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StormReady32 Administrator Guide

The files needed for StormReady32 are:

STORM32.EXE (the main program, under W:\WIRE)

A **DATA** subfolder. (W:\WIRE\DATA) This subfolder must be under the folder that the StormReady32 executable is run from.

STORM DATA LINK.UDL (under W:\WIRE\DATA).   This tells the program where to look for the STORM.MDB database. Right-click and choose Properties on the UDL file, and it shows the exact path/name of the storm.mdb file under the Connection tab.

STORM.MDB, the database may be located anywhere, but we have standardized on W:\WIRE\USERS\PUBLIC\STORM32

STORM32.INI, which stores the category, status, and search parameters, is found in every W:\WIRE\USERS\"WORKSTATION NAME" folder. In a stand-alone configuration it can be in the same folder as the STORM32.EXE.

SETUP32.EXE (Provides Storm category/status administration, under W:\WIRE\INSTALL). Setup32 version 352 or later must be used.

qrpdflib.dll This needs to be in the same folder that the storm32.exe is in.

If you have been using the DOS StormReady, the existing database can be exported in ASCII format. WireReady can be given the ASCII file, and can convert and import it into the Access-based database that StormReady32 uses. In general, any comma delimited (CSV), ASCII, or common database can be converted and imported into a database as part of the setup that WireReady's technical support department provides.   The Storm.mdb file can be viewed in Access. An administrator with Access skills can manipulate and import data if they like, so long as they make sure they do not change the form design in any way. Changing or adding fields in any way will prevent StormReady32 from operating.

Location of the StormReady32 Executable

StormReady32 is multi-user. The executable file can be stored on the network or on the local drive of individual machines. The executable looks for Storm32.ini in the directory the executable is run from, or, where specified with the s= parameter in the shortcut that runs the program. For example, **W:\wire\storm32.exe s=w:\wire\users\News1** will have the program look for Storm32.ini in the News1 user's directory.
We recommend the Storm32.exe program be located in the wire folder on the server for network installations, or in the c:\wire folder for individual machine use.

Location of the StormReady32 Database

There must be a Data folder under the folder that the StormReady32 executable is run from. The Data folder contains the Storm Data Link.UDL file, which points the program to the location of the StormReady32 database. If the program is running on a network, and all users will be editing the database, then the Storm Data Link.UDL file must point to a shareable folder on the server or a workstation. The Storm Data Link.UDL was provided as part of the software installation.
If the Storm Data Link.UDL file does not exist, StormReady32 will create it when it starts up. It will enter the path of the Data subdirectory of the folder that the program is running from.
If the Storm32.mdb (or the database as named in the UDL file) does not exist, you will get an error stating this when the program starts up. The program will initialize and show the storm cloud icon, but the database will be empty. Check the error message for the path of the database that the UDL file is pointed to, and confirm that the path and filename are accurate.

To check or change the path that the UDL file is pointing to for the StormReady32 database, double-click on the Storm Data Link.UDL file. The only field that you should edit is on the Connection tab. Edit the "Select or enter a database name" entry box with the path of the StormReady32 database. "//UNC" paths or a mapped drive can be used in the UDL file.

On the Provider tab of the UDL file's properties is a list of database providers. This needs to be set to the **Microsoft Jet 4.0 OLE DB Provider**. If this is not the selected provider, highlight this from the list and click the OK button.

Location of the Storm32.ini file

Every StormReady32 user will need their own storm32.ini file, which holds the search and other configuration settings. This file is found under each user's folder ([server drive]:\wire\[user name]\). The storm32.ini file can be stored under the same folder as the executable file if you are running as a single-user system.

Stormready32 stores the categories and status configurations WHICH MUST BE IDENTICAL FOR ALL USERS WHO WILL BE USING THE SAME DATABASE, but it also stores search parameters and other settings, which can be different on a per-workstation basis.

If you are running another WireReady NSI product, like newsroom, automation or sales, these user folders may already exist. If you are running only StormReady32, we recommend you set up the folder structure for individual users. Contact WireReady NSI for assistance if needed.

Running the StormReady32 program

The program can be started from a desktop shortcut, or from within the WireReady32 software.
If you are using the newsroom, automation or sales programs, you can start StormReady32 from the Utilities (Alt+6) button. This will open the StormReady32 program as the user that is logged into WireReady32, and will use the Storm32.ini from that user.
If you are running only StormReady32, the program can be started from the desktop shortcut. The shortcut should point to the drive and path of the Storm32.exe file, and can include a parameter to log in as a specific user.
For example, w:\wire\storm32.exe s=w:\wire\users\booth will start the program using the settings in the storm32.ini file under the "booth" user's folder.

While the program is initializing, a large blue oval will appear on the screen. Once this disappears from the screen, a storm cloud icon will be in the system tray. Right click on the storm cloud icon and choose Show to display the program. You can also strike Ctrl+Ins on the keyboard to display the program. The storm cloud icon will remain in the system tray as long as StormReady32 is running, even while minimized. To close the program, right-click on the storm cloud icon and choose Shut Down.

