



# Build and update

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## Introduction

The build and update is the process by which the SCORE software creates an internal dataset to provide the information needed for reporting.

## Data requirements

To undertake the build SCORE uses the Learning Aim Database (LAD) plus data from the Learner Information Suite (LIS) for the current academic year and up to two previous academic years.

For each academic year, either or both Learner Responsive and Employer Responsive return files may be used. This gives a maximum of 6 files (3 academic years, 2 types of return in each) that can be used to generate report data.

### *Learning Aim Database (LAD)*

The Microsoft® Access database (all years) available for download from <http://providers.lsc.gov.uk/LAD/downloads/LADdownload.asp> is required.

The 'all years' download contains data for the last 3 academic years.

### *Learner Information Suite (LIS)*

The table below summarises requirements:

Academic year		Learner responsive (LR)	Employer responsive (ER)
2008/09	Both optional	LIS 16 (LR)	LIS 16 (ER)
2009/10	Both optional	LIS 17 (LR)	LIS 17 (ER)
2010/11	At least one required	LIS 18 (LR)	LIS 18 (ER)

As a minimum the LR or ER return data from the LIS for the current academic year is required.

For more information about the LIS see <http://www.thedataservice.org.uk/Services/DataCollection/software/lis/>

### Database selection

The Microsoft® Access database file from the LIS contains the data required. This can be either the installation database or the export database. The table below summarises the options:

Academic year	Installation database	Export database
2008/09	C:\LIS\Release16\Data\LISData2000.mdb	C:\LIS\Release16\Exports\LIS_EXP.mdb
2009/10	C:\LIS\Release17\Data\LISData2000.mdb	C:\LIS\Release17\Exports\LIS_EXP.mdb
2010/11	C:\LIS\Release18\Data\LISData2000.mdb	C:\LIS\Release18\Exports\LIS_EXP.mdb

Database files only have to be selected again for the build when data has changed. This means that in day-to-day use normally only data for the current academic year will be selected for the build. Data from previous academic years normally only has to be selected once.

### *Managing different return types*

An issue to bear in mind when selecting data for a build is that the same LIS database is used to import the Learner Responsive ILR or the Employer Responsive ILR (and likewise for the FE and WBL in earlier years). The two returns cannot exist at the same time in the same database.

This means that there are different approaches to managing database selection for different return types.

#### Approach 1: One file at a time

Every time you complete an LIS batch import, run the build and update wizard in SCORE and automatically detect the files to select for the build. SCORE looks in the default LIS data directory and can detect the academic year and type of return. Complete the build and update process and repeat every time you complete an LIS batch import.

The build and update wizard will run automatically on starting SCORE if it finds a newer version of a file already built.

#### Approach 2: All files at once

Run the LIS batch imports separately. After each, copy and rename the LIS installation or export database to an appropriately named file.


For example, if you have just batch imported the ER ILR into the LIS for 2010/11 move to the installation directory and copy the LISData2000.mdb file. Rename the new file to an appropriate name such as ER\_1011\_ER03.mdb.

Repeat this as necessary for other return types and academic years.

