Renaissance Place®

Client and Content Installation Instructions

- **Accelerated Math®**
- **Accelerated Reader®**
- **English in a Flash™**
- **Fluent Reader®**
- **StandardsMaster®**

Copyright Notice

5/05, RP v3.0

Contents

Welcome

Renaissance Place Suite

Before you can install your client computer programs, and any program content, you must first install the Renaissance Place Suite on your server. See the *Renaissance Place Installation Guide* that is in the case containing the two Renaissance Place Suite CD-ROMs. You can also find a copy of the *Renaissance Place Installation Guide* on the Renaissance Place Suite CD-ROM disc 1, in the Manuals, Renaissance Place folder.

Client Programs and Content

After you complete the Renaissance Place Suite installation, refer to this document. You may need to install some additional software on your client computers. To find out what is needed refer to "Check Software Requirements from the Client Computer" (below).

Next, install the content needed for any of the following programs that you have:

- Accelerated Math
- Accelerated Reader
- English in a Flash
- Fluent Reader
- StandardsMaster

Refer to each program's software manual for additional information about the client programs and content you are installing. Software manuals are available from your Renaissance Place home page by clicking on the "Download Manuals" link in the upper right corner of your home page.

Check Software Requirements from the Client Computers

Renaissance Place programs require that certain software programs be installed on your client computers. Some of these programs may already be installed. To find out what is needed for your classroom computers, from *each classroom computer*, click "Check Software Requirements" on the bottom of the **Welcome** page.

The **Check Software Requirements** page shows software Status and Action needed to prepare the classroom computers for Renaissance Place. There is an example of the page shown at the top of page 2.

1

To find out more about the required software for each of your Renaissance Place programs, review the list shown in the panel.

Under Action, click on items that need to be installed or updated on each computer.

Accelerated Math

Installing Accelerated Math Libraries

To install your libraries, follow the steps below after Accelerated Math has been registered **at the server** (follow the steps in the *Renaissance Place Installation Guide*). You must install libraries when you first set up your Accelerated Math server and whenever you purchase additional libraries.

1. Your libraries were delivered on a CD. (This is not the CD you used to install Accelerated Math; the libraries are delivered on a separate CD.) Insert the CD-ROM into your Accelerated Math server. **You must install the libraries at the server.**

2. If the **Accelerated Math Content Installer** starts automatically, go to step 3.

   *If this does **not** happen,* click the [Start] button and select **Run**. In the **Run** dialog box, type **d:\AMContentInstaller.exe**. (If your CD drive is not the **d:** drive, substitute the correct letter.) Click the [OK] button to continue.

3. The **Accelerated Math Content Installer** will start and will list the libraries that can be installed for the school. Click the [Install] button.

   Note: This process may take some time.

4. The installer will notify you that it is uploading the files. Then, it will notify you when each library has been successfully installed. When all libraries have been installed, the program will notify you. Click the [Exit] button to close the content installer.

5. If you received more than one library CD, insert the next CD and repeat these steps.
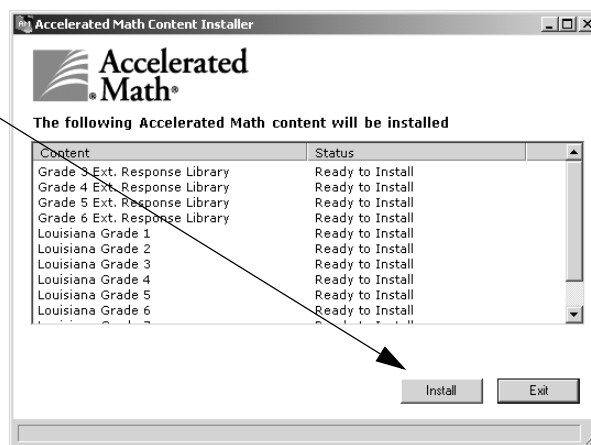
Next you need to connect and install the AccelScan. Go to "Connecting the AccelScan and Installing the AccelScan Scanning Software on Client Computers" on page 15.

Accelerated Reader

Installing Accelerated Reader Quizzes

You must install quizzes for every school that will be using the Accelerated Reader RP program. There are two ways for you to get your quizzes into the database:

- You can convert existing quizzes from your Accelerated Reader 5.x to 6.x desktop program or your Accelerated Vocabulary 1.x desktop program into your Accelerated Reader 7.1 RP or higher database by importing the database using the Renaissance Data Translator. **Note:** The instructions for using the Renaissance Data Translator can be accessed at the server by clicking the [Start] button, then **Programs**, **Renaissance Learning**, **Utilities**, and **Renaissance Data Translator Instructions**. The instructions are also in the Manuals folder on the Renaissance Place Suite software CD-ROM.

