

Switched-On Schoolhouse® 2021

Quick Start Guide





Switched-On Schoolhouse® 2021 - Quick Start Guide

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Switched-On Schoolhouse®

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Introduction

Welcome to Switched-On Schoolhouse® (SOS)!

SOS combines a traditional mastery-based learning with multimedia and a curriculum built on a Biblical worldview to help your students build a solid educational foundation. For you as a teacher, SOS:

- Builds your lesson plans based on options you select.
- Automatically does over 90% of all grading for you and lets you know when you need to grade assignments.
- Retains all student records, freeing you up from much of the administrative workload.

SOS was designed so you can focus on your students. With this in mind, SOS also offers you the ability of customizing curriculum and assigned subjects' settings to best meet the needs of each of your students. Because SOS is a feature-rich application, we provide hints, tips, and help. We want using it to be a great experience for you and your student(s).

About this guide

This *Quick Start Guide* is for new SOS users and existing SOS users:

- For new users, you see instructions on how to install Switched-On Schoolhouse (SOS) 2018 for the first time. See ["Install Switched-On Schoolhouse® Home Edition 2018" on page 5](#).
- For existing SOS users, you see instructions on how to upgrade (migrate) your installed version to SOS 2018. See ["Upgrade your SOS Home Edition to SOS Home Edition 2021" on page 14](#).

Before you begin

A few things to know before you begin:

- The SOS Home Edition package contains a USB 3.0 flash drive device which holds the SOS installation files and other tools, the curriculum for the courses you ordered, and this *Quick Start Guide*. Also, in the package is your software serial number. A serial number is required to install your SOS software.
- Certain elements must be in place to run SOS on your computer. The ["Recommended system requirements" on the next page](#), shows you what is required to run SOS. The first column covers the absolute minimum requirements. You may find that you need a computer that exceeds these requirements, giving you more memory and a faster processing speed. A check is performed during installation to verify that your computer meets these minimum requirements. If it does not, a list of items that do not meet specification is displayed.
- You must install the SOS application *prior to* installing any curriculum. For existing SOS users who have purchased new curriculum, you need to upgrade your SOS application first, then you can install the new curriculum.



Note: After installing SOS and all your purchased curriculum, we recommend that you keep the SOS USB flash drive device in a safe location. This flash drive also contains tools that you may need to reset your password and perform other helpful Teacher tasks as well as the SOS Tutorials.



Recommended system requirements

Be sure your computer at least meets the minimum requirements for installing and running SOS Home Edition. For optimal use, the requirements in the Optimal Performance column are recommended.

Supported operating systems

Only English language versions of Microsoft® Windows® 10 Home & Pro are supported. Switched-On Schoolhouse is not supported on Windows RT, XP, Vista, 7 or Windows 8 & 8.1. Windows 10 S-Mode

Minimum Requirements	Optimal Performance
Windows 10 Home & Pro	
Processor: Dual Core @ 1.1 GHz or higher RAM: 4GB Storage: 120GB min total space 5GB free Display: 1024x768 or higher resolution monitor Adobe® Acrobat® Reader®* Microsoft Office recommended Printer recommended	Processor: Quad Core @ 1.4 GHz RAM: 8GB Storage: 256GB min total space 10GB free Display: 1024x768 or higher resolution monitor Adobe® Acrobat® Reader®* Microsoft Office recommended Printer recommended

*Adobe Acrobat Reader

If you do not already have Adobe Acrobat Reader, it is available on the SOS USB flash drive device under the **InstallDisk** folder. Browse to the **Adobe Reader** folder and double-click the Acrobat application file to install.

Other applications and programs required by SOS Home Edition

The following applications and programs are required for SOS Home Edition and are installed during the installation process if not already on your computer:

- SOS SQL 2014 Express Server SP2
- SAP® Crystal Reports®
- Microsoft® .NET™ Framework 4.0

Install Switched-On Schoolhouse® Home Edition 2021

- **Full Install** – SOS Teacher, SOS Student, and the database all reside on the same computer. The teacher uses the same computer as the student to grade and monitor. **Depending on your operating system, a Full Install may take about 15-45 minutes.** For Full Install instructions, see "[Install SOS Home Edition - Full Install](#)" below.

