

MEMORANDUM

January 11, 2005

TO: All Locations

FROM: Information Technology Services

SUBJECT: **ITS HOLIDAY SCHEDULE - 2005 *** SECOND NOTICE *****

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

January 15	4:00 p.m.	All Online Systems will be inactivated
January 15	11:00 p.m.	Information Technology Services Closes
January 16	Closed	Information Technology Services Closed
January 17	Closed	Information Technology Services Closed for Holiday
January 17	11:00 p.m.	Information Technology Services Opens
January 18	5:30 p.m.	All Online Systems will be available

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