- You can install your quizzes (Reading Practice, Vocabulary Practice/Accelerated Vocabulary, Literacy Skills, and Other Reading) by following the steps in this section. **Note:** You can install your quizzes at the server or at any Windows or Macintosh computer that can connect to the server using a browser.

Follow these steps to install your quizzes:

1. Insert the content CD you received into the CD-ROM drive of your computer. If you received more than one CD, it doesn't matter which one you install first.

2. *If the installation starts automatically,* go to step 3.

   If the installation doesn't start automatically:

   a. View the contents of the CD. (On Windows computers, use My Computer or Windows Explorer to open and view the contents of the CD. On Macintosh computers, double-click the CD icon on your desktop to open it and view the contents.)

   b. Double-click the QuizUtil.exe file (Windows) or the QuizUtil file (Macintosh) to start the installation.

3. The **Accelerated Reader Quiz Installation** dialog box opens. Click the [Renaissance Place Server] button.

4. If the **Select Server** dialog box appears, type the name or IP address of your Renaissance Place server and click the [OK] button. **Note:** You can get this information from your school or district administrator.

5. At the **Log In** panel, type your Renaissance Place user name and password in the appropriate fields. If you don't have this information, you can get it from your school administrator or district administrator. After you've entered your user name and password, click the [Log In] button.

   Note: The name or IP address of the server to which you're connected is shown on this panel. If it's incorrect, click the [Change Server] button and go back to step 4 to connect to a different server.

6. The **Quizzes to be Installed** panel shows you the school for which the quizzes will be installed and the Renaissance Place serial number for that school. If the school also has an Accelerated Reader or Accelerated Vocabulary desktop serial number assigned to it, that number will also be shown. When you're ready to begin, click the [Install] button.

7. The progress of the installation is shown in the next panel. Don't do anything in this panel.

When the installation is finished, the **Installation Summary** panel shows you a summary of the installation including the number of quizzes that were installed. Click the [Exit] button.

8. The CD has a BookLists folder on it that contains the book list for this order in .pdf and .txt format. Depending on the order, there may be more than one set of .pdf and .txt files. Follow the steps below for your operating system to view and/or print a book list for this quiz order:

    Windows:

    a. View the contents of the CD. You can use My Computer or Windows Explorer.

    b. Double-click the BookLists folder on the CD to open it.

    c. Double-click the .pdf file or the .txt file. **Note:** To open the .pdf file, you must have Adobe Acrobat Reader installed on this computer.

    Macintosh OS 8.6-9.x:

    a. Open Adobe Acrobat Reader or a text-editing program.

    b. In the program you opened, click the **File** menu, then **Open**.

    c. Navigate to the BookLists folder on the CD and double-click the .pdf file (if you opened Adobe Reader) or the.txt file (if you opened a text-editing program).

    Macintosh OS 10.x:

    a. Double-click the CD icon on your desktop to view its contents.

    b. Double-click the BookLists folder to open it.

    c. Double-click the .pdf file or the .txt file.

9. If you received more than one CD with your order, repeat steps 1-8 with the other CD.

10. When you're finished installing your quizzes and viewing the book lists, remove the content CD from your computer's CD-ROM drive.

English in a Flash

English in a Flash Content Libraries must be installed on the server where you installed the English in a Flash software. *Content Libraries must be installed for each school that will be using the program.* The libraries contain the student tutorials, pretests, lessons, and quizzes that your students will complete. Each library has 15 chapters; each chapter begins with a pretest and has 5 lessons; each lesson is followed by a quiz.

Follow the steps below to install content on your server for your school:

1. If you have antivirus software running on your server, disable it while you install the content.

2. Insert the English in a Flash content installation CD-ROM that you received into the server's CD-ROM drive. (This is not the same CD that you used to install the software.)

3. *If the content installation launches automatically,* go to step 4.

   If the content installation does not launch automatically:

   a. Locate the English in a Flash content installation CD-ROM and view its contents.

   b. Double-click the **ESLContentInstaller.exe** file.

4. An **English in a Flash Content Installer** dialog box opens. It lists all the content that will be installed from this CD. The status of each library should be "Ready to install." After you click the [Install] button to begin installing the content, the scroll bar at the bottom indicates the installation progress.

   Note: If the status of the content libraries is "Product not Registered," the registration number for the content libraries does not match the registration number for English in a Flash. If you need to register your English in a Flash software, see the *Renaissance Place Installation Guide*.

5. Your content is installed. During the installation, the status of the libraries will change. Each library will begin at "Ready to install," progress to "Install started," and finish with "Success" when the installation for that library is done.