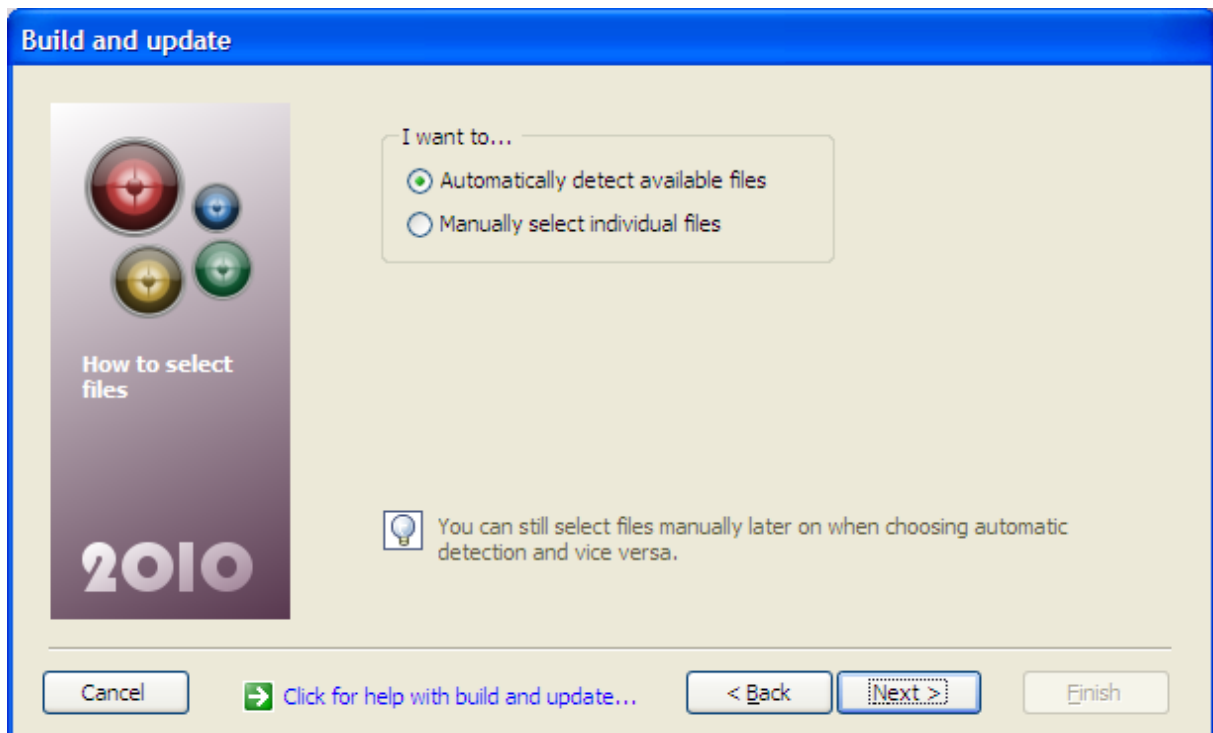
Once you have individually named files, run the build and update wizard in SCORE and manually select the files for the build.

## Build and update wizard

The build and update wizard is designed to assist you through the process of building and updating the internal data within SCORE. It may appear in several forms at different times:

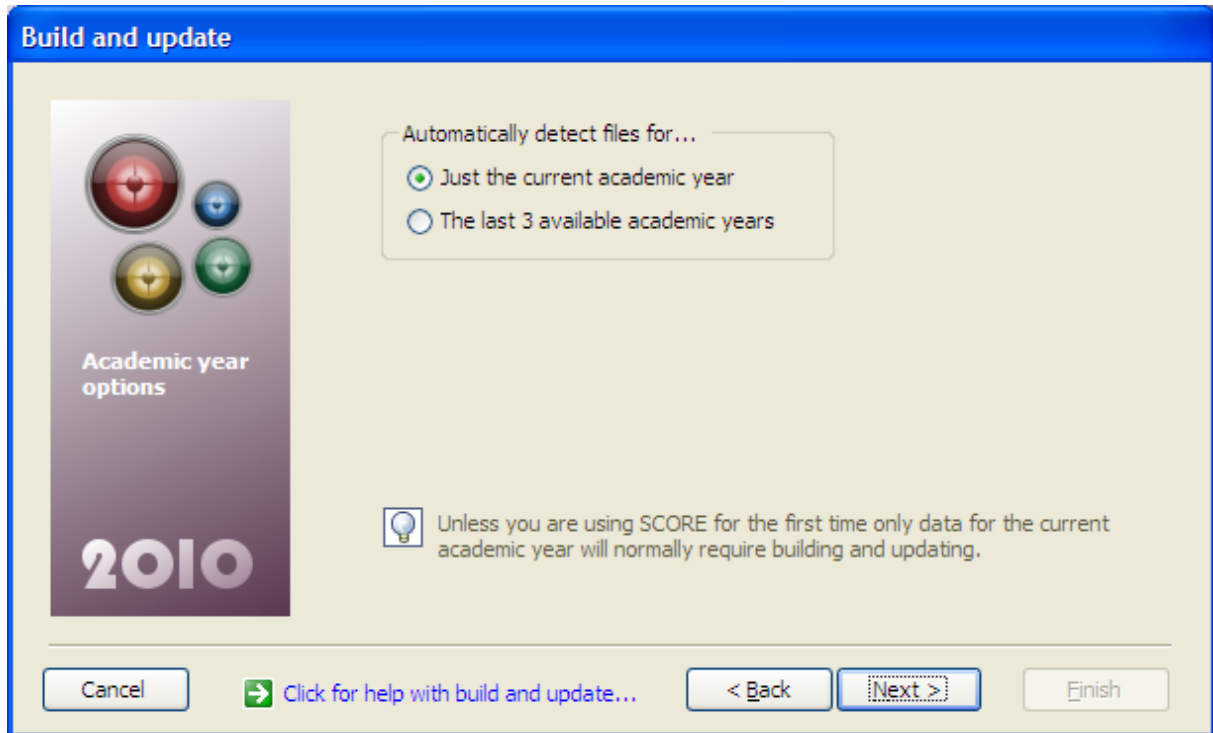
Manual	You can run the wizard manually at any time by selecting the button shown on the System tab of the SCORE control panel. 
Startup	The wizard runs automatically on starting SCORE if more recent versions of files already imported are detected. There is an option to use previous settings and skip straight to the build and update processing in a single step.
Upgrade	The wizard runs automatically after a SCORE software upgrade if a build and update is required.
First time	The wizard runs automatically the first time SCORE is used.

