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## Data Center Migration Recommendations

- **Product:** Cross-Product
  - **Relevant for Installation Type:** Hosted (and Local)
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To ensure the best long-term support for our Customers they were moved to a new data center vendor.

The Ex Libris team works closely with affected customers to make this transition as smooth as possible for you and the patrons that you serve. We have put together a few resources to provide you with more information and to share recommended preparations ahead of the migration:

- This document [Data Center Migration Recommendations](#)

We will continue updating you with additional information over the coming months, including updates to the Knowledge Center pages referenced above.

We understand that this change is an inconvenience for customers, and your patience and trust are appreciated. As always, thank you for your continued partnership.

For any questions on the following recommendations, please contact our support team.

1. Prepare a message in advance to post on Primo discovery site.
  - a. [How to add a footer to Primo - Using Primo VE](#)
  - b. [How to add a footer to Primo - Using BO](#)
  - c. [How to add a message using the sign-in alert bar in Primo and Primo VE](#)
2. Prepare a message in advance to post in Leganto
  - [How to set a general message for students and instructors](#)
3. Change all item loan due dates which might fall during the closure to be after the closure:
  - a. [How to globally change lending loan due dates to a future dates \(bulk change due dates\)](#)
  - b. [The letter FullItemChangeDueDateLetter \(Loan Status Notice\) and the job Bulk Change Due Date](#)
  - c. [How to change the due date of a loan and send letter to patron after changing the calendar \(using job Loans - Due Date Correction after Calendar Change\)](#)
4. If desired officially close the library:

- [How to close the library for a specified or non-specified period of time using the Alma Calendar Management](#)

5. Use the "offline circulation" during the closure time if patrons will still come to library

- [Downloading the Offline Circulation Utility](#)

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