

**SUBJECT:** Needed Institutional Query Cleanup and Review of Query Security Access

**POSTED:** August 19, 2013

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**ANNOUNCEMENT**

The purpose of this announcement is to make institutions aware of needed institutional/local query cleanup and a review of query security access.

ITS Administrative Services is researching the feasibility of eliminating the reporting database (F89RPT) and moving all BOR Model and institutional/local queries into the production database. If implemented, this change would take place later this calendar year.

In preparation for this potential change, institutions need to:

1. Review local campus queries and take the appropriate action to ensure that the correct queries will get moved from the reporting database (F89RPT) to production and will not be deleted.
2. Complete a security review to confirm that your campus users are granted the appropriate query security access.

**The deadline for completing this review and cleanup is Friday, September 27, 2013.**

The GeorgiaFIRST Financials team will provide instructions, along with a spreadsheet of your current institutional queries, via an e-mail from Allie Cox during the week of August 19<sup>th</sup>. This information will be sent to your campus's *Query Administrator Contact* and can be used to determine which queries will be moved to production and remain accessible to the institutions.

In addition, your *Security Administrator* will be e-mailed a spreadsheet of the current query security access for your institution and information to help you ensure that you are not giving unnecessary query roles. Please note that the *Security Administrator* may need to coordinate with the *Query Administrator Contact* to allow for query cleanup to be completed prior to any query security roles being removed.

If you have questions, please contact:

- Questions about receipt of Instructions and Spreadsheets:
  - Allie Cox email [Allie.Cox@usg.edu](mailto:Allie.Cox@usg.edu)
- Query Review and Cleanup questions:
  - Layne Francis email [Layne.Francis@usg.edu](mailto:Layne.Francis@usg.edu)
  - Donna Wooddell email [Donna.Wooddell@usg.edu](mailto:Donna.Wooddell@usg.edu)
- Query Security Access questions:
  - Shelia Sloan email [Shelia.Sloan@usg.edu](mailto:Shelia.Sloan@usg.edu)

**MORE INFORMATION AND SUPPORT**

For business impact emergency issues, contact the ITS Helpdesk immediately at 706-583-2001 or 1-888-875-3697 (toll free within Georgia). For non-urgent issues, contact the ITS Helpdesk via the self-service support website at [http://www.usg.edu/customer\\_services](http://www.usg.edu/customer_services). (This service requires a user ID and password. E-mail [helpdesk@usg.edu](mailto:helpdesk@usg.edu) to obtain self-service login credentials.)

**ADDITIONAL RESOURCES**

For information about ITS maintenance schedules or Service Level Guidelines, please visit [http://www.usg.edu/customer\\_services/service\\_level\\_guidelines](http://www.usg.edu/customer_services/service_level_guidelines). For USG services status, please visit <http://status.usg.edu>.