

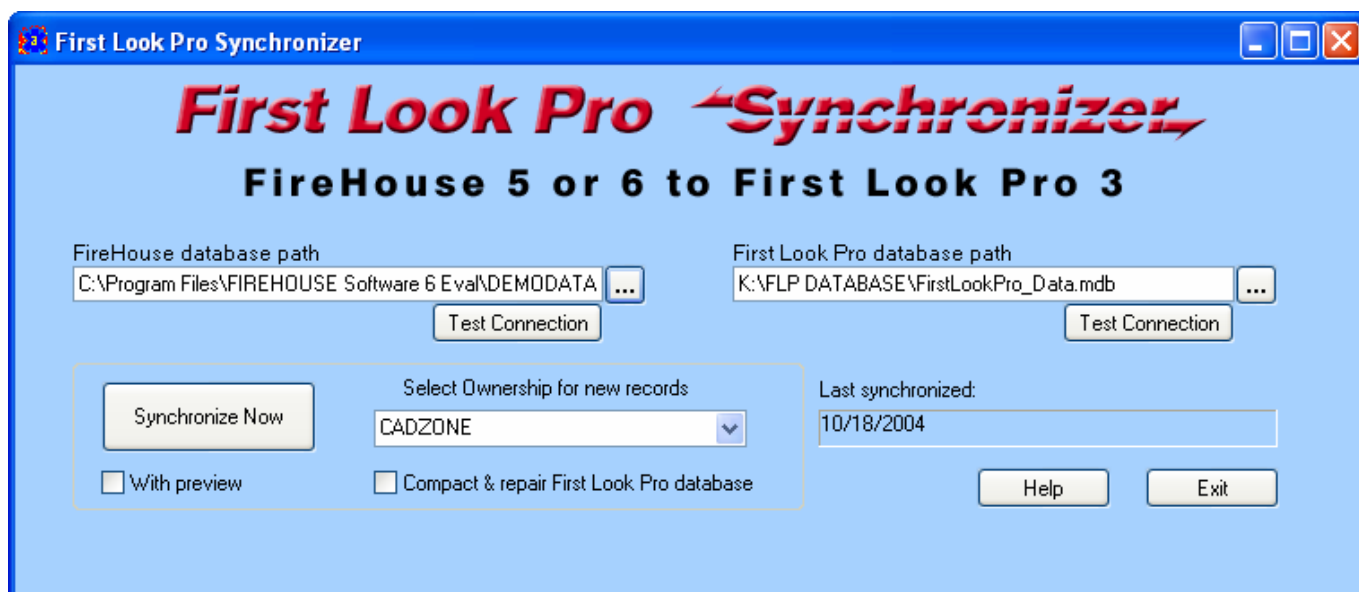
First Look Pro – Firehouse Software® Synchronizer

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Firehouse Software To First Look Pro Synchronizer

Many fire departments who use Firehouse Software® for records management in their station want to use First Look Pro to display pre-plans on the mobile computers in their trucks. The problem is, much of the information in First Look Pro is duplicated in the Firehouse Software Occupancy Module and no one wants to double enter data!

How can you get two completely different database programs to work together? Unfortunately, Firehouse Software does not make it easy to export your data to another program, so we have created the Firehouse Software to First Look Pro Synchronizer just for this purpose. The Synchronizer lets you use the Firehouse Software Occupancy Module for all your data entry and update your First Look Pro database with the click of a button. You can also use the Windows Scheduler to automatically schedule the Synchronizer to run at regular intervals, like every night. This ensures your master First Look Pro database will always be up-to-date with the latest changes.



What the Synchronizer Can Do

The Synchronizer allows you to enter and modify your building occupancy information in Firehouse Software and have the data automatically updated in First Look Pro. You can manually click a button to have the Synchronizer update First Look Pro or use the Windows Scheduler to have it run automatically. You can preview the new records before they are brought into First Look Pro and cancel if it's not the results you wanted. You can also select who, in First Look Pro, will have ownership over the new records – your main department, or one of your Mutual Aid departments.