Before you install

Perform these steps before you begin installing SOS Home Edition on any home computer.

1. Open SOS Teacher and run any reports you may need and save them.
2. Create a backup of your database.
3. Uninstall your old version of SOS. If upgrading from 2018 only remove the SOS Home Edition.
4. Make sure your Windows updates are current:
5. To check for updates click your Windows logo on the desktop and search for updates.
6. Make sure to click "Check for Updates" each time you load this page.
7. Restart your computer.
8. Because anti-virus security software may interfere with the SOS Home Edition installation, temporarily disable your anti-virus security software, for example: Webroot or McAfee, before the installation of SOS. You will enable the software again after installation. If you do not know how to disable/enable your anti-virus software, check the manufacturer's instructions.

Install SOS Home Edition - Full Install



The following steps explain how to install SOS Home Edition - Full Install. The Full Install installs both the SOS Teacher and SOS Student applications and your SOS database on a single computer.



Note: Before installing, ensure your computer meets the system requirements and all Windows updates are completed.

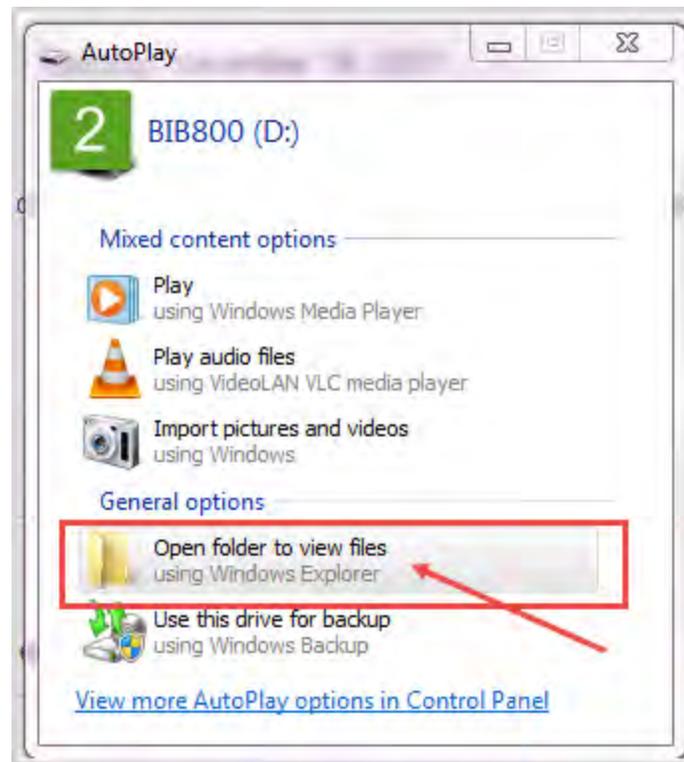


1. Plug the SOS USB flash drive device into a USB port on your computer.

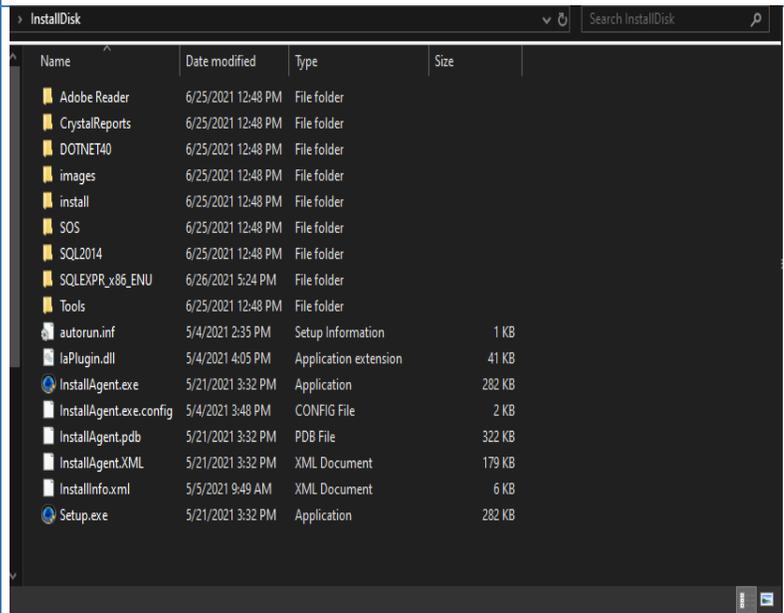


Note: If a message appears stating to allow the program to make changes, click **Allow**.

2. If an **AutoPlay** window opens, select the **Open folder to view files** option. Otherwise, **File Explorer** to browse to the drive containing the SOS USB flash drive device. For example, on your computer, it may be drive (D:).

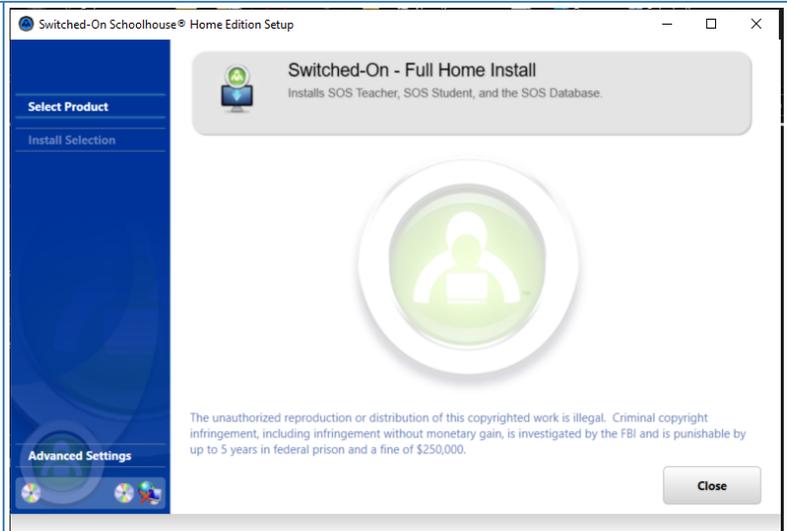


3. Double-click the **InstallDisk** folder to open it, and then double-click the **Setup.exe**.

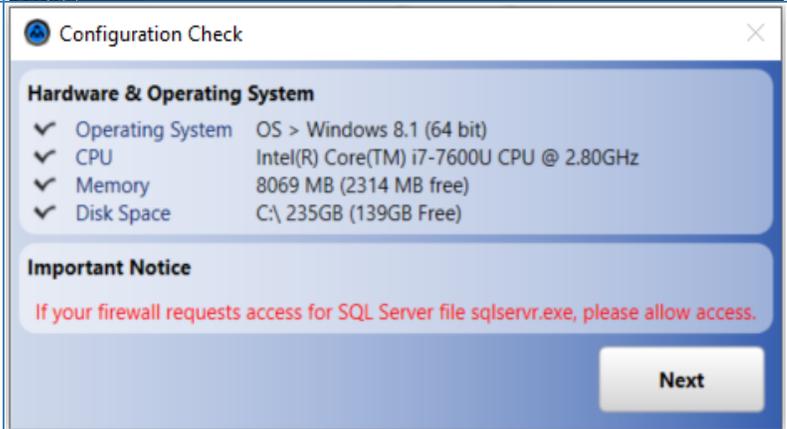




4. The **SOS Home Edition Setup** window displays. Select **Switched-On - Full Home Install**.



5. A **Configuration Check** window appears. This verifies that your hardware and operating system meet the SOS minimum requirements. A check mark indicates an item meets the minimum standards while an **X** indicates an item does NOT meet the minimum standards. Click **Next** to continue.



