

MASSACHUSETTS WORKFORCE DEVELOPMENT SYSTEM

MassWorkforce Issuance

100 DCS 02.107

☐ Policy ☒ Information

To: Chief Elected Officials
Workforce Board Chairs
Workforce Board Directors
Title I Administrators
Career Center Directors
Title I Fiscal Officers
DCS Operations Managers

cc: WIOA State Partners

From: Alice Sweeney, Director
Department of Career Services

Date: February 23, 2016

Subject: **Citrix Upgrades Scheduled for March 4, 2016**

Purpose: To notify Local Workforce Boards, One-Stop Career Center Operators and other local workforce partners of Citrix network upgrades to be performed beginning at 4:30 p.m. on Friday, March 4, 2016.

Background: Citrix servers will undergo a maintenance upgrade beginning at 4:30 p.m. on Friday, March 4. The process will take 2-3 hours. This will impact all staff access to MOSES and access to desktops for State staff.

Action

Required: Please make sure that all MOSES data entry is completed and saved by 4:15 on Friday, March 4 and that staff have logged off Citrix by 4:30 p.m. JobQuest, TrainingPro and other web applications accessed outside of the Citrix environment will not be affected by this Citrix maintenance activity.

Effective: Immediately

Inquiries: Please email all questions to mboyle@detma.org . Please reference this MassWorkforce Issuance number in your inquiry.