Full Surface Setup Process

**Initial Settings**

1. English
   1. Next
2. Here’s the legal stuff
   1. Accept
3. Let’s get connected
   1. NomadWap1
      1. Enter Password
      2. Next
4. Get going fast
   1. Use Express settings
5. Who owns this PC?
   1. I own it
   2. Next
6. Make it yours
   1. Skip this step
7. Create an account for this PC
   1. Who’s going to use this PC?
      1. Username- “Nomad”
   2. Make it secure
      1. Enter password – “@NomadGroup”
      2. Re-enter password – “@NomadGroup”
      3. Password hint – “same old”
8. Your PC has an update waiting
   1. Keep I understand that this will start a download of approximately 3GB and internet access fees may apply checked
   2. Update
   3. Go to my desktop while my PC updates
9. Settings
   1. System
      1. Power & sleep
         1. Screen
            1. On battery power, turn off after – Never
            2. When plugged in, turn off after – Never
         2. Sleep
            1. On battery power, PC goes to sleep after – Never
            2. When plugged in, PC goes to sleep after – Never
   2. Update & Security
      1. Windows Update
         1. Check for updates
         2. Continue to update and restart and update

**General Settings**

1. System:
   1. Display
      1. Change brightness automatically when lighting changes – Uncheck
      2. Night light – Off
      3. Change the size of text, apps, and other items – 100%
      4. Orientation – Landscape
      5. Rotation lock – On
   2. Sound: No output Devices Found all muted
      1. Bluetooth: off
      2. Printers & Scanners all unchecked
      3. Mouse: all off
      4. Typing: all off
      5. Pen & Windows Ink: all unchecked and nothing
      6. Autoplay: off
      7. USB: leave checked
   3. Notifications & Actions
      1. All off
   4. Focus assist
      1. All off and unchecked
   5. Power & Sleep
      1. Put all to Never
      2. Regedit
         1. Computer\HKEY\_LOCAL\_MACHINE\SYSTEM\CurrentControlSet\Control\Power\PowerSettings\238C9FA8-0AAD-41ED-83F4-97BE242C8F20\7bc4a2f9-d8fc-4469-b07b-33eb785aaca0
         2. double-click Attributes - set to 2
      3. Additional Power Settings
      4. Change what the power buttons do
         1. Change settings that are currently unavailable
         2. Turn on fast startup – unchecked
         3. Hibernate – checked
         4. Lock - checked
      5. Balanced – Change Plan settings
      6. Change Advanced Power settings
      7. Hard disk (if available)
         1. Turn off hard disk after – both set to 0 (never)
      8. Desktop background settings
         1. Slide Show
            1. On battery: Paused
            2. Plugged in: Paused
      9. Wireless Adapter Settings (if available)
         1. Set all to maximum performance
      10. Sleep
          1. Sleep after
             1. On battery: Never
             2. Plugged in: Never
          2. System unattended sleep timeout

For this setting to show up you must do a regedit once

Computer\HKEY\_LOCAL\_MACHINE\SYSTEM\CurrentControlSet\Control\Power\PowerSettings\238C9FA8-0AAD-41ED-83F4-97BE242C8F20\7bc4a2f9-d8fc-4469-b07b-33eb785aaca0

Attributes

Set value to 2

* + - * 1. On battery: 0 Minutes
        2. Plugged in: 0 Minutes
      1. Hibernate after
         1. On battery: Never
         2. Plugged in: Never
    1. USB settings
       1. All disabled
    2. Power buttons and lid
       1. Lid close action
          1. On battery: Do nothing
          2. Plugged in: Do nothing
       2. Power button action
          1. On battery: Do nothing
          2. Plugged in: Do nothing
       3. Sleep button action
          1. On battery: Do nothing
          2. Plugged in: Do nothing
    3. Display
       1. Turn off display after
          1. On battery: Never
          2. Plugged in: Never
       2. Display brightness
          1. On battery: 75%
          2. Plugged in: 75%
       3. Dimmed display brightness
          1. On battery: 75%
          2. Plugged in: 75%
       4. Enable adaptive brightness
          1. On battery: Off
          2. Plugged in: Off
    4. Battery
       1. Critical battery action
          1. On battery: Shut down
          2. Plugged in: Shut down
       2. Low battery level
          1. On battery: 6%
          2. Plugged in: 6%
       3. Critical battery level
          1. On battery : 5%
          2. Plugged in: 5%
       4. Low battery notification
          1. On battery: Off
          2. Plugged in: Off
       5. Low battery action
          1. On battery: Do nothing
          2. Plugged in: Do nothing
       6. Reserve battery level
          1. On battery: 4%
          2. Plugged in: 4%
  1. Battery
     1. Turn Off/Uncheck all
  2. Storage
     1. Leave on
  3. Tablet mode
     1. When I sign in – Use desktop mode
     2. When this device automatically switches tablet mode on or off – Don’t ask me and don’t switch
     3. Hide app icons on the taskbar in tablet mode – off
     4. Automatically hide the taskbar in tablet mode - off
  4. Multitasking
     + - 1. All off
         2. On the taskbar, show windows that are open on - Only the desktop I’m using
         3. Pressing Alt+Tab shows windows that are open on.
  5. Projecting to this PC
     1. All off
  6. Shared experiences
     1. All off