   Wait until all the libraries have a status of "Success"; then, click the [Exit] button and remove the CD-ROM.

Fluent Reader

Installing Fluent Reader Content

Each Fluent Reader or English in a Flash – Fluent Reader content level contains passages that your students can work on. When you receive your content, you must install it at the server where you installed Fluent Reader. **Do not attempt to install content on your client computers (workstations).**

Note: Content must be installed *for each school.*

Follow these steps:

1. If you have antivirus software running on your server, disable it while you install the content.

2. Insert the Fluent Reader or English in a Flash – Fluent Reader content installation CD into the server's CD-ROM drive. (This is not the same CD that you used to install the software.)

3. *If the content installation launches automatically,* go to step 4.

   If the content installation doesn't launch automatically:

   a. Locate the content installation CD and view its contents.

   b. Double-click the **FRContentInstaller.exe** file.

4. A **Fluent Reader Content Installer** dialog box opens. It lists all the levels that will be installed from this CD. The status of each level should be "Ready to Install." Click the [Install] button to begin.

   Note: If the status is "Product not Registered," the registration number for this content doesn't match the Fluent Reader registration number. If you need to register your Fluent Reader software, see the *Renaissance Place Installation Guide* for instructions.

5. Your content is installed. During the installation, the status of the levels will change. Each level begins at "Ready to Install," progresses to "Install Started," and finishes with "Success."
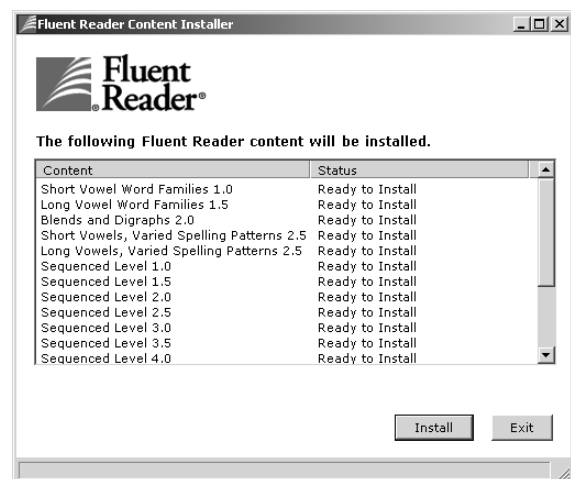
   As soon as the files have been uploaded to your server, but before the installation is finished, the [Exit] button changes to a [Done] button. Wait until all the levels show "Success"; then, click the [Done] button and remove the CD.

Installing the Fluent Reader Student Program

The Fluent Reader Student program must be installed on every computer that your students will use to work in the program. Make sure these computers meet the requirements listed on our web site at http://www.renlearn.com/requirements.

UPGRADING FROM A PREVIOUS VERSION OF FLUENT READER

If you are upgrading from a previous version of Fluent Reader, you will not have to download and install new software on student computers where the program is being used. When you open the Student program, the software will automatically be updated from the server.

### Downloading the Student program installer

By default, district administrators, school administrators, and teachers can download installers for the Fluent Reader Student program. However, the availability of this option depends on your primary position and the capabilities you've been granted in Renaissance Place.

Follow the steps below to download the Student program installer. Then, for installation instructions, go to page 9 for Windows computers and page 11 for Macintosh computers.

1. After you log in to the browser-based program, you will see your **Home** page. If you're already using the program, go to this page by clicking "Home" at the top of any page.

2. On your **Home** page, click "Product Administration" under Renaissance Place. **Note:** You may need to click "Show Details" by Renaissance Place to show the available tasks.

3. On the **Product Administration** page, click "Download Client Application Installers" under Setup and Maintenance.

4. The **Client Install** page will have a link for downloading the Fluent Reader Student program installer. Note the server name or IP address shown under the installation instructions on this page; you will need this information later. (If you are connecting to a secure server, you must use the DNS server name, not the IP address. If the address is not secure, Macintosh computers should use the IP address.)

   Note: Typically, only the software for your operating system (Windows or Macintosh) will be listed. If you click the [Show All] button, you will see the software available for both operating systems as shown in the picture. Click the [Show Less] button to hide the software for the other operating system.

5. Click "Install" next to the Fluent Reader Student program.

6. As you download the installer, your browser may ask you to choose whether to open or run the program from its current location or save it. *Do not open or launch the program;* instead, choose to save the file to your computer. On Macintosh computers, if you are asked whether to unstuff the file, choose to unstuff it.

