



# STARS Modern Thinking For Education

Dear IT Co-ordinator,

Release 5.1 for STARS is now available for download. If you have upgraded to Release 2.5 (shipped to you on CD) then this latest release can be downloaded via the Internet. Select “Maintenance→Software Upgrade→Live Update”. This will install R5.1 directly onto your STARS server. Centrally hosted customers using the online version of STARS will already be at the latest release and do not need to upgrade.

**Schools not currently on the centrally hosted version can upgrade at considerable discounts**, please contact [Support@Fourform.com](mailto:Support@Fourform.com) or telephone 0845 8386860 if you would like more information on this option. See the end of this document for more details.

## ***Hurry Up, I've A Class To Teach!***

In brief, R5.1 is an intermediate release that adds new help functionality:

- A new ‘How Do I ... ?’ screen has been added to the help menu option. Initially, only the Year-End guide has been included in this release but additional guides will be included in forthcoming releases.

Also included in this release:

- Minor enhancements/bug fixes.

## ***OK, I've got a digestive biscuit and tea so give me the details!***

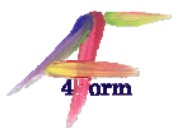
R5.1 releases a new “How Do I ... ?” section to the help menu. User guides will be added to this screen to help you use all of the functionality of STARS.

## **How Do I ... ? Guides**

As part of our ongoing process of adding more support into STARS, we have installed a new option on the Help menu that will allow viewing of individual guides for various parts of the system.

As the document viewer needed to be released so that the individual guides could be read, we have shipped this release early. Only the year-end guide is included with this release but further guides will be added with the next releases.

To access the new guides option, select “Help→How Do I ... ?” from the menu bar.



## Example Screen Showing “How Do I ... ?” Selection:

### Help! How Do I ...?

To view a 'How Do I ... ?' document, click on the links below. Hovering your mouse over an item will popup additional information on each document. Your PC must have the correct software installed to view the documents. A Link to download the Adobe viewer software is shown below at the bottom of this page.

Guide Title	Release Date	Document Link
Year End Process	2009-07-28	 <a href="#">Click To View This Document</a>

1 document found to display

Adobe Reader is available for free download. If you cannot view the documents above you may need to download and install the Adobe Reader software. You may also need to check with your PC administrator on restrictions for installing software on equipment at your location.

[Download Adobe Reader](#)

After selecting the “How Do I ... ?” option from the help menu, the screen above will be displayed. All of the guides installed on your system will be shown in the table in the centre of the screen. Hovering your mouse over each guide will show additional information for that guide.

To view a guide, click on the document link next to the document name and release date. The guide will open up in a new window. If you are using pop-up blocking software, ensure that you have allowed pop-up windows from STARS.

Each “How Do I ... ?” guide covers a specific area of STARS. With this release, we have only shipped the year-end guide. Further guides will be installed with forthcoming releases.

In order to view the guides, you will need to have Adobe Reader software installed on the computer you are using to connect to STARS. If this is not installed, a free download of the software is available from the Adobe web site. A link to the download page is displayed at the end of the screen. Click on the link to open a new window and begin the download process.

**NOTE:** Please check your policy on downloading and installing third party software on equipment at your location. You may also need to check with your site administrator on installation permissions granted to your login on the computer you are using to access STARS as some sites restrict this access.



## Other Changes

A few minor issues have been fixed in this release affecting style and layout of screens.

- The icon for pupil notes did not display correctly on some web browsers. This has been corrected in this release.
- A bug that allowed empty class names to be created has been fixed. Classes that had no name assigned will be updated to “UNKNOWN” as part of this release.

## I want more! What will I be seeing next?

Ongoing developments continue. We're working on changes to allow documents to be uploaded and attached to packages and classes. Also under development are changes to allow calculated columns within packages. This will give greater flexibility in package creation within STARS.

### School Using APP Grids:

APP Maths Summary Grid is available for download via “Achievement→Online Packages→Package Download”.

APP English Summary Grid is available for download via “Achievement→Online Packages→Package Download”.

We have worked closely with both the English and Maths APP teams to setup the grids to hold summary information in STARS and to include an export option to allow easy import of the summary information straight into STARS.

If you have any other requirements that you'd like to see added to STARS then please let us know and we will try to schedule these changes as soon as possible.



## Can I get Something For Nothing?

We're glad you asked that! If you are not using the online STARS system then you can swap to the system free of charge for up to six months and then take advantage of considerable discounts on the yearly subscription!

STARS is an online system that can be accessed from anywhere that has an Internet connected PC – at school, home, meetings or anywhere else that you need access to your pupil information.

Some of the benefits of the online version are shown below:

- Always on the latest release of the system
- Automatic backups taken daily
- Upgrades automatically installed
- Access from anywhere that can connect to the Internet
- Multiple user accounts
- No server configuration required
- No PC configuration required
- Secure (HTTPS Certificate) encrypted access
- 24x7 access \*

\* The server is occasionally down for maintenance or upgrades. This is always outside of 8am–6pm unless for critical fixes.

Contact the helpdesk for more information on how you can upgrade.

## Anything Else For Free?

Of course! If you need an in-school staff training session or just someone to visit to help you make the most of STARS then give the helpdesk a ring. Training sessions and on-site visits can be booked free of charge on 0845 8386860 or via [Support@Fourform.com](mailto:Support@Fourform.com).



## Additional Resources

We place all of the documentation, user guides and release notes along with a list of frequently asked questions (FAQ) and outstanding issues on the FourForm website. If you need information on STARS, or to print out additional copies of release notes or guides, take a look at the resources section of <http://www.fourform.com/>. You can also email the Help Desk at [Support@FourForm.Com](mailto:Support@FourForm.Com) or telephone our local rate number on **0845 8386860**.

- **Note, the slightly dull yet important small print:** To log a call with the Help Desk or use any of the on-line functions within STARS you will need to have an Annual Maintenance & Support Agreement in place and have your customer number or school name to hand when you call/email. If your Support Agreement has expired and you would like to renew it (in order to use the online functions provided by STARS or to log support calls) then please email or ring the Help Desk, details are shown above.

Finally, should you have any other queries or concerns please do not hesitate to contact me.



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