What the Synchronizer Can NOT Do

The Synchronizer provides for one-way data transfer. Data entered in Firehouse Software will be updated in First Look Pro. Any changes made in First Look Pro *will not* be transferred back into Firehouse Software. In fact, if any changes are made in First Look Pro to fields that are also included in Firehouse Software, *those changes will be overwritten the next time the Synchronizer is run!*

In other words, for the Synchronizer to be used effectively you should *only* enter and modify your data in Firehouse Software – not in First Look Pro. You will want to use First Look Pro as a way of accessing and displaying all your pre-plans on your mobile computers, but do not use it for data entry. The exception is if there are fields in First Look Pro that are *not* included in Firehouse Software, such as utility shut-off locations, access, and strategy information. These can be safely modified in First Look Pro and running the Synchronizer will not affect the information.

Contact Phone Numbers

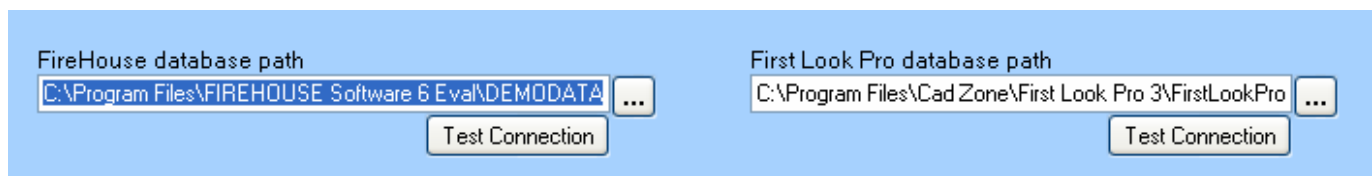
First Look Pro only allows three phone numbers to be entered for each contact name, Firehouse Software allows seven. If a contact name in Firehouse Software has more than three phone numbers listed, only the first three numbers will be brought into First Look Pro. If you enter more than three phone numbers in Firehouse Software, be sure to make the first three the most critical numbers for that contact, since those are the ones that will be available on the mobile computers running First Look Pro.


Before You Synchronize


Before you can synchronize your data between Firehouse Software and First Look Pro, you must tell the Synchronizer where the two databases are located. If you have any Mutual Aid departments, you must also select which department in First Look Pro is to take ownership of the new records.

Establish Connections With the Databases

The first step is to tell the Synchronizer where to find your First Look Pro and Firehouse Software database files.



- 1) Click the Browse button  beside the Firehouse database path text entry box and browse to the folder that contains your Firehouse Software data. If your Firehouse data is on a network drive, you need to first create a mapped drive for that location so you can browse to it or type in the entire path.
- 2) Click the Test Connection button to make sure the Synchronizer is able to connect to your Firehouse data.

- 3) Click the Browse button  beside the First Look Pro database path text entry box and browse to the folder that contains your First Look Pro data file (the file called firstlookpro_data.mdb) and click on the data file.
- 4) Click the Test Connection button to make sure the Synchronizer is able to connect to your First Look Pro data.
- 5) If either Test Connection fails, use the Browse button again and find the proper file, then try the connection again until you get a successful connection.

Select Which Department Is To Have Ownership

First Look Pro’s Mutual Aid feature allows you to have records under multiple department names. These departments “own” those records, meaning only they can make changes to the data. When you use the Synchronizer, you must select which First Look Pro department is to take ownership of the new records being brought in from Firehouse Software.

- 1) Click the arrow under “Select Ownership for new records” to see a pull down list of all the available First Look Pro departments.
- 2) Click on a department name to select it. When you synchronize, all the data will be brought into that department’s records in First Look Pro.



Compact and Repair the First Look Pro Database

You may choose to compact and repair your First Look Pro database whenever you synchronize. Just check the Compact & Repair option before you click Synchronize Now. You should regularly Compact and Repair your database to reduce its size and eliminate any errors in the records. It is recommended that you Compact and Repair the First Look Pro database every time you use the Synchronizer.



