Exemplar Installation Guide
S-Class Server

Order No. DHW-XXX

First Edition

Octiber, 1996

Hewlett-Packard Company
Convex Technology Center
Richardson, Texas
United States of America

Exemplar Installation Guide
S-Class Server

Order No. DHW-XXX

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Printed in the United States of America

Revision Information for

Exemplar Installation Guide
S-Class Server

Edition	Document No.	Description
First	081-029730-000	Initial release October, 1996.

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Preface

Purpose and audience

This guide provides the system engineer with the background information and procedures needed to install an Exemplar S-Class server.

Scope

The information contained in this manual apply to the Exemplar S2000 computers.

This guide is divided into the following chapters:

- **Chapter 1, "Introduction"**—Describes the responsibilities of the customer and the field engineer (FE) prior to and during installation.
- **Chapter 2, "Safety considerations"**—Lists the safety considerations for installing a new system or upgrading an existing system.
- **Chapter 3, "Unpacking"**—Discusses how to inspect equipment, unpack cabinets and accessories, and check inventory.
- **Chapter 4, "Ac power"**—Discusses procedures to connect ac power to the system and to power up the system.
- **Appendix A, "New system installation"** — Contains procedures for installing a new system.

Notational conventions

This section discusses notational conventions used in this book.

Italic

In paragraph text, *italic* identifies new and important terms and titles of documents.

In command syntax diagrams, *italic* identifies variables that must be supplied by the user.

Notes

This document presents notes in the following format.

Note

A Note highlights supplemental information.

Associated documents

The following is a list of other documents that provide more details on the topics presented in this manual:

- Standard for the Protection of Electronic Computer Data Processing Equipment, (NFPA75) National Fire Protection Association
- EIA Standard RS-232-C, Electronic Industries Association
- Electrostatic Discharge Failures of Semiconductor Devices, Unger, B.A. 1981, Bell Laboratories

For more information on the ConvexOS operating system, you can order these books from HP Computer Corporation:

- *ConvexOS Primer* (DSW-133). This book introduces new users to the ConvexOS operating system.
- *ConvexOS Programmer's Reference* (DSW-332). This book is the standard reference for the ConvexOS operating system.

Ordering documents

To order the current edition of these or any other Convex documents, send requests to:

Hewlett-Packard Company
Convex Technology Center
Customer Service
P.O. Box 833851
Richardson TX 75083-3851 USA

Please include the order number (DSW or DHW number) or the exact title of the document.

Technical assistance

If you have questions that are not answered in this book, contact the Hewlett-Packard Convex Technical Assistance Center (TAC) at the following locations:

Within the continental U.S., call 1 (800) 952-0379.

From Canada, call 1 (800) 345-2384.

All other locations, contact the local H-P sales office.

You can also use the `contact` utility, if you would like to report any problems you may have with ConvexOS or its associated documentation. For more information refer to the contact(1) man page in *ConvexOS Man Pages for Users*, or the appendix "Reporting problems" in the *ConvexOS Primer* or *Managing ConvexOS: Operations Guide.*

FCC notice

This equipment has been tested and found to comply with the limits for a Class A digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment.This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the Instruction manual, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at his own expense.

Changes or modifications not expressly approved by HP could void the user's authority to operate the equipment.

introduction

1

Overview

This chapter contains a general description of the responsibilities of the customer and field engineer (FE) before and during an installation.

Customer responsibilities

The customer is responsible for the following:

- Preparing the site
- Accepting the equipment

Preparing the site

The customer and a CONVEX representative should review the site survey and site inspection checklists located in the *Exemplar Site Preparation Guide; S-Class Server,* DHW - XXXXXX, to identify potential problems that may arise before, during, or after installation of an S Class computer system. The checklists provide information on the following:

- Installation restrictions, such as size and weight limitations at the facility.
- Special delivery procedures.
- Special equipment required for installation, for example, tracks or hoists.
- Times when the facility is available for installation, after the components are unpacked and ready for installation.
- Special security requirements applicable to the facility, such as security clearances, visitor or vendor badges, and so on.

