



## Distributed Data Processing Setup

### Synchronize Time and Set Machine ID

- Close the FairPlus! program.
- Synchronize system dates and times between the master and slave computers.
  - Check the master computer to be sure it has the current date and time.
  - Compare the date and time on the slave computers.
  - Make adjustments on their dates and times as needed.
- Open the FairPlus! program.
- On the master computer, click **Go to > Distributed Data Processing > Setup > Set Machine ID.**
- Set the machine ID to 1.
- Enter a unique name (i.e., Master Computer).
- On the slave computers, click **Go to > Distributed Data Processing > Setup > Set Machine ID.**
- Set the machine ID to a number selected from 2 through 99. Enter a unique name for each computer showing where it will be used. **Be sure each machine ID and name on the slave computers is unique!** For example, there must not be two or more computers with a number 2 machine ID.
- The program closes. Reopen the program and click **Who Am I?** on the menu toolbar. Double check the machine ID numbers and system times.

## Select Exchange Method

- Click **Go to > Distributed Data Processing > Setup > Select Exchange Method**.
- Decide on the media to be used to exchange data files between computers.
  - 3 ½" diskette
  - Zip disk
  - USB flash disk
- A USB flash disk is used to illustrate the process. It works the same for the other media types.
- Insert it into a USB port.
- Be sure the USB flash disk is empty.
- Click the **USB Flash Disk** tab.
- Click the **Use this system** check box.
- Click the **USB drive letter** radio button.
- Click the **Test Flash Disk Now** button.
- A confirmation message, "Flash disk tests Ok!" displays. Click **OK**.
  - The error message, "Flash disk failure" displays when this test fails. Click **OK**. Be sure the drive letter is correct and that the USB flash drive is inserted in the port correctly.

## Initialize Time Stamps - Master Computer Only

- Time stamps are initialized on the master computer only. This option is inactivated on the slave computers.
- Time stamps are initialized **only one time** during a fair.
- The time stamp is used so that the data has a base time set and the program knows which data to add.
- Click **Go to > Distributed Data Processing > Dist Data Utilities > Initialize Time Stamps**.
- Enter the **fair supervisor password**.
- Click the **Initialize Time Stamps** button.

- If it is decided that the time stamps **must** be reinitialized, call the Communications and Technology office **first!**

## Check Time Stamp Initialization

- Create an exchange file and check the time stamps to be sure they are correct.
- Click **Create** from the toolbar.
- Click the **Clear and create new file** radio button.
- Click the **All** button to select all the departments.
- Click the **Create/append Exchange file** button.
- Click **View** from the toolbar when the progress bars are done.
- Highlight the **Exchange01.fxd** file.
- Check the time stamps. The format is YYYYMMDDHHMMSS.
- Data is ready to be distributed for this year when the date is current. The date will not change each time a file is created.
  - If the date is not current for this year, redo the steps in the *Initialize Time Stamps* section.
  - If there is still a problem, contact Communications and Technology at (307) 766-3702 or (307) 766-3194.