



TK2000 to TKSQL Conversion Procedure

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Overview

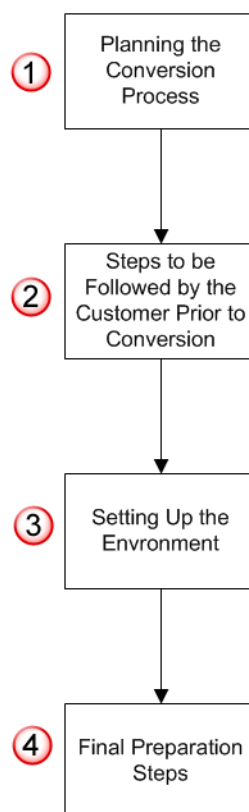
This document provides detailed procedures for the conversion from TK2000 to TKSQL, as utilizing the **ConvToSQL.exe** utility. **ConvToSQL.exe** reduces the conversion to a streamlined procedure and reduces the chance of receiving errors.

Several additional notable advantages when using this utility are:

- There is no need to remove records from the attendance tables.
- There is no need to run recalculation for TK2000.
- The file conversion is run for four files simultaneously.
- Whenever the system encounters an error in one of the files, it immediately registers the error into a log file that can be viewed for later reference, while all other records are converted without interruption.
- There is currently automatic repair for certain types of errors.

Pre-Conversion Steps

Before using the conversion tool, follow these steps and guidelines. The diagram presents an overview.

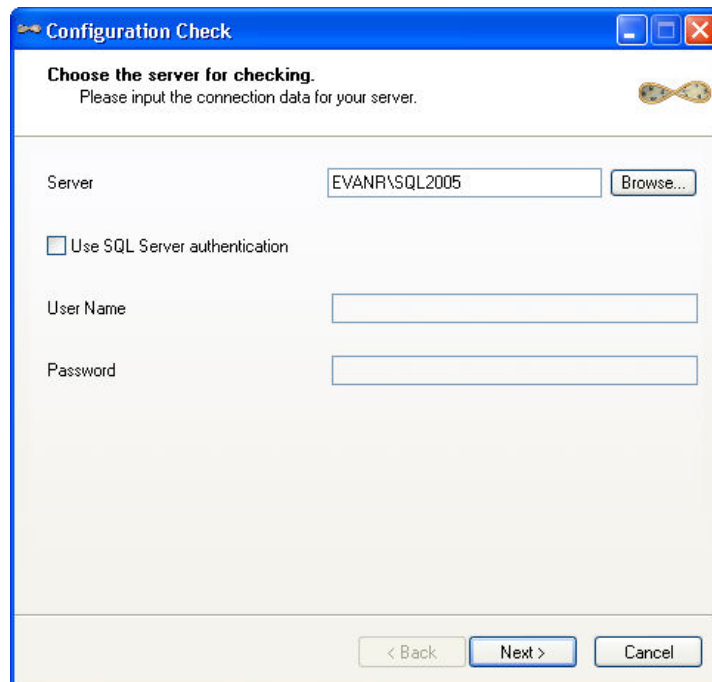


1. Planning the Conversion Process

- a. Check if the client has special programs installed on his TK2000 system; use the **TkSpList.exe** program to check.
 - If so, ensure that these programs exist for TKSQL.
 - Run a test to ensure that they work properly and compare the results to TK2000.
 - If the programs do not exist for TKSQL, the Development department will need to convert these programs. This can delay system conversion from (on average) one

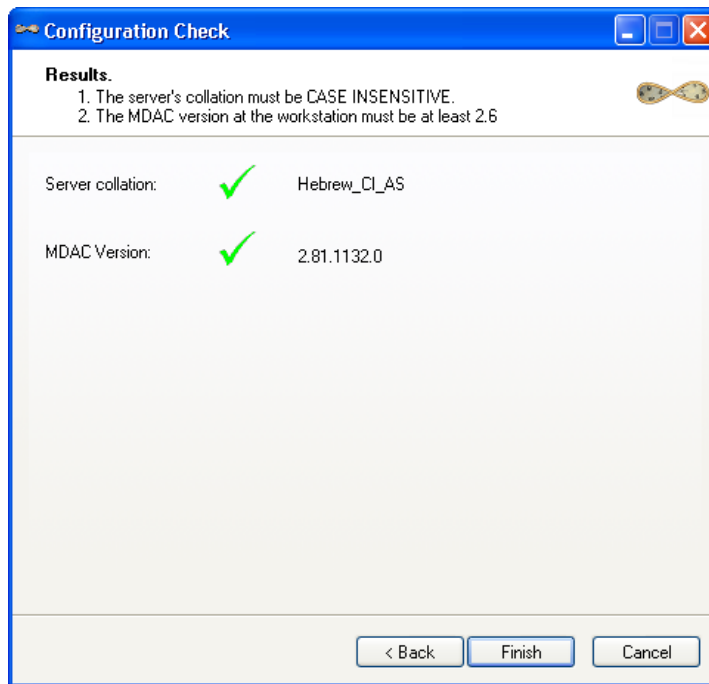
to two months.

- b.** Run **Confcheck.exe** program on the client site to check environment compatibility (collation). Do as follows:
 - i.** From the **TKSQL** folder, double-click **ConfCheck.exe**
 - ii.** In the **Configuration Check** screen, enter the server where conversion is performed.



The screenshot shows a Windows-style dialog box titled "Configuration Check". Inside, the text "Choose the server for checking." is followed by "Please input the connection data for your server." Below this, there is a "Server" label and a text box containing "EVANR\SQL2005", with a "Browse..." button to its right. A checkbox labeled "Use SQL Server authentication" is unchecked. Below the checkbox are "User Name" and "Password" labels, each followed by an empty text box. At the bottom right, there are three buttons: "< Back", "Next >", and "Cancel".

- iii.** Click **Next**. The results arrive within seconds.



- iv. Click **Finish**. If the client is not compatible, notify the customer's IT manager, who will need to review the TKSQL system requirements.
 - c. For customers running Canteen Manager, you must rebuild the definitions in TKSQL. This, too, can be time-consuming; notify the customer and plan accordingly.
 - d. For customers running the Department Allocation module, you must transfer the DA data to TimeCosting. Since this is (on average) one full day of work; notify the customer and plan accordingly. Additionally, notify the customer in advance that DA will be on one order level, with no related jobs functionality.
- See the section **Post-Conversion Procedures** for details.

2. Steps to be Followed by the Customer Prior to Conversion

- a. If the customer is running iBrowse, inform him that iBrowse does not get converted, and as a result, all supervisors need to authorize all records waiting for authorization.
- b. From the customer, receive the following:
 - A copy of the TK2000 file (i.e via FTP, etc.). Ensure that from the moment the client sends this file, he will **not use** the TK2000 system until the conversion process is finished and you confirm that it is ready for usage.
 - The date of the records from which conversion should be activated.

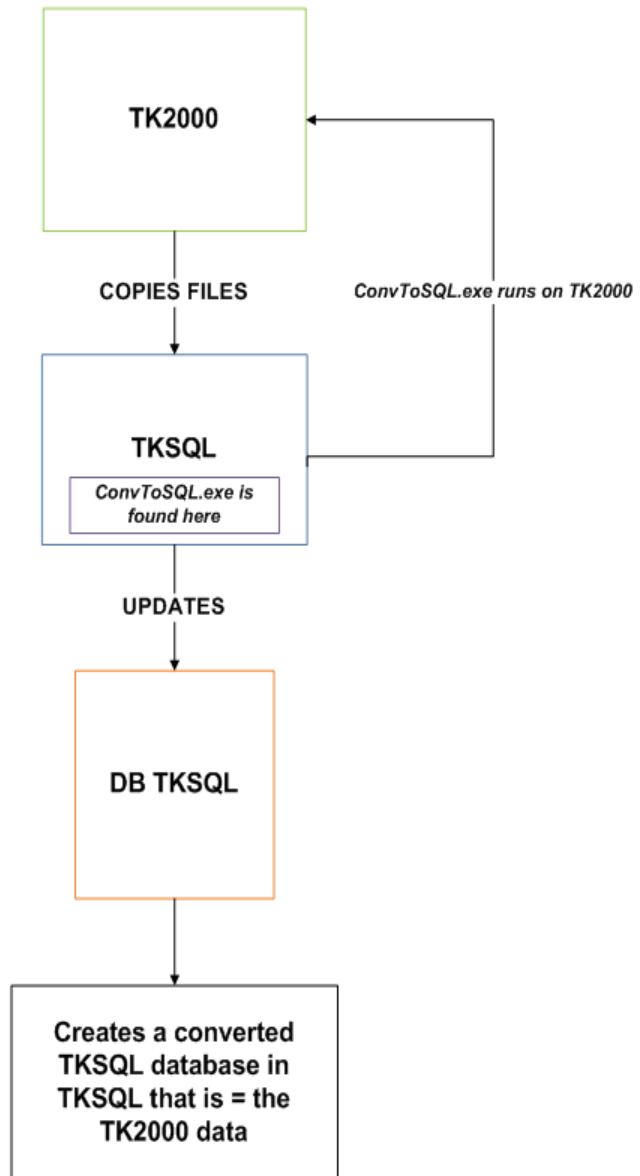
3. Setting Up the Environment

- a. Upgrade to the latest version of TK2000.

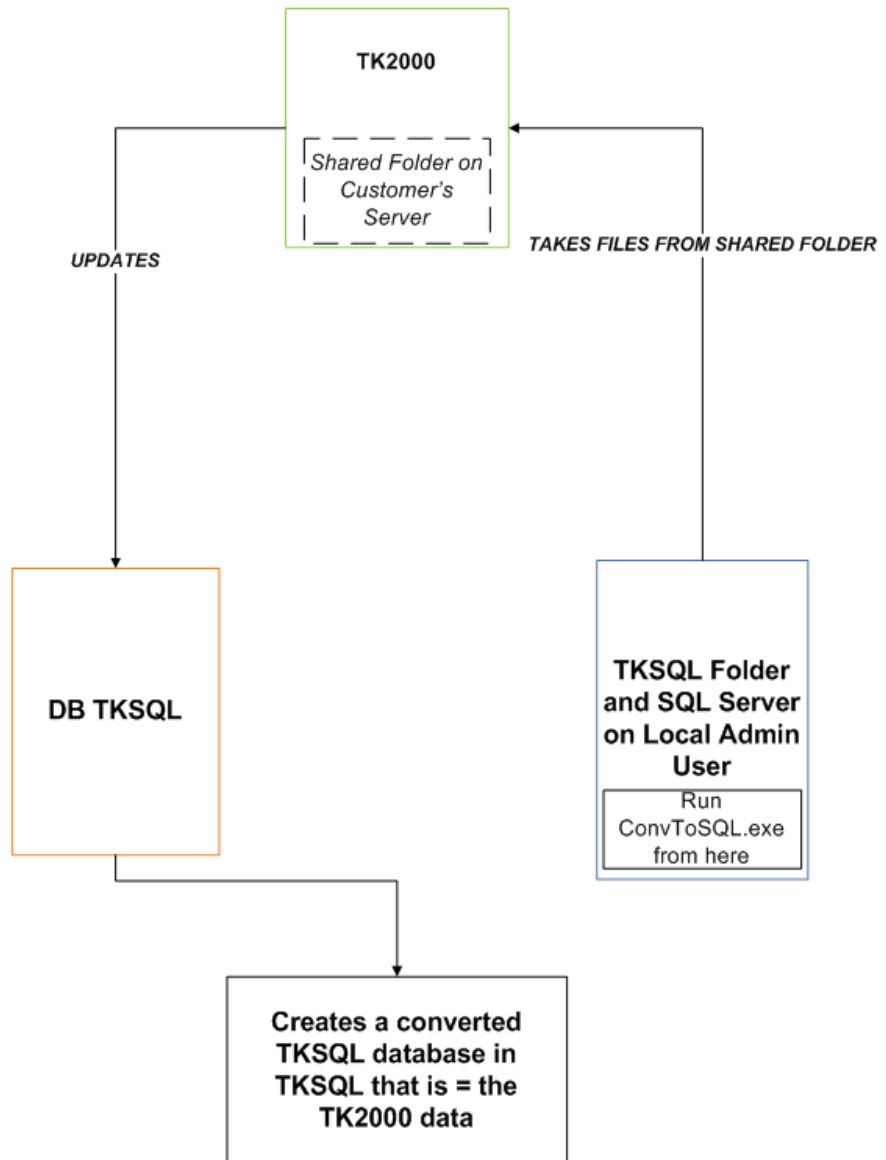
-
- b. **CompareDB** updates the dates in tables and relevant messages. Programs earlier than the December 2008 release will not work when running the conversion between different servers when the User is not an SA (system administrator) as well as when using Windows Authentication.
 - c. Create two new SQL databases by installing the latest TKSQL version, one for conversion and one for **ComparDB**.
 - d. If an instance of TKSQL exists on the computer where the conversion will be run, upgrade the **TKSQL Programs** folder to the latest version.
 - e. Install a FoxPro driver on the SQL Server, and then perform initialization. Since this driver exists only in 32-bit versions, the conversion is only possible for systems running on 32-bits.
 - f. Disable Autopolling and any other TK-related schedulers.
 - g. There are two possibilities regarding where to place the files that are intended for conversion:
 - Directly (physically) on SQL Server (recommended option) - this can prevent possible time-outs and crashes.

Conversion File Placement

Directly on SQL Server



- On a separate server - If so, the files must be defined as “shared” with SQL Server.

