WORKING INSTRUCTIONS FOR Software Rollout Process

REMOTE SUPPORT SERVICES APPNOMIC

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Document Objective

The main objective of this document is to provide the Standard Operating procedure for Software Rollout Process

Contributors
Version Control

Date	Version	Name	Role	Section	Amendment
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1. Process Objective

Rollout software packages after obtaining internal approvals

2. Procedures

Open SCCM Console.

Prior to creating collection, verify computer number to be installed.

- Expand Queries folder in SCCM
- Click All Systems by Last Logged on User
- Enter username in prompt window
- Click Search
- (to clear search, click Refresh)

To create collection:

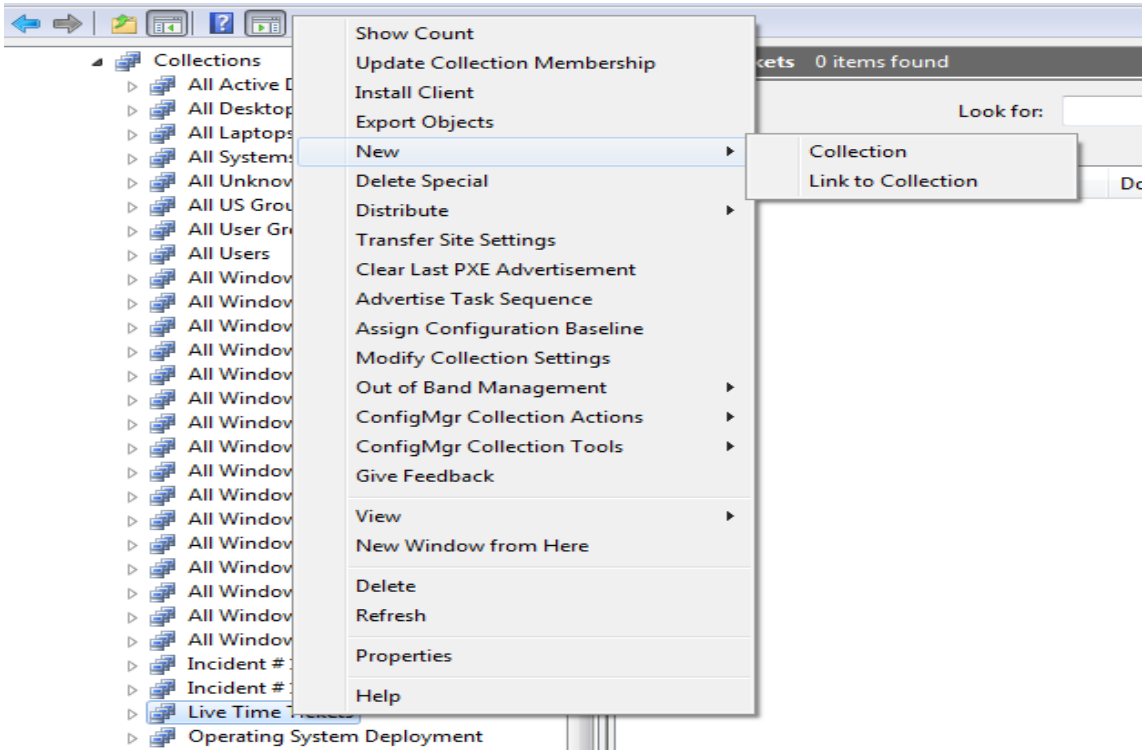
- Right-click Livetime Tickets collection
- Click New – Collection
- Type in required information in the following way: Livetime Ticket # - Date – Product (Ex. 158424 – 07/29/2010 – Microsoft Visio)
- Copy contents of the name that you entered.
- Click Next
- Click computer icon for new Membership in the collection
- Enter the following criteria: Resource Class: System Resource; Attribute Name: Name; Value {Computer Number as queried}
- Click Next
- Click Next (not required to specify a collection)
- Click Finish

