



INTUITY™ Messaging Solutions

Release 5

Installation Checklist

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Notice

Every effort was made to ensure that the information in this book was complete and accurate at the time of printing. However, information is subject to change.

Avaya Web Page

The world wide web home page for Avaya is:
<http://www.avaya.com>

Preventing Toll Fraud

Toll Fraud is the unauthorized use of your telecommunications system by an unauthorized party (for example, a person who is not a corporate employee, agent, subcontractor, or working on your company's behalf). Be aware that there is a risk of toll fraud associated with your system and that, if toll fraud occurs, it can result in substantial additional charges for your telecommunications services.

Avaya Fraud Intervention

If you *suspect that you are being victimized* by toll fraud and you need technical assistance or support, call the Technical Service Center's Toll Fraud Intervention Hotline at 1.800.643.2353.

Providing Telecommunications Security

Telecommunications security of voice, data, and/or video communications is the prevention of any type of intrusion to, that is, either unauthorized or malicious access to or use of, your company's telecommunications equipment by some party.

Your company's "telecommunications equipment" includes both this Avaya product and any other voice/data/video equipment that could be accessed via this Avaya product (that is, "networked equipment").

An "outside party" is anyone who is not a corporate employee, agent, subcontractor, or working on your company's behalf. Whereas, a "malicious party" is Anyone, including someone who may be otherwise authorized, who accesses your telecommunications equipment with either malicious or mischievous intent.

Such intrusions may be either to/through synchronous (time-multiplexed and/or circuit-based) or asynchronous (character-, message-, or packet-based) equipment or interfaces for reasons of:

- Utilization (of capabilities special to the accessed equipment)
- Theft (such as, of intellectual property, financial assets, or toll-facility access)
- Eavesdropping (privacy invasions to humans)
- Mischief (troubling, but apparently innocuous, tampering)
- Harm (such as harmful tampering, data loss or alteration, regardless of motive or intent)

Be aware that there may be a risk of unauthorized intrusions associated with your system and/or its networked equipment. Also realize that, if such an intrusion should occur, it could result in a variety of losses to your company, including but not limited to, human/data privacy, intellectual property, material assets, financial resources, labor costs, and/or legal costs).

Your Responsibility for Your Company's Telecommunications Security

The final responsibility for securing both this system and its networked equipment rests with you – an Avaya customer's system administrator, your telecommunications peers, and your managers. Base the fulfillment of your responsibility on acquired knowledge and resources from a variety of sources including but not limited to:

- Installation documents
- System administration documents
- Security documents
- Hardware-/software-based security tools
- Shared information between you and your peers
- Telecommunications security experts

To prevent intrusions to your telecommunications equipment, you and your peers should carefully program and configure your:

- Avaya provided telecommunications systems and their interfaces
- Avaya provided software applications, as well as their underlying hardware/software platforms and interfaces
- Any other equipment networked to your Avaya products

Federal Communications Commission Statement

Part 15: Class A Statement. This equipment has been tested and found to comply with the limits for a Class A digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interfer-

ence when the equipment is operated in a commercial environment. This equipment generates, uses, and can radiate radio-frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference, in which case the user will be required to correct the interference at his own expense.

Trademarks

See the preface of this document.

Ordering Information

Call: Avaya Publications Center
Voice 800.457.1235 International Voice +1 410.568.3680
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Write: GlobalWare Solutions
200 Ward Hill Avenue
Haverhill, MA 01835 USA
Attention: Avaya Account Management
Email: totalware@gwsmail.com

For additional documents, refer to the section in "About This Book" entitled "Related Resources."

You can be placed on a standing order list for this and other documents you may need. For more information on standing orders, or to be put on a list to receive future issues of this document, contact the Avaya Publications Center.

Obtaining Products

To learn more about Avaya products and to order products, contact Avaya Direct, the direct-market organization of Avaya Business Communications Systems. Access their web site at www.lucentdirect.com. Or call the following numbers: customers 1 800 451 2100, account executives 1 888 778 1880 (voice) or 1 888 778 1881 (fax).

