



Weekly Update

November 14, 2011

Subject: SCEIS System Maintenance Fri., Nov. 18 at 5:00 p.m. – Sun., Nov. 20 at 6:00 p.m.

Audience: AST Leads, Finance Directors, HR Directors, Procurement Directors

The SCEIS Team will be conducting system maintenance in the SCEIS Production system **beginning Friday, November 18 at 5:00 p.m. through Sunday, November 20 at 6:00 p.m.**

During this time the SCEIS Production System, including ECC, SRM, BW/BEX, Identity Management (IdM) Password Changes/Resets and MySCEmployee, will be unavailable.

We ask that all SCEIS users please log out of SCEIS by 5:00 p.m. on Friday night and remain off line until Sunday at 6:00 p.m. to accommodate the system maintenance.

Please forward this message to all SCEIS users in your agency to ensure they are aware of this planned SCEIS system outage.

If you have any questions about this message, please contact the SCEIS Service Desk at (803) 896-0001 (select option 1 for SCEIS help) or use the email form available at the following link:

<http://www.sceis.sc.gov/requests/>.