

Things to consider when replacing the Millennium Server

The Millennium server will be four years old the end of July. Innovative recommends replacing the server every three years, so we're well past their recommended replacement period. Although the server is still functioning well for us, we had initially planned to replace the server at four years, and it is time to do this.

Here are a few things we should take into account when scheduling the replacement:

1. It will take a full day to replace the server.
Innovative recommends scheduling a full 24 hours to replace the server. Libraries should plan to be without Millennium and InfoSoup for one full business day.
2. We will need to be down for a full day on a weekday.
Because Innovative will be doing the replacement remotely, the replacement will need to be done on a normal working day, not on a holiday or weekend.
3. The replacement should be done on a Tuesday, if at all possible.
From a system standpoint, Monday would be the best day, but libraries tell me that Mondays are the worst days to be down. It's best to do it early in the week, because we don't want to encounter surprises on Saturday and Sunday.
4. All financial functions must be closed and finalized (although a fiscal close is not required) the night before the replacement starts. So – libraries who use the Accounting module will need their staff to finish things up the day before the replacement.
5. Staff members at one library with a 3M selfcheck and one library with a Millennium selfcheck must be available later in the day to test that these devices are working.

What else should we take into account?

For example:

Are there days or dates that would not work well at all? Are there any assumptions (above) that we should question? Are there any days or dates that you would recommend?