

## Exchange Server Setup Instructions – Single Server Topology (\*DRAFT\*)

### Pre-Installation

1. Make sure the server is a member of the domain the Exchange server is supposed to operate within.
2. Ensure that the Operating System is completely up to date and all updates / patches have been applied.
3. Ensure that the SMTP, NNTP & ASP.net Windows Server components are installed.
4. Ensure that the Windows Server Support Tools have been installed – these are on the Windows 2003 CD - \Support\Tools\suptools.msi.

### Exchange Server Installation – Preparing the Forest & Domain

1. Log into the server using a domain administrator account that has Enterprise & Schema admin rights.
2. Place the Exchange CD in the drive. Autorun will launch with a splash screen for Resources & Deployment Tools. Select **Deployment Tools**.
3. Click on **Deploy the First Exchange 2003 Server**.
4. Click on **New Exchange 2003 Installation**.
5. Ensure that the server is operating properly and meets all of the Exchange requirements:
  - a. The first three requirements should be met – check these off.
  - b. Run dcdiag to ensure properly connectivity to the domain controller. The syntax to run this via a command prompt is **dcdiag /s:DCNAME /f:dcdiag.txt** – once run, review the dcdiag.txt file and ensure all tested were passed. If tests did not pass, correct the problem and re-run dcdiag before moving on. If everything looks good, check off this box and move on.
  - c. Run netdiag. The syntax is **netdiag /l** – this will print the results to **netdiag.log** – review this log for any errors. If errors appear, correct them and then re-run the test. If everything looks good, check off this box and move on.
6. Your Active Directory Forest must now be prepared so that it can support Exchange. **Note that Forestprep should be run only once per AD Forest!** Click on the **Run Forestprep link**.



- a. If a compatibility warning message appears, click **Continue**.
  - b. Click **Next**.
  - c. Make sure you read the entire licensing agreement and memorize it – you will be tested on this later. If you agree to the agreement, click **I Agree** and then **Next**.
  - d. If prompted, enter your 25-digit CD key and then click **Next**.
  - e. The Component Installation screen should appear and it should say **Forestprep** under **Action** next to **Microsoft Exchange**.
  - f. Choose a different file location if you need to (use **Browse**).
  - g. Then click **Next**.
  - h. You will then be asked to provide an account to manage Exchange & delegate permissions with. It is recommended to leave the default administrator account here, click **Next**, and allow forestprep to run. Note that this will take some time and you should just leave the server alone. You do not want to interrupt this!
  - i. Click **Finish** when your forest preparation has completed. You can then check off this box in the pre-installation list.
7. You now have to run Domainprep in **any domain that will host Exchange servers or Exchange users**. Click the **Run Forestprep Link**.
- a. If a compatibility warning message appears, click **Continue**.
  - b. Click **Next**. You may at this point or soon after be prompted with a message about the 'Pre-Windows 2000 Compatible Access Security Group' – basically, Exchange is warning you that you should make sure **no users or groups are members of this group**. So you can either check out this group now and remove any users or do it later – it will not stop you from installing Exchange.
  - c. The licensing agreement is presented again - click **I Agree** and then **Next**.
  - d. If prompted, enter your 25-digit CD key and then click **Next**.
  - e. The Component Installation screen should appear and it should say **Domainprep** under **Action** next to **Microsoft Exchange**.
  - f. Choose a different file location if you need to (use **Browse**).
  - g. Then click **Next**.



- h. Domainprep will then run – it's pretty quick, and once it has completed, click **Finish** to continue.
8. Congratulations! Your forest, domain & server are prepared for Exchange server to now be installed. You can then check off this box in the pre-installation check list, leaving you with only the last step unchecked.

### **Exchange Server Installation**

1. In the pre-installation checklist, click the **Run Setup Now** link.
2. Click **Next**.
3. The licensing agreement is presented again - click **I Agree** and then **Next**.
4. If prompted, enter your 25-digit CD key and then click **Next**.
5. You will then be presented with the Component Installation Screen. Make sure the following appears:
  - a. Action: **Typical** for Component: **Microsoft Exchange Server**.
  - b. Action: **Install** for Component: **Microsoft Exchange Messaging and Collaboration Services**.
  - c. Action: **Install** for Component: **Microsoft Exchange System Management Tools**.
6. You can then change the installation path if needed. Note that once Exchange is up and running, you can move and separate your data & log files from one another on to different drives. Once everything is setup properly, click **Next**.
7. Select **Create a New Exchange Organization** and click **Next**.
8. Now type the name of the Exchange Organization that you chose. **Make sure you choose the appropriate organization name – even in Exchange 2003 native mode, you can't just rename the organization like any other object!** Once you type the name, click **Next**.
9. Once again, you need to click **I Agree** to the licensing agreement and click **Next**.
10. You will then be presented with an installation summary. If everything looks good, click **Next**. The installation of the server will then run.
11. Once the installation has completed, click **Finish**. Guess what – you've now got your very own Exchange Server setup and running!



## Post-Installation Tasks

Well now that Exchange Server has been successfully installed, you can take a vacation and everything will run correctly, right? Wrong. The following are some of the more important post-installation tasks that you will need to complete:

- **Install the Latest Exchange Service Pack (SP2)**  
<http://www.microsoft.com/technet/prodtechnol/exchange/downloads/2003/sp2/download.msp>  
When installing SP2, **make sure** you review the release notes!
- **Move Your Data / Streaming Files / Transaction Logs**  
[http://www.petri.co.il/move\\_exchange\\_stores\\_to\\_a\\_different\\_disk.htm](http://www.petri.co.il/move_exchange_stores_to_a_different_disk.htm)
- **Setup Recipient Policy to receive mail for specific domains**  
[http://www.petri.co.il/configure\\_exchange\\_2000\\_2003\\_to\\_receive\\_email\\_for\\_other\\_domains.htm](http://www.petri.co.il/configure_exchange_2000_2003_to_receive_email_for_other_domains.htm)
- **Turn on Message Tracking and Mailbox Management**
  1. Launch **Exchange System Manager**.
  2. Expand the **Servers** folder.
  3. **Right click** on your server and click **Properties**.
  4. Under the **General** tab, check **Enable Message Tracking**. You can also configure it to **Remove log files** associated with message tracking after a certain number of days.
  5. Choose the **Mailbox Management** tab.
  6. Choose when you want mailbox management to run and how to report.
  7. Click **Apply & Okay**.
- **Disable Unused Protocols**
  1. Launch **Exchange System Manager**.
  2. Expand the **Servers** folder.
  3. Expand the tree under your server and expand the **Protocols** folder.
  4. Under each protocol folder, **right click** on the protocols you wish to disable and click **Stop**. It is recommended to disable POP3 / NNTP / IMAP4.