

News from



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www.maine.edu/system/mainestreet/

Balancing the load

The system can carry a lot!

After many months of discussions, decisions, and data conversions, we're approaching the final few weeks and days leading up to using MaineStreet to enroll University of Maine System students in classes for Fall Semester 2008.

Testing capacity

One important final step that was completed before prime time is **load testing**. MaineStreet is capable of handling the demand that will be placed upon it, but load testing helps us to configure things in the most efficient way. Students have been frustrated in the past when they received "busy signals" from WebDSIS. Now, we want to ensure that students, faculty, and advisors are able to access the enrollment and class search pages without delays.



Several weeks of simulations approximated the number of hits the system might sustain during peak periods of registration. There is the potential—quite unlikely, but possible—that 33,000+ UMS students could be touching the system at the same time.

Distributing users evenly

The load tests have resulted in the deployment of some load-balancing technology, which more evenly distributes attempts to use the system. MaineStreet is able to accommodate more registrations at a time than WebDSIS allows. But we still want to be especially careful to balance the load to minimize delays during this initial registration period.

The 30-minute time-out

In support of this implementation effort, a 30-minute time-out in MaineStreet will go into effect. A half-hour of inactivity in MaineStreet will result in a user being automatically logged out, down from the two-hour limit previously in place. Notice will be given before the 30 minutes of no activity have elapsed, so there will be an opportunity to avoid the automatic log-out.

Tweaking schedules

Last-minute changes in registration schedules for some of the campuses are being made. These tweaks will spread out some of the load at peak times so the system can provide good response when it is hit hard for registration.

Be on the lookout for important announcements from your campus regarding times for student registration. If you have questions, contact your campus Registrar's or Student Records office.

Also in this issue: MaineStreet and Campus Solutions: what is what; How to find CS training materials from the MaineStreet portal; Where can I find...; Two important reminders; Who you gonna call?

The importance of signing out

The load testing process pointed out how important it is for us to **sign out** of MaineStreet when we are finished working.



If you haven't been doing so, please remember to click on "Sign out" in the upper right-hand corner (shown here). When you do this, you are taken to a page from which you can close your browser (assuming you really are finished and meant to sign out) or log directly back in to MaineStreet.

Signing out properly frees up a connection to the MaineStreet system.

(This will apply to HR and Financials also, which is a change from past procedure. Clicking on "Return to portal" is still fine, but now you can also click on "Sign out" from HR and Financials.)

MaineStreet and Campus Solutions: what is what

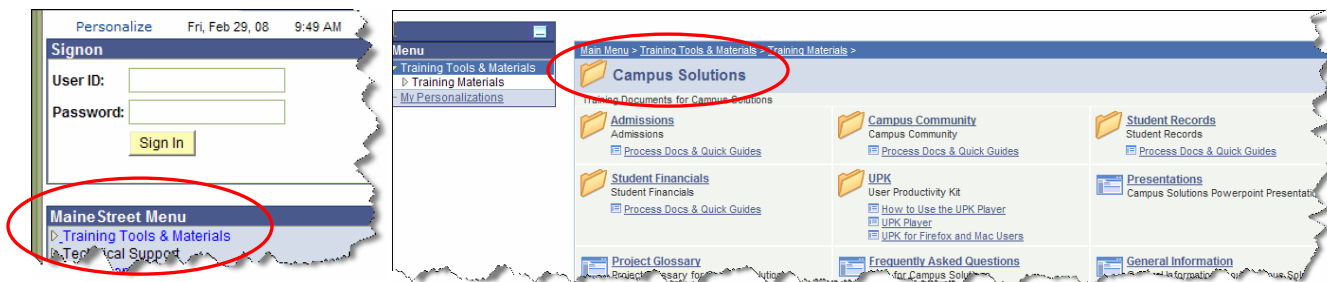
The **MaineStreet portal** is where UMS faculty, staff, and students access MaineStreet (formerly PeopleSoft) systems. This includes **Financials**, **Human Resources**, and **Campus Solutions**.

Campus Solutions is the name of the student administration system. The hierarchy is:

- Campus Solutions**—the name for the whole package, which consists of:
 - Campus Community**—biodemographic info for students, faculty, staff; implemented July 31, 2006
 - Admissions**—where applications are processed; implemented July 31, 2006
 - Student Records**—course registration, class schedule, grading, et al.; going live in March 2008
 - Advisement**—what we refer to as Degree Audit; campus-based, beginning in March 2008
 - Student Financials**—student billing; to be implemented in July 2008
 - Financial Aid**—to be implemented beginning in February 2009

Access to all of these functions (Financials, HR, Campus Solutions) and training materials for them is through the **MaineStreet portal** at <http://mainestreet.maine.edu>.

How to find training materials on the MaineStreet portal...*that was easy!*



In the mid-February **News** you learned how to access UPK help by clicking on the “Help” link while working on a page in MaineStreet.

Here you see how to find UPK and other training tools and documents on the MaineStreet portal. You don’t have to log in.

Before you log in, you see a link to **Training Tools and Materials** in the left menu bar. Simply click on it.

The screen above shows the options available when you then select **Campus Solutions**.

Training documents and UPK help are also available for HRMS and Financials from the **Training Tools and Materials** link.

Where can I find...?



