



EMPLOYMENT AND  
ECONOMIC DEVELOPMENT

# MinnesotaWorks.net Replacement Project Update / Sprint Demo

4/3/24

Presented by, Ryan Wold & Paula Bergerson



# Meeting logistics

- **This meeting will be recorded** and posted to the project update webpage: [MinnesotaWorks.net Replacement / Minnesota Department of Employment and Economic Development \(mn.gov\)](#)
- **Please remain on Mute during the meeting** to help reduce background noise for everyone.
- **Feel free to enter questions in the chat at any time**, and they will either be answered in the chat or addressed during Q&A at the end of the meeting. You can also use the [survey link](#) for more complex or specific questions.
- **During Q&A, you are welcome to use the “Raise Hand” option** if you would prefer to unmute yourself to ask your question.

- **Project overview**
- **Project updates**
- **CareerForceMN.com Sprint Review**
  - What is a sprint review?
  - What did we accomplish?
  - Show and tell (demo)
- **Next steps/Project schedule**
- **Questions**

# Project overview

# Our north star: Job seekers first

## Guiding Values

- Commit to a great customer experience
- Prioritize the needs of job seekers
- Build for sustainability
- Improve the customer experience as we're working on the project
- Listen to **you** and other stakeholders and continuously improve the site



## **Mission: Help Minnesotans find jobs**

### **Goal: Replace MinnesotaWorks.net**

- Create one easy-to-use website that can help Minnesota job seekers find jobs
- Help Minnesotans find the resources that can help them overcome barriers to employment
- Fulfill regulatory requirements for providing a labor exchange

### **Goal: Enhance & Maintain CareerForceMN.com**

- CareerForceMN.com will be enhanced to support the job seeker's experience with the CareerForce system

