

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: As a suggestion, schedule or subscribe to reports after 8:00 AM to avoid the data refresh schedules and maintenance windows. Your reports will likely be ready for you when you start your day at 8:30 AM.

Maintenance Window

This is when OIT reserves to take Cognos Analytics Production offline for maintenance. OIT is not usually performing maintenance during these times.

When planned maintenance will result in an outage, OIT will email you ahead of time. You can also [subscribe to Statuspage](#) to receive service alerts for Cognos Analytics and other applications.

Users Affected	Schedule	Impact on Records
All users	Sundays: 5 AM-Noon Weekdays: 5 AM-8 AM Saturdays: 3:30 AM-8 AM	While maintenance is being performed, reports or jobs scheduled during this window 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.

Use the table below to determine when to avoid scheduling reports to run for the package(s) you report against.

Tip: You can determine what package your report uses in the report properties, on the Report tab under Source.

Window	Affected users and reporting packages	Schedule	Run time (approx)	During this window, schedules and subscriptions will...
Event Scheduling*	Users: •25Live reporting users •Academic Technology Reports users Packages: •Academic Technology services •Event Scheduling*	4:30 AM (except Saturdays) 3:00 AM on Saturdays	1 min	run, but data may be inaccurate or incomplete *Note: This includes 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.
C-CURE transactions load	Users: Brown Card Entrance Activity folder users Package: C-CURE Transactions	2nd day of the month at 2:00 AM	5 min	run, but data may be inaccurate or incomplete
Coeus Load	Users: Coeus reporting users Packages: •Conflict of Interest •IRB •IACUC •Lab Animals •Sponsored Projects	Monday-Friday: 11:00 PM-midnight	60 min	be terminated or not run
Info Ed Security ETL	Users: InfoEd Security Reports Users Package: InfoEd Security	3:00 AM daily	6 minutes	

ODS (Banner) Refresh*	Users: <ul style="list-style-type: none"> •Banner reporting users •Academic Technology Reports users 	Sunday-Friday at 11:00 PM	3.5 hrs	be terminated or not run
ODS (Banner) Load*	Packages: <ul style="list-style-type: none"> •Academic Technology services •Accounts Receivable* •Admission* •Continuing Education* •Course Evaluation •Course Proposal •Course Proposal (Departmental) •Event Scheduling (only certain query subjects include ODS data) •Faculty Appointments (course offering data) •Financial Aid* •GSIM •GSIM Post 2015 •Recruitment •Registration Override Requests* •Student* •Student (Departmental) 	Saturday at 5:00 PM	9 hours	be terminated or not run *NOTE: Packages with an asterisk also contain Banner real-time data, which is refreshed every 30 minutes (:15 and :45 minutes past the hour). This does not adversely affect scheduled reports and can be ignored when you specify a schedule run time.
Person Information load	Users: Brown Card Entrance Activity folder users Package: C-CURE Transactions	Monday-Saturday at 3:30 AM	3 min	run, but data may be inaccurate or incomplete

Workday Academics Load	Users: Faculty Affairs Reports Users Packages: •Faculty Appointments •Student	4:30 AM daily	2 min	run, but data may be inaccurate or incomplete
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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](#).

Attachments

- [Cognos Analytics Data Refresh Schedules_ Maintenance Window-OLD.html \(23.12 KB\)](#)