Note: You may continue with the installation process even if not all items meet minimum standards. You may need to upgrade your hardware or operating system for SOS to work effectively. SOS Technical Support can provide assistance.



Warning: If you have items listed in the **Windows System** section of this screen, you must fix them prior to continuing or installation will likely fail. Click each link you see that says “**Click to fix...**” before continuing.

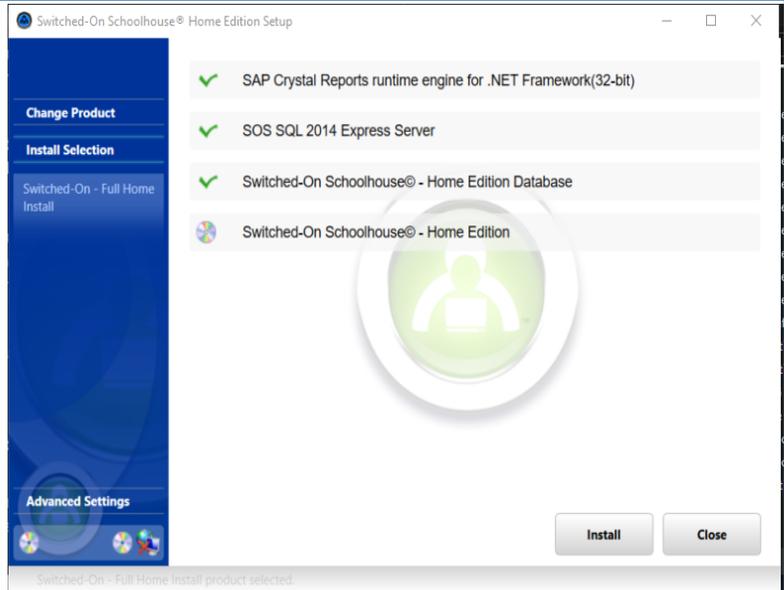


6. On the window that appears showing the applications that will be installed, click **Install**.

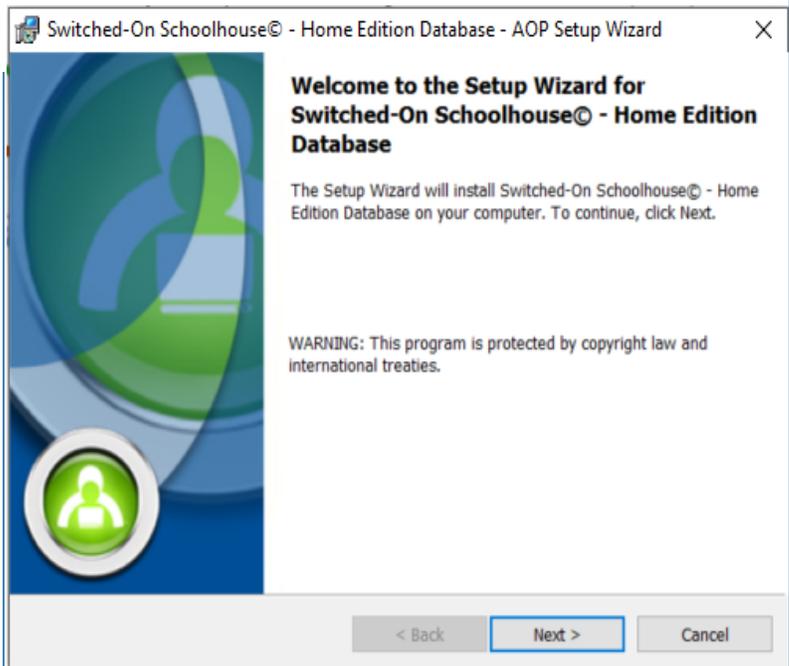
As applications are installing, you see an indicator for each application being installed. When installed, the indicator changes to a green check mark. The SOS SQL 2014 Express Server application installation and setup may take several minutes and several screens appear that do not require any action by you.



