

UR STUDENT NEWSLETTER

Preparing for February Go-Live, vol. 4

This bulletin has been designed to help you prepare for UR Student user activities as the system is prepared for production use. A copy of all UR Student Newsletters will be located on the [UR Student Project Newsletter](#) page.

Our next update will be provided Friday, January 17th.

UR STUDENT PROJECT STATUS

- **Activities related to the Curriculum Management cutover are on track.** To date, the schools have been focused on data cleanup.
 - EIOH, Simon, and SMD Med have completed their cleanup activities.
 - AS&E is about 85% of the way through with Eastman, SON, and Warner at around 40-50% completion.
 - The ECMS courses will be loaded in early January; these had to be restructured to align with the redefined ECMS calendar.
- During the month of January, schools will start working on building out their Fall 2020 schedule. **The deadline for wrapping up all Fall 2020 curriculum activity in R11 is Friday, January 24.** At that time, this tenant will be frozen and the data will be moved into production. The schools will not have access to UR Student - either in production or R11 - during the cutover window (1/24 through 2/16).
- **The deadline for any data cleanup in the legacy SIS is Thursday, January 23** as the last "picture" of the legacy SIS that will serve as the source of data for the February cutover will be taken the morning of Friday, January 24.
- The **Fall 2020 registration dates for AS&E and Eastman have been adjusted to April 7, 8, 9.**
 - For AS&E, the registration windows will be open at 9:30am each day - and extend through 9am the following day - to accommodate the common exam schedule on Tue/Thu.
 - For Eastman, the registration windows will be open at 8am each day and remain open for that cohort of students.
- Since the legacy SIS is authoritative for Spring 2020 & Summer 2020, faculty, staff and students will retain access to Instructor Access, Advisor Access and Student Access through Summer 2020.

PLEASE NOTE: The only administrators working in UR Student are registrars, course administrators, and staff assisting with data cleanup activities. Students, instructors, advisors and other records administrators will cutover starting in February. The Bursar's Office and Student Finance personnel will be impacted starting July, 2020

TRAINING

As a reminder, identified Staff are required to complete training in order to receive access to the production UR Student tenant.

- Invitations for the *Records and Registrar* training sessions scheduled in January have been sent out (see our [training page](#) for details). Communications will be sent out next week by schools to identified participants

asking to register for the *Viewing Academic Information in UR Student* class.

- Advisor training sessions will be scheduled starting in February to align with the rollout of Advising functionality across all the schools; the project team is working with each of the schools to finalize dates.
- Student training will be available on-demand via training videos and Quick Reference Cards; these training materials will be available in February.

All training materials will be posted to <https://tech.rochester.edu/services/urstudent/> once available. To customize the available training materials for your school, please contact Cindy Fronterre at cindy.fronterre@rochester.edu to request editable versions of the files.

e "Viewing Academic Information using UR Student" training sessions that occur during the cutover window (1/24 i), there will be limited project representation in the session. You are welcome to submit any questions by [clicking here](#) login using your Active Directory account) and the project team will respond within 5-7 business days.

WHAT'S NEXT

- 1/23 - Deadline for data cleanup in the legacy SIS
- 1/24 - Deadline for course cleanup and Fall 2020 activity in R11
- 1/24 through 2/17 - Freeze of changes to courses in production and R11
 - During this period, the project team will be moving Fall 2020 Course versions and Fall 2020 Course Sections from R11 into production
- 2/17 Onwards - Live in UR Student for Curriculum Management, Student Records, and Advising

Details on training sessions scheduled is available here: <http://www.rochester.edu/urstudent/training/>

This communication is going out to the Student Systems Steering Committee, UR Student Project Team, Project Champions, Special Interest Groups, anyone who subscribed to the UR Student newsletter on our [website](#) and everyone who either completed the Curriculum Management training in November, or is scheduled to attend the Records & Registrar training in January.

Thank you,

UR Student Team



For Newsletter questions or feedback, contact us!
<http://www.rochester.edu/urstudent/contact-us/>