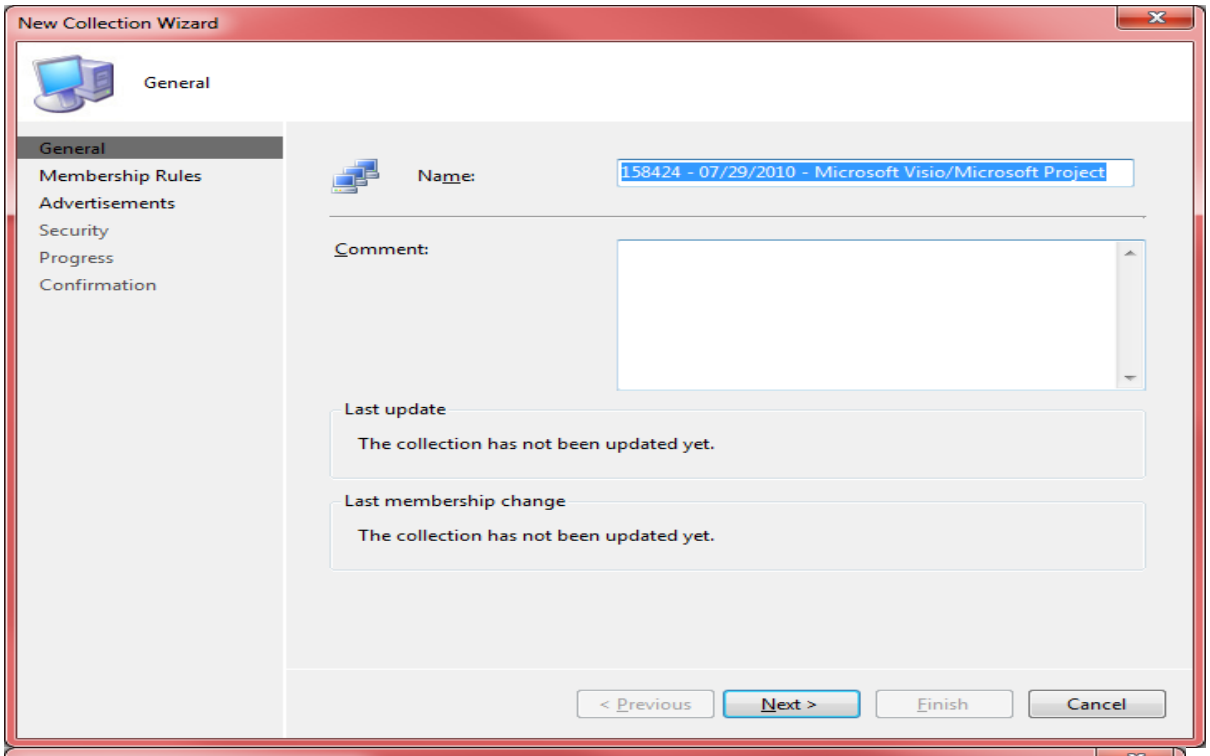
To distribute software to newly created collection:

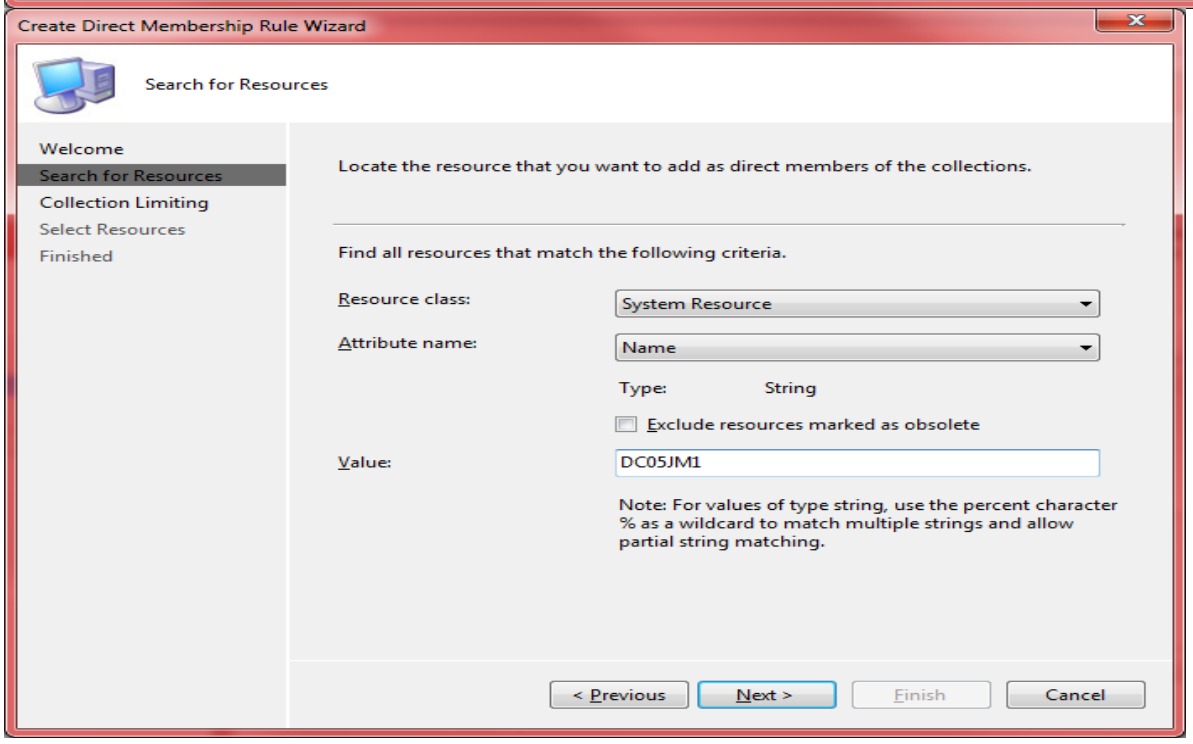
- Expand Livetime tickets collection
- Right click newly created collection
- Right-click collection, Click Distribute – Software
- Click Next
- Select Existing Package
- Click Browse
- Select required installation
- Select next on following windows

