Steps for installing the Transition Gradebook

Here's a summary of the basic steps you'll follow.

I. Read the license agreement on the NTACT website (https://transitionta.org/gradebook), fill in the required information then click the button to accept that agreement.

II. You will be redirected to the GitHub installation site, where you will need to choose between deploying (installing) the app to a Heroku account (a Cloud-based hosting site) or installing it to your school's local Linux web server and then click reflecting your choice.

IIIa or IIIb. Follow the on-screen instructions for which ever installation you have chosen (Step IIIa for installing to a Heroku account or Step IIIb for a generic Linux installation).

Note: This document provides a bit more detail than the on-screen instructions, so you might want to print this or keep it open.

Here is a brief table of contents for this document.

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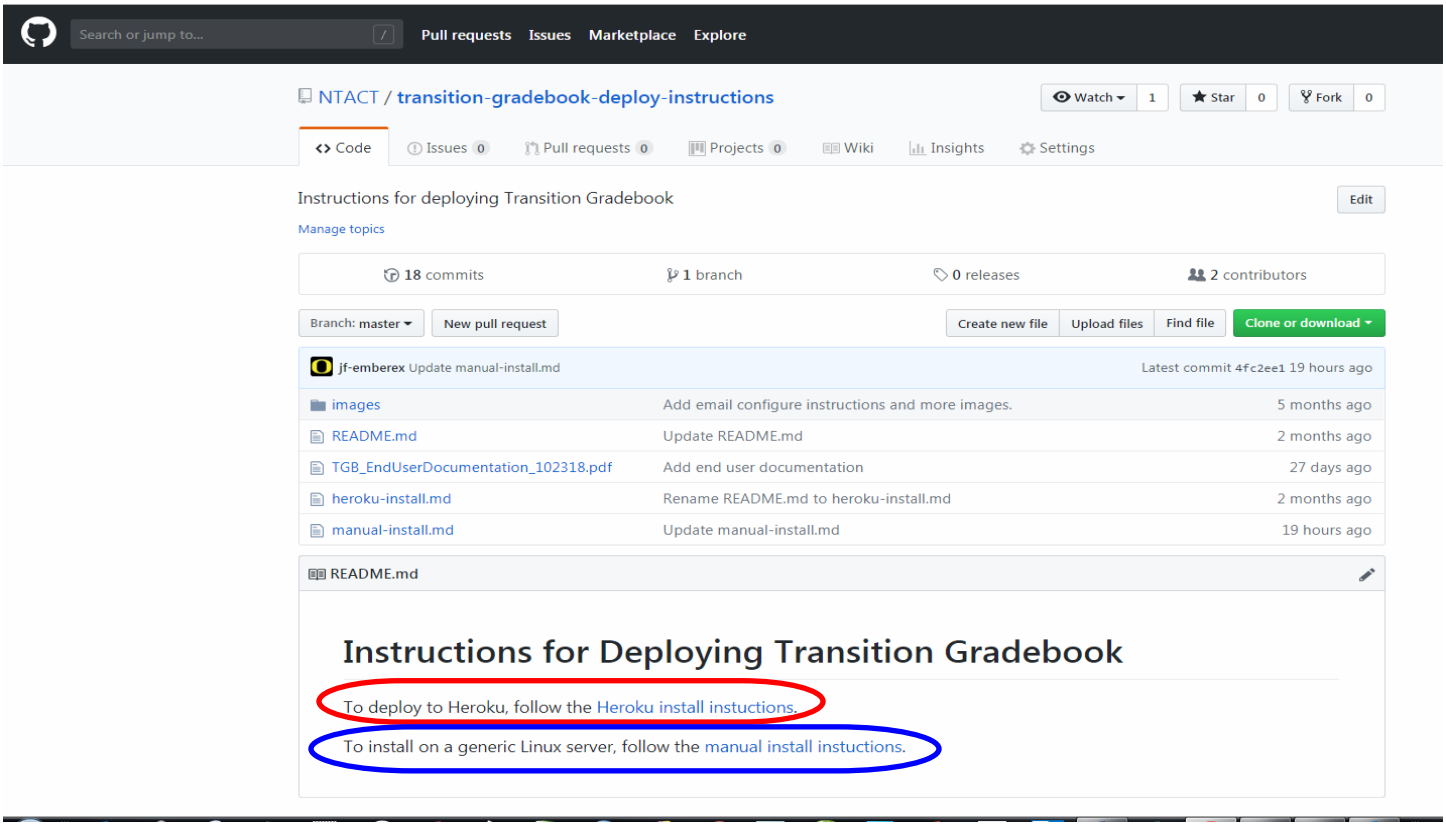
I. Read the end user license agreement (EULA), fill in your contact information, then click the "Accept the Agreement" button. You will then be directed to NTACT Transition Gradebook installation site on GitHub, shown below.



II. Choose where you want to deploy (install) the Gradebook.

The Transition Gradebook needs to 'live' on a web server (e.g., the computer server that hosts your school's website). If, for some reason, you are not able or permitted to install the Gradebook on your school's web server, our developers recommend using a Cloud-based hosting service called Heroku. We have developed an easy, automated installation script for deploying to a Heroku account (the first option shown in the screen shot above).

