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# Operations Checklist

Reference	Page	Contents
Team Members	Team Member List	List of members of the Workflow Team and contact information
Setting Up new operators	New Operator Setup	Instructions for getting accounts and tunneling
Leaving Team Member Instructions	Leaving Instructions	Instructions for actions to do before leaving the team
CSP Instructions	CompOpsPRCSP	Instructions for CSP
Comp Ops Shifters NEW	Comp Ops Shifters	List of duties for Shifters (formerly Operators)
Operator Responsibilities	Operator Responsiblites	Lists of duties for Operations shifts
Team Leader Responsibilities	Team Leader Responsibilities	Lists of duties and tricks for Team Leaders
Workflow Traffic Controller Responsibilities	WTC Responsibilities	Lists of duties for WTC
L3 Responsibilities	L3 Responsibilities	Lists of duties and tricks for L3's
New Operator	Reference guide	Description of the ReqMgr and the WMAgent, which should be carefully read by the new operator and referenced at his convenience during his daily work.
WMAgent Toolkit	Toolkit	Contains a list of tools an operator can and should use.
Infrastructure Troubleshooting	Infrastructure Troubleshooting	Contains a list of twikis to troubleshooting problems with the different componnets
Known issues	FAQ	Recipes coming from the daily experience of the operators themselves, so that problems already (and frequently) solved can have a fast solution without other operators' intervention.
Scripts	Scripts	Scripts available and useful for daily operations.
WMAgent Patch Level	Patches Applied	A list of production WMAgents and any patches that have been applied to them.
WMAgent PreProductions Tests	WMAgent Tests PreProduction	A list of tests that must be done to the request manager in test bed before a new realease of ReqMgr + WmAgent goes into production.
WMAgent Fixes List	WMAgent Issues List	A list of the current issues and a priority list of what is coming.
Deployment Schedule	Deployment Plan	Deployment plan to install new WmAgent version and upgrade kernel and condor on Production machines
Shift Schedule	Operator Shifts	Shift schedule for operators
Sites DownTime Production Policy	Site Downtimes	Team policy for site downtime
RelVal operations	RelVal operations	Sub-twiki for RelVal operations
Workflow Team Meeting	Workflow Team Meeting Notes	Someplace to store our team meeting notes for each week
Sites out of Production (SSB Waiting Room)	Sites out of Production	How to Add/Remove sites in Drain, How to re commission a site for Workflows
Sites Pledges	Sites Pledges	How to update the Pledges for MC Production used by the WMAgents & How to find the Pledges per Site
DBS2/DBS3 Migration	Migration Plan	

<b>Plan</b>		
<b>Workflow Dictionary</b>	Workflow Dictionary	List of all words, names, common expressions in CMS Workflow Jargon

Just for tracing things CompOpsWorkflowTeamTree

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This topic: CMSPublic > CompOpsWorkflowTeam

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