

Please check <http://www.discoverysoftware.com/updates/sis/trilli/> for an updated Discovery Extracts for Trillium Mobile Administrator User's Guide before printing. This will save you time, as we will be improving the guide based on feedback.



Discovery Extract for Trillium Mobile Administrator 1.4.0

Installation and User Guide

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## Chapter 1 – Preparing Trillium

This section explains how to set up your computer to import data from Trillium into Connect. By now you should have unzipped the TrilliumBridge\_X.X.X.X\_MA1.zip file containing this guide. The unzipped contents of the file are:

- **trilliumguide.pdf** – this user guide
- **trillium.pde** – the bridge configuration file
- **config.txt** – the school custom configuration file

### *Choosing an Import Folder*

The **Import Folder** is the location that you will store your exported files from Trillium. Connect will read these files to create its internal database. (This folder should be saved on the schools server, since extracted files cannot be exported to the main hard drive from Trillium).

Once you have chosen an **Import Folder**

- Copy the Trillium.pde file from the TrilliumBridge\_X.X.X.X\_MA1.zip file into the **Import Folder**. This is the configuration file used by Connect to determine how to import the files generated by Trilliums Mobile Administrator 1 interface.
- Copy the Config.txt file from the TrilliumBridge\_X.X.X.X\_MA1.zip file into the **Import Folder**. This file allows you to change the customizable settings for your site. Please contact Discovery Support if you need help changing this file.

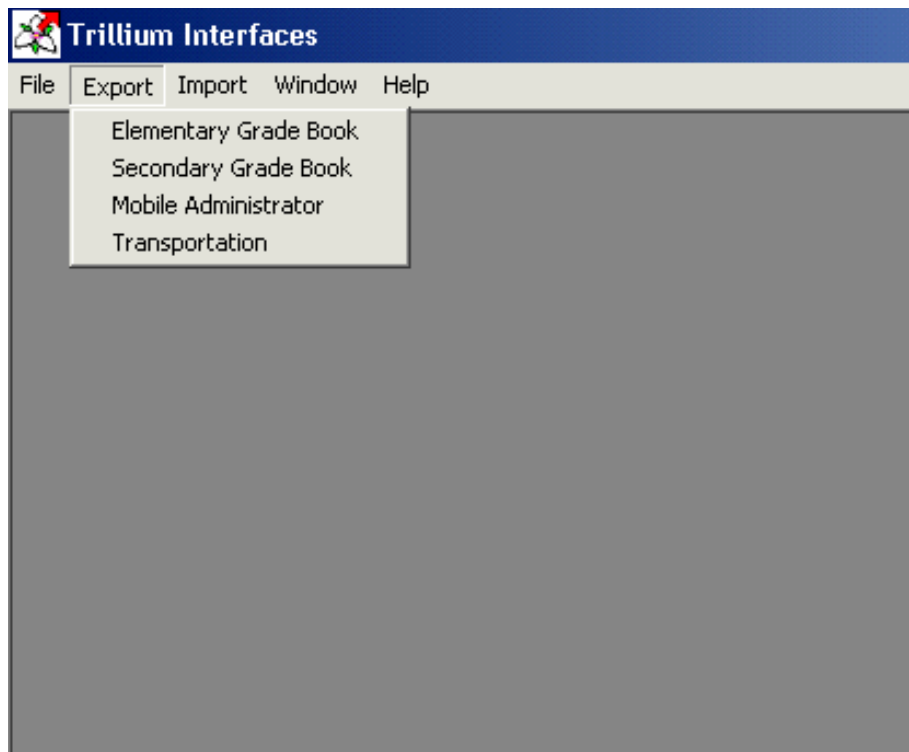
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## Chapter 2 – Transferring Data from Trillium to Connect

