

# CONNECTIONS Transformation Top Ten System Improvements

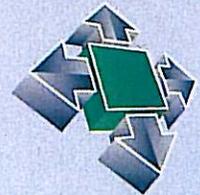
The CONNECTIONS Project Team is very excited to preview the “Top Ten System Improvements.” The improvements described below were developed based on suggestions from CONNECTIONS users. Earlier in the process, we formed user groups and asked you what you would like to see improved. We designed the transformation around your suggestions, and the following are the first of many changes to the application that we will make.



1. Easier navigation— Hyperlinks replace the main Toolbar and allow you to read the task you need, instead of opening window after window to get there.



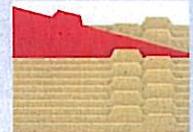
6. No more hidden menus – all navigation takes place from a navigation pane that is always visible.



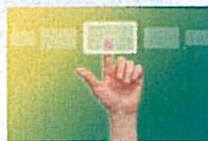
2. A whole-screen view and zoom magnification options make work easier to see.



7. Ability to sort and filter how information is displayed in grids on your Workload, in INT, INV and FAD stages so it is easier to find information.



3. Ability to have more than one stage open at the same time. No need to close one stage before opening another.



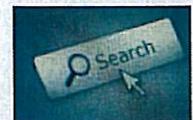
8. Hover over a stage on your Workload to see the list of people in a stage, along with their ages and Person IDs, without having to open the stage.



4. Ability to set up your Workload the way you want to see it (e.g., which columns display and in what order) without having to reset it each time you open the window.



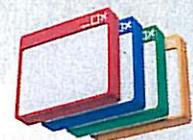
9. All types of searches (Person, Case, Stage, Staff, Unit, Security, Resource, F/A Home) start from a single place – no need to hunt for the right pull-down menu.



5. Ability to see more information— your assigned Business Functions, Staff details on staff in your own and other districts/agencies.



10. New “Master windows” show more information with fewer clicks (e.g., to see Stage To-dos, simply highlight the stage on your Workload).



## ***Get Ready, Get Set, Go...***

We have been communicating with caseworkers, supervisors and managers about “prep steps” for the transformed system.

The following are “five tips for an easy implementation.”

### *Make Sure That:*

1. The equipment you have is in “tip top” shape, the PCs that staff use are accessible and, if shared, have sign-on IDs for all staff who share the equipment.
2. Key staff are selected and ready (Delegated Administrators / Staff Development Coordinators / STARS Coordinators / Implementation Coordinators / Security Coordinators).
3. All staff have completed the Web-based training that has been developed specifically for the Transformation.
4. All staff have the ability to access the “tool set” that has been developed for the implementation – specifically, the **Transformation Job Aid**.
5. All staff are aware of the post-implementation resources available to help in case they need it – the **Help Desk** and the **Application Help Team**.

Additional information can be found:

- On the CONNECTIONS intranet site <http://ocfs.state.nyenet/connect/>
- By e-mail at [CONNECTIONSCOMMUNICATIONS@dfa.state.ny.us](mailto:CONNECTIONSCOMMUNICATIONS@dfa.state.ny.us)
- By calling the CONNECTIONS Implementation Support Person in your OCFS Regional Office.