Synchronize Your Databases

The first time you run the Synchronizer, all of your records in the Firehouse Software Occupancy Module will be imported into First Look Pro. As you use Firehouse Software to make changes to those records, the changes will be made in First Look Pro the next time you run the Synchronizer. Any new records you want to create should be added in the Firehouse Occupancy Module; they will be brought into First Look Pro the next time you run the Synchronizer.

It’s a good idea to close First Look Pro before you synchronize. Otherwise, you may not see all of the changes made in First Look Pro. In other words, the Synchronizer modifies the database “behind the

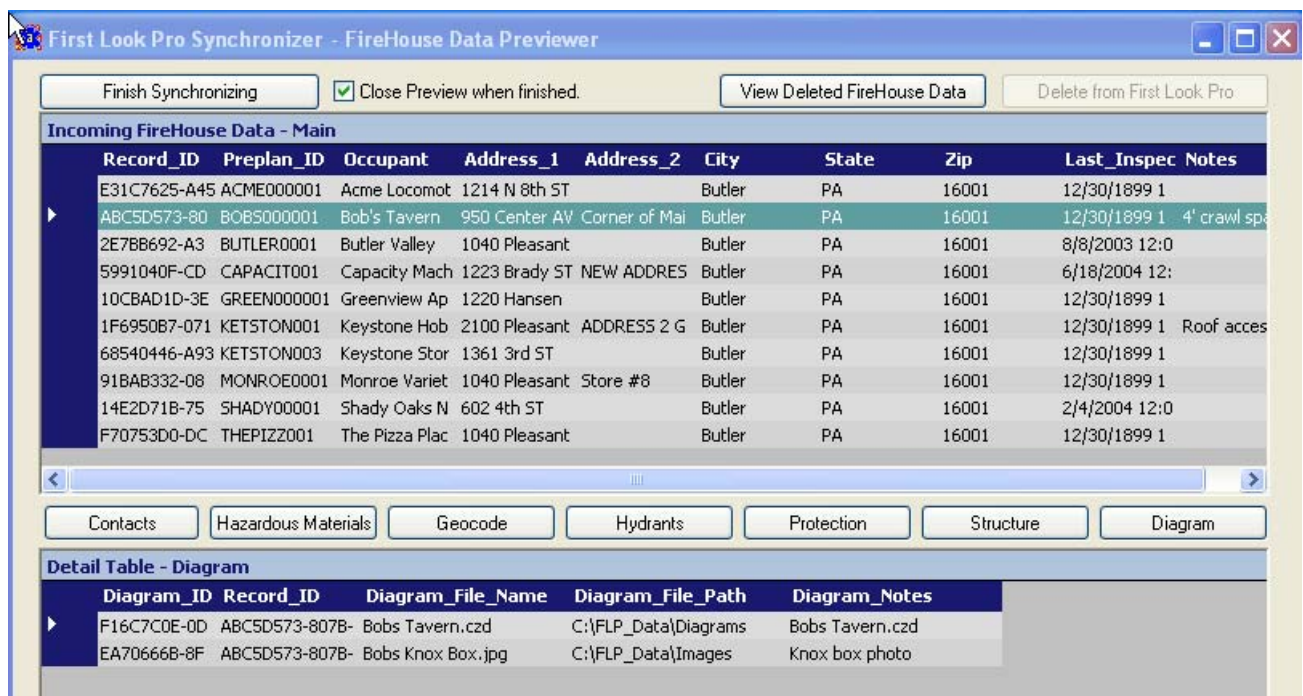
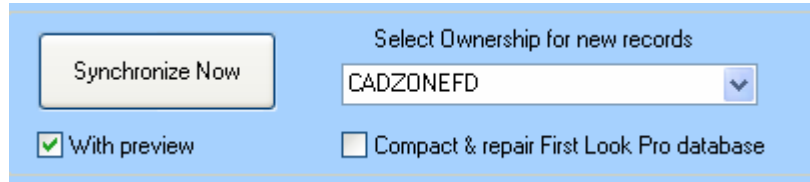
scenes” but the screen will not be refreshed to show all the current data until you close First Look Pro and open it again.

