

Hard Drive Preparation and Testing Checklist

This document is provided as a checklist for your use and does not need to be returned to Dell.

Your Gold System is the Dell computer from whose hard drive you will capture your image. This image will then be used to configure the hard drives for the other computers you order. Follow this checklist to ensure that your image contains only the software and settings you want to appear on your new computers.

Make note of the system service tag number for future reference: _____

Verify the hardware configuration of the system you are using to build your master image is exactly the same as the systems you intend to purchase from Dell Computer Corporation:

- The base model is the same (G1, GX1, Precision 410, etc.)
- All hardware options are installed (Modem, Network Card, Sound Card, etc.)
- All cards are installed in the slots you require:

Cards are installed in the following slots:

BUS	SLOT	CARD
_____	_____	_____
_____	_____	_____
_____	_____	_____

Load all the licensed software you plan to use
Dell's [Image Management Services](#) can assist with creating your Image.

Verify software licenses are current and cover all Dell's installation on systems you intend to buy. Note that each imaged system will contain the same software registration.

- If you intend to export the image, document the ECCN & License Exception, as well as the BIT level for each image:

Software Title	Version	Vendor	ECCN & License Exception	BIT Level
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

- Load all Printer Drivers your environment may require
- Dell approved device drivers can be found at:
<http://support.dell.com/support/yourdell.asp>

Remove all applications that are no longer desired
(Games, Internet Browsers, clipart, etc.)

Empty the Recycle Bin
(If not emptied, deleted files will be cloned onto every imaged system)

Clear "Documents" list on the START menu
(If not cleared, your recent documents list will be cloned onto every imaged system)

Remove all Program Data files
(All data files created in testing will be cloned, if sent with final image.)

Verify you do not have anything in the **RunOnce** key
(Custom Factory Integration images are booted one time during the manufacturing process as a quality check.)

Document your partitioning requirements:

- Total Number of Partitions: _____
- Drive Definitions:

Drive Letter	Total Size (MB)	File Structure (FAT16, FAT32, NTFS..)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Note: If you require any customization of WindowsNT, you must leave the primary partition FAT16. If you require the partition to be NTFS, Custom Factory Integration will convert it during the manufacturing process.*

- **Note the total "Used Space" from all drives: _____ MB**

Verify your BIOS settings:

- Note the BIOS revision loaded on your system. The most current BIOS revisions are available at: <http://support.dell.com/support/yourdell.asp>
- Enable or disable On-Board Sound
- Enable or disable On-Board NIC
- Enable or disable the Infrared Port
- Set BIOS SETUP for password protection? Make note of the Password:_____

Configure Network settings:

Custom Factory Integration can assign specific IP addresses to each system in sequential order. You will only need to supply the IP address range we can use: Note the IP address range_____

Run Scandisk, Chkdsk, and any defragmentation applications necessary to produce a quality Image

Networking Specifics:

- Verify proper protocols and bindings are selected
- Verify correct DNS addresses
- Verify NIC settings
- Verify Proxy Settings

Notebook Specifics:

- Verify the Suspend to Disk feature is enabled or disabled as you require and functions as you expect.

Determine if a PCMCIA NIC needs to be installed into the unit before delivery. If it is not installed, the NIC will be included in the documentation supplied with the system

- Verify latest version of Softex drivers
Dell approved device drivers can be found at:
<http://support.dell.com/support/yourdell.asp>

Windows NT Specifics:

Determine if Custom Factory Integration will need to set unique Computer Names and SID numbers into each system during manufacturing. If not set individually, each system will have the original, imaged information.

- Check for errors in Event Viewer and clear all Event Viewer logs.

Note the final image size: _____ MB

Image Testing Checklist

1. Perform a cold boot up of the system (verses a warm restart). Observe the boot sequence for any unexpected operations. Custom Factory Integration will document this same boot sequence as a standard for all of your future systems.

2. Check the Device Manager for proper installation and operation of all installed components

3. Verify all desired desktop shortcuts are in place

4. Check the physical operation of all components:

- Dial out with the modem
- Record and read from all storage devices
- Verify printer port operation
- Verify audio operation

5. Check the Network Connectivity:

- Transfer data to/from your network environment
- If systems will be deployed to remote locations, you may want test networking connectivity from these locations.
- Dial Up Networking
- RVPN Connectivity

6. Verify the File attributes are set correctly

Cleaning Procedure:

Clear 'Start' 'Run' (Search for RUNMRU in the registry)
Clear Mapped Drives (Search for "Map Network Drive MRU" in the registry)
Clear "Find" (Search for "FilesNamedMRU" in the registry)
Clear Documents
Clear The Following Directories:
C:\...\Temp
C:\...\Cache
C:\...\Temporary Internet Files

Notebook Specifics

Test PCMCIA cards in both slots. NIC drivers need to be loaded for both slots to prevent any required end-user intervention.

Test notebooks with all models of docking stations found in your environment and load drivers, such as NIC, as necessary. (Example: C/Port, C/Port II, C/Dock, C/Dock II)

Test bay modules in docking station to ensure drive letters do not interfere with network drive letters.

Force the system into a "Suspend" mode and then return it to operation. Verify that no operating parameters have changed.

Verify all Hardware Profiles (Docked, Undocked, etc...).

Set the Power Management Utility as desired