

# Imaging Instructions

## SIG: OLGc COMPUTER LAB UPGRADE – PHASE II

There will be at least 28 PC's needed for the upcoming school year. Final images were made which has Office Professional and various educational programs installed. We will use BartPE to boot the machines. Then we will load the image from an Iomega Network Hard Drive, and possible FreeNAS file servers. Then we will customize each machine individually using NewSID and complete other tasks. Once connected to the OLGc network, we will complete the setup adding Client software and test the machines.

Notes: BartPE uses a Static IP configuration, whereas the imaged PC settings are DHCP.

To begin...

1. Attach 4 PC's to a switch (bypassing the hub) with Cat5 cable
2. Turn on PC and insert BartPE CD ROM (if necessary reboot to allow BartPE to load. F10 will access setup BIOS in case boot device selection required.)
3. Wait until PC loads...
4. Message displayed: "Do you want to start network support now?" Select "Yes" (turns on network card)
5. PE Network configurator
  - a. Select: "Static IP Address (manual)", click "OK" (network tools loaded, NIC registered, etc.)
  - b. Review PE Network configuration and among the 4 PCs be sure that each machine has a unique static IP address: 192.168.0.241 (242, 243,244, etc)
  - c. Subnet Mask should be: 255.255.255.0
  - d. Default gateway should be: 192.168.0.1
  - e. Select "Ok" (settings applied... wait...)
6. Select "GO" on bottom left of BartPE screen
7. Select: "System", "Storage", "Acronis True Image"
8. Select a task: "Recovery"... the Restore Data Wizard loads... Select "Next"
9. In "Archive Selection", select FTP connections...
10. In the file name region, enter an address:  
"ftp://192.168.0.2/compaq/d5simage1.tib" (you may need to cancel the connection window as it will pop up after entering a "/" until you have completed the entire file name above)
11. You should see a selection of files in the drop down box...
12. User name is "anonymous"... No password
13. Select .... Choose "d5simage1.tib", then choose "Next"
14. Be sure that "Restore disks or partition" is selected
15. Check Disk 1 box, then choose "Next"
16. In the Restored Partition Resizing window: be sure that "No, I do not want to resize partition" is selected, then choose "Next"
17. Select Hard Drive Location... Disk 1 ... IDE(0) Primary Master, then choose "Next"

18. Non-empty destination hard Drive message... Select: "Yes I want to delete all partitions on the destination Hard Drive before restoring" , then choose "Next"
19. Next selection... Restore another partition or hard drive from backup archive? Select "No", then choose "Next"
20. Additional settings: select "Do not validate (leave it blank), then choose "Next"
21. Summary screen displayed... review selections.
22. Select "Proceed"... 8 minutes remaining.
23. Take a break!
24. When completed there should be a message: "The data was successfully restored"  
Choose "Ok"
25. Close Acronis
26. Remove CD ROM from drive... MARK MACHINE WITH BLUE TAPE
27. Select "GO", "Shutdown", "Restart"
28. Windows should reboot
29. Select "Admin" password: "olgcpassword"
30. Close "Take a Windows XP tour" window
31. Check User account type (unlock the account)
  - a. My Computer
  - b. Control Panel
  - c. User Accounts
  - d. Select "User" account
  - e. Change the account type
  - f. Select Computer Administrator
  - g. Close User Accounts window
  - h. Close Control Panel
32. Copy NewSID...
  - a. Open Downloads folder on Admin Desktop
  - b. Right click on "NewSID" folder and select "Copy"
  - c. Select My Computer, C: drive
  - d. Allow hidden files and folders to be displayed: "Show contents of this folder"
  - e. Select Windows folder
  - f. Allow hidden files and folders to be displayed: "Show contents of this folder"
  - g. Select Temp folder
  - h. Right click and paste NewSID into temp folder
33. START, Log off Admin
34. Log in as User
35. Close "Unable to connect to network /mapped drive" window
36. Install NewSID program
  - a. Open My Computer, C: drive
  - b. Allow hidden files and folders to be displayed: "Show contents of this folder"
  - c. Select Windows folder
  - d. Allow hidden files and folders to be displayed: "Show contents of this folder"
  - e. Select Temp folder
  - f. Right click on NewSID folder, select "extract all"

- g. Accept default path: C:/Windows/Temp/NewSID, select “Next”... files extracted...
  - h. Select “Finish”
  - i. Double click on NewSID exe file to run it. NewSID Wizard loads
  - j. Select “Random SID”, choose “Next”
  - k. Rename the computer: Check “review and enter assigned name” and enter the machine name... change from LAB1 to LAB2, LAB3, etc. (see label on PC)
  - l. Uncheck “Automatically Reboot”, select “Next”... system updates and renames PC
  - m. When over, select “Finish”
37. Remove NewSID software from PC
- a. Delete EULA and NewSID from NewSID folder
  - b. Go up to next folder (Temp) and delete NewSID folder and NewSID.zip
  - c. Right click on Recycle Bin and empty recycle bin... All? Yes!
38. START, Turn off, Shutdown
39. Relocate PC to workstation location and connect cables  
Note: Ethernet connection to the switch for OLGC network is DHCP (as already set up in the image)
40. Turn on PC
41. Log in as User (still with Admin privileges!)
42. Apply Proxy settings
- a. Open Internet Explorer
  - b. Choose: Tools, Internet Options, Connections
  - c. Select LAN Settings
  - d. Check Proxy Server box
  - e. Enter IP: “192.168.1.1”, Port setting as “8080”
  - f. Select OK and close window
  - g. Check to be sure the home page default is:  
[www.ourladyofgoodcounsel.net](http://www.ourladyofgoodcounsel.net)
43. Map Drives
- a. Right click on “My Computer”
  - b. Select “Map Network Drive...”
  - c. Select R:
  - d. Enter [\\olgcserver\tnvserver](http://olgcserver\tnvserver)
  - e. Select S:
  - f. Enter [\\server\edmark](http://server\edmark)
  - g. Select T:
  - h. Enter [\\cdtower\volumes](http://cdtower\volumes)
44. Verify printer driver installed and is the default printer for “User”
45. Test printer, document machine numbers on test page
46. Test Internet Connection
47. Follow instructions to install Client Software...
48. REMOVE BLUE TAPE AND VERIFY MACHINE LABEL AS LAB X
49. Proceed to next machine...