Daylight Savings Time – 2007

The Department of Information Technology has updated all the calendar entries in Notes to properly reflect the new Daylight Saving Time (DST). If you are using the Notes V6 client on a Windows computer that has the DST updates installed, we believe your calendar entries should be correctly displayed.

All computers on campus should have the Windows patch installed that addresses the new DST times.

- If your computer has not had the Windows updates for DST installed, the calendar entries will be incorrectly displayed. The Windows updates should be installed prior to making any corrections to calendar entries. Please contact the Helpdesk to have the updates installed. (x4357)

- If you are using the Notes V5 client, you will need to upgrade to Notes V6. Please contact the Helpdesk to have the upgrade installed. At this time, Information Technology is not aware of any user still running Notes V5.

- If you created or modified calendar entries using iNotes (the web interface to Notes) prior to your computer having the Windows updates for DST installed, you will need to manually correct the time for those calendar entries. This should only be done once the Windows updates for DST are installed.

- If you created or modified your Notes calendar with an unsupported calendar client, such as Blackberry, Outlook, or any other non-Lotus client, you will need to manually update all your calendar entries that are in error.

- If you are on a Windows computer that has the DST updates installed and still see discrepancies, please view (open) the individual calendar entry, and then click on the "Save and Close" button. This will correct that calendar entry.

- If you are using the Notes V6 client on a Windows computer that has the DST updates installed, your calendar entries should be correctly displayed.

For validation purposes, you should still verify that appointments scheduled between [March 11th and April 1st] and between [October 28th and November 4th] are correct.

You should look not only in the "Day View" or "Week View," but also by opening the entry and look at the time displayed in the document. If your office has a "group" mailbox that contains calendar entries, do not forget to verify them also.

As always, if you are unsure about performing any of the above steps or have additional questions, please call the Help Desk at x4357.