

August 15, 2012

EFM TIP: Version 12 Tips and Resources

Below are some EFM Version 12 tips and training videos that may be helpful for front-line staff to review before the upgrade event.

- To increase the security of the site, version 12 will require strong passwords to be created for all users. It is recommended that staff take this opportunity to create strong passwords based on the criteria below before the launch of the new version. After August 20, 2012, passwords that do not match the criteria outlined below will redirect users to create a new password that matches the new requirements.
 - A strong password as defined in EFM must contain between 8 - 20 characters, and must include at least one uppercase letter, one lowercase letter, one number and one special character. Allowable characters are (!),(@),(#),(\$),(%),(^),(*),(.),(_)

- Resources are available on the Community site for review in advance of the upgrade. Below are some of the trainings posted by Dan Fitzgerald that would be helpful:
 - [Presenting Version 12: New Features for Staff, Individuals and Employers](#)
 - [Sneak Peek Version 12: Three New Videos to Tantalize Your Senses](#)
 - [New Resource: Manage Reports for Version 12](#)

Please share this information with the appropriate staff members.