SYMANTEC GHOST 7.5

Using Ghost to gather an image from an XP workstation and to distribute the images to other workstations on the network using Ghost boot disk

Steps:

1. Create a model computer with Operating System installed, Service Packs, critical updates installed, all software installed, desktop settings configured, printers added.

2. Install Ghost Server Console on Server

3. Install Ghost Client on model workstation.

4. Create a DOS Boot Disk for uploading image

5. Upload image

6. Roll out the image file to client computers

The steps listed in these notes refer to the complete setup from start. Most schools already have the Server Console installed and the Client Consoles are installed on existing machines.

If you are setting up a new machine from scratch you will need to follow the steps of installing the Client Console on the model computer.

Likewise there is already a boot disk setup for existing machines. If you have a new model machine, you will also will need to run the boot disk setup wizard.

Most schools will be upgrading their image from an existing image and rolling it out to the other workstations. If this is the case you will need to follow Steps 1, 5, and 6.

Contact me if you need clarification.
1. Create a model computer with Operating System installed, Service Packs, critical updates installed, all software installed, desktop settings configured, printers added.

- Load the Operating System from the Microsoft CD pack  
  (refer to Fact Sheet XP10 on loading a clean image of Windows XP)

- Check for and load Service Packs from the Microsoft CD pack

- Check for and load any Windows Updates from the Microsoft website.

- Check Device Manager to ensure all devices are correctly loaded.  
  (Right mouse click on My Computer, Manage, Device Manager – there should be no red crosses, question marks with Unknown Devices, or exclamation marks – if there is you need to update Drivers from either the CD supplied with your computer or the website)

- Load printers

- Load all software

- Tidy Desktop to suit your requirements, including the My Document folder settings, shortcut icons, Program files, System tray shortcuts.

- Empty Recycle Bin

- Add workstation to the Domain

  (Refer Fact Sheet – XP-4 – Under ICT / Fact Sheets Windows XP on AESEO website)

- Copy Profile to Default User Profile  
  (Refer Fact Sheet – XP-3 Under ICT / Fact Sheets Windows XP on AESEO website)

- Run Disk CleanUp – Start, Programs, Accessories, System Tools, Disk Cleanup.
2. Install Ghost Server Console on Server

- Load the CD into the Server
- Allow autorun to open the CD
- Select Install Symantec Ghost Corporate Edition
- Allow the Wizard to set up accepting the Licensing Agreement
- Select Console (including Standard Tools) – click Next

- Enter your email address and Serial Number – click Next
- Accept the destination folder settings – click Next
- Accept the Console Service Account Name and password – click Next

- Install.
- You will need to register the program by following the instructions at the startup of the program.
- Click Finish.
3. Install the Ghost Client on the model workstation.

- Load the CD into the Server
- Allow autorun to open the CD
- Select Install Symantec Ghost Corporate Edition
- Allow the Wizard to set up accepting the Licensing Agreement
- Select Console Client

- Leave the Connect to Server box blank

- Accept the default folder settings
- Install

- Make note of the Client Setup Information, including the network card and the IP address (if static)

- Restart machine
4. Create a DOS Boot Disk for uploading image

- Click on Start, Programs, Symantec Ghost, Ghost Boot Wizard
- Select Network Boot Disk

- The network interface card window appears and a range of network card drivers is available for selection.
- Scroll down to select the network card to suit the model computer, click Next – (if the network card does not appear, then new drivers can be added – see Appendix A on how to add additional network card drivers).
- Use by default the PC-DOS version – click Next

- Click Next to accept the Default Client Type
- All schools are running DHCP on their File Server so click Next (DHCP is selected by default)
- Click Next to accept the Destination Drive
- Click Next at the Review Screen
• The Format A:\ window appears. Make sure the disk that you want to use is in the A:\ drive and that Quick format is selected and click Start.

• Click OK at the Warning Screen advising you that the disk will have all data erased.

• Click the OK when the Format Complete message appears and then click Close

• The file copy process begins

• When the copying is complete the Finish screen appears. Click Finish
APPENDIX A: Adding Additional Network Card Drivers.

To create Ghost Network Boot disks the DOS drivers for that network card need to be available. Check the computer’s driver disk or CD for the NIC drivers and search for a DOS folder or a NDIS folder within that disk. Copy that folder into your Drivers folder on the Server. If you cannot locate DOS drivers for your network card you will need to search the web for those drivers.

If you go to the manufacturer’s website eg Intel you can search under downloads and drivers and when prompted for the Operating System, select DOS Operating System. Download the DOS drivers and if required extract them into a Driver’s folder on the server.

• At the Network Interface Card windows, click on ADD

![Template Type](image)

• The template type window appears. Select NDIS2 Driver and click OK

• The Properties windows appears and this is where the correct NDIS drivers are installed.
• Click on **Setup** and navigate to the Drivers folder that contains the NDIS driver files for DOS

• If the correct location is chosen then a driver name will appear and the parameter for the driver will be listed. Click OK

• The Network Interface Card window will reappear and you will be prompted to name the new file. Type in a suitable recognizable name eg MimiliGX260 driver – Click Next.

