**Full Surface Setup Process**

**Initial Set-Up**

**Hi there**

1. *Select* English
2. Keep all Default values except change Time Zone to your current time zone (we will change this later)
3. *Click* Next

**Here’s the legal stuff**

1. *Click* Accept

**Let’s get connected**

1. *Select* NomadWAP1
2. Enter Password (NomadG1209)
3. *Click* Next

**Get going fast**

1. *Click* Use Express settings

**Who owns this PC?**

1. *Select* I own it
2. *Click* Next

**Make it yours**

1. *Click* Skip this step (small blue text in bottom left)

**Create an account for this PC**

**Who’s going to use this PC?**

1. *Type* “Nomad” for User name (select the text field to bring up on screen keyboard

**Make it secure**

1. *Type* “@NomadGroup” for Enter password
2. *Type* “@NomadGroup” for Re-enter password
3. *Type* “same old” for Password hint

**Your PC has an update waiting (if it comes up)**

* 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

**Settings (we do this to speed up the update process)**

**|System|**

**{Power & sleep}**

**[Screen]**

On battery power, turn off after

1. From the dropdown *Select* Never

When plugged in, turn off after

1. From the dropdown *Select* Never

**[Sleep]**

On battery power, PC goes to sleep after

1. From the dropdown *Select* Never

When plugged in, PC goes to sleep after

1. From the dropdown *Select* Never

**|Update & Security|**

**{Windows Update}**

**[Windows Update]**

1. *Click* Check for updates
2. Continue to restart and check for updates until all updates are complete

**Remote and Registry Settings**

**Desktop**

**Desktop**

1. *Select* Microsoft Edge shortcut
2. *Shift + Delete* to permanently delete (click yes on prompt to confirm)

**Taskbar**

1. *Unpin* all taskbar applications except File Explorer
2. *Uncheck* Show Task View button
3. *Uncheck* Show People on the taskbar
4. *Uncheck* Show Windows Ink Workspace button
5. *Check* Show touch keyboard button

**Start**

1. *Click* Start button (bottom left)
2. *Right-click* and *Unpin* each of the live tile

**UltraVNC Install**

1. Open Edge Browser (from the taskbar)
2. *Navigate* to <https://www.uvnc.com/>
3. *Click* downloads (at the top of the page)
4. *Click* UltraVnc
5. *Click* download ultravnc 1.2.1.0 (towards the bottom of the page, zoom in if it’s hard to select)
6. *Click* the download button next to ultravnc 1210 x64 setup
7. *Check* I accept the above listed conditions
8. *Click* Download (if it kicks you back to the homepage repeat steps starting with step 2)
9. Once downloaded find the downloaded file in Downloads
10. *Click* twice to open it (should open a new window, if it asks to make changes to your hard drive select yes)

**\UltraVnc Wizard\**

**Select Startup Language**

Select the language to use during the installation:

1. From the dropdown *Select* English
2. *Click* OK

**License Agreement**

1. *Select* I accept the agreement
2. *Click* Next >

**Information**

1. *Click* Next >

**Select Components**

1. *Uncheck* UltraVNC Viewer and UltraVNC Repeater (so only UltraVNC Server should be checked)
2. *Click* Next >

**Select Additional Tasks**

1. *Check* Register UltraVNC Server as a system service
2. *Check* Start or restart UltraNVC service
3. *Click* Next >

**Ready to Install**

1. *Click* Install

**Information**

1. *Click* Next

**Completing the UltraVNC Setup Wizard**

1. *Uncheck* Show latest versions
2. *Click* Finish

**UltraVNC Settings**

1. *Click* the up arrow on the right side of the Taskbar
2. *Right-Click (long press using the touch screen)* the UltraVNC icon (looks like an eyeball inside a green square)
3. *Click* Admin Properties
4. *Type* “@NomadGroup” for the VNC Password field
5. *Type* “@NomadG” for the View-Only Password field
6. *Click* OK (if there is a pop up to allow changes click yes)
7. *Remote* in to this Touch Panel

**Regedit**

1. *Click* the start button at the bottom left
2. *Type* “regedit” and *Select* regedit (a Registry Editor window should pop up

