Installing the Microsoft Windows Vista Ultimate Image on your Mobile Computing Program Laptop

You must have a valid Microsoft Windows Vista Ultimate License Code/Product Key.

- Starting Fall 2007, students who receive a laptop as part of the Mobile Computing Program will receive a Vista CD and license with their laptop.
- Students who already have a Mobile Computing Program laptop must go to the Campus Computer Store to purchase a Vista CD and license before re-imaging. (The Help Desk does not have Vista licenses.)

Note: Everything on your hard drive will be erased. If you want to save files, back them up before you start.

- Complete the Student Self-Service Laptop Image Reload Agreement form. Give the top copy to the consultant on duty and the consultant will give you a re-image CD.
- Connect your system to the Blue Re-image hub and power on your laptop.
- As soon as Windows begins, press the F12 key. This will allow you to select different bootable drives. Open your CD/DVD drive and insert the re-image CD. Select the CD/DVD as the boot drive.
- You will get a prompt “Press any key to boot from CD or DVD”. You have about 3 seconds to press a key and continue the imaging process. If you miss this step, the system will bypass the CD and try to boot from the hard drive. If this happens, hold down the On/Off button until the system powers down (about 8 seconds) and then start over.
- Wait until the “Windows is loading files” message disappears.
- When the Volume label message comes up, press Enter. You will now be prompted with the message “Press (Y/N) to proceed with formatting”. If you press Y, you will be prompted for the Volume Label. If your system has a Volume label, it would have been displayed a step earlier. Enter the Volume Label, if your hard drive is labeled and press Enter. Otherwise, just press Enter.
- Once the image has downloaded, you will receive a message to that effect. Power your system off by holding down the power on/off button.

Configuration Checklist – Microsoft Windows Vista Ultimate

You will need a Vista license code/product key to successfully configure your laptop. It should take about 30 minutes to go through this checklist.

1. Move your network connection to one of the grey hubs.
2. Boot up the computer. Vista will load for the first time, do some self-configuration, and then reboot. Just wait for it to finish.
3. Enter your personal Vista product key. Product keys are unique.
4. Accept the license agreement and click Next.
5. Enter your username, create a password, and enter a password hint, if you want one.
6. Enter a computer name in the form of <rcsusername>-<computertype>, for example: smithj12-t60.
7. Choose a default background.
8. Set the date, time, and time zone.
9. Click Start.
10. Wait for Windows Auto-Updates to be finish

Installing updates to Vista and Symantec Anti-Virus

1. Click Start, type “update” into the search box. Select Windows Update, then click “Check for updates”. This may take some time.
2. Click Install updates. The installation process may take several minutes.
3. Click Start, then type “Symantec” into the search box. Click Symantec antivirus, and click Continue. Click Live Update, then Start. Wait for Live Update to finish, and click Close. Click Exit.