7. Close your browser window when you are finished downloading the installers.
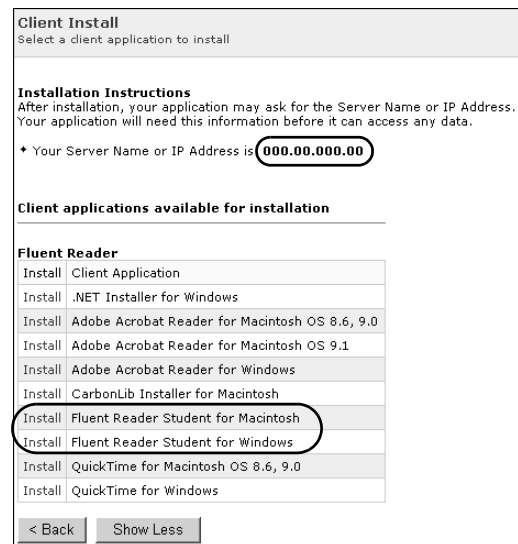
ADDITIONAL REQUIREMENTS FOR COMPUTERS USING THE FLUENT READER STUDENT PROGRAM

Windows and Macintosh computers: *Each computer that your students will use must have QuickTime (version 5 or later) and the Adobe Acrobat Reader installed. If you don't have this software installed, on the **Client Install** page, click "Install" by "QuickTime" or "Adobe Acrobat Reader." **Note:** You don't need to install Adobe Reader on Macintosh computers running OS 10 or higher unless you want to use it for printing the passage materials.*

Windows computers: *The Microsoft .NET Framework (version 1.0.3705 or newer) is required on each computer that will use the Fluent Reader Student program. If you don't have it installed, or have an older version, you must download and install it. On the **Client Install** page, click "Install" next to ".NET Installer." Save this file to the same location where you saved the Student program file. (If you don't know if your Windows computer has the .NET Framework installed, open the computer's Control Panel and double-click "Add/Remove Programs." Scroll through the list to see if the Microsoft .NET Framework is listed among the installed programs.)*

Macintosh computers running OS 8.6 or 9.x: *CarbonLib version 1.5 or higher is required to run the Fluent Reader Student program. To find out what version of CarbonLib your computer is using, click the **Apple** menu and select **Apple System Profiler**. Then, click the Extensions tab. Scroll down through the list to find "CarbonLib" and the version your computer is using. If the version is lower than 1.5, you must download a newer version of it. On the **Client Install** page, click "Install" next to "CarbonLib 1.6 Installer." **Note:** Do not install CarbonLib on Macintosh computers running OS 10 or higher.*

To install the Student program on Windows computers, see the instructions below. To install it on Macintosh computers, see the instructions that begin on page 11.

Windows computers – installing the Student program

1. If this computer doesn't have the Microsoft .NET Framework installed, follow these steps to install it:

   a. Find the **DOTNETFX.EXE** file that you downloaded (see the note at the top of the page). Double-click the file to start the installation.

   b. When the program asks if you want to install the Microsoft .NET Framework package, click the [Yes] button.

   c. Follow the instructions in the installer.

2. Next, you should install Adobe Acrobat Reader, if it's not already installed:

   a. Find the **ar500enu.exe** file that you downloaded (see the note on the previous page). Double-click the file to start the installation.

   b. Follow the instructions in the installer.

3. Next, you should install QuickTime, if it's not already installed:

    a. Find the **QuickTimeInstaller.exe** file that you downloaded (see the note on the previous page). Double-click the file to start the installation.

    b. Follow the instructions in the installer.

4. Find the **FRStuWIN1.2.msi** file that you downloaded and double-click the file. (See page 8 to find out how to download the file.)

5. A **Windows Installer** dialog box appears briefly. Don't do anything in this dialog box; it will disappear. Then, **Fluent Reader RP Student** Wizard starts. Read the information on the **Welcome** panel. Then, click the [Next] button.

