1. Place USB flash drive into computer.
2. When computer hits bios press F8 for boot menu, and select USB device.
3. This will run the Windows 7 install but instead of using the default image, it will use GIGA’s custom image.
4. When PC boots up, you need to create the login giga-install using the administrator password. Onced logged in change the computer description and make sure the computer name is correct. Then you will need to add this computer to the DOMAIN-GIGA domain. If asked whether Upgrade or Custom, choose **Custom**.
5. You will need to activate Windows 7 with the proper product key code, click the Windows start button, right click Computer, and select properties. There will be a link at the bottom of the screen to Change Product Key.
6. Microsoft Office 2010 will need to have the product code changed. First, open control panel and go to add remove programs, select Microsoft Office 2010 Home and Business, and select Change. This will allow you to enter the proper product code. Then, launch a Microsoft Office application such as Excel and when the activation wizard prompt opens select activate.
7. You will then logout and log back in as the domain administrator account and add the user to the local administrators group for their respective PC.
8. The user of the PC will need to be added to the group DLO-Users through administrative tools – Users and Computers. This will set up their PC to be backed up by Symantec Desktop and Laptop software running on GIGA-Mail.
9. Epicor Prophet21 will need to be updated to the current version.
10. The following software will need to be installed or setup:
    * The user account will need to be logged into the new PC and install the DLO software located at [\\GIGA-MAIL\DLOAgent\setup.exe](file:///\\GIGA-MAIL\DLOAgent\setup.exe) .
    * You will also need to setup Crypto Term for both Acclaim and Netfinity for the user instructions can be found at [S:\Contents of GIGA2 F drive\WaltF&D\Kevin\New WIN 7 64bit PC Setup\Crypto Term setup instructions for Acclaim and Netfinity.docx](file:///S:\Contents%20of%20GIGA2%20F%20drive\WaltF&D\Kevin\New%20WIN%207%2064bit%20%20PC%20Setup\Crypto%20Term%20setup%20instructions%20for%20Acclaim%20and%20Netfinity.docx)
    * You will need to setup FaxFinder software for the user.
    * Change the profile setting for P21 to use Windows Authentication.
11. Need to verify no errors in the event log look for Service Control Manager Event ID 7000 errors. May need to run secpol.msc – Security Settings – Local Policies – User Rights Assignment – Profile system performance (make sure Administrators, NT SERVICE\WdiServiceHost are selected , may have to add LOCAL SERVICE as well and reboot to stop errors.