# Work instruction: Lifecycle Check

This document describes the work instruction of the quarterly check “Lifecycle Check”. The goal of this work instruction is to check the product support lifecycle of all used software components in the environment.

# Involved servers

|  |  |  |
| --- | --- | --- |
| Acceptance | Production | Disaster Recovery |
|  |  |  |

# Steps

|  |  |
| --- | --- |
| Step | Screenshot |
| Step 1:  Open the CMDB |  |
| Step 2:  Open the software overview | Currently:  Windows Server 2012 R2  SQL Server 2012  SharePoint 2016  Office Online Server 2016  Workflow Manager 1.0  .NET Framework |
| Step 3:  Compare the software in the overview with the Microsoft Software Lifecycle and check if each product at least has two more years of support.  If this isn’t the case: Create an incident to have this investigated. |  |
| Step 4:  Record your findings in the “Registration list Periodic Checks” |  |

# Automatic check

This check is **not** part of the Periodic Checks script. This check can only be performed manually.

# resolution

When software goes out of support within two years, it needs to be phased out/replace by another newer version. Initiate a change/project to take the appropriate actions.