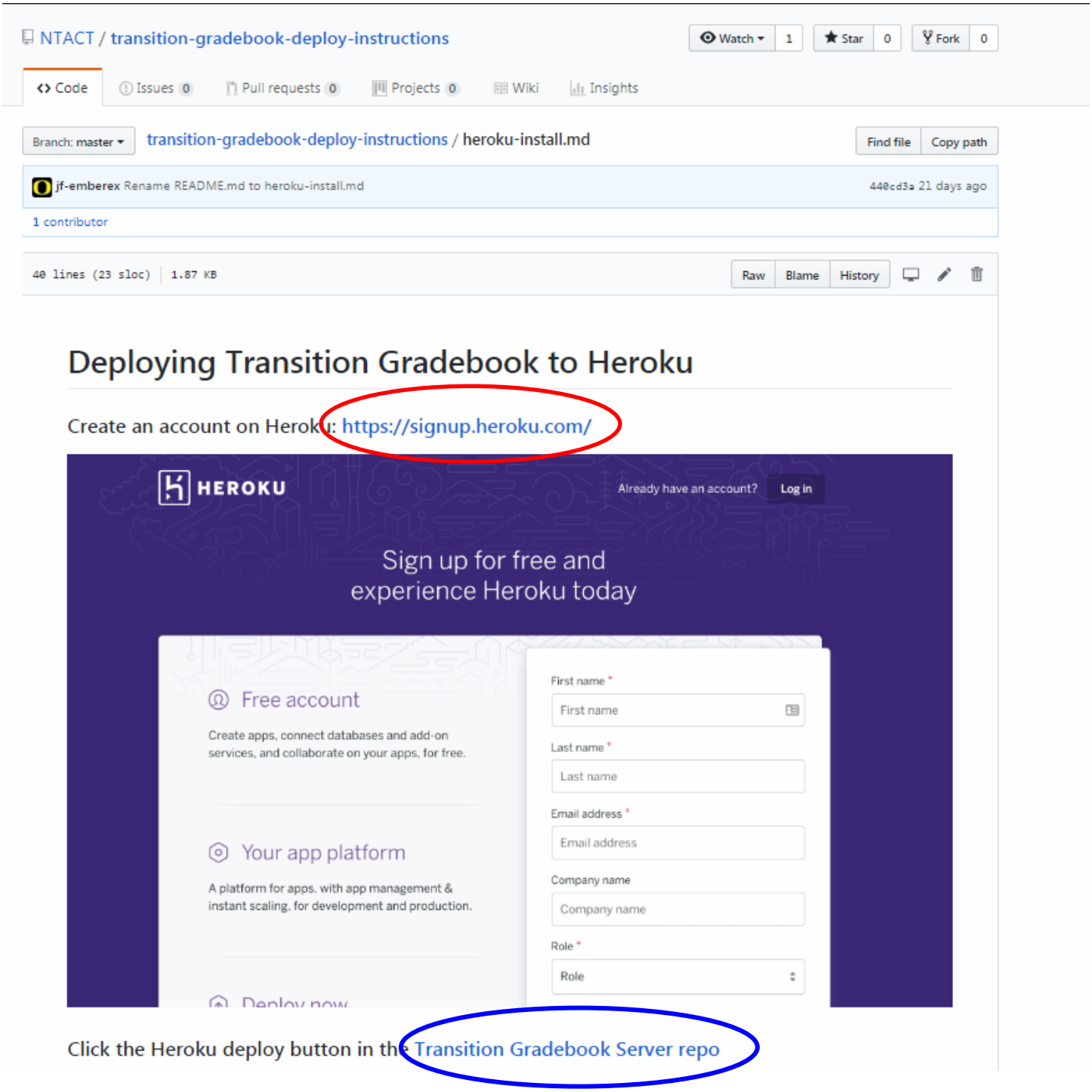
Note: Heroku is not a totally free service. Once your usage goes beyond a certain amount, there may be a monthly fee.

If you want to install to a Heroku account, **click on the Heroku install instructions link**, as shown circled in red in the screen shot above, and follow the on-screen instructions. If you want to install the Gradebook to your school's Linux-based web server, **click on the manual install instructions link**, as shown circled in blue in the screen shot above, and follow the on-screen instructions.

Clicking on either of the options shown above will open a set of instructions. We recommend that you to print the instructions so you'll have them handy as you go through the installation!

