

This Computes!



Department of Health Care Services
Children's Medical Services Network
(CMS Net) - Information Bulletin #317

CMS Net Batch Correspondence Webinar

A Batch Correspondence webinar session is scheduled for Thursday, September 24, 2009 from 9:30 a.m. – 12:00 p.m. This web conference should be attended by all CMS Net users impacted by the following:

- Application Letter Generation
- Auto Generation of Series Letters
- Batch Correspondence

If you are unable to attend this Webinar the session will be recorded and available for download from the CMS website. If you wish to participate, a County representative should send an email to Yolonda Paul with the **names and email addresses** of each lead participant. The lead participant will be the individual running the local PC and logging on to the conference call. All designated leads will receive an invite via email with necessary information and logon credentials to participate. Prior to the meeting, it is advised that the lead participants take time to review the Webinar attendee guide located near the lower left page of the following link:

https://www2.gotowebinar.com/en_US/webinar/pre/support.tmp

This is an interactive web conference and we plan to establish participant protocols for questions and answers during the first 5 minutes of the Webinar.

To attend this Webinar, the following is required:

- Internet Explorer® 6.0 or newer, Mozilla® Firefox® 2.0 or newer (JavaScript™ and Java™ enabled)
- Windows® 2000, XP, 2003 Server or Vista

- Cable modem, DSL or better Internet connection
- Minimum of Pentium® class 1GHz CPU with 512 MB of RAM
(Recommended) (2 GB of RAM for Windows® Vista)
- Standard conference speaker phone

Please submit your attendee list to Yolonda Paul yolonda.paul@dhcs.ca.gov no later than close of business September 22nd.