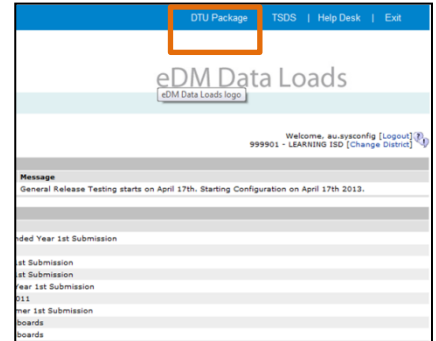
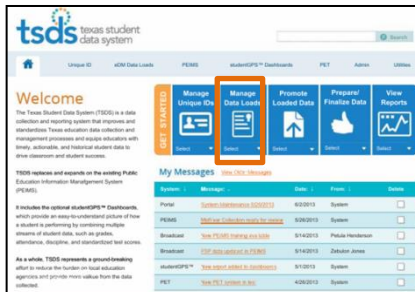
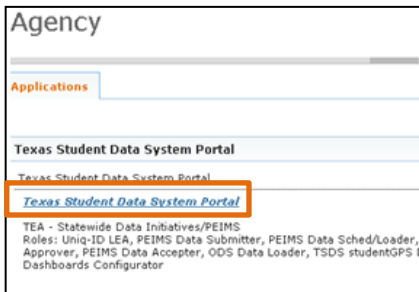


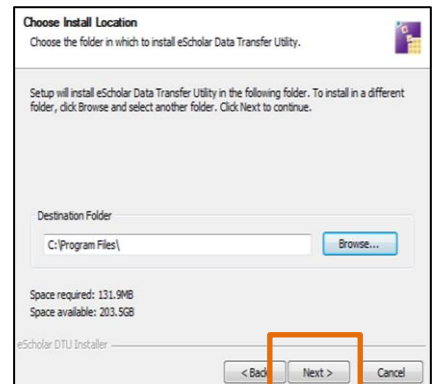
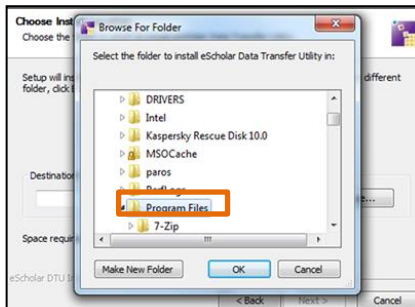
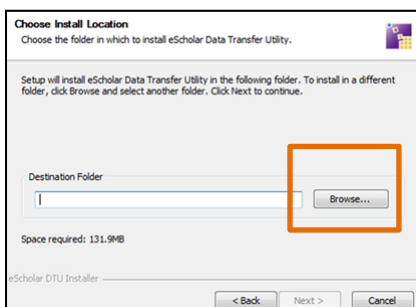
## Accessing the DTU through the TSDS Portal

1. The TSDS DTU installer is accessed through the TSDS Portal. Access the TEAL login page from the TEA website: [www.tea.state.tx.us](http://www.tea.state.tx.us). Then click the **'TEASE and TEAL secure applications'** button on the right hand side of the page. Next, click the **'TEAL login'** button.
2. Next select the **TSDS Portal** link from the list of available applications.
3. Once inside the TSDS Portal, select **Manage Data Loads**.
4. The link to download and launch the TSDS DTU Installer is on the top of the eData Manager screen.



## Run the Installer Package

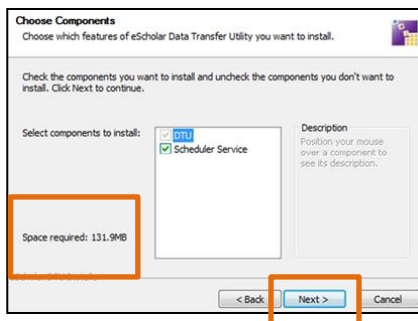
5. Run the installer package (file extension .exe) and click **Next** to continue.
6. Read and accept the eScholar Licensing Agreement. Click **I Agree**.
7. Choose the folder where the TSDS DTU will be installed. First click **Browse** to locate the target folder.
8. Then select **the folder** from the directory.
9. When the folder has been selected, click **Next** to continue.



