



## Office Memorandum

**Date:** March 31, 2016  
**To:** Agency Payroll, HR, and Accounting Staff  
**From:** Mary Muellner, Director, Statewide Payroll Services  
Nancy Erickson, Supervisor, Enterprise Human Resources Division  
Bob Zdechlik, Program Manager, Employee Insurance Division  
**Subject:** Configuration changes affecting BlueZone users effective April 25, 2016

On Sunday, April 24, 2016, MN.IT staff will implement maintenance that will change how applications securely connect to the mainframe systems. Making this change will help improve security and prepare for the summer upgrade of the mainframe operating system.

### Who is affected?

- SEMA4 users who use BlueZone to change their passwords.
- This does not impact Self Service users.

### What do I need to do?

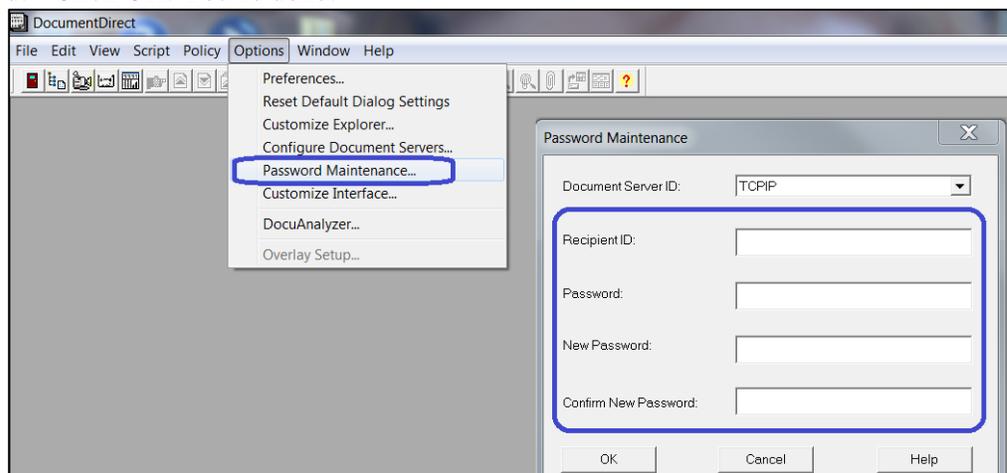
#### For BlueZone users:

Follow the procedure, [Converting BlueZone Sessions to TLSV1](#). This procedure will walk you through changing the security option for BlueZone. If you have difficulty make this change, contact your agency's technical support staff to update your BlueZone security.

#### Tip for DocumentDirect Users:

Instead of using BlueZone, DocumentDirect users can change their mainframe password through DocumentDirect by doing the following:

1. Open DocumentDirect.
2. Click Options on the menu bar, then select Password Maintenance.
3. In the Password Maintenance popup window:
  - a. In the Recipient ID field, enter your mainframe ID.
  - b. In the Password field, enter your current mainframe password.
  - c. In the New Password and Confirm New Password fields, enter your new mainframe password.
  - d. Click OK. You're done!



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**What if I have questions?**

If you have questions, please contact the MN.IT Service Desk at 651.297.1111.

**PLEASE SHARE THIS INFORMATION WITH APPROPRIATE AGENCY STAFF**