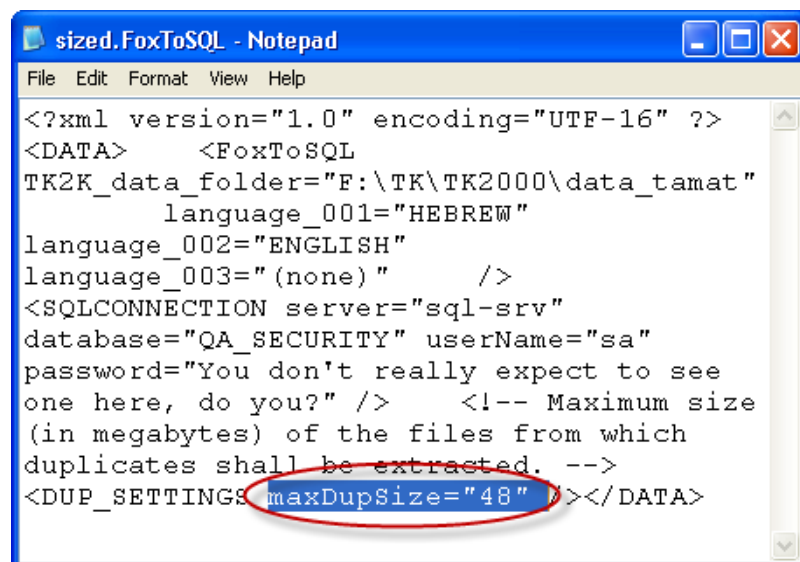


4. Final Preparation Steps

- a. In GenMemo conversion, if the amount of characters exceed the 1024 limit, the memo will not be converted, and so will be redirected to the log as an error.
- b. In the customer's TK2000 system, ensure that there are no reports and parameter files with the same name, such as one with lower-case letters and the other with

upper-case letters; the conversion process will convert only one of them. If so, change the name of one of those reports or files. Additionally, the report's name must be changed in the SELECT, MENU, PARAM, and TOOLMENU tables.

- c. Check the service programs and ensure that the date of the daily records for which the customer wants to run the conversion is consistent with the date that he provided.
- d. Whenever the conversion program encounters a file which has a problem with conversion, it attempts to fix the file and automatically rerun the conversion. Larger files take longer to convert, and therefore the default is set to repair files which are under 48 MB in size. It is possible to modify the default size limit. Do as follows:
 - i. Go to **C:\TKSQL**, and open **sized.FoxToSQL**.
 - ii. Change **maxDupSize** to your desired size.



```
<?xml version="1.0" encoding="UTF-16" ?>
<DATA>    <FoxToSQL
TK2K_data_folder="F:\TK\TK2000\data_tamat"
    language_001="HEBREW"
language_002="ENGLISH"
language_003="(none)"    />
<SQLCONNECTION server="sql-srv"
database="QA_SECURITY" userName="sa"
password="You don't really expect to see
one here, do you?" />    <!-- Maximum size
(in megabytes) of the files from which
duplicates shall be extracted. -->
<DUP_SETTINGS maxDupSize="48" /></DATA>
```

- iii. Save when done.

Using the TK2000 to TKSQL Conversion Tool



To use the conversion tool:

IMPORTANT:

- To cancel the conversion at any time, click **Cancel** at the bottom of the tool.
- **DO NOT** run two instances of the utility; this creates errors and possible system crashes.
- 1. From the TKSQL directory, double-click the **ConvToSQL.exe** utility. The **Fox to SQL Conversion Wizard** is displayed.
- 2. Do as follows:
 - a. In **Server**, select the server where you want to perform conversion. In the event that the conversion will be done on another server, enter **//**, then the server's name and the file's path.
 - b. Select authentication mode. If you are using SQL Server Authentication, select **Use SQL Server authentication**.
 - If you are using SQL Server Authentication, select **Use SQL Server authentication**. Enter **User Name** and **Password**.
 - In **Database**, select the database on which the TK2000 folder is to be converted.
 - c. If you **do not select** SQL Server Authentication, you must use **Windows Authentication Mode** and so **User Name**, **Password**, **Database** will be disabled.
 - d. In **Update TKSQL.ini**, select if you are using a TK2000 database other than the one specified in the **TKSQL.ini** file. This will update the **TKSQL.ini** file.

Fox to SQL Conversion Wizard (ConvToSql.exe)

Choose the server and database to update.
Please input the connection data for your TKSQ database.
You can also drop a file with conversion settings on this screen.

Server: SQL-SRV [Browse...]

☒ Use SQL Server authentication

User Name: sa

Password: []

Database: TIMEKEEPER_TARGET [v]

☒ Update TKSQ.INI

In order to proceed, you must either work on the database specified in TKSQ.INI, or update TKSQ.INI to use the database above.

< Back Next > Cancel

3. Click **Next**. Do as follows:
 - a. At the top, browse to the location where the TK2000 data folder is located.
 - b. In **Language**, select the customer's language/s, as defined in System Configuration.

Fox to SQL Conversion Wizard (ConvToSql.exe)

Choose your source folder and files.
Choose the folder where the SYSCNF.DBF and ALL OTHER .DBF file(s) you would like to convert can be found.

Type, pick or drop the share/folder (as seen by the SERVER), where TK2000 DATA can be found.

W:\Mssql\Backup_files\ASSAF\Z\DATA [Browse...]

Languages (to convert names and messages):

ENGLISH [v]

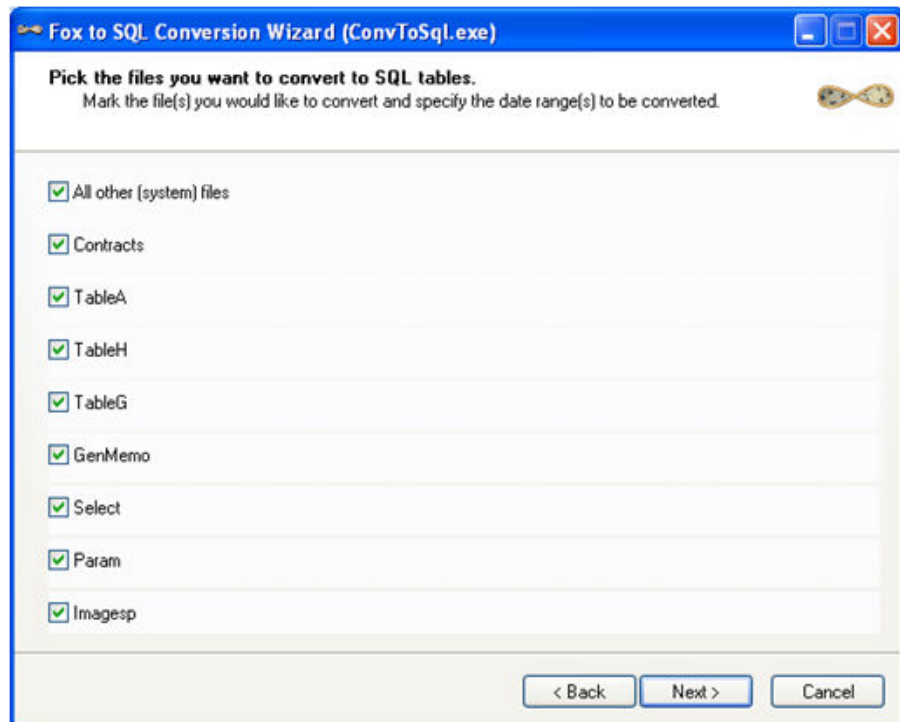
[none] [v]

[none] [v]

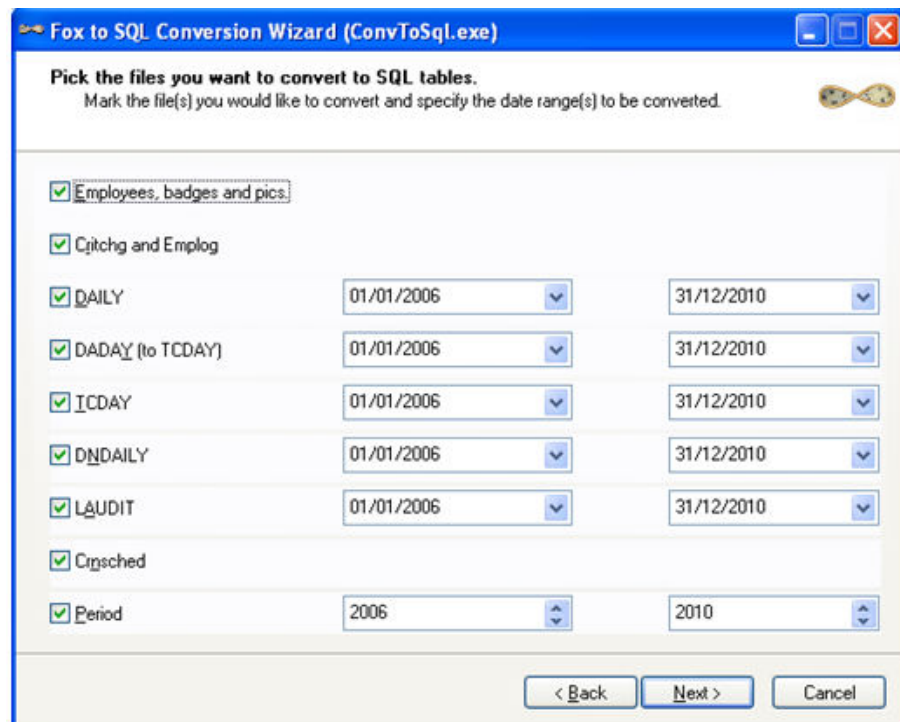
< Back Next > Cancel

4. Click **Next**. In the next screen, select the files to be converted according to the customer's

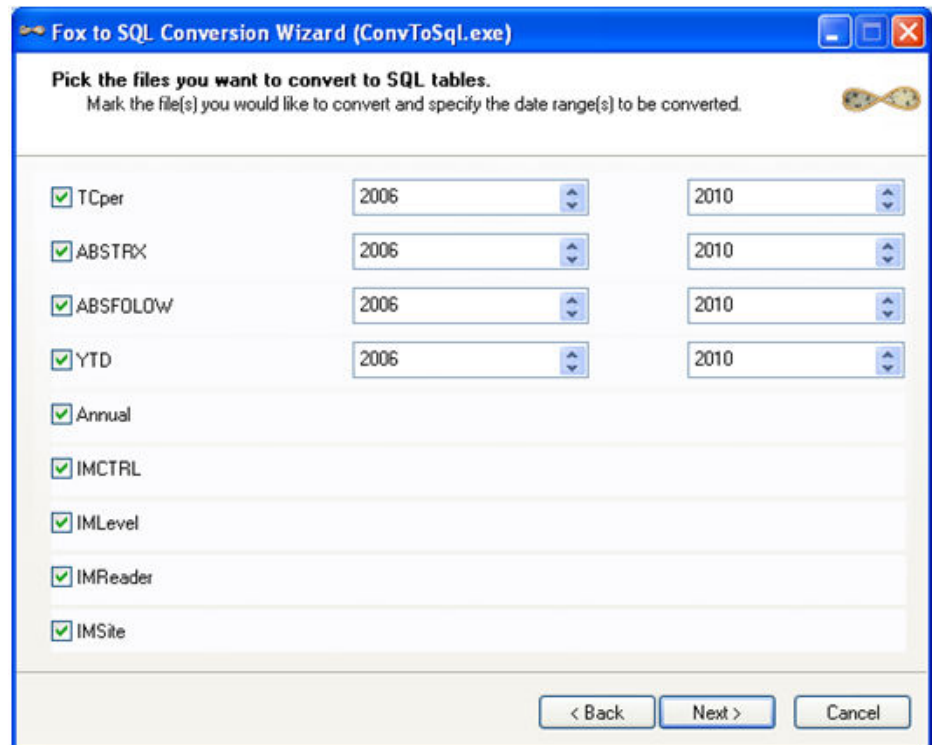
configurations (or alternatively, select all files) and set the range of dates for each table to convert the records (can be set to unlimited).



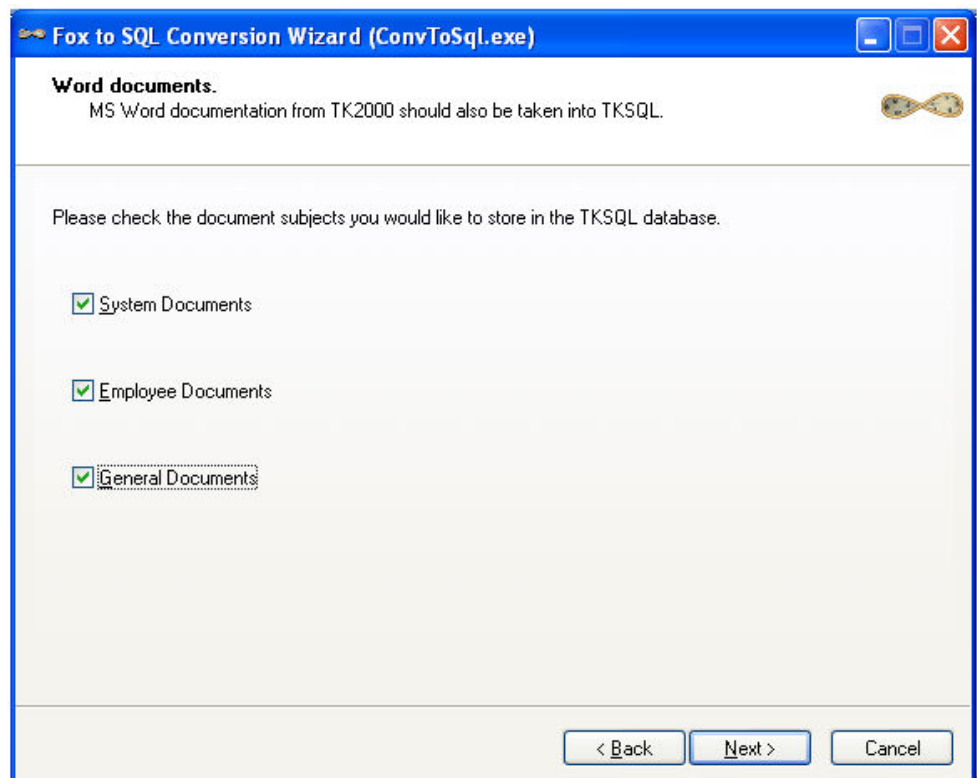
5. Click **Next** to continue.