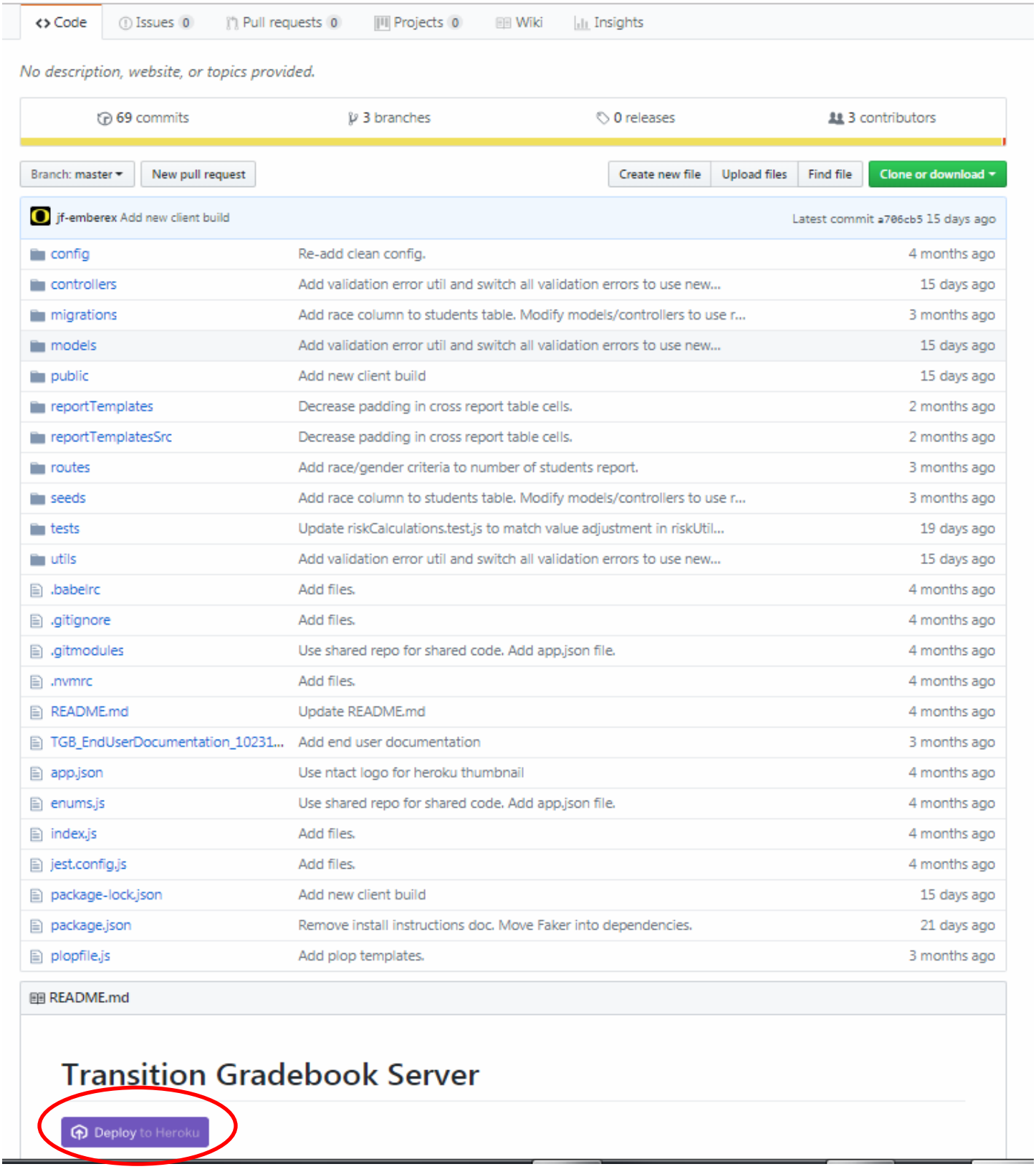
IIIa. Deploying the Gradebook to Heroku

1. Get a Heroku account: If you don't already have a Heroku account, sign up for one by clicking the sign-up link, shown circled in red on the screenshot below (https://signup.heroku.com/). It will lead you through the Heroku sign-up process. Heroku will send you a verification email. Once you have replied to it, you will be all set to install the Gradebook by following the instructions below.

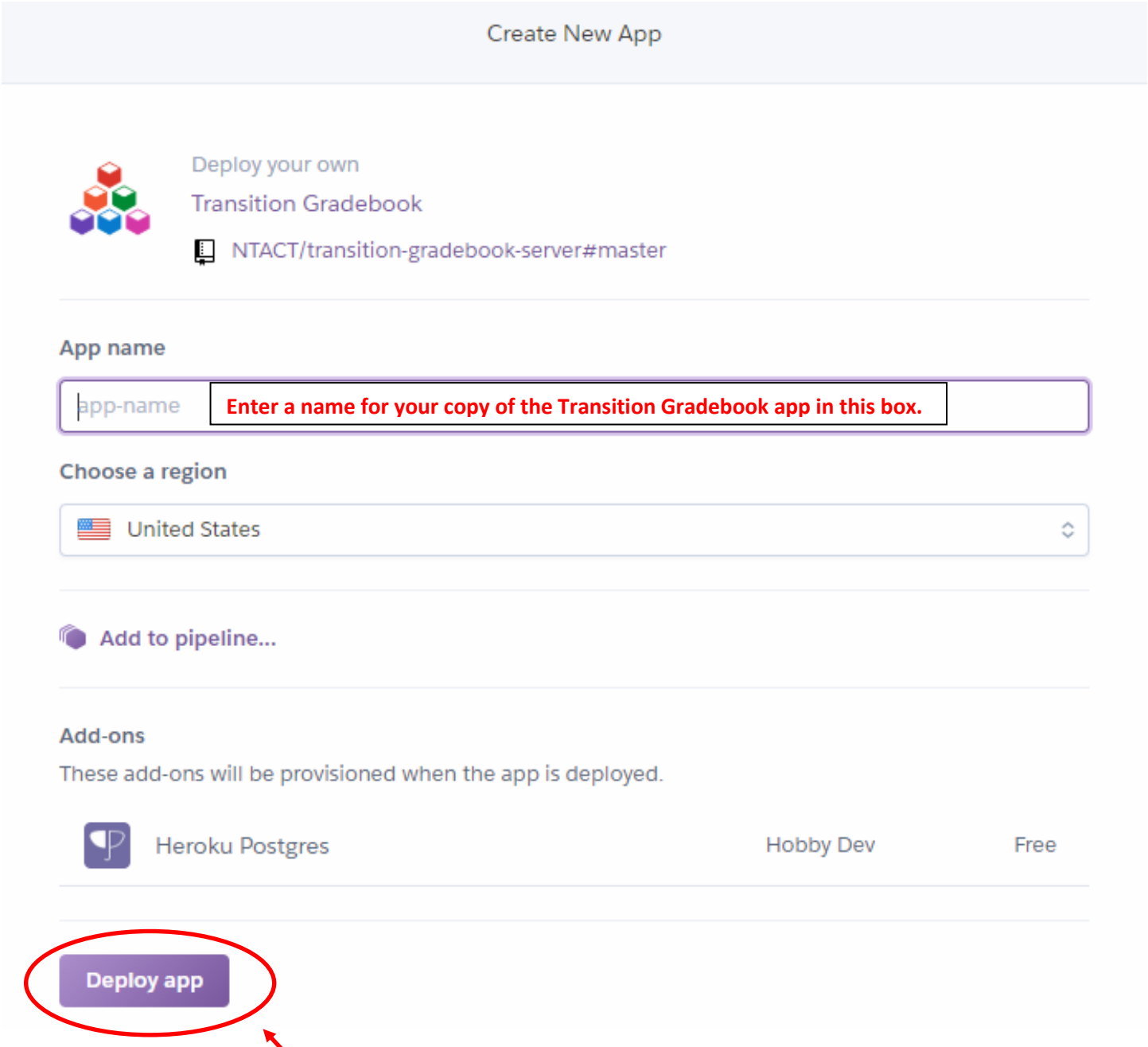


2. Click the Transition Gradebook Server repo link on the GitHub page, shown circled in blue, at the bottom of the above screenshot. It will open the screen shown on the next page.

3. Scroll down and click the purple "Deploy to Heroku" button



4. Enter a unique name for your instance of the Transition Gradebook
(as shown in the screen shot below).



5. Click the "Deploy app" button and wait for your app to finish deploying.

Sit back and wait while the deployment proceeds. Once it has completed, you should be able to access the Gradebook at https://your-app-name.herokuapp.com/, where "your-app-name" is replaced with the unique app name you entered in the screen shown above.