### *How to select files*



Choose whether to automatically or manually detect files. See the approaches used to managing different return types above.

## Automatically detect available files



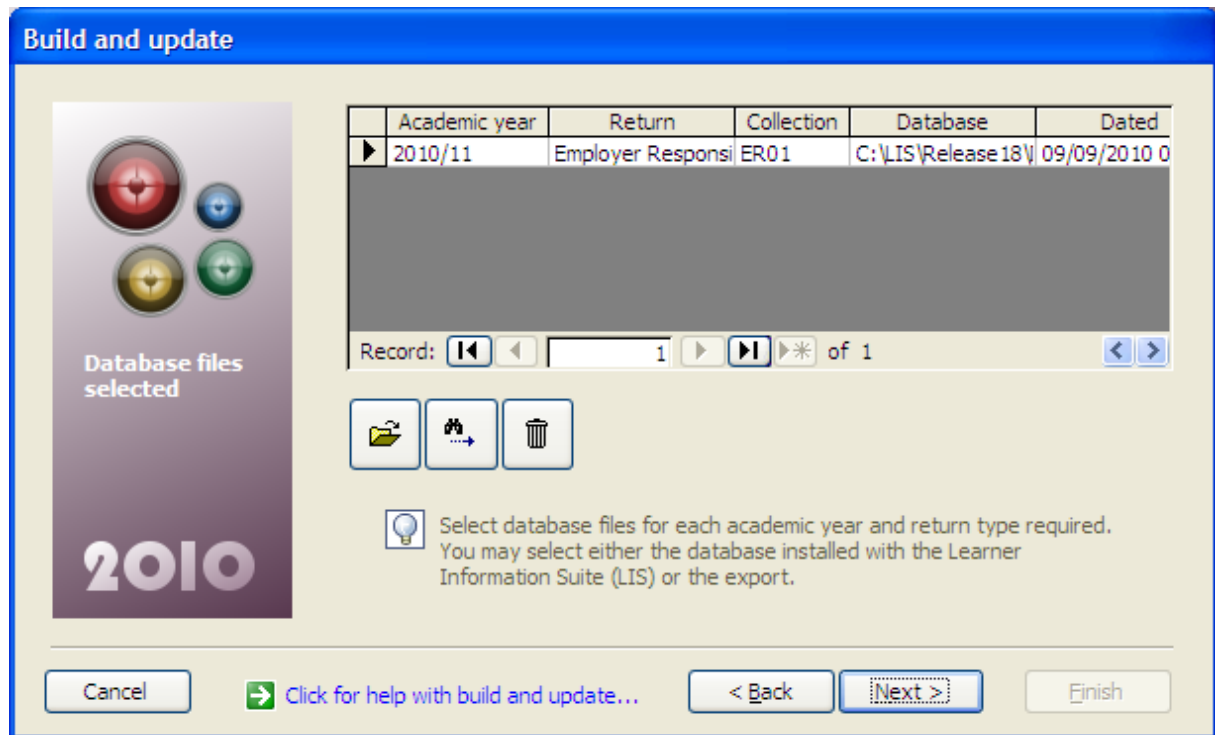
Files may be automatically detected for just the current or all possible academic years. The files that are automatically detected are the LIS installation databases.