6. Click **Next** to continue.



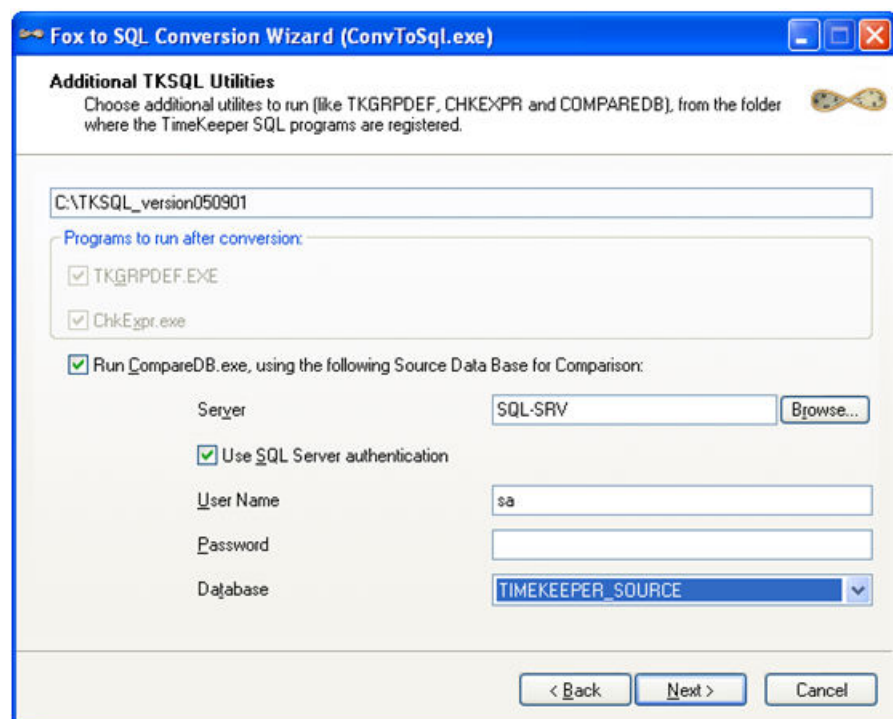
7. Click **Next**. Select the documents to be converted.



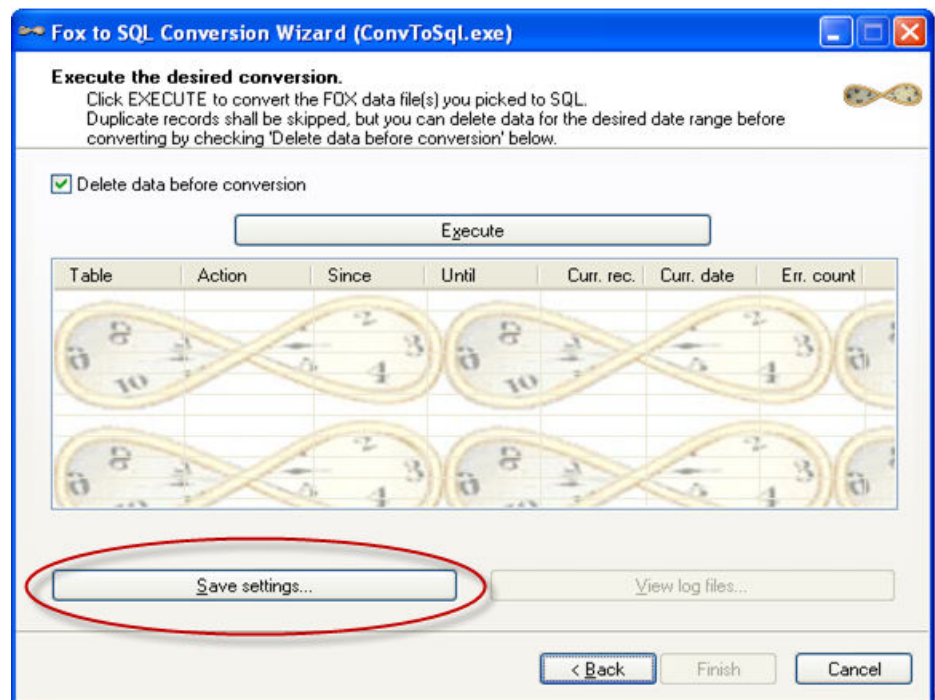
8. Click **Next**. The **Additional TKSQl Utilities** screen is displayed, enabling you to select additional utilities to run. Note the following:
 - The **TKSQl** programs folder is taken from the customer's system and automatically

displayed; do not change it.

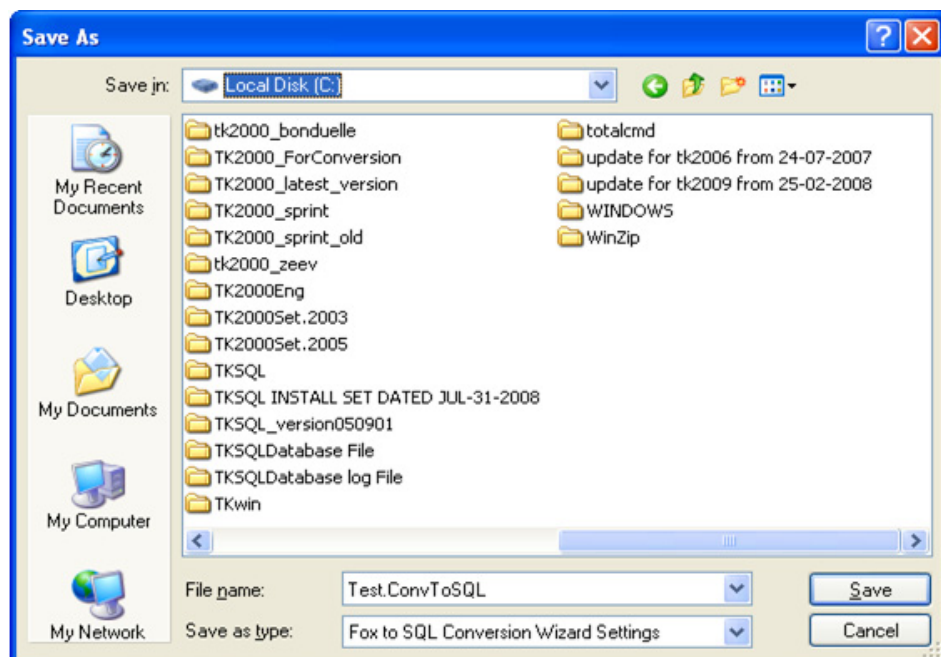
- If it is the first time you are performing conversion on this system, the **TKgrpdef** and **ChkExpr** programs are disabled for selection.
- If “**All System Files**” is selected from the **Pick the Files You Want to Convert to SQL Tables** screen, the **TKgrpdef** and **ChkExpr** programs are automatically selected, and these programs cannot be disabled.
- If you select **ComparDB**, (recommended), in **Server**, enter the server where it will run.
- If you are using **SQL Authentication**, select it, and enter the **User Name** and **Password**, and then in **Database**, select where **CompareDB** is located.



9. Click **Next**. The **Execute the Desired Conversion Settings** screen is displayed.
10. **(Recommended)** Save the settings under a profile name that will enable the user to rerun the conversion procedure without the need to perform the same steps: selecting the SQL servers, TK2000 target files, and tables for conversion. Once saved, this profile (containing the predefined conversion definitions) can be loaded either by double-clicking the file or by dragging the file to the program screen. Do as follows:
 - a. Click **Save Settings**.

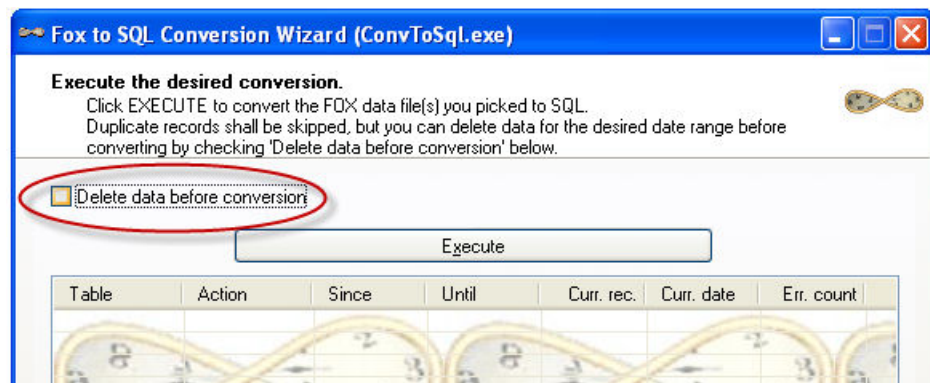


b. Save by assigning a profile name with an extension of **ConvToSQL**.

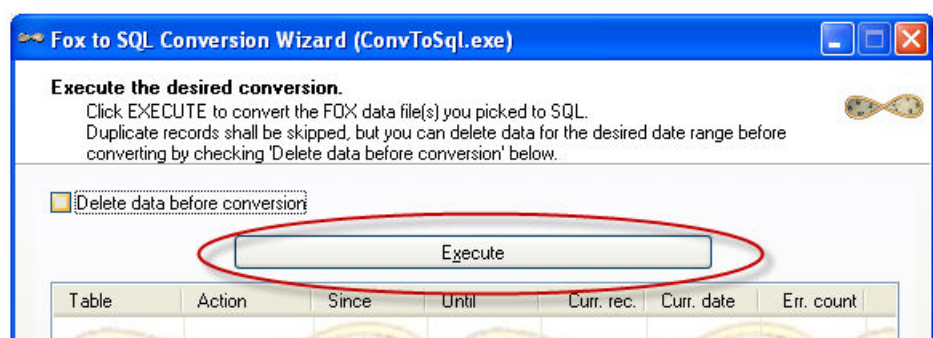


c. Click **Save** to return to the **Execute the Desired Conversion Settings** screen.

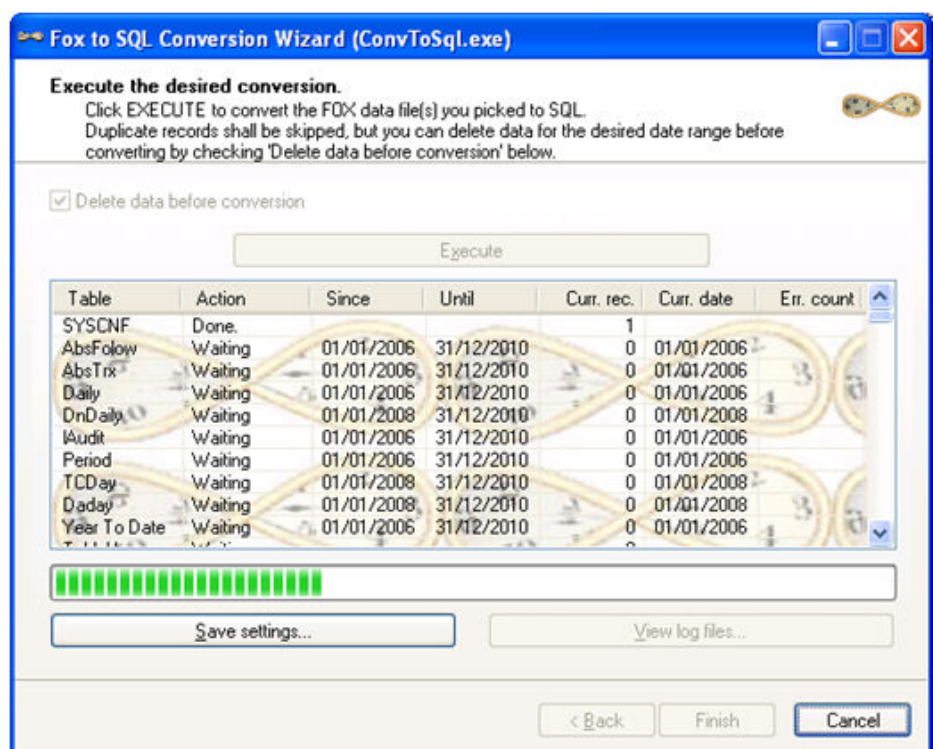
11. If **Delete Data Before Conversion** (on the left side) is checked (default) it will erase the data from the new SQL DB (target) and update the records from TK2000. If you want to add a range of dates to an existing table for a client which already works on an SQL database, it is important to disable this option and ensure that there is no overlapping range of dates already preselected.



12. To begin the conversion process, click **Execute**.



The conversion process begins. During the conversion a graphic presentation of tables conversions (along with error count) will show.



13. When the conversion process is finished, the **Finish** and **View Log Files** buttons become

enabled (do not click **Finish** at this point).

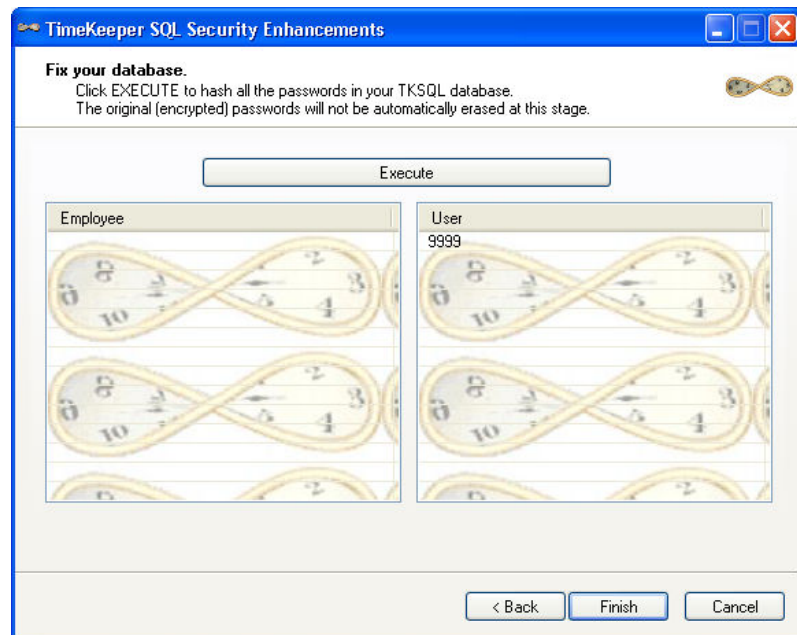
14. Ensure that the screen remains open.

15. Run the **FixPasswordSQL.exe** program to convert user passwords. Do as follows:

- a. From the **TKSQL** folder, double-click **FixPasswordSQL.exe**.
- b. From the **TimeKeeper SQL Security Enhancements** screen, enter the server and database.

