



## Network Upgrade Preparation:

# Martlet House

### NETWORK JACK AUDITS Potential Wired Connectivity Interruptions December 5-22, 2022

<b>WHAT IS HAPPENING</b>	<p>The <b>Network Upgrade Project</b> is in the process of <b>upgrading</b> the <b>Wired and Wireless Network</b> across the University. This process, applied building by building, affects occupants at different times during the upgrade. The result is improved speed, security and coverage of network services in these buildings and throughout the University.</p> <p>On <b>December 5, 2022</b>, the team will start preparing for the upgrade by performing the onsite <b>network jack audits</b> in the <b>Martlet House</b>. Therefore, technicians from IT Services and external contractors will be working onsite and require access throughout the building (includes offices, classrooms, laboratories, closets, meeting rooms, etc).</p> <p>Performing the audits is the first of several required steps to complete the network upgrade in the building. More information will follow once the audits are complete.</p>								
<b>SCHEDULE, ACTIVITIES &amp; NETWORK IMPACT</b>	<p>The <b>network jack audits</b> include the following activities:</p> <ul style="list-style-type: none"> <li>Performing an onsite audit in each location of the building (includes offices, classrooms, laboratories, closets, meeting rooms, etc) and recording the network jack information and details per room.</li> <li>Testing the existing connectivity of the wired network jacks             <ul style="list-style-type: none"> <li>To perform this test, a rapid disconnection and reconnection of the jack's patch cable is required.</li> </ul> </li> </ul> <table border="1" data-bbox="455 1246 1753 1721"> <thead> <tr> <th>Date</th> <th>Time</th> <th>Floors</th> <th>Network Impact:</th> </tr> </thead> <tbody> <tr> <td>December 5-22, 2022</td> <td>06h00-14h30 daily</td> <td>All floors</td> <td> <ul style="list-style-type: none"> <li>The audits may result in a less than <b>30 seconds wired network interruption</b> per device (desktop, laptop, etc).</li> <li>Any remote desktop session (RDP) in progress is expected to resume automatically without requiring any intervention to reboot the device.</li> <li>The team will start the audits on the 5<sup>th</sup> floor of the building and work downwards (one floor at a time) to the basement floor (all jacks will be audited in the building)</li> </ul> </td> </tr> </tbody> </table> <p><b>Important notes:</b></p> <ul style="list-style-type: none"> <li>The team will require access throughout the floors in the building (includes offices, classrooms, laboratories, closets, meeting rooms, etc).</li> <li>Any classrooms and laboratories are priorities and should be audited before the start of business hours.</li> <li>Technicians will be overseen by an IIS (formerly known as NCS) Project Team Lead and accompanied by McGill security guard(s).</li> </ul>	Date	Time	Floors	Network Impact:	December 5-22, 2022	06h00-14h30 daily	All floors	<ul style="list-style-type: none"> <li>The audits may result in a less than <b>30 seconds wired network interruption</b> per device (desktop, laptop, etc).</li> <li>Any remote desktop session (RDP) in progress is expected to resume automatically without requiring any intervention to reboot the device.</li> <li>The team will start the audits on the 5<sup>th</sup> floor of the building and work downwards (one floor at a time) to the basement floor (all jacks will be audited in the building)</li> </ul>
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<b>ADDITIONAL INFO</b>	<p>As mentioned above, the network jack audits may result in an interruption to wired network connectivity of less than 30 seconds, as each device will be disconnected and reconnected from the existing wall jack to test its connectivity. <b>If you have concerns, please email the <a href="#">project team</a> immediately.</b></p> <p>For more information on Wired and Wireless connectivity at McGill, please consult the following IT Knowledge Base articles:</p> <ul style="list-style-type: none"> <li><a href="#">Wired Network Connectivity</a></li> <li><a href="#">Wireless Network Connectivity</a></li> </ul> <p>To learn more about this initiative, visit the <a href="#">Network and Information Security Upgrade website</a>. If you require more information, please contact your Technical Administrator, your Building Director or the <a href="#">project team</a>.</p>								