

Merging Market Animal Entries

The Market Entry Merge has been designed to allow the use of a laptop computer or non-networked computer at the market weigh-in site. The entries are updated with the final weight at the scales. When weigh-in is complete for a specific department or dept/section/class of animals, the entry file can be merged back to the main computer in the office. The office computer will then contain all the weigh-in information.

Note: Two requirements must be met to make this utility work.

- a. *The market entries for each exhibitor must be entered into the main computer prior to loading information on the laptop.*
- b. *Each market entry must have a unique Show #/ID assigned before the entries are placed on the laptop. The Show #/ID cannot be changed in the laptop file as the program looks to match this number between the laptop file and the main computer file. For this reason, the Show #/ID must also be unique in the market entry file.*

Main Computer – Prior to Moving Data to the Laptops.

1. Pre-enter all market entries into the computer.
2. All entries must be assigned a *Show #/ID*. Two options:
 - a. Manually enter the unique *Show #/ID* that has been assigned to each animal by the market auction committee.
 - b. Go **Utilities|Auto Entry Numbering** to automatically assigned a unique *Show #/ID* to each entry.

Copy the Data to the Laptop Computers.

1. Install the complete, current program on each laptop.
2. Use WinZip to backup the entire data folder on the main computer.
C:\Program Files\Windows Fair Management\Data. (If the main computer is networked, the data folder would be on the server drive.)
3. Unzip the data to **C:\Program Files\Windows Fair Management\Data** on each of the laptops. All data files from the main computer must be copied to each laptop to make the entries accessible on the laptop computer. (*Note: Make sure you have restored the individual data files to the Data Folder directly under Windows Fair Management. Check that you do not have a second Data Folder under the first Data Folder. Your data will not be accessible if this happens.*)
4. Once the data files have been copied to the laptop computers, **DO NOT** make any changes to the market entry file on the main computer. This would affect the integrity of the merge when the market entry data is restored back to the main computer.
5. At this point, the main computer and all laptops should contain identical data. Check the laptops carefully to make sure the transfer of data was complete.

Enter Market Weights at the Scales:

1. Market weights are entered into the laptops. If a tag number needs to be recorded at the scales, enter it into the 'Tattoo/Ear Notch' field. Do not change the Show #/ID.
2. No Dept/Section/Class number, Exhibitor number, or Show #/ID can be changed on a market record. These are required to facilitate merging back to the main computer.

Note: Do not use symbols, such as the '', '/', '#', or spaces in the 'Tattoo/Ear Notch' or Show # fields. These can be misinterpreted by the program and cause errors in printing reports.*

Merge Market Entry Weight information back to the Main Computer.

1. On each laptop, copy the Market Entry file to diskette. Use a different diskette for each computer. Label each diskette as to what information is contained in the diskette file. Note: The file to be copied is **C:\Program Files\Windows Fair Management\Data\Markentr.db**.
2. Backup all data on the Main Computer before beginning to merge the Market Entry information from the laptops.
3. Go **Utilities|File Utilities**. On the File Utilities screen, select **Utilities|Market Utilities|Merge Weigh In Information**.
4. Place the diskettes, one at a time in the Main Computer.
5. Select the range of entries on that particular diskette.
6. Set the source of information as the A Drive. (Read from diskette)
7. Check the entry file on the Main Computer to verify the data merge.
8. When all information is merged and verified, do a second backup of your data from the Main Computer. Do not back up over the first set of data, in case an error is found and the merge must be redone.

Use the Market Entry Query to Complete the Pre-Show Process.