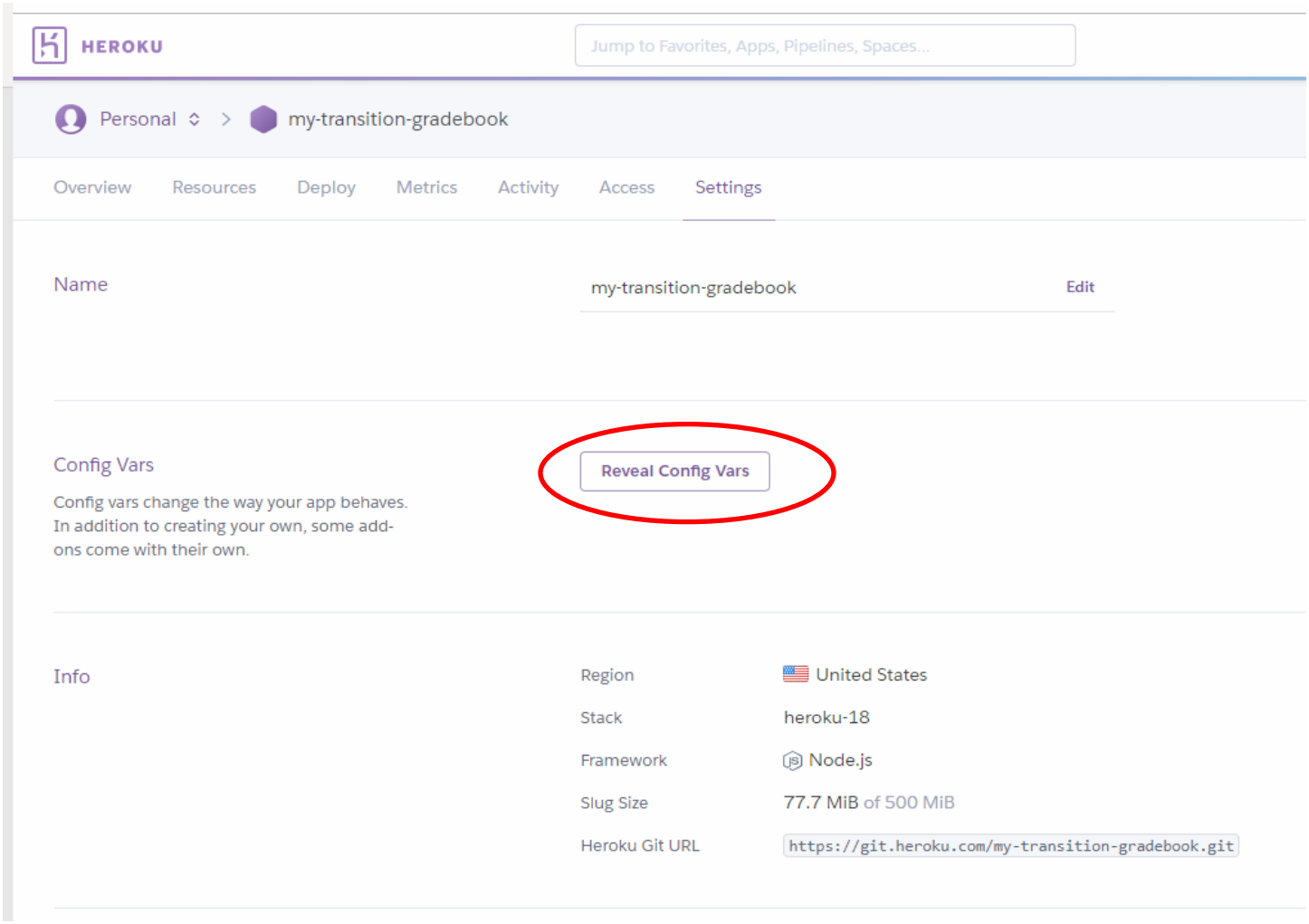
6. Configuring the Transition Gradebook server site URL and email (used to send password recovery emails)

- First, create an email account in your school's email system that will be used to send out password recovery emails (e.g., gradebook-no-reply@yourschool.org).

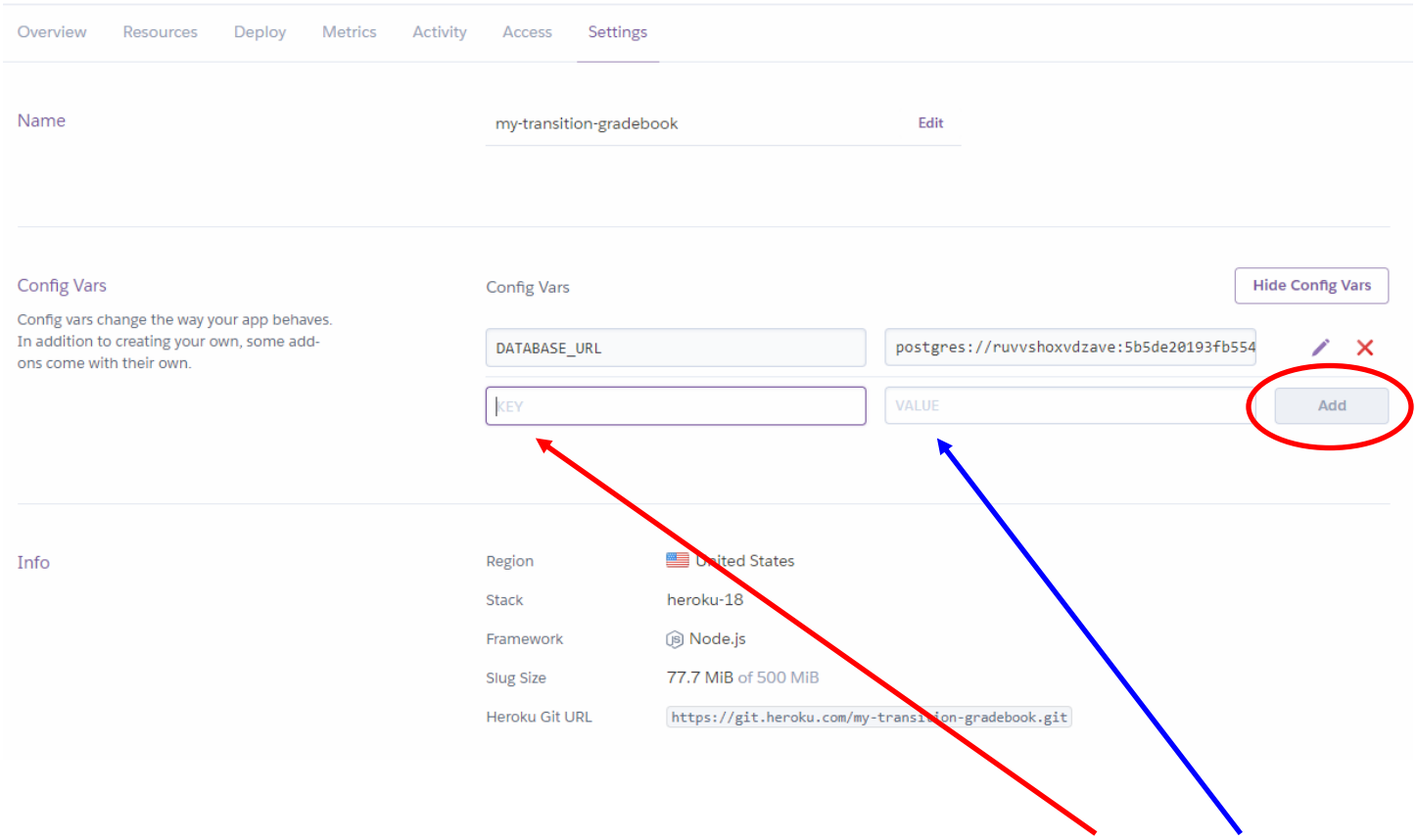
- Then, navigate to your app's settings, which should be located at https://dashboard.heroku.com/apps/your-app-name/settings/, where 'your-app-name' is the name you gave to your Transition Gradebook installation, as previously described.

