CSG:  
Administrative: CCBB00RRRx...DT  
The administrative name convention is 17 characters – only 15 are viewable to NetBIOS. The “DT” at the end is truncated and removed. All Workstation names should begin with the Campus “CC” and Building “BB”. Digits 5 through 8 should be the room number and BEGIN with preceding “00” unless the room has a sub room designate “a-z”. Then it should be “0RRRa”. Digits 9 through 15 should be the CPU 6 digit MC number.

Example without DeepFreeze installed:  
RVMT00110602456DT and RVMT0110a602456DT

Administrative with DeepFreeze installed: CCBBZ0RRRx...DT  
Please note the fifth digit is a “Z”. This gives the ability to distinguish a system with DeepFreeze installed. The purpose is to manage the schedule of maintenance for these workstations. If the fifth character is NOT the place holder “0”, or the location is longer than 5 digits, contact a member of DAT for the correct name.

Example with DeepFreeze installed:  
RVMTZ0110602456DT and RVMTZ110a602456DT

InTech:  
No Change. All academic workstations are assumed to have DeepFreeze installed.

ACADEMIC: CCBBRRRx...DT (DeepFreeze is installed)  
The Academic workstation name should begin with the Campus “CC” and Building “BB” followed by the room “RRR” the workstation number “XXX” DT. Instructional laptops should end with LT instead of DT. If the room has a sub room designate, it would be inserted between the room number and workstation number. This name is 12-14 digits long. These names are not truncated.

Examples:  
TPST304010DT, TPST304a10DT, or RVMT010a110DT.

Failure to comply means that your system is not easily sorted or managed in a database (ZEN, EPO, Patchlink, etc…).