HWS Information Technology Services Bulletin

Number: 2013-21

Date: May 22, 2013

Title: Extended PeopleSoft Outages

Description:

From May 30th – June 3rd, teams from Admissions, Human Resources, Registrar’s Office, Business Office and IT Services will be upgrading our PeopleSoft installation. These teams have been working for months in preparing for these upgrades, and they will be taking advantage of the end of the Spring Term and the start of the 2013/2014 fiscal year to roll them out. The upgrades will take place according to the following schedule:

    Thursday, May 30th, 5:00 PM – Monday, June 3rd, 7:00 AM – All PeopleSoft systems unavailable

In the coming days, each operational area will be sending additional targeted communication as required, with guidelines for managing through the upgrade time frame. While these systems may not be available, you can always contact the respective office directly for any questions you may have or assistance you may need. These contacts include:

Benefits, Employment Questions - Human Resources - 3312
Payroll Questions – Business Office - 3342
Grading, Registration, Transcript Questions - Registrar - 3651
Tuition and Billing Questions - Student Accounts - 3343
Purchasing, Accounts Payable Questions - Business Office - 3344
Admissions Questions - Admissions - 3622
Technical Questions - IT Services - 4357

Estimated time impacted: Outages based on the above calendar starting May 30th until June 3rd, 2013.

Contact: Current information about this bulletin may be found at http://www.hws.edu/itservices/bulletins.aspx. If you have any questions or concerns, please contact IT Services at helpdesk@hws.edu or call 315-781-HELP.

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Category: Informational
Distribution:
hwsnetworkaccounts@hws.edu