**\Registry Editor\**

**System unattended sleep timeout**

1. Use arrows beside names to navigate to HKEY\_LOCAL\_MACHINE -> SYSTEM -> CurrentControlSet -> Control -> Power -> PowerSettings -> 238C9FA8-0AAD-41ED-83F4-97BE242C8F20
2. *Click* 7bc4a2f9-d8fc-4469-b07b-33eb785aaca0
3. In the right pane *Click* Attributes (a new window should pop up)

**\Edit DWORD (32-bit) Value\**

1. *Type* “2” in the Value data field
2. *Click* OK

**CldFlt**

1. Use arrows beside names to navigate to HKEY\_LOCAL\_MACHINE -> SYSTEM -> CurrentControlSet -> Services
2. *Click* CldFlt
3. In the right pane *Click* Start ( a new window should pop up)

**\Edit DWORD (32-bit) Value\**

1. *Type* “4” in the Value data field
2. *Click* OK

**Network List**

1. Use arrows beside names to navigate to HKEY\_LOCAL\_MACHINE -> SOFTWARE -> Microsoft -> WindowsNT -> CurrentVersion -> NetworkList
2. *Right-Click* DefaultMediaCost
3. *Click* Permissions… (a new window should pop up

**\Permissions for DefaultMediaCost\**

1. *Click* Advanced (a new window should pop up)

**\Advanced Security Settings for DefaultMediaCost\**

1. *Click* Change next to the Owner field (a new window should pop up)

**\Select User or Group\**

1. *Type* “Administrators” in the Enter the object name to select field
2. *Click* Check Names (what you typed in the previous step should underline and get some text like “DESKTOP…” separated by a “\”)
3. *Click* OK

**\Advanced Security Settings for DefaultMediaCost\**

1. *Check* Replace owner on subcontainers and objects
2. *Click* Apply
3. *Click* OK

**\Permissions for DefaultMediaCost\**

1. *Select* Administrators in the Group or user names section
2. *Check* Allow for Full Control in the Permissions for Administrators
3. *Click* Apply
4. *Click* OK

**Network List**

1. *Set* 3G, 4G, Default, Ethernet, WiFi to “2” by
2. *Click* on the name (should open a new window, repeat for each value)

**\Edit DWORD (32-bit) Value\**

1. *Type* “2” into the Value data field
2. *Click* OK

**\Registry Editor\**

1. *Close* Registry Editor

**General Settings**

**Settings**

**|System|**

**{Display}**

**[Brightness and color]**

1. *Uncheck* Change brightness automatically when lighting changes
2. *Switch off* Night light

**[Scale and layout]**

Change the size of text, apps, and other items

1. From the drop down *Select* 100%
2. *Switch off* Rotation lock

Orientation

1. From the drop down *Select* Landscape

**{Notifications & actions}**

**[Get notifications from these senders] (Turn these off first)**

1. *Switch off* all of them

**[Notifications]**

1. *Switch off* all of them

**{Focus assist}**

**[Automatic rules]**

1. *Switch off* all of them
2. *Uncheck* Show me a summary of what I missed while focus assist was on

**{Power & Sleep}**

**[Screen] (Should already be done but confirm)**

On battery power, turn off after

1. From the dropdown *Select* Never

When plugged in, turn off after

1. From the dropdown *Select* Never

**[Sleep] (Should already be done but confirm)**

On battery power, PC goes to sleep after

1. From the dropdown *Select* Never

When plugged in, PC goes to sleep after

1. From the dropdown *Select* Never

**\Related settings\**

1. *Click* Additional Power Settings (small blue text on the right should open a new window)
2. *Click* Choose what the power buttons do (small blue text on the left)
3. *Click* Change settings that are currently unavailable (small blue text at the top)
4. *Uncheck* Turn on fast startup (recommended)
5. *Check* Sleep
6. *Check* Hibernate
7. *Check* Lock
8. *Click* back arrow at the top left
9. *Click* Change plan settings (small blue text in the middle towards the right)
10. *Click* Change advanced power settings (small blue text towards the bottom should open a new window)

