

# CONNECTIONS Transformation Training Announcement

## -- Rochester Region --

The New York State Office of Children and Family Services, in conjunction with the Professional Development Program, are pleased to announce training information related to the Transformation of CONNECTIONS.

We have categorized the training information in two areas:

- The first area is a listing and brief description of the courses that are being offered through both iLinc and TrainingSpace. Please note that these courses are targeted to different groups:
  - The iLinc class is specifically designed for Supervisors and Resource Users. The web-based trainings offered through TrainingSpace are designed for line staff, although supervisors may also take these classes.
- The second area is information related to registration for these courses.

### iLinc Training - CONNECTIONS Transformation Training for Supervisors and Resource Users

The purpose of this interactive training is to familiarize Supervisors and Resource Users from local districts and voluntary agencies with the improvements being made to CONNECTIONS in the first phase of the transformation. The document attached below identifies the topics that the training will include. Please note that the length of this training is two hours.



Course  
Announcement\_Tranf

### TrainingSpace Web-based Training (WBT)

Please note that the Transformation WBTs include:

- CPS course (3 modules)
- Child Welfare course (2 modules)
- FAD course (3 modules)

The following attachments contain the course announcements for the WBTs.

- **TS: CONNECTIONS Transformation for CPS Workers** includes information on *Common Features of New CONNECTIONS Windows, Changes to Person, Case, and Staff Search, and changes to the CPS Investigation Stage*. For more detailed information, please refer to the attached course announcement.

***Three-part, Web-based Training*** - CONNECTIONS Transformation for CPS Workers



Course  
Announcement\_Tranf

- **TS: CONNECTIONS Transformation for Child Welfare Workers** (i.e. Foster Care, Adoption, Prevention Services caseworkers) includes information on *the goals and features of the transformation and orients learners to the basic organization and elements of the new tabs and windows, with detailed focus on the main CONNECTIONS window, and the new WORKLOAD & TO-DOs tab*. For more detailed information, please refer to the attached course announcement.

***Two-part, Web-based Training*** - CONNECTIONS Transformation for Child Welfare Workers



Course  
Announcement\_Tranf

- **TS: CONNECTIONS Transformation for FAD Workers** familiarizes learners with the newly designed windows that will replace existing FAD stage windows, including instruction on navigating to tasks currently accessed via the Task List and launching common FAD stage outputs. For more detailed information, please refer to the attached course announcement.

***Three-part, Web-based Training*** - CONNECTIONS Transformation for FAD Workers



Course  
Announcement\_Tranf

## Registration Information

*Please note that the transformed application is being implemented in 'waves' across the state.*

- Registration will open for your 'wave' on 5/23/11.
- Registration will be open for 4 weeks prior to the actual training being available and will remain open throughout most of the training timeframe.
- Training will begin for your 'wave' on 6/20/11.

The following information pertains to registration for both iLinc and TrainingSpace Transformation courses.

Taking an on-line CONNECTIONS training course requires some preliminary steps:

- You must have the following accounts:
  - A New York State Directory Services (NYSDS) account (otherwise known as an LDAP account) is required to log in and take courses on TrainingSpace (WBTs).
  - An iLinc account is required for iLinc courses.
- You must be registered for the course in STARS, the Statewide Training Automated Registration System, by your district or agency's STARS Coordinator.
- Before attending other iLinc courses, you are required to attend an "Introduction to iLinc" course to learn how the on-line classroom works.
- iLinc courses require download of the iLinc software to your computer and the use of a headset with a microphone.

The document attached below contains detailed information on LDAP accounts, STARS and iLinc, as well as contacts for assistance with these systems.

- Accessing CONNECTIONS Online Training Courses



Accessing Online  
Training--Upd...

**Please note:** Once a 'wave' is implemented, the WBT's will remain open to CONNECTIONS staff in each implemented 'wave' until the end of 2011.

For the iLinc a small number of classes will be available to each 'wave' for two weeks after its implementation.

### Contact Information for Questions

#### **Rochester Region**

NYSOCFS / Rochester Regional Office

259 Monroe Avenue

Rochester, N.Y. 14607

- **Dane Sprague** (Rochester Lead) - **office:** 585.238.8564 - **cell:** 585.313.7000  
**email:** [Dane.Sprague@ocfs.state.ny.us](mailto:Dane.Sprague@ocfs.state.ny.us)