1. Devices
   1. Bluetooth & other devices
      1. Bluetooth – Off
   2. Typing
      1. All off
   3. AutoPlay
      1. Use AutoPlay for all media and devices – Off
2. Network & Internet
   1. Dail-up/Windows Firewall
      1. Domain Network : off
      2. Private network: off
      3. Public network: off
   2. App & browser control
      1. All off
   3. VPN
      1. All on
   4. Airplane mode
      1. All on
   5. Mobile hotspot
      1. all off
   6. Data usage
      * + 1. Ethernet 3
          2. Background data: Never
   7. Proxy
      * + 1. All off
3. Personalization
   1. Background
      1. Background – Solid color
   2. Lock screen
      1. Background – Picture
      2. Get fun facts, tips, and more from Windows and Cortana on your lock screen –Off
      3. Show lock screen background picture on the sign-in screen –Off
   3. Themes
      1. Desktop icon settings
      2. Uncheck Recycle Bin then Apply
   4. Start
      1. All Off
   5. Taskbar
      1. Select which icons appear on the taskbar
         1. Turn all off except – Power, Network, Volume
      2. Turn system icons on or off
         1. Turn all off except – Clock, Volume, Network, Power, Touch keyboard
4. Apps
   1. Apps & features
      1. Uninstall all unnecessary apps
   2. Offline maps
      1. Automatically update maps – Off
   3. Apps for websites
      1. All off
   4. Video Playback
      1. All off
   5. Startup
      1. All off

1. Accounts
   1. Sign-in options
      1. If you’ve been away, when should Windows require you to sign in again? – Never
   2. Family & other people
      1. Add someone else to this PC – hit the plus
      2. I don’t have this person’s sign-in information
      3. Add a user without a Microsoft account
      4. Who is going to use this PC?
         1. Username: Kiosk
      5. Make it secure.
         1. Password: !Kiosk
         2. Re-enter password: !Kiosk
         3. Password hint: !Username
      6. Click on Kiosk User
         1. Change Account type
         2. Account type - Administrator
2. Time & Language
   1. Date & time
      1. All off except – Adjust for daylight saving time automatically
      2. Time zone – Job site time zone (google it)
3. Gaming
   1. Turn everything off in every category
4. Ease of Access
   1. Display
      1. All on
   2. Audio
      1. All off
   3. Keyboard
      1. All off
5. Cortana
   1. Turn everything off in every category
6. Privacy
   1. Turn everything off in every category except email
   2. Email
      1. Turn off all apps
7. Start up a command prompt
   1. Type in “control userpasswords2”
   2. Select Kiosk
   3. Uncheck – Users must enter a user name and password to use this computer.
   4. Hit apply
   5. Enter the Kiosk password (!Kiosk)
   6. Reboot the PC

DO EVERYTHING AGAIN FOR THE KIOSK USER SKIPPING 5b and 10.

