



McGill's Wired and Wireless Network Upgrade:

#124 Birks Building (3520 University Street)

Notice from NCS-Network and Communication Services:

As part of the McGill wide **Network Upgrade Project**, the **Birks Building** (3520 University Street) is scheduled to receive a **Wired and Wireless Upgrade**. The deployment plan is the following:

April 23 to April 26, 2019 (Business Hours):

- Modify existing wired user jacks and re-number the jack plate with the new number
- Transfer wired users (80) to their new jack (disconnect the old yellow jacks and connect to the new blue jacks)

Notes:

1. This work will require all access throughout the building (Labs, classrooms and offices)
2. Technicians will go to each wired workstation and can take **5 to 15 minutes/workstation which will disrupt the user's Wired and Wireless connectivity** (only if someone is connected to the jack at the time of transfer)
3. The technicians will be overseen by an NCS Team Lead
4. A McGill security guard will shadow the team at all times

May 7, 2019 from 06:30AM to 08:30 AM – COMPLETE DOWNTIME – NO WIRED OR WIRELESS CONNECTIVITY (Off Hours Work)

- Migration to new network infrastructure
- No Wired or Wireless connectivity, although it will be restored incrementally throughout the migration window
- Change/Relocate **26** existing Wireless Access Points
- Add and activate **6** New/Additional Wireless Access Points

Notes:

1. A McGill security guard will shadow the team at all times
2. **Special Request:** To facilitate the work during this migration, **before leaving work on May 6th, 2019 (EOB), please log off but do not shut down (power off) computers or devices.** This will allow the technical team to validate that these are reconnected properly to the network after the migration.

May 7 to May 10, 2019 (Regular Business Hours):

- Post Migration Support:
 - Correct any on site deficiencies
 - Provide heightened support directly by NCS Project team

THANK YOU FOR SUPPORTING OUR TEAM TO GAIN ACCESS TO ALL ROOMS DURING THEIR WORKING SCHEDULES

Thank you for your collaboration in making this initiative a success,
The Network Upgrade Project Team - NCS-Network and Communication Services

To learn more about this initiative, visit the [Network and Information Security Upgrade website](https://mcgill.ca/network-upgrade).
For questions concerning this project: <https://mcgill.ca/network-upgrade/contact-us>

