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.


3. Click on Deploy the First Exchange 2003 Server.


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 proper 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:


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)**
  

  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

- **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

- **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.