

August 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
			1	2	3	4	
			Side Effect Report, Scripts, and Tracking Logs Completed				
5	6	7	8 PPE	9	10	11	
	Side Effect Report, Scripts, and Tracking Logs Completed						
12	13	14	15	16	17	18	
	Side Effect Report, Scripts, and Tracking Logs Completed						
19	20	21	22 PPE	23	24	25	
	Side Effect Report, Scripts, and Tracking Logs Completed						
26	27	28 Copy PRP PP18	29	30	31		
	Side Effect Report, Scripts, and Tracking Logs Completed						
			Sandbox- Refresh and Upgrade/Patching				

September 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 Holiday Sandbox- Refresh & Upgrade/Patching Side Effect Report, Scripts, and Tracking Logs Completed Functional Team Review with Business Owners	4	5 PPE	6 SRP Parallel PY & Prereq Data	7	8
9	10	11	12	13	14	15
	SRP Testing					
16	17	18	19 PPE	20	21 G/NG Decision	22
	SRP Testing					
23	24	25	26	27	28	29
	Transport Freeze					
	SRP Testing					
	Dev Upgrade/Patching (no data copy)				DRP Testing	
30	Transport Freeze					

October 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3 PPE	4	5	6
	Transport Freeze					
	DRP Testing					
	QA - Refresh & Upgrade/Patching					
7	8	9	10	11	12	13
	Transport Freeze					
	QA - Refresh & Upgrade/Patching		QRP Parallel PY & Prereq Data		QRP Testing	
14	15	16	17 PPE	18	19	20
	Transport Freeze					
	QRP Testing					
21	22	23	24	25	26	27
	Transport Freeze					
	QRP Testing			G/NG Decision	Cutover to PRP	
28	29	30	31 PPE			
Cutover to PRP EBS & BO Checkout						

November 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10 Contingency Cutover Date (Sat pm or Sun am)
11 Veterans Day Contingency Cutover Date (Sat pm or Sun am)	12 Observed Holiday	13	14 PPE	15	16 Early Payroll	17
18	19	20	21 Early Payday	22 Holiday	23 Holiday	24
25	26	27	28 PPE	29	30	
SRP/DRP/QRP – YE Payroll CLC & SAP Notes YE Phase I & II						

December 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7	8
	SRP/DRP/QRP – YE Payroll CLC & SAP Notes YE Phase I & II					
9	10	11	12 PPE	13	14	15
	SRP – 1099 Testing					
			SRP/DRP/QRP – YE Payroll SAP Note Ph. III			
16	17	18	19	20	21	22
	SRP – 1099 Testing					
	SRP/DRP/QRP YE PY SAP Note Ph. III					
23	24	25 Holiday	26 PPE	27	28	29
	DRP 1099 Testing					
	SRP/DRP/QRP YE PY SAP Note Ph. III			YE Payroll SAP Notes to PRP		
30	31					

January 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 Holiday	2	3	4	5
		QRP – 1099 Testing				
6	7	8	9 PPE	10	11 Early Payroll	12
	QRP- Complete 1099 Testing, Doc & Transport Forms			1099's Transported to PRP		
13	14 Holiday	15	16	17	18	19
20	21	22	23 PPE	24	25	26
27	28	29	30	31		