



## Network Upgrade Preparation:

### McCall MacBain Arts Building

#### NETWORK JACK AUDITS POTENTIAL WIRED CONNECTIVITY INTERRUPTION May 11-31, 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>May 11, 2022</b>, the team will start preparing for the upgrade by performing the onsite <b>network jack audits</b> throughout the <b>McCall MacBain Arts Building</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. Find out more about this process under Additional Information below.</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 in 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 of the jack patch cable is required.</li> </ul> </li> </ul> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Date</th> <th style="width: 15%;">Time</th> <th style="width: 15%;">Floors</th> <th style="width: 55%;">Network Impact:</th> </tr> </thead> <tbody> <tr> <td>May 11-31, 2022</td> <td>06h30-15h00 daily</td> <td>All floors</td> <td> <p>The audits may result in a less than <b>30 seconds wired network interruption</b> per device (desktop, laptop, etc).</p> <p>Any remote desktop session (RDP) in progress is expected to resume automatically without requiring any intervention to reboot the device.</p> </td> </tr> </tbody> </table> <p><b>Important notes:</b></p> <ul style="list-style-type: none"> <li>In case of changes to the above schedule, we will be able to provide notice in advance.</li> <li>The team will require access throughout the building (includes offices, classrooms, laboratories, closets, meeting rooms, etc).</li> <li>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:	May 11-31, 2022	06h30-15h00 daily	All floors	<p>The audits may result in a less than <b>30 seconds wired network interruption</b> per device (desktop, laptop, etc).</p> <p>Any remote desktop session (RDP) in progress is expected to resume automatically without requiring any intervention to reboot the device.</p>
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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 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>The entire Network Upgrade in each affected building comprises 4 key steps:</p> <ul style="list-style-type: none"> <li>Step 1: Network jack audits (this notice)</li> <li>Step 2: Installation of structured cables, add new network hardware and wireless access points (dates to be provided)</li> <li>Step 3: Jack transfers &amp; connecting to new network, requires 5-15 minutes per workstation (dates to be provided)</li> <li>Step 4: Legacy (old) cable removal and clean up (dates to be provided)</li> </ul> <p>We will advise the building occupants once timing is confirmed for subsequent tasks, post jack audits.</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>								