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## ANNOUNCEMENT

**TO:** GeorgiaFIRST PeopleSoft Financials Users

**POSTED:** August 4, 2022

**SUBJECT:** Password Change for GeorgiaFIRST PSQUEST Accounts Effective 8:00 a.m. on August 24, 2022

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GeorgiaFIRST will conduct maintenance from **6:00 - 8:00 a.m. on Wednesday, August, 24, 2022**. The purpose of this maintenance is to change PSQUEST account passwords in FPROD. The PSQUEST account is used to make a database-level connection to the PeopleSoft Financials database for data extraction and reporting purposes.

During this maintenance window only PSQUEST access to FPROD is affected. FPROD will still be available for web access. New passwords will be applied to all GeorgiaFIRST PSQUEST accounts as of approximately 8:00 a.m. on August 24, 2022.

**PEOPLESOFT SECURITY ADMINISTRATORS:** If you are a PeopleSoft Security Administrator, contact the [ITS Helpdesk](#) to request the new PSQUEST password available now. The ITS Helpdesk will provide the new password only to the authorized PeopleSoft Security Administrator for each institution.

In addition, do not attempt to use the institution's PSQUEST account during this maintenance window. If users have any automated scripts, take steps to ensure those scripts do not run during this maintenance window.

Any institution-specific applications, processes or scripts which use the PSQUEST account (pqst####) should not run during the maintenance window and they need to be updated to reflect the new password as of 8:00 a.m. on Wednesday, August 24, 2022.

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**MORE INFORMATION AND SUPPORT:** For business impact issues, contact the ITS Helpdesk at [helpdesk@usg.edu](mailto:helpdesk@usg.edu) or via the [ITS Customer Services website](#).