

	A	B	C	D	E
1	Indicates Task is a Deadline for Libraries	Whose Task	Task Description	Start Date 2013	Finish Date 2013
2		Libraries	SML Upgrade to Voyager 7.2.5		4/23/13
3		Libraries	KIS Upgrade to Voyager 7.2.5	5/30/13	5/31/13
4					
5			<b>PLANNING TASKS</b>		
6	*	Libraries	Tell CARLI if Voyager is used to authenticate other services	6/3/13	6/10/13
7		CARLI	Send libs our usual batch schedule	6/3/13	6/3/13
8	*	Libraries	Tell CARLI what changes are needed in the batch schedule	6/3/13	6/10/13
9	*	Libraries	Decide whether to use CARLI's email alternative for notices	6/3/13	6/10/13
10	*	Libraries	Tell CARLI if they use Media Booking, ILL, Self Check, bursar transfer or other ancillaries	6/3/13	6/10/13
11	*	Libraries	Tell CARLI if they use EDI or EOD	6/3/13	6/10/13
12	*	Libraries	Tell CARLI what authority records they have	6/3/13	6/10/13
13	*	Libraries	Tell CARLI whether they want LC authorities and if any local auths need to be kept	6/3/13	6/10/13
14	*	Libraries	Give CARLI a copy of SEARCHPARM, SEARCHFIELDS, and FIELDWEIGHTs tables	6/3/13	6/10/13
15		CARLI	Determine what indexes need to be added	6/3/13	6/10/13
16	*	Libraries	Tell CARLI when fiscal period rollover should occur, if needed	6/3/13	6/10/13
17		CARLI	Set up Oracle instances & table space		5/24/13
18		CARLI	Set up ftp accounts		5/24/13
19		CARLI	LC authorities and CARLI index definitions due to Ex L		6/14/13
20	Training	CARLI & Libraries	Introduction to I-Share Webinar	6/14/13	6/14/13
21					
22			<b>PRODUCTION MOVE</b>		
23		Libraries	Libraries stop cataloging and circ on their old systems	6/16/13	6/21/13
24		Ex Libris	Data migration, authority load, CARLI index definition load, and reindexing on voyager-test	6/17/13	6/19/13
25		Ex Libris & CARLI	Testing	6/19/13	6/19/13
26		CARLI	Add CARLI test record		6/20/13
27		CARLI	Add operators for CARLI staff		6/20/13
28		CARLI	Move /m1 and databases from voyager-test to production	6/20/13	6/20/13
29		CARLI	Set up WV and VuFind w/ customizations, including mobile and SFX		6/20/13
30		CARLI	Add libs to the catalog selection dropdown	6/20/13	6/20/13
31		Libraries	File Work Request Online (WRO) Forms for each type of batch desired		6/20/2013/ongoing
32		<b>Libraries</b>	<b>Live for local activity</b>	<b>6/21/13</b>	<b>6/21/13</b>
33		CARLI	Run weekly_watcher to verify that there are no SSNs	6/21/13	6/21/13
34	*	CARLI & Libraries	Clean up any stray SSNs	6/21/13	6/21/13
35		CARLI	Set up Voyager batch jobs	6/21/13	6/21/13
36		CARLI	Set up email alternative for notices	6/21/13	6/21/13
37		CARLI	Planned Voyager downtime for System Maintenance	6/21/13 5pm	6/23/13
38	*	Libraries	Create dup detection rules and, if needed, bulk import rules	6/24/13	6/28/13
39		CARLI	Check the rules	6/24/13	6/28/13
40		CARLI	Have OCLC add libs to our daily feed and create backloading accounts	6/24/13	6/28/13
41		CARLI	Set up bib feeds (PCAT, BibNote, MARCIVE, whatever is needed)	6/24/13	6/28/13
42		CARLI	Set up OCLC backloading jobs	6/24/13	6/28/13

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43		CARLI	Set up access and batch for any ancillary modules	6/24/13	6/28/13
44		CARLI	Set up EDI and EOD, if needed	6/24/13	6/28/13
45		CARLI	Look for unprefixed 035s	6/24/13	6/28/13
46	*	CARLI & Libraries	Clean up any unprefixed 035s	6/24/13	6/28/13
47					
48			<b>UB INTEGRATION</b>		
49		CARLI	Create UB patron groups	7/12/13	
50	Training	CARLI & Libraries	Training: VuFind, UB processing (on site at CARLI Office)	7/18/13	7/18/13
51	*	Libraries	Do circ matrix entries for UB patron groups	7/15/13	7/24/13
52	*	Libraries	Set up call slip queues	7/15/13	7/24/13
53		CARLI	run weekly_watcher to proofread the matrices	7/25/13	7/25/13
54		CARLI	UB integration	7/26/13	7/29/13
55					
56			<b>UC INTEGRATION</b>		
57		CARLI	UC loads, initial and ongoing with new libs at the bottom on the hierarchy	7/30/13	8/9/13
58		CARLI	VuFind loads, initial and ongoing	7/30/13	8/9/13
59		CARLI	Start running circ jobs 29, 32, 43	7/30/13	7/30/13
60		<b>Libraries</b>	<b>Live with UB</b>	<b>8/9/13</b>	<b>8/9/13</b>
61					
62		Libraries	Request Oracle users for Reporting	anytime	
63					
65					