Physical server in use

Audit physical server

- Physically check it.
- Log on to the insight/hardware agents and check system health and configuration:
- How many processors
- How much RAM memory
- Total disk space

Audit operating system

- Audit the operating system:
- Operating system type
- Operating system drive size
- Data drives and sizes
- Check for size and number of small files
- Specific applications/configurations
-

Prepare virtual session

Configuration file set to the correct location:
cfg/martinserver/martinserver.cfg

Disk file(s) set to the correct location:
/vmfs/disk/martinserver/disk1.dsk

- Ensure the virtual session has enough disk space
- Set operating system to the correct client operating system – Windows 2000/LINUX
- Set memory and cpu values to the correct ones
- Ensure you have selected the right physical network card for the virtual session
- Ensure the virtual floppy drive and cdrom drive are empty

Obtain/clarify downtime

- Ensure application team / user community are informed
- Disable any TNG/MOM/HP OpenView monitoring
- Notify IT Support teams – DBA/IIS/Wintel are made aware the server is being virtualized and may be down
- Raise a service request / change as appropriate to cover the work for audit

Prepare system for virtualization

- Clear down temporary files
- Clear down profiles
- Clear down c:\temp or c:\windows\temp
- Check if any drive is running low and needs more space
- Check if the server should have more RAM

For example windows 2000 should have more than 128mb ram.

P2V (migrate) the server

- Shut the server down
- Insert the P2V migration disk
- Boot the server
- Follow your internal or the vmware migration documentation for that platform
- After the migration is complete, shut down the physical server that's being migrated

Bring new virtual server online and configure – hand over for testing

- Bring server online in vmware.
- Install vmware tools
- Run any post activities:
- Patch verification tools
- Mount data drives
- Check error messages
- Check and reset domain connectivity etc
- Ensure there are no red entries in the application/system event logs
- Hand over to application team

Virtual server in use

Update the following:

SERVER REGISTRY
ASSET DATABASE
DATACENTER PLANNING TOOLS
ANY REFERENCES TO THIS SERVER