Accepting the equipment

The customer should oversee the arrival of the equipment, including checking the inventory and moving the equipment to the final installation location.

The customer and the FE should inspect the equipment when it is unpacked. Inventory the equipment with the *Sales Order Packing Slip* or the customer's *Bill of Material*. It is the customer's responsibility to obtain and complete a damage claim form from the shipping representative if the system has been damaged. Refer to Chapter 3, Unpacking," for more information on checking the inventory.

Field engineer responsibilties

The FE is responsible for the following:

- Unpacking the equipment
- Installing the cabinets
- Connecting the system to ac power
- Installing software
- Completing the installation report

Unpacking the equipment

The FE may unpack the equipment after it is located at the final installation site. Unpacking includes checking the inventory, inspecting the equipment with the customer, and removing the equipment from the containers. Save all packing material until the operational checkout of the equipment is completed. Saving all the packing material allows the equipment to be repacked for return if necessary.

Installing the cabinet

To install an ExemplarS Class server, the FE must connect the cables between the cabinet and the teststation, and modem and printer, if applicable. Refer to Chapter 4, "New system installation," for information on these procedures.

Connecting and testing ac power

After the equipment has been unpacked and moved into position, it must be connected to the site ac power supply.

Note

Before applying ac power to the system, check that the site supply voltage is 200-240 volts ac, 50-60 hz.

Verify the following items before applying power to the system:

- ac power connections are wired correctly at the site
- ac voltage levels are adequate

Domestic and international systems are shipped with a 12-foot ac power cord terminating with an ac power plug. The matching ac power receptacle must be prewired into the site ac power supply.

After installing the cabinet(s), the FE must verify ac wiring, apply ac power to the system, and check input ac voltages. Refer to Chapter 4, "Ac power," for procedures on connecting ac power to the system and measuring the ac voltage.

Installing software

After installing the cabinet(s), the FE must boot the teststation and run the system diagnostics.

The FE must boot OS and verify that the version of the software from the teststation disk is the latest version released.

Layered products, products other than the operating system, such as compilers, may be added to the system after verifying version numbers.

Completing the installation report

Complete the Installation Report at the site during installation and mail it to:
Hewlett-Packard Company
Convex Technology Center
Quality Dept
P.O. Box 833851
Richardson, TX 75083-3851

Safety considerations 2

Overview

It is important to observe safety procedures when installing CONVEX computers and their peripheral devices. General guidelines are provided in this chapter.

Input power ratings

Each CONVEX cabinet has a label mounted on its rear panel that lists its input power rating. See Figure 1 for the location of the cabinet power label.

Note

Do not exceed the cabinet's International Electrotechnical Commission (IEC) outlet power ratings. Failure to do so may cause damage to equipment.

Figure 1 Power label location

Power label description

Each power label provides power rating information for its corresponding cabinet.

The dash (-) and the virgule (/) symbols on the labels indicate a specific value or range:

- The dash (-) means that the equipment operates properly between the values listed.
- The (/) virgule means that a specific voltage or frequency is required, and that internal adjustments or specific component installation must be made by authorized personnel only.

When the virgule (/) symbol is used, the specific voltage or frequency is also listed on the cabinet's power cable safety caution label.

Input power inspection checklist

Caution

Injury to personnel or damage to equipment can occur if the ac input power does not comply with the specifications on the CONVEX cabinet power label.

Es koennen Verletzungen von Personen oder Beschaedigungen von Geraeten auftreten, falls die Eingangswechselspannung nicht mit den Spezifikationen am Geraeteschild uebereinstimmt.

The following information should be verified before applying ac power to a cabinet:

1. Facility ac voltage range and the cabinet voltage requirements are the same.
2. Facility ac input frequency range corresponds to the cabinet frequency range.
3. Facility circuit breakers are adequate for specified cabinet current loads. Refer to *Exemplar Site Preparation Guide,S-Class Servers,* Order No. DHW-XXX for circuit breaker size requirements.
4. Facility ac power connection to the processor cabinet complies with and is tested by guidelines set forth in Chapter 5, "Ac power.",

Circuit breakers*

Caution

Set all ac input circuit breakers to the OFF position before connecting a power cable plug to the facility's ac power. Failure to do so may cause injury to personnel.

