

MEMORANDUM

January 16, 2003

*****SECOND NOTICE*****

TO: All Locations
FROM: Information Technology Services
SUBJECT: **ITS HOLIDAY SCHEDULE – 2003**

In observance of the Dr. Martin Luther King Jr. holiday, the computer system will be inactivated according to the following schedule:

January 18	4:00 PM	All Online Systems will be inactivated
January 18	11:00 PM	Information Technology Services Closes
January 19	Closed	Information Technology Services Closed
January 20	Closed	Information Technology Services Closed for Holiday
January 20	11:00 PM	Information Technology Services Opens
January 21	5:30 AM	All Online Systems will be available

If you have any questions regarding this memo, please call Support Services at 305-995-3705(0).