

# CONNECTIONS WEEKLY SYSTEM UPDATE



## Memo

To: CONNECTIONS Implementation Coordinators  
From: CONNECTIONS Communications  
CC: LAN Administrators/Security Coordinators, Keyusers, OCFS -Directors of Services, CONNECTIONS Project Team  
Date: January 9, 2003  
Re: Activities for the week of 01/10/03 – 01/17/03

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### 1. **95% Citrix Screen Resolution**

This upcoming Friday, January 10<sup>th</sup>, 2003, the 95% Citrix Screen Resolution will be implemented during the regularly scheduled Network and CONNECTIONS System downtime (5AM – 7AM).

When CONNECTIONS users navigate to the CONNECTIONS logon page, (after 7AM on Friday) the web browser will dynamically select the correct Citrix display mode, depending upon the users local screen resolution. If the local screen resolution is set to 800x600 or lower, the display mode will remain full screen (100%), hence, there will be no change or impact. If the local screen resolution is set to 1024x768 or higher, the display mode will be set at 95%. The prime benefit of the 95% Screen Resolution is that users will no longer need to navigate between the Citrix session and other desktop functions using the **Alt +Tab** hot key combination or the **Ctrl + Esc** method. Users will see two separate tool bars, one for Citrix and one to access other desktop programs.

For additional information regarding the 95% Screen Resolution, please visit the CONNECTIONS Intranet Website Home Page (What's New—October 22 Postings) <http://sdssnet5/ocfs/connect/default.htm>

## 2. Desktop PC Replacement Project (the remaining 25%)

If there are sites that have not yet submitted site reconciliation spreadsheets for the 25% Desktop PC Replacement Project, they must submit them immediately. These must be submitted electronically to David Kislowksi at [David.Kislowksi@dfa.state.ny.us](mailto:David.Kislowksi@dfa.state.ny.us). All completed reconciliation spreadsheets must be in Excel format. When completing district/agency spreadsheets, please do not send the entire regional spreadsheet. Please copy and paste your district/agency information into a new Excel spreadsheet. Reconciliation spreadsheets in any other format will not be accepted. **Note: If completed reconciliation spreadsheets are not submitted, your district/agency will not be scheduled for PC replacement.**

### PC Replacement Schedule

- Region 4 (Albany) November 15 - November 22, 2002 **(Completed)**
- Region 3 (Syracuse) December 2 - December 6, 2002 **(Completed)**
- Region 2 (Rochester) December 9 - December 13, 2002 **(Completed)**
- Region 1 (Buffalo) December 16 – December 20, 2002 **(Completed)**
- Region 5 (Yonkers) – **PC Replacement begins January 13th, 2003**
- Region 6 (NYC) – PC Replacement is scheduled for late January, 2003

**\*\*Reminder to LAN Admins\*\*** To prepare for the delivery of the new PC's, we would like to remind LAN Administrators that there are several tasks and best practice guidelines that local district and voluntary agency LAN Administrators and Information Technology Staff should follow to facilitate the desktop PC replacement process. These tasks and best practices are outlined in the Desktop PC Replacement Preparation Materials located on the CONNECTIONS Intranet Website on the Implementation Page and in the Public Folders: All Public Folders>Statewide>CONNECTIONS>Desktop PC Replacement Project.

In addition to the "Best Practices" and "Desktop PC Replacement" materials, there are several companion reference documents, which provide either, helpful information and recommended time frames for preparing to migrate to your new CONNECTIONS workstation, or specific procedures for copying data from your current CONNECTIONS workstations to your new CONNECTIONS workstations. These procedures have been developed to assist a variety of staff with different skill sets, however, depending on local practice, they may be used primarily by LAN Administrators or IT Staff.

If you need to take action on any of these preparatory activities, we urge you to do so as soon as possible. Old computers will be removed and the files purged on the day of installation.

The Command Center will contact Districts/Agencies involved in the Desktop PC rollout approximately two weeks prior to your scheduled implementation date. At that time, the Command Center will send a follow-up letter to site contacts. This letter will contain instructions and stickers that will need to be placed on the computers that have been targeted for replacement. The stickers should be placed on the upper left hand corner of the monitor connected to the device being replaced.

**Please Note: The above referenced Desktop PC Replacement Project does not include supplemental equipment, CIABs, laptops, printers or servers.**

**3. OCFS Data Warehouse**

Important changes and enhancements have been made to the CCRS PowerPlay cubes and Impromptu Reports. Please visit the CONNECTIONS Intranet Website (OCFS Data Warehouse Page) at <http://sdssnet5/ocfs/connect/> to review these changes.

**4. CONNECTIONS System Down Time**

Due to regularly scheduled maintenance CONNECTIONS will be unavailable on:

Friday, 01/10/2003 from 5:00 am - 7:00 am  
Friday, 01/17/2003 from 5:00 am - 7:00 am

**5. Microsoft Exchange Servers**

Due to regularly scheduled maintenance on MS Exchange E-mail 5.0 servers, all Exchange E-mail 5.0 servers will be unavailable on:

Sunday, 01/12/2003 from 1:00 am - 6:00 am  
Sunday, 01/19/2003 from 1:00 am - 6:00 am