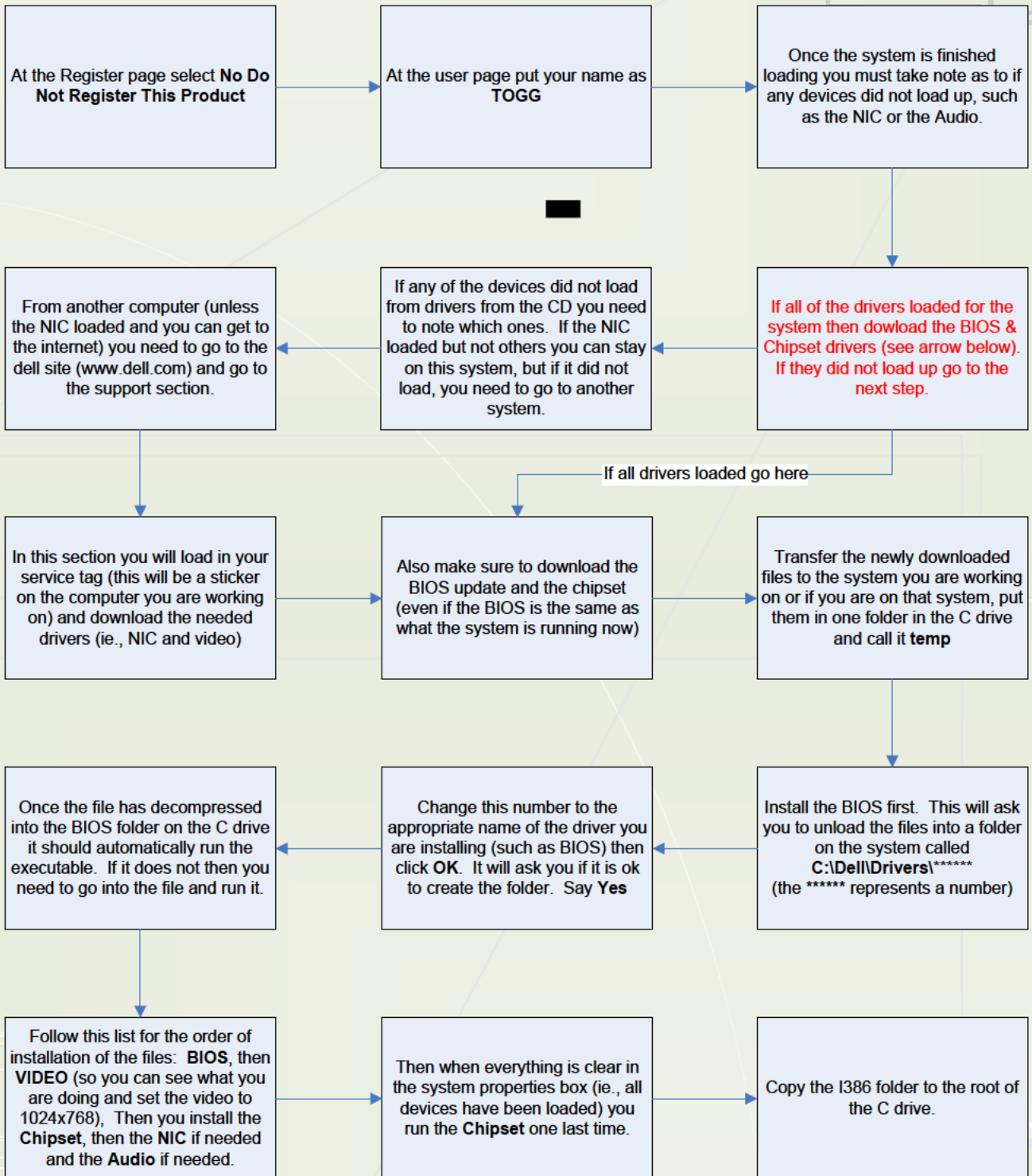




PROCEDURE FOR LOADING A PC-

This is for loading late model Dell computers with one hard drive running Windows XP SP2





At this point the system should be up and running with no errors and all devices loaded. If not, you need to fix them before moving on.

Copy Service Pack 2 into the **Temp** folder you put on the C drive, then install the service pack. This SP is on the support system and the path is
\\blocker\support\tools\service packs\windows XP
 Run this path in the run command line. The log on is user name **Roberts\George** and the password is [REDACTED]

Go to the windows components section of **Add and Remove Programs**. In here make sure the **MSN Explorer** is **unchecked**. In the Networking Services selection, make sure the **Internet Gateway Device Discovery and Control Client** is **unchecked**. Then **uncheck Outlook Express and Windows Messenger**



You will then need to run the updates again to get the security updates for the player. Install these and confirm you do not need any more updates.