**Specific Settings – In Kiosk User ONLY**

1. Control Panel
   1. View by: Small Icons
   2. File Explorer Options
      1. General Tab
         1. Click items as follows – Single-click to open an item (point to select)
      2. View Tab
         1. Uncheck – Hide extensions for known file types
         2. Uncheck – Use check boxes to select items
   3. Windows Defender Firewall
      1. Turn Windows Defender Firewall on or off
         1. Turn off all
   4. Administrative Tools
      1. Services
         1. Disabled and stop all the following
         2. Auto Time Zone Updater
         3. Bluetooth Audio Gateway Services
         4. Bluetooth support services
         5. Data sharing services
         6. Download Maps Manager
         7. Fax
         8. Infrared monitor service
         9. IPsec Policy Agent
         10. Language experience services
         11. Microsoft store install service
         12. Net.tcp Port sharing Service
         13. Open SSH Authentication A…
         14. Phone Services
         15. Print Spooler
         16. Printer Extensions and Solutions
         17. Problem Reports and Solutions
         18. Quality Windows Audio Vid..
         19. Radio Management Service
         20. Remote registry
         21. Routing and Remote access
         22. Shared PC Account Manager
         23. Volumetric Audio Composit..
         24. Wallet Service
         25. Windows Audio
         26. Windows Audio Endpoint
         27. Windows Camera Frame Service
         28. Windows Defender Firewall
         29. Windows Error Reporting Se..
         30. Windows Event Collector
         31. Windows Media Player Net…
         32. Windows Mobile Hotspot
         33. Windows PushTolnstall Serv
         34. Windows Search
         35. Windows Time
         36. Windows Updates – Right Click and select Properties
             1. Startup type: Disabled
             2. Service status: Stopped

39. Xbox Accessory Management

40. Xbox Live Auth Manager

41. Xbox Live Game Save

42. Xbox Live Networking Service

* 1. Security and Maintenance
     1. Change Security and Maintenance settings
        1. Uncheck all
  2. JAVA (if applicable)
     1. Run Nomad Lockdown Regedit (Should remove install tab)
     2. Advanced
        1. Enable logging – checked
        2. Shortcut Creation – Always allow
        3. JNLP File/MIME Association – Always allow
        4. Insecure JRE versions – Allow using insecure JRE versions
        5. Mixed Code – Disable verification
     3. ALSO IF JAVA CHANGE DISPLAY TO 200%

1. Regedit
   1. Computer\HKEY\_LOCAL\_MACHINE\SOFTWARE\Microsoft\Windows NT\CurrentVersion\NetworkList\DefaultMediaCost
      1. Right-Click DefaultMediaCost
         1. Permissions
            1. Advanced

Owner

Change

Type Administrators

Check Names

Okay

* + - * 1. Check – Replace owner on subcontainers and objects
      1. Group or user names:
         1. Administrators

Permissions for Administrators

Full Control

Allow: Checked

* 1. Computer\HKEY\_LOCAL\_MACHINE\SYSTEM\CurrentControlSet\Services\CldFlt
     1. Start
        1. Set value to 4

1. File Transfer (icon with two desktops and a green arrow between them)
   1. File transfer over kiosk program and all related files
2. Kiosk
   1. Run TouchPanelKioskKeyGenerator.exe and save as NomadKioskKey.txt
   2. Delete TouchPanelKioskKeyGenerator.exe
   3. Run Registry File
   4. Move Kiosk Folder to C:/
   5. Right-click NomadKiosk2.exe | send to |Desktop (create shortcut)
3. Name PC
   1. Settings
   2. System
   3. About
   4. Rename this PC
4. Ethernet Settings
   1. Plug Ethernet Adapter In
   2. Go to Control Panel
   3. Network and Sharing Center
   4. Change Adapter Settings
   5. Right-click Ethernet Adapter
   6. Properties
   7. Uncheck IPv6
   8. Double-click IPv4
   9. Change IP settings to site specific
   10. Set DNS only if non-Darden site
       1. 8.8.8.8
       2. 8.8.4.4
5. Surface Button
   1. Right-click start
   2. Device manager
   3. Expand System devices
   4. Right-click Surface Home Button
   5. Disable device
6. Kiosk Config
   1. Open Kiosk App
   2. Hit Esc
   3. Insert site specific using NetworkInfo file
   4. Test against local JENE
   5. Make a copy of Config file in C:\NomadKiosk
7. Felt and Labels
8. Before shipping
   1. Turn on Airplane Mode
   2. Put Kiosk in startup
      1. Open Run
         1. Shell:startup
         2. Copy shortcut to folder
9. Set Up Email Process for Darden Site
   1. SMTP Host IP address for all DARDEN sites 172.20.239.2
   2. To: Jene@NomadGrroup.com
   3. Check enable box
   4. Verify naming convention is correct
   5. Send test email to verify email set up is set up properly
10. Set up Process for Non-Darden Site
    1. SMTP Host IP address mail.smtp2go.com
    2. Username set to [jene@NomadGroup.com](mailto:jene@NomadGroup.com)
    3. Password set to PgHsclJB4ASp
    4. Port set to 2525
    5. Check enable box
    6. Verify naming convention is correct
    7. Send test email to verify email set up is set up properly
11. Force Reload
    1. Check box for force reload and disable explorer.
    2. Verify the current box is check for touch panel you are on.