• Continue the Boot Disk creation from selecting the PCDOS version screen in the notes above.
5. Upload image

Once your model computer is created, run a GhostCast session to create an image file to use to clone the client computers.

At the Server:

- On the Server click on Start, Programs, Symantec Ghost, Ghostcast Server
- In the GhostCast Server dialog box, in the **Session Name** field type a session name **eg upload** – the session name can be any name, and are not case sensitive
- Click **Dump from Client (Ver 7.5)** – For Ghost Ver 8 select **Create Image**
- Click on the Browse button to select the location you wish to store the image, usually in a utilities folder, images sub-folder.
- If you are creating a new image then create a new folder and name that folder by the workstation name eg DellGX240
- Within that folder type in a new name for the ghost file eg gx240 – the names are really for you to know, choose a logical name for your ghost file, click **Save**
- **NB** There are probably images already setup in your Image folder, if so you will need to open the particular ghost image folder and select the correct file by clicking on it and selecting **Save**
You will be prompted to replace the file. You do wish to replace it as you do not want numerous older image files on your machine. See below. Click Yes to replace the file.

- Ensure **Disk** is selected in the radio buttons to create an image of the disk (it should be by default).
- Click **Accept Clients** to accept the client model computer into the session.
- The Accept Clients button becomes active when all fields are completed.

**At the model computer**

- Insert the boot disk that you previously created into the model computer and restart the computer
- Allow the boot up sequence to occur, click OK at the Ghost Screen
- On the Ghost main menu, click GhostCasting, Multicast
- In the GhostCast session name to Join, type in the same Session name you created at the Server eg upload
- Click OK
- The disk should be selected to clone, Click OK
- Accept the default option to compress the image file and click OK
- Click Yes to continue when the warning message appears.
- The Ghostcast session will commence. This will upload the model computer image to the image file on the server.
- Remove the bootdisk
- Restart the computer when prompted at the completion of the session.
6. Roll out the image file to client computers

From the Server

- Click on Start / Programs / Symantec Ghost
- Ghost Cast Server
- Enter a **session name** for the Session: can be anything eg **load**
- At the Image File box Click the **Browse** button to select the **Correct Image**
- Click the button **Accept Clients**
- A reminder screen will pop up with the message regarding clicking on the **Send button**.
From the Workstation(s)

- Insert the Ghost Book Disk in each workstation to be imaged
- Reboot / Turn on the computer, the PC Dos screen will appear and load Ghost
- Click OK at the Ghost Screen
- Select Ghost Cast / Multicast
- Enter the **session name** that you typed in at the Server eg load
- Automatic IP will be selected by default, Click OK
- Continue to click OK (twice?)
- Click YES "Proceed with ……"

At the Server

- Ghost Cast Server should by now have registered all the workstations as being connected and waiting for the image to be downloaded
- Click on the Send button
- The re-image process will begin.
- Remove the Boot Disks from all workstations
- At completion Click on the **Restart Computer** button.
TWEAKING OF THE WORKSTATIONS AFTER THE IMAGE HAS LOADED.

Because you are cloning a machine, all the machines will be the same including the workstation name. Every workstation on a network needs to be a unique name for networking to properly occur.

You will get an error message at startup after the cloning that indicates there is already a computer on the network with the same name.

This is normal and you need to click OK to proceed and log onto the workstation.

- Log onto the workstation under the Administrator username and the password.
- Right mouse click on My Computer and select Properties.
- Select the Computer Name tab

- Click on the Change button
• Click on the Workgroup button to take the machine off the network and type in a name for the workgroup – I usually type in the name of the Domain.

• You will be prompted to enter a username and password for an account that has permission to remove the computer from the domain. Enter the network administrator username and password and click OK.

• The computer will eventually give you the Welcome to the Workgroup message. Click OK.

• Change the name of your workstation to a unique name.
• Click OK and reboot your machine.

• When the workstation reboots you will not have the option of logging onto the network.

• Enter the username administrator and then enter the workstation administrator password (this usually is left blank so click the OK button or the password is password) – Remember this is not the password for the network administrator, but the password for the workstation administrator.

• Again Right mouse click on My Computer

• Select Properties, Computer Name

• Click the Change button

• Redd the workstation to the domain by selecting the Domain button and typing in your school’s domain eg Mimili is MIM1527

• If you have entered the correct domain you will be prompted to add a username and password for adding a machine to the domain. Enter the network administrator username and password.

• Click OK once it gives you the Welcome screen and then you will be required to reboot the machine.

• One reboot at the log on screen ensure you log onto the Domain by selecting the down arrow in the Log In box and select the Domain name not the workstation name.