Automatic file detection when SCORE starts up is different in that it will only detect newer versions of files already built.

### Manually select individual files

You will need to manually select files to add to the build.

## Database files selected



The files selected for build and update are shown.



Select files manually to add to the selection.

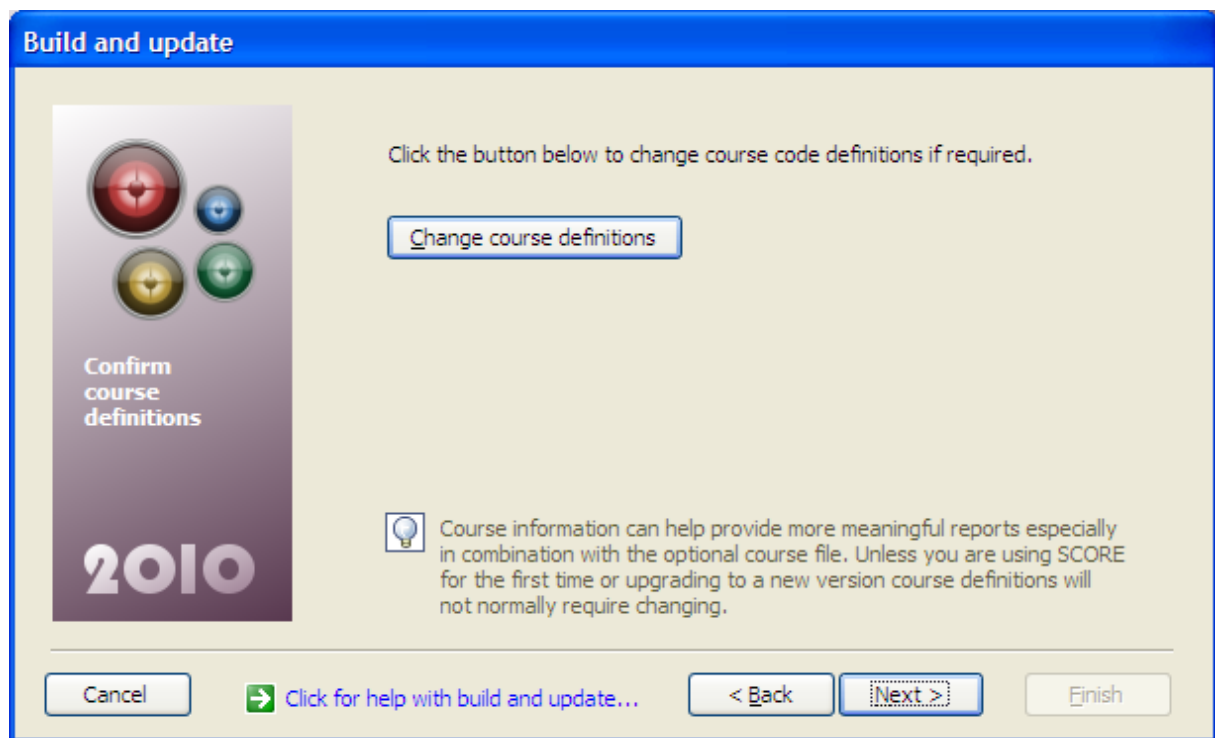


Automatically detect files to add to the selection.



