Software Naming / Filing Convention (SCCM)

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Created: 29 September 2010

Objective: Set a standard naming / filing convention to ensure consistency in Microsoft System Configuration Centre Management Console (MS SCCM)
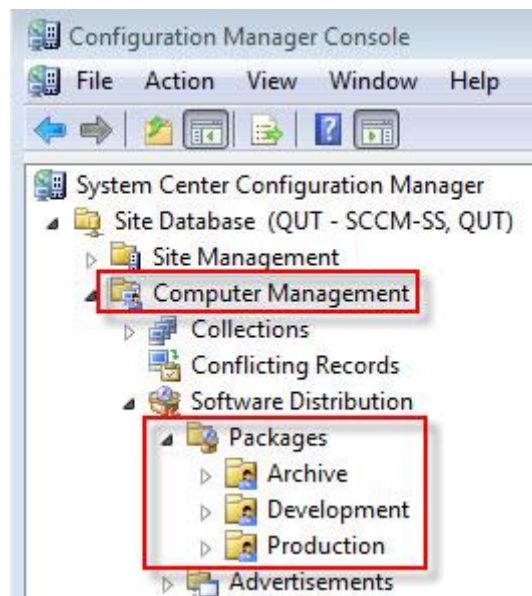
Within Microsoft System Configuration Centre Manager (MS SCCM)

Software distribution packaging in MS SCCM follows a similar Filing Convention as can be seen below.
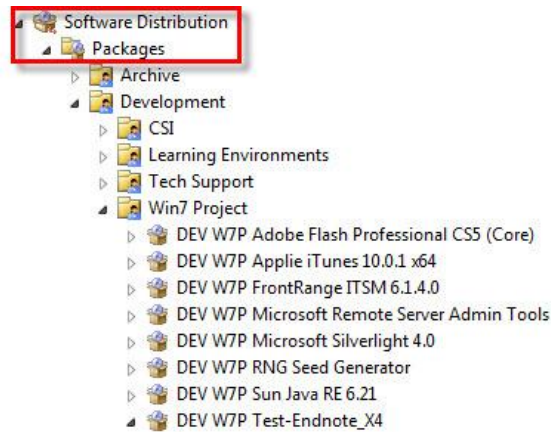
Expand Computer Management ... Software Distribution ... Packages.
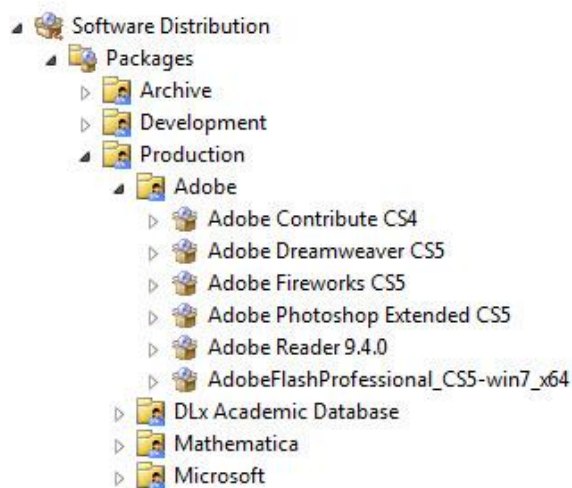
It can be seen that Packages expands to reveal:

- ❖ Archive.
- ❖ Development.
- ❖ Production.

❖ **Archive:** Supersede or redundant application packages are stored here. The archive storage category allows supersede or redundant application packages to be available for rollback situations.

❖ **Development:** Developing distribution packages are stored in this area during the QA and UAT phase. Development is further subdivided into CSI, Learning Environments and Tech Support categories. All packages within the Development area should begin with "DEV Area Name Vendor Application Name Version. i.e. DEV W7P Frontrange ITSM 6.1.4.0

❖ Production: Completed distribution packages are stored in Production.

With the filing convention of Vendor Name \ Application Name … Version

With the exception of one off packages are stored in the root of Production.

BE AWARE CSI only has permission to move packages from Development into the Production folder.

Create a task in ITSM requesting the specified package be transferred from Development to Production once all QA and UAT testing has been completed.

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Please be aware this is not designed to be the definitive resource on this topic.

It is a brief "How to .." to assist Technical Support Staff.

If you have a constructive comment that will improve this document please email the

Windows 7 Upgrade Project Team

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