

# Exercise 1

## Moving 5 Servers

### Assessment of Request

1. Acknowledge the request and assign ownership
2. Assess the technical & organisational impact before responding
3. Existing capacity
4. Existing workload
5. Provide a formal response – cost, date, conditions
6. Request detailed requirements for equipment
7. Log as part of forward planning & budgeting
8. Reserve provisional space or resources
9. Receive approval to proceed

### Plan

1. Detailed technical design
2. Environmental (space, power, cooling, loading)
3. Network services (LAN, WAN, SAN, VLAN)
4. Naming and addressing
5. Check existing management systems for adequate capacity
6. Determine if additional build or equipments needed
7. Allocate resources for installation & test
8. Detailed transition plan with dates and test criteria
9. Plan receiving of equipment from original site
10. Submit change request and get approval

### Implement

1. Order equipment / additional devices if needed
2. Prepare or build required environment for the servers
3. Unpack servers and accessories for mounting/fixing in racks
4. Install the servers in racks
5. Perform PAT test if required
6. Configure network devices and power supplies ready for server
7. Configure servers for new environment
8. Connect up to power and network
9. Connect KVM and storage system
10. Label devices and cables appropriately

### Test

1. Switch on servers and perform basic installation tests
2. Check network connectivity and DNS naming
3. Check storage and KVM functionality
4. Install monitoring agents if required
5. Configure network and server monitoring tools and check monitoring works

6. Configure intelligent power strip management system with server details
7. Configure intelligent patch panel system with server details
8. Perform basic application and user service tests
9. Reconfigure servers or equipment as necessary in case of difficulties
10. Sign off functional testing as completed when successful

### **Completion**

1. Update project plan and design documentation with as built implementation if it differs
2. Update cabling and power records
3. Update rack diagrams or space management system
4. Update asset system with new server locations and additional devices
5. Update network diagrams / VLAN diagrams with new servers
6. Update SAN diagram, disk and port allocations
7. Update IP address lists
8. Update billing/charging system
9. Update maintenance contract information
10. Update floor plans with heat / cooling details
11. Update backup system with new server schedule
12. Close the open change request to indicate it has been successful
13. Communicate to users that system is live and supported
14. Review project implementation against plan