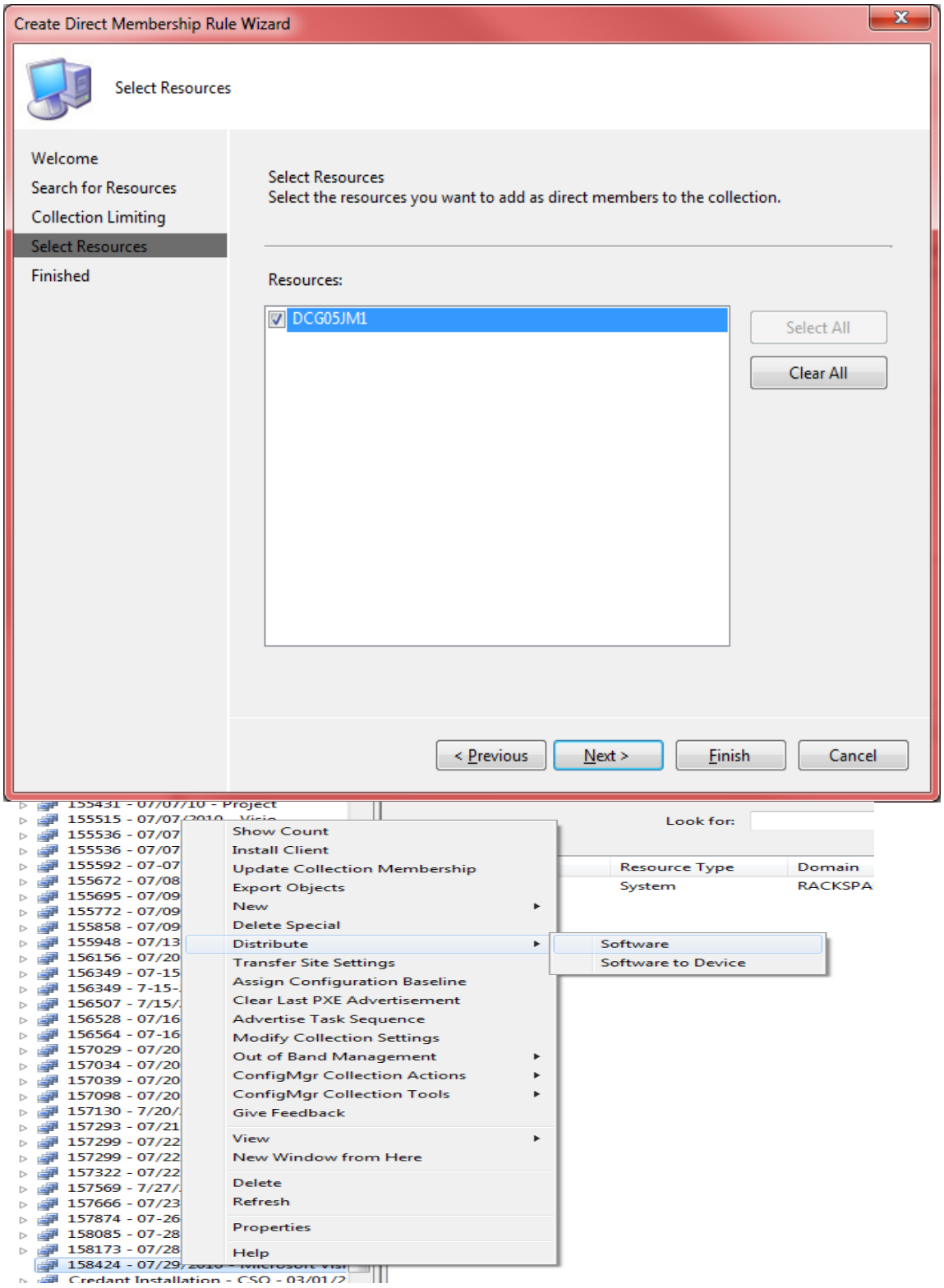
- At Assign program window, select Yes, Assign the Program
- Use current system time for installation
- Click Next
- Click Next
- Click Close

