

Production Calendar

Date	Name	Term	Task	Parts of Term/Notes
<i>November 2020</i>				
11/2/2020	Averill		Run Banner to EMS term sync process.	
11/9/2020	Cynthia	202050	Convert prior term Graduate incomplete grades to F.	
11/16/2020	Gerri	202080	Grade Process 1. Run SHRROLL to roll "W" grades. Run in "A"udit; after review, run in "U"pdate.	2nd and Full parts of term.
11/16/2020	Gerri	202080	Grade Process 2. Run SFRSLST (grade rosters) to alphabetize roster; no grade report option.	2nd and Full parts of term.
11/16/2020	Sheynah/ Beverly	202080	Run MTSU scripts to ID unmarked repeats, MTSU1.SQL, MTSU2.SQL, MTSU3.SQL, by running UC4 reports.	
11/17/2020	Gerri	202080	1st day of grading start running SYGU507 daily. (more often if necessary)	Full and 2nd parts of term.
11/17/2020	Gerri	202080	Set SOATERM flag to make grading available.	2nd part of term.
11/17/2020	Sheynah/ Beverly	202080	Stop name changes for students in parts of term listed.	
11/17/2020	Sheynah/ Beverly	202080	Submit Helpdesk to change parameter to next term for SYRX005 to delete future graduation dates on SHADEGR.	
11/17/2020	Todd/ Holliday/ Cynthia	202080	Turn off grade change workflow for current term.	Turn on again when grading is over.
11/17/2020	Holliday/ Caprice	202080	Turn off LDA burst before grading opens.	
11/18/2020	Gerri	202080	Set SOATERM flag to make grading available.	Full part of term.

Production Calendar

Date	Name	Term	Task	Parts of Term/Notes
<i>November 2020</i>				
11/20/2020	Todd	202080	Submit Clearinghouse enrollment file.	3rd Fall submission.