

## Step #2 Deployment Planning: Adding New Schools Deployment - Distributor

Step #2 is the Deployment Planning. This is the part of the process where plans are made for a smooth and efficient installation. Use the checklist below to be get ready for your installation appointment.



### Distributor Computer

- Distributor meets the correct identiMetrics specs for the new total number of students or staff.<sup>2</sup>
- Import file ready and includes student or staff data for the new school(s).<sup>1</sup>
- Scheduled import ready has the new school(s) added.<sup>1</sup>



### Biometric Engines Computers

- Biometric Engine meets the correct identiMetrics specs for the new total number of students.<sup>2</sup>
- Biometric Engine computer(s) have a fixed address, ensuring reliable connections with clients and the Distributor using either the domain name (e.g., DESKTOP-FS1) or static IP address (e.g., 192.168.1.100).
- Biometric Engine computer(s) are turned on and connected to internet and ready for install
- Logged onto computer(s) with proper install credentials for running installers.



### Scan Point, Enrollment App, Admin App Computers

- Finger scan location computer(s) meet the correct identiMetrics specs.<sup>2</sup>
- Finger scanner(s) are onsite, unboxed and ready for installation.
- Receiving application installed or available and ready.
- Client computer(s) are turned on and connected to internet and ready for install.
- Logged onto computer(s) with proper install credentials for running installers.

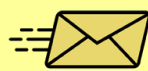
1. The most recent import specs can be found at [www.goidm.com/addingnewschools](http://www.goidm.com/addingnewschools)

2. The most recent identiMetrics Hardware, Network, and System requirements can be found here at [www.goidm.com/addingnewschools](http://www.goidm.com/addingnewschools)

**Need assistance? It's easy to get in touch with one of our Biometric Experts!**



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