Note: If you have a firewall installed on your computer, you may be prompted to allow access to a SQL Server file "sqlserver.exe" during this step of the SQL Server install. Please allow access for this file.



7. When the **Welcome to the Setup Wizard for Switched-On Schoolhouse - Home Edition Database** screen appears, click **Next**. The next several steps are setting up information for your SOS database.





8. On the **Customer Information** screen, enter the following information and click **Next** when you are ready to continue:
- **User Name:** By default, your computer's username appears. If this is not the name to use for SOS, change it. Only letters, numbers, and spaces are allowed. Punctuation marks and other special characters are not permitted.
 - **Organization:** This might be your last name or something like "Home".
 - **Serial Number:** Enter the 16 digit serial number that came with SOS 2018 exactly as it appears.

Switched-On Schoolhouse© - Home Edition Database - AOP Setup Wizard

Customer Information

Please enter your information.

User Name:

Organization:

Serial Number (see the sticker on the inside cover of your Quick Start Guide):
 - - -

< Back Next > Cancel

9. The **Destination Folder** screen (for the database) displays.
- To retain the location where the database is automatically placed, click **Next**.
 - If you must change this default location, click **Change** and enter the path to the folder you want to use. Click **OK** when finished.



Note: We HIGHLY recommend you leave the SOS database in the default location.

Switched-On Schoolhouse© - Home Edition Database - AOP Setup Wizard

Destination Folder

Click Next to install to this folder, or click Change to install to a different folder.

Install Switched-On Schoolhouse© - Home Edition Database to:
C:\Program Files (x86)\AOP\Switched-On Schoolhouse 2018 Home\ Change...

< Back Next > Cancel



10. The **Setup Information** screen displays. Enter the following information and click **Next** when you are ready to continue:

- **Teacher username** – Must be no longer than 20 characters. Only letters, numbers, and spaces are permitted. The username displays on messages sent within the application.
- **Teacher password** – Type in your password for logging in to SOS Teacher. Passwords may be 1-12 characters long, are case-sensitive and may not contain blank spaces or special characters. **Be sure to write down your password.** You need it to log in to SOS Teacher after your installation is complete. It is recommended that you do not share this password with your students because as the Teacher, you have extended privileges in SOS Teacher.



Tip: If you forget your password, a tool is available to help you reset it. See The Troubleshooting Guide

- **Teacher password confirm** – Enter your password again.
- **Teacher first name** – Enter your first name. Your name displays on your Home Page in SOS Teacher and it cannot be changed after SOS is installed.
- **Initial term description** (i.e. the name of your school year) – The current school year is the default, but you may change it.

Switched-On Schoolhouse© - Home Edition Database - AOP Setup Wizard

Switched-On Schoolhouse Setup Information

In this section enter the teacher administrative information and a description of the first school term.

Teacher username:

Teacher password:

Teacher password confirm:

Teacher first name:

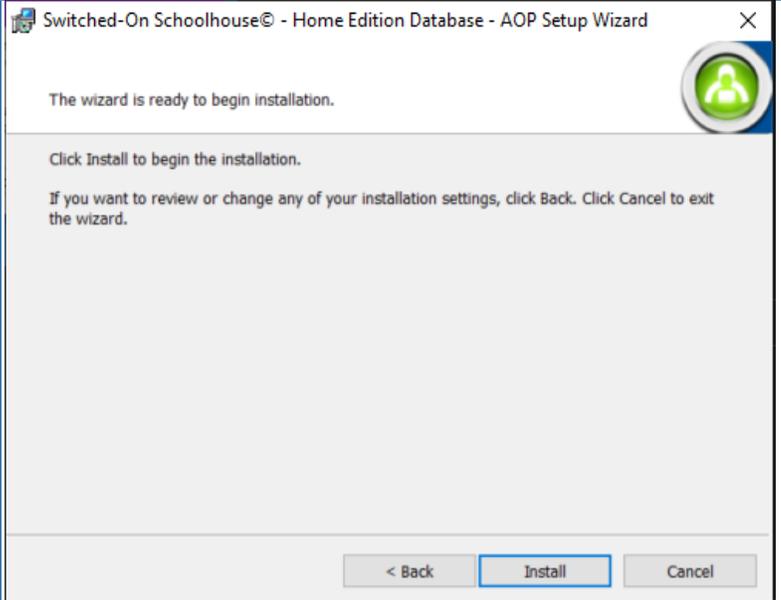
Initial term description:

Example: 2018-2019

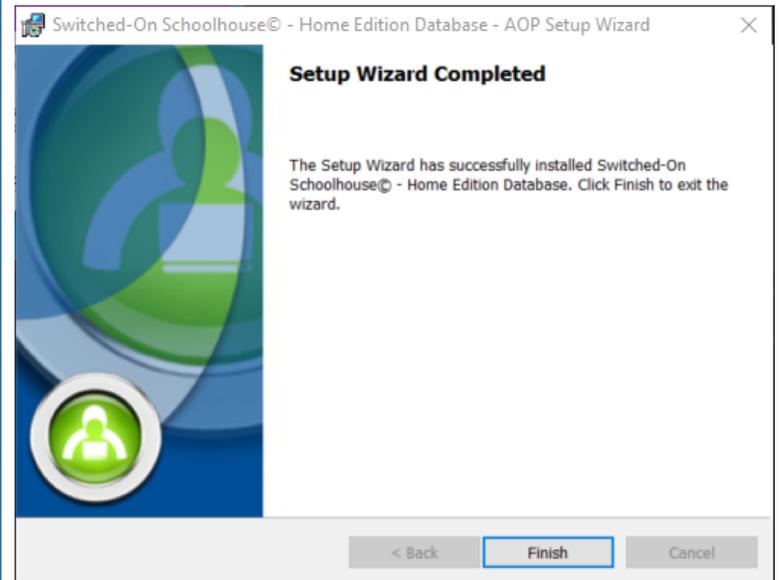
< Back Next > Cancel



11. Click **Install** to continue. This may take several minutes because the SOS Home Edition database is installing.



12. When the database installation is completed, the **Setup Wizard Completed** window appears. Click **Finish**.





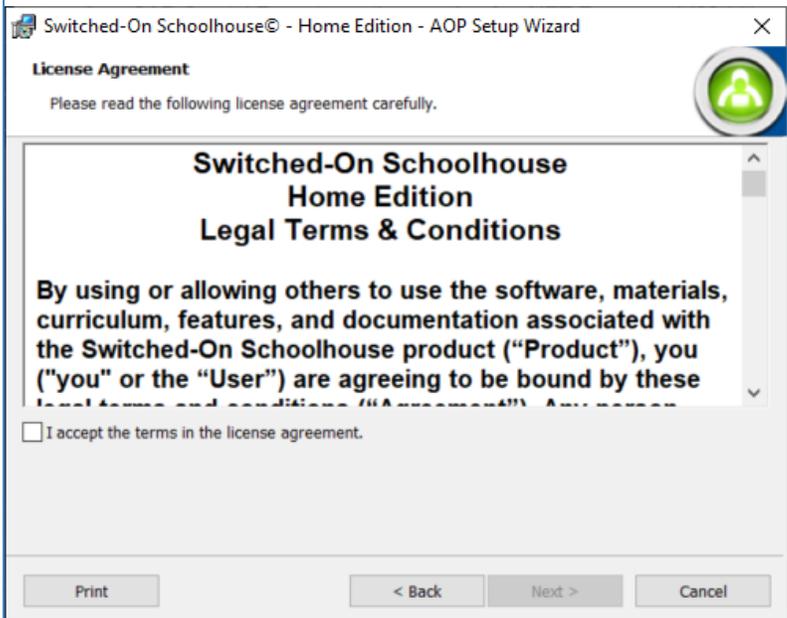
13. When the **Welcome to the Setup Wizard for Switched-On Schoolhouse Home Edition** screen appears, it is ready to install the SOS Home Edition application. Click **Next**.



