

E-platform for School Development & Accountability (ESDA)

Guide for System Administrator

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[Version 1.0]

The following sections provide major tasks that System Administrator should perform under various situations. You should possess “System Setting” and “User Management” privilege in order to perform the tasks.

A. Before system installation.

1. Check your hardware configuration and Operating System.
 - For the hardware and OS requirement, please refer to Chapter 1 and Chapter 1.1.1 of Administrator Manual.
2. Install the latest operating system patches (e.g. service pack).
3. Check your network configuration.
 - The ESDA package is using port 80 for Apache HTTP server.
 - A static IP address should be assigned to the computer in which you the ESDA is installed.

B. During system installation.

1. For Windows,
 - i) Download the latest version of ESDA installation package for Windows.
 - ii) Make sure that there is no Apache or MySQL installed in the machine.
 - iii) Run the ESDA installer for Windows platform.
 - Please refer to Chapter 1.2 of Administrator Manual.
2. For Linux
 - i) Download the latest version of ESDA installation package for Linux.
 - ii) Make sure that correct versions of Apache (version 2.0), PHP (version 4.3.9), MySQL (version 4.1), and mmcache (version 2.4.6).
 - iii) Install ESDA in Linux platform.
 - Please refer to Appendix A of Administrator Manual.

(The following steps apply to both Windows and Linux)

3. Run the health check page.
 - Please refer to Step 3 of Chapter 1.2.1 of Administrator Manual.
4. Login the ESDA.
 - Please refer to Chapter 1.3.1 of Administrator Manual.

C. After system installation.

1. Define current school year.
 - Please refer to Chapter 2.3 of Operation Manual.
2. Define the password policy.
 - Please refer to Chapter 2.4 of Operation Manual.
3. Register ESDA with registration key.
 - Please refer to Chapter 2.8 of Operation Manual.
4. Import Stakeholder Survey Package.
 - The system includes Stakeholder Survey for 2005-06 school year.
 - Please refer to Chapter 2.9 of Operation Manual.
5. Import Reference Data Package.
 - The system includes Reference Data for 2005-06 school year.
 - Please refer to Chapter 2.10 of Operation Manual
6. Import student and parent accounts.
 - Please refer to Chapter 3.3.7 of Operation Manual.
7. Import teacher accounts.
 - Please refer to Chapter 3.3.8 of Operation Manual.
8. Assign privileges to appropriate groups.
 - Please refer to Chapter 3.2.6 of Operation Manual

D. Tasks to be performed at the beginning of each school year.

1. Define current school year.
 - Please refer to Chapter 2.3 of Operation Manual.
2. Import Stakeholder Survey Package.
 - Please refer to Chapter 2.9 of Operation Manual.
 - Note: The system includes Stakeholder Survey for 2005-06 school year already. So there is no need to perform this task if you install ESDA in 2005-2006 school year.
4. Import Reference Data Package.
 - Please refer to Chapter 2.10 of Operation Manual
 - Note: The system includes Stakeholder Survey for 2005-06 school year already. So there is no need to perform this task if you install ESDA in 2005-2006 school year.
5. Import student accounts.
 - Please refer to Chapter 3.3.7 of Operation Manual.
6. Update teacher accounts.

- Please refer to Chapter 3.3.2 – 3.3.4 of Operation Manual.

E. Upgrading ESDA.

1. Backup ESDA

- Please refer to Chapter 3.3 of Administrator Manual.

2. For Windows

- Download the latest version of ESDA upgrade package for Windows.
- Run the ESDA upgrade installer for Windows platform.
 - Please refer to Chapter 2.1 of Administrator Manual.

3. For Linux

- Download the latest version of ESDA upgrade package for Linux.
- Upgrade ESDA in Linux platform.
 - Please refer to Chapter 2.2 of Administrator Manual.

(The following steps apply to both Windows and Linux)

4. Run the health check page.

- Please refer to Step 3 of Chapter 1.2.1 of Administrator Manual.

5. Login the ESDA.

- Please refer to Chapter 1.3.1 of Administrator Manual.

F. Recommended daily maintenance.

1. Backup ESDA

- Please refer to Chapter 3.3 of Administrator Manual.

2. Diagnose and solve problems in the ESDA

- Please refer to Chapter 3.4 of Administrator Manual.