Cognos Analytics Data Refresh Schedules & Maintenance Window

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During non-business hours, the Office of Information Technology (OIT) refreshes data and may perform system maintenance.

You should not schedule or subscribe to a report during the times on this page, as the run may fail or not run at all.

> **Tip**: Schedule or subscribe to reports after 8:00 AM to avoid conflicting with the data refresh schedules and maintenance windows.

Maintenance Outage

OIT takes Cognos Analytics Production offline for maintenance as needed during non-business hours listed below.

Users Affected	Schedule	Impact on Records
All Cognos Analytics users	**Weekdays**: 5 AM–8 AM **Saturdays**: 3:30 AM–8 AM **Sundays**: 5 AM–noon	OIT will notify users of a planned outage via a Statuspage alert. Users should subscribe to Cognos alerts. During a maintenance outage, scheduled reports will fail or not run.

Data Refresh Schedules

The following table lists the windows when OIT refreshes data sources used by Cognos Analytics Production. These occur regularly—OIT will not notify you each time they run.

Avoid scheduling reports to run for the package(s) you report against during these times.

> **Tip**: The packages used in a Team content folder are listed in the folder description. You can view the package a report uses in the report properties, on the **Report** tab under **Source**.

Affected Users/ Packages (data)	Schedule	Data Load	During data load, schedules will...
Brown Card Entrance Activity folder users **Package**: C-CURE Transactions	2:00 AM, 2nd day of month Duration: 5 min	Load C-CURE card swipe transactions from month just completed into C-CURE Oracle data mart (GENDM)	Run—data may be inaccurate or incomplete
Course Feedback Reports users **Package**: TPAC Teaching Evaluations	6:00 AM daily Duration: 19 min	Load new/modified data from EvaluationKIT and Banner ODS into Course Feedback data mart (Snowflake)	Run—data may be inaccurate or incomplete
25Live and Scheduling Office reports users **Package**: Event Scheduling*	4:30 AM, Sun–Fri 3:00 AM, Sat Duration: 1 min	Load new/modified data from 25Live into Event Scheduling data mart (GENDM)*	Run—data may be inaccurate or incomplete *This package includes Banner ODS data items in certain query subjects. Reports with these data items are affected by the ODS (Banner) Refresh and ODS (Banner) Load windows below.
Agreements, Grants, and Human Subjects reports users **Packages**: Agreements Grants Human Subjects Huron Research Suite Security	3:00 AM daily Duration: 50 min	Populate Agreements, Grants, and Human Subjects data marts (Snowflake) with data from Huron Research Suite and Workday	Run—data may be inaccurate or incomplete
InfoEd reporting users **Packages**: Conflict of Interest Lab Animals	11:00 PM, Mon–Fri Duration: 30 min	Populate Lab Animals and COI data marts in Oracle Coeus Data Warehouse with data from InfoEd	Run—data may be inaccurate or incomplete
InfoEd Security Reports Users **Package**: InfoEd Security	3:00 AM daily Run Time: 11 min	Populate InfoEd Security data mart in Snowflake with data from InfoEd	Run—data may be inaccurate or incomplete

Affected Users/ Packages (data)	Schedule	Data Load	During data load, schedules will...
Banner reporting users **ODS Packages**: Accounts Receivable* Admission* Continuing Education* Course Evaluation Course Proposal Course Proposal (Departmental) Event Scheduling (only certain query subjects include ODS data) Faculty Appointments** Financial Aid* GSIM GSIM Post 2015 Pre-College and UG Programs Registration Override Requests* Student* Student (Departmental)	11:00 PM, Sun–Fri Duration: 4.5 hours	Refresh Banner ODS with new/modified data from Banner	Not run, or be terminated *These packages also contain Banner near real-time data, which is refreshed every 30 minutes (:15 and :45 minutes past the hour). This frequent refresh does not adversely affect subscriptions or scheduled reports and can be ignored when you specify a run time. **Faculty Appointments package accesses ODS for Banner course offering data through a database link, which means that reports against this package will run during the refresh and load windows, but ODS data may be incomplete/inaccurate.
	5:00 PM, Sat Duration: 9 hours	Populate Banner ODS with data from Banner	
Brown Card Entrance Activity folder users **Package**: C-CURE Transactions	3:30 AM, Mon–Sat Duration: 3 min	Load new/modified person information into C-CURE data mart (GENDM) from OIM staging tables, Banner ODS, and Faculty Appointments data mart	Run—data may be inaccurate or incomplete
Faculty Affairs Reports Users **Package**: Faculty Appointments Student	2:00 AM, daily Duration: 2 min	Load data from Workday (via Oracle staging tables) into Faculty Appointments data mart (GENDM)	Run—data may be inaccurate or incomplete
RAIS users **Package**: Sponsored Projects	7:50 AM, Mon–Fri Duration: <1 min	Refresh the User/Personnel data in Coeus DW to support RAIS quarterly audit process.	Run—data may be inaccurate or incomplete

Why don't I see a data refresh schedule for my package?

Some packages are not refreshed because:

- they report directly against live Production data
- the data does not change, like historical data from legacy systems

See Package Data Sources & Refresh Schedules for details about a specific package.

Data Refresh Schedules for Non-Production Environments

If you work in Cognos Analytics QA or Development, see data refresh schedules for non-production environments.