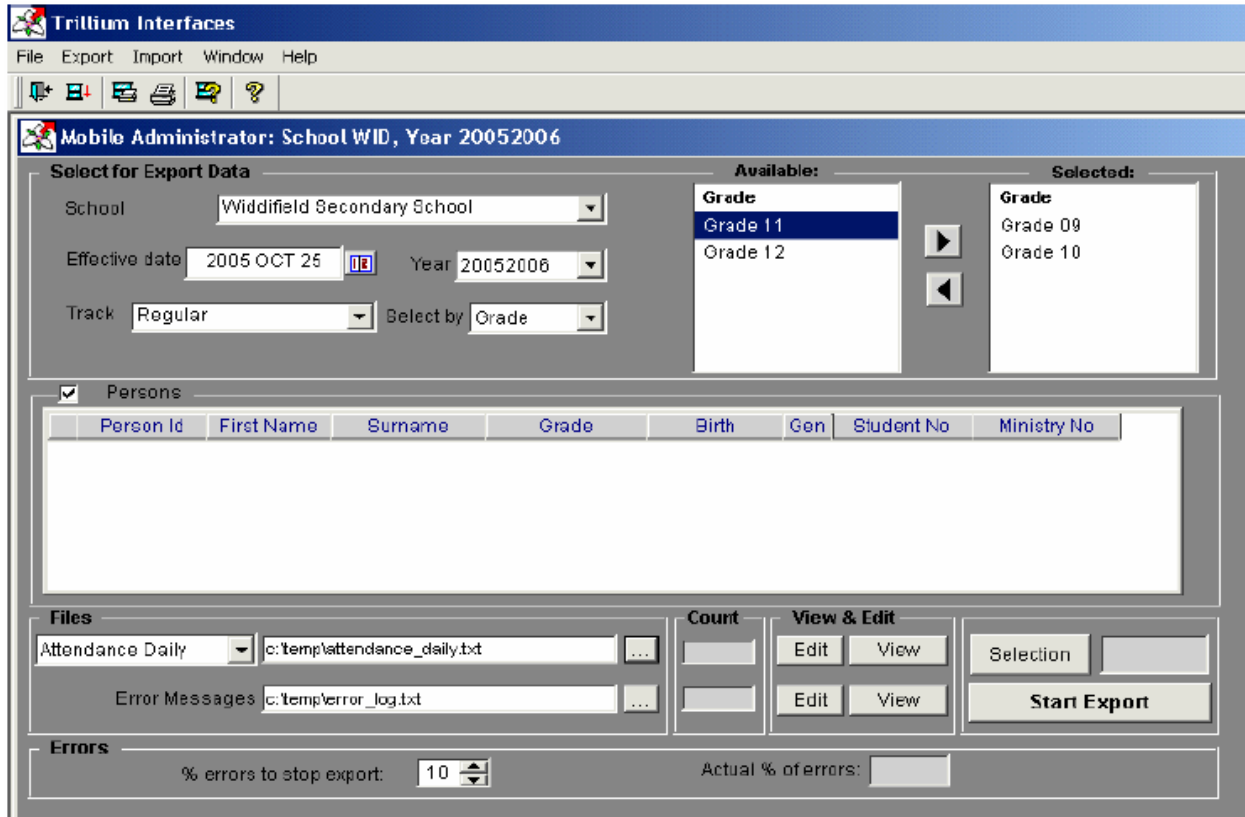
### *Generating Export Files from Trillium*

If you do not have the Mobile Administrator interface installed in your version of Trillium, please contact SRB International Inc.

1. Open up Trillium Interfaces. This is the same utility used to generate report cards.
2. Click “Export”, and then select “Mobile Administrator”. This creates files necessary for Principalm.

