

Critical Services Delivery

System and network upgrades and maintenance should be planned and performed using the following chart as a guideline.

RED **Schedule/perform NO updates unless an emergency.**

YELLOW **Medium class activity levels. Avoid if possible.**

GREEN **Low class activity levels. This is the most appropriate time to schedule/perform upgrades and maintenance.**

For questions or in case of emergency, email the following clients prior to any activity: KeyUsers DL, ATC DL, Campus Safety, Facilities, Helpdesk

Classroom Teaching Schedule							
Class block times	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday***	Sunday
*7am – 8 am	GREEN	GREEN	GREEN	GREEN	GREEN	GREEN	GREEN
8:30 am - 9:45 am	YELLOW	YELLOW	YELLOW	YELLOW	YELLOW	YELLOW	GREEN
9:55 am - 11:10 am	YELLOW	RED	RED	RED	YELLOW	YELLOW	GREEN
11:20 am - 12:35 pm	YELLOW	RED	RED	RED	YELLOW	YELLOW	GREEN
12:45 pm - 2:00 pm	YELLOW	YELLOW	GREEN Activity period	YELLOW	YELLOW	YELLOW	GREEN
2:10 pm – 3:25 pm	GREEN Activity period	YELLOW	YELLOW	YELLOW	YELLOW	YELLOW	GREEN
**3:00 pm - 3:35 pm	RED	RED	RED	RED	GREEN	YELLOW	GREEN
3:35 pm – 4:50 pm	RED	RED	RED	RED	GREEN	YELLOW	GREEN
5:00 pm – 6:15 pm	RED	RED	RED	RED	GREEN	GREEN	GREEN
6:30 pm – 8:50 pm	RED	RED	RED	RED	GREEN	GREEN	GREEN
7:30 pm – 9:50 pm	RED	RED	RED	RED	GREEN	GREEN	GREEN
10 pm – 8 am	GREEN	GREEN	GREEN	GREEN	GREEN	GREEN	GREEN

*Library opens at 7:30 am; students with 8:30 am classes often arrive then to finish writing research papers and print them.

**Not a class block, but a critical setup and testing time for ~50 Hybrid-Online classes each week.

***Undergraduate classes are sometimes offered on Saturdays during the Spring and Fall semesters. They tend to be cancelled, but we need to be aware that they might be held.