When you are ready to update your First Look Pro database with your Firehouse Software data, just click the Synchronize Now button. You can also select whether to view the new records before synchronizing and whether to Compact & Repair your First Look Pro database as part of the process.

Using the Preview Window

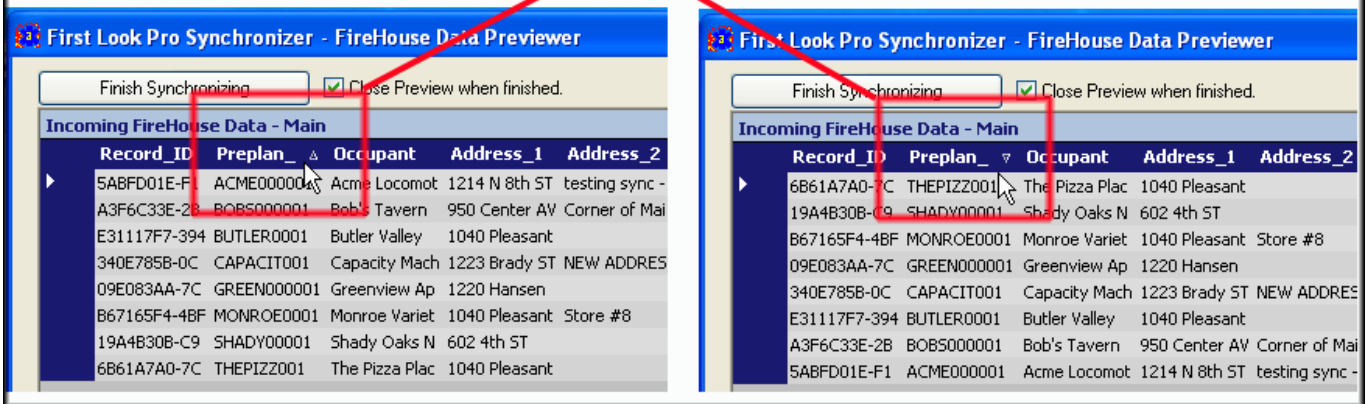
If you select the “With Preview” box before performing the synchronization, you will be able to preview any *new* records that are to be brought into First Look Pro.

The record information is shown in a table format so you can verify the data.

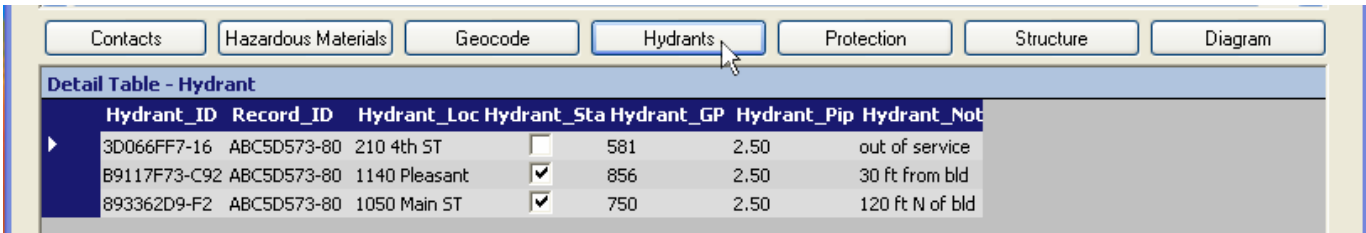


The rows in the upper part of the table represent all the new records to be brought into First Look Pro. You can sort the records alphabetically by just clicking on any column heading. Click once to sort the rows from the smallest, alpha-numerically, to the largest. Click again to reverse the sort order.

Click on any column heading to sort the records by that field.