You will see a screen like the one shown below.

Click the "Reveal Config Vars" button.



The screen should now look like the one shown below.



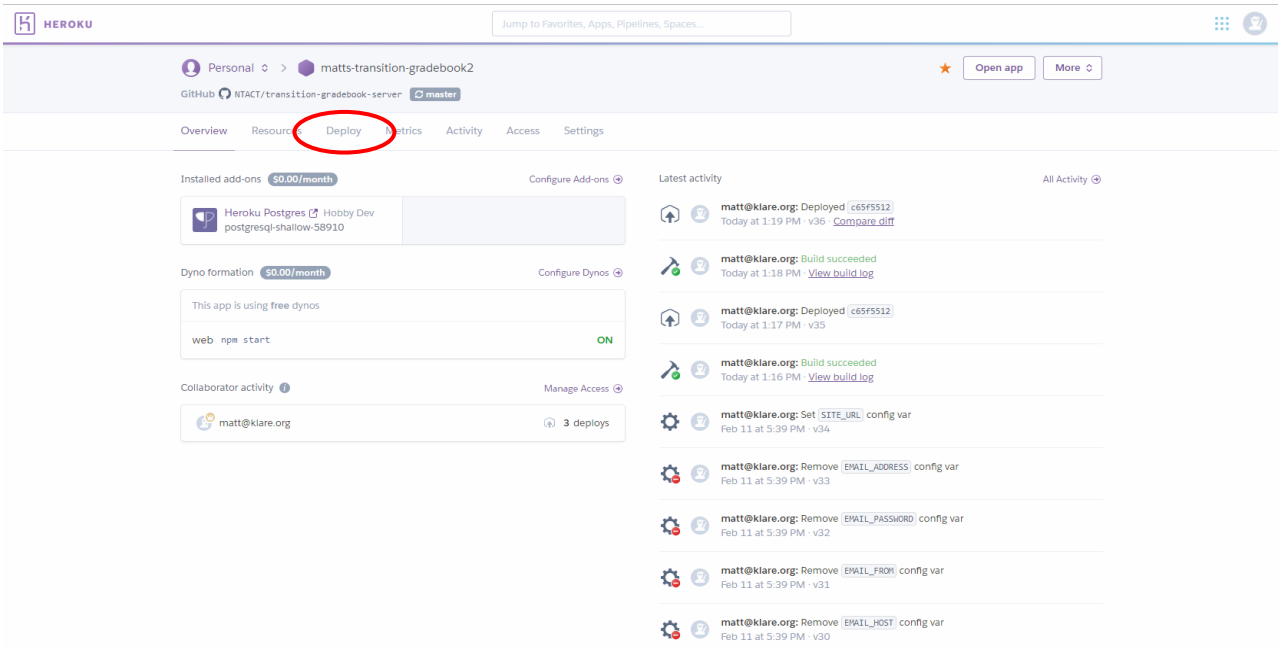
Now, add the following values, clicking the "Add button" after entering each key and value. See the examples in the screen shot on the following page.

Key	Value
EMAIL_ADDRESS	The email address that will send out password recovery emails
EMAIL_PASSWORD	The password for the above email account
EMAIL_FROM	The "From" field in password recovery emails your Gradebook will send (This defaults to "EMAIL_ADDRESS" unless specified here.)
EMAIL_HOST	The SMTP server to use (defaults to smtp.gmail.com)
EMAIL_PORT	The email server port (defaults to 465)
SITE_URL	The app domain that Heroku created for your app (ex. https://my-schooltransition-gradebook.herokuapp.com/)

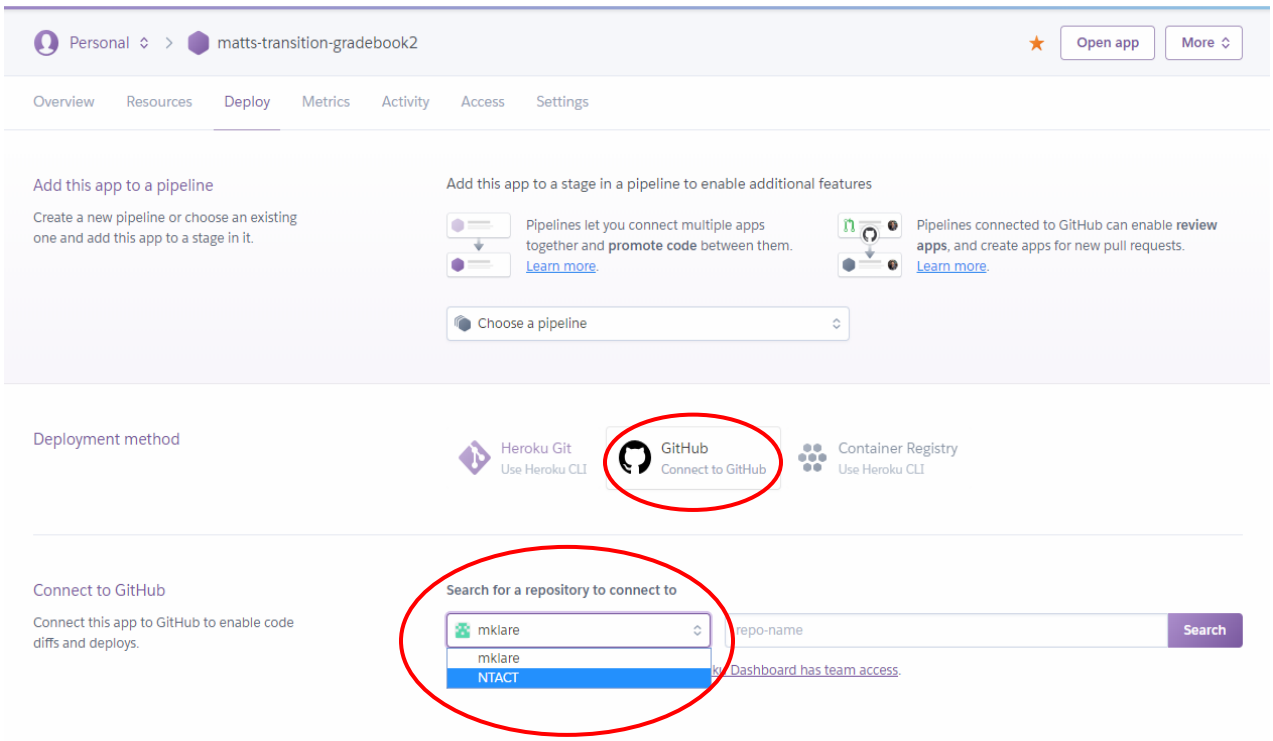
Note: The app will still run without configuring these email variables, but the password reset functionality will not work. If this happens to a user, the administrator at your school could delete that user's account and then re-add them as a user.