The screenshot shows a Windows-style dialog box titled "TimeKeeper SQL Security Enhancements". The main heading inside is "Choose the server and database to fix." with a sub-instruction "Please input the connection data for your TKSQL database." Below this, there are several input fields: "Server" with the text "EVANR\SQL2005" and a "Browse..." button; a checkbox labeled "Use SQL Server authentication" which is currently unchecked; "User Name" and "Password" fields which are empty; and a "Database" dropdown menu showing "TIMEKEEPER_LATEST". At the bottom of the dialog are three buttons: "< Back", "Next >", and "Cancel".

- c. Click **Next**. In the **Fix Your Database** screen, click **Execute**. The conversion takes a few seconds, and the converted passwords are displayed on the right.



- d. Click **Finish**.

Reviewing the Log Files

After conversion, it is important to review the automatically-created log files to verify the conversion's success.

Some points before you begin:

- Some successful conversions have the words **Failure at First Attempt at Conversion of....**displayed. This means that although the system failed to convert a certain record or file the first time, it might succeed in the following conversion process.

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Log Files

- [All to SQL](#)
- [CHKEXPR_Emp](#)
- [CHKEXPR_errors](#)

Successfully converted TABLEC (243 records)

Failure at first attempt of conversion of TABLED
0x00000000 [DRIVER=MICROSOFT VISUAL FOXPRO DRIVER;SOURCEDB=c:\negenv\K2000\DATA;SOURCETYPE=DBF]
0x80040E2F [Violation of PRIMARY KEY constraint 'PK_TABLED_NUMBER'. Cannot insert duplicate key in object 'dbo.TABLED'.]
0x80040E2F [The statement has been terminated.]

Successfully converted TABLED (510 records)

Successfully converted TABLEF (54 records)

Successfully converted TABLEE (827 records)

Successfully converted TABLEI (22 records)

Successfully converted TABLEK (23 records)

Successfully converted TABLEKX (51 records)

Successfully converted TABLEJ (148 records)

- Errors are marked in red, for example:

Log Files

- [All to SQL](#)
- [CHKEXPR Emp](#)
- [CHKEXPR errors](#)

Successfully converted TCCNF (1 records)

File TCMEMO is empty.

FAILURE CONVERTING DATA\TK2BAAN.DBF (Source file not found)

File TCMEMO is empty.

File YEARDEF is empty.

Successfully converted USERS (20 records)

Successfully converted CODNAMES_HEBREW (721 records)

Successfully converted ERRORS_HEBREW (2447 records)

Successfully converted IMAGESP_HEBREW (5451 records)

Successfully converted MENU_HEBREW (1185 records)

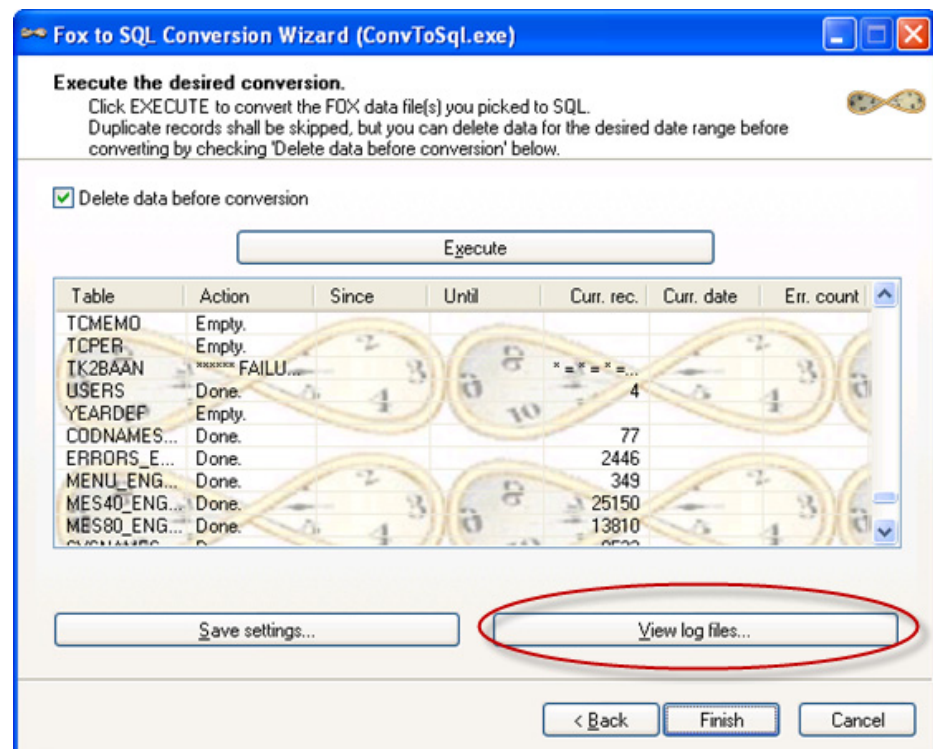
Successfully converted MES40_HEBREW (25150 records)

Successfully converted MES80_HEBREW (13810 records)

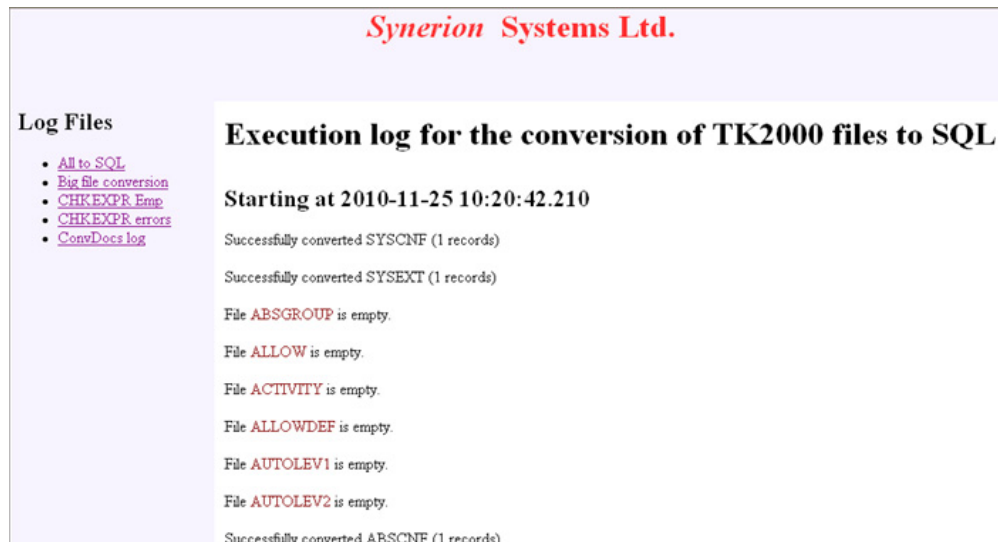


To review the log files:

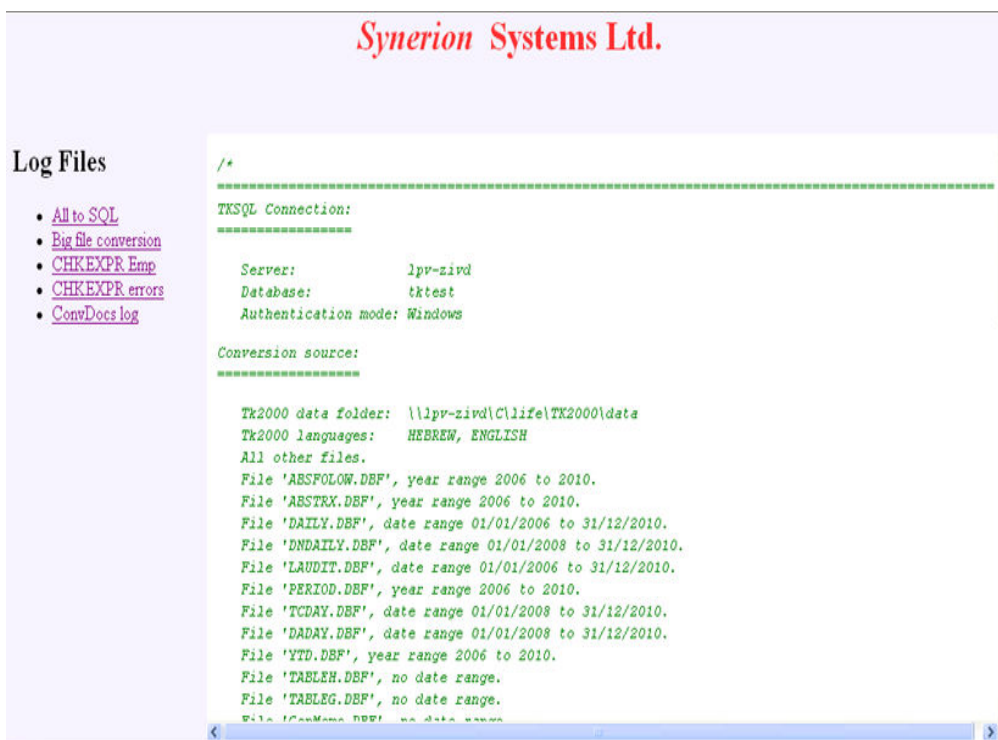
1. Open the **Fox to SQL Conversion Wizard (ConvToSQL.exe)** Execute the Desired **Conversion** screen, if it isn't already open.
2. Click **View Log Files** to view the automatically-created log files.



3. The log files main screen opens through the web browser. The default screen displays the **All to SQL** selection from the **Log Files** list on the left, and describes conversion of the configuration tables (such as **SYSCNF**, **Table A**, etc).



4. From the **Log Files** list on the left, select **Big File Conversion**. This log file describes conversion of record holding tables (such as the **Daily**, **Period**, etc.). This example displays a successful conversion:



5. From the **Log Files** list on the left, select **CHKEXPR Emp**. This log displays all expressions with values relating to the employees' file.

NOTE: The information displayed in this log is also included in the CHKEXPR Errors log.

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Log Files

- [All to SQL](#)
- [Big file conversion](#)
- [CHKEXPR Emp](#)
- [CHKEXPR errors](#)
- [ConvDocs log](#)

Server: lpu-zivd Database: tktest

Error Codes: -1 - Syntax Error,
-2 - Evaluation Error.

Table	Index	Col	Field Name	Err	Field Value
FIMPEXP	PROFILE=123	8	EXPORT_EXP	-1	EMP_STAT(date()))
LIMPEXP	PROFILE=100	9	COND_EXPR	-2	EMP_STAT(date())<99 and val(EMPLOYEE->DINER_TYPE)>0 and val(BADGE->EMPLOYEE)>0
LIMPEXP	PROFILE=300	9	COND_EXPR	-2	EMP_STAT(date())<99 and val(EMPLOYEE->DINER_TYPE)>0 and val(BADGE->EMPLOYEE)>0 and val(EMPLOYEE->DINER_TYPE)<5

End of report

6. From the **Log Files** list on the left, select **CHKEXPR Errors**. This log displays errors relating to system tables and import/export profiles.

If there are errors, correct them by logging in to TKSQL, and correcting them manually.

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Log Files

- [All to SQL](#)
- [Big file conversion](#)
- [CHKEXPR Emp](#)
- [CHKEXPR errors](#)
- [ConvDocs log](#)

Server: lpu-zivd Database: tktest

Error Codes: -1 - Syntax Error,
-2 - Evaluation Error.

Table	Index	Col	Field Name	Err	Field Value
TABLED	TABLE_NUM=2 DAY_TYPE=0	5	COND_EXPR	-2	DNDAILY->ML01_UNITS+DNDAILY->ML02_UNITS>1 and val(EMPLOYEE->DINER_TYPE)=2
TABLED	TABLE_NUM=2 DAY_TYPE=0	5	COND_EXPR	-2	DNDAILY->ML01_UNITS>0 and DNDAILY->ML02_UNITS>0 and DNDAILY->ML01_UNITS+DNDAILY->ML02_UNITS>2 and val(EMPLOYEE->DINER_TYPE)=3
TABLED	TABLE_NUM=2 DAY_TYPE=0	5	COND_EXPR	-2	DAILY->ATT_WAGE>=9.3 and val(EMPLOYEE->DINER_TYPE)=3
TABLED	TABLE_NUM=2 DAY_TYPE=0	5	COND_EXPR	-2	DAILY->ATT_WAGE>=9.3 and val(EMPLOYEE->DINER_TYPE)=3
TABLED	TABLE_NUM=2 DAY_TYPE=0	5	COND_EXPR	-2	DAILY->ATT_WAGE>=9.3 and val(EMPLOYEE->DINER_TYPE)=3 and DNDAILY->ML01_UNITS+DNDAILY->ML02_UNITS>3
TABLED	TABLE_NUM=2 DAY_TYPE=0	5	COND_EXPR	-2	(DNDAILY->ML04_UNITS+DNDAILY->ML08_UNITS>0) and DAILY->ATT_WAGE>=9.3 and val(EMPLOYEE->DINER_TYPE)

7. From the **Log Files** list on the left, select **ConvDocsLog**. This log displays documents relating to the employee master file.

Log Files

- [All to SQL](#)
- [Big file conversion](#)
- [CHKEXPB Emp](#)
- [CHKEXPB errors](#)
- [ConvDocs log](#)

```
/*-----  
Date: 15/11/2010 Time: 12:44:16  
-----  
TK2000 source  
-----  
System path: c:\negev\TK2000  
Data directory: DATA  
-----  
TKSQL connection properties  
-----  
Server: lpv-zivd  
Database: zivtest  
User name:  
Authentication: SQL  
-----  
Convert EMPDOCS - start  
-----  
Total converted records: 0  
-----  
Convert EMPDOCS - success  
-----  
*/
```

8. Some errors can be fixed by rerunning the conversion. If you need to do so, go to the next section, **Post-Conversion Procedures for the TKSQL System**.