# Project Updates

# MinnesotaWorks.net Replacement Project

Tactical roadmap as of 3/25/24

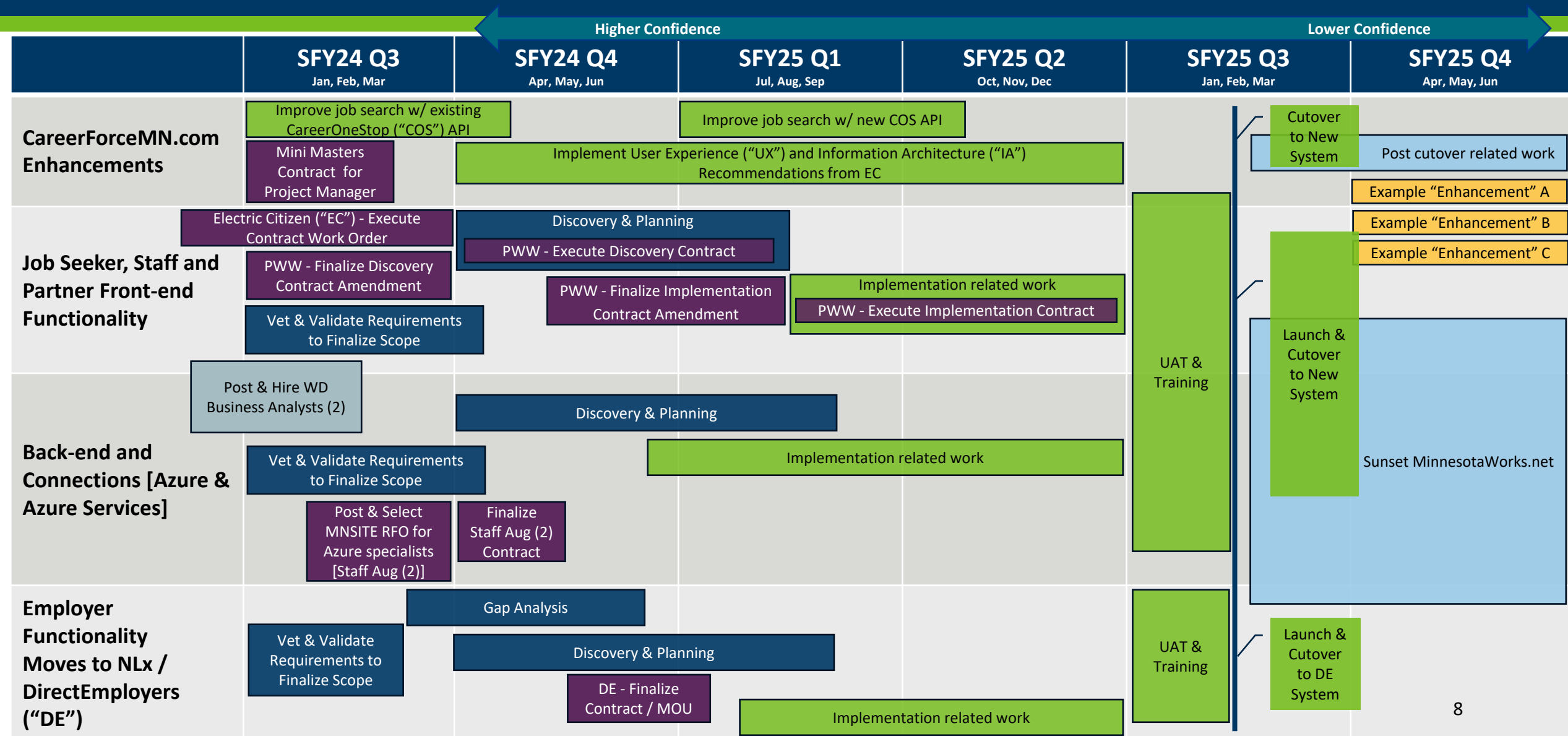
**Legend**

- STAFFING
- PLAN
- DO
- CLOSE / RUN
- ENHANCEMENT (Post Launch)
- CONTRACT / AGREEMENT

Feature has moved to earlier delivery ←

Feature has moved to later delivery →

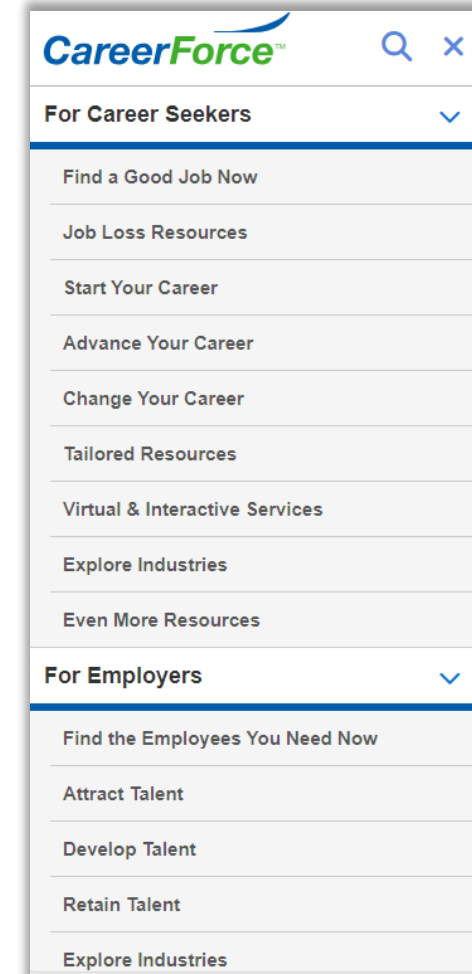
! Feature is at risk