14. The **End User License Agreement (EULA)** displays. Scroll to read this agreement and if you agree to the terms, click the **"I accept.."** check box to activate the **Next** button. Click **Next**.



Tip: This guide also contains the text for the EULA. See EULA .pdf





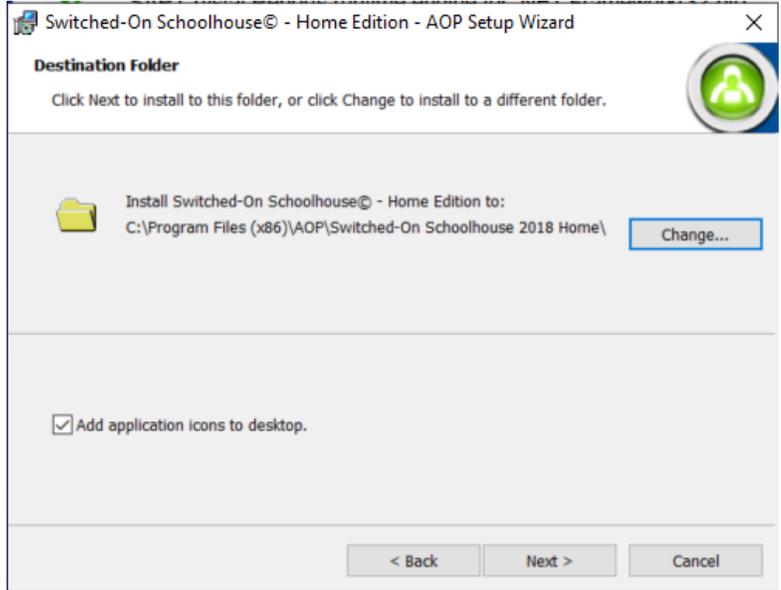
15. The **Destination Folder** screen displays. This screen also adds the application shortcut icons to your desktop.

- To retain the location where the application is automatically placed, click **Next**.
- If you must change this default location, click **Change** and enter the path to the folder you want to use. Click **OK** when finished.

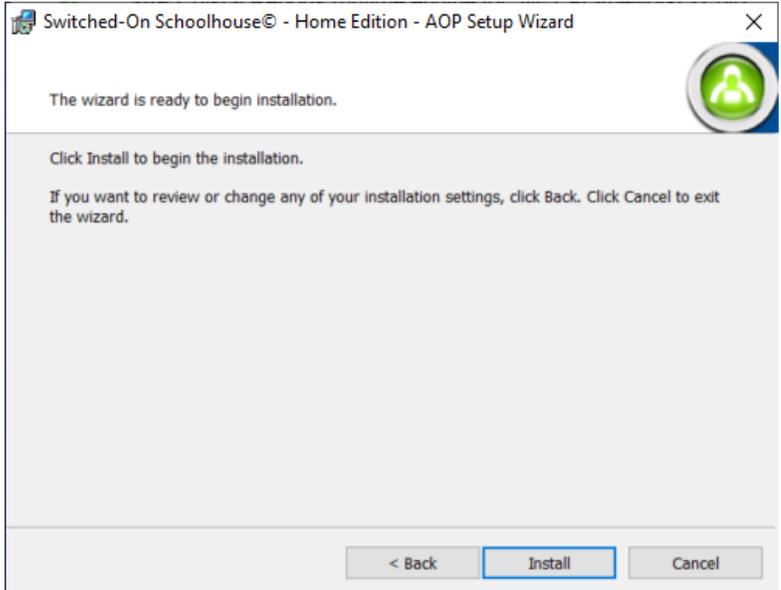


Note: We HIGHLY recommend you leave the SOS application in the default location

- If you do not want the shortcut icons on your desktop, click to remove the check mark next to **Add application icons to desktop** before you click **Next**.