Alle Sicherungsschalter nuessen in die "AUS" (OFF) Position gebracht werden, bevor der Stromanschluss an die lokale Stromverteilung angeschlossen wird. Bei Nichtbeachtung kann Personenschaden entstehen.

Mettez tous les dijoncteurs d'alimentation d'entrée dans la position OUVERTE avant de connecter une prise au reseau du batiment. Non-conformance ä cete regle peut produire blessures du personnel.

Electrical safety precautions

Hazardous voltages are present inside the processor cabinet while the site ac circuit breakers are set to **ON**. Ensure that the site ac circuit breakers are set to **OFF** before servicing the system.

Unpacking 3

Overview

CONVEX equipment shipping containers should be inspected for damage when the equipment arrives at the site. The equipment should also be checked after the packaging has been removed. This chapter discusses how to inventory, inspect, and unpack the cabinets and equipment accessories.

Checking the inventory

The *Sales Order Packing Slip* lists all equipment shipped from Hewlett-Packard. Use this packing slip to verify that all equipment has arrived.

Before unpacking the equipment, verify that all cabinets and accessories required to install or upgrade the system have arrived at the site. The other accessories should arrive on a separate pallet. Also verify that all cables for the system are packaged with the manuals.

Note

The shipping containers for the CONVEX cabinets protect the equipment from excessive shock. Keep these containers if the cabinets may be moved from one facility to another.

Inspecting for damage

Hewlett-Packard shipping containers are designed to protect their contents under normal shipping conditions. After the equipment arrives at the customer site, carefully inspect each carton for signs of shipping damage. A shock indicator is installed on each carton shipped. The indicator changes from *clear* to *red* when the module is subjected to forces of 15 g for 50 µsec. If a carton has been mishandled, accidentally dropped, or knocked against something, and the shock indicator is *red*, visually inspect the unit for any signs of damage. If damage is found, document the damage with photographs and contact the transport carrier immediately.

Examine the cabinets for visible shipping damage when unpacking the processor and expansion cabinets. After unpacking the cabinets, check for damage that may have been obscured by the shipping container. If damage is found after visual inspection, document the damage with photographs and contact the transport carrier immediately.

If the equipment has any damage, a damage claim form must be obtained from the shipping representative. The customer should complete the form and return it to the shipping representative.

Unpacking

While unpacking the equipment, inspect each item for any sign of shipping damage. Save all packing material until after the operational checkout of the equipment. This will allow equipment to be repacked for return, if necessary.

Note

A table or other suitable surface should be provided to place system accessories until they are installed.

Removing packaging from the cabinets

While removing the packaging, visually inspect each cabinet for any sign of shipping damage.

1. Use wire cutters to cut the two retaining bands that cross the top of the cabinet box.
2. Remove the cover box.
3. Remove the plastic film cover from the cabinet.

System accessories

The accessories for the system include all items that were not shipped on the cabinet pallets, for example, printer, modem, and teststation. These items arrive at the site on a separate pallet. Inventory and inspect all accessories for damage.

Use the following steps to remove system accessories from the pallet:

1. Cut the bands around the accessories on the pallet.
2. Remove the plastic film covering the accessories.
3. Remove each box from the pallet.
4. Assemble the table, and position it near the cabinets.
5. Remove the accessories from their boxes.
6. Place the accessories on the table and ensure they are within cabling distance of the servercabinet bulkhead.
7. Unpack and inventory the cables and the manuals.

Ac power

4

Overview

Once the system has been unpacked and moved into position, it must be connected to a source of ac power which must be checked before the system is powered up. This chapter describes the details of these activities.

System ac power connections

Exemplar S-Class systems have an ac power plug on a 3-wire ac power cable. These systems may connect to a power source of 200-240 Vac.