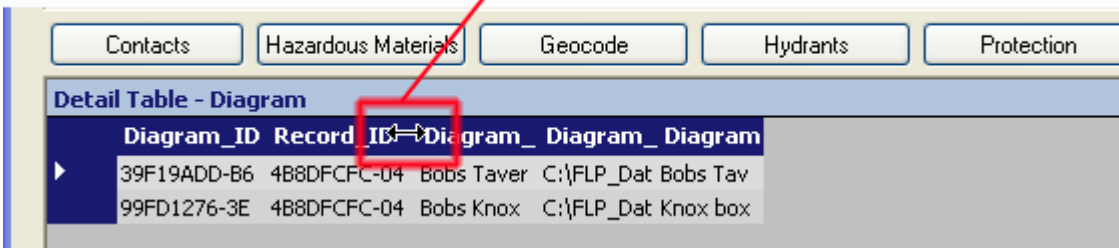


Click on any row to select it and you can see the details for that record in the section below. Use the Detail Table buttons below to see more of the data for that record. For example, click the Hydrants button to see the hydrant information for the highlighted record, click the Diagram button to see the diagram and image attachment information. Double click on



You can also make any column wider so you can see more of the data. Place your mouse pointer between the names of any two fields (at the top of the columns) and drag the column to the right to widen it.

To widen columns, drag the title bar to the right.

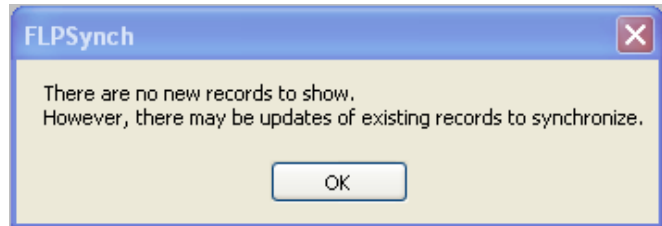


With the columns wider, you can see all of the data in each field, like in the image below:

Diagram_ID	Record_ID	Diagram_File_Name	Diagram_File_Path	Diagram_Notes
39F19ADD-B6B	4B8DFCFC-04	Bobs Tavern.czd	C:\FLP_Data\Diagrams	Bobs Tavern.czd
99FD1276-3EC	4B8DFCFC-04	Bobs Knox Box.jpg	C:\FLP_Data\Images	Knox box photo

This window allows you to preview the data, but you cannot make any changes. If any of the data is not correct, click the Cancel Synchronizing button. Return to Firehouse Software and make your changes there, then run the Synchronizer again.

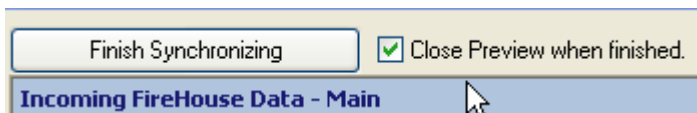
When you are satisfied that the records are correct, click the Finish Synchronizing button at the top of the Preview Window. The data will then be inserted into the First Look Pro database.



When There Are No New Records

The Previewer only displays new records in Firehouse Software that have NOT yet been brought into First Look Pro. If there are no new records to bring in, you will receive this message.

Click the Finish Synchronizing button to make sure all changed records are updated in First Look Pro. Records that have been changed (but are not new) will not show up in the Preview Window.



View Deleted Records

When records have been deleted from your Firehouse Software database, you can choose to view them in the Synchronizer Preview Window. Then, you can delete them from First Look Pro with the click of one button.



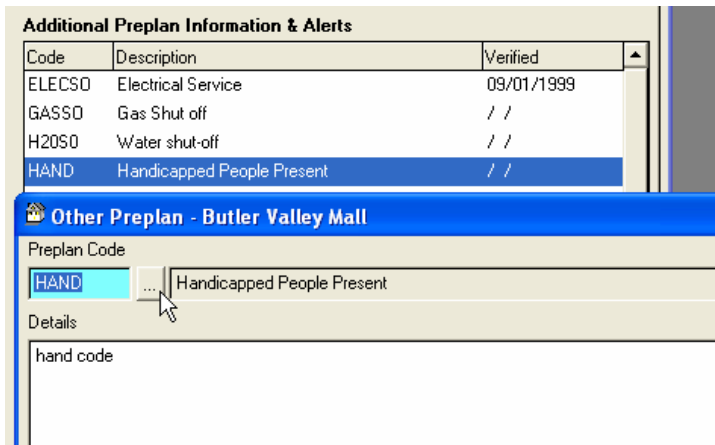
Using Additional Preplan Information and Alerts