TO FIND:	USE THIS URL:
<p>How to log in to the MaineStreet portal for faculty and staff</p>	<p>Go to the portal at http://mainestreet.maine.edu and select Faculty and Staff or go directly to http://www.maine.edu/system/mainestreet/EmployeeAccountInfo.php</p>
<p>How to log in to the MaineStreet portal for students</p>	<p>Go to the portal at http://mainestreet.maine.edu and select Current Students or go directly to http://www.maine.edu/current/psoft/umsacctinfo.php</p>
<p>User guides and training materials for faculty and staff</p>	<p>Before you log in to the MaineStreet portal at http://mainestreet.maine.edu. Choose Training Tools and Materials. <i>(Includes materials for Financials, HR, Campus Solutions)</i> See screen shots on previous page of this newsletter.</p>
<p>User guides and training materials for students</p>	<p>After you have logged in to the MaineStreet portal at http://www.mainestreet.maine.edu. Look for links on the Student Message Center.</p>
<p>User guides and demos for prospective students and applicants</p>	<p>Go to the portal at http://mainestreet.maine.edu and click on Applicants for admission or visit the UMS Prospective Students website page at http://www.maine.edu/prospective/. Select Application Services and then Information for Applicants.</p>

TWO IMPORTANT REMINDERS:

1. Every employee and student in the University of Maine System is assigned an email address that ends with “@maine.edu.” Important university-related information is sent to employees at this address (including this newsletter). If you or colleagues are not receiving this via email, it may be because you use a different email system to which you have not forwarded your



@maine.edu mail. Please visit <http://www.mail.maine.edu/> for instructions about forwarding your @maine.edu mail.

2. If you have trouble logging in to MaineStreet, clear your browser cache of temporary files, cookies, history, etc. You’ll probably be successful the next time you log in.



Who you gonna call?



If you encounter difficulties using Campus Solutions in MaineStreet, here is how to find help.

For help with other MaineStreet (Financials, HR) applications, visit

<http://www.maine.edu/system/mainestreet/helpall.php>

Employees at University of Maine at Augusta, University College-Bangor, and University College Outreach, call:		
621-3475	Augusta Help Desk	UMS account activation and MaineStreet login/access
262-7743	Bangor Campus Help Desk	UMS account activation and MaineStreet login/access
621-3140	Kathy Trask trask@maine.edu	Admissions
621-3145	Ann Corbett annie@maine.edu	Campus Community and Student Records
621-3361	Claudia Quintal claudia@maine.edu	Campus Community
262-7808	Marcia Mower mower@maine.edu	Campus Community
621-3216	Emily Johnston emilyj@maine.edu	Security
621-3063	Holly Maffei maffei@maine.edu	Student Financials
Employees at University of Maine at Farmington, call:		
778-7300	Computer Center Help Desk	UMS account activation and MaineStreet login/access
778-7056	Lynda Kinley lynda@maine.edu	Admissions
778-7241	Carla DeGraw carlad@maine.edu	Campus Community and Student Records
778-7254	Sharon Nadeau sharonn@maine.edu	Security, Student Financials
Employees at University of Maine at Fort Kent, call:		
834-7818	IT Help Center	UMS account activation and MaineStreet login/access
834-7602	Jill Cairns jillb@maine.edu	Admissions
834-7521	Don Raymond raymond@maine.edu	Campus Community, Student Records, Security
834-7550	Leslie Guerrette leslie.guerrette@maine.edu	Student Financials
Employees at University of Maine at Machias, call:		
255-1237	IT Help Desk	UMS account activation and MaineStreet login/access
255-1223	Mary Stover mstover@maine.edu	Campus Community, Student Records, Security
255-1365	P.J. Singh psingh@maine.edu	Admissions
255-1312	Barbie Holmes holmes@maine.edu	Student Financials
Employees at University of Maine at Presque Isle, call:		
768-9626	Computer Services	UMS account activation and MaineStreet login/access
768-9610	Nola Belanger nola.belanger@maine.edu	Admissions
768-9547	Eldon Levesque eldon.levesque@maine.edu	Campus Community, Student Financials, Security
768-9581	Kathy Davis kathy.k.davis@maine.edu	Student Records
Employees at University of Southern Maine, call:		
780-4029	Help Desk helpdesk@usm.maine.edu	UMS account activation and MaineStreet login/access
780-5724	Jon Barker jbarker@usm.maine.edu	Admissions
780-5107	Steve Rand srand@usm.maine.edu	Campus Community, Student Records, Security
780-5911	Pat Davis patdavis@usm.maine.edu	Security, Query Reporting
780-4002	Marty Berry msberry@usm.maine.edu	Student Financials, Security
780-4027	Holly Spencer hspencer@usm.maine.edu	Student Financials
Employees at University of Maine, call:		
581-2506	IT Help Desk www.mail.maine.edu	UMS account activation and MaineStreet login/access
581-1563	Mary Chappelle chappelle@maine.edu	Admissions
581-1318	Linda Reid linda@maine.edu	Campus Community, Student Records
581-1298	Roberta Hussey berta@maine.edu	Security
581-1309	Doug Meswarb douglas.meswarb@umit.maine.edu	Security
581-1293	Tammy Light tlight@maine.edu	Student Records
581-1546	Jake Senson jake@maine.edu	Student Financials
581-1521	Dennis Casey dlcasey@maine.edu	Student Financials
581-1521	Dawn-Marie Glidden dawng@maine.edu	Student Financials