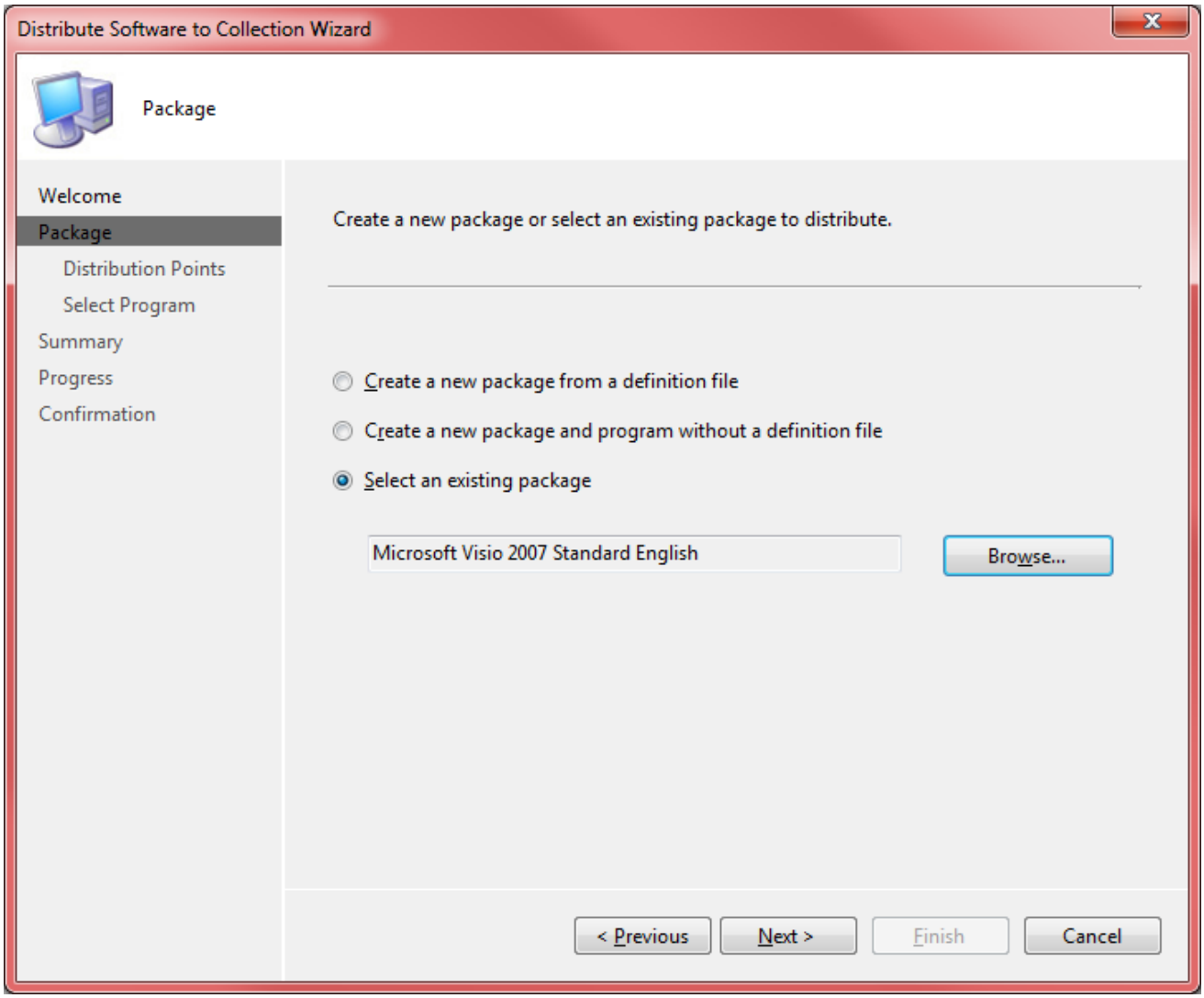
Program has been deployed

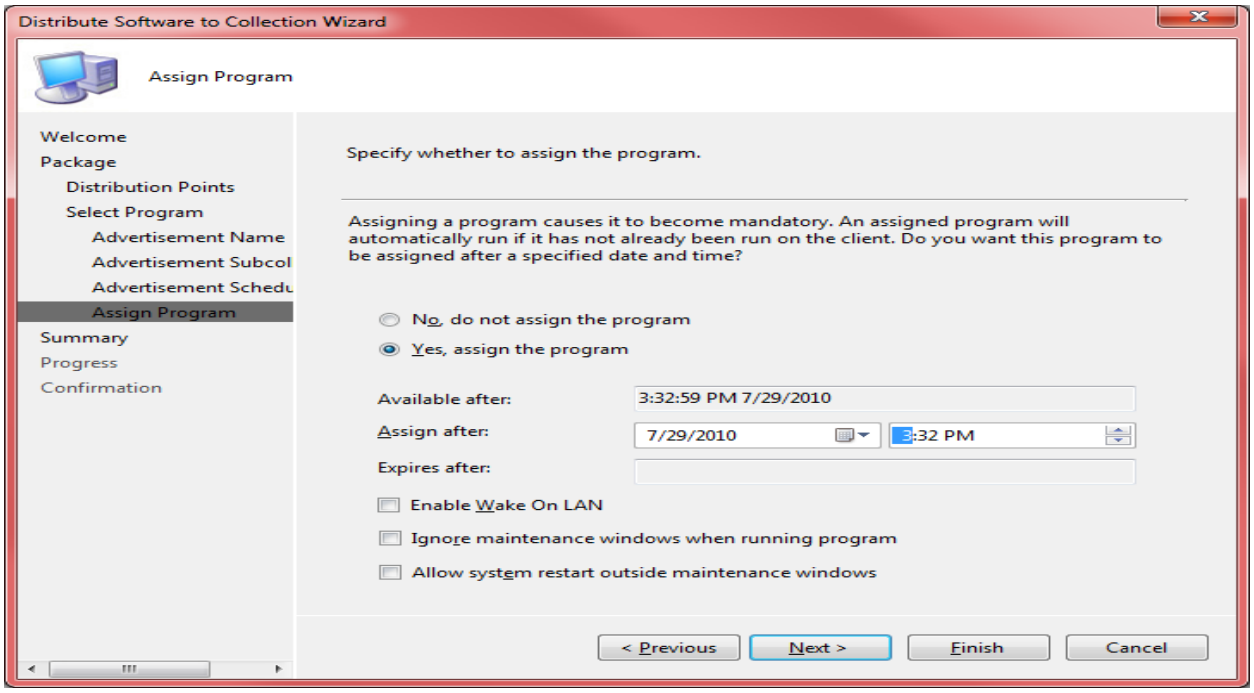



New Collection Wizard
General
General
Membership Rules
Advertisements
Security
Progress
Confirmation
Name:
158424 - 07/29/2010 - Microsoft Visio/Microsoft Project
Comment:
Last update
The collection has not been updated yet.
Last membership change
The collection has not been updated yet.
< Previous
Next >
Finish
Cancel


Create Direct Membership Rule Wizard
Search for Resources
Welcome
Search for Resources
Collection Limiting
Select Resources
Finished
Locate the resource that you want to add as direct members of the collections.
Find all resources that match the following criteria.
Resource class:
System Resource
Attribute name:
Name
Type: String
Exclude resources marked as obsolete
Value:
DC05JM1
Note: For values of type string, use the percent character % as a wildcard to match multiple strings and allow partial string matching.
< Previous
Next >
Finish
Cancel


Create Direct Membership Rule Wizard
Select Resources
Welcome
Search for Resources
Collection Limiting
Select Resources
Finished
Select Resources
Select the resources you want to add as direct members to the collection.
Resources:
DCG05JM1
Select All
Clear All
< Previous
Next >
Finish
Cancel
Look for:
Resource Type
Domain
System
RACKSPA
Show Count
Install Client
Update Collection Membership
Export Objects
New
Delete Special
Distribute
Transfer Site Settings