# Why conduct a site audit?

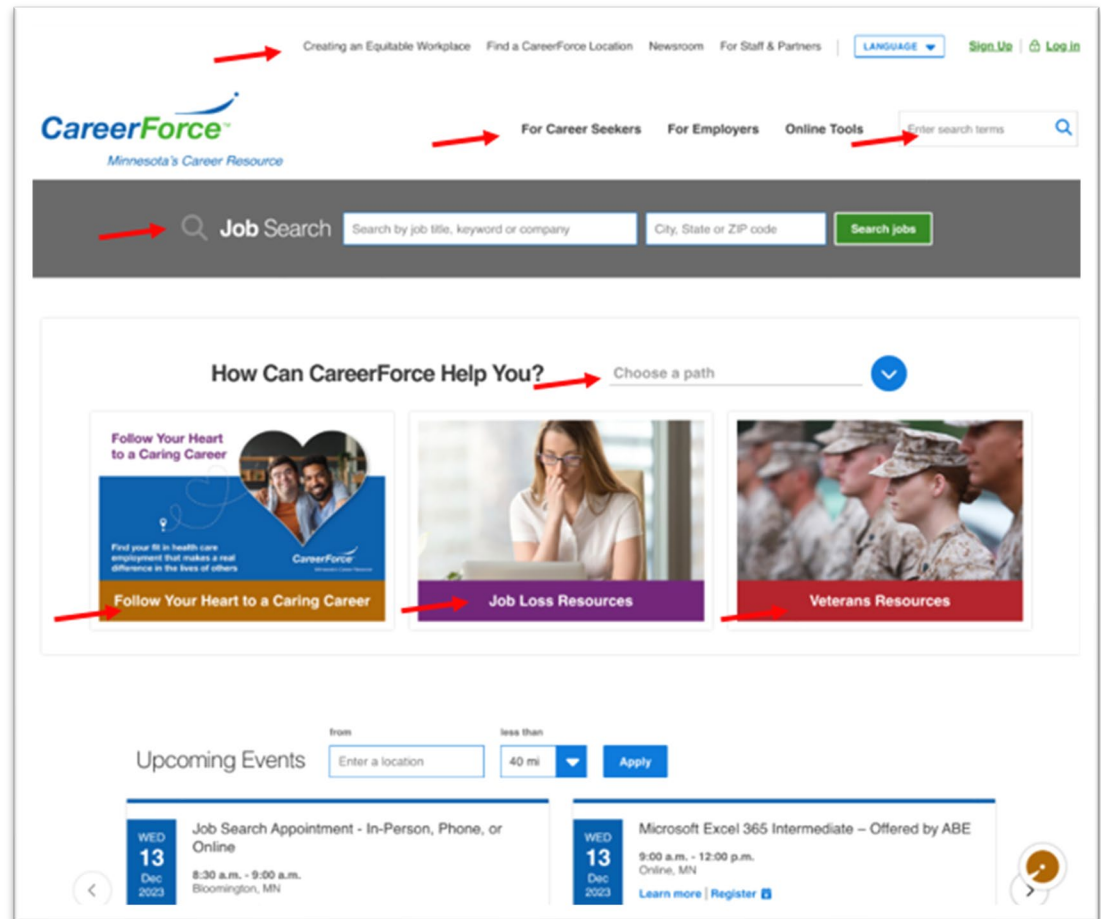
- It's hard to find things on the site
  - Lots of anecdotal evidence from customers, staff, & partners
- Prepare CareerForceMN.com to be the new labor exchange
- Part of Systems Integration work funded by MJSP



# Completed CareerForceMN.com site audit

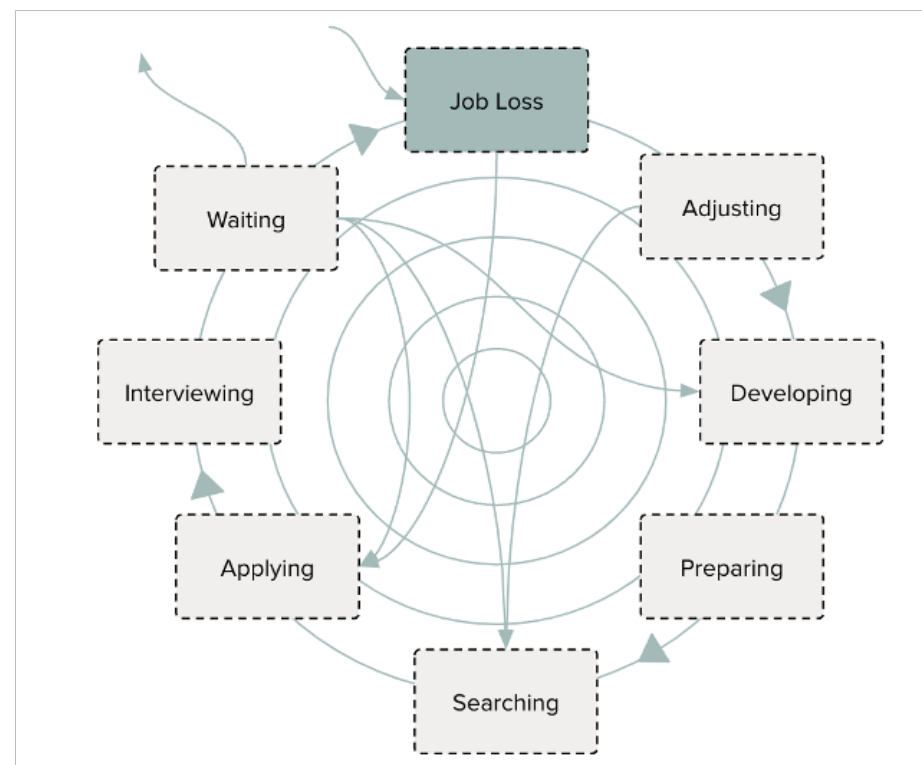
## Primary Themes and Findings:

1. Get to the point faster
2. Make it easier to read
3. Simplify content, presentation
4. Engage and guide users



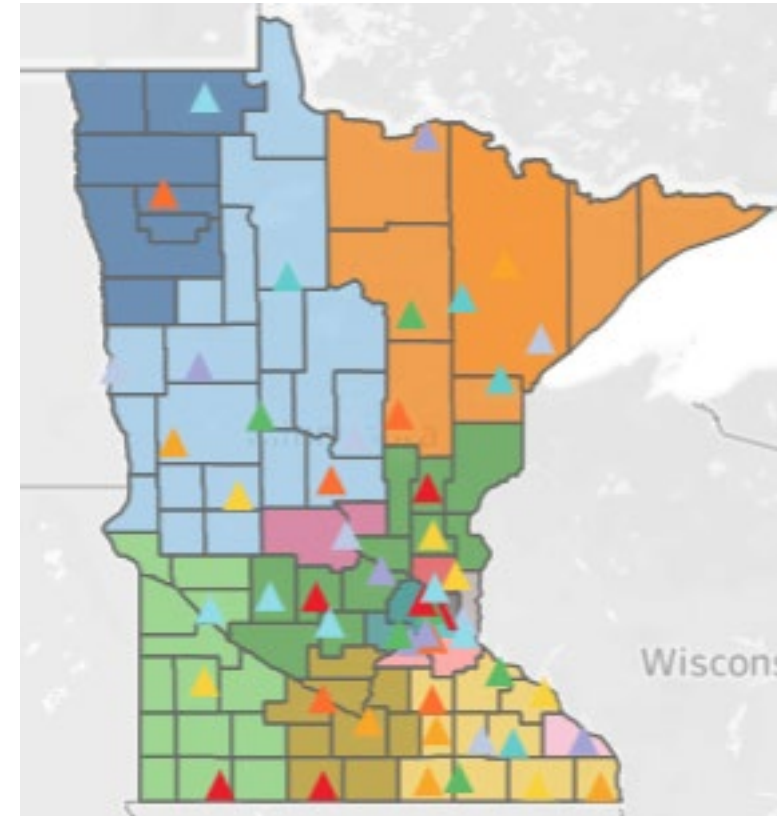
# Information architecture recommendations

1. Prioritize most important content and eliminate the rest
2. Mirror the process of the job search
3. Quickly guide customers to their best next step
4. Use plain language in navigation and labels
5. Break down internal silos within the site structure



# Updating MinnesotaWorks.net Zip code assignments

- Ensures Zip codes are assigned to CareerForce locations within the same LWDA
- Ensures Zip codes are assigned to the closest CareerForce location within the LWDA
- Assigns all non-Minnesota Zip codes to CareerForce from anywhere



# Tell us about your test accounts

- We created the ability to exclude accounts from federal, state, and local reporting
- If you've created a test account for training or any other reason let us know, so we can exclude it from reporting
- Link to inform us in the chat

## Reporting Exceptions

- Check this box to exclude user activity on Federal, State, and Local Reporting  
If this user account is for testing, demonstration, or administrative uses and the activity related to it should be excluded from Federal, State, and Local reporting, check the box. This value is not displayed to users. Don't forget to save your changes.