The Firehouse Occupancy Module gives you the ability to enter unique codes for additional preplan information you may want to have available. In the Firehouse Occupancy Module, browse to one of your building records and click the Additional Records tab. The right side of the dialog box contains a box for a list of Additional Preplan Information & Alerts. Use the Add button to add codes that are appropriate to this occupancy. This information can be displayed in First Look Pro and synchronized along with your other Firehouse data, but you must use a particular set of codes, as shown in the table below.

If you have already entered codes in Firehouse, it is easy to change them to the codes that can be accepted by First Look Pro:

- 1) Select the Additional Records tab in the Occupancy Module.
- 2) Click on any code in the Additional Preplan Information box that you want to change and select Open.
- 3) Click the square button beside the code to bring up a list of all the codes.
- 4) From this list you can select any code and select Edit to change it and you can add new codes.

Using this method you can update your codes to use the codes below. Any records that use the Preplan codes will automatically be updated to have the edited codes.



CODE	DESCRIPTION
ACTV	Active Smoke Control/Ventilation
ALRMPN	Alarm Panel Location
ANUNPN	Annunciator Panel Location
AUXI	Auxiliary Alarm System
BALL	Ball Valve Location
BLIN	Blind or vision impaired occupant
CENT	Central Station Alarm System
COMB	Combustibility Factors
CONT	Emergency Contact Procedures
DEAF	Deaf or hearing impaired occupant
DIRE	Directions
ELECSO	Electrical Shut-off
ELEV	Elevator Control System(s)
ESCP	Fire Escape Location
FDC	Fire Dept Connection Location
FLAM	Flame Detectors
GASSO	Gas shut-off location
H2OSO	Water shut-off
HAND	Handicapped People Present
HEAT	Heat Detectors
HEXP	High Explosion Hazard
HVAC	HVAC System Information
INCO	Internal Communication System
LOCKBX	Lock Box Location
LOWAC	Lowest Access
MAINAC	Main Access
MENT	Mentally handicapped occupant
OXYG	Oxygen Present
PIV	PIV Location
REMO	Remote Station Alarm System
ROOFAC	Roof Access
SECU	Security Systems/Company
SIAM	Siamese Connection Location
STND	Standpipe Location
WCHR	Wheelchair occupant

Use these codes to enter Additional Preplan Information & Alerts in Firehouse so the data can be brought into First Look Pro properly.

Using Windows Scheduler With the Synchronizer

The Synchronizer can be scheduled to run automatically using the Windows Scheduler, found on the Control Panel. You must go through several steps to set up the automatic scheduling, but once it is scheduled, the Synchronizer will run automatically at the appointed time without any user interaction.

Before you can launch the Synchronizer from Windows Scheduler, you must run it at least once manually. Select the Synchronizer settings that you wish to be used and synchronize manually to cause the settings to be saved. These are the settings that will be used when the Synchronizer is run automatically using the Scheduler.

Follow these steps to schedule automatic First Look Pro synchronizing:

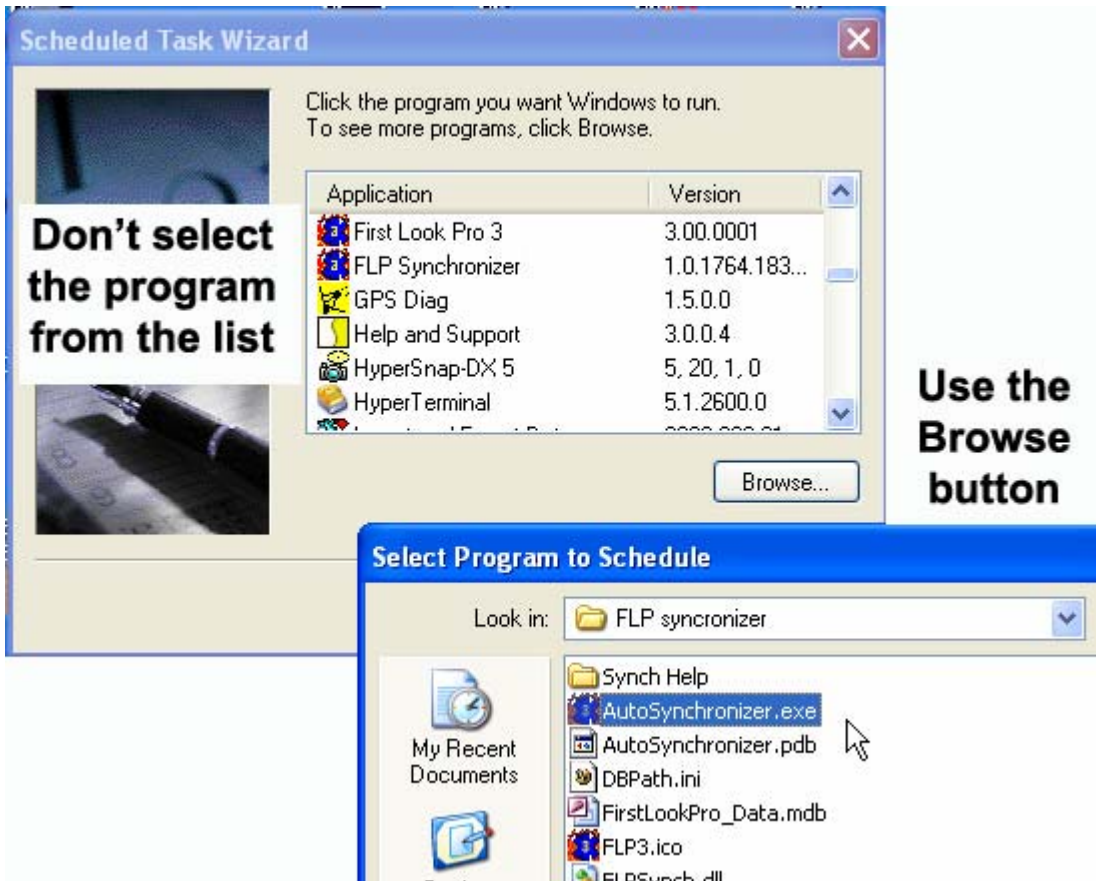
- 1) Select the Windows Start button.
- 2) Select Control Panel
- 3) Select the icon for Scheduled Tasks.



This brings up the Scheduled Task Wizard which allows you to select the program you wish to schedule.

- 4) Instead of selecting a program from the list, click the Browse button and browse to the folder where you installed the Synchronizer. Select the file called: AutoSynchronizer.exe. By default, this file is located in the folder:

C:\Program Files\CAD Zone\FLP synchronizer\AutoSynchronizer.exe



Follow the prompts in the Wizard to choose the time that you want the Synchronizer to run and assign a password to the task, if desired. When you have entered all the information needed by the scheduler, you will see this dialog box.

The Synchronizer should then run at the appointed time, with no need for you to manually start it.



Attention Windows XP Service Pack 2 Users

According to Microsoft, you may experience a problem with using the Windows Scheduler if you have Microsoft® Windows® XP, with an early version of Service Pack 2. When you create a new scheduled

task by using the Task Scheduler, you may receive the following error message after you click Finish and the task will not run properly:

The new task has been created, but may not run because the account information could not be set. The specific error is: 0x80070005: Access is denied.
Try using the Task page Browse button to locate application.

This is a known “bug” in Windows XP and a fix should be available for it soon. You can go to this web page for more information:

<http://support.microsoft.com/default.aspx?scid=kb;EN-US;884573>

Need Help? Call Us!

If you need help using the First Look Pro Synchronizer, contact The CAD Zone:

Technical Support phone: 503-641-0334 M-F 7:30am to 5:00pm Pacific Time

Email: info@cadzone.com

Web site: www.cadzone.com

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