Information Technology Department Official Communication

As you may know, ITD has been hard at work configuring and testing the next generation email and calendar system, Sun Java Enterprise System (JES for short). This is the first of several e-mail notifications you will receive with information about the upgrade and what you need to do to be prepared for it. Please read this and future e-mails carefully, as critical information will be discussed.

Below is our “Top 10” list of most important information we believe you should know at this stage of the upgrade:

1) What is the new system?
The new system, which we are calling JES, is comprised of various products including e-mail, calendar, and directory products. The most obvious changes to the community are the new e-mail web client and the integration of calendar and tasks with e-mail.

2) Why are we making the change?
The Law School's old email system was put into production in 2001. It is long overdue for a major overhaul.

3) When will it take place?
The first phase - email migration - is scheduled to take place on the weekend of July 7th-8th. These dates will be finalized based on system consultants’ availability. You will be notified in advance if there is a change to these dates.

4) What will happen to my old email?
All old email on the server will be converted to our new system. All email stored locally on a local PC or Mac will stay on that system.

5) Will my password change after the transition is complete?
All email passwords will stay the same before and after the transition.

6) What do I need to do now to prepare for the transition?
ITD advises everyone to delete all unnecessary email and empty their email trash. This will ensure that the conversion goes more smoothly and quickly.

7) Will I need to install anything on my computer because of this upgrade?
Desktop specialists from ITD will be visiting all faculty and staff workstations to determine if updates are required for you to use all the features of the new system.

8) What will it immediately be able to do that the old system could not?
This system upgrade is a key component of our overall plan to provide and support a technology infrastructure that has greater reliability and scalability which can meet future service needs. Among the benefits of the new e-mail system are:

New web client for e-mail:

* Integrates calendar and tasks with email and contacts
* Group calendar features such as subscribing to other's calendars and checking meeting availability
* Spell checking
* Cleaner, more updated design

Significantly larger storage quota
Faster processing of e-mail

9) **What additional features will be available later on?**
* Mobile sync support with various mobile devices
* Phased-in adoption for alternate e-mail clients
* Single sign-on between administrative systems

10) **What will happen to my old calendaring data?**
Calendar data will stay on the old Corporate Time system and will need to be manually moved to the new calendar system. Corporate Time is scheduled to be discontinued December 2007. Further instruction on this will be provided once we have made sure the e-mail system is fully functioning as expected.

ITD will place documentation on the Loyola web site (http://www.lls.edu) as soon as it is available.

If you have any additional questions, please let us know at jesinfo@lls.edu. We are creating documentation and a "Frequently Asked Questions" page that we will be actively updating over the coming weeks.

Thank you for your patience while we make progress on and finalize this important project.

ITD