

## Job Scheduling Support Service

January 30, 2015

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**1. Rate** Job Scheduling Support (per job) \$1.25

### 2. General Overview:

Job Scheduling Support involves setting up and maintaining processing schedules for the Z/OS and other distributed client server platforms. Centralized job scheduling allows users to establish predecessor and successor relationships for batch processing across all state agencies and eliminates the need for manual monitoring of processes. Successful completion of work is monitored by the scheduling system so successor work is submitted for processing immediately. Abnormal termination of batch processing holds all successor processing.

### 3. Service Description:

The service will include:

- JCL/documentation review and set-up on the scheduling database within 5 workdays of receipt of materials
- Scheduling and monitoring of jobs

The service will **NOT** include:

- The submission of execution JCL that is not stored in a JCL library defined to the scheduling software.

### 4. Roles and Responsibilities:

The Office of the CIO is responsible for:

- Moving documentation to the production environment
- Establishing schedules so jobs run at the appropriate times in the correct sequence.

The customer is responsible for:

- Supplying complete documentation and an error-free JCL scan.

### 5. Requesting Service:

Contact the OCIO Help Desk (402-471-4636 or [cio.help@nebraska.gov](mailto:cio.help@nebraska.gov)) or Job Scheduling at 402-471-0459 to order the service.

### 6. Billing Information:

The Office of the CIO uses a system of Billing Accounts, Job Codes and Work Orders for authorizing work and tracking costs for specific projects. The customer may designate which job code and work

order to use or request a new job code or work order. Contact the Office of the CIO for assistance with developing an accounting structure that meets the needs of the agency.

The Job Code and Work Order will be coded on the JOB statement of the execution JCL. The scheduling software will submit the execution JCL at its' appropriately scheduled date and time. The execution of the job will generate a billing record that will be incorporated into the monthly billing process. A rate of \$1.25 will be billed for each job submitted by the scheduling software.

## **7. Service Hours, Response Times and Escalation:**

The development of the service is available Monday-Friday from 7:00AM-3:30PM and the service can be used 24 X 7. There is 100% availability.

**For further information, please contact:**

**Office of the CIO Help Desk**  
**[cio.help@nebraska.gov](mailto:cio.help@nebraska.gov)**  
**402-471-4636 or 800-982-2468**