

# How to Image and Setup a Computer

## **Imaging the computer:**

1. Power the computer on, press the esc key as it starts up - this will boot the computer into BIOS.
  2. In the BIOS menu, press F12 or select "PXE Network Boot". Choose the IPv4 (non Wi-Fi) network boot option.
  3. After entering the admin password you can select which image to install. The installation process will take roughly 20-30 minutes.
- 

## **Device setup:**

1. Log into the computer using the techadmin account.
2. Rename the computer - following the proper device naming scheme. Restart the computer after renaming it.
  - Building abbreviations: (Do not exceed 15 characters)
    - ADM-
    - CHS-
    - CES-
    - DLMS-
    - ELES-
    - KTL-
    - KMIS-
    - PAR-
    - TMC-
3. If the device is a laptop, it needs to be moved to the "Hardware Auth" OU in Active Directory (AD). Do not move desktop computers to this OU.
4. Run CMD prompt as administrator and run the command "gpupdate /force" - the command will run and then you will press the "Y" key to restart the computer and apply the new Group Policy permissions.

5. In Configuration Manager (SCCM), add the device to the necessary collections.
6. Install the most recent FileWave Client: \\10.100.0.9\SCCM Apps\FileWave Client.
7. Install Kyocera Print Drivers: \\10.100.0.9\SCCM Apps\Kyocera\Kyocera print drivers.
  - Run the "KmInstall" application file and go through the setup - install the print drivers only.
8. In the computer settings, add a new printer "Staff-Print on PAPER CUT".
9. Check for/install any windows updates.

Be sure to properly assign and inventory the computer.

---

Revision #8

Created 6 July 2022 15:11:32 by Travis Lanning

Updated 6 July 2022 16:42:17 by Brittany Hice