Wiring and voltages checks

Caution

Do not set site ac circuit breakers serving the cabinet(s) to ON before verifying that the cabinet has been wired into the site ac power supply correctly. Failure to do so may result in injury to personnel or damage to equipment when ac power is applied to the cabinet.

Bevor lokale Sicherungsschalter auf "EIN" (ON) geschaltet werden, muss sichergestellt werden das Zentraleinheiten korrekt an die lokale Stromversorgung angeschlossen sind. Bei Nichtbeachtung kann Personenschaden oder Schaden am Geraet entstehen, wenn die Spannungszufuhr eingeschaltet wird.

**Ne pas fermer les dijoncteurs d'alementations du batiment sevant les armories avant d'avoir verifier que les armories sont connectées correctement au reseau electrique du batiment.
Non-conformance á cette regle peut produire blessures du personnel ou dommages d'equipment quand le courant est appliqué aux armories.**

Do not set the cabinet main circuit breakers to ON before verifying that ac input power is within limits. Failure to do so may cause damage to equipment.

Always perform a wiring check to verify that the ac power cable is wired into the ac power supply correctly before applying ac power to the cabinet(s).

Verify the following items before applying ac power to the cabinet and setting the main circuit breakers on the cabinet to ON:

- Cabinet ground connects to the site electrical system ground and is not left floating or connected to a phase
- Ac voltage is within limits
- Safety warning labels on the cabinet are correct

Ac power connections

This section explains how to attach the site ac power to the Exemplar S-Class cabinet.

Caution

A licensed electrician knowledgeable of local codes is required when wiring the main ac power cable to the site ac power supply. Failure to comply may violate local laws and cause injury to personnel or damage to equipment.

German

French

Ac power receptacle and plug

Hewlett-Packard personnel should *not* be directly involved in the selection of materiel, installation, or connection of site ac power supply. In all cases, this work should be done *in strict adherence to local codes* by the customer, either directly through their personnel, or via licensed contractors. Hewlett-Packard personnel should not be involved with the selection of suitable materiels, which must conform to local code (size, temperature rating, length, etc.).

The ac power receptacle mates with the ac power plug installed on the Exemplar S-Class cabinet ac power cable at the factory before shipment. Before beginning receptacle installation, consider the following:

- All local electrical codes and practices should be observed.

- The ac power receptacle should be wired to the site ac power supply via conductors routed through flexible metal conduit or via approved ac power cable before cabinet installation.
- When ac power cable is selected, ensure that it is properly sized, service rated, temperature rated, and complies with all applicable codes and regulations.
- When conductors in conduit are selected, ensure that the conductors are properly sized, service rated, temperature rated, color coded, and comply with all applicable codes and regulations.
- Ensure that the ac power cable or conduit is long enough to reach from the site ac power junction box to a location within the distance required to connect to the cabinet.

Wiring and voltage checks

This section details the methods to check wiring and voltage before powering up a new system.

Caution

Do not set site ac circuit breakers serving the cabinet(s) to ON before verifying that the cabinet has been wired into the site ac power supply correctly. Failure to do so may result in injury to personnel or damage to equipment when ac power is applied to the cabinet.

Bevor lokale Sicherungsschalter auf "EIN" (ON) geschaltet werden, muss sichergestellt werden das Zentraleinheiten korrekt an die lokale Stromversorgung angeschlossen sind. Bei Nichtbeachtung kann Personenschaden oder Schaden am Geraet entstehen, wenn die Spannungszufuhr eingeschaltet wird.

**Ne pas fermer les dijoncteurs d'alimentations du batiment sevant les armories avant d'avoir verifier que les armoires sont connectées correctement au reseau electrique du batiment.
Non-conformance à cette regle peut produire blessures du personnel ou dommages d'equipment quand le courant est appliqué aux armoires.**

Caution

Do not set the cabinet circuit breakers to ON before verifying that ac input power is within limits. Failure to do so may cause damage to equipment.