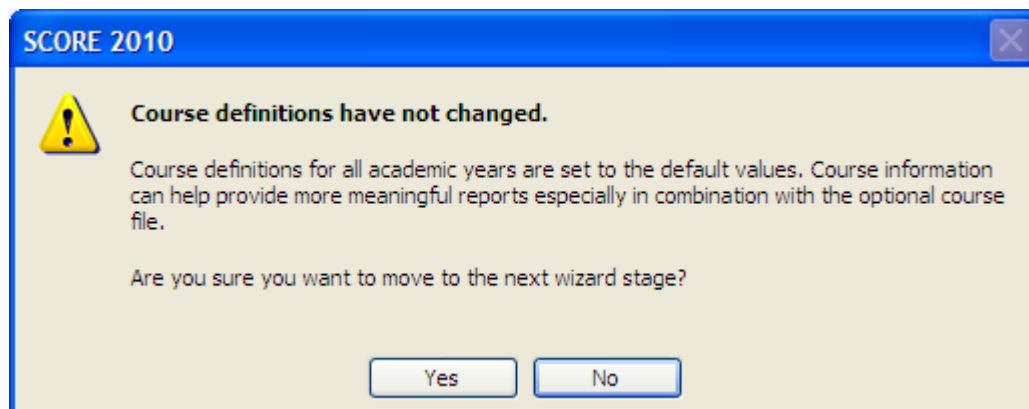
Delete all files currently selected.

## Confirm course definitions



If changes are required to the course code structure definitions select the button shown.

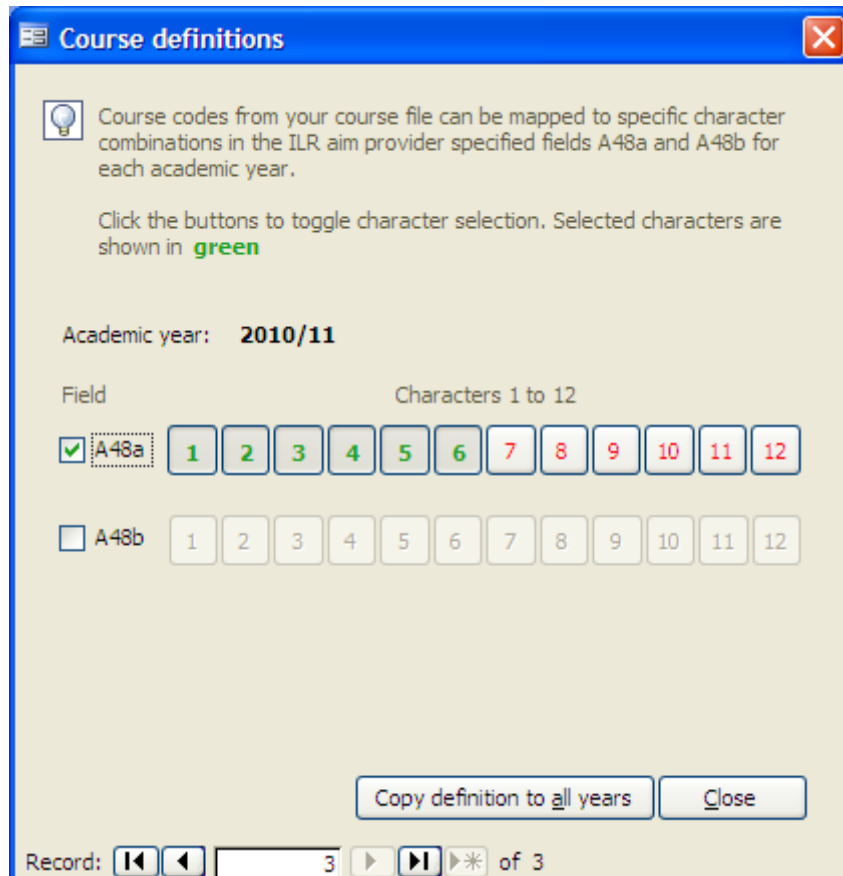
A warning will be shown if changes to course code definitions are expected (for example when using the software for the first time or sometimes when upgrading to a new version) but none have been made.



The definitions tell SCORE which ILR fields and characters contain course code information.

If you have imported a course file then this information is used by reports to classify and group data by department and aggregate course code. For more information see the Course file guide.

## Changing course definitions



The process below summarises how to set course definitions:

- Move to the academic year required using the record selectors.



By default the first record shown is the current academic year.

