# Installation Package Checklist

This checklist is for the vendor to use in preparing the Product Installation Package. Each item should be checked as the item is completed.

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| ITEMS | X |
| Documentation |  |
| * Name of product is included on all items in the installation package
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| * Cover Letter
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| * Contents List
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| * Content List states the platform (computing environment) the installation package is for
 |  |
| * Summary of package contents
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| * User documentation or updates for existing documentation (including update instructions)
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| * System documentation or updates for existing documentation (including update instructions)
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| * Platform specific installation instructions
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| * Special instructions
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| * Summary of changes in this release
 |  |
| * Checklist
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| Software |  |
| * Appropriate media used
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| * Product software
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| * Command Language Procedures (Scripts, JCL, EXECs, EXEs )
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| * Database Definition Procedures
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| * Installation jobs
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| * Third party software at appropriate release (if applicable)
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| * Virus scan has been passed
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|  |  |
| Hardware |  |
| * Hardware security device (if applicable)
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