Steps for configuring automatic updates ("deploys") in Heroku

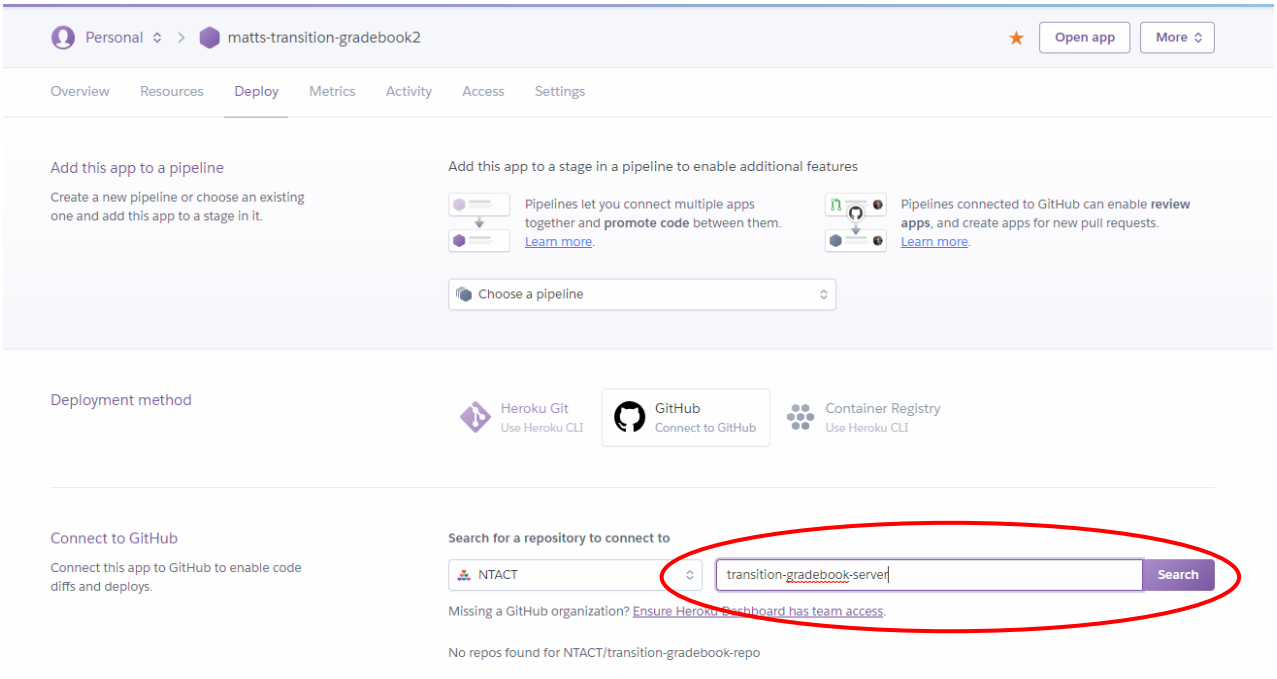
7. Go to the Heroku dashboard for your app, located at https://dashboard.heroku.com/apps/YourApp'sName) and follow the steps below. The Dashboard screen should look like the screen shot below, with the exception of the app's name and "latest activities." Click on the "***Deploy***" link, circled in red in the screen shot below, to enable automatic deploys.



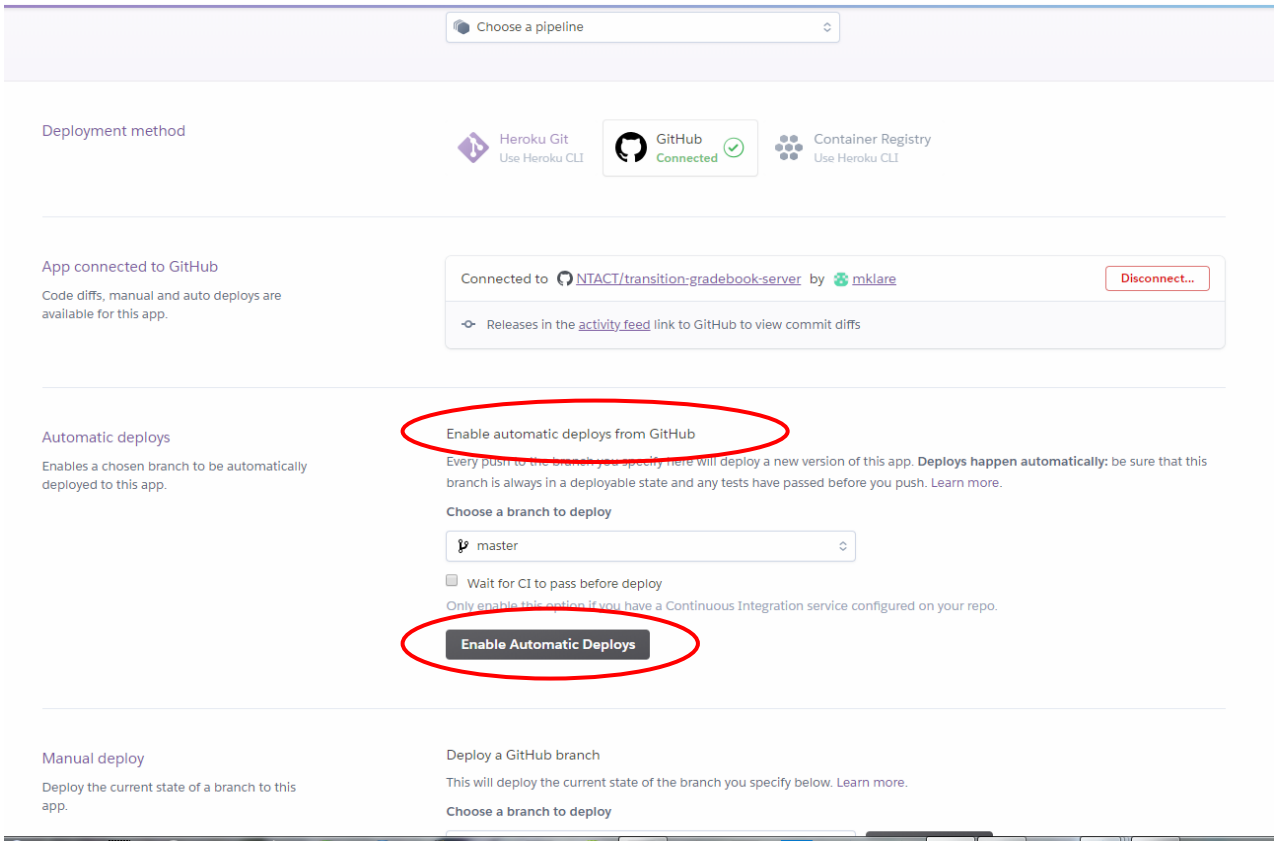
8. Connecting your app to GitHub. Your ***Deploy*** screen should look like the screen shot below. You will see that ***GitHub*** is the middle option in Deployment method. **Click on the "Connect to GitHub" icon**. Next, you will need to **connect to a repository on GitHub. Choose NTACT from the list**.



