

How to Upgrade a Lertap "Mini" Version

Larry Nelson

Lertap5.com, Western Australia

Document date: 24 August 2017

website: www.lertap.com

There are versions of Lertap for use on Windows computers, and also for use with Macintosh machines. One of the versions for Windows is called the "Mini" version. It works with Excel 2007, 2010, 2013, and Excel 2016. (It will not work with other versions of Excel.)

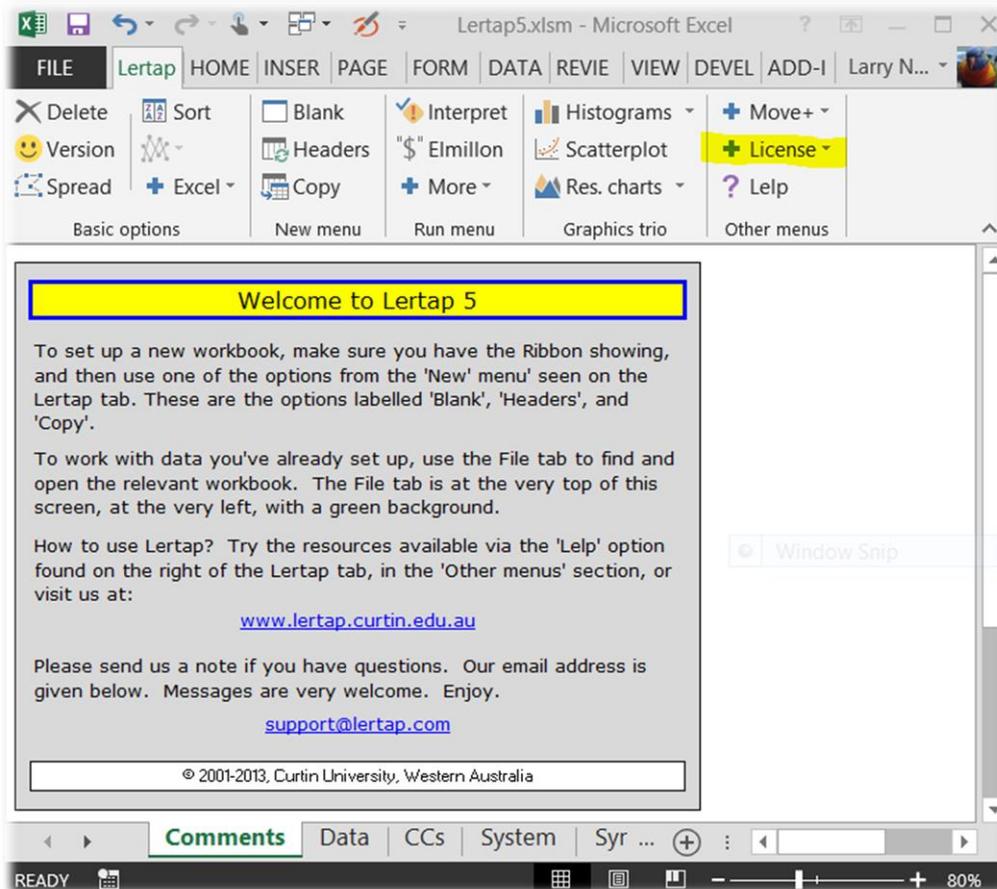
Lertap "Mini" may be downloaded from [this webpage](#). A PDF file with installation instructions is [available here](#).

The "Mini" version is called "mini" because it will process only the first 100 records in a dataset – this makes it okay to use with tests and surveys when they have been used with small classes and groups. It's also useful as a teaching aid in courses that have to do with test and measurement topics.

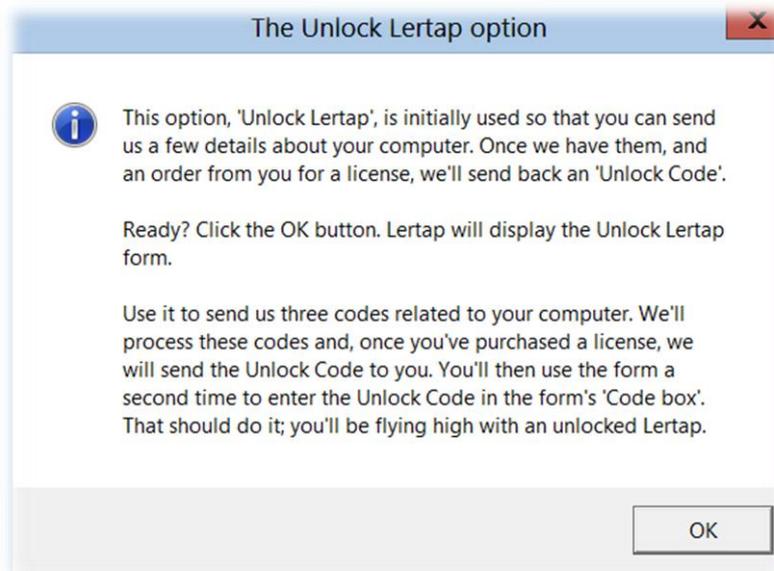
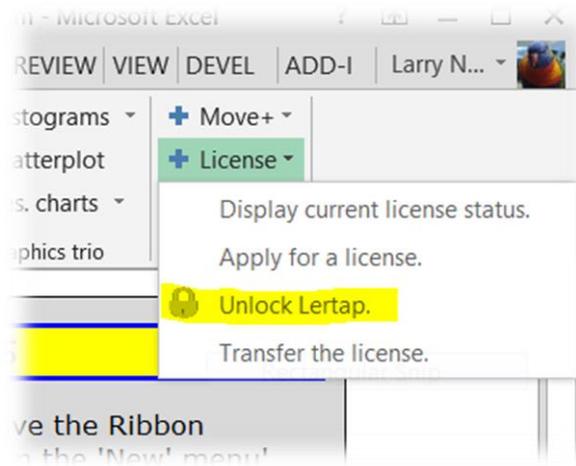
In order to process more than 100 records, it is necessary to upgrade Lertap Mini. This can be done by following the steps described in this document.

