

Gelisa Lewis

From: Connect
Sent: Thursday, August 27, 2015 5:10 PM
To: Connect
Cc: Dennis Scott; Patricia Tummer (Patricia.Tummer@mdcourts.gov); Melinda Jensen; Theresa Nudell (theresa.nudell@mdcourts.gov); Andrew Beck; Earl Kates; Debby Rivera; Mark McGonigle
Subject: Overview of CONNECTor Classroom Training Sign-Up



Hello CONNECTors,

As you know from past communications, we will be holding comprehensive three-day classroom training dedicated solely for the CONNECTors Network. This is where your role as CONNECTors in supporting the successful adoption of CONNECT becomes critical. The classroom training will prepare you to be our first-line of support to the end users at the local level. Members of the Help Desk, JIS Security Team and Internal Audit will also be attending the classroom training so that they too may be support resources to address the needs of CONNECT end users.

As a CONNECTor, you will participate in one of the three-day classroom training sessions that will take place in October and November. During three days, you will learn all of the details about employee CONNECT processes, all of the manager CONNECT processes, as well as many background HR processes to help you understand the context for the other two components. This classroom training is only for our CONNECTors Network. All other Judiciary employees will complete training using the online modules that will become available through the CONNECT website on CourtNet in October.

By the end of this week, you will receive an email with a website link to "Sign-Up Genius" for you to indicate your preferred classroom training session. Classes will fill up quickly, so be sure to act on this sign-up as soon as you receive it. Once we have gathered all of the session preferences, you will receive an Outlook Calendar invitation as your official invitation with your scheduled classroom session dates and specific room assignment.

In preparation for attending your CONNECTor classroom training, over the coming weeks we will provide numerous resources on our CONNECT website available through CourtNet. We will communicate with you in more detail as these materials become available.

We are extremely excited about this critical opportunity for you as CONNECTors to be an instrumental part in the success of rolling out CONNECT to all Judiciary employees. Please feel free to contact the CONNECT team at connect@mdcourts.gov with any questions.

Sincerely,
The CONNECT Team



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