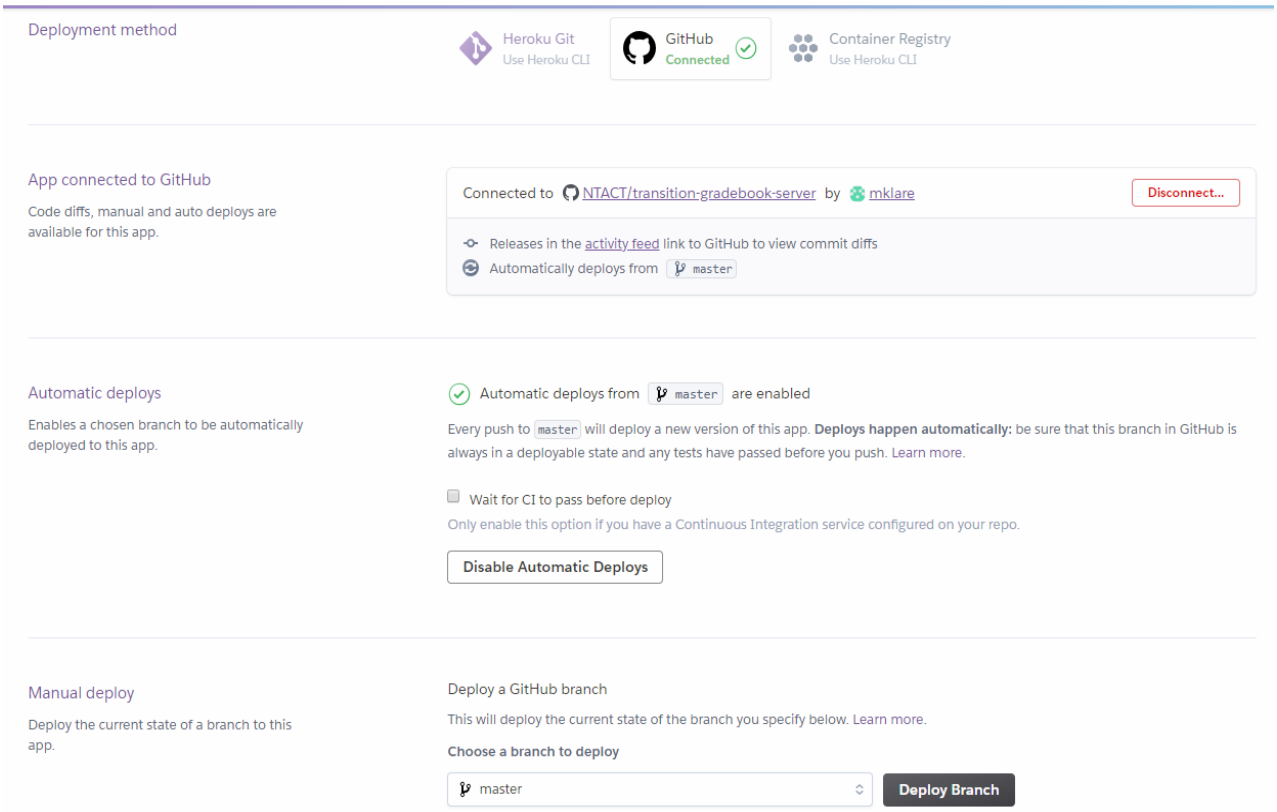
9. Linking to the transition-gradebook-server. Once you have connected your app to the NTACT repository, you will need to **connect it to the *transition-gradebook-server*,** by entering this name and clicking the ***Search*** button.



10. Enabling automatic deploys. Make sure the "***Choose a branch to deploy***" box says "master" and then click on "***Enable Automatic Deploys.***"



Once you've enabled automatic deploys, your screen should look like the screen shot below. At this point, when NTACT adds features or updates the Transition Gradebook, your app will automatically reflect those changes.

