Computer Migration   Checklist

Name:_____

Department:_____

Date:_____/_____/_____

Building:_____

Room:_____

Ticket #:_____

Phone:_____

Old Computer Model:_____

New Computer Model:_____

Old Computer Name:_____

New Computer Name:_____

Old MAC Address: ____:____:____:____:____:____

New MAC Address: ____:____:____:____:____:____

IP Address: 131.123._____._____

Deploy Checklist

☐ New computer UIBuild ran.

☐ All updates installed on new computer.
(Windows, Office, McAfee, etc.)

☐ New computer has proper AD name

☐ MAC address of new computer registered in
DHCP database

☐ Print Migrator backup ran on old computer
and cab file saved

☐ PC Transplant Profile Created on old
computer

☐ Backup Ghost Image Created on old
computer

☐ Backup Ghost Image Transferred to new
computer

☐ PC Joined to the KENT domain

☐ PC Transplant Profile wizard ran on new
computer

☐ Print Migrator restore ran on new computer

☐ Administrator password set

☐ End-User account is given correct rights
(Admin)

Software / Plugins
Some of this may be included in the image.
Make sure that these are installed.

☐ McAfee Virus Scan

☐ KSU Supported Java

☐ J-Initiator

☐ Microsoft Office

☐ Microsoft Office Communicator

☐ Adobe Flash

☐ Adobe Reader

☐ Real Player Enterprise

☐

☐

If needed…

☐ Lotus Notes

☐ Cryptainer

☐ QWS3270

☐ PDA Synchronization Software (Ex. Palm)

☐ Visual Studio

☐

Setup Software

☐ Exchange / Lotus Notes Account Setup

☐ QWS3270 session (mvs.kent.edu)

☐ Windows Media Player First Run Wizard

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