6. The **Select Installation Folder** panel appears next. This panel shows you the default location where the program will be installed. We recommend that you accept the default location. However, if you want to choose another location, click the [Browse] button, navigate to the location you want; create a new folder if necessary. Click once on the drive or folder you want to highlight it. Click the [OK] button.
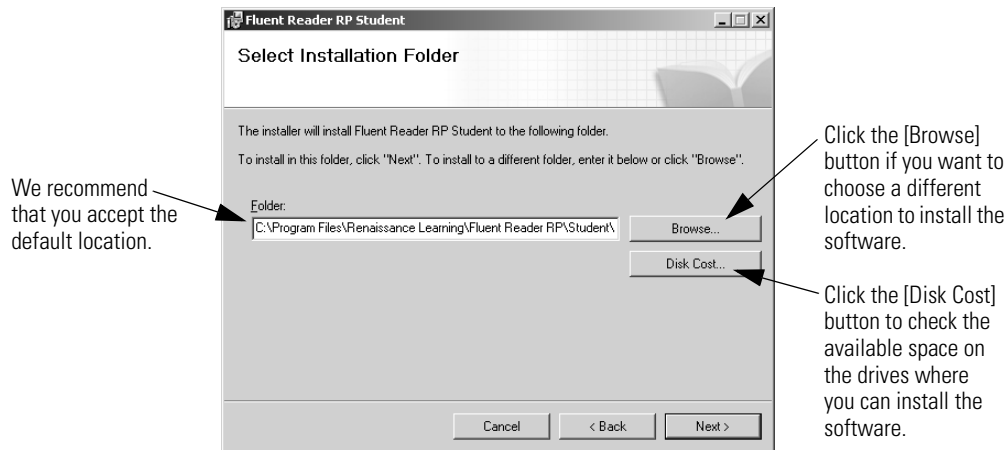
7. When you're ready to continue, click the [Next] button.

8. The **Confirm Installation** panel tells you that the installer is ready. Click the [Next] button.

9. You will see a panel that shows you the progress of the installation. Don't do anything in this panel. The **Installation Complete** panel opens when the installation is done. Click the [Close] button.

10. After installing, you must set up the software to communicate with Fluent Reader on the server.

Start the program by clicking the [Start] button and selecting **Programs** (or **All Programs**), **Fluent Reader RP**, and **Fluent Reader RP Student**.
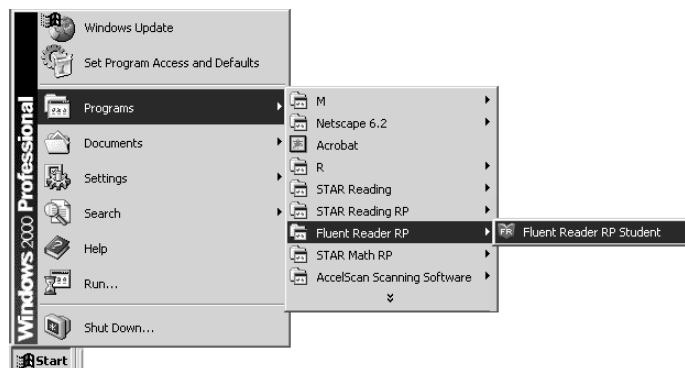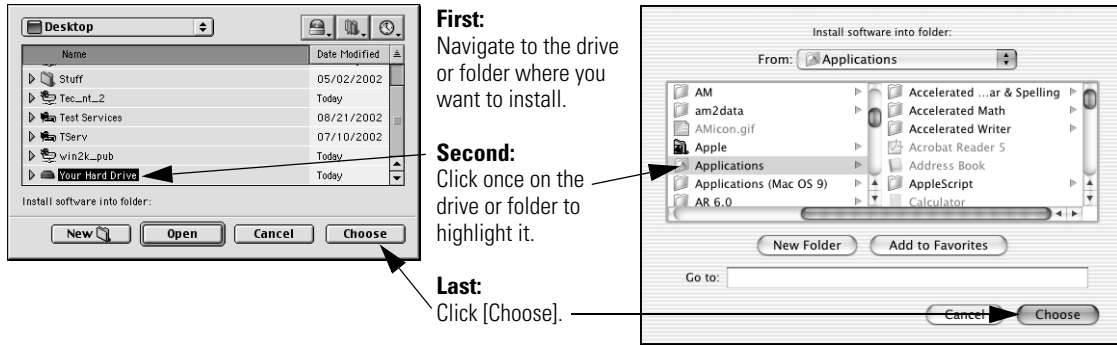
11. When you start the Student program for the first time, the **Select Server** dialog box appears. Enter the server name or IP address that you noted when you downloaded the installer. Then, click the [Select] button. After you enter the name or address, you can select your school and your students can begin using the program.

Note: If you expect to connect another Renaissance Place client program to another server, check the box labeled "Use for this program only."

Macintosh computers – installing the Student program

1. Close any programs you have running. Then, follow these steps to install Adobe Acrobat Reader, if it's not already installed. **Note:** You don't have to install it on computers running OS 10 or higher, unless you want to use Adobe Reader to print the passage materials.

    a. Go to the location where you downloaded the Adobe Acrobat Reader installer (see the note on page 9). Double-click the **Acrobat Reader Installer** icon to start the installation. **Note:** You may first have to double-click the **rdrweb.sit** file to unstuff it.

    b. Follow the instructions in the installer.

