

# 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: March 27, 2003  
Re: Activities for the week of March 28, 2003 – April 04, 2003

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### 1. **CONNECTIONS Build 15.2**

CONNECTIONS Build 15.2 is scheduled for release the evening of Friday, March 28th, 2003. To implement Build 15.2, the CONNECTIONS Application will be brought down on Friday evening March 28th beginning at 6:00pm. In advance of the Build 15.2, we recommend all CONNECTIONS users being logged off the CONNECTIONS Application by 5:45pm. Local staff will not be able to access the CONNECTIONS Application between 6:00 pm and 12:00 pm. During this time frame, CONNECTIONS downtime procedures will be implemented for the transmission of CPS Reports between the SCR, ECS and Local Districts. We anticipate the CONNECTIONS Build 15.2 Application being available around midnight, Friday, March 28<sup>th</sup>, 2003.

The CONNECTIONS Build 15.2 Schedule and Release Notes were sent Friday, March 21st, to CONNECTIONS Implementation Coordinators, Directors of Services, Staff Development Coordinators and others. For reference, all Build 15.2 materials are posted on the CONNECTIONS Intranet Website on the "What's New" and "Implementation" pages, and also posted in Public Folders > All Public Folders > Statewide > CONNECTIONS > Build 15.2.

### 2. **LearnLinc & Voluntary Agency NIS**

Procedures and instructions for Network Integrated Voluntary Agencies regarding LearnLinc are still in development. We expect to provide these

materials as soon as they are finalized. We will keep you updated on this initiative.

### **3. Case Management (Build 16, Phase 1A) Implementation**

To continue assisting us to prepare for Build 16 Case Management, we strongly encourage all districts and voluntary agencies to provide the COMMUNICATION Team with an update of your current CONNECTIONS Implementation Coordinator, CONNECTIONS Security Coordinator and Back-up Security Coordinator. When providing an update of the above referenced staff groups, please make sure to follow the two steps that are outlined below:

1. The listing of coordinators maintained in the Public Folders must be updated by using the "Coordinator Update Form" to specify any changes to the Implementation Coordinator/ Application Security Coordinator/ Backup Application Security Coordinator in your agency or district. Complete the form and return via E-Mail to Patrick Jones. A copy of this form is attached to the CONNECTIONS Weekly Update cover email and is also posted in the Application Implementation Public Folder. This form will then be used to update the listing of coordinators.
2. In addition, when a new Implementation Coordinator, Application Security Coordinator or Backup Application Security Coordinator is added, the current Security Coordinator must make sure that the new coordinator is in CONNECTIONS and has the following Business Functions.
  - Maintain Designees
  - Maintain Security
  - Maintain Office
  - Maintain Staff
  - Maintain Unit

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

The CONNECTIONS Desktop PC Replacement Project has been completed in all regions. Over the next few weeks, agencies and sites that were missed or moved to the end of the schedule will be contacted by the Command Center to be re-scheduled.

**5. CONNECTIONS System Down Time**

Due to regularly scheduled maintenance CONNECTIONS will be unavailable on:

Friday, 03/28/2003 from 5:00 am - 7:00 am

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

**Please make note of the additional downtime (referenced in Item 1) for CONNECTIONS Build 15.2.**

**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, 03/30/2003 from 1:00 am - 6:00 am

Sunday, 04/06/2003 from 1:00 am - 6:00 am