

Checklist for Installing ^{SMS} | World

In order to install ^{SMS} | World, the following requirements MUST be fulfilled. Step through this list carefully, checking off each item as you complete it.

Once you have completed the checklist, please fax this entire form back to the Installation and Training Department at (802) 253-7557.

The completed checklist must be received by the I/T department before Springer-Miller Systems will start the ^{SMS} | World installation.

Item	Check
^{SMS} World Server Requirements	
1. Ensure that the server has Windows NT Server Version 4.0 with Service Pack 3 or higher installed. Windows NT Workstation is not sufficient	
2. Ensure that Option Pack 4 is installed on the server. If you click Start then Programs , you must see Windows NT 4.0 Option Pack on the menu.	
3. Ensure that the ^{SMS} World server is connected to the same Local Area Network as the ^{SMS} Host server.	
4. Ensure that the ^{SMS} World server can communicate with the ^{SMS} Host server via FTP for AIX/RS6000 systems or File Copy for Novell/NT ^{SMS} Host systems.	
5. Ensure that the ^{SMS} World server is connected to the internet so anyone can browse it's web pages.	
6. Ensure that the ^{SMS} World server has been assigned a domain name by a local Internet Service Provider such as "reservations.yourhotel.com".	
7. Ensure that the ^{SMS} World server has Carbon Copy 32 or pcAnywhere installed, and is waiting for a call either over a modem or over TCP/IP.	
8. If your property would like ^{SMS} World to accept credit card numbers from guests, ensure that a Secure Certificate has been purchased from a company such as VeriSign, and installed.	
9. Ensure that an account with the username "webster", with Administrator privileges has been created on the ^{SMS} World server for Springer-Miller Systems to use to gain access to ^{SMS} World.	
10. Ensure that the server is fully owned and controlled by the property. The server may be physically located at the property or co-hosted and maintained at an Internet Service Provider, but it must be fully owned and controller by the property. Another company's web site may NOT be hosted on the ^{SMS} World server.	
11. Ensure that a general e-mail account that will be checked daily has been setup. Eg. "reservations@yourhotel.com".	
^{SMS} Host Requirements	
1. Ensure that ^{SMS} Host is on version 11.0e or greater.	

2. Ensure that a user code (menu path F, J) has been setup to allow ^{SMS} World to login. This user code must have the first four clearances on page 1 enabled. If ^{SMS} World is allowed to overbook, the appropriate clearances on page 2 should be set.	
3. Ensure that an advertising source code (menu path F, T) has been set up for guests and reservations which ^{SMS} World creates.	
4. Ensure that a market segment code (menu path F, M, 1, M) has been be set up for ^{SMS} World	
5. Ensure that any rates and packages (<i>whatever the new menu path is for rate/pkg setup in Host 12.0</i>) that ^{SMS} World will display have been assigned the chosen market segment code.	
6. Ensure that any rates that meet the following conditions have been assigned a market segment code OTHER THAN ^{SMS} World's market segment code. Rates that: a. Have not been assigned a market segment code AND b. Should be restricted from the web	
7. Ensure that in version 12.0 ^{SMS} Host systems the web enable flag on the rate or package is checked for ^{SMS} World rates.	
8. Ensure that all rates and room types have plain English text in the Description field. THIS FIELD WILL DISPLAY ON THE WEB. (N)otes may be added to web-enabled rates and packages, which show up as detailed information on the web.	

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Property Name

Customer Signature

Date