2. Next, you should follow these steps to install QuickTime, if it's not already installed. **Note:** You don't have to install it on computers running OS 10 or higher.

    a. Go to the location where you downloaded the QuickTime installer (see the note on page 9). Double-click the **QuickTime Installer** icon to start the installation. **Note:** You may first have to double-click the **QuickTime_Installer.smi** file to unstuff it.

    b. Follow the instructions in the installer.

3. Next you should follow these steps to install CarbonLib 1.6, if you have an older version installed. **Note:** DO NOT install this on computers running OS 10 or higher.

    a. Find the CarbonLib 1.6 Installer folder in the location where you downloaded the installer (see the note on page 9). Double-click the folder to open it. **Note:** If you don't see a folder, you may first need to double-click the **CarbonLib 1.6 Installer.sit** file to unstuff it.

    b. Double-click the **Apple SW Install** icon in the folder.

    c. Follow the instructions in the **Update CarbonLib Assistant** that opens.

4. Find the **Fluent Reader Student MAC** installer that you downloaded (see page 8). When you find it, double-click the icon to start the installation.

5. When the Fluent Reader window opens, click the [OK] button.

6. A dialog box appears that allows you to choose where to install the software. We recommend that you accept the default location. However, if you want to choose another location, navigate to the location where you want to install the program folder; create a new folder if necessary. Click once on the drive or folder you want to highlight it. Click the [Choose] button.

First:
Navigate to the drive or folder where you want to install.

Second:
Click once on the drive or folder to highlight it.

Last:
Click [Choose].

7. The Fluent Reader Student program is installed in the location you specified. If the program notifies you that the installation is complete (successful), click the [Quit] button.

8. After installation, you must set up the software to communicate with Fluent Reader on the server.

Find the program folder in the location where you installed it and open it. Then, double-click the **Fluent Reader RP Student** icon.
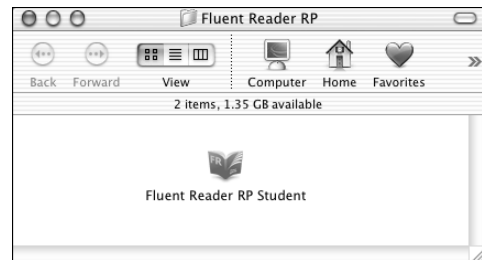
9. When you start the Student program for the first time, the **Select Server** dialog box appears. Enter the IP address or server name that you noted when you downloaded the installer. Then, click the [OK] button. After you enter the address or name, you can select your school and your
students can begin using the program.
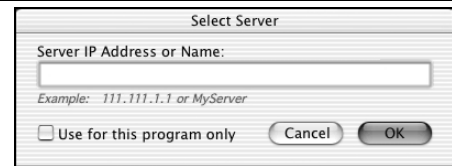
Note: If you expect to connect another Renaissance Place client program to another server, check the box labeled "Use for this program only."

StandardsMaster

Installing Assessments (Content)

You must install the content (the assessments) that you received with StandardsMaster. Follow these steps:

1. Your assessments were delivered on a CD. (This is not the CD you used to install StandardsMaster; the assessments are delivered on a separate CD labeled "Assessment Items.") Insert the CD into your StandardsMaster server. **You must install the assessments at the server.**

2. If the **StandardsMaster Content Installer** starts automatically, go to step 3.

*If this does **not** happen,* click on the [Start] button and select **Run**. In the **Run** dialog box, type **d:\setup.exe**. (If your CD drive is not the **d:** drive, substitute the correct letter.) Click the [OK] button to continue.

3. The **StandardsMaster Content Installer** will start. The window that appears will list the assessments that your district purchased. To install the assessments, click the [Install] button.

Note: This process may take some time. You can use the software while the assessments are being installed.

4. Your assessments will be installed, and the subject set limits will be registered. When the process is finished, the program will notify you. Click the [Exit] button to close the Content Installer.

5. The Item Section Updater will launch and will automatically update some section passages. When this is done, press <Enter> to exit.
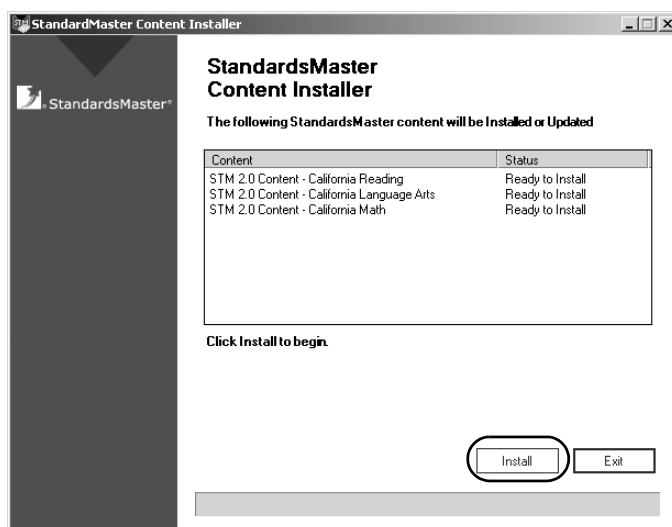
Adding Printers for Your StandardsMaster Users

