

# Production Calendar

Date	Name	Term	Task	Parts of Term/Notes
<b>May 2018</b>				
5/4/2018	Gerri	201850	Run SFRSLST to create Attendance Rosters and select to send output to ePrint.	PRE part of term.
5/7/2018	Gerri	201810	Grade Process 5. Run SHRROLL to roll final grades. Run report in "A"udit ; after review, run in "U"pdate.	
5/7/2018	Gerri	201810	Post Grading: Run SYGU508 - Students with W grades after grading began.	
5/7/2018	Gerri	201810	Post Grading: Run SYGU512 - R9, RE registrations during web grading.	
5/7/2018	Gerri	201810	Post Grading: Run SYGU513 - WD Status without W grade in SFASTCA.	
5/7/2018	Kismet/A verill	201850, 201880	Run SYRU637 for communications 540 to get IDs of registered students to receive T/A regarding MMR immunizations requirements for registration.	Send file to Ainsley Willis.
5/7/2018	Kismet/A verill	201850, 201880	Run SYRU637 for communications 550 to get IDs of registered students to receive T/A regarding CP (Varicella) immunizations requirements for registration.	Send file to Ainsley Willis.
5/7/2018	Gerri	201810	Set SOATERM flag to turn grading off.	
5/8/2018	TBD	201810	Begin processing enrollment changes as retroactive. Hold transactions until grade rosters generated for MATRIX.	1, 2nd, ROD parts of term.
5/8/2018	Gerri	201850	Grade Process 2. Run SFRSLST (grade rosters) to alphabetize roster; no grade report option.	PRE part of term.
5/8/2018	TBD	201810	Hold current term grade changes until EOT processing completed.	1, 2nd, ROD parts of term.
5/8/2018	Gerri	201850	Post Grading: Run SYGU508 - Students with W grades after grading began.	PRE part of term.

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5/8/2018	Gerri	201850	Post Grading: Run SYGU513 - WD Status without W grade in SFASTCA.	PRE part of term.
5/8/2018	TBD	201810	Run End-of-Term jobs after grades rolled - SZRRPTS, SHRCGPA, SHRASTD, SHRGRDE, SHRTYPE, SZRMARE.	1, 2nd, ROD parts of term. Multiple days required to run EOT jobs.
5/8/2018	TBD	201810	Run MTSU scripts to ID unmarked repeats, MTSU1.SQL, MTSU2.SQL, MTSU3.SQL, by running UC4 reports.	
5/8/2018	TBD	201810	Run SYHX001 to restore credit on courses with "W" grades.	1, 2nd, ROD parts of term.
5/8/2018	Gerri	201810	Run VETERANS Hyperion report and Request grades through Enrollment Verification.	
5/8/2018	TBD	201810	Send advance email notification early morning. Uncheck Web indicator on STVTPRT for Web Transcript.	
5/8/2018	Gerri	201810	Set SOATERM flag to turn on viewing of grades.	
5/8/2018	Gerri	201850	Set SOATERM flag to turn on viewing of grades.	PRE part of term.
5/9/2018	TBD	201810	Email Bursar to run SZRRNOP to purge future registrations of suspended students.	
5/9/2018	TBD	201810	Recheck Web indicator on STVTPRT for Web transcript and send email notification that grading is complete and SSB transcripts is available. Notify Financial Aid to run Lottery EOT jobs.	
5/9/2018	TBD	201810	Stop generation of transcripts and auditing of records after grades rolled for current students until EOT processing completed.	1, 2nd, ROD parts of term.
5/10/2018	TBD	201810	Process transcripts being held for specified parts of term grades.	1, 2nd, ROD parts of term.

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<i>May 2018</i>				
5/10/2018	TBD	201810	Process UM/UT Joint BIOM program transcripts.	1, 2nd, ROD parts of term.
5/10/2018	TBD	201810	Run SYGX006 to post suspension value "S" on TZASTSF.	
5/10/2018	TBD	201810	Run SYGX010 to capture status dates for students with WD Enrollment Status and post to SHATCMT.	
5/10/2018	TBD	201810	Run SYHU501 to generate grade rosters for MATRIX.	1, 2nd, ROD parts of term.
5/10/2018	TBD	201810	Run SYHU502 to generate Incomplete Grade Rosters.	1, 2nd, ROD parts of term.
5/10/2018	TBD	201810	Send email to Degree Analysts to begin loading degrees.	
5/11/2018	Gerri	201850	Run SYGU504 - Enrolled CL5Y Students with Programs and Majors.	1, 1st, 1TE parts of term.
5/14/2018	Todd	201810	CHEF Step 1 - Run SFRNSLC with mode 1 for Clearinghouse enrollment test.	4th Spring submission
5/14/2018	Todd	201810	CHEF Step 2 - Request SFRNSLC with mode 2 for Clearinghouse enrollment final.	4th Spring submission
5/14/2018	Todd	201810	CHEF Step 3 - Run SYGD007 and upload file through secure Clearinghouse site.	4th Spring submission
5/14/2018	Todd		Submit Helpdesk to change term parameter for SYGX002 to update future graduation dates.	Change to 201850.
5/15/2018	TBD	201810	Begin entering Thesis/Dissertation-completed courses after Clearinghouse submission.	

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<b>May 2018</b>				
5/21/2018	Kismet/A verill		Run SYRU618. Lists students registered in Lambuth Sections since specified parameter date. Add to personal calendars to begin running weekly after 1st day of registration.	Run bi-weekly after this run.
5/22/2018	Polly	201850	Run MTSU scripts to ID unmarked repeats, MTSU1.SQL, MTSU2.SQL, MTSU3.SQL, by running UC4 reports.	PRE part of term.
5/22/2018	Polly	201850	Stop name changes for students in parts of term listed.	PRE part of term.
5/29/2018	Polly	201850	Process transcripts being held for specified parts of term grades.	PRE part of term.
5/29/2018	Polly	201850	Run End-of-Term for part of term after grades rolled.	PRE part of term.
5/29/2018	Polly	201850	Run SYHU501 to generate grade rosters for MATRIX.	PRE part of term.
5/29/2018	Polly	201850	Run SYHU502 to generate Incomplete Grade Rosters.	PRE part of term.
5/29/2018	Polly	201850	Run SYHX001 to restore credit on courses with "W" grades.	PRE part of term.