**\Power Options\**

**Hard disk (if available)**

Turn off hard disk after

1. *Set* both values to zero

**Desktop background settings**

**Slide Show**

On battery

1. From the dropdown *Select* Paused

Plugged in

1. From the dropdown *Select Paused*

**Wireless Adapter Settings (if available)**

1. From the dropdown *Select* Maximum Performance on all

**Sleep**

**Sleep after**

On battery

1. From the dropdown *Select* Never

Plugged in

1. From the dropdown *Select* Never

**System unattended sleep timeout**

On battery

1. *Set* value to 0 minutes

Plugged in

1. *Set* value to 0 minutes

**Hibernate after**

On battery

1. From the dropdown *Select* Never

Plugged in

1. From the dropdown *Select Never*

**USB settings (if available)**

1. *Disable* all

**Power buttons and lid**

**Lid close action**

On battery

1. From the dropdown *Select* Do nothing

Plugged in

1. From the dropdown *Select* Do nothing

**Power button action**

On battery

1. From the dropdown *Select* Do nothing

Plugged in

1. From the dropdown *Select* Do nothing

**Sleep button action**

On battery

1. From the dropdown *Select* Do nothing

Plugged in

1. From the dropdown *Select* Do nothing

**Display**

**Turn off display after**

On battery

1. From the dropdown *Select* Never

Plugged in

1. From the dropdown *Select* Never

**Display brightness**

On battery

1. *Set* value to 75%

Plugged in

1. *Set* value to 75%

**Dimmed display brightness**

On battery

1. *Set* value to 75%

Plugged in

1. *Set* value to 75%

**Enable adaptive brightness**

On battery

1. From the dropdown *Select* Off

Plugged in

1. From the dropdown *Select* Off

**Battery**

**Critical battery notification**

On battery

1. From the dropdown *Select* Off

Plugged in

1. From the dropdown *Select* Off

**Critical battery action**

On battery

1. From the dropdown *Select* Shut down

Plugged in

1. From the dropdown *Select* Shut down

**Low battery level**

On battery

1. *Set* value to 6%

Plugged in

1. *Set* value to 6%

**Critical battery level**

On battery

1. *Set* value to 5%

Plugged in

1. *Set* value to 5%

**Low battery notification**

On battery

1. From the dropdown *Select* Off

Plugged in

1. From the dropdown *Select* Off

**Low battery action**

On battery

1. From the dropdown *Select* Do nothing

Plugged in

1. From the dropdown *Select* Do nothing

**Reserve battery level**

On battery

1. *Set* value to 4%

Plugged in

1. *Set* value to 4%
2. *Click* Apply
3. *Click* OK
4. *Exit* Edit Plan Settings

**{Battery}**

**[Battery Saver]**

1. *Uncheck* Turn battery saver on automatically if my battery falls below
2. *Uncheck* Lower screen brightness while in battery saver

Storage

**{Tablet mode}**

**[Tablet mode]**

When I sign in

1. From the drop down *Select* Use desktop mode

When this device automatically switches tablet mode on or off

1. From the drop down *Select* Don’t ask and don’t switch
2. *Uncheck* Hide app icons on the taskbar in tablet mode
3. *Uncheck* Automatically hide the taskbar in tablet mode

**{Shared experiences}**

**[Share across devices]**

1. *Uncheck* Let apps on other devices (including linked phones and tablets) open and message aps on this device, and vise versa

**|Devices|**

**{Bluetooth & other devices}**

**[Bluetooth & other devices]**

1. *Uncheck* Bluetooth

**{Typing}**

**[Spelling]**

1. *Uncheck* Autocorrect misspelled words
2. *Uncheck* Highlight misspelled words

**[Typing]**

1. *Uncheck* Show text suggestions as I type on the software keyboard
2. *Uncheck* Add a space after I choose a text suggestion
3. *Uncheck* Add a period after I double-tap the Spacebar

**[Touch keyboard]**

1. *Uncheck* Play key sounds as I type
2. *Uncheck* Capitalize the first letter of each sentence
3. *Uncheck* Use all uppercase letters when I double-tap Shift
4. *Uncheck* Show the touch keyboard when not in tablet mode and there’s no keyboard attached

