



APPENDIX **D**

Site Log

The Site Log provides a record of all actions related to installing and maintaining the Cisco 2220 NAM appliance. Keep the log in an accessible place near the appliance chassis so that anyone who performs tasks has access to it. Use the Installation Checklist (see the [“Installation Checklist”](#) section on [page 2-15](#)) to verify the steps in the installation and maintenance of your appliance.

Site Log entries might include the following:

- Installation progress—Make a copy of the appliance Installation Checklist, and insert it into the Site Log. Make entries as you complete each task.
- Upgrade, removal, and maintenance procedures—Use the Site Log as a record of ongoing appliance maintenance and expansion history. Each time a task is performed on the appliance, update the Site Log to reflect the following:
 - Configuration changes
 - Maintenance schedules and requirements
 - Maintenance procedures performed
 - Intermittent problems
 - Comments and notes

[Table D-1 on page D-2](#) shows a sample site log. Make copies of the sample or design your own site log to meet the needs of your site and equipment.

