FHDA OUTLOOK/EXCHANGE IMPLEMENTATION CALENDAR

MAY 11, 2012

MAY 2012

S	M	T	W	T	F	S
	01	02	03	04	05	
06	07	08	09	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

JUN 2012

S	M	T	W	T	F	S
					01	02
03	04	05	06	07	08	09
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

JUL 2012

S	M	T	W	T	F	S
01	02	03	04	05	06	07
08	09	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

AUG 2012

S	M	T	W	T	F	S
			01	02	03	04
05	06	07	08	09	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Notes:

Red – conversion activity start dates

June 1	ETS staff (50+ users)
June 5	Super users pre-conversion meeting
June 8	50 users (Super users) conversion starts
June 12	Central services pre-conversion meeting
June 13-14	Full Time Faculty/Part time faculty pre conversion meeting
June 15	Central services conversion starts
June 19-20	Classified Staff and Management pre conversion meeting
June 22	Classified Staff and Management – De Anza only conversion starts
June 26-27	Final week, add code, Summer quarter mandate
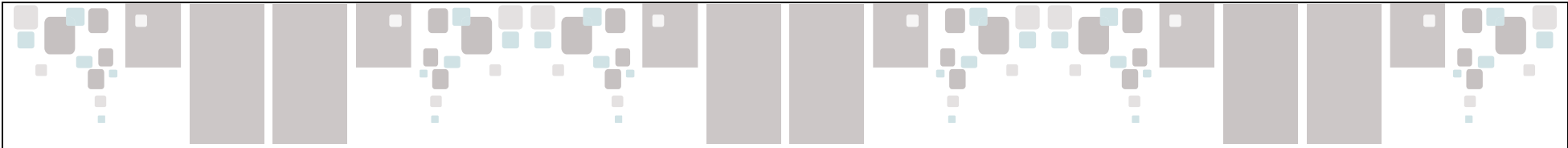
June 26-27   Retirees and others pre conversion meeting
June 29   Classified Staff and Management – Foothill, Retirees and others conversion starts
July 6   Faculty conversion
July 15   Meeting Maker Deactivation
July 16   Phase I project completion

Blue – pre-conversion user meeting

Blue under line – post conversion follow up meeting for prior week

June 15 conversion is for all the supporting services for both colleges, this includes Financial Aid office, Admission and Records, DSPS, Health services, Cashier office...etc.

June 22 conversion includes full time faculty and Middle Field campus.

** Depends on the conversion progress we may add more or subtract people from each of the scheduled conversion calendar.