- Select the fields that contain course code information. This can be either or both of the ILR aim user-specified fields A48a and A48b. If both fields are selected then their order will also need to be set.
- Select the characters in each field that contain the course code. Green is selected, red is not.
- If the definitions are the same for each active academic year select the button shown.

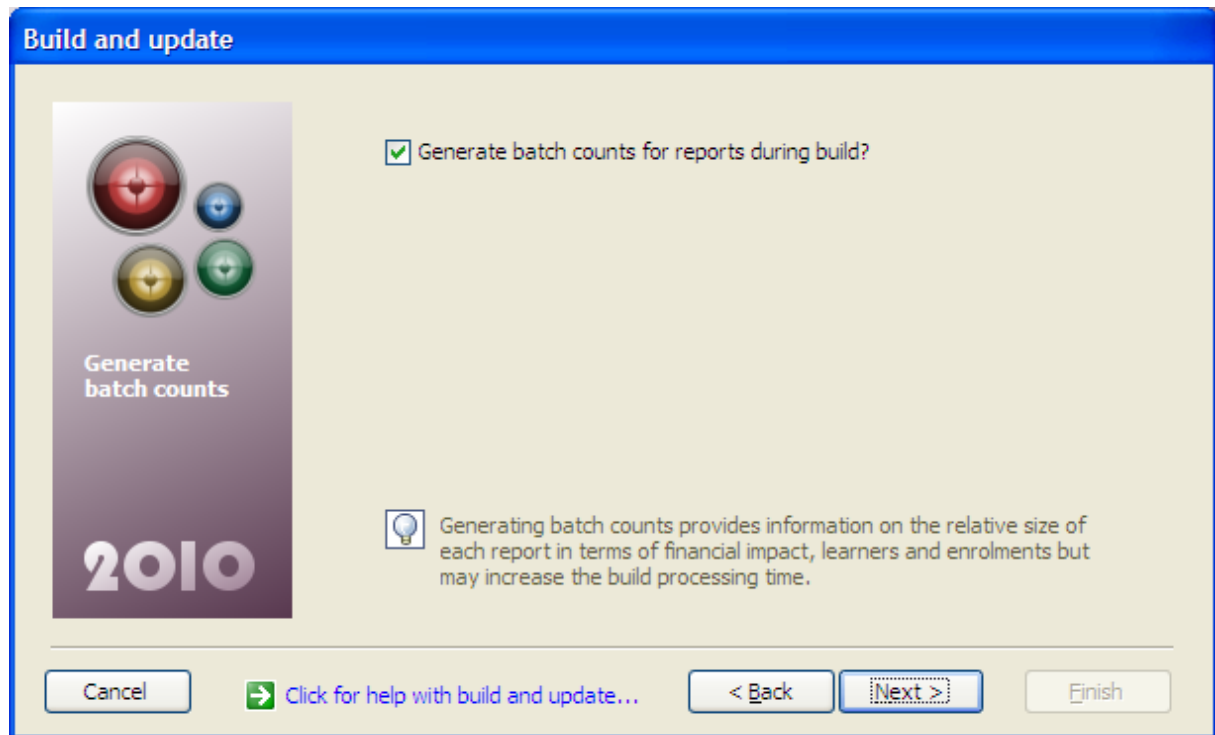
When generating a course code the system:

- Takes all of the characters defined for each field.
- Trim (remove) any spaces at either end. Spaces within the string are retained.
- Concatenate (join) each selected field in the correct order to make a single character string.

You change course definitions at any time by selecting the button shown on the Course file tab of the SCORE control panel.