Assign Configuration Baseline
Clear Last PXE Advertisement
Advertise Task Sequence
Modify Collection Settings
Out of Band Management
ConfigMgr Collection Actions
ConfigMgr Collection Tools
Give Feedback
View
New Window from Here
Delete
Refresh
Properties
Help
Software
Software to Device


Distribute Software to Collection Wizard
Package
Welcome
Package
Distribution Points
Select Program
Summary
Progress
Confirmation
Create a new package or select an existing package to distribute.
Create a new package from a definition file
Create a new package and program without a definition file
Select an existing package
Microsoft Visio 2007 Standard English
Browse...
< Previous
Next >
Finish
Cancel


Distribute Software to Collection Wizard
Assign Program
Welcome
Package
Distribution Points
Select Program
Advertisement Name
Advertisement Subcol
Advertisement Schedu
Assign Program
Summary
Progress
Confirmation
Specify whether to assign the program.
Assigning a program causes it to become mandatory. An assigned program will automatically run if it has not already been run on the client. Do you want this program to be assigned after a specified date and time?
No, do not assign the program
Yes, assign the program
Available after:
3:32:59 PM 7/29/2010
Assign after:
7/29/2010
:32 PM
Expires after:
Enable Wake On LAN
Ignore maintenance windows when running program
Allow system restart outside maintenance windows
< Previous
Next >
Finish
Cancel