

## Downtime Announcement From Informatics

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<b>Sites Affected</b>	<ul style="list-style-type: none"><li>• ALL</li></ul>
<b>Service(s) Impacted</b>	<ul style="list-style-type: none"><li>• POTENTIAL impact to admission facesheet printing</li></ul>
<b>When</b>	Date: Wed, Nov 27th 2024 Start Time: 07:00 hrs EST End Time: 07:10 hrs EST
<b>Action Required</b>	<p><b>Prior to Downtime:</b></p> <ul style="list-style-type: none"><li>• No steps required.</li></ul> <p><b>In the event of Downtime:</b></p> <ul style="list-style-type: none"><li>• If facesheets are not printing at the time of registration, please use downtime forms until the printers are once again available.</li></ul> <p><b>Following Downtime:</b></p> <ul style="list-style-type: none"><li>• Resume use of FRM printer queues for printing of facesheets.</li></ul>
<b>Why</b>	<ul style="list-style-type: none"><li>• To perform monthly server patching</li></ul>

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**Ensure this information is distributed / posted for all affected staff.**

**Questions or comments?** Contact TBRHSC/SJCG Help Desk  
(807) 684-6411 | 1-888-291-9636 | [help@tbh.net](mailto:help@tbh.net)