European Union Declaration of Conformity

The "CE" mark affixed to the equipment means that it conforms to the referenced European Union (EU) Directives listed below:

EMC Directive 89/336/EEC

Low-Voltage Directive 73/23/EEC

For more information on standards compliance, contact your local distributor.

Comments

To comment on this document, return the comment card at the front of the document.

Installation Checklist Including Integration with Most Avaya Switches

Overview

Table 0-1 provides a checklist for the system installation including integration with MERLIN LEGEND, System 25, System 75, System 85, and DEFINITY R6csi and DEFINITY Mode Code Switches. As you complete a procedure, make a check mark in the “✓” column.

Note: This checklist does *not* include a checklist for LAN integration with DEFINITY ECS. See Appendix B, “Installation Checklist Including LAN Integration with DEFINITY ECS” for information about integrating the INTUITY AUDIX system with DEFINITY ECS.

Table 0-1. System Installation Checklist Including Integration with MERLIN Legend, System 25, System 75, System 85, DEFINITY R6csi and Mode Code Switches

Task	Description	Comments	✓
1.	Review environmental requirements.	All systems.	
2.	Review installation area requirements.	All systems.	
3.	Review weight and space requirements.	All systems.	
4.	Check power requirements.	All systems.	
5.	Check system grounding requirements.	All systems.	
6.	Gather the required tools.	All systems.	
7.	Verify that the switch is administered.	See the switch administrator.	
8.	Review demarcation points.	All systems, application dependent.	
9.	Review security issues.	All systems.	
10.	Unpack the system.	Open boxes as instructed to reuse packing materials.	
11.	Install toroids and ferrites as required.	Procedure varies by system.	
12.	Assemble the system and identify key components.	Procedure varies by system.	
13.	Cable circuit cards.	These connections <i>must</i> be made prior to powering up.	
14.	Connect peripheral devices.		

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Table 0-1. System Installation Checklist Including Integration with MERLIN Legend, System 25, System 75, System 85, DEFINITY R6csi and Mode Code Switches

Task	Description	Comments	✓
15.	Restore power to the system.	Procedure varies by system.	
16.	Verify that the system setup screen is correct.		
17.	Continue with the next task if the system setup screen is correct.	If the system is not working, verify the hardware connections. Use the troubleshooting procedures in the Intuity Messaging Solutions Release 5 documentation CD-ROM, as necessary.	
18.	Administer passwords.	All systems.	
19.	View installed hardware.	All systems.	
20.	View installed software.	All systems.	
21.	Verify feature options.	All systems.	
22.	Verify system status.	All systems.	
23.	Assign the date and time to the system.	All systems.	
24.	Administer the system for integration with the switch.	Procedure varies by switch.	
25.	Administer channels.	All systems.	
26.	Perform acceptance testing for channels.	All systems.	
27.	Match the time on the system and the switch.		

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Table 0-1. System Installation Checklist Including Integration with MERLIN Legend, System 25, System 75, System 85, DEFINITY R6csi and Mode Code Switches

Task	Description	Comments	✓
28.	Change the system-parameter features if the project manager has provided you with a worksheet with specific system-parameter features to change. If the customer purchased the system defaults, do not change system-parameter features and continue with the next step.		
29.	Add test subscribers.		
30.	Test voice messaging and the optional multilingual feature.		
31.	Administer TCP/IP LAN connectivity.		
32.	Test the TCP/IP LAN connection.		
33.	Administer Message Manager.		
34.	Administer and test FAX Messaging.		
35.	Administer email.		
36.	Administer and test peripheral devices.		
37.	Administer and test AMIS analog networking.		
38.	Administer and test digital networking.		
39.	Administer and test Lodging.		
40.	Administer and test Lodging FAX Messaging.		
41.	Integrate a PMS with Lodging.		

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Table 0-1. System Installation Checklist Including Integration with MERLIN Legend, System 25, System 75, System 85, DEFINITY R6csi and Mode Code Switches

Task	Description	Comments	✓
42.	Select a cut to service procedure for Lodging.		
43.	Perform an attended backup.	All systems.	
44.	Prepare for an unattended backup.	All systems.	

