

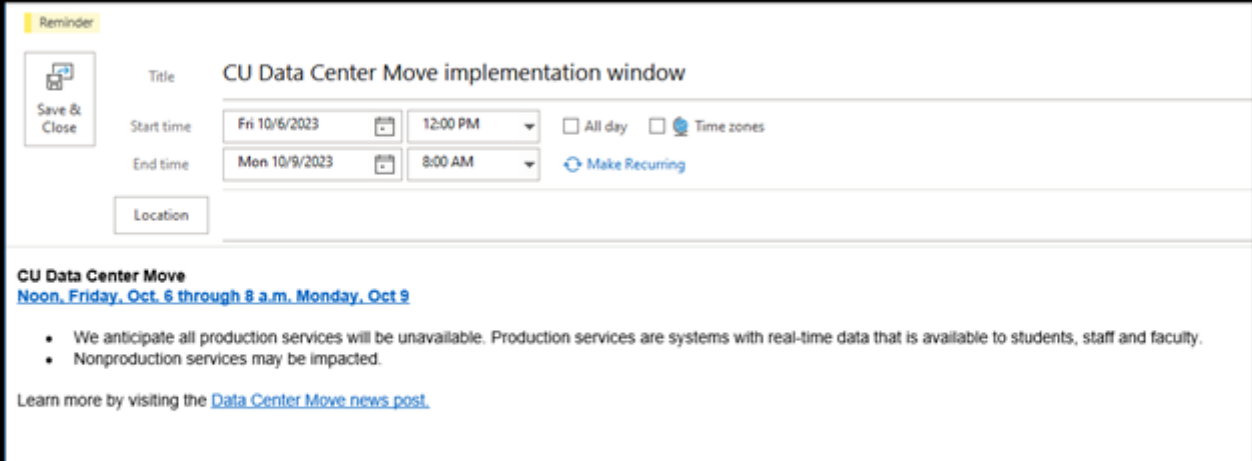
How to prepare for the upcoming Data Center Move [1]

September 13, 2023 by [ES and UIS Communications](#) [2]

The University of Colorado Data Center will move to its new location in the Anschutz Health Building on Oct. 6. All systemwide applications will be unavailable until 8 a.m. Monday, Oct. 9.

A complete list of impacted systemwide applications can be found in the [Data Center Move implementation post](#) [3]. Here are a few steps you can take to prepare your team and your customers:

1. [Add the Data Center Move to your Outlook Calendar](#) [4]



The screenshot shows an Outlook 'Reminder' window for a calendar event. The title is 'CU Data Center Move implementation window'. The start time is set for Friday, October 6, 2023, at 12:00 PM, and the end time is set for Monday, October 9, 2023, at 8:00 AM. There are checkboxes for 'All day' and 'Time zones', and a 'Make Recurring' link. Below the time fields is a 'Location' field. The event description includes the title 'CU Data Center Move' and the dates 'Noon, Friday, Oct. 6 through 8 a.m. Monday, Oct 9'. It lists two bullet points: 'We anticipate all production services will be unavailable. Production services are systems with real-time data that is available to students, staff and faculty.' and 'Nonproduction services may be impacted.' At the bottom, it says 'Learn more by visiting the [Data Center Move news post](#)'.

2. Discuss with your team how business operations will be impacted during the implementation window.

3. Prepare communications on your website and in advance to your customers, so they know what will and won't be available.

4. Plan to stop using systemwide applications in advance of noon Friday, Oct. 6 and do not request reports or run queries that might not finish before the cut-off time.

Thank you for your cooperation as UIS completes this project. Please reach out to the UIS Service Desk with questions at 303-860-HELP (4357) or help@cu.edu. [5]

remote work [6], [data center move](#) [7]

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