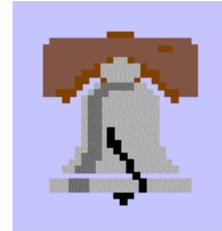


# CONNECTIONS WEEKLY SYSTEM UPDATE



Independence Day, 2003

## Memo

To: CONNECTIONS Implementation Coordinators

From: CONNECTIONS Communications

CC: LAN Administrators/Security Coordinators, Keyusers, OCFS -Directors of Services, CONNECTIONS Project Team

Date: June 26, 2003

Re: Activities for the week of June 27, 2003 – July 4, 2003

---

### 1. CONNECTIONS-In-A-Box (CIAB) Replacement Project (CIAB Sites Only)

**\*\*Update\*\*** As was mentioned in last week's CONNECTIONS Weekly Update, approval has been received for replacing the CONNECTIONS-In-A-Box (CIAB) NT 3.51 workstations. We expect to begin the CONNECTIONS-In-A-Box (CIAB) Replacement Project in the very near future. The Communication Team will be sending an announcement and other materials in the coming weeks to CIAB CONNECTIONS Implementation Coordinators, Site Contacts, Directors of Services, Executive Directors and others. **Please Note:** The 2003 CONNECTIONS-In-A-Box (CIAB) Replacement Project only involves the CONNECTIONS-In-A-Box (CONNPC1 Models) that were distributed in 1999 as part of the NYS OCFS Y2K readiness plan. The CONNPC1 CIAB workstations replaced the baseline DW2 model workstations that were rolled out for the implementation of CONNECTIONS in 1996.

In last week's CONNECTIONS Weekly Update, we announced that as a preparatory replacement project task, CONNECTIONS Project staff would begin contacting CIAB sites to conduct a CIAB telephone survey. CONNECTIONS Project staff began contacting IT staff and LAN Administrators at all CIAB sites beginning the week of June 23<sup>rd</sup>, 2003. The information gathered in this survey will help to assist the project in the CIAB workstation reconciliation process, as well as to provide us with other important information regarding site contacts, and site infrastructure information.

For those who have already received and completed the phone CIAB phone survey, the CONNECTIONS Project staff offers its thanks. For sites that have yet to be contacted, we again would encourage IT Staff or LAN Administrators at sites to take the time to gather all your site CONNECTIONS-In-A-Box workstation serial numbers and be prepared to discuss and reconcile the equipment during the telephone survey phase of the replacement project. Any additional instructions will be provided during and following the survey.

## **2. CONNECTIONS Desktop PC Replacement Project (75&25%)**

As you know, the baseline (NT 3.51) CONNECTIONS Desktop PCs were replaced in 2001 and 2002 with Windows 2000 Desktop PCs. As the CONNECTIONS Desktop PC Replacement Project nears completion in all districts and voluntary agencies, there is one final stage regarding the desktop PC project that must be completed. Our inventory database indicates that there remain a substantial number of CONNECTIONS NT 3.51 baseline computers (P100 and P133 models) at districts/agencies.

So that we may close out the CONNECTIONS Desktop PC Project, districts and agencies, that our inventory database show as having the above referenced NT 3.51 baseline computers, will be receiving a phone call from CONNECTIONS Project/SUNY Training Strategies Group staff to verify that the above referenced NT 3.51 workstations are your respective sites. Upon verification of this information, a reconciliation process will commence in conjunction with the CONNECTIONS-In-A-Box (CIAB) Replacement Project referenced in Item 1. Arrangements will be made for the replacement and removal of the NT 3.51 CONNECTIONS Desktop PCs as the installation schedule becomes final for the CONNECTIONS-In-A-Box (CIAB) Replacement Project. For districts and agencies where CONNECTIONS NT 3.51 baseline workstations still reside, we ask that you take some time to reconcile and locate these workstations. This will help to expedite the process when the phone call verification process begins next week (the week of June 30 – July 3).

## **3. CONNECTIONS Build 16 Q & A (For Local Districts)**

In April 03, the CONNECTIONS Project, along with the OCFS Office of Strategic Planning and Policy/Services Planning held forums to introduce CONNECTIONS Build 16. During those forums, questions about CONNECTIONS Build 16 were collected. In the aftermath of the forums, the staffs of both the CONNECTIONS Project Implementation Team and the Office of Strategic Planning and Policy/Services Planning have been formulating answers to those questions that were raised at the forums.

We are pleased to announce that a Q & A (Questions and Answers) document has been finalized and is now available. The CONNECTIONS

Build 16 Q & A document has been sent to regional office staff who will be sharing it with forum attendees. If forum attendees or other staff in districts have additional questions about CONNECTIONS Build 16, please feel free to contact your local Regional Office CONNECTIONS staff.

**FYI**, the CONNECTIONS Build 16 Q & A items will soon be posted on the OCFS CONNECTIONS Intranet Website on the "Update/New Development" page.

#### **4. Virus Awareness**

Our Network Exchange Services Staff has announced that this upcoming weekend (Saturday, June 28th<sup>t</sup>, 2003 9AM – 12Noon) there will be an Antigen Virus Update for the exchange servers at the State Central Register.

Exchange Services users at the SCR may experience several brief momentary interruptions (15 minute outages) if using e-mail during this time frame (9AM -12 noon).

**\*\*Reminder\*\*** As you are aware, every so often our Network Outlook/Exchange E-Mail System is confronted with new computer virus attacks. Our Network has implemented filtering techniques and other strategies to minimize the risk. However, we depend on your diligence to avoid infection. If you use the Internet to access a separate e-mail account (AOL, Hotmail, etc.), to download files, you are at risk of picking up a virus and spreading it over our network. If you need to have mail delivered from an outside mail system, please have it forwarded to your Internet ID. In that way, it will be go through the filtering process.

Again, we ask that you be wary of messages received from individuals with whom you don't normally do business and with subjects that are either cryptic or inappropriate for a business environment. Please continue to contact your LAN Administrator or the NYS OFT Enterprise Help Desk at 1-800-697-1323 if you have any questions or have received suspicious mail.

#### **5. CONNECTIONS System Down Time**

Due to regularly scheduled maintenance CONNECTIONS will be unavailable on:

Friday, 06/27/2003 from 5:00 am - 7:00 am

Tuesday, 07/01/2003 from 5:45 am - 6:30 am

Friday, 07/04/2003 from 5:00 am - 7:00 am

**6. 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, 06/29/2003 from 1:00 am - 6:00 am

Sunday, 07/06/2003 from 1:00 am - 6:00 am