

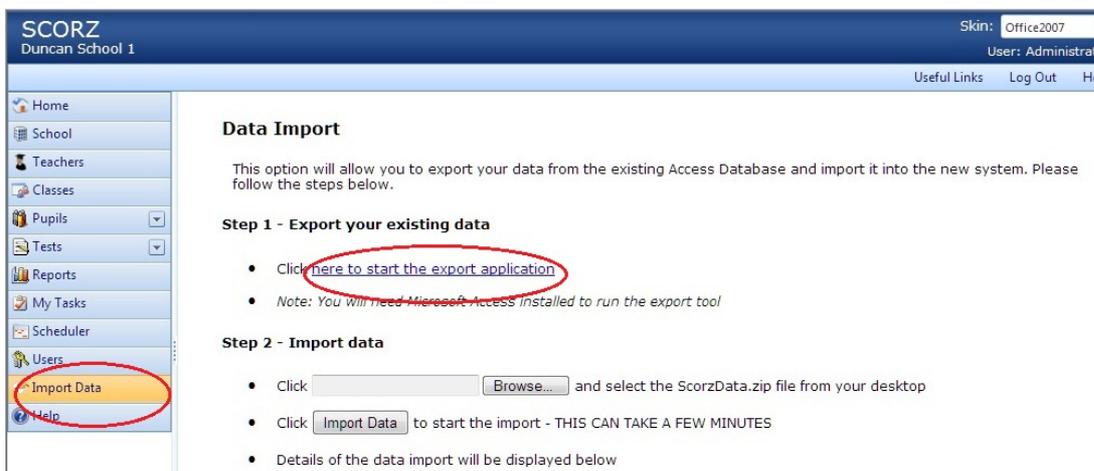
Import Data from The MICRA-T & SIGMA-T Computerised Scoring System

SCORZ has an inbuilt tool to enable previous users of the **MICRA-T & SIGMA-T Computerised Scoring System** to import data into **SCORZ**.

Before you access **SCORZ**, you need to decide whether it is desirable for you to import this historical data from the **MICRA-T & SIGMA-T Computerised Scoring System**. CJ Fallon is only able to offer limited support for importing data and we have created the following guidance notes to help import your data. However, we do not guarantee that the data import tool will work in every instance and you need to check the data carefully before and after import. The guidelines below should be followed in conjunction with **Preparing to Import Data** as detailed on the following link: <http://www.cjfallon.ie/scorz/import/>

Step 1 – Export your existing data

Go to **Import Data** and **Click here to start the export application** as highlighted below



The screenshot shows the SCORZ web application interface. The left sidebar contains a navigation menu with items: Home, School, Teachers, Classes, Pupils, Tests, Reports, My Tasks, Scheduler, Users, **Import Data** (highlighted with a red circle), and Help. The main content area is titled 'Data Import' and contains the following text:

This option will allow you to export your data from the existing Access Database and import it into the new system. Please follow the steps below.

Step 1 - Export your existing data

- Click [here to start the export application](#) (circled in red).
- Note: You will need Microsoft Access installed to run the export tool

Step 2 - Import data

- Click and select the ScorzData.zip file from your desktop
- Click to start the import - THIS CAN TAKE A FEW MINUTES
- Details of the data import will be displayed below

You will be prompted to **Run** or **Save** a file called **Scorz.Export.setup.msi**

Select **Run**



The screenshot shows the SCORZ web application interface with a 'File Download - Security Warning' dialog box overlaid. The dialog box contains the following information:

0% of Scorz.Export.setup.msi from ...west-1.compute.am...

File Download - Security Warning

Do you want to run or save this file?