Post-Conversion Procedures for the TKSQL System



After the initial conversion, perform the following steps in TKSQL:

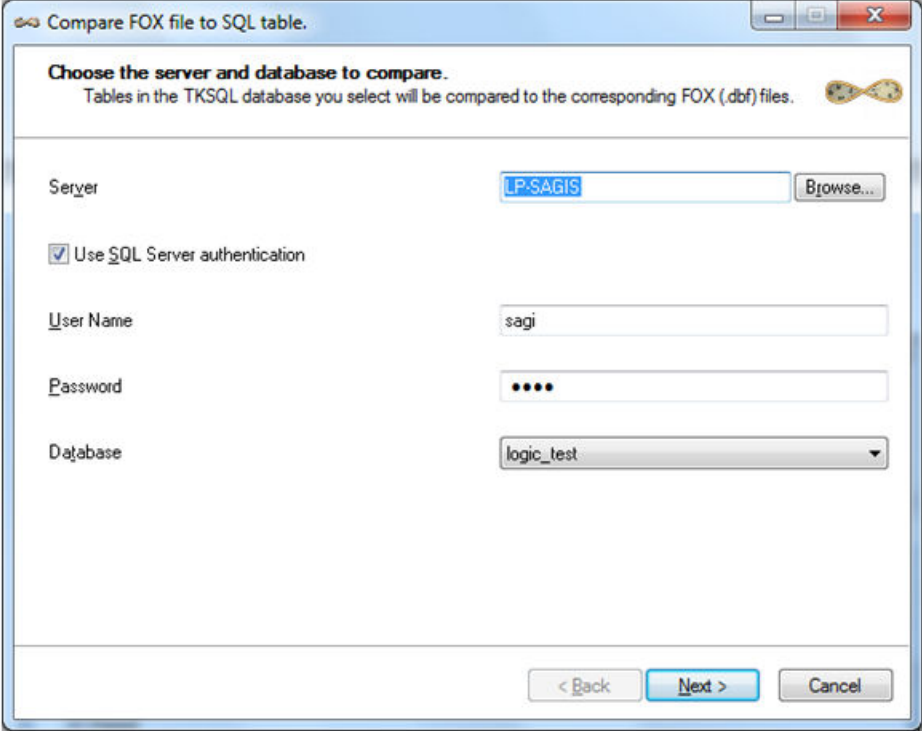
1. Use the **ExprFix.exe** tool to verify that manual corrections done after reviewing the **CHKEXP Errors** log were actually corrected. Do as follows:
 - a. From the folder where the additional utilities, double-click **ExprFix.exe**.
 - b. Check the resulting log file. Any existing errors are displayed under **Table** and **Index**.
(Note that this log does not display errors.)

```
exp_error.log - Notepad
File Edit Format View Help
Server: lpv-ovedh      Database: LAKOACH

Error Codes:  -1 - Syntax Error;
               -2 - Evaluation Error.
-----
|Table      |Index                               |Col|Field
|Name|Err|Field Value                               |
|-----|
End of report
```

2. If the customer is running Department Allocation, perform the procedures in **Appendix A**.
3. For customers running Canteen Manager installations, you must rebuild the definitions in the Canteen Manager module.
4. Ensure that all new functionality in TKSQL since the most recent set's release is installed (i.e. menus, service packs, etc.).
5. Check that you can enter and exit the system correctly.
6. Check that all interfaces with external systems are working properly.
7. In TKSQL, run daily and periodic calculations for a sample period by using the **CompareF2S.exe** tool. Do as follows:

-
- a. From the folder where the utilities are located, double-click **CompareF2S.exe**. The **Compare Fox File to SQL Table** screen is displayed.
- In **Server**, browse to the server where the TKSQL database is located.
 - If you select **Use SQL Server authentication**, you must enter a user name, password, and the TKSQL database name. Alternatively, if authentication is provided by Windows Authentication, leave **Use SQL Server authentication** unselected, and do not enter any information.



- b. Click **Next**. Enter the server where the Timekeeper files are found, and select the files to compare.

NOTE: You do not need to select all the possible files now. You can select some of the files and then rerun the tool later.

- **Period** - period calculations
- **Tcper** - period tasks
- **Dnperiod** - period meals
- **Absfolow** - period absences

Compare FOX file to SQL table.

Choose your FOX folder and files.
Files chosen from this folder will be compared to the corresponding database tables.

Type, pick or drop the folder, where TK2000 DATA can be found.

Files to compare:

☒ Period

☐ I cper

☐ Dnperiod

☐ Absfollow

NOTE: This example uses **Period**.

- c. Click **Next**. The **Choose the Range of Records** screen is displayed.

Compare FOX file to SQL table.

Choose the range of records (pay periods) to compare.
Only records in the pay periods you choose will be compared, all other records will be ignored.

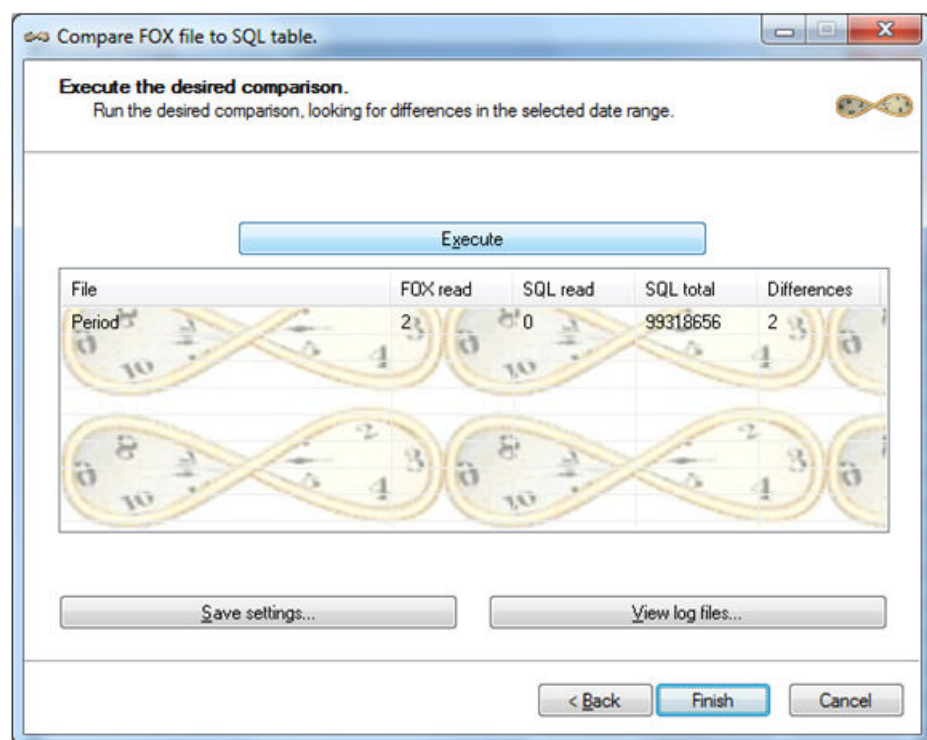
Period Code

From

To

- d. Do as follows:

- In **Period Code**, enter the period code that want to use to perform the check.
 - In **From/To**, enter the date range for which you are performing the check (Year, then month).
 - If you want to add additional codes to perform the checks, select **Set and add another**, and then add the code.
 - To continue with this procedure, click **Set** and then **Next**.
- e. After clicking **Next**, from the **Execute the desired comparison** screen, click **Execute** to run the comparison. The results are displayed shortly:



- f. Click **Save settings** to save the results for future reference, or **View log files** to view detailed results off the check. See the following example:

Comparison results

Table of Contents

- [User choices and configuration](#)
- [Statistics](#)
- [Period](#) (1 differences)

User choices

FOX data folder: C:\TK2000\DATA

Connection:

Server: LP-SAGIS
Database: Hamizrach
Authentication mode: SQL
User name: sagi
Password:

Files (configured and checked):

File Name:	Friendly Name:	Dll Name:	Enabled:	Checked On Screen:	Checked By Default:
Period.dbf	Period	CmpPeriods.dll	yes	yes	yes
Tcper.dbf	Tcper	CmpTcper.dll	yes	no	no
Dnperiod.dbf	Dnperiod	CmpDnperiod.dll	yes	no	no
Absfolow.dbf	Absfolow	CmpAbsfolow.dll	yes	no	no

Period ranges:

Accumulation Code:	From Year/Period:	To Year/Period:
4	2010/12	2011/3
4	2010/12	2011/3
9	2010/12	2011/3

Statistics

Start time: 16/03/2011
End time: 16/03/2011
Total time: 00:00:00 (0.618 seconds)
Fox records: 1
SQL records: 0
Total records: 1 (1.618 per second)
Total differences: 1

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File Period results

Statistics

Fox records read: 1

SQL records read: 0

1 differences found

Differences

Key	Type	Field name (SQL)	Fox value	SQL value
{4: 2011-1} 5' 0	FOX record without a corresponding SQL record.			

Up to [Table Of Contents](#)

- g. The above example shows that a difference was found. If so, investigate the problem in the system (in this case, go to period calculations), and then rerun the tool.

8. Check the **Sysconfig** screen and the TKSQl passwords.

- Check the records count - employees, daily, period, etc.
- Check the selected relevant modules.

-
- c. Check the users and groups.
 - d. Check all synonyms.
 - e. Check the company's name.
 - 9. Run payroll and compare with payroll export in TK2000.
 - 10. Check employee profiles.
 - a. Open the **Employee Profile** and check that there are the correct amount of employees.
 - b. Compare the profiles in TKSQL with the same profiles in TK2000.
 - c. Check that **Add New Employee** opens a blank employee screen.
 - i. Enter and save employee data.
 - ii. Summarize the current period.
 - iii. Summarize previous period.
 - iv. Check Profile access menus.
 - 11. In the Period Edits screen, enter, change, and save information.
 - 12. Collect data on the new system, including TKSQL, Date-to-date, Autoscheduler (poll externally), and system tables.
 - a. Read backup punch files.
 - b. Check the Benefit Accrual and Canteen manager modules (if installed).
 - 13. Check for invalid punches; check with the client if it is possible to delete invalid punches.
 - 14. Check import/export files and ensure that there is no usage in the regular fields that were changed in the transition to the new version, for example, EMPVEC.
 - 15. Test the functionality of all special reports (**IMAGESP**).
 - a. Run a periodic report, and then compare the results with TK2000 (for the various contracts).
 - b. Run any customized reports.
 - c. Print a report to screen.
 - d. Print a report to a printer.

16.Generate and send email reports.

17.If the client works with Retro, check the Retro payroll export.

Post-Conversion Procedures for the iBrowse System



After the initial conversion, perform the following checks in the iBrowse system:

1. Check that you can enter and exit the system correctly, first as an employee, then as a supervisor.
2. Browse the screens and verify that they display correctly.
3. Enter data and save changes in the attendance, tasks, and absence requests screens.
4. Generate reports in .pdf, .csv., and .html form.
5. Create reports for emails whose data is derived from iBrowse.
6. Check all special programs and special screens for the client.
7. Define all operating schedules, as set in previous versions.

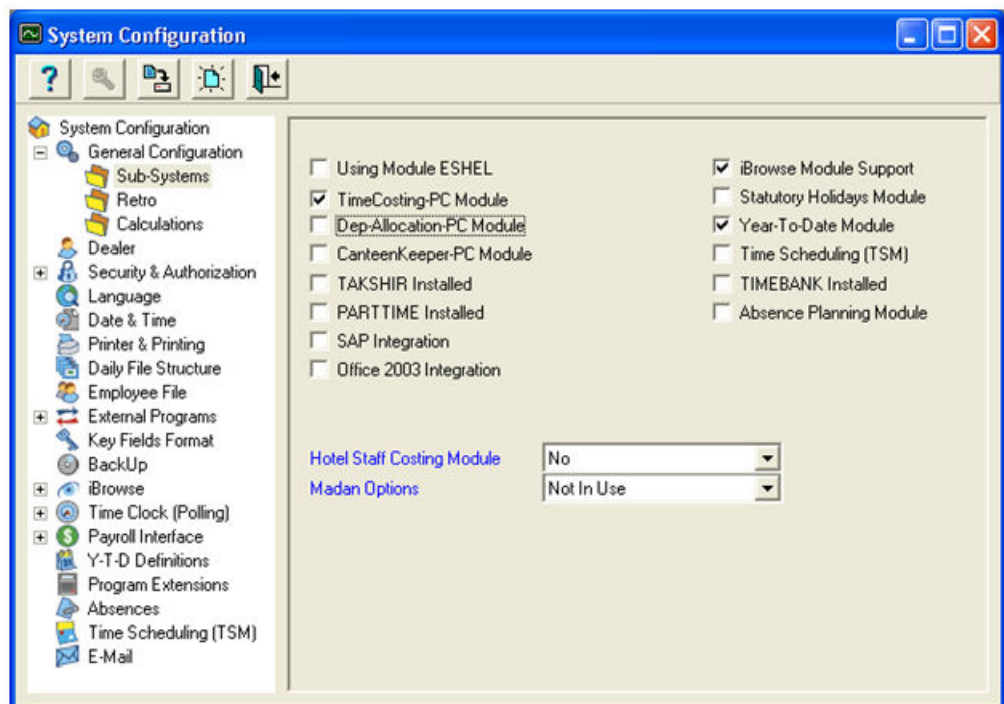
Post-Conversion Department Allocation Procedures

For customers running Department Allocation installations, perform this procedure after conversion.



Do as follows:

1. From **Department Allocation**, take all the departments and enter them in TimeCosting as orders (ensure that you activate the synonyms). Do as follows:
 - a. From the TKSQL main menu, select **Setup > Add/Edit Configuration Files > Edit/View System Environment Definitions**. The **System Configuration** screen is displayed.
 - b. From the tree, select **General Configuration > Subsystems**.
 - c. Disable **Dep-Allocation PC Module**, and enable **TimeCosting PC Module**.



- d. Save and close the screen.

2. Rebuild all additional data from Department Allocation into TimeCosting.
 - a. From the TKSQL main menu, select **Setup > Add/Edit TimeCosting Setup Files > Add/Edit TC Configuration file**. The **TC System Configuration** screen is displayed.
 - b. Click the **Definition of Levels** tab, and do as follows:
 - Select **Level 1**
 - In the **Level Name** field, change the name to the name that you want.