**[Hardware keyboard]**

1. *Uncheck* Show text suggestions as I type

**[Multilingual text prediction]**

1. *Uncheck* Show text predictions based on the recognized languages you’re typing in

**{AutoPlay}**

**[AutoPlay]**

1. *Uncheck* Use AutoPlay for all media and devices

**|Personalization|**

**{Background}**

**[Background]**

Background

1. From the dropdown *Select* Solid color
2. *Select* the black color at the bottom left (if not already selected)

**{Lock screen}**

**[Lock screen]**

Background

1. From the dropdown *Select* Picture
2. *Uncheck* Get fun facts, tips, and more from Windows and Cortana on your lock screen
3. *Uncheck* Show lock screen background picture on the sign-in screen

**{Themes}**

**[Themes]**

1. *Click* Desktop icon settings (small blue text on the right should open a new window)

**\Desktop Icon Settings\**

1. *Uncheck* Recycle Bin in the Desktop icons section (All the other checkboxes should be unchecked in the Desktop icons section)
2. *Click* Apply
3. *Click* OK

**{Start}**

**[Start]**

1. *Uncheck* Show more tiles on Start
2. *Uncheck* Show app list in Start menu
3. *Uncheck* Show recently added apps
4. *Uncheck* Show most used apps
5. *Uncheck* Show suggestions occasionally in Start
6. *Uncheck* Use Start full screen
7. *Uncheck* Show recently opened items in Jump Lists on Start or the taskbar

**{Taskbar}**

**[Notification area]**

1. *Click* Select which icons appear on the taskbar (small blue text should open a new panel)

**/Select which icons appear on the taskbar/**

1. *Check* Power
2. *Check* Network
3. *Check* Volume
4. *Uncheck* All others
5. *Click* back in the top left corner
6. *Click* Turn system icons on or off (small blue text should open a new panel)

**/Turn system icons on or off/**

1. *Check* Clock
2. *Check* Volume
3. *Check* Network
4. *Check* Power
5. *Check* Touch keyboard
6. *Uncheck* All others
7. *Click* the Home icon in the top left corner

**|Apps|**

**{Apps & features}**

**[Apps & features]**

1. *Uninstall* All ‘uninstall able’ apps except:
   1. Intel Graphics driver
   2. All Microsoft Visual C++ Redistributables
   3. UltraVnc

**{Offline maps}**

**[Map updates]**

1. *Uninstall* Automatically update maps

**|Accounts|**

**{Sign-in options}**

**[Require sign-in]**

1. From the dropdown *Select* Never

**{Family & other people}**

**[Other people]**

1. *Click* Add someone else to this PC (should open a new window)

**\Microsoft account\**

**How will this person sign in?**

1. *Click* I don’t have this person’s sign-in information (small blue text near the bottom of the window should open a new panel)

**Let’s create your account**

1. *Click* Add a user without a Microsoft Account (should open a new panel)

**Create an account for this PC**

**Who’s going to use this PC?**

1. *Type* “Kiosk” for Username

**Make it secure.**

1. *Type* “!Kiosk” for Enter password
2. *Type* “!Kiosk” for Re-enter password

**In case you forget your password**

1. From the dropdown for Security question 1 *Select* What was your first pet’s name?
2. *Type* “!Kiosk” for Your answer
3. From the dropdown for Security question 2 *Select* What’s the name of the city where you were born?
4. *Type* “!Kiosk” for Your answer
5. From the dropdown for Security question 3 *Select* What was your childhood nickname?
6. *Type* “!Kiosk”
7. *Click* Next

2. *Select* the account you just created

3. *Click* Change account type (a new window should open)

**\Change account type\**

**Account type**

1. From the dropdown *Select* Administrator
2. *Click* OK

**|Time & Language|**

**{Date & time}**

**[Date and time]**

1. *Uncheck* Set time automatically

Time zone

1. From the dropdown *Select* the correct time zone for the job site (if known) otherwise leave or change to Mountain Time

