

Welcome to



Agenda – Kickoff



- Introduction to
- Rollout Procedure/Project plan
- Resource definition & confirmation
- Time plan
- Define tasks for next steps

Benefits & Goals



- Standardisation (Software, Hardware)
- Better & faster end user support based on centralized maintanance
- Licence control
- Improved version control
- Controlled installation of programs
- standards

Effects and Impacts

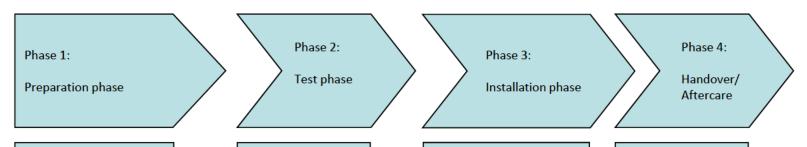


- Two operating systems are allowed for MAC (10.4 and 10.5)
- Software & Hardware will be ordered and installed in a controlled way.
- Changed working routines, when it comes to install software on the Macs.
- Improved support for Macs.

Rollout Procedure/Projectplan



Work Breakdown Structure Overview



Tasks/Purpose:

Collection of Hardware and Software
Determination if new HW is required.
Based on this information we decide which Operating System (10.4 or 10.5) will be installed.

Tasks/Purpose:

2 /1 Macs will be Installed as a test. Superuser Is asked to test and Work with the computer and will Send a report with Results to Project. Initial installation will Start always in the evening. Next day the finalizing and manual installations will be performed according to the checklist filled in at Phase 1.

Installations will be done on a weekly base After each installation week there will be a technician meeting to determine what was not working according to plan.

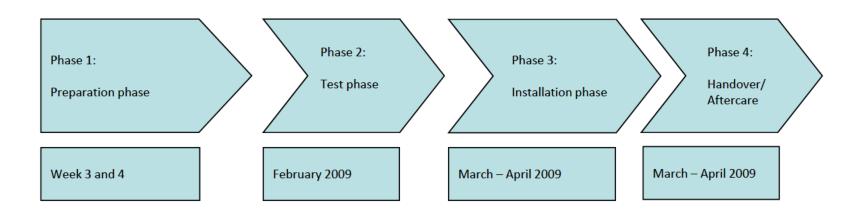
Handover to the user In the afternoon – Same day User gets MAC, Handover from Technician with Checklist to confirm That everything is Installed and working.

After the handover There is time for the User to ask questions.

Timeplan I



Timeplan



Detailed Timeplanning will follow by end of Week 4

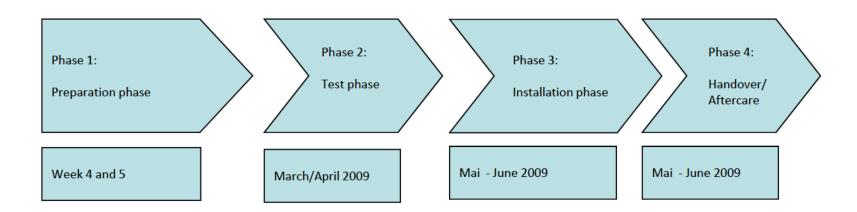
Are there any dates where installations are impossible, because of Critical activities?





Timeplan II

Timeplan



Detailed Timeplanning will follow by end of Week 4

Are there any dates where installations are impossible, because of Critical activities?

Define Tasks for next steps



- Tasks for Phase 1:
 - Fill in the Checklist (Responsible person)
 - Identify if HW is sufficient for Rollout based on HW recommendations from (responsible Person)
 - Order HW (responsible Person)
 - Order all MAC installations from (responsible Person)

Any other tasks?

Next Project meeting

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