TC System Configuration

Rate Assignment Order | Combined Rates | Rate Retention | Job Scheduling And Valid Jobs

Definition of Levels | Level Relations | TC Options | TC Options - Continue

☐ Version 4 TimeCosting Configuration

	Level Name	Index Type	Length	Auto File Use
☒ Level 1	Work Order-anaf	Numeric Format	10	Not In Use
Auto File Expression Define				
☐ Level 2	Batch	Numeric Format	2	Not In Use
Auto File Expression Define				
☐ Level 3	Part	Numeric Format	3	Not In Use
Auto File Expression Define				
☐ Level 4	Process	Numeric Format	4	Not In Use
Auto File Expression Define				
☐ Use Department Auto File Expression Define				

- c. Click the **TC Options** tab.
- d. In the **TC-Job Start** field, define the **Job Start**.

TC System Configuration

Rate Assignment Order | Combined Rates | Rate Retention | Job Scheduling And Valid Jobs

Definition of Levels | Level Relations | **TC Options** | TC Options - Continue

Allow Manual Record Manual Record NOT IN Use Use Sort Code First Sort

Call Back Transactions Call Back Transactions are used for TK Only

Calculate Absence/Default Job Paid if accumulated in Cat#0 Manual Categories

Auto Calculate Type According to Duration (TK)

Auto Build By Clock Data With Validity Check

TK - Entry (In-Punch) is used Only For TK

TK - Exit (Out-Punch) is used Also As End of Job

TC - Job Start Start of Job Ends Previous Job Enable Alerts When Exceeding Planning

TC - Job End Not In Use

Closing Job by TC Calculation Program TK Daily Punches Will Be Used To Close The Job

Unpaid Absence for Do not calculate Unique Level Not In Use

- e. Click the **TC Options-Continue** tab.

- f. In **Department Time Costing**, select **Enabled**.

The screenshot shows the 'TC System Configuration' window with the 'TC Options' tab selected. The 'Department Time Costing' dropdown menu is open, showing 'None' and 'Enabled' options. The 'Enabled' option is highlighted with a red circle. The 'Daily Calculation includes TC Calculation' checkbox is also visible.

- g. If using rates, click the **Rate Assignment Order** tab.

- h. Define the dominant rate.

The screenshot shows the 'TC System Configuration' window with the 'Rate Assignment Order' tab selected. The window displays three columns for 'Costing Rate', 'Billing Rate', and 'Rate 3 Assignment Order'. Each column has a list of items (Employee, Work Order-anaf (Level 1), Department, Profession) and 'Up'/'Down' buttons. Below the lists are 'Period Field Name' dropdown menus.

- i. If using rates, click the **Combined Rates** tab.

- j. In the **Number of rates in use** field, define the number of rates.

TC System Configuration

Definition of Levels | Level Relations | TC Options | TC Options - Continue

Rate Assignment Order | **Combined Rates** | Rate Retention | Job Scheduling And Valid Jobs

Number of Rates in use: One Rate

Rate File Definitions

Costing Rate: Employee, Work Order-anaf (Level 1)

Billing Rate: Employee, Work Order-anaf (Level 1)

Rate 3 Defined by:

Up Down Select Up Down Select Up Down Select

k. Click the **Rate Retention** tab.

l. At the bottom, define all fields to **Yes**.

TC System Configuration

Definition of Levels | Level Relations | TC Options | TC Options - Continue

Rate Assignment Order | Combined Rates | **Rate Retention** | Job Scheduling And Valid Jobs

☒ Enable Job Scheduling

☐ Enable List of Valid Jobs Per Employee

☐ Enable Invalid Job Authorization

Default Jobs Active/Inactive: Inactive

Assign default Jobs from: Default Jobs (TCDEF)

Define Job Level: Manual Record NOT IN Use

Define Job Level 2: Manual Record NOT IN Use

Flag a Non Scheduled Job as an: Error

TK Manual Category Indicating an Unscheduled/Invalid Job Has Been A: Regular

Daily Variance Rules (Table I): Yes

Daily Rounding Rules (Table R): Yes

Daily Break Rules (Table N): Yes

m. Save and close the screen.

3. Ensure that every employee is defined to a default task in TimeCosting, **TC-Direct +Default Job**. This task needs to be the default department (order) previously defined to that employee in the Employee file.

a. From the TKSQL main menu, select **Setup > Add/Edit Configuration Files > Edit/View Employee Screen Configuration**. The **Employee Screen Builder** is displayed.

b. Add a **TimeCosting** tab.

- c. From the new **TimeCosting** tab, add **Occupation Type** and **Rate Code**.

The screenshot shows the 'Employee Screen Builder' window. The 'Index Fields Area' is at the top, labeled 'Index Fields Area [Not Editable]'. Below it are tabs: 'General', 'Additional Key Fields', 'Premium & Part Time', and 'Seniority Data'. The 'Additional Key Fields' tab is active, showing a table with two columns. The first column contains the number '1'. The second column contains the text 'Occupation Type (OCCUP_TYPE \ N 5 . 0)'. Below this, there is a row with the text 'Rate Code (RATE_CODE \ N 10 . 0)'. The table has a total of 7 rows. The bottom row contains the numbers '3' and '10'. The bottom two rows contain the numbers '4' and '11', '5' and '12', '6' and '13', and '7' and '14'. The window has a status bar at the bottom with various icons.

Index	Field
1	Occupation Type (OCCUP_TYPE \ N 5 . 0)
	Rate Code (RATE_CODE \ N 10 . 0)
3	10
4	11
5	12
6	13
7	14

- d. Save and close the **Employee Screen Builder**.
- e. From the TKSQL main menu, select **Maintenance > Global Update Employee File**. The **Current Employee File Changes** report selection screen is displayed.
- Filter for the employees or population that you want to define to a default task.
 - Select **Simple Expression**.
 - In **Field to Update**, enter **Occupation Type**.
 - In **Multiply Constant**, enter **0**.
 - In **Add Constant**, enter **27.00**.

Current Employee File Changes

File Date Employee Plant Site Department Contract Status Profession First Sort Second Sort
Schedule Group Begin

Date For 15/03/2011

Employee 1 - 99999999999999999999 Status 0 - 9999
 Plant 0 - 999999 Profession 0 - 9999
 Site 0 - 999999 First Sort 0 - 999999
 Department 0 - 99999999999999999999 Second Sort 0 - 999999
 Contract 0 - 99999999999999999999 Schedule Group 0 - 9999

☒ Simple Expression
 ☐ Extended Expression
 ☐ With Date Fields

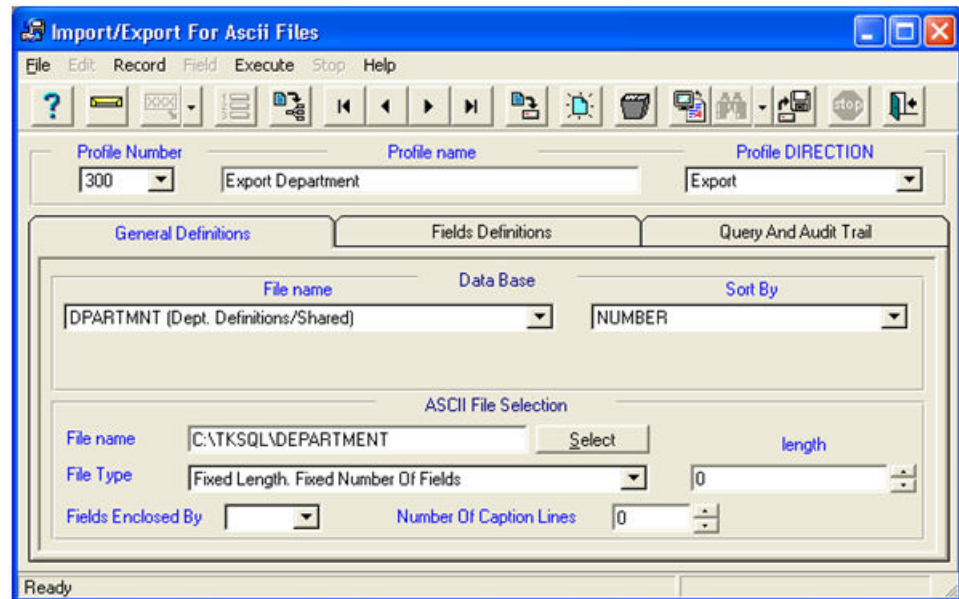
Field To Update	Multiply by Constant	Add Constant	From Value	To Value
Occupation Type	0	27.00		

☒ Update Only If All Conditions Are True

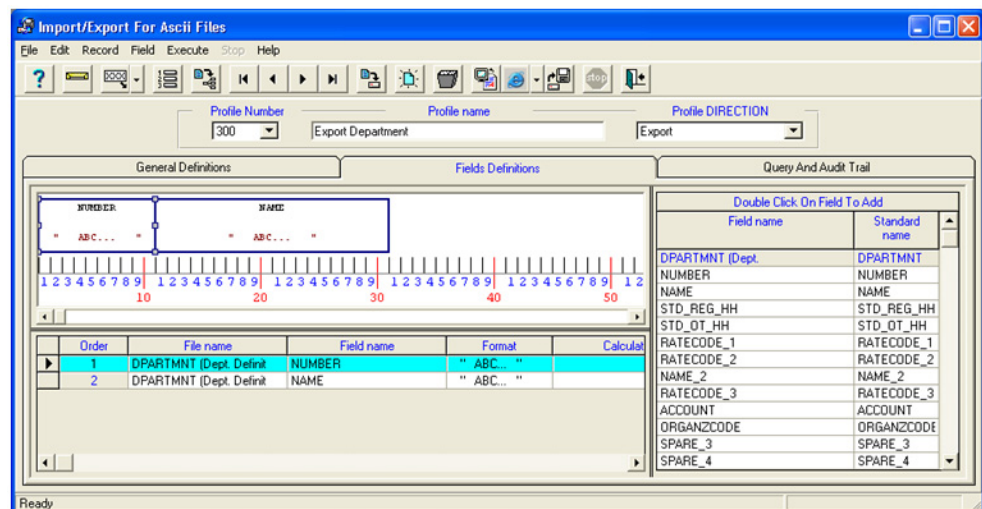
vi. From the toolbar, click the **Start** button.



4. If the customer has import/export files (i.e. MS Excel, or .csv) related to Department Allocation, convert them to TimeCosting. Do as follows:
 - a. From the TKSQL main menu, select **Maintenance > Import/Export Utilities > Add/Edit Run Global Import/Export Profiles**. The **Import/Export for Ascii Files** screen is displayed.
 - b. Click the **General Definitions** tab and enter the following:
 - In **Profile Number**, enter **300**.
 - In **Profile name**, enter **Export Department**.
 - In **Profile Direction**, select **EXPORT**.
 - In the **Data Base** area, in **File Name**, select **DEPARTMENT (Dept. Definitions/Shared)**.
 - In **Sort By**, select **Number**.
 - In the **ASCII File Selection** area, in **File Name**, select where you want to place the exported file.



- c. Select the **Field Definitions** tab.
- d. On the right, in **Double Click on Field to Add**, select **Number and Name**. They are automatically displayed in the left pane, at the bottom.

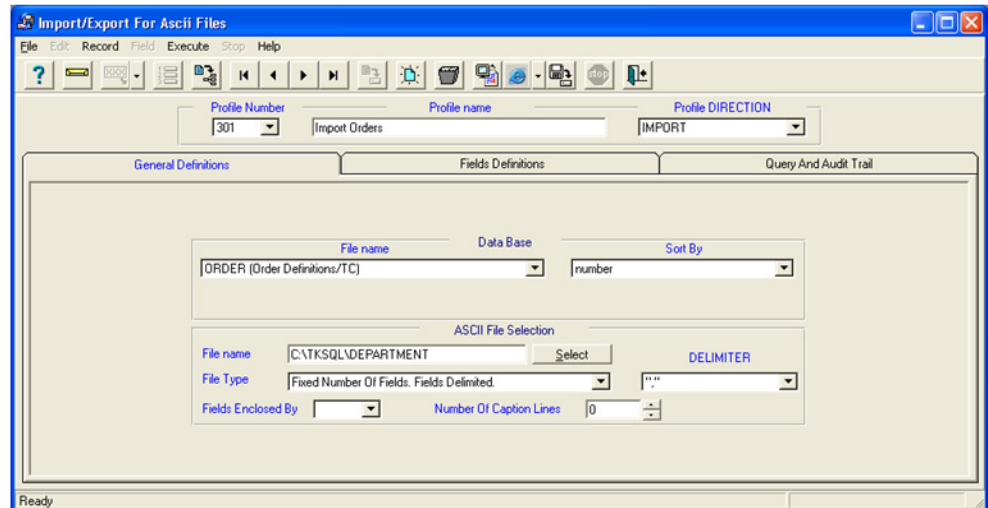


- e. Save your work.
- f. From the toolbar, click **Run Profiles** to export the department profiles.

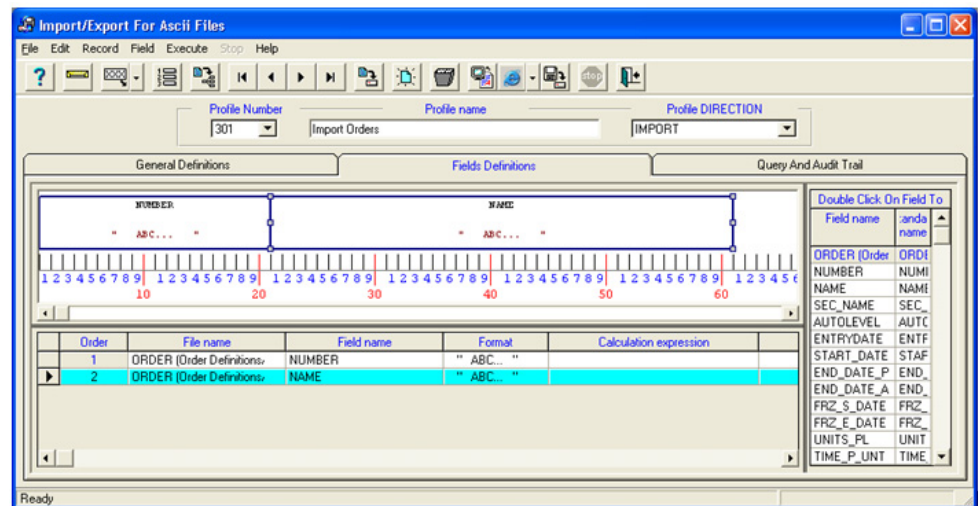


- g. From the **Import/Export for Ascii Files** screen, select the **General Definitions** tab, and do as follows:
 - In **Profile Number**, enter **301**.
 - In **Profile Name**, enter **Import Orders**.