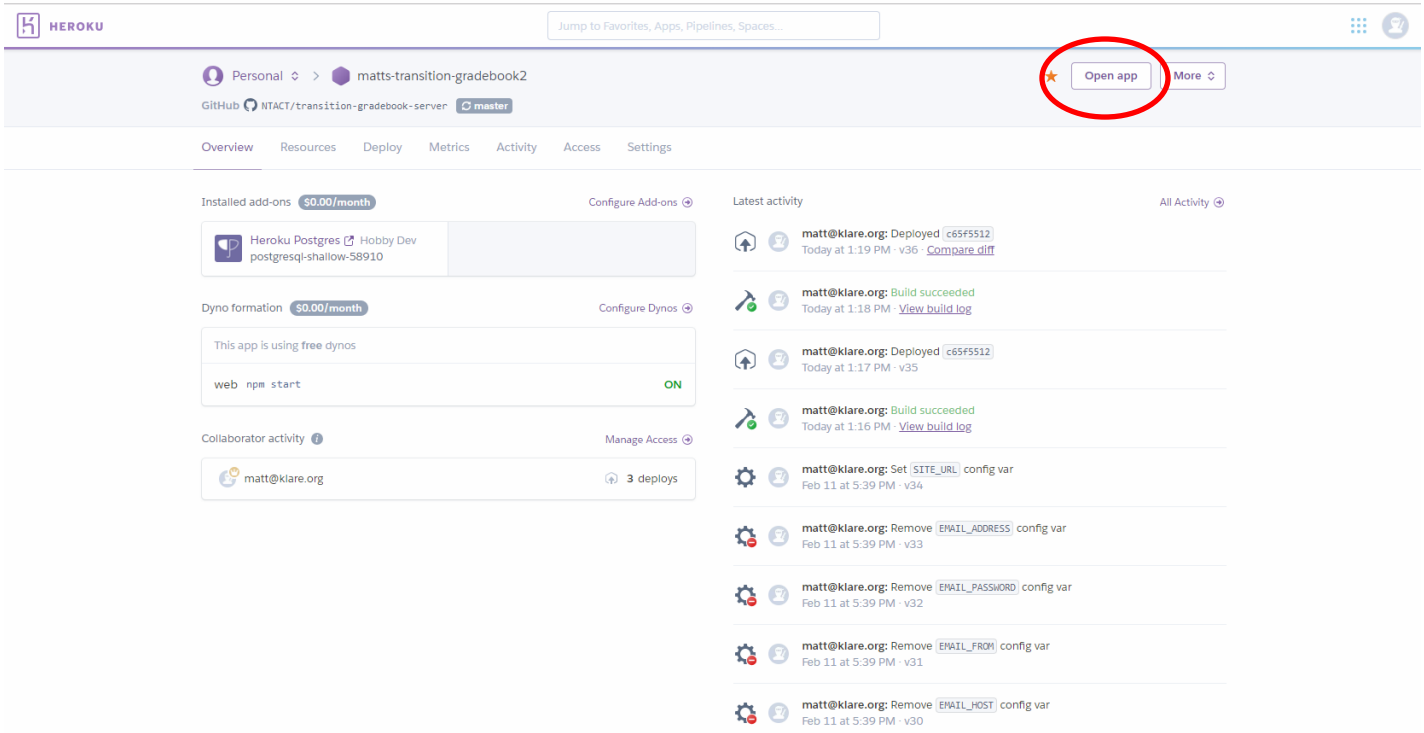


To start the Transition Gradebook for the first time on Heroku, click on the "Open App" button at the top right of the Heroku Dashboard screen, as shown in the screen shot on the next page.

As described in the ***Quick Start Guide***, there are two initial email/passwords. One is an administrator account, which will let you set up your school, add users and perform other administrative functions; the other is a user account (without administrator privileges). **The login information is below**.

Admin account login: admin@test.com / password: password
User account login: user@test.com / password: password

Note: We recommend logging in with the administrator account first and resetting the email and password for the account.



The URL to access your Heroku-based copy of the Transition Gradebook will be: https://your-app-name.herokuapp.com/

Bookmark your app's URL for quick access. To start the Gradebook subsequent times, go to your bookmark for the Gradebook and use your email address and password to log in.

Note: The ***Quick Start Guide*** and ***User's Guide*** provide information about how to use the Transition Gradebook. These documents and a list of data elements (including the activities) are available for download at https://transitionta.org/gradebook.

IIIB. Deploying the Transition Gradebook to a generic Linux server

This section describes the process of installing Transition Gradebook on a generic Linux server. If you have already installed the app to a Heroku account, you do not need to read ay further!

1. Update your server.

```
sudo apt update
```

2. Set your server's NODE_ENV environmental variable to production

```
echo "export NODE_ENV=production" >> ~/.bashrc
source ~/.bashrc
```

3. If they are not already installed, install Git, CURL, and PostgreSQL on your server.

```
sudo apt install git curl postgresql postgresql-contrib
```

4. Install Node and NPM on your server (v7.2.0 or higher)

```
curl -o- https://raw.githubusercontent.com/creationix/nvm/v0.34.0/install.sh | bash
source ~/.bashrc
nvm install v9.2.0
```

5. Create a PostgreSQL role and database for your system user

```
sudo -u postgres createuser --interactive
createdb $USER
```

6. Set your PostgreSQL role password

```
psql -c "ALTER USER \"$USER\" WITH PASSWORD 'your-password-goes-here'"
```

7. Create the Transition Gradebook database

```
createdb transition_gradebook
```

8. Add the required configuration environmental variables to your ~/.bashrc file. Make sure you replace DB-PASSWORD with the password you entered in step 8 and YOUR-TGB-ADMIN-EMAIL/YOURTGB-ADMIN-EMAIL-PASSWORD with the email credentials for the account you want to use for password reset emails.

```
echo "export DATABASE_URL=postgres://$USER:DB-
PASSWORD@localhost:5432/transition_gradebook"
>> ~/.bashrc
echo "export PORT=8080" >> ~/.bashrc
echo "export SITE_URL=https://your-domain-goes-here.com/" >> ~/.bashrc
echo "export EMAIL_ADDRESS=YOUR-TGB-ADMIN-EMAIL@gmail.com" >> ~/.bashrc
echo "export EMAIL_PASSWORD=YOUR-TGB-ADMIN-EMAIL-PASSWORD" >> ~/.bashrc
source ~/.bashrc
```

9. Git clone NTACT/transition-gradebook-server repo on your server.

```
git clone https://github.com/NTACT/transition-gradebook-server.git
```

10. Install Transition Gradebook server dependencies.

```
cd transition-gradebook-server
npm install
```

11. Run database migrations (make sure you're in the transition-gradebook-server directory when you run this)

```
npm run migrate
```

12. Run database seeds (make sure you're in the transition-gradebook-server directory when you run this).

```
npm run seed
```

13. Install Forever

```
npm install --global forever
```

14. Start the server with Forever (make sure you're in the transition-gradebook-server directory when you run this).

```
forever start index.js
```