

Sheng, Qin

From: Black, Patt on behalf of ITS
Sent: Wednesday, February 21, 2007 5:03 PM
To: Faculty/Staff
Subject: Preparation for DST

“The U.S. Energy Policy Act of 2005, passed by the U.S. Congress July, 2005, extended Daylight Saving Time (DST) in the U.S. by approximately four weeks. As a result, beginning in 2007, DST will start three weeks earlier on March 11, 2007, and end one week later on November 4, 2007, resulting in a new DST period that is four weeks longer than previously observed.”

To make this transition as seamless as possible, Microsoft is releasing patches that must be installed both on the server and the client. These updates will require a two-part process. The client patch must be installed first; then a server tool will be installed. The recurring meetings already set in your calendar will be the ones most commonly affected.

What you need to do if you are a PC client:

- 1) Print your weekly calendars for March and November so you can make comparisons after the patch is installed.
- 2) If you schedule a meeting during this time period, be sure to include the time of the meeting in the subject line so that invitees can double check the correct meeting time.
- 3) ITS will automatically push the client patch to all desktops on the network. You will be notified within the next few days.
- 4) After the client patch is installed, any previously stored meetings will appear to be one-hour later.
- 5) **Wait** for the server tool to be run, which should re-sync all meetings to the correct time. You will be notified when the server tool installation begins running and when it is completed. We will not run the server tool until some time next week, which will take several days to complete.

Please note that once the client patch has been installed, all events from previous years will also be an hour off during the three weeks in March and one week in November.

What you need to do if you are a Mac client:

- 1) Check to verify that you have Office Version 11.3.3. Entourage uses the operating system to get its time.
- 2) Check to verify that you are running OSX 10.4.6. OSX knows about the new DST. As long as you have updated Office and OSX to the most recent versions (or run the OSX 10.3 DST update available through Software Updates), you should not see any problems with DST other than events from previous years being an hour off.

More detailed information is available at the Microsoft site http://support.microsoft.com/gp/dst_topissues , but please follow our recommended steps above for preparing your Baylor computer.

Please contact the Help Desk for additional information at 710-4357.

This email was generated by the Information Technology Services department. For questions regarding this email please call the HelpLine at 710-4357.

Learning new Software? Have questions? A seminar might be perfect for you. [Training Seminars with ITS](#)

2/22/2007