**|Gaming|**

**{Game bar}**

**[Game bar]**

1. *Uncheck* Record game clips, screenshots, and broadcast using Game bar
2. *Uncheck* Open Game bar using this button on a control:

**{Game DVR}**

**[Recorded audio]**

1. *Uncheck* Record audio when I record a game
2. *Uncheck* Capture mouse cursor in recordings

**{Broadcasting}**

**[Broadcast audio]**

1. *Uncheck* Record audio when I broadcast

**[Broadcast video]**

1. *Uncheck* Capture mouse cursor in broadcasts

**|Cortana|**

**{Talk to Cortana}**

**[Lock Screen]**

1. *Uncheck* Use Cortana even when my device is locked

**{Permissions & History}**

**[Cloud Search]**

1. *Uncheck* Windows Cloud Search

**[History]**

1. *Uncheck* View activity history
2. *Uncheck* My device history

**{Cortana across my devices}**

**[Cortana across my devices]**

1. *Uncheck* Help me pick up where I left off on other devices

**|Privacy|**

1. ***UNCHECK ALL EXCEPT IN EMAIL***
   1. **FOR EMAIL LEAVE ‘ALLOW APPS TO ACCESS YOUR EMAIL’ CHECKED AND EVERYTHING ELSE UNCHECKED**
   2. **IN DIAGNOSTICS & FEEDBACK -> Feedback frequency -> Windows should ask for my feedback**
      1. **From the dropdown *Select* Never**

**Automatic sign-in**

1. *Click* the start button at the bottom left
2. *Type* “cmd” and *Press* enter (should open a command prompt)

**\Command Prompt\**

1. *Type* “control userpasswords2” and *Press* enter (should open a new window)

**\User Accounts\**

1. *Select* the Kiosk user
2. *Uncheck* Users must enter a user name and password to use this computer
3. *Click* Apply (should open a new window)

**\Automatically sign in\**

1. *Type* “!Kiosk” for the Password field
2. *Type* “!Kiosk” for the Confirm Password field
3. *Click* OK

4. *Click* OK

**Restart the Computer**

**Should login to Kiosk user automatically**

**Repeat all Generic Settings except for creating Kiosk user and Automatic sign-in**

**Advanced Settings**

**Control Panel (search for “Control Panel” and open it)** View by

1. From the dropdown *Select* Small icons (small blue text in the top right of the window you should see more options now)

**File Explorer Options**

1. *Click* File Explorer Options (should open new window)

**\File Explorer Options\**

**General**

1. *Select* Single-click to open an item (point to select)

**View**

1. *Uncheck* Hide extensions for known file types
2. *Uncheck* Use check boxes to select items
3. *Click* Apply
4. *Click* OK

**Windows Defender Firewall**

1. *Click* Windows Defender Firewall (should open new panel)

**/Windows Defender Firewall/**

1. *Click* Turn Windows Defender Firewall on or off (should open a new panel)

**/Customize Settings/**

Private network settings

1. *Select* Turn off Windows Defender Firewall (not recommended)

Public network settings

1. *Select* Turn off Windows Defender Firewall (not recommended)
2. *Click* OK
3. *Click* Control Panel Home at the top left (small blue text should take you back to the small icon view)

**Security and Maintenance**

1. *Click* Security and Maintenance (should open a new panel)

**/Security and maintenance/**

1. *Click* Change Security and Maintenance settings (small blue text on the left of the window should open a new panel)

**/Turn messages on or off/**

* + - 1. *Uncheck* all items
      2. *Click* OK

2. *Click* Control Panel Home (small blue text in the top left)

**Services**

1. *Click* Administrative Tools (should open a new window)

**\Administrative Tools\**

1. *Click* Services (should open a new window)

**\Services\**

1. From the dropdown for the Startup type *Select* Disabled and *Click* the Stop (if not already stopped) then *Click* Apply and OK