Error messages

If you receive an error message that there is a dll file missing, please contact WireReady NSI for the missing dll file. Some older versions of the Windows operating system will require this dll to be installed.

Users of Windows95 and Windows98 may need to pick up the latest MDAC (Microsoft Data Access Components) from Microsoft's web site.

The DOS StormReady program allows a record to be added without entering an ID Code. If your database was converted from the DOS program, you may have records that have a blank ID Code and you may see error messages. The versions of StormReady32 do not allow a record to be saved if the ID Code and Organization fields are not filled in with data.

Upon startup if you receive a message "Could not convert variant of type (Null) into type (String)", this means that there is a "blank" record in the StormReady32 database. The record may not be completely blank, but if the ID Code field is blank on a record, then this message will appear. This does not affect the operation of the program and the database can be used to edit records.

If there is a record with a blank ID Code field in the database, trying to edit that record will produce a message "After Refreshing data the current record was not found". Clicking OK on the message will open the first record in the database for editing.

To remove the "blank" records from the database, shut down the StormReady32 program. Edit the Storm.mdb database with Access, and sort the ID Code field. This will group any record with a blank ID Code field, and those records can be deleted. If the records are still needed, the ID Code can be filled in with a valid ID and the table saved.

The StormReady32 Database explained

The StormReady32 database is a standard Microsoft Access compliant MDB file. You may use OFFICE 2000/2003 with WORD and ACCESS to generate labels, mail merge mailings and the like. You may also do database maintenance so long as:

YOU NEVER add or change fields to the StormReady32 tables.
YOU NEVER change the data field type of the StormReady32 tables.
YOU NEVER change the length of the StormReady32 fields.

You may use ACCESS if you ever have to copy paste data from another database, or do other search/replace mass update operations.

BE CAREFUL: Never change the RECORD ID field in the StormReady32 database. These are unique numbers we use for our primary ID.   As records are deleted, the database may or may not be sequential, but that is okay.

The following is a list of the fields and their sizes in the database:

Field Name	Number of characters	
Status	70	
Event Notes	60	
ID Code	10	
Pin Code	10	
Organization Name	30	
Town/City	30	
County	20	
Category	30	
Web Address	50	
Contact Name	30	
Street Address	50	
Street Address2	50	
Zip Code	5	
City	30	
State	15	
Daytime Phone	14	includes brackets and dashes
Evening Phone	14	includes brackets and dashes
Other Phone	14	includes brackets and dashes
Fax Number	14	includes brackets and dashes
Email Address	50	

BACKING UP

We recommend you backup the STORM.MDB file and one Storm32.ini file regularly, at least after every storm or anytime you've added a lot of new organizations. The location of the StormReady32 database can be found in the Storm Data Link.UDL file under the Data folder. The Storm32.ini file can be found under any of the user's folder for network installations, or on the c:\wire folder of individual machine installations.

STORM32.INI file

You have received a default storm32.ini file that has basic categories, statuses, and searches that we have consolidated from past users.

The Storm32.ini file has several major sections. (Only a few lines from each group are displayed in this document for space considerations)

Statuses
        [STATUS]
        A=CLOSED
        B=½ HOUR DELAY
        C=½ HOUR DELAY NO AM KINDERGARTEN/PRE SCHOOL
        D=1ST SHIFT CANCELLED
        E=2ND SHIFT CANCELLED

There is one group of the main statuses. These are quick statuses that show in the drop down list whenever you hit F12 from the main table or you hit F8 EDIT to edit a record. If a record's category is not found, not defined, OR you have not created a separate status list in the INI file for that category, this main list is what will be found. Up to 256 statuses are supported

Categories
        [Category]
        A=1) Public Schools
        B=2) Private Schools
        C=3) Technical Schools
        D=4) Colleges/Universities
        E=5) Day Care
        F=6) Churches/ Synagogues

There is a main section for CATEGORY. These are the categories that are supported.   The advantage of categorizing records is each category can pop up a different quick list of statuses for folks to choose when the phones are ringing.

Category groups
        [1) Public Schools]
        A=CLOSED
        B=CLOSED NO OUT OF TOWN TRANSPORTATION
        C=CLOSED NO ADULT EDUCATION
        D=CLOSED NO AFTER SCHOOL ACTIVITIES
        E=CLOSED NO OUT OF TOWN TRANSPORTATION/NO AFTER SCHOOL ACTIVITIES

For each category name- there can be a GROUP in the INI with that same category name. Here you may setup the exact order and selection of statuses that pop up if when someone opens that record to change a status during a storm.   If the GROUP is not defined, then the program uses the default status list.

Searches

```
[USEARCH2]
TITLE=Public & Private Schools
AFTERTIME=12:00:00 AM
BEFORETIME=11:59:59 PM
BETWEEN=0
SINCE=0
HRS=1
MIN=15
GRIDVIEW=0
SORTBY=6
THENBY1=2
THENBY2=1
THENBY3=0
KILLDATE=0
CHOICE0=Category = "1) Public Schools"
CHOICE1=Category = "2) Private Schools"
CHOICE2=Status <> "Unknown"
```

The USSEARCH# groups hold the settings for each named search that has been setup for the user in the program.
These are like basic SQL strings. Anyone familiar with SQL can create searches as sophisticated as they like without using the GUI. The GUI also has a raw SQL choice that lets someone familiar with SQL setup a true SQL string if our basic GUI based choices are insufficient.