- In **File Name**, select **ORDER (Order Definitions/TC)**.
- In **Profile Direction**, select **IMPORT**.
- In **Sort By**, select **Number**.



- Click the **Fields Definitions** tab.
- On the right, in **Double Click on Field to Add**, select **Number and Name**. They are automatically displayed in the left pane, at the bottom.



- Save your work.
- From the toolbar, click **Run Profiles** to import the department profiles.



- From the **Import/Export for Ascii Files** screen, select the **General Definitions** tab, and do as follows:

-
- In **Profile Number**, enter **302**.
 - In **Profile Name**, enter **Export Employee + Department**.
 - In **Profile Direction**, select **EXPORT**.
 - In the **Data Base** area, in **File Name**, select **EMPLOYEE (DETAILS/SHARED)**.
 - In **Sort By**, select **Employee**.
 - In the **ASCII File Selection** area, in **File Name**, select where you want to place the exported file.

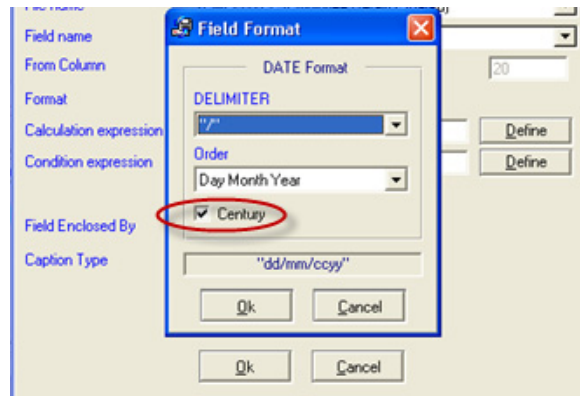
m. Select the **Field Definitions** tab

n. From the right, select the following fields, and they are automatically displayed on the right at the bottom:

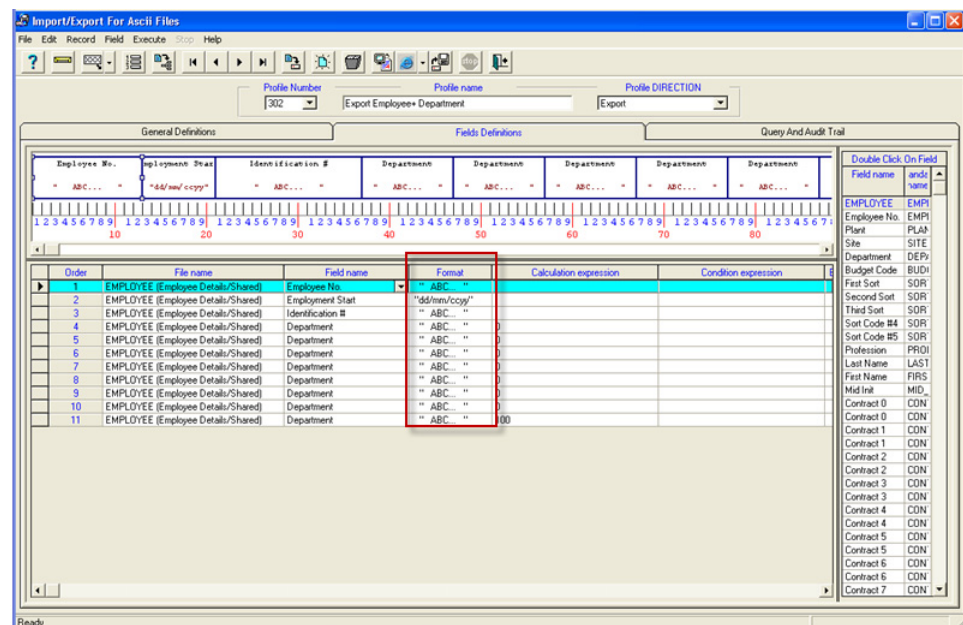
- **EMP_NUM**
- **DATE_FROM**
- **L1_ORDER_0**
- **OCCUP_TYPE**
- **L2_BATCH_0**
- **L3_PART_0**
- **CCNTR_0**
- **L4_PROC_0**
- **PROFF_0**
- **DEPART_0**
- **PERCENT_0**

o. On the left, under the word **General Definitions** and above the ruler, find the **Hire_From** display in the whitespace.

p. Double-click it, and from **Format**, enable **Century**.



- q. The remainder of the list (as displayed in the whitespace) and define to **ABC** (but do not enable **Century**).



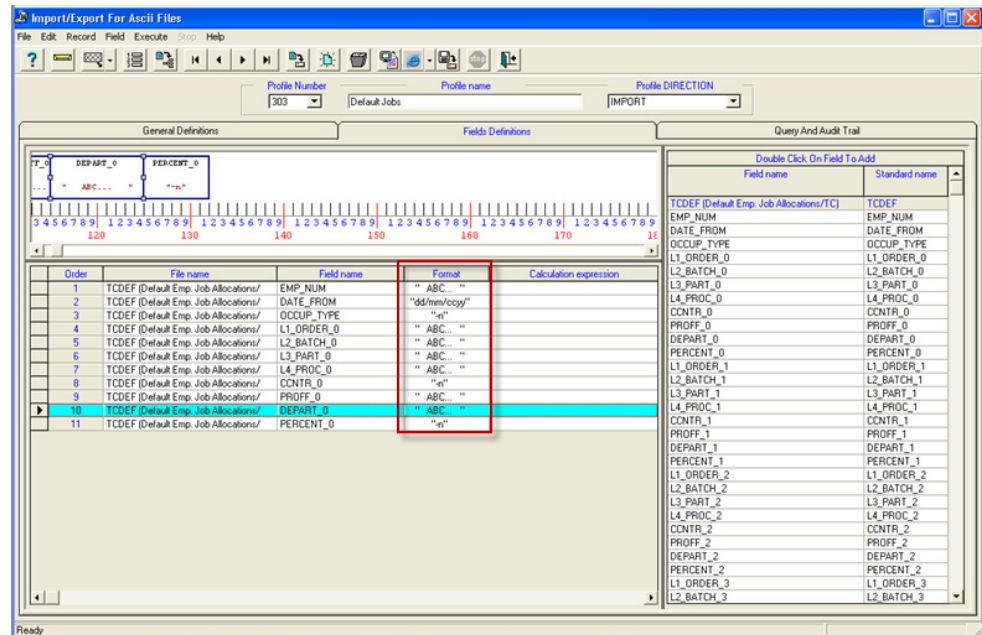
- r. From the toolbar, click **Run Profiles** to import the department profiles.



- s. From the **Import/Export for Ascii Files** screen, select the **General Definitions** tab.

- In **Profile Number**, enter **303**.
- In **Profile Name**, enter **Default Jobs**.
- In **Profile Direction**, select **IMPORT**.
- In the **Data Base** area, in **File Name**, select **TCDEF**.
- In **Sort By**, select **Employee**.

- t. From the whitespace, double-click the fields, and from **Field Properties > Format**, define the fields as shown here:



- u. From the toolbar, click **Run Profiles** to export the department profiles.



5. All reports that were defined to Department Allocation need to be re-written in TimeCosting by the implementer (this can be time-consuming; prepare accordingly).
6. In Payroll, **Payroll to DA** must be rebuilt as **Payroll to TimeCosting**.

Implementing New Features for Your Customer's Benefit

In order to inform the customer of new features in TKSQL, we advise to configure the following features:.

#	Subjects for Implementation	Comments for Implementation
Daily Activity File		
1	Attach Documents	■ Add the column to the Daily screen. ■ If the attachment doesn't open, update the file comctl32.ocx in the windows\system32 folder. ■ Define for every group ■ Define for departmental browser
2	Add Comments (Daily)	■ Add the column in the Daily screen ■ List + Manual Entry ■ Define for every group ■ Define for departmental browser
3	Define a period for the Daily browser	■ Define a a default query according to date/expiration etc., (according to needs) ■ Define for every group
4	Add 2 reports to be run from the Daily browser	Add 2 reports: ■ RPER6EXT -Enhanced Detailed Timecard (Extended) TK ■ RPER1EXT - Pay Period Errors and Exceptions Report (Extended) ■ Define for every group ■ Define for departmental browser Adjust the parameter files accordingly.

#	Subjects for Implementation	Comments for Implementation
5	Color Columns (Daily)	- Define columns in colors according to the customer's needs, i.e.: deficiency counter, contract, paid absence, etc. - Should be defined for every group
Employee Master File Screen		
6	Add another tab for contact details (Employee)	Add " Contact Details " tab for employee profile including email , address (city, street), home phone, cellular phone, etc.
7	Add a tab called Personal Details	Family Status, Gender, National ID #, Date of Birth, children's field
8	Add iBrowse tab	Add iBrowse tab including: user name, password, profile #, language, password expiration date, password update date
9	Add Photo (Employee)	Define employee photo folder location
Reports - Employee, Setup, Daily, and Period		
10	Clock Movements Report	RTRANSEC
11	Default Daily Activity Report	RTKDAYEX Define the parameter file: - Add 2 parameter files: 1-Display all Counters (12 columns) 2- Display all Absences (12 columns) - Print horizontal and vertical lines, with negative values displayed in bold - Replace the default daily activity report (put RTKDAY with the extended one)
12	Entered Employees Report	RINOUT
13	Employees Who Await Supervisors Signoff Report	RIBEADM (supported in multiple supervisors) - Hide when working in users mode - In the parameters file, define default email
14	Employees Who Await Supervisors Signoff Report	RIB_EDS (supported in Users mode) - Not for use in multiple supervisors mode - In the parameters file, define default email
15	TK - Errors Exceptions (by Employee)	RDAILY31 Define 2 parameter files - Check in iBrowse and Check in daily - can be accessed from the menu to the parameters files

#	Subjects for Implementation	Comments for Implementation
16	Pay Period Errors and Exceptions Report	RPER1TXT ■ Define a parameter file ■ Print horizontal and vertical lines, with negative values displayed in bold ■ Replace the default daily activity report (put RTKDAY with the extended one)
17	Detailed Timecard (Extended) – TK	RPER6TXT ■ Define a parameter file ■ Add the following 2 parameter files -one with notes and the other without notes ■ Print horizontal lines, with negative values displayed in bold
18	Employee Timecard Extended With Clock Punch Positions	RP6TKCL ■ Define the clock names ■ Ensure that rp6tkclsql.dll exists ■ Define a background parameter file
19	Original Punch Positions	RP6TKCL1 ■ Ensure that rp6tkcl1sql.dll exists ■ Print background color
20	Employee Timecard Extended with Weekly Summary	RP6WEEK Ensure that the assigned parameter file is RP6WEEK
21	Extended Pay Period Summary Report	RTKPEREX ■ Define a parameter file ■ Add 2 parameter files: 1-Display all Counters (16 columns) 2- Display all Absences (16 columns) ■ Print horizontal and vertical lines, with negative values displayed in bold ■ Replace the default daily activity report (put RTKDAY with the extended one)
22	Monthly Attendance Report	RDMONTH Define a parameter file

#	Subjects for Implementation	Comments for Implementation
23	Employee Report Extended	REMPEXT ■ Define 3 matching parameter files ■ To these files, add 3 parameters: 1-Organizational Structure, and 2-Personal Details, such as address, telephone, email, and fields that were defined in private details and contact details ■ Print horizontal lines, with negative values displayed in bold
24	New/Terminated Employees Report	RNEWEMP
25	Tables/Contracts Cross Reference Report	RTBLIST1 Place at the bottom of the report
26	Orders Report (Sorted By)	RTCDAPER Add to the TimeCosting report - only for customers who use TimeCosting
27	Employees Timecard (Standard) plus TC	RPER5TC Add to the TimeCosting report - only for customers who use TimeCosting
	Benefit Accrual/APM Reports	Add a report called Bank Statement report (RACOUNT)
Changes to iBrowse		
28	Disable polling of clock button	In iBrowse Profiles Attendance tab, set the clock button to No
29	iBrowse Profiles Definitions	DCNFPROF Setup=>System Security Audit Trail Files=>iBrowse Profile
30	Define Multiple Supervisor's for iBrowse	DADMINIS Setup=>System Security Audit Trail Files=>iBrowse Profile
31	Create User Names for all Employees	LSELECT Setup=>System Security Audit Trail Files=>iBrowse Profile
32	Assigning Employees' Passwords in Ibrowse	DEMP3 Setup=>System Security Audit Trail Files=>iBrowse Profile

#	Subjects for Implementation	Comments for Implementation
33	Adding IBRW Users	Add 2 predefined users: IBRW, IBR2 (for secondary changes) to the User table
Menu Changes		
34	Hide the Department Allocation Menu	Hide the menus in the following details: DA reports (daily, period), maintenance, and setup
35	Copy the Contract Tables under TimeKeeper Setup Files	Add to the SYSCOPY menu Setup=>TK Setup Files
36	Add index for the BLDSORT profiles	Add to the BLDORY menu Setup=>Shared Setup Files=>place at the bottom of the list (if it already exists, do not redefine)
37	Initialize History for the Employee Master File	Add to the DHinit menu Setup=>Shared Setup Files=>place after BLDSORT (add to menu only not to direct access)
38	Update Employee Table according to Conditions	Add to DEMPEXP menu Setup=>Shared Setup Files=>place after History Initialization
39	Define the clock names	Add to the SYSFILE menu Setup=>Shared Setup Files=>place under Synonyms
40	Read Backup File Punch Table (TRANSTK/TC)	Add to the TRCLOCK menu Place under Activities=>Poll Clocks
43	Add Report Generator	Add to the LAVREPRS menu parameter 2
Additions and Configuration		
44	Update Dealer Name	Update the dealer in Configuration - Synerion Systems Ltd.
	Define Amount of Employees	In SYSCNF , update maximum number of employees
	Define Default Backup Path	In SYSCNF , in Backup icon, define path
45	Yearly Card Y2D	Activate Y2D Define overtime and absences tracking (i.e. sickness, vacation)
46	Activate Audit Trail Parameters	For Daily and Employee files
47	Activate Users Definitions	Enable configuration

#	Subjects for Implementation	Comments for Implementation
48	Contract and Table Documentation	Enable configuration
49	Add Profiles for Windows Scheduler	Following this, the script will be defined
50	Add Import/Export Profiles	For example, Employee and Daily import/export
51	Create BI Groups	Only relevant if BI is installed Setup=>TK Setup Files
52	Add Import Schedule for Customer who uses TimeScheduling (TSM)	IMPSCD, DJOBBASE Add job templates only for customer who uses Job Scheduling

Troubleshooting

The following sections describe common errors and how to solve them.