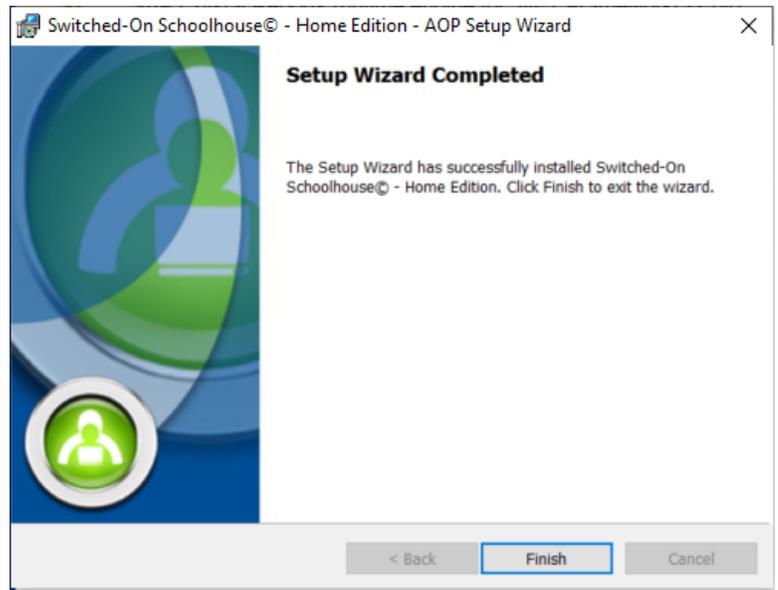


16. Click **Install** to begin installation of the application. A Progress window displays during installation.

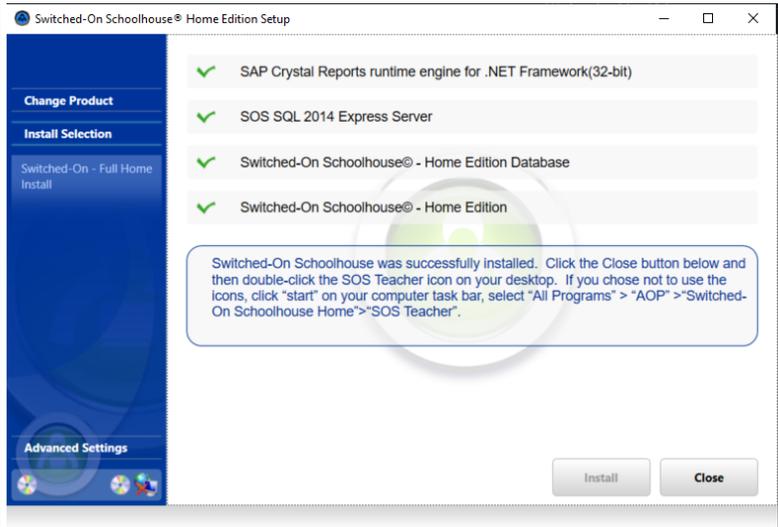




17. The **Setup Wizard Completed** screen appears. Click **Finish**.



18. A window appears showing all required programs installed. A check mark indicates an item was successfully installed. Read the message in the text box, and then click **Close**.



19. The SOS Home Edition - Full Install process is now complete.

Upgrade your SOS Home Edition to SOS Home Edition 2021

Depending on the version of SOS Home Edition you have installed, you may be able to upgrade to SOS Home Edition 2021. The version of SOS you are currently using may require you to uninstall that version of SOS Home Edition first.



Note: An SOS Home Edition 2018 database automatically migrates for use with SOS Home Edition 2021. For an SOS Home Edition 2015 or 2016 database, you have the option to migrate the data to SOS Home Edition 2021, using Data Utilities or start with no data in your database.