Auto Time Zone Updater

Bluetooth Audio Gateway Services

Bluetooth support services

Data Sharing Services

Download Maps Manager

Fax

Infrared monitor service

IPsec Policy Agent

Language Experience Service

Microsoft Store Install Service

Net.Tcp Port Sharing Service

OpenSSH Authentication Agent

Phone Service

Print Spooler

Printer Extensions and Notifications

Problem Reports and Solutions Control Panel Support

Quality Windows Audio Video Experience

Radio Management Service

Remote Registry

Routing and Remote Access

Shared PC Account Manager

Volumetric Audio Compositor Service

WalletService

Windows Audio

Windows Audio Endpoint Builder

Windows Camera Frame Server

Windows Defender Firewall

Windows Error Reporting Service

Windows Event Collector

Windows Media Player Network Sharing Service

Windows Mobile Hotspot Service

Windows PushTolnstall Service

Windows Search

Windows Time

Windows Update

Xbox Accessory Management Service

Xbox Live Auth Manager

Xbox Live Game Save

Xbox Live Networking Service

**Kiosk**

1. *Click* Open File Transfer button in UltraVNC (looks like a little file should open a new window)

**\File Transfer\**

1. In the left pane *Navigate* to the Kiosk App Folder
2. In the right pane Navigate to the Desktop
3. *Click* Send >>
4. *Click* Close
5. *Click* the folder you just transferred over (should open new window)

**\Kiosk App Folder\**

1. *Click* TouchPanelKioskKeyGenerator.exe (should open a new window)

**\Touch Panel Kiosk Key Generator\**

1. *Click* Save (should open a new window)

**\Save Key As\**

1. *Type* “NomadKioskkey.txt” in the File name field
2. *Click Save*

*2. Click* the X to exit (in the top right)

3. *Select* TouchPanelKioskKeyGenerator.exe

4. *Shift + Delete* (select yes to the popup to confirm)

3. *Move* Kiosk App Folder from Desktop To C Drive

4. Inside the Kiosk App Folder *Right-Click* NomadKiosk2.exe *Move Mouse over* Send To and *Click* Desktop (Create Shortcut)

5. On the desktop shorten the name of the shortcut to just “Nomad Kiosk”

JAVA (if applicable)

Run Nomad Lockdown Regedit (Should remove install tab)

Advanced

Enable logging – checked

Shortcut Creation – Always allow

JNLP File/MIME Association – Always allow

Insecure JRE versions – Allow using insecure JRE versions

Mixed Code – Disable verification

ALSO IF JAVA CHANGE DISPLAY TO 200%

File Transfer (icon with two desktops and a green arrow between them)

File transfer over kiosk program and all related files

Kiosk

Run TouchPanelKioskKeyGenerator.exe and save as NomadKioskKey.txt

Delete TouchPanelKioskKeyGenerator.exe

Run Registry File

Move Kiosk Folder to C:/

Right-click NomadKiosk2.exe | send to |Desktop (create shortcut)

Name PC

Settings

System

About

Rename this PC

Ethernet Settings

Plug Ethernet Adapter In

Go to Control Panel

Network and Sharing Center

Change Adapter Settings

Right-click Ethernet Adapter

Properties

Uncheck IPv6

Double-click IPv4

Change IP settings to site specific

Set DNS only if non-Darden site

8.8.8.8

8.8.4.4

Surface Button

Right-click start

Device manager

Expand System devices

Right-click Surface Home Button

Disable device

Kiosk Config

Open Kiosk App

Hit Esc

Insert site specific using NetworkInfo file

Test against local JENE

Make a copy of Config file in C:\NomadKiosk

Felt and Labels

Before shipping

Turn on Airplane Mode

Put Kiosk in startup

Open Run

Shell:startup

Copy shortcut to folder

Set Up Email Process for Darden Site

SMTP Host IP address for all DARDEN sites 172.20.239.2

To: Jene@NomadGrroup.com

Check enable box

Verify naming convention is correct

Send test email to verify email set up is set up properly

Set up Process for Non-Darden Site

SMTP Host IP address mail.smtp2go.com

Username set to [jene@NomadGroup.com](mailto:jene@NomadGroup.com)

Password set to PgHsclJB4ASp

Port set to 2525

Check enable box

Verify naming convention is correct

Send test email to verify email set up is set up properly

Force Reload

Check box for force reload and disable explorer.

Verify the current box is check for touch panel you are on.