_blurb for maintenance window

System Maintenance Time *is a block of time endorsed by InfoSys when online systems are "not expected" to be operational. This does not mean that systems will always be down; there is a possibility online systems will be inoperable during that time due to planned maintenance. It is our standard practice to avoid maintenance whenever possible in these cases:*

- *weekends and Mondays associated with the bi-weekly payroll cycle*
- *end-of-term processing (From grades-due "Tuesday" thru Friday)*
- *first week of classes*
- *BOT meeting days*
- *recent instability of critical ITS services*
- *other conflicting scheduled upgrades/fixes*

Standard Working Hours *are M-F 8am - 5PM, during which time no routine maintenance will be planned if at all possible.*

ITS Dedicated Project Work Hours, *Developers and Engineers observe strict no non-project meetings, and only respond to emergency interruptions. Concessions made for established recurring institutional meetings.*

CST	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday		Legend	
12:00 am - 1:00 am					P N $				*	Any system (except Banner Core Systems: Banner Student, HR, Finance)
1:00 am - 2:00 am	JR		E		P N $				$	Any system - however coordination and awareness is imperative because server or network changes may affect your work (at your own risk)
2:00 am - 3:00 am			E		P N $				B	Banner ERP systems and associated systems
3:00 am - 4:00 am	E TAB	E	E	E	E P N $	E	E		Bopt	Banner ERP systems and associated systems (*reserved for anticipated longer outages which can't fit into the regular Wednesday window) *Note that we may work later for test instances.*
4:00 am - 4:30 am					P N $				N	Network
4:30 am - 5:00 am					P N $				P	Server Patching
5:00 am - 5:30 am					P N $				E	Endpoint Workstation Patching
5:30 am - 6:00 am				B	P N $				JR	Jira Re-indexing
6:00 am - 6:30 am			*	B	P N $	*	Bopt		TAB	Tableau Server Restart
6:30 am - 7:00 am			*	B	P N $	*	Bopt			
7:00 am - 7:30 am				B			Bopt			
7:30 am - 8:00 am							Bopt			
Standard working hours							Bopt (8-10am) Bopt (10am - 5pm - test instances only)			
5:00 pm - 9:00 pm						Bopt	Bopt (test instances only)			
9:00 pm - 12:00 am						Bopt				