**ACTIVITY REPORT**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Objective** | Restart server of OLSS (Windows based) as a regular maintenance. |  |  |  |
| **Activity Date** | Saturday 31 Oct 2015 11:00 – 14:00 |  |  |  |
| **Location** | Data Center Sentral Senayan 2 |  |  |  |
| **PIC** | Urida Zidni Ilma (Data Center engineer) |  |  |  |
| **Team member** | 1. Devilosa Indra Kamal (Service Manager) 2. Setiyono (OLSS Operation) |  |  |  |
| **Report date** | 31 Oct 2015 |  |  |  |
| **Reported by** | Setiyono |  |  |  |

**Detail Objective:**

Restart server of OLSS as a regular maintenance to keep performance.

Server of OLSS include:

1. 192.168.140.21 (Prod Web Server) SNDSFP101.corp.dipostar.com
2. 192.168.140.26 (Prod DB Server) SNDSFP106.corp.dipostar.com

**Rundown**:

Below is high level rundown of this activity.

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **NO** | **DESCRIPTION** | **Plan** | | | **Actual** | | | **PIC** | **Status** | **REMARK** |
| **Date** | **Start** | **Finish** | **Date** | **Start** | **Finish** |
| 1 | Stop OLSS web application | Oct 31, 2015 | 11:00 | 11:10 | Oct 31, 2015 | 11:00 | 11:10 | Mr. Setiyono | Done |  |
| 2 | Restart OLSS DB Server | Oct 31, 2015 | 11:10 | 11:55 | Oct 31, 2015 | 13:00 | 13:10 | Mr. Urida | Done |  |
| 3 | Restart OLSS Web Server | Oct 31, 2015 | 11:55 | 12:40 | Oct 31, 2015 | 13:25 | 13:35 | Mr. Urida | Done |  |
| 4 | Test Login Windows OLSS DB Server | Oct 31, 2015 | 12:40 | 12:45 | Oct 31, 2015 | 13:40 | 13:43 | Mr. Urida | Done |  |
| 5 | Test Login Windows OLSS Web Server | Oct 31, 2015 | 12:45 | 12:50 | Oct 31, 2015 | 13:50 | 13:53 | Mr. Urida | Done |  |
| 6 | Test access DB via Ms SQL Server Management Studio (directly from server) | Oct 31, 2015 | 12:50 | 13:00 | Oct 31, 2015 | 14:00 | 14:10 | Mr. Setiyono | Done |  |
| 7 | Start OLSS web application | Oct 31, 2015 | 13:00 | 13:10 | Oct 31, 2015 | 14:15 | 14:25 | Mr. Setiyono | Done |  |
| 8 | Test OLSS web application (directly from server), include:  a. Login OLSS application  b. Open random screen  c. Print random report | Oct 31, 2015 | 13:10 | 13:30 | Oct 31, 2015 | 14:27 | 14:37 | Mr. Setiyono | Done |  |
| 9 | Test access DB via Ms SQL Server Management Studio (remotely from other PC) | Oct 31, 2015 | 13:30 | 13:40 | Oct 31, 2015 | 14:40 | 14:50 | Mr. Setiyono | Done |  |
| 10 | Test OLSS web application (remotely from other PC), include:  a. Login OLSS application  b. Open random screen  c. Print random report | Oct 31, 2015 | 13:40 | 14:00 | Oct 31, 2015 | 14:50 | 15:00 | Mr. Setiyono | Done |  |

**Result**:

1. OLSS Server (Windows based) successfully restarted. OLSS system tested successfully and ready to operation mode on Monday 02 Nov 2015 08:00
2. After restarted, memory utilization of Prod Web Server currently is around 1.1GB(14%), previously was 2.6GB(33%). And memory utilization of Prod DB Server currently is around 1.9GB(12%), previously was 4.6GB(29%).

**Evidence**:

|  |  |
| --- | --- |
| **NO** | **Evidence** |
|
| 1 | CPU & RAM Performance before restart  CPU (Web server) Memory (web server)    CPU (DB server) Memory (DB server) |
| 2 | CPU & RAM Performance after restart  CPU (Web server) Memory (web server)    CPU (DB server) Memory (DB server) |
| 3 | IIS screen after restart server (before restart IIS)    IIS screen after restart server (after restart IIS) |
| 4 | OLSS Login screen after restart |
| 5 | OLSS Print report after restart |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Acknowledgement** | | | | **Created By** |
| Operation Officer | Multifinance Operation Manager | OLSS Service Manager | PIC  (Data Center Engineer) |  |
|  |  |  |  |  |
| Name: Feri Irawan | Name: Asra Haryadi | Name: Devilosa Indra K | Name: Urida Zidni Ilma | Name: Setiyono |
| Date: | Date: | Date: | Date: | Date: |