After you install and register StandardsMaster, you can use the Report Server Printer Utility to make printers available to your StandardsMaster users. Even if you do not do this, your StandardsMaster users will be able to view and print reports using the Adobe Acrobat Reader which is available for download when you generate reports. You do not need to set up printers unless you want your users to be able to print directly to a printer without using the Acrobat Reader.

If you add printers, be sure to make the location clear so that your teachers and staff members know where the printers are located. To add printers at the server, follow these steps:

1. To start the utility at the StandardsMaster server, click on the [Start] button and choose **Programs**, then **Renaissance Learning, Utilities**, and **Report Server Printer Utility**.

2. The **Report Server Printer Utility** window will open. The left-hand list shows the printers that are available to the server. In this list, check the box for each printer that you want to be available to StandardsMaster users. To check a box or remove a check mark, click in the box.

3. Click the [Add] button. The printers that you selected will be added to the list on the right, which shows the printers that will be available in StandardsMaster. (If you change your mind and decide to remove a printer you've added, check the box in the right-hand list; then, click the [Remove] button.)

4. When the right-hand list shows all of the network printers that you want to be available in StandardsMaster, click the [Update Reportal Printers] button. Then, click X to close the utility.
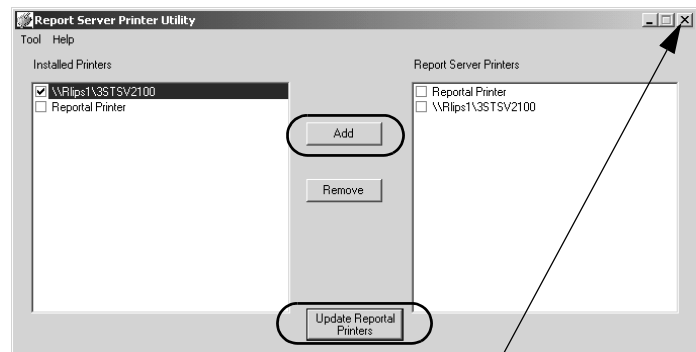
Next you need to connect and install the AccelScan. Go to "Connecting the AccelScan and Installing the AccelScan Scanning Software on Client Computers" on page 15.

Connecting the AccelScan and Installing the AccelScan Scanning Software on Client Computers

Next, follow the steps below to connect your AccelScan scanners and to download and install the AccelScan Scanning software on your client computers. You must install the AccelScan Scanning software on every computer that will be used for scanning with the Accelerated Math or StandardsMaster programs.

Connecting the AccelScan

To connect the AccelScan intelligent mark recognition reader to one of the computers that is using Accelerated Math or StandardsMaster, follow the steps below. (Please confirm that your computer meets system requirements at **http://www.renlearn.com/requirements** before you connect the AccelScan.)

1. Close any programs that are running and turn off your computer.

2. Plug the power cable's round connector (**A**) into the matching port on the AccelScan (**B**), and plug the transformer into an electrical outlet.

3. The data cable (**C**) is already connected to the AccelScan. Connect the other end of the data cable to the matching port on your computer. If the data cable has a USB connector, you can attach it to your computer's USB port.

   If not, follow the instructions for your computer:

   Windows computers: Attach the 9-pin serial port adapter (**D**) to the end of the AccelScan data cable; then, attach the cable to your computer.

   Macintosh computers: Connect the AccelScan data cable to an 8-pin female serial port on your computer (such as the printer or modem port).

Now, follow the steps in the next section to install the AccelScan Scanning software and set it up for use with the AccelScan.
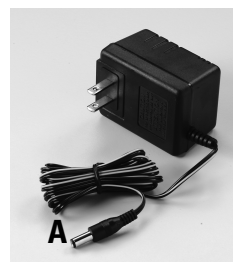
Installing the AccelScan Scanning Software

You can use the AccelScan mark reader with the AccelScan Scanning software to scan students' answers to Accelerated Math assignments or StandardsMaster assessments. The following procedures describe how to download and install the AccelScan Scanning software.

