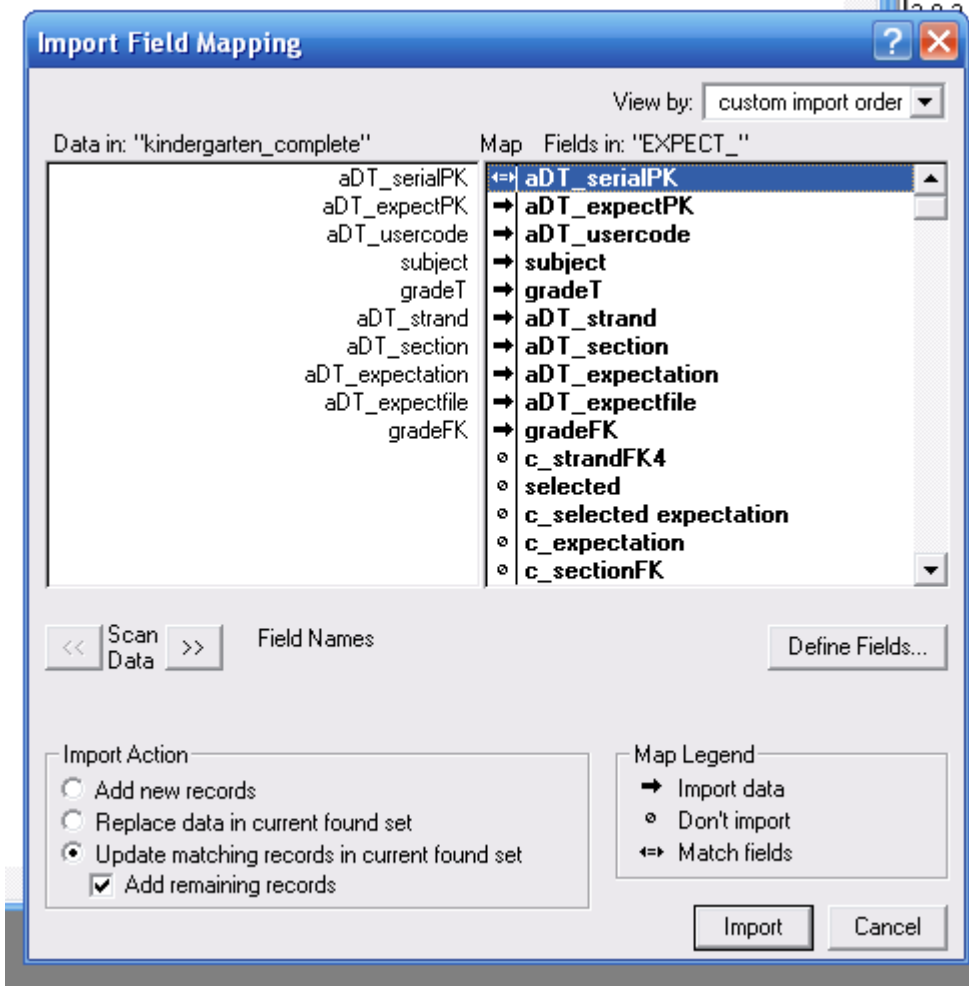


6. Browse for the file KINDERGARTEN_COMPLETE (this should also be in the Planner directory)
7. In the top right corner, select View by: MATCHING_NAME



8. Under IMPORT ACTION, ensure the UPDATE MATCHING RECORDS and ADD REMAINING RECORDS is checked. In the MAP column, click the icon to change to "MATCH FIELDS" between aDT_SERIALPK.

Your import dialogue should look like this:



9. Click the IMPORT button in the bottom right. Follow the prompts and click OK for any prompts given.
10. Once the process has finished, your Kindergarten expectations will be up to date.
11. Close this KINDERGARTEN_MANUAL file and relaunch your Planner.