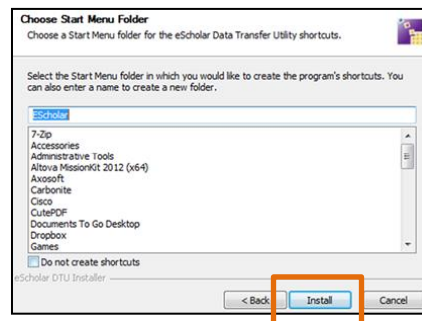
TSDS-Tech-L003-D006

## Run the Installer Package (continued)

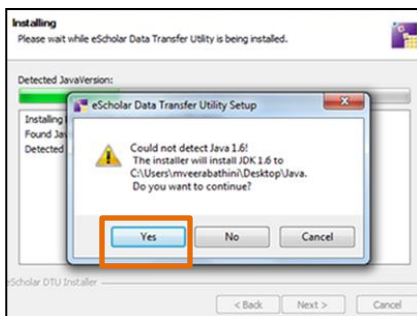
10. Select/deselect the TSDS DTU components that will be included in the installation. Note that the space required for the download is displayed on this screen. This screen also provides tool tip descriptions for each component. Then click **Next**.



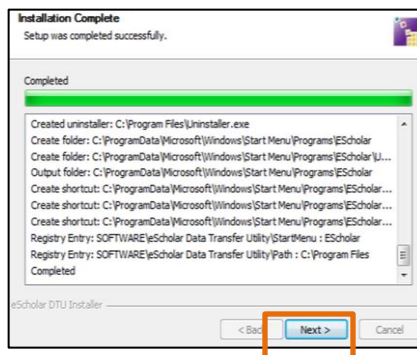
11. Then choose a folder for the start menu shortcuts and click **Install**.



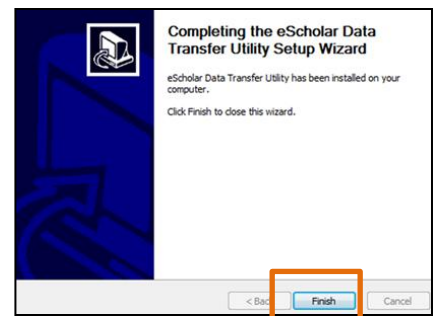
12. If you receive the following prompt, select **Yes** to install the necessary version of Java. Any version of 1.6 is accepted by the system, but if the installer does not detect Java the install will install 1.6u38.



13. Upon completion of the installation, click **Next**.



14. Then click **Finish** to close the installer wizard.



## Removing a Previous TSDS DTU Installation and Reinstall

If you have a previous TSDS DTU installation and would like a clean installation, follow the steps below. There are two options:

- Uninstall through the Start Menu shortcut
- Uninstall through the Control Panel (for Windows 7)

### Start Menu Shortcut Instructions

1. Click on the Start Menu
2. Navigate to EScholar/Uninstaller folder
3. Run uninstaller by clicking Uninstall shortcut
4. Run the current TSDS DTU\_Installer.exe file

### Control Panel Instructions

1. Go to Control Panel\Programs and Features
2. Run “eScholar Data Transfer Utility” uninstaller and then follow the instructions
3. Run the current TSDS DTU\_Installer.exe file

\*As a note:

Users can manually backup the configuration file “EDM\_DTU\conf\dtu\_sch.dat” before running the TSDS DTU Uninstaller in order to save the Scheduler configurations.

After the TSDS DTU is reinstalled users can copy the “dtu\_sch.dat” file to the “EDM\_DTU\conf” folder.

The TSDS DTU Uninstaller asks to keep the logs and history files during the uninstallation but does not offer to keep the configuration files in case there are significant changes between the upgrades.