Distance Learning McLeod Cutover Plan for Monday Dec 11, 2006

Steps to Convert on Monday, Dec.11.

1. Starting after 5 PM McLeod will replace hardware on one link at a time, test ethernet, and hand over to us - est. 30 min to 60 min each.

2. Marion - Kirkwood staff (Phil) will remove existing POE switch and install a preconfigured POE PREM switch. Plug in Ethernet from McLeod into first port on the POE PREM, RAD TDMoIP into second port, Ports 3 and 4 will feed existing switches.

3. Test Voice (place calls, monitor RAD stats), Data (have staff log into thier machines and verify resources), and Wireless services.

4. 5th Ave - Kirkwood staff (Mark) will install new config onto existing POE PREM. Plug in Ethernet from McLeod into first port, RAD TDMoIP in second port, ports 3 and 4 will feed existing switches.

5. Test Voice (place calls, monitor RAD stats), Data (have staff log into thier machines and verify resources), and Wireless services.

Feel free to comment or question if you have concerns.

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