

# Sony Vaio Handheld Setup Checklist

## (detailed version)

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\_\_\_ **1.** Remove all of the needed components from the Sony box, and then place the manuals, straps and any other accessories back in the box and place on shelf in storage closet.

\_\_\_ **2.** For speed and ease of setup, use the included port replicator to plug in an external monitor, keyboard, and mouse.

\_\_\_ **3.** During the initial windows configuration you will be asked to supply a computer name and some user names. Make sure you are following standard naming conventions, such as field user1, field user2 and so on for users. For the computer name use field device1, field device2 and so on for the standard.

\_\_\_ **4.** When prompted to calibrate the touch screen, use the stylus and make sure it is accurate.

\_\_\_ **5.** Once the computer has finished logging in, Start by removing any unnecessary programs, and anything that the program may have left behind (example some programs will leave a folder with a few files so you can easily find them again).

\_\_\_ **6.** Clean up the start menu and organize all unneeded menu items into a Subfolder. The menu should consist of vaio recovery, windows update, accessories, the more programs sub folder, ATA Services tool, Microsoft streets and trips, vzaccess manager, and windows defender all other programs or folders should be moved into the more programs sub folder.

\_\_\_ **7.** Remove all ads and offers from the handheld (example: movielink, itunes etc...) This includes links to the program on the desktop, menu, and the subfolders belonging to the files.

\_\_\_ **7.** Install Microsoft streets and trips, ATA services, VZAccess Manager, Windows Defender, Microsoft SQL Database, and Symantec antivirus(make sure license is installed).

\_\_\_ **8.** Setup VZAccess Manager with mobile device (plug in the device when prompted not before)

\_\_\_ **9.** Intel proset wireless setup, VZAccess Manager, and ATA Services need to be pinned to the start menu in that order, top to bottom.

\_\_\_ **10.** Connect the device to ATA Services wireless Access Point.

\_\_\_ **11.** Once connected to the internet go to the windows update site and install all of the critical security updates (This may require several restarts, as some of the updates require a full restart to install.).

\_\_\_ **12.** Open up Symantec antivirus suite and run the live update.

\_\_\_ **13.** Go to the start menu click on Run, type Msconfig into the box and hit enter. This will launch the Msconfig utility which allows you to disable programs and services from starting when the computer logs in. In order to keep the device running at top performance it is important to disable any and all unnecessary programs from starting. This includes all of the following under the services tab (check the box to hide Microsoft services).

- \_\_\_ Sonic Stage SCSI Service
- \_\_\_ Vaio Entertainment TV device Arbitration service.
- \_\_\_ Vaio media integrated server
- \_\_\_ Vaio media integrated server(http)
- \_\_\_ Vaio media integrated server(UPnP)
- \_\_\_ Vaio media gateway server
- \_\_\_ Vaio Entertainment UPnP client Adapter
- \_\_\_ Vaio entertainment database service
- \_\_\_ Vaio Entertainment file import service
- \_\_\_ SmartWIService
- \_\_\_ Image converter Video Recording monitor for vaio entertainment

Now go to the startup tab and disable the following programs from launching at startup.

- \_\_\_ ALCMTR
- \_\_\_ AzMixerSel
- \_\_\_ jusched
- \_\_\_ surveysa
- \_\_\_ ccApp

Not everything can be done from msconfig, go to the control panel, click on administrative tools. Once you are in the administrative tools folder click on the services program, and set the following services to automatic, disabled, or manual.

- \_\_\_ Error Reporting Service – Disable
  - \_\_\_ Distributed transaction coordinator – Manual
  - \_\_\_ Distributed link tracker - Manual
  - \_\_\_ Fast user switching – Disable
  - \_\_\_ IMAPI CD-Burning com service – Manual
  - \_\_\_ indexing service – Manual
  - \_\_\_ Logical Disk Manager – Disable
  - \_\_\_ Net meeting Remote Sharing utility - Manual
  - \_\_\_ Portable Media serial number Service - Manual
  - \_\_\_ Quos RSVP – Disable
  - \_\_\_ Remote desktop Help Session Manager – Manual
  - \_\_\_ Remote Registry - Disable
  - \_\_\_ Uninterruptible Power Supply – Disable
  - \_\_\_ Install Driver Table manager - Manual
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- \_\_\_ **16.** Set the handheld to enter hibernate when power lever is pushed up.
  - \_\_\_ **15.** Run through steps 1-16 and verify everything is correct and done.
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- \_\_\_ **16.** Charge the battery so it is ready for field use.
  - \_\_\_ **17.** Install the openoffice suite of tools.
  - \_\_\_ **18.** Set the screen brightness to max level.
  - \_\_\_ **19.** Add a hostname to the vanguard mobile application and synchronize.
  - \_\_\_ **20.** Organize the menus and desktop so they are all uniform.
  - \_\_\_ **21.** Setup an ATA Services gmail account for the user.
  - \_\_\_ **22.** Check that there is a stylus attached to the handheld.