



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: View the package your report uses in the report properties, on the Report tab under Source.

Data Load	Schedule and Duration (approx)	Affected Users/ Packages (data)	During data load, schedules/ subscriptions will...
C-CURE Transactions Load	2:00 AM, 2nd day of month Duration: 5 min	Brown Card Entrance Activity folder users Package: C-CURE Transactions	Run— data may be inaccurate or incomplete
Coeus Data Warehouse Load	11:00 PM, weekdays Duration: 60 min	Coeus reporting users Packages: • IRB* • IACUC* • Sponsored Projects InfoEd reporting users Packages: • Conflict of Interest • Lab Animals	Not run, or be terminated *Data in these legacy packages is not refreshed, however, during this data load reports against these packages will fail.
Course Feedback Load	6:00 AM daily Duration: 19 min	Course Feedback Reports users Package: TPAC Teaching Evaluations	Run— data may be inaccurate or incomplete
Event Scheduling*	4:30 AM, Sun–Fri 3:00 AM, Sat Duration: 1 min	25Live and Scheduling Office reports users Package: Event Scheduling*	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.
Huron Load	3:00 AM daily Duration: 25 min	Human Subjects reports users Package: Human Subjects	Run— data may be inaccurate or incomplete
InfoEd Security ETL	3:00 AM daily Run Time: 11 min	InfoEd Security Reports Users Package: InfoEd Security	Run— data may be inaccurate or incomplete

Data Load	Schedule and Duration (approx)	Affected Users/ Packages (data)	During data load, schedules/ subscriptions will...
ODS (Banner) Refresh*	11:00 PM, Sun-Fri Duration: 4.5 hours	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 (course offering data)** •Financial Aid* •GSIM •GSIM Post 2015 •Pre-College and UG Programs •Registration Override Requests* •Student* •Student (Departmental)	Not run, or be terminated *These packages also contain Banner 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 (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.
ODS (Banner) Load*	5:00 PM, Sat Duration: 9 hours		
Person Information Load	3:30 AM, Mon-Sat Duration: 3 min	Brown Card Entrance Activity folder users Package: C-CURE Transactions	Run— data may be inaccurate or incomplete
Workday Academics Load	4:30 AM, daily Duration: 2 min	Faculty Affairs Reports Users Packages: •Faculty Appointments •Student	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](#).