

# UDT XP 3.0

## Installation:

- For all NPS software to be installed the computer must be plugged into the network.
- Insert the UDT XP CD
- Restart the PC.
- Blue Dell Logo appears → Black screen appears look in upper right hand corner, when you see F12 BOOT MENU **press F12.**
- Use Down Arrow key to select CD-Rom.
- Press Any Key to Boot from the CD. You have **5 seconds** to press Any Key. After that it will boot as normal.
- Install will begin. The install process will take about 60 minutes.
- DO NOT REMOVE THE CD DURING INSTALL
- Several messages will flash across the screen IGNORE THEM!!! This is an unattended automatic install. When complete the PC will reboot and the new NPS UDT XP login screen will appear.
- When the PC boots up it will be in an Un-Protected State. It will remain Un-Protected. Press ALT and P to install Protection. A message will display this may take several minutes. The PC should restart with Protection on.

## Protection:

### **To Turn Protection OFF:**

- Look at the Right hand side of the login screen to see the current state of the computer.
- Press ALT and P -- Set Protection OFF.
- Enter Authorized login and Password.
- PC will Reboot.
- Current State should read Protection is OFF.
- **Only Site Contacts and DCC staff can turn protection OFF. Staff can login to an Un-Protected PC.**

**To Turn Protection ON:**

- Look at the right hand side of the login screen to see the current state of the computer.
- Press ALT and P – Set Protection ON.
- PC will reboot.
- Current State should read Protection is ON.

**Any one can turn protection ON. Students cannot login to an Un-Protected PC.**

## Information about Protection:

- A site may request more that one person to have the capability to turn Protection on and off.
- Students can download files, screensavers, games etc. but when they logoff the changes are discarded.
- A PC will only stay Un-Protected for 1 day.
- When Students or Staff logoff the PC will automatically reboot after 15 seconds.

**Printers and Drives:**

Printers and Drives are added to a PC by entering them in a file called UDT.INI.

- To access this file go to:
- Start
- Run
- Type UDT.INI
- The file will open in Notepad.
- Below is a sample file:
- The first printer entered is the default printer.
- An Exclamation point in front of the drive means it is hidden.

## For changes to take effect you must

- 1) Save the file
- 2) Logoff and back on.
- 3) The PC must be in an unprotected state

If your default printer is a local printer you must add it first through the Printers and Faxes Menu. Start → Settings → Printers and Faxes. Then select Add a Printer. If the printer is already connected to your PC during the install XP may automatically install it for you. Type the Printer name as it appears in the Printers Folder. This is the name you will enter in the UDT.INI

Sample UDT.INI file:

```
[printers]
NEC SuperScript 860 → Default Printer
\\printer\dcc2
\\printer\dcc5
\\printer\dcc1
```

```
[drives]
!Y:\sm1\sme          ! → Means drive is hidden
!z:\sm2\smecontent
```

## Software:

- When the PC is in Un-Protected mode software can be installed and will remain on the Hard Drive.
- Our new Operating System is: XP Professional Service Pack 2.
- Install software as you normally would.
- Below is the Software that is automatically installed when XP is loaded:

MS Office – Access, Excel, Power Point,  
Publisher, Word, Outlook,  
Internet Explorer 6, 7-Zip, Movie Maker 2,  
FireFox Browser, Open Office.

**MS Works is not installed**

## Outlook:

The first time you open Outlook several things will happen.

- 1) A preparing to install box will appear.
- 2) The information Service has not been configured. Select an existing file to configure or type the name of the new file.
- 3) Click OK
- 4) Create Open Personal Folder box will appear.
- 5) Select ***outlook.pst***
- 6) Click open
- 7) Creating Configuring box will appear.
- 8) The User Name and Password screen will appear.
- 9) Type in your password and click on Save this password.
- 10) Click OK.
- 11) Outlook will open and you should see you E-mail, calendar, contacts. It will look different.