RWU Administrative Maintenance Schedule 2014

January

Sun	Mon	Tues	Wed	Thur	Fri	Sat
			1	2	3	4
5	6	7	8	9	$	11
12	13	14	15	16	17	18
19	20	21	22	23	$	25
26	27	28	29	30	31	

February

Sun	Mon	Tues	Wed	Thur	Fri	Sat
						1
2	3	4	5	6	$	8
9	10	11	12	13	14	15
16	17	18	19	20	$	22
23	24	25	26	27	28	

March

Sun	Mon	Tues	Wed	Thur	Fri	Sat
						1
2	3	4	5	6	$	8
9	10	11	12	13	14	15
16	17	18	19	20	$	22
23	24	25	26	27	28	29
30	31					

April

Sun	Mon	Tues	Wed	Thur	Fri	Sat
		1	2	3	$	5
6	7	8	9	10	11	12
13	14	15	16	17	$	19
20	21	22	23	24	25	26
27	28	29	30			

May

Sun	Mon	Tues	Wed	Thur	Fri	Sat
				1	$	3
4	5	6	7	8	9	10
11	12	13	14	15	$	17
18	19	20	21	22	23	24
25	26	27	28	29	$	31

June

Sun	Mon	Tues	Wed	Thur	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	$	14
15	16	17	18	19	20	21
22	23	24	25	26	$	28
29	30					

July

Sun	Mon	Tues	Wed	Thur	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	$	12
13	14	15	16	17	18	19
20	21	22	23	24	$	26
27	28	29	30	31		

August

Sun	Mon	Tues	Wed	Thur	Fri	Sat
					1	2
3	4	5	6	7	$	9
10	11	12	13	14	15	16
17	18	19	20	21	$	23
24	25	26	27	28	29	30
31						

September

Sun	Mon	Tues	Wed	Thur	Fri	Sat
	1	2	3	4	$	6
7	8	9	10	11	12	13
14	15	16	17	18	$	20
21	22	23	24	25	26	27
28	29	30				

October

Sun	Mon	Tues	Wed	Thur	Fri	Sat
		1	2	3	$	4
5	6	7	8	9	10	11
12	13	14	15	16	$	18
19	20	21	22	23	24	25
26	27	28	29	30	$	

November

Sun	Mon	Tues	Wed	Thur	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	$	15
16	17	18	19	20	21	22
23	24	25	26	27	$	29
30						

December

Sun	Mon	Tues	Wed	Thur	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	$	13
14	15	16	17	18	19	20
21	22	23	24	25	$	27
28	29	30	31			

Cloning is a copy of the production account to create a new test account. At approximately 3pm on day one, the current test account will be removed. Day two will be dedicated to updating the test account with all available software updates. *Cloning events during RWU Census dates will be started at the close of business on the previous month and ended on the actual census date.

Testing is to be completed by the members of the Datatel Steering Committee (ATS) and/or their designees. A link to recently installed patches will be provided via email after a test account is created from a clone of production. All areas/departments are required to review and test updates. Each area will submit a patch test result form to confirm review of the software updates.

Production Software Updates and Web Advisor Maintenance: Software updates, also known as patches, are placed into the production environment. The RWU Datatel system will be unavailable to all users as of 5pm until the following morning at 8am unless otherwise notified. Software updates will be placed into production as of the previous cloning date. Web Advisor Server maintenance will also be completed at this time.

Date set aside for patch testing in a lab environment with representatives of many departments including Information Technology.

University & SOL pay day as published by HR represented by $ symbol.

SOL holiday as published by HR

University and SOL holiday as published by HR

University holiday as published by HR

University holiday observed as published by HR for eligible Food Service Union, Facilities Management Union, PSSA, and Public Safety Union employees

Updated by IT 01/07/2014