


UN3457 1 of 2 13 th June 2024	Electronic Staff Record Programme USER NOTICE	
Title	ESR BI Reporting Upgrade Project – Prerequisite Activities	
Purpose	To inform Users of the pre-requisite work required for the ESR BI Reporting Upgrade project	
Intended Audience	All ESR Users	

SUBJECT

Required pre-requisite work for the ESR BI Reporting Upgrade Project.

DETAIL

The ESR BI reporting solution is due to be upgraded to provide a robust future platform to support the ongoing needs of the NHS.

To perform the upgrade, the current dashboards, reports etc need to be migrated into the new version of software. This upgrade is scheduled to take place as part of R61.2 downtime (29th June weekend) subject to the successful completion of testing.

In order to reduce the amount of extended downtime required to upgrade ESRBI in Release 61.2, from 17:15 Wednesday June 26th 2024 work will be carried out to archive all catalog and object content from the "My Folder" and the "VPD" shared folders in preparation for migration. This means that any changes made to the content of these folders from 17:00 Wednesday 26th June onwards until Monday 1st July 2024, when the migration is confirmed as completed, will not be saved. Following the release, the BI catalog will be as it was at 17.00 on Wednesday 26th June and users will be able to use ESR BI as normal.

Users will however, between 17:00 Wednesday 26th June and 18:00 Thursday 27th June, have the option to archive from the ESR BI catalog, and then re-import into the ESR BI catalog from Monday 1st July meaning any changes made on Thursday 27th June, could be carried forward and not lost using this method. Only users who already have access to archive can do this, i.e. "Power" users, logging in via "XXX Business Intelligence Administrator" URP in EBS; users with the role "BI TRUST POWER USER" role in BI.

Please Note:

This work is required in order to reduce the amount of extended downtime needed to upgrade ESRBI in Release 61.2.

For details on the planned downtime, please refer to **UN3456 Advance Notification of Downtime June to December 2024**.


ACTION REQUIRED

Users with a BI Trust Power User role can continue to make any changes to catalog and object content from 17:00 Wednesday 26th June until 18:00 Thursday 27th June 2024 but be mindful that any changes will be lost following Release 61.2 unless archived as described above.

FURTHER INFORMATION

None

NOT PROTECTIVELY MARKED

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NEXT UPDATE

25th June 2024

NOT PROTECTIVELY MARKED