Network Upgrade Preparation:

==Morrice Hall==

PLANNED WORK:
1. **Network Jack Audits**
2. **Cabling and new network hardware installations**

WHAT IS HAPPENING	The **Network Upgrade Project** is in the process of **upgrading** the **Wired and Wireless Network** 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. On **May 16, 2022,** the team will start preparing for the upgrade by performing **network jack audits** throughout **Morrice Hall**. Then, on **June 1, 2022,** the **cabling** and **installation** of **new network hardware** will commence. Find out more about the Network Upgrade process (per building) under Additional Information below.
SCHEDULE, ACTIVITIES & NETWORK IMPACT	The **network jack audits** include the following activities: • 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. • Testing the existing connectivity of the wired network jacks • To perform this test, a rapid disconnection of the jack patch cable is required.

Date	Time	Floors	Network Impact:
May 16-31, 2022	06h00-15h00 daily	All floors	The audits may result in a less than 30 seconds wired network interruption per device (desktop, laptop, etc). Any remote desktop session (RDP) in progress is expected to resume automatically without requiring any intervention to reboot the device.

The **cabling** work and **installation** of **new network hardware** includes**:**

- Replacing the network hardware in the NCS telecom rooms (access switches and power supply devices).
- Installing the new structured network cables throughout the building for wired and wireless network end points.
- Adding 13 new wireless access points to improve wireless coverage on the floors.

Date	Time	Floors	Network Impact:
June 1, 2022 to TBD	06h00-15h00 daily	All floors	This work should **not** cause any network disruptions.

Important notes:

- The team will require access throughout the building (includes offices, classrooms, laboratories, closets, meeting rooms, etc).
- Classrooms and laboratories are priorities and should be audited before the start of business hours.
- Technicians will be overseen by an IIS (formerly known as NCS) Project Team Lead and accompanied by McGill security guard(s).

ADDITIONAL INFO	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. If you have concerns, please email the project team immediately. The entire Network Upgrade in each affected building comprises 4 key steps: • Step 1: Network jack audits (this notice) • Step 2: Installation of structured cables, add new network hardware and wireless access points (this notice) • Step 3: Jack transfers & connecting to new network, requires 5-15 minutes per workstation (dates to be provided) • Step 4: Legacy (old) cable removal and clean up (dates to be provided) We will advise the building occupants once timing is confirmed for subsequent tasks (step 3 & 4 above). For more information on Wired and Wireless connectivity at McGill, please consult the following IT Knowledge Base articles: • Wired Network Connectivity • Wireless Network Connectivity To learn more about this initiative, visit the Network and Information Security Upgrade website. If you require more information, please contact your Technical Administrator, your Building Director or the project team.