The only Non High Priority update that needs to be installed is **Media Player 10.0**. Once it is installed, run the program and accept all of the default settings.

After the reboot, open IE and go to **custom updates** and run all of them. You might have to load various programs to ensure the software is real. Then run and install **all of the High Priority Updates**. You will have to do this a couple of times in order to get all of the updates installed. Make sure you get **0 High Priority Updates Needed** before you stop.



This will leave you with a system ready to install programs on.

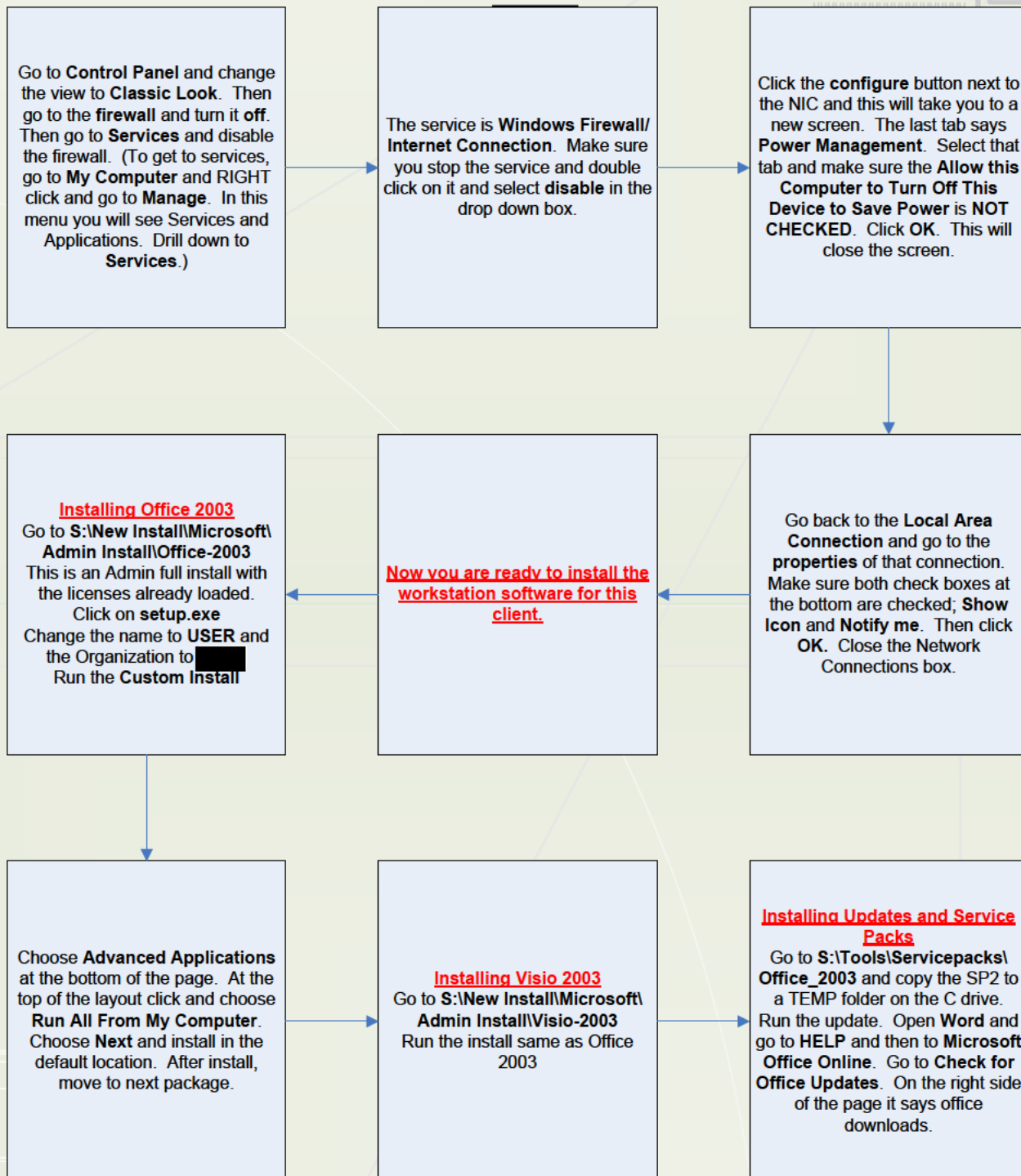
Install **Diskeeper** latest version. This is located in the support folder under tools. You will see Diskeeper after install. Run the **latest update** in the same folder. The **setup.exe** is in the Professional Edition folder under the Diskeeper folder. During install **DO NOT** register the product. After install of the program install the update. This is in the **LATEST** folder.