French

German

Verify the following items before applying ac power to the cabinet and setting the main circuit breakers on the cabinet to **ON**:

- Cabinet ground connects to the site electrical system ground and is not left floating or connected to a phase
- Ac voltage is within limits
- Safety warning labels on the cabinet are correct

Wiring check

Caution

LETHAL VOLTAGE HAZARD—Hazardous voltages may be present in the Exemplar S-Class cabinet if incorrectly wired into the site ac power supply. Always verify correct wiring and cabinet grounding before applying ac power to the cabinet. Failure to do so may result in injury to personnel and damage to equipment.

ACHTUNG TOETLICHE SPANNUNGS-GEFAHR-Gefaehrliche Spannungen koennen in der Zentral-Einheit auftreten, falls elektrische Verbindungen sur lokalen Stromversorgung nicht korrekt ausgefuehrt wurden. Bevor einschalten der Stromversorgung, immer Anschluesse auf korrekttheit ueberpruefen. Nichtbeachtung kann Schaden an Personen oder Geraeten zur Folge haben.

RISQUE de VOLTAGE MORTEL- Des voltages dangereuse peuvent être presentsdans l'armoire processeur si les connections au reseau du batiment sont incorrectes. Toujour verifiez les connections et la mise-a-la masse des armories avant de connecter le courant à l'armoire processeur. Non-conformance à cette regle peut produire du personnel ou dommages d'equipment.

Always verify that the ac power cable is correctly wired into the ac power supply before applying ac power to the cabinet.

Verify the following items before applying ac power to the cabinet and before setting cabinet circuit breakers to **ON**:

- .Cabinet safety ground connects to the site electrical system ground and is not left floating or connected to a phase.

Note

The following identifies the minimum acceptable and the preferred methods of grounding. It is encouraged that the preferred method be used whenever possible.

  - Preferred method of grounding is to connect the green power cord safety ground to the site ground point, this is accomplished through the power cord receptacle wiring,

and the cabinet via ground straps to a site grounding mesh or ground grid.

  - As a minimum, the green power cord safety ground must be connected to the site ground point.

- Safety warning labels on the cabinet are correct.

If the cabinet ground is left floating, anyone coming into contact with the cabinet could receive a lethal shock if a component should fail causing leakage or direct connection of phase energy to the cabinet.

If the cabinet ground connects to a phase, the cabinet will be more than 200 volts above ground, presenting a lethal shock hazard to anyone coming into contact with the cabinet when site ac power is applied to the cabinet.

Verify the connection of the cabinet ground to site ac power ground through a continuity check between the cabinet and site ac power supply ground. The continuity check should be performed while the site ac power supply circuit breakers serving the cabinet and the cabinet circuit breakers are all set to **OFF**.

Use the following procedure to verify that the cabinet ground connects to the site ac power supply ground:

Step 1 Ensure that the site ac power supply circuit breakers serving the cabinet are set to **OFF**.

Step 2 Ensure that the cabinet main circuit breakers on the power controller are set to **OFF**.

Step 3 Touch one test probe to the site ac power supply ground source.

Step 4 Touch the other test probe to an unpainted metal surface of the cabinet.

Note

If the digital multimeter (DMM) leads will not reach from the junction box to the cabinet, use a piece of wire connected to the ground terminal of the junction box.

Step 5 Check for continuity indication of less than 0.1 ohm.

- If continuity is ***not*** found, check to ensure that the DMM test leads are making good contact to unpainted metal and try again.
- If continuity is ***still*** not found, disconnect the cabinet site ac power immediately and notify the customer of the probability of incorrectly wired ac power to the cabinet.
- If continuity is good, and connection of the cabinet to site ac power supply ground (and not floating or connected to a phase) is verified, then voltage checks may be performed.