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Installation Checklist Including LAN Integration with DEFINITY ECS

Overview

Table provides a checklist for the system installation including LAN integration with DEFINITY ECS. As you complete a procedure, make a check mark in the “✓” column.

Note: This checklist does *not* include a checklist for Merlin Legend, System 25, System 75, System 85, and DEFINITY R6csi and Mode Code Switches. See Appendix A, “Installation Checklist Including Integration with Most Avaya Switches,” if you are not performing a LAN integration.

Table 0-2. System Installation Checklist Including LAN Integration with DEFINITY ECS

Task	Description	Comments	✓
1.	Review environmental requirements.	All systems.	
2.	Review installation area requirements.	All systems.	
3.	Review weight and space requirements.	All systems.	
4.	Check power requirements.	All systems.	
5.	Check system grounding requirements.	All systems.	
6.	Gather the required tools.	All systems.	
7.	Verify that the switch is administered.	See the switch administrator.	
8.	<p>Check if you need to notify the LAN administrator to arrange for administration of the LAN for the system.</p> <p>Note: Lucent Technologies is not responsible for the installation, administration, or test of communications between customer PCs and the LAN.</p>	<p>See the LAN administrator.</p> <p>Note: Some LANs may be administered prior to your arrival on site. Other LANs require that the administration for a new machine be done at the time of installation because an open connection may cause the LAN to fail.</p>	
9.	Review demarcation points.	All systems, application dependent.	
10.	Review security issues.	All systems	
11.	Unpack the system.	Open boxes as instructed to reuse packing materials.	

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Table 0-2. System Installation Checklist Including LAN Integration with DEFINITY ECS

Task	Description	Comments	✓
12.	Install toroids and ferrites as required.	Procedure varies by system.	
13.	Assemble the system and identify key components.	Procedure varies by system.	
14.	Cable circuit cards.	These connections <i>must</i> be made prior to powering up.	
15.	Connect peripheral devices.		
16.	Restore power to the system.	Procedure varies by system.	
17.	Verify the system setup screen is correct.		
18.	Continue with the next task if the system setup screen is correct.	If the system is not working, verify the hardware connections. Use the troubleshooting procedures in the Intuity Messaging Solutions Release 5 documentation CD-ROM, as necessary.	
19.	Administer passwords.	All systems.	
20.	View installed hardware.	All systems.	
21.	View installed software.	All systems.	
22.	Verify feature options.	All systems.	
23.	Verify system status.	All systems.	


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Table 0-2. System Installation Checklist Including LAN Integration with DEFINITY ECS

Task	Description	Comments	✓
24.	Assign the date and time to the system.	All systems.	
25.	Change the system-parameter features if the project manager has provided you with a worksheet with specific system-parameter features to change. If the customer purchased the system defaults, do not change system-parameter features and continue with the next step.		
26.	Administer TCP/IP LAN connectivity.		
27.	Test the TCP/IP LAN connection.		
28.	Administer the switch link.		
29.	Provide a DNS server address if you used host names.		
30.	Administer the DCS network time zone.	Do this only if the Lucent Intuity system will be working on a DCS network.	
31.	Change the switch extension length.		
32.	Administer channels.	All systems.	
33.	Perform acceptance testing for channels.	All systems.	
34.	Match the time on the system and the switch.		
35.	Stop the voice system.		
36.	Start the voice system.		

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Table 0-2. System Installation Checklist Including LAN Integration with DEFINITY ECS

Task	Description	Comments	
37.	Verify the LAN link.		
38.	Add test users.		
39.	Test voice messaging and the optional multilingual feature.		
40.	Administer Message Manager.		
41.	Administer and test FAX Messaging.		
42.	Administer email.		
43.	Administer and test peripheral devices.		
44.	Administer and test AMIS analog networking.		
45.	Administer and test digital networking.		
46.	Administer and test Lodging.		
47.	Administer and test Lodging FAX Messaging.		
48.	Integrate a PMS with Lodging.		
49.	Select a cut to service procedure for Lodging.		
50.	Perform an attended backup.	All systems	
51.	Prepare for an unattended backup.	All systems	

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