# Translation process update

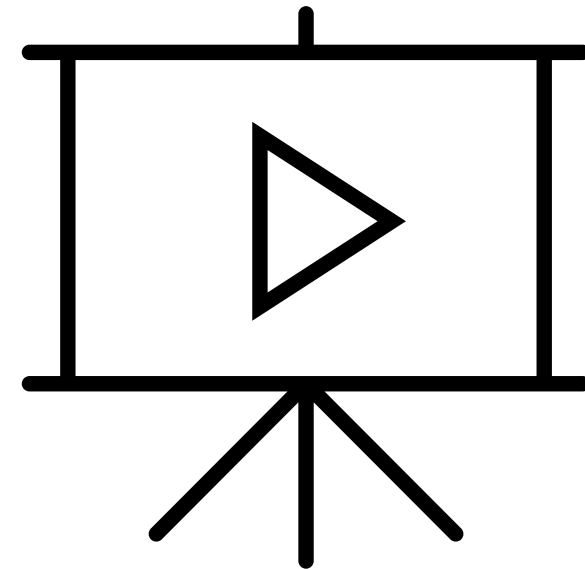
- We will be working with the state of MN's new Enterprise Translation Office
- DEED has standard for quality assured and locally tested translations
- Early stages of developing a process for translating CareerForceMN.com content



# CareerForceMN.com Sprint Review

# What is a sprint review?

- A demonstration of the work that the product team has completed over a specific period
  - This can include new features, bug fixes, and changes to how the product (in this case, CareerForceMN.com) functions
- A time to ask questions and give feedback to the product team





# What we accomplished

- ✓ Caring Careers call to action (“CTA”) added to the homepage, including translations in Spanish and Somali
- ✓ Drupal Security Update to v10.2.3
- ✓ Added an attribute to identify test and demo accounts
- ✓ User report fixes to the CSV exports, needed for name split
- ✓ User report updates so that the report exports matched the report views
- ✓ Detailed what would be needed for the new name fields (First Name, Middle Initial, Last Name, and Preferred Name)
- ✓ Determined what would be needed to move from the single “First Name and Last Name” field to First Name, Middle Initial, Last Name, and Preferred Name fields for the name split (method, file type, collaboration, planning, etc.)
- ✓ Identifying all the places the single “First Name and Last Name” field token is used across the site, for planning
- ✓ Designed the user experience workflow to prompt a user to review and update / verify the name split
- ✓ Created the new name fields (First Name, Middle Initial, Last Name, and Preferred Name) for the name split
- ✓ Hid the single “First Name and Last Name” field

# Demo: Show and tell

- Updated Account Profile:
  - Includes 4 new fields (First name, MI, Last name, Preferred name)
- New field on “My Profile” excluding testing & demo records from reporting
- Existing Full name field hidden on Account Profile
- Temporary CTA on Homepage for Caring Career Campaign



Next steps/Project schedule

# Timeline summary

- Noticeable improvements to CareerForceMN.com on a regular basis
- February 2025 – Cutover from MinnesotaWorks.net to new site
- Future – Continue to make improvements on new site



# Highlights for next sprint

- Implementing the name split – moving from the single “First Name and Last Name” field on CareerForceMN.com to First Name, Middle Initial, Last Name, and Preferred Name fields
- Updating the site to use the new First name field token across site (modals, emails, views, etc.)
- Researching – Webform updates to use the new name field tokens, when and where needed (planning and prep)
- Researching – Site performance and optimization (site speed)
- Updating the mobile-responsive hamburger menu default to be collapsed (rather than expanded)
- New CareerForceMN.com data access request form

# Questions?



The conditions are right for us to succeed.

# How you can stay involved

- **Monthly updates** – Fill out the link in the chat to be added to the mailing list for monthly updates.
- **Project webpage** – view this webpage to view meeting recording and other info:  
<https://mn.gov/deed/programs-services/mnw-replacement/>
- **Email** – [Ryan.Wold@State.mn.us](mailto:Ryan.Wold@State.mn.us) if you have any questions

Join us for our next update on:

**Wednesday, May 8th**

**11:00 a.m. – 12:00 p.m.**

**Via Teams**

Calendar invites will be sent out later today!