Voltage check

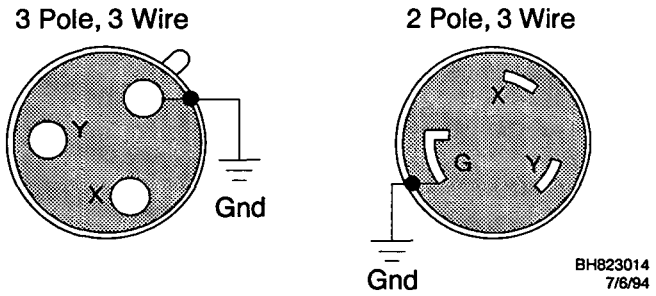
The voltage check ensures that all phases (and neutral, for international systems) are connected correctly to the cabinet, and that the ac input voltage is within limits.

Step 1 Verify that site power is **OFF**, open the site circuit breaker(s).

Step 2 Verify that the site power receptacle is a XXXXXXXX for Domestic installations or a XXXxXXXXX for International installations.

Step 3 Verify that the receptacle ground connector is connected to ground. Refer to Figure 2 for connector details.

Figure 2 Receptacle pinouts



Step 4 Set the site power circuit breaker to **ON**

Step 5 Verify that the voltage between receptacle pins **x** and **y** is between 200 - 240 volts ac.

Step 6 Set the site power circuit breaker to **OFF**

Step 7 Ensure that the Exemplar S-Class server system power switch is **OFF** and that the main power switch is **OFF**.

Step 8 Route and connect the Exemplar S-Class server power connector to the site power receptacle.

Step 9 Set the site power circuit breaker to **ON**

Step 10 Set the Exemplar S-Class server system power switch to **ON** and the main power switch to **ON**. Verify that the POWER ON INDICATORS are lit.

System serial number label check

A system serial number label is affixed to the tower rear panel. This label is printed in the appropriate language for the installation location, and displays pertinent safety information as well as the ac input voltage configuration.

The serial number label check verifies that the label is affixed to the rear panel of the tower, that it is printed in the correct languages, and that it shows the correct ac input voltages for the installation.

Caution

Safety warning labels affixed to the rear of the processor must be in the correct language for the installation and must show the power configuration of the power controller. Incorrect labels may result in injuury to personnel and damage to equipment.

Les etiquettes de sureté affichees a l'arriere de l'armoire processeur doivent tere dans la lanque correct pour le pays de l'installation et doivent indiquer la configuaration du controleur d'alimentation. Des etiquettes incorrectes peuvent produire des blessures du personnel ou dommages d'equipment.

Inspect the cabinet rear panel and verify the following:

- The safety warning label is securely attached.
- The safety warning label is printed in the correct language for the installation.

If the label is not securely fastened, secure it.

If the label is printed in an incorrect language, notify the Technical Assistance Center (Tac).

Connecting the cabinet to ac power

Use the following procedure to mate the cabinet ac power plug to the receptacle:

1. Locate the site ac power panel for the area and set the circuit breaker serving the system to **OFF**.
2. Line up the key on the plug with the groove in the receptacle.
3. Push the plug into the receptacle.
4. Ensure that the connector halves are seated, then engage and rotate the locking collar (about half a turn) to lock the connector.

Caution

Do not set site AC circuit breakers serving the processor cabinet(s) to ON before verifying that the cabinet has been wired into the site AC power supply correctly. Failure to do so may result in injury to personnel or damage to quipment when AC power is applied to the cabinet.

Bevor lokale Sicherungsschalter auf "EIN" (ON) geschaltet werden, muss sichergestellt werden das Zentraleinheiten korrekt an die lokale Stromversorgung angeschlossen sind. Bei Nichtbeachtung kann Personenschaden oder Schaden am Geraet entstehen, wenn die Spannungszufuhr eingeschaltet wird.

**Ne pas fermer les dijoncteurs d'alimentations du batiment sevant les armories avant d'avoir verifier que les armoires sont connectées correctement au reseau electrique du batiment.
Non-conformance à cette regle peut produire blessures du personnel ou dommages d'equipment quand le courant est appliqué aux armoires.**

New system installation 5

Overview

This chapter contains procedures for the initial installation of an Exemplar S-Class system.

