

# **z\_Completed PhysIT tasks**

Items parked here for future reference. Especially useful if any of these topics require revisiting later.

## **Assisting with Nick's area**

Relieving pain points and facilitating adoption of best practices and efficiencies.

## **Consider: Migrate select staff to CIT's Desktop Everywhere**

As of 5/18/16, not worth the effort and risks.

## **Decide on disposition of Physics Mac laptop from Barry**

The best we can tell, it was purchased approximately March 5, 2009, making it 4.5 years old. PhysIT using an (old!) spare.

## **Documentation of Physics file storage server**

Running since before spring 2015.

## **Effective use of Box.com**

Discuss value and practical utility. Applicable to Physics, beyond John Miner? Answer: No, not with file share now in place.

## **Effective use of Physics file storage server**

As of 5/18/16, completed about one year ago, for all practical purposes.

- [Physics Admin Office Files Storage graphic](#)

## **Ensure adequate access to ChemIT's web resources**

Re-branded some of our ChemIT site to welcome/ acknowledge Physics/ PhysIT's support.

## **Ensure proper authority for EGAs and email lists.**

As of 5/18/16, this had been completed years ago.

## **Inventories for hardware, networks, software**

Completed, mostly within 1st year. Data point: May 2015: Uncovered yet one more computer: Jenny's laptop. Can't manage what one doesn't know one has. Ensure appropriate metadata is captured for each list.

- [Hardware clean-out](#) — Identifying equipment no longer of value to staff in the areas supported by PhysIT, in Physics Admin and Instruction. Determine best way to give it away or dispose of it.

## **IT support ideas for Lou Hand**

Ideas and choices related to provisioning IT support for Lou Hand to meet his needs cost-effectively.

## **Migrate backup from Retrospect infrastructure**

Create proposal for back-ups, ideally without depending on maintaining a Retrospect infrastructure. Ideas include EZ-Backup and/ or file server services from A&S.

## **Migrate FileMakerPro away from Barry's server**

Completed ~Dec 2014, to resolve reported problems. Move hosting of Physic's FileMakerPro server to A&S. (As has been done successfully in CCB, as a point of reference.)

## **Migration from Retrospect**

## **New scanner for Kacey**

Done.

## **Physic's IT lead for NCP in Rockefeller**

Michael Hint is assigned as IT lead for Physics Admin and Physics Instruction.

## **Physics.cornell.edu domain name management**

PhysIT has received the required authority to manage physics.cornell.edu domain.

## **Physics iMac from Steve Lipson**

Senior Lecturer Steve leaves Dec'13. His iMac then goes into Physics storage, so is able to be redeployed for future need.

## **Physics primary web site**

Barry hosts web site. BobM at A&S Communications supports, with retained CIT staff as back-up.

## **PhysIT calling cards**

Done.

## **Printer inventory completed**

Completed spring 2016. Had waited for Chemistry's printers first being added to PhysIT's "real" inventory system.

## **Re-image computers with PhysIT's image**

Mostly completed by spring 2015. One subsequent data-point: May 2015: Uncovered yet one more computer: Jenny's laptop. Prior notes on this task: Do this opportunistically, at least at first. Any new computer. Any problematic computer.

## **Remedy queue, PhysIT**

Done.

## **Rockefeller NCP**

Michael Hint coordinating with Kelly Brower to provide IT direction for building's network upgrade.

## **Secure and standard wireless in Admin conference room**

Completed ~ Jan 2015. Current wireless in Physics's Admin conference room is homebrew. Since access is not controlled, and on the Physics Admin network, this is "not good" from a security (and CU policy) perspective. Ideally, should be serviced by RedRover.

## **Secure network**

Proposal to add a best-practices layer of security on our network (ACLs).

## **Secure printers**

Change printer addresses to 10-space so can't be accessed unless on the department's network (or via VPN).

## **Upgrade Bert's WinXP system**

Completed May 2015. Bert uses special hardware and software, so the upgrade must be planned to reduce unpleasant surprises.

## **Upgrading select staff computers**

Completed ~Fall 2014, regarding getting approvals and funds. The Dell 745's (really, really old!) and older (!) computers are being replaced. Put on hold Dell 755's, and revisit summer 2014.

## **Walk-through with stake-holders in various areas.**

Completed ~ summer 2014. PhysIT expected to provide IT consulting to various folks who manage IT-related services in Physics. Ideally, learn about each environment and their needs before we are called in for consultation.