(Many of the screen snapshots seen below were made when the Mini version was running with Excel 2013. However, when it comes to Lertap, Excel 2013 is not necessarily better than Excel 2010. See our [time trials](#).)

Upgrading the Mini version involves a number of steps. The first one is to click on the **License** option:



The second step: click on **Unlock Lertap**:



Read the comments in this box (above), and click on OK. After doing this, the next screen to appear will have information *similar* to what is seen below:

The Unlock Lertap Form

This form is usually used twice. Use it the first time to send us the four codes seen below. Send to: support@lertap.com. When we have the codes, and your order for a license, we'll send you an 'Unlock Code'. (Use the small pink Help button below for more details, if needed. Suggestion: make use of the green 'Copy these IDs to the clipboard' option!)

Once you have the Unlock Code, get this form to show again. Then enter the Unlock Code in the white 'Code box' below. If it checks okay, Lertap will be unlocked. Many thanks.

Session ID: 82210222600 Computer ID: ROCKYHP

User ID: ROCKYHP\LP XL: nv10.64.

Copy these IDs to the clipboard

If you have obtained an unlock code, type it into the code box below and click OK. OR: use the yellow 'Paste code from clipboard' option to paste the code from the clipboard (that's faster, but you must have already copied the code to the clipboard!).

Paste code from clipboard

Code box->

OK

Close

Help

Click the green box, where it says **Copy these IDs to the clipboard**. This will prompt the dialog box seen below to display:

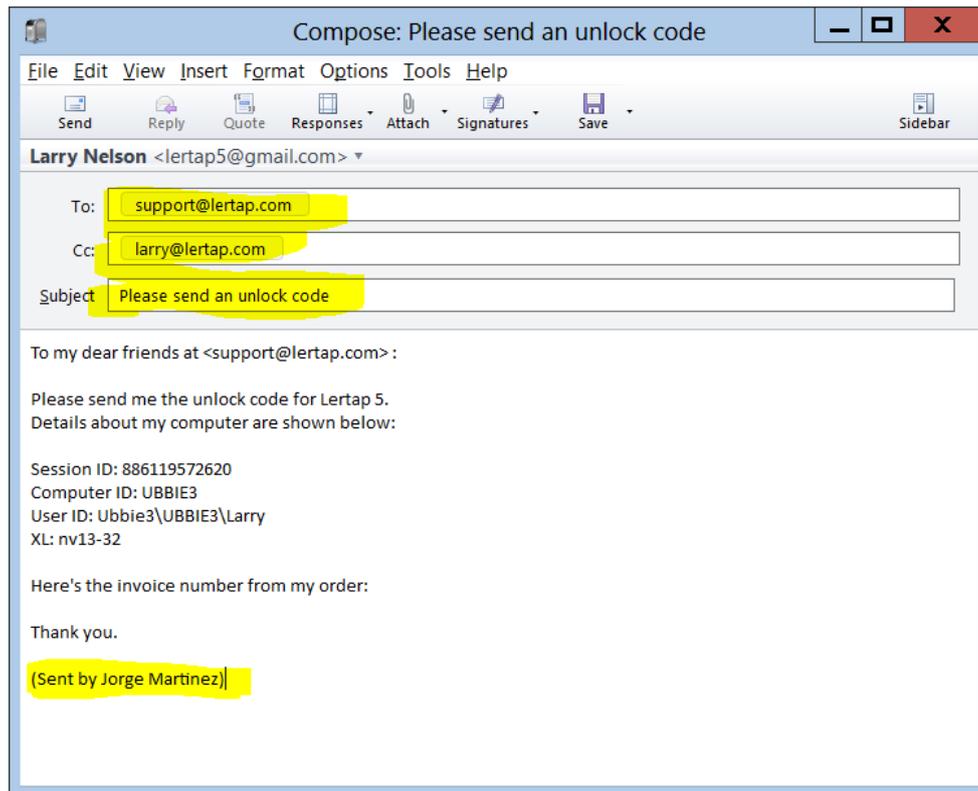
Copied to clipboard

The Session, Computer, User, and XL IDs have been copied to the clipboard.

In your email program, use paste to include these codes in your message.

OK

Okay? Now, open the program you use for composing a new email message. Paste the contents of the clipboard into the message area, and then complete the areas shown below in yellow (in this case, "Jorge Martinez" has asked for the unlock code needed to upgrade Lertap Mini on his computer):



We will return an "unlock code" to you, and instructions for using it, providing you have purchased a license from the e-store (see the first note below). The unlock code removes the 100-record limit from Lertap, converting the "Mini" version to a version capable of processing tens of thousands of records.

Notes:

Unlock codes are usually sent out only after a license has been purchased from the [Lertap e-store](#). Students are an exception: students whose request for a free one-year license has been approved do not have to purchase a license (but they should visit the [e-store](#) in order to get instructions). Please send any questions to sales@lertap.com.

The instructions to use once an unlock code has been obtained are in another PDF document called [Activating Windows Versions of Lertap 5](#). We include a link to this document when we return the unlock code to you – there's really no great need to look at it before receipt of the unlock code.

Many thanks.