

# Library System Migration

## Project News

*March 4, 2001*

**Project Manager Assignment.** On Thursday Layne spoke with Karen Gatener, Endeavor Senior Project Manager, who provided an overview of the next steps and said she would be assigning a project manager. Friday Layne spoke with our assigned project manager, Adriana (with a last name of Pilecky-Dekajlo, she said to use her first name). The first critical path issue is to set a date for the two-day Orientation at Chicago. We're tentatively looking at March 21 & 22 or March 28 & 29. The sooner this is accomplished, the better idea we will have of timelines and the process. The orientation will cover the process of migration, the timelines, and detailed discussions of data migration issues.

**Server.** Bryce obtained three bids for the Sun server hardware. As per our contract, Endeavor provided notification that the server order meets their specifications for the performance measures we defined in our contract. The order has been generated and is awaiting Lenny's signature. The system will be drop-shipped directly to Endeavor. It takes about a week to load, configure, and test the Endeavor server software. Once the server arrives at PLU, we'll schedule a two-day on-site System Training session. Thanks to Bryce for obtaining bids and to Lenny for finding the funds and approval to purchase the server this fiscal year. That means we can train on our own system!

**Client Software Installation.** Zona and Sharon provided prioritized lists of workstations to install the Endeavor client software on. Client software has been loaded on four workstations to date: Layne's portable, Reference Desk, Zona Flood's, and Fran Budde. Installation will continue later this week and the following week. Our Endeavor project manager is making sure we have the correct version of the software. Layne will wait to hear whether we have the right version before continuing additional installations. We can use the client software to experiment prior to training. It is essential that we **do not modify or change** the original records in the training database. Endeavor uses some of the records in their training and examples. If you want to experiment, clone the records or create new ones.

**Solaris System Administration Training.** Layne will be taking Sun Solaris System Administrator Training March 5-8 in Bellevue. Bryce is looking for an appropriate advanced training package as well.

**Questionnaires.** Endeavor questionnaires for workflow and library information were distributed last week. Sharon and Layne summarized the Circulation, Reserves, and Media information. Jeanine and Layne will complete those questions relating to Cataloging, Serials, and Acquisitions. Layne have contacted Diane Harris about setting up a Data Migration Team meeting to begin working on the Data Migration form.

**Documentation.** Two copies of the Endeavor client software documentation arrived last week. Ann Dodge has ordered notebooks to hold the documentation and we expect to distribute documentation later this week. Layne will keep one master copy in his office and distribute the other copy to the appropriate area. Online versions of the documentation will be available as soon as we get access to the Endeavor Support web. As you start using the documentation, let Layne know if you will need additional printed copies, though the .pdf versions may be more functional with their keyword searching capability. Layne will load the online versions on a local server to reduce download time and make them available via a protected web page.