

CONNECTIONS WEEKLY SYSTEM UPDATE



Memo

To: Implementation Coordinators
From: CONNECTIONS Communications
CC: LAN Administrators, Keyusers, OCFS -Directors of Services,
CONNECTIONS Project Team
Date: July 3, 2002
Re: Weekly System Update--07/05/2002 Week's Activities

Have an enjoyable and safe 4th of July Holiday

1. CONNECTIONS 25% Desktop PC Replacement Project

We are pleased to announce that CONNECTIONS has received approval from the Federal Department of Health and Human Services to replace the remaining 25% of the CONNECTIONS baseline desktop personal computers. We anticipate rollout of the new personal computers beginning in early September 2002. In the next few weeks, we will be providing correspondence regarding the implementation schedule, reconciliation lists and other details.

Please Note: The above referenced desktop pc replacement project does not include supplemental equipment, CIABs, laptops, printers or servers.

2. District or Voluntary Agency Moves

When any Local District or Voluntary Agency is planning a move, they should do so by using the attached electronic form called "NYSDDS Supplemental Equipment Request Form", that can be found in Exchange in the Public Folder named, "COMMAND CENTER". Local District and Voluntary Agency requests should be e-mailed to the CONNECTIONS Command Center, to the mailbox COMCTRUP. This form should be completed/sent by the Commissioner of the Local District or his/her designee or, the Executive Director of the Voluntary Agency or his/her designee.

Please Note: This above referenced procedure is in effect until the **new** INF is finalized.

3. CONNECTIONS System Down Time

Due to regularly scheduled maintenance CONNECTIONS will be unavailable on:

Friday, 07/05/2002 from 5:00 am - 7:00 am

Friday, 07/19/2002 from 5:00 am - 7:00 am

Friday, 07/12/2002 from 5:00 am - 7:00 am

4. 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, 07/07/2002 from 1:00 am - 6:00 am

Sunday, 07/14/2002 from 1:00 am - 6:00 am

Sunday, 07/21/2002 from 1:00 am - 6:00 am