

# CONNECTIONS WEEKLY SYSTEM UPDATE



## Daylight Savings Time

### Memo

To: CONNECTIONS Implementation Coordinators  
From: CONNECTIONS Communications  
CC: LAN Administrators/Security Coordinators, Keyusers, OCFS -Directors of Services, CONNECTIONS Project Team  
Date: April 03, 2003  
Re: Activities for the week of April 04, 2003 – April 11, 2003

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

CONNECTIONS Build 15.2 was successfully implemented over this past weekend (March 28<sup>th</sup>-29<sup>th</sup>). If workers experience any problems with the CONNECTIONS Application, please contact the New York State OFT Enterprise Help Desk at 1-800-697-1323.

#### 2. **LearnLinc & Network Integrated Voluntary Agencies**

The technical considerations and details required to distribute the LearnLinc Virtual Classroom software to network integrated voluntary agencies continue being developed. We expect to provide an update on this initiative in the very near future.

#### 3. **Prevent Child Abuse New York Conference**

The OCFS CONNECTIONS Project will be participating in the Prevent Child Abuse New York, 2003 Prevention Conference at the Marriott Hotel in Albany New York, April 7-9, 2003. The CONNECTIONS Communication Team will be staffing an exhibition booth and has developed several resource materials on upcoming CONNECTIONS Project initiatives or prior Project - related materials. Some of the resource materials include the following:

- CONNECTIONS Case Management Build 16 Highlights and Benefits

- ❑ OCFS Data Warehouse Pre-defined User Reports and Hand Out
- ❑ Security Step-by-Step Training Guide
- ❑ CONNECTIONS Training Brochures
- ❑ Role of CONNECTIONS Security Coordinator and Implementation Coordinator

If you are attending the Prevent Child Abuse New York Conference, please make sure to stop by and visit with us at the CONNECTIONS Project Exhibition Booth next week.

#### **4. 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

#### **5. 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. If you have questions regarding the status of CONNECTIONS Desktop PC Replacement at your site, please contact the **OFT Command Center (1-800-603-0877)**.

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

**6. CONNECTIONS System Down Time**

Due to regularly scheduled maintenance CONNECTIONS will be unavailable on:

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

Friday, 04/11/2003 from 5:00 am - 7:00 am

**7. 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, 04/06/2003 from 1:00 am - 6:00 am

Sunday, 04/13/2003 from 1:00 am - 6:00 am