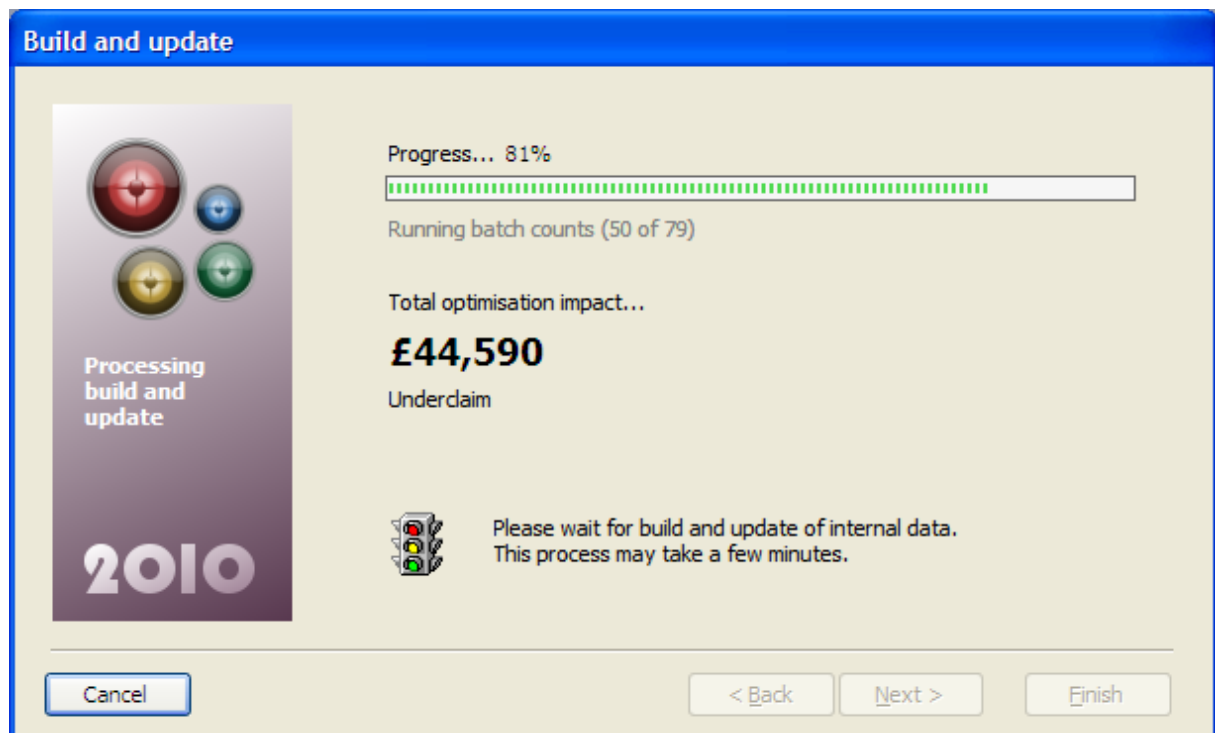


## Generate batch counts



When SCORE performs the build it can pre-run each report source (where applicable) to count the number of learners and enrolments plus estimate the financial impact of the report (as applicable). This can be time consuming and will add to the build processing time but the information produced can be very useful in prioritising the importance of reports within SCORE.

## Processing build and update



Once in this screen the build will commence. A short textual summary will be shown of the current process and also an estimate of the % time through the whole build process.

If batch counts are generated the cumulative estimated optimisation impact (£) under or over claim will be shown. This figure is the total of probable plus possible optimisation for each report. For more information on the different optimisation categories see the Control panel guide.

A message will be shown once the build and update has completed, indicating any errors encountered.

A detailed build log file is created every time the build and update process is run. The file is located in the SCORE installation directory and can be viewed by double-clicking the appropriate common task entry on the System tab of the SCORE control panel.

## Build file status information

Information about the status for each possible combination of academic year and return type available to build is shown on the System tab of the SCORE control panel.

	Academic year	Return	Collection	Database	Dated	Built	Built o
▶	2008/09	Learner Responsive				<input type="checkbox"/>	
	2008/09	Employer Responsive				<input type="checkbox"/>	
	2009/10	Learner Responsive				<input type="checkbox"/>	
	2009/10	Employer Responsive				<input type="checkbox"/>	
	2010/11	Learner Responsive	LR01	C:\LIS\Release 18\Data\LISData2000.mdl	09/09/2010 09:54	<input checked="" type="checkbox"/>	27/09/2010
	2010/11	Employer Responsive	ER01	C:\LIS\Release 18\Data\LISData2000.mdl	09/09/2010 09:54	<input checked="" type="checkbox"/>	27/09/2010

Deselecting the Built checkbox for any built file will remove any data held for that file. This should not normally be required as any existing data is replaced if an equivalent file is successfully built.

The datasheet menu is available by right-clicking.