Name: Scorz.Export.setup.msi
Type: Windows Installer Package, 7.28MB
From: ...-34-107-64.eu-west-1.compute.amazonaws.com

While files from the Internet can be useful, this file type can potentially harm your computer. If you do not trust the source, do not run or save this software. [What's the risk?](#)

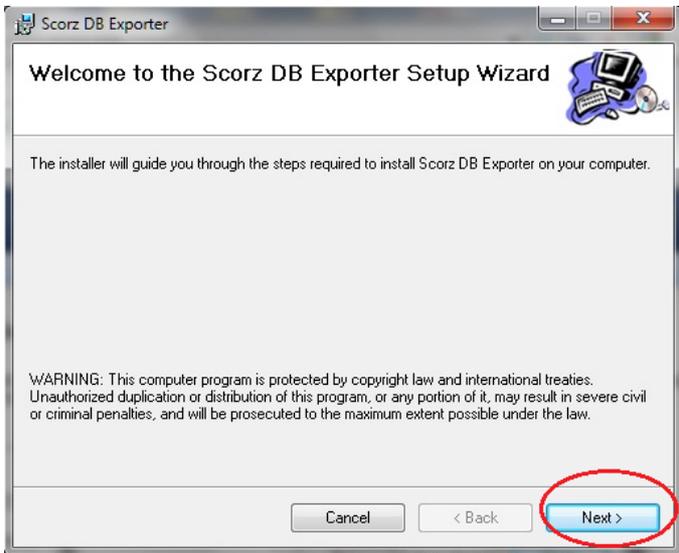
You may receive a Security warning – select **Run**