Open the program and run it. You will have to allow it to check for updates and it will see you have the latest version. Run the defrag a few times to make sure the drive is defragged. Set the **Set it and Forget it** to run every two hours during after hours.

If the **Wait While the List is Created** message is not going away, hit the **Ctrl+Alt+Delete** buttons and this should get you to the log in screen.

At log in make sure to click the **Options** button and get the full view of drop downs. Select the new domain [REDACTED] (you might have to wait a bit for the system to see the domain). Then put in the user name of [REDACTED] and the password is [REDACTED]

At this point you are ready to put the system into the domain. Go to the **properties of My Computer** and then to **Computer Name** and then to **Change**. Select domain and put in [REDACTED] (if this does not work put in **Viennapat.com**). The user name is **Roberts\George** and the password is **jackk**. Click **OK** and then **OK** again and then **Restart** the system. If you run into any problems, ask your supervisor.



Install all **Office** and **Visio** updates and reboot after they are all installed. Make sure you get ALL of the Office updates. Sometimes MS tries to take you to their normal update site and that is not the same. Look for GET JUST OFFICE UPDATES.

Installing Diskeeper
 Go to S:\Tools\Diskeeper\V9.0\Diskeeper\ProfessionalEdition
 Run install
 Go to S:\Tools\diskeeper\V9.0\Latest
 Install the patch
 Do not register this product at any point
 Start program
 Uncheck startup box
 Let the system run the latest version check

Go to **Set it and Forget It**
 Select to **run every night**
 Select **OK**
 Run a defrag on the system at this time (this could take a while)

Installing Winzip
 Go to S:\New Install\WINZIP\Full
 Run setup
 Install all defaults
 Choose **classic style**

Open **Adobe** and download updates.
 Go to **HELP** and check for updates.
 This will take a while. There are three total taking you to version 7.0.8. You are going to reboot after each update.

Installing Adobe
 Go to S:\New Install\Adobe\Adobe 7.0 Std\Adobe Acrobat 7.0 Standard
 Run the setup exe
 Change user to **USER** and put in the license. This is located in a Lic folder in the folder back just one.
 Do a **custom install**
 Install all possible selections

Installing CPI
 Go to CPI on the W drive and in there go to **install_pat11** folder
 Run the **isscript.msi** first.
 Run the **setup.exe** after the above has installed. This install will take some time. Stay with the defaults and do not check the administrator shortcuts. Again this install can take up to 15 minutes to install so be patient.

Go to the **install_tm11** file next and run the **setup.exe**. You do not need to run the **isscript.msi** again. This will take a bit of time also so be patient. After both are installed, double click on one of them on the desktop. You should get a prompt for a user name and password. Use [redacted] as the user and [redacted] as the password.

You will get some sort of warning. Either a security warning or a view warning. Click **OK** or open depending on the error. The application might shut down and if so just restart it.
 Once you get to the CPI main screen you need to go to the **tools** selection (this is at the top of the page and is the tools for access not CPI) then go to **Macro** and then to **Security**.

Set the Macro security to **LOW**. Click **OK** or **Yes** to the warnings and then **restart** the program to make sure it opens without any problems. Make sure both **Patent** and **Trademark** open with no problem. Then take a copy of the shortcuts in the CPI folder on the C drive and copy it to the desktop of **ALL USERS** under the **Document and Settings**.

Installing PC Law
Go to the W drive and then to the folder called [REDACTED]
In the root of the folder there is a bat file called **netsetup.bat**
Run this bat file and follow the defaults for install.
Run the program once it is installed.
Use [REDACTED] as the username and [REDACTED] as the password.

On first open you will see a reminder and connections settings. Put this to **NEVER** and click **OK**.
You will then get a login to PC Law. Click **cancel** and you will get a could not initialize warning. Click **OK**

Install Antivirus (Symantec Corp)
Go to **S:\New Install NAV_Corporate**
Run the **setup**
Install **Symantec AntiVirus**
Install **Antivirus Client**
Run **default setup** and make sure Exchange is checked
Select the managed setup
Browse for the manage server
Select **Zeus**
Finish Install

Installing Internetiff (TIFF Viewer)
This should be done on all workstations
Go to **S:\Tools\TIFF viewer\Internetiff**
Run the **Install**

Go to **options** (at top of program) then to **connection settings**.
Go to the **Outlook** tab and **UNCHECK** all boxes.
Click **OK**.
Close program and then reopen and login to make sure no more errors come up.

Run the Defrag again. This will complete the setup for the base system.