[redacted] Server

Preparation - ready 1 week before migration

- ☐ 100 Mbit NIC in each NT 4.0 Fileserver (the becoming FSOL)
  (optional – benefit of that is to increase the speed for file transfer)
- ☐ BIOS upgrade and firmware upgrade disks/cd's and routines
- ☐ ***Robocopy.exe**:* utility for an easy and fast file copy from NT 4.0 Fileserver to the spare Windows 2003 server or external HDD.
- ☐ ***Acl_invent.exe**:* ACL list for fast creation of shares and setting up NTFS rights
- ☐ Define responsible Person for each File area
- ☐ Gather information of who has which rights on which share
- ☐ Determine in which file area you want to place your shares (Common, Projects, …)

Preparation - ready 1 day before migration

- ☐ Working backup of the NT 4.0 Fileserver:
  - ☐ Latest backup before migration (backup from the evening before migration) – must be assured from IT Services or IT responsible in the location.
  - ☐ Latest disaster recovery package – must be assured from IT Services or IT responsible in the location
- ☐ Add Aliases to ICC 2.0 IDEM Database and copy Migconnect.vbs to all clients, see also ***"Readme.txt"*** or '[redacted] ***Roll Out Site Migration Administration Manual"*** chapter 11 for how to do it.

Installation method A

Step 1 – Done during "Working Hours":

- ☐ Start the filecopy from "Productionserver" to the spare server with the utility ***robocopy.exe*** according to the documentation in the ***"Readme.txt"***
- ☐ Install Spare Server [redacted], NetBios name NT-S99
- ☐ Install OS and needed applications on the Spare Server
- ☐ Install Oracle on the Spare Server

Step 2 – Done during "Nonworking Hours":

- ☐ Start filecopy again from "Productionserver" to the external HDD or the spare server with the utility ***robocopy.exe***. (This time only files which are different are to be copied.)
- ☐ Shutdown the Oracle Database and start file copy of Oracle files ****see chapter 4.1.6. Site Migration Administration Guideline*** (this can be done during user's data is being copied)
- ☐ Shutdown the "Production server", assign the NetBIOS name of the "Production server" to the spare server, change IP-Settings (this needs only to be done in case you are using ***Method A*** described in the ***'[redacted] Roll Out Site Migration Administration Guideline"***)
- ☐ Make the spare server member of the current NT 4.0 Domain
- ☐ Create the "local used" shares according to the prepared ACL list
- ☐ Contact Oracle DB responsible for importing the "local" oracle database
- ☐ Import the database
- ☐ Install the necessary printers on the spare server
- ☐ Test if the existing environment is working – logon to a [redacted] client and check if the network drives and printers are available.
- ☐ BIOS and Firmware upgrade on the [redacted] Server
- ☐ Operating system installation ****see installation documentation '[redacted] I[redacted] Server installation guideline_1.2.doc"***
- ☐ RIS + Client Modules + DB installation ****see documentation……."***
- ☐ Oracle DB import + configuration/file adaptations ****see chapter 4.1.6. Site Migration Administration Guideline .***
- ☐ Create File structure and shares ****see documentation ……."***
- ☐ Create printerqueues
- ☐ Copy data back (even [redacted] network modules, which were defined on the provided list to assure that [redacted] clients can run network applications.)
- ☐ Change the printer destinations on printer queues which are defined in another system but using FSOL printer queues
- ☐ Add Aliases to [redacted] Database according ***to chapter 11*** in the document ***Site Migration Administration Guideline.***

Installation method B

Step 1 – Done during "Working Hours":

- ☐ Start the filecopy from "Productionserver" to the external HDD with the utility ***robocopy.exe*** according to the documentation in the ***"Readme.txt"***

This method assumes that there is a new server available, which is not prepared at all. Due to the fact that the "old" environment is still running and available for users during the day, the installation can take place during working hours.

Step 1 – Done during "Working Hours" Day 1:

- ☐ BIOS + Firmware upgrade on the new server (most likely not necessary as it is a new bought server)
- ☐ Operating system installation **see installation documentation "[redacted] Server installation P1.0.doc*
- ☐ Driver installation (printer, tapedrive, etc.)
- ☐ RIS + Client Modules + DB installation
- ☐ File structure, shares
- ☐ Start filecopy from the "old production server" with the utility *robocopy*

Step 2 – Done during "Nonworking Hours" Day 1:

- ☐ Start filecopy again from "old production server" with the utility *robocopy,* this time only different files are copied
- ☐ Oracle DB export/import + configuration/file adaptions **see Oracle DB migration checklist*
- ☐ Change the printerdestinations on printerqueues which are defined in another system but using FSOL printerqueues.

Step 3 – Migrate the clients: Done during "Nonworking Hours" Day 1:

- ☐ Migrate the clients **see "Client Migration checklist"*

Methode 3 – "new server preinstalled"

This method assumes that you are able to ship a newly preinstalled and configured server:

Preinstallation done of the following parts:

- ☐ Windows 2003 Server OS
- ☐ RIS + Client Modules + Oracle Module installed
- ☐ Have ACL list prepared for fast creation of shares

Step 1 – Done during "Working Hours" Day 1:

- ☐ Driver installation (printer, tapedrive, etc.)
- ☐ File structure, shares
- ☐ Start filecopy from the "old production server" with the utility *robocopy*

Step 2 – Done during "Nonworking Hours" Day 1:

- ☐ Start filecopy again from "old production server" with the utility robocopy, this time only different files are copied
- ☐ Oracle DB export/ import + configuration/file adaptions **see Oracle DB migration checklist*
- ☐ Change the printerdestinations on printerqueues which are defined in another system but using FSOL printerqueues.

Step 3 – Migrate the clients: done during "nonworking hours" Day 1:

- ☐ Migrate the clients **see "Client Migration checklist"*

After Migration of the [redacted] several Scenarios must be taken into consideration

Scenario 1:

[redacted] is upgraded to Win2003 but clients are still [redacted]

- ☐ No new modules can be installed
- ☐ No update of tnsnames.ora
- ☐ Servername must be changed in personal.vbs with help of script
- ☐ Registry entry for Alias "Rserver" in startup.vbs must be changed with help of script => otherwise the [redacted] clients don't get the "common" networkdrives connected

Scenario 2:

FSOL is migrated to Win2003, clients are already migrated, IWTS 3.0 is already installed.

- ☐ Perform a small test together with the user to verify if the "basic functions" are working properly **see "[redacted]" checklist*

Scenario 3:

FSOL is migrated to Win2003, clients are already migrated, but IWTS 1.1 is still in production:

- ☐ Citrix shortcuts to the non-migrated servers should be copied to every users startmenu