Cabinet installation

These procedures are applicable to the installation of an Exemplar S-Class system.

Preparation

The following steps will aid in performing a timely and successful installation.

Step 1 Ensure that the cabinet is located in the approximate location desired for installation.

Step 2 Remove the cabinet cover to gain access to all internal connections. Refer to Figure 3 for details of cover removal.

Figure 3 Cabinet access

Connect the server to the teststation

Refer Figure 4 to verify proper connection of the cabling.

Figure 4 Server to teststation connections

Ac power connection

This section provides the details required to connect the Exemplar system to the site ac power

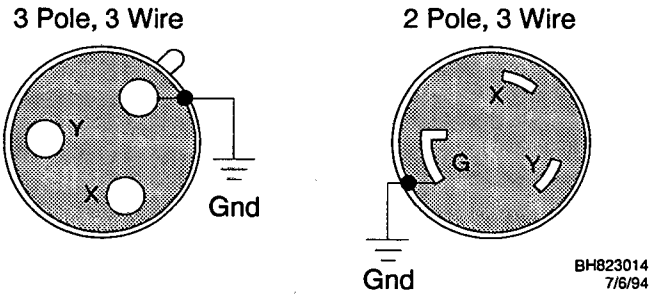
Step 1 Verify that site power is **OFF**, open the site circuit breaker(s).

Step 2 Verify that the site power receptacle is part number XXXXXXXX for Domestic installations or a part number XXXXXXXXX for International installations.

Step 3 Verify that the receptacle ground connector is connected to ground. Refer to Figure 5 for connector details.

Step 4 Connect site power to the cabinets.

Figure 5 Receptacle pinouts



Returning equipment 6

Overview

This chapter discusses the steps required to return a cabinet.

Checking the inventory

When returning equipment, inventory each item and inspect it for damage. Visually inspect the cabinets and document any damage found. Document any damage with photographs and complete a damage claim form.

Complete a Shipper Request form to return with the equipment removed from service during upgrade procedures. Figure 6 shows a typical Shipper Request form.

Use the following procedure to fill out a Shipper Request form:

1. Complete the preliminary information in the top section of the form.
2. Fill in the address and the date then sign the **PREPARED BY** space. Leave blank the other spaces in the top portion of the form.
3. List all equipment that is being returned in the center portion of the form.
4. Enter the quantity of each item to be returned in the **QTY** column.
5. Describe the equipment being returned in the **DESCRIPTION** column. If the equipment is a cabinet, indicate whether the cabinet includes additional items such as processor cards, tape drives, etc.

Figure 6 *SHIPPER REQUEST*

CONVEX

3000 Waterview Parkway Richardson, TX 75080 (214)497–4000

SHIPPER REQUEST SR

SHIP TO _____ DATE RECEIVED (STOCK ROOM) _____

ADDRESS _____ REQUESTING DEPT.# _____ DATE _____

CITY _____ ETA DATE REQUIRED _____

STATE/ZIP _____ REQUESTED DATE _____

ATTN: _____ APPROVED BY DATE PULLED _____

PHONE # _____ PULLED BY _____

QUANTITY ORD	QUANTITY SHIP	PART NUMBER	DESCRIPTION	DEPT.–ACCOUNT	FIELD SERVICE USE ONLY FROM STK ACCOUNT	FIELD SERVICE USE ONLY TO STK ACCOUNT
				–		
				–		
				–		
				–		
				–		
				–		
				–		
				–		
				–		
				–		
				–		
				–		
				–		
				–		

TO BE COMPLETED BY SHIPPING DEPT.

DATE SHIPPED	CARRIER	WAY BILL #
# OF CARTONS	TOTAL WEIGHT	SHIPPED BY

AH096033
8/30/94

6. Complete the shipping information at the bottom of the form. Fill in the following blocks:

   DATE SHIPPED

   # OF CARTONS

   CARRIER

   TOTAL WEIGHT

   WAY BILL #

7. Leave the **SHIPPED BY** box at the bottom of the form blank.

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