IMPORTANT NOTES ABOUT SETTING UP SEARCHES
BE CAREFUL when using the SORTS. To properly configure SORTS- you must not only have the SORT field displayed, you must check (dot) the little circle to the left of the sort before you hit the SAVE key or the sort choice will not be used.

THE SETUP32 UTILITY FOR STORMREADY32

WireReady NSI's Setup Utility (version 352 and higher) allows for in-depth configuration of the StormReady32 system. With this utility you can set up categories and statuses, and adjust global settings for all users. The categories and statuses have been configured for you, but this section explains how to modify the list if needed.

Any displayed information will be preserved when clicking between tab sections, but remember to save any changes on that particular tab before exiting the program.

To Run the Setup32 Utility:
1. From the desktop double-click on the "My Computer" icon.
2. Double-click the server drive containing the WireReady software.
3. Double-click the Wire folder.
4. Double-click the Install folder.
5. Double-click the Setup32 file.

STORM CONFIGURATION
This section is used to set up the categories and status when using StormReady32 to track closings and delays due to bad weather. Remember to click the *Save* button before exiting the program. Click on the Storm Config tab to perform the following tasks:

To Create the Master Category List
1. Click on the Storm Config tab.
2. Click on the Storm Page 1 tab.
3. In the Configure Master Category List window, click on the ADD button.
4. In the ADD Category box, enter the name of the first category you wish to create.
5. Strike the Enter key or click on the ADD button.   Continue to add new categories.
6. When finished entering categories, click on the Finished button.
7. Click on the Save button, then OK.

To Create the Master Status List
1. Click on the Storm Config tab.
2. Click on the Storm Page 1 tab.
3. In the Configure Master Status List window, click on the ADD button.
4. In the ADD Status box, enter the name of the first status you wish to create.

    4/26/12   StormReady32 Administrator Guide-Latest.doc

5.	Strike the Enter key or click on the ADD button. Continue to add new statuses.
6.	When finished entering statuses, click on the Finished button.
7.	 Click on the Save button, then OK.

To Add to the Master Category List
1.	Click on the Storm Config tab.
2.	Click on the Storm Page 1 tab.
3.	In the Configure Master Category List window, click on the ADD button.
4.	In the ADD Category box, enter the name of the first category you wish to create.
5.	Strike the Enter key or click on the ADD button. Continue to add new categories.
6.	When finished entering categories, click on the Finished button.
7.	 Click on the Save button, then OK.

To Add to the Master Status List
1.	Click on the Storm Config tab.
2.	Click on the Storm Page 1 tab.
3.	In the Configure Master Status List window, click on the ADD button.
4.	In the ADD Status box, enter the name of the first status you wish to create.
5.	Strike the Enter key or click on the ADD button. Continue to add new statuses.
6.	When finished entering statuses, click on the Finished button.
7.	 Click on the Save button, then OK.

To Modify a Master Category
1.	Click on the Storm Config tab.
2.	Click on the Storm Page 1 tab.
3.	In the Configure Master Category List window, highlight the category you wish to rename.
4.	Click on the Modify button.
5.	Enter the new name of the category.
6.	Click on the Finished button.
7.	 Click on the Save button, then OK.

To Modify a Master Status
1.	Click on the Storm Config tab.
2.	Click on the Storm Page 1 tab.
3.	In the Configure Master Status List window, highlight the status you wish to rename.
4.	Click on the Modify button.
5.	Enter the name of the new status.

6.   Click on the Finished button.
7.   Click on the Save button, then OK.

To Create a Status Group for a Category
1.   Click on the Storm Config tab.
2.   Click on the Storm Page 2 tab.
3.   Click on a Category from the Master Category list to create a Status Group for.
4.   Click on a Status from the Master Status list.
5.   Click on the "ADD >>" button to add the status to the list in "Step 3: Your Category Results".
6.   Continue to add statuses from the Master Status list.
Note: Status names will remain in the order they are entered.
7.   When all desired statuses for that Category have been chosen, click on the Save button to save your list.
8.   Continue to follow steps 3-7 above to create additional status groups.

To Exit Setup32
1.   Click on the Save button to save any changes you have made.
2.   Click on the X in the upper right corner of the Setup32 window.

PRINTING

To configure reports- you generally need landscape printing.   The first time someone runs StormReady32 and does a report the screen may default to PORTRAIT. To change this the user must click on the printer tool button, click the properties of their printer and choose LANDSCAPE.

THEN THEY MUST CLOSE THE REPORT SCREEN, and then hit the F5 PRINT button again to regenerate the report using LANDSCAPE. Then they can print.

This only has to be done the first time they start StormReady32. If they exit/close the program they may have to do this again the first time they use the program.