






From: Connect
Sent: Monday, January 11, 2016 12:18 PM
To: Connect
Subject: IMPORTANT: Updates Made to CONNECT



Hello Judiciary Employees,

Last week, the Judiciary launched CONNECT. We now look forward to the Judiciary's first Timesheet Tuesday. In response to some of the communications to the CONNECT Support Hotline, we have made the following five updates.

-  **Overtime/Comp Time selector column** (Elapsed Timesheets **only**; this does **not** impact **Punch Timesheets**) – this column originally appeared on the timesheet when we launched CONNECT. It has been removed as selection is driven by the “Time Reporting Code” drop-down menu to report Overtime or Comp time. This update does not apply to Punch Timesheet users as it never appeared on their timesheets.
-  **Business Unit PC** – This column/field is being removed from **all** timesheets. Because the default value would always be “MDJUD”, there is no longer a purpose for showing this field.
-  **Marital Status** (on “Personal Information Summary” page) – This field is set to “NA” (meaning “Not Applicable”). CONNECT is not the system of record for Benefits for the Judiciary, so it is not necessary for CONNECT to maintain marital status information. “N/A” populated in this field indicates that it is not used by the system.
-  **Smoker** (on “Personal Information Summary” page) – This word on the page is merely a field label which normally allows for a data selection. This field label does not indicate that a person is a smoker. Similar to “Marital Status” defined above, this is used only in the management of Benefits. As CONNECT is not the system of record for Benefits for the Judiciary, it is simply a field that is ignored, and the selections are left blank. However, because this has caused confusion, we will, at some point in the future, hide the label.
-  **Activities Added for Overtime & Comp Time** – There are two new code selection options under the “Activities” column when you select the OT_COMP_PROJECT: “Workload” (for reporting extra time due to general workload) and “Staffing Shortage” (for reporting extra time due to a shortage of staffing resources).

We also want to let you know that JIS has opened up the wireless network to allow access to CONNECT when using the MD Judiciary Public Access Wifi network.

If you need assistance, please contact your Connectors first. For further assistance, call the JIS Help Desk phone line at 410-260-1114 and use the new menu prompts to reach the CONNECT Support Hotline.

Thanks,
The CONNECT Team