

# What is Cutover?

The term “Cutover” refers to the planning and execution of activities required to successfully transition the current Classic SIS system to Workday Student.

To ensure Cutover is successful, both systems will undergo a temporary Usage Freeze. During the Usage Freeze no changes can be made to either system. The Freeze is scheduled to cause minimal disruption to day-to-day operations.

There will be separate Cutover periods for Launch 1 and Launch 2.

## Launch 1 Usage Freeze & Cutover Timeline



### September 22 – October 3, 2023 Functionality Usage Freeze

Specific functionalities will experience a temporary freeze. Impact should be minimal, however certain functions will be restricted.

IRP STU works with impacted UBC stakeholders, to confirm technical cutover tasks are complete



### October 4, 2023 Cutover & Launch 1 Go-Live

This is when cutover ends and Workday Student will be live for targeted users.

All previous temporary system Usage Freezes end



### October 5, 2023 Launch 1 Hypercare Begins

Hypercare is the dedicated support period following go-live. It includes: a stabilization period to minimize business disruptions, knowledge transfer, and shifts support to the sustainment team(s)

## KEY TAKEAWAYS

- Cutover is the activity of switching (cutting over) from the current system, Classic SIS to the new system, Workday Student
- As part of Cutover, there will be predetermined Usage Freezes where users will not be able to make updates in some systems and they will operate in Read Only Mode
- Usage Freezes are scheduled and executed so as to have minimal disruptions to day-to-day operations
- Workday Student is launching in phases. Launch 1 and Launch 2 will each have separate Cutover periods
- Details and dates for Launch 2 Cutover and Usage Freezes will be shared closer to Launch 2
- To learn more about the temporarily impacted users and functionality click [here](#) to view the Cutover webpage on [irp.ubc.ca](https://irp.ubc.ca)