


☒ CalSAWS DD&I ☐ C-IV M&O ☐ CalWIN M&O ☐ LRS M&E

Distribution Date:	November 10, 2020
To:	PPOC.All, Consortium.SectionDirectors, Consortium.RegionalManagers.All; Consortium.Execs
CIT Name:	Additional User Accounts for the LRS/CalSAWS Sandbox Environment
From:	CalSAWS Project

PPOCs, please forward to the appropriate impacted staff in your county:

- | | |
|---|--|
| <input checked="" type="checkbox"/> General
<input type="checkbox"/> Policy
<input type="checkbox"/> CW
<input type="checkbox"/> CF
<input type="checkbox"/> MC
<input type="checkbox"/> CMSP
<input type="checkbox"/> FC/KG/AAP
<input type="checkbox"/> Child Care
<input type="checkbox"/> WTW
<input type="checkbox"/> Other Program(s) _____
<input type="checkbox"/> C4Yourself <input type="checkbox"/> Your Benefits Now!
<input type="checkbox"/> Customer Correspondence
<input type="checkbox"/> Other _____ | <input type="checkbox"/> Reports
<input type="checkbox"/> Fiscal
<input type="checkbox"/> Caseload Movement
<input type="checkbox"/> Management
<input type="checkbox"/> Fiscal
<input type="checkbox"/> Security
<input type="checkbox"/> Batch and Interfaces
<input type="checkbox"/> Imaging
<input checked="" type="checkbox"/> Migration
<input type="checkbox"/> Conversion
<input type="checkbox"/> Technical
<input checked="" type="checkbox"/> Training
<input checked="" type="checkbox"/> Help Desk |
|---|--|

Description: (Including any step-by-step instructions)	<p>Purpose The purpose of this CIT is to notify the 58 CalSAWS Counties that an additional three (3) generic Sandbox credentials will be provided to the PPOCs.</p> <p>Background The LRS Sandbox Environment is an environment available to all 58 Counties via the internet. This environment provides select County staff with an opportunity to use LRS/CalSAWS prior to migration in a non-production environment. As CalSAWS functionality will be released over time, the LRS/CalSAWS Sandbox Environment will be updated with each major release. The LRS/CalSAWS Sandbox Environment uses the production application code and masked LRS/CalSAWS production data.</p> <p>The attached LRS/CalSAWS Sandbox Environment Definition document identifies the intention, scope, and design considerations of the LRS/CalSAWS Sandbox Environment.</p> <p>Additional Information Each County's PPOC(s) will receive an email notification soon after this CIT is published from their Regional Managers (RMs), which will contain three (3) additional user login credentials.</p>
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	<p>For ticket related inquiries for the Sandbox Environment, users may utilize the ServiceNow Self-Service Portal. Account information to access the ServiceNow Portal is included along with the additional Sandbox credentials.</p> <p>County Action There is no county action needed, at this time.</p> <p>If you have any questions, please contact the Primary Project Contact listed below.</p>
Primary Project Contact: (Name, phone number, email address)	<p>Helen Cruz Change Managment Lead CruzH@CalSAWS.org (916) 851-3327</p>
Backup Project Contact: (Name, phone number, email address)	<p>Araceli Gallardo Change Managment Lead GallardoA@CalSAWS.org (916) 851-3103</p>
Attachments:	<p>CIT 0228-20 LRS Sandbox Environment - Incident Submission Job Aid.pdf CIT 0228-20 LRS Sandbox Environment Definition Document.pdf</p>
Web Portal Link:	<p></p> <p>OR</p> <p>You may also retrieve the CIT document and attachments by following these steps:</p> <ol style="list-style-type: none"> 1. Click on the CRFIs & CITs link at the top of the page. 2. Click on the "CalSAWS Information Transmittal (CIT)" folder. 3. Click on the "2020" folder. 4. Click on the appropriate CIT # folder.