Downloading the AccelScan Scanning installer

1. Log in to Renaissance Place from your browser.

2. Under the Renaissance Place tasks, click on "Client Application Installers." (Click on "Show Details" if the tasks aren't listed.) The **Client Install** page will appear.

3. Note the server name or IP address shown on the **Client Install** page.

4. On the **Client Install** page, click on "Install" next to the AccelScan software for your operating system. The installer will be downloaded.

5. Double-click on the file you downloaded. Then follow the instructions for your operating system:

Installing the AccelScan Scanning software on Windows computers

1. In the **AccelScan Scanning Software Setup Wizard**, click [Next] on the **Welcome** panel.

2. On the **Choose Destination Location** panel, check the destination folder for the software. If you want to change it, click [Browse] and open a different folder; then, click [OK]. When you are ready to continue, click [Next].

3. The program will notify you when installation is complete. Leave the "Select to launch AccelScan" box checked in this panel. Click [Finish].

4. The AccelScan Scanning software will start. If this is the first time you've used the software on this computer, the **Server Settings** dialog box will appear. Enter the server name or IP address that appeared on the **Client Install** page. (For secure servers, use the server name.) You can also set the timeout period (the number of minutes that a communication problem can exist before notifying you of an error), and you can decide whether to allow the software to check communication by pinging the server every 5 minutes. If you have a slow (dial-up) connection to your server, do not allow pinging. After choosing the settings, click the [OK] button.

5. On the **Log in** page, enter the same user name and password that you use to log in to Renaissance Place. Then, click [Log in].

6. After you log in, the software will attempt to locate the AccelScan mark reader. If it can, the program will notify you that it is ready to score and tell you to insert a card. If it cannot, the program will notify you; click the [Scanner Settings] button and change the port if necessary; then, check the scanner's connection to the computer.

You have finished installing AccelScan for Accelerated Math or StandardsMaster; be sure to read "After You've Finished Setting Up Your Software" on page 17.

Installing the AccelScan Scanning software on Macintosh computers

1. In the **AccelScan** screen, click [Continue].

2. In the dialog box, choose the folder where you want to install the software; then, click [Choose].

3. The software will be installed. If you are using OS 8.6-9.x and your CarbonLib file was updated during installation, you must restart your computer.

4. **If you are using OS X**, the program may install the OS X scanner driver. When the **Install AccelScan USB Driver** Assistant appears, enter the administrator user name and password for this computer. Then, follow the instructions in the Assistant. Install the driver on your hard drive. After installation, the computer will be restarted.

5. The program folder will open after the AccelScan installation. Double-click on **AccelScan**.

6. The AccelScan Scanning software will start. If this is the first time you've used the software on this computer, the **Server Settings** dialog box will appear. Enter the server name or IP address that appeared on the **Client Install** page. (For secure servers, use the server name.) You can also set the timeout period (the number of minutes that a communication problem can exist before notifying you of an error), and you can decide whether to allow the software to check communication by pinging the server every 5 minutes. If you have a slow (dial-up) connection to your server, do not allow pinging. After choosing the settings, click the [OK] button.

7. On the **Log In** page, enter the same user name and password that you use to log in to Renaissance Place. Then, click [Log In].

8. After you log in, the software will attempt to locate the AccelScan mark reader. If it can, the program will notify you that is ready to score and tell you to insert a card. If it cannot, it will notify you; click the [Scanner Settings] button and change the port if necessary, then check the scanner's connection to the computer.

You have finished installing AccelScan for Accelerated Math or StandardsMaster; be sure to read "After You've Finished Setting Up Your Software" below.

After You've Finished Setting Up Your Software

Once your software has been installed, your district and school personnel can begin adding other schools, personnel, students, courses, and classes as described in the *Renaissance Place Software Manual.*

You can also choose to import some of this information using one of these methods:

1. The Renaissance Data Translator that was installed on your server. This utility can import information from a Renaissance Learning foundation product's database. It can also import information from .exp, text files and more. For more information, see the *Renaissance Data Translator Instructions*. These instructions are on your Renaissance Place Suite CD in the Renaissance Data Translator folder under Manuals. They are also available from the Start menu on your server (click the [Start] button, then **Programs, Renaissance Learning, Utilities, Renaissance Data Translator Instructions**).

2. The import feature in the Renaissance Place program. Using this feature, you can import .exp files from desktop software (such as STAR Early Literacy 1.x) or files that were exported from Renaissance Place.

Before you finish, you may want to add the district administrator or school administrator as described in "Adding Personnel" in the *Renaissance Place Software Manual*. The administrator that you add can then log in and begin adding the rest of the required information. **Be sure to give users the address they will need to log in to the software.**