

LAMUM Startup Checklist:

- ___ Install software (install logo,...)
- ___ Install License key (activation.lic)
- ___ Make LAMUM (IP address) a “Trusted Site” in Internet Explorer
- ___ Log into LAM (use admin/admin)
- ___ Bookmark URL and “LAM” (Favorite)
- ___ Go to Settings Tab and Add New User (you, and any others as needed)
 - Admin: all privileges
 - Manager: view and edit all, but cannot change Global Settings
 - Blank: view only

(Note: this is only for Log-in to LAM (the asset management side of the tool). No log-in is required for casual viewing portal to specific usage reports)

Go to Usage Tab:

- ___ Set Data Collection Interval (cron interval)
- ___ Set Backup Interval and storage location
- ___ Set your Timezone
- ___ Set up Mail Server (**with help from IT?**)
- ___ Set up Active Directory (**with help from IT?**)
- ___ Set up Expiration Alerts

Begin License entry..... (see Tutorials)