

Limitations of CUFA's Operations from Saturday 20 August until Sunday 28 August Due to Temporary Server Shutdown

From Saturday 20 August (0:00) until Sunday 28 August (24:00), as part of the general reconstruction of the CUFA main building, there will be a temporary shutdown of servers. The shutdown is going to affect the operations of CUFA as a whole, i.e. in its other buildings too.

Access to buildings:

- All CUFA buildings shall be open according to the normal opening hours. Cleaning and security shall be running as usual. It is not necessary to cancel scheduled events such as dissertation defences, etc. However, it is necessary to take into account substantial operations limitations. The registry shall be open from 9:00 until 14:00 on working days.

What will not work:

- Faculty website: instead of the main CUFA website, there shall be a notice about the temporary shutdown. The other faculty websites shall be shut down too.
- Phones: phones in all CUFA buildings shall be off, as they are all connected to the same telephone switchboard.
- Specialised servers: specialised servers (such as the Czech National Corpus, CUFA e-shop, etc.) and programmes (records management, electronic information system, webmail, etc.) shall be off.
- Entrance to the main building from Valentinská and Kaprova. During the shutdown, it will not be possible to use cards to open side entrances, and the house phone which is used by the security to open the door shall be off too. Wheelchair users can call the security on 605.200.413.
- Electricity in the Valentinská wing shall be off from Friday 19 August (13:15) until Sunday 21 August (24:00). Weekend shutdown of electricity in the rear wing of the main building. Kindly remove all food from fridges.
- All libraries and offices of the Dean's secretariat.
- Wi-Fi connection at the main building and at the Sweets-Sporck Palace. In other buildings where Wi-Fi connection is provided by the Rectorate, it shall be available as usual.

What shall be working:

- Study information system and other programmes run by the Rectorate. These programmes can be accessed from home and from other locations (not from the faculty computer network).
- Faculty e-mail client: can be accessed from home and from other locations (not from the faculty computer network).
- Faculty intranet: can be accessed from home and from other locations (not from the faculty computer network).
- Projectors in lecture halls. Although computers will not be connected to the internet, in most cases it should be able to run a presentation from a flash drive. Kindly consult the details in advance with audio-visual technicians at the IT Services department.

Crisis situations and emergencies during the shutdown

- Phone numbers for crisis announcements (fire, other emergency situations): porter's lodge at the main building (605.200.413), porter's lodge at the Sweerts-Sporck Palace (730.181.115)
- In other buildings, security phone numbers shall be working as usual.
- Although the shutdown has been planned carefully and with appropriate time reserves, it may have to be prolonged. In such a case, employees shall be notified by the faculty bursar via their faculty e-mails. Non-employees are kindly asked to check the faculty Facebook site (<https://cs-cz.facebook.com/ff.cuni/>) for updates. If the shutdown is prolonged, we shall do our best to prevent problems for events scheduled for Monday 28 August (only applies to those events we have been notified about).

Solving possible issues after the shutdown

Should you encounter any problems when you return to work on Monday 28 September, concerning internet connection and power distribution, kindly get in touch with the IT Services (221.619.825), or with the Head of Investments Office (731.439.762).

Thank you in advance for your understanding and patience during the reconstruction!

Filip Malý, CUFA bursar