Dealing with Corrupt Records

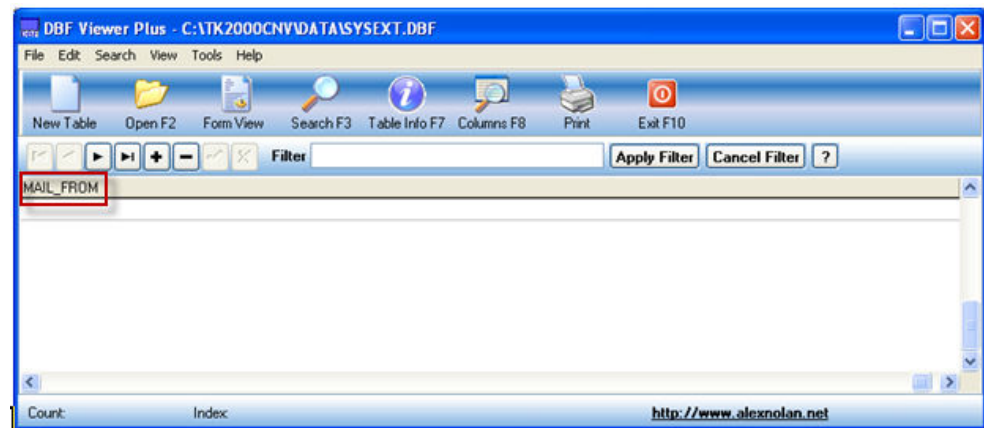
Problem: The conversion utility failed to convert tables or files, possibly due to corrupted fields.

Solution: Do as follows:

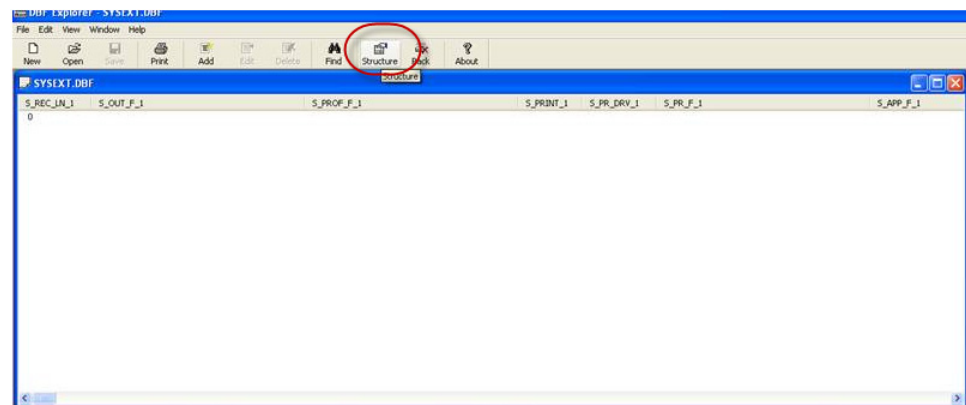
1. Download a tool called **DBFPlus.exe** (or any other DBF editor tool).
2. Use the tool to open the table or file (this example uses **sysextdbfb**) under the TK2000/data folder; look for a corrupted field.



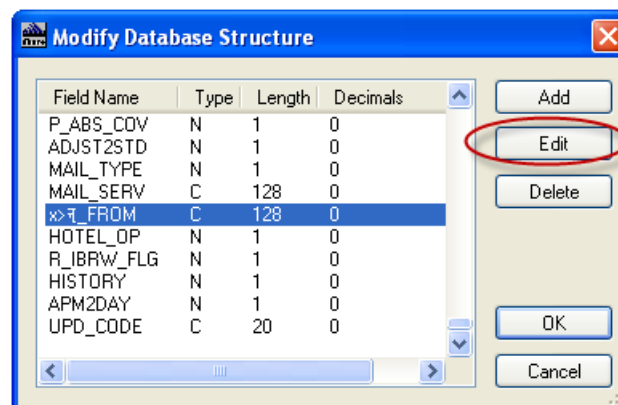
3. Open the same file (in this case, the other **sysextdbfb** file) from the other TK2000/data folder to see the correct field name.



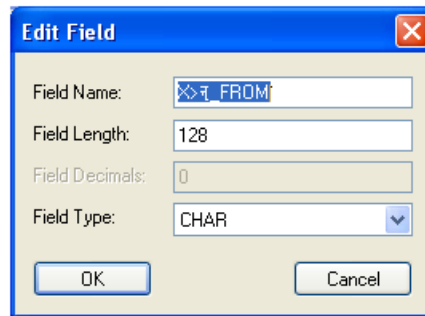
4. Download a tool called **DBFExplorer**. Do as follows:
5. Through **DBFExplorer**, edit the column name.
 - a. Open **DBFExplorer** and from the toolbar, click **Structure**.



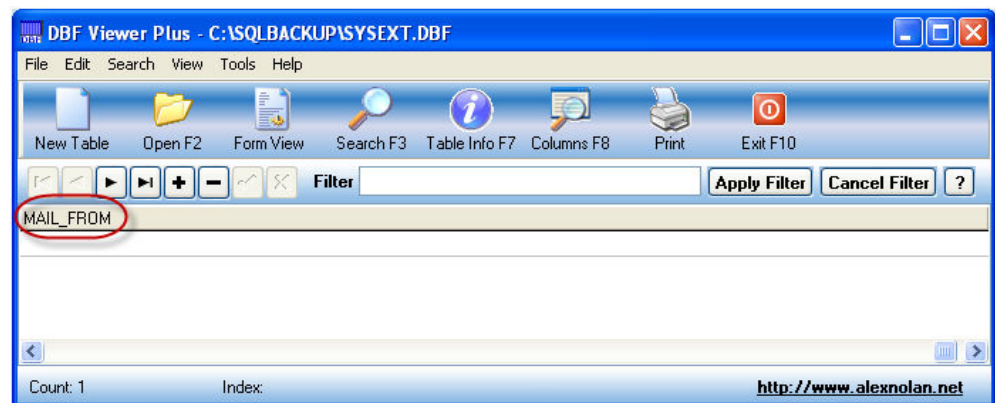
- b. In **Modify Structure Database**, search for the corrupted value in the field name list window.
 - c. Highlight the field, and click **Edit**.



- d. In **Field Name**, change the name to the correct field name, and click **OK**.



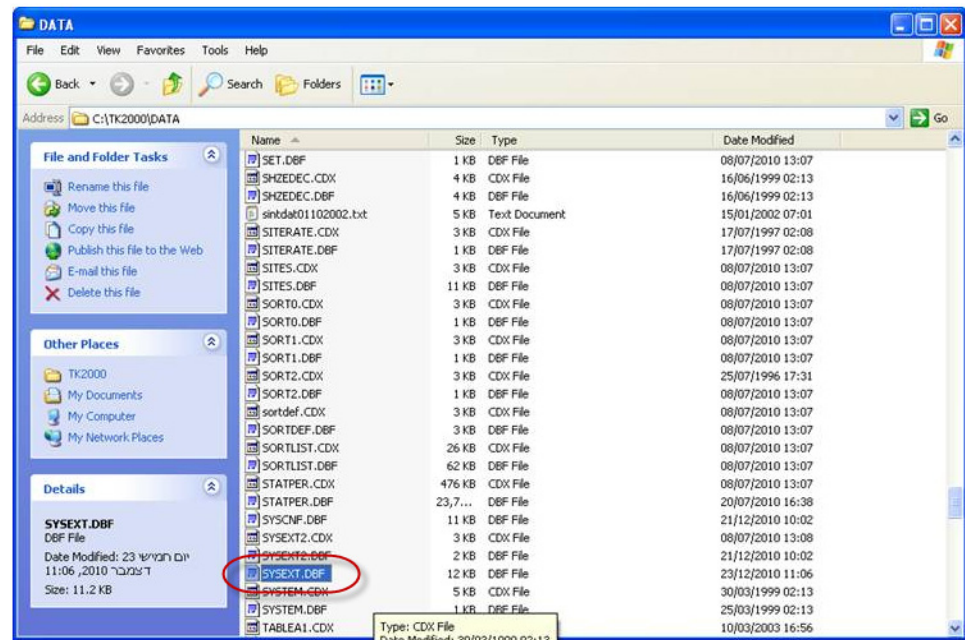
6. Open the corrupted file again, and verify that the column has the correct name.



7. Through the SQL Server on TKSQL, run the conversion (or a manual conversion) again only for the corrupted file via the command line:

```
EXEC CONVFILE 'c:\TK2000','data','SYSEXT',"
```

(this path is the location of the corrupted file. In this case it is located under **C:\TK2000\DATA**)



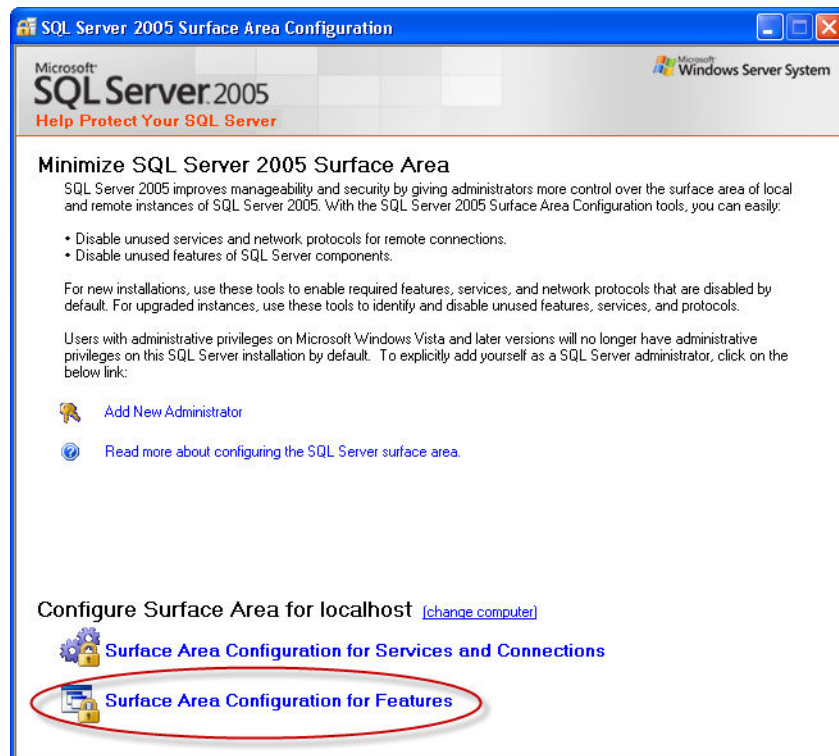
After you convert this file, log in to TKSQL.

Conversion Problems on SQL Server

Problem: During the execution of **ConvToSQL.exe** an error message is generated indicating a conversion failure.

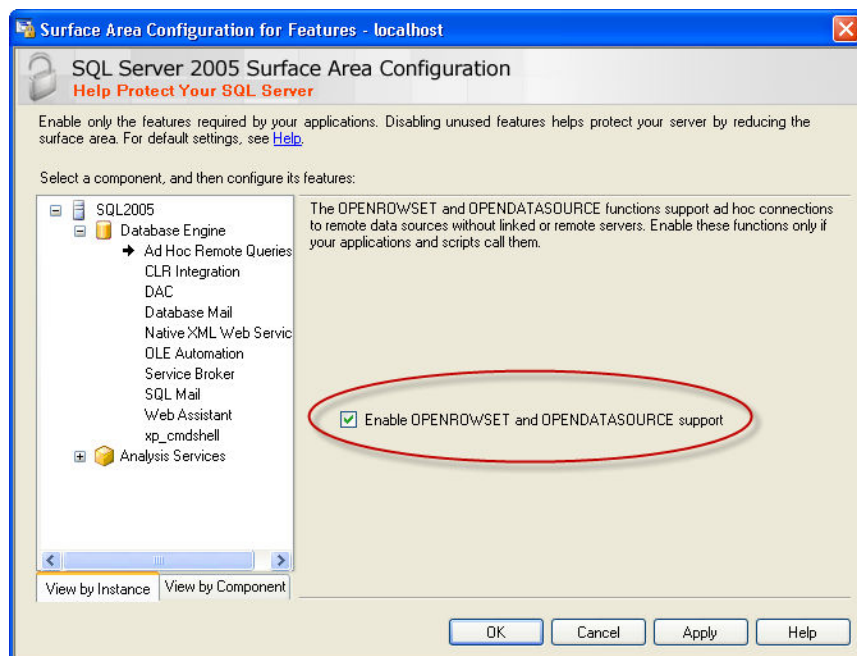
Solution: Set SQL Server to enable **OPENROWSET** and **OPENDATASOURCE**. Do as follows:

1. Select **Microsoft SQL Server 2005 > Configuration Tools > SQL Server Surface Area Configuration**. The **Minimize SQL Server 2005 Surface Area** screen is displayed.
2. Select **Surface Area Configuration for Features**.



The **SQL Server 2005 Surface Area Configuration** screen is displayed.

3. Select **Enable OPENROWSET and OPENDATASOURCE** support, and click **OK**.



Contract Numbers are Converted as Alphanumeric Instead of Numeric

Problem: Contracts' numbers were converted as alphanumeric instead of numeric.

Solution: Run the next query in order to make it numeric.

```
update [CONTRACT] set [NUMBER] = space((8-len(ltrim(rtrim([NUMBER]))))) +  
ltrim(rtrim([NUMBER]))
```