CONNECTIONS Build Bulletin

Agency Access, Organizational Hierarchy, and Progress Notes Windows: Implementation Tentatively Planned for October 16

The next build to the CONNECTIONS application, which will include the modernization of Organizational Hierarchy and Agency Access windows, as well as the Progress Notes module of the Family Services Stage (FSS), is tentatively planned for implementation on **Friday, October 16,** in the normal 4 a.m. to 7 a.m. maintenance window. A pilot of the new functionality began on Monday, October 5, in select local district and voluntary agencies. The following documents, which will aid in familiarizing staff to these modernized windows, are now available:

1) **Agency Access and Organizational Hierarchy Tip Sheet** (Intranet / Internet)

An updated version of this existing tip sheet is now available. It accounts for the modernized windows to be implemented in October. Please note that the fields and window logic for both Agency Access and Organizational Hierarchy will remain the same as that in the existing CONNECTIONS application. Access paths and security remain the same.

Significant changes include:

- The windows will display the standard button set of "Save & Close," "Save" and "Reset." These buttons will be enabled only when the window is accessed in modify mode.

- Performing a drag and drop will no longer display the "Are you sure you want to make this change to the organizational hierarchy?" message. Instead, users will use the "Save" and "Save & Close" buttons to save their changes.

- The menu items "File" and "Options" and the corresponding sub-menu items will no longer be applicable.

- The user will be able to left or right click to perform the drag-and-drop function. Note: In the existing application, the user can only right click to invoke the drag-and-drop function.

2) **Progress Notes Quick Start Guide** (Intranet / Internet)

The new, modernized Progress Notes window is very similar to the Progress Notes window found in the CPS Investigation Stage. Additional changes include a new Copy Note window and changed to printing Progress Notes.

More precise details concerning the implementation schedule will be provided as they are known.