

# Information to Provide on Server Reg. Form

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## Step 1: Initial Server Information

- IP Address for the server. If you do not have this, please fill out the New Server Questionnaire. CaTS will contact you to set this up once you do.
- Domain name for the server. Again, if you do not have this information, please start with the New Server Questionnaire.
- A description of what this server will be used for, and what services will be running on it.

## Step 2: Contact Information

- Name and contact information for person primarily responsible for the project, referred to as WSU Main Contact on the registration form.
- Name of person at CaTS that you are working with, if you are working with someone at CaTS.
- Name and contact information of Administrator for the server. This is the person who will be applying patches and managing users.
- Names and contact information for Primary and Secondary Technical Contacts. These are the people who will be contacted if something goes wrong with the server. (May also be Administrator.)

## Step 3: Hardware Information

- Type of platform this server will be. (Examples: PC, Macintosh, Sun, etc.)
- Type of processor for the server. (Examples: AMD, Intel, Sparc, etc.)
- Number of processors in the server.
- Amount of disk space needed for initial installation.
- Amount of disk space needed for initial data load.
- Approximate amount of disk space needed over the next 3 years.

## Step 4: Detailed Server Information

- Operating system on the server
- The type of server software that will be installed.
- The services that will be running on the server (web services, ftp, telnet, etc.)
- Whether or not the server needs specific network access, such as a Domain, Active Directory Tree, or Directory Services.
- Whether or not system patches can be applied automatically, or if the company who created the software on your server needs to approve patches.
- The type of database that will be run on the server, if any.
- The type of data on your server and whether or not it is protected by any state, local, or federal legislation.
- If your data is protected, how that data will be secured and how access to the server will be secured.