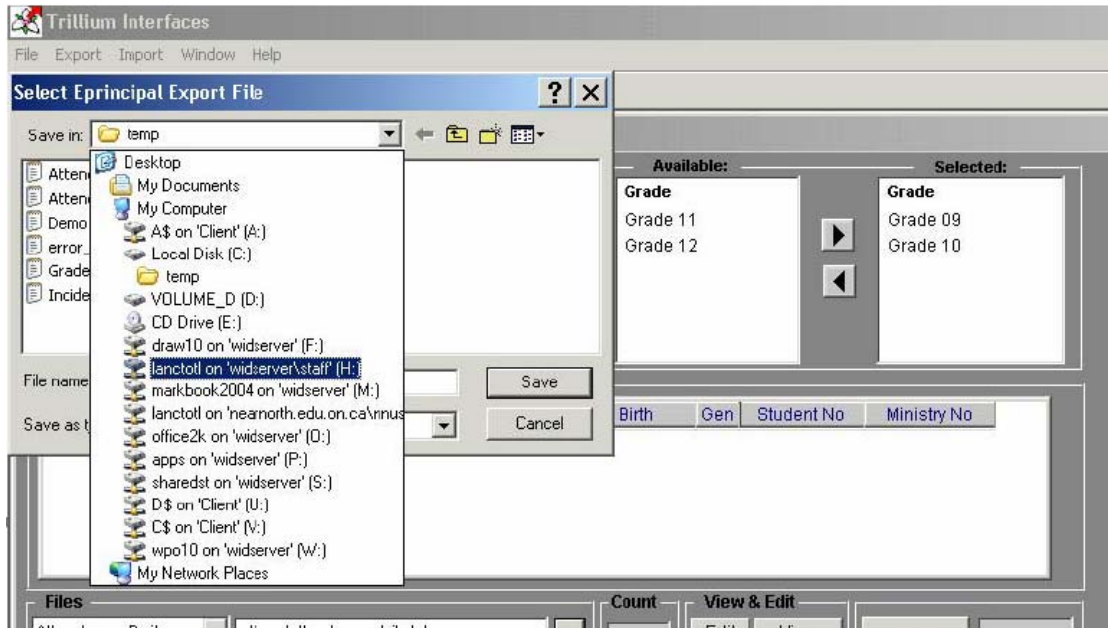


3. Select your school from the “School”, list.
4. Select “Grade or Class”, from the “Select By” drop down menu.



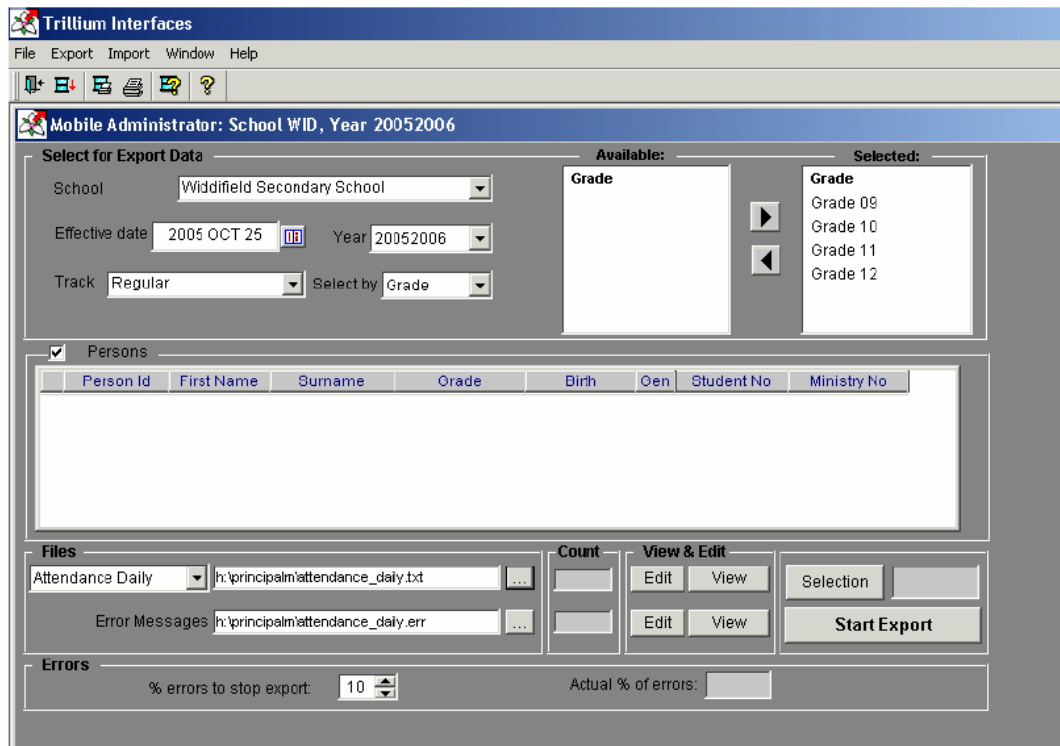
*Note: Selecting “Class”, allows class choices to click over. This feature is useful if one wants to provide a co-op teacher with just student data enrolled in co-op*

5. Normally simply select Grade from the drop down.
6. Use the > to move all grades into the selected List.
7. Click the “Export to” (ie. ... ) button. This will show you the list of files exporting to your **Import Folder**.
8. Beside “Save In”, click the drop down button and choose the location of your **Import Folder**.
9. Click “Save”, this will start the extraction process. (The “File Name” field will default to the first export file in your list, however all files will export over).



*Note: Exported files should be saved on a user space on your schools server. Trillium does not permit users to save extracted files to the main hard drive.*

- When the extraction process is complete, data will appear in the “Persons” window. A total number of the data processed, will appear.



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## ***Importing the Trillium Export Files into Connect***

Follow the instructions for importing SIS data inside the Connect User Guide. Please use Trillium – Mobile Administrator 1 as the SIS.

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## Chapter 3 – Customizing Trillium Export

Please contact Discovery Support ([support@discoverysoft.com](mailto:support@discoverysoft.com)) for more information on how you can customize the data that appears in Trillium.



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## Chapter 4 – Uninstall

To uninstall the Discovery Extracts for Trillium Mobile Administrator:

- Delete the **Import Folder** you created in Chapter 1.