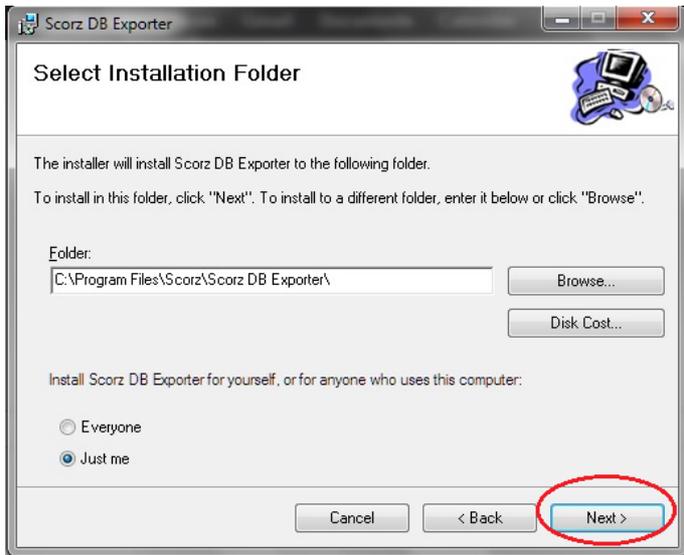


When Download is complete, select **Run**

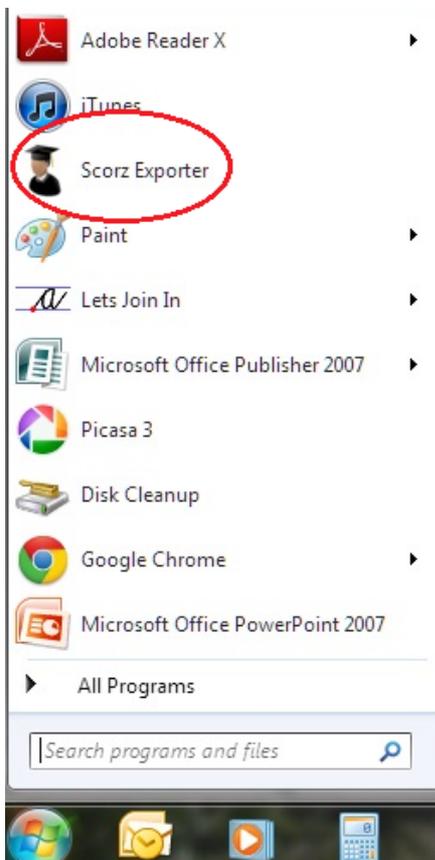


Follow the **Scorz DB Exporter Setup Wizard**

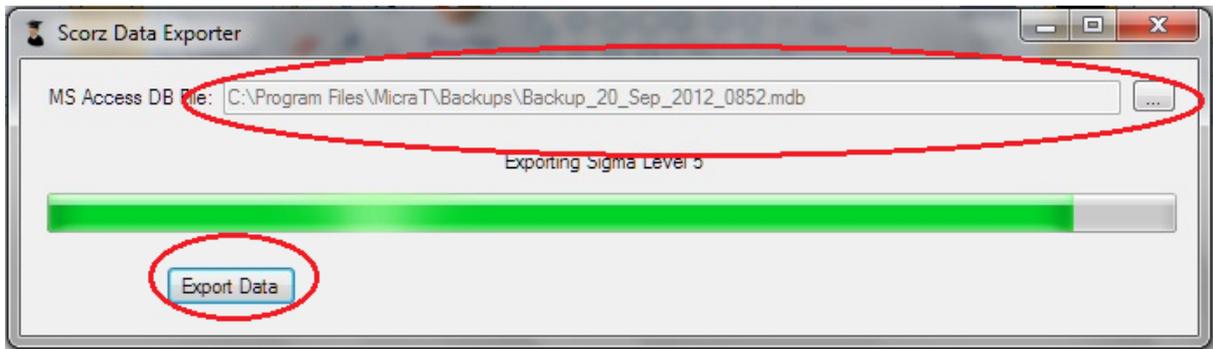




To run the Scorz Database Exporter go to **Start / All Programs / Scorz Exporter**



If you accepted the default location when installing **The MICRA-T & SIGMA-T Computerised Scoring System**, your latest Backup file can be found in **C:\Program Files\MicraT** – see Method 2 in **Preparing to Import Data** in <http://www.cjfallon.ie/scorz/import/> When prompted, select this MS Access DB File and then **Export Data**. The Scorz Data Exporter saves a zipped folder called **ScorzData.zip** on your desktop



Step 2 – Import data

Go to the Import Data screen in **SCORZ**, **Step 2 – Import data**. Click **Browse** and select the **ScorzData.zip** from your desktop

- Home
- School
- Teachers
- Classes
- Pupils
- Tests
- Reports
- My Tasks
- Scheduler
- Users
- Import Data
- Help

Data Import

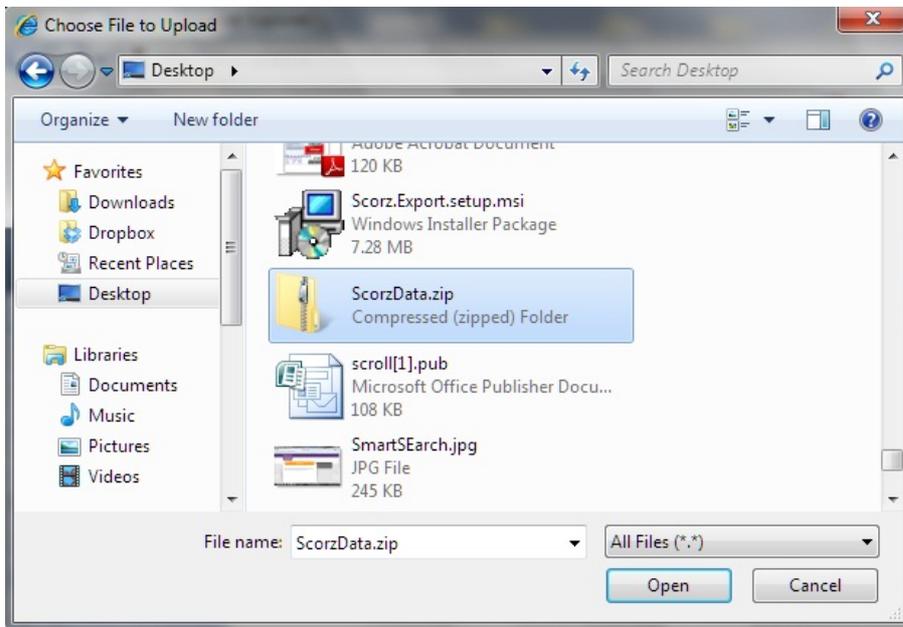
This option will allow you to export your data from the existing Access Database and import it into the new system. Please follow the steps below.

Step 1 - Export your existing data

- Click [here to start the export application](#)
- Note: You will need Microsoft Access installed to run the export tool*

Step 2 - Import data

- Click and select the ScorzData.zip file from your desktop
- Click to start the import - THIS CAN TAKE A FEW MINUTES
- Details of the data import will be displayed below



The Import Process may take a few minutes – details of the import will be displayed on the screen. You are now ready to continue entering teachers, pupils, classes and new tests in **SCORZ**. Check your Teachers, Classes, Pupils and Tests for the imported years in the relevant sections.