GO Secure Integration for GIS:

Self-registration Instructions for Broader Public Sector Users

What is GO Secure?
GO Secure is an Identity and Access Management (IAM) service that allows Broader Public Sector (BPS) users to create and use a single identity to access protected Ontario government applications.

The GO Secure service has been approved to protect Program Area (i.e. business) information to a medium or high sensitivity level depending upon the authentication method used. GIS has been identified as a low sensitivity level application.

The GO Secure service has been developed in support of the Corporate Policy on Electronic Identification, Authentication and Authorization (IAA) as well as the IAA Trust Model.

GO Secure also includes self-serve user management functions including a Forgot Your Password (FYP) reset service as well as the ability to update their email address, secret questions and answers and password.

Prerequisites
The following items are required before proceeding to GO Secure account setup:

1) You are using a supported browser version. I.e., IE 8+, Safari 5+, Google Chrome 10+, Firefox 5+, with cookies enabled. If you require assistance in confirming this information, please contact your technical services provider.
2) The GIS Administrator has provided an enrolment PIN to you.

Create a GO Secure Account for Access to GIS

Continued access to GIS requires all users to create a GO Secure account. If you already have a GO Secure account to access other Government of Ontario applications, no further action is required. If you do not, please follow the instructions below:

1) Navigate to the protected GIS application URL:
   https://www.maps.edu.gov.on.ca/cppb/EDUGIS
2) The GO Secure Login page will be displayed. Underneath the 'Sign In' button, click on the '**Don't have a GO Secure account? Register Now.**' hyperlink.
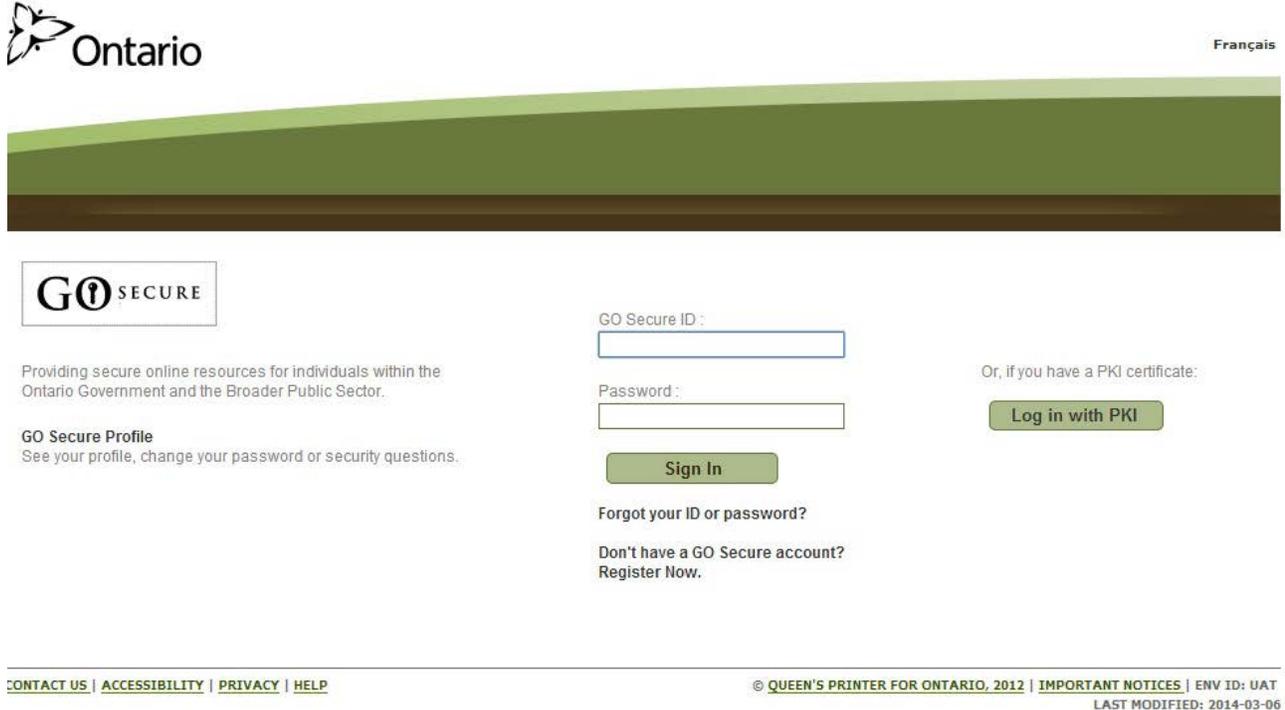
3) Step 1 of the Registration process will be displayed:

Registration : Step 1 of 2

Step 1 of 2 : Basic information

Notice of Collection

* indicates required fields

* First Name	BPS	
Middle Name		
* Last Name	User	
* Display Name	BPS User	
* Email	bps.user@gosecurelogin.com	
* Confirm Email	bps.user@gosecurelogin.com	

Cancel   Next>

Input the following values as directed:

- a. First Name (Mandatory)
- b. Middle Name (Optional)
- c. Last Name (Mandatory)
- d. Display Name (Optional, default is the e-mail address)
- e. E-mail Address (Mandatory)

Click on the 'Next' button.

4) The prompt to create and confirm a password for the GO Secure account will be displayed:

Registration : Step 2 of 2

Step 2 of 2 : Login Information and Security Information

Password Policy

* indicates required fields

Select a Password:

* GO Secure ID (Email Address)

bps.user@gosecurelogin.com

* Password

* Confirm

- Must not match or contain first name.
- Must not match or contain last name.
- Must not match or contain user ID.
- Must be at least 8 characters and less than 17
- Must contain lower case letter(s)
- Must contain number(s)
- Must contain upper case letter(s)
- Must contain symbol(s) such as !,@,#,%
- Must start with a letter.
- Cannot repeat a letter 3 times or more.
- Passwords must match

Set your challenge questions and answers:

The Challenge Questions and Answers are used if you forget your password and need to reset it.

* Question 1
* Answer 1
* Question 2
* Answer 2
* Question 3
* Answer 3

Cancel   <Back   Register

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Your password must meet the criteria to be valid. Three different secret security questions and answers must be defined. If you forget your password, these questions will be used to verify your identity and reset your password.

When choosing security questions, ensure that the answers to these questions are easy to remember. The answers must be at least three characters long and cannot be repeated. Click on the 'Register' button once you've entered all the information.

5) GO Secure's Login Terms and Conditions of Use are displayed:

Click on the 'Accept' button to continue.

6) A confirmation page will be displayed, with instructions to complete the mandatory email validation process:

7) GO Secure will have sent a validation email to the email address entered for the account. Access your email account, retrieve the email (it may have been redirected to your Junk folder) and click on the embedded link to complete the validation. The completion of the validation must occur within 7 days or the account setup will be cancelled and must be re-started from step 1).

8) You will be prompted to log in using your GO Secure credentials:

9) Upon authenticating successfully, you will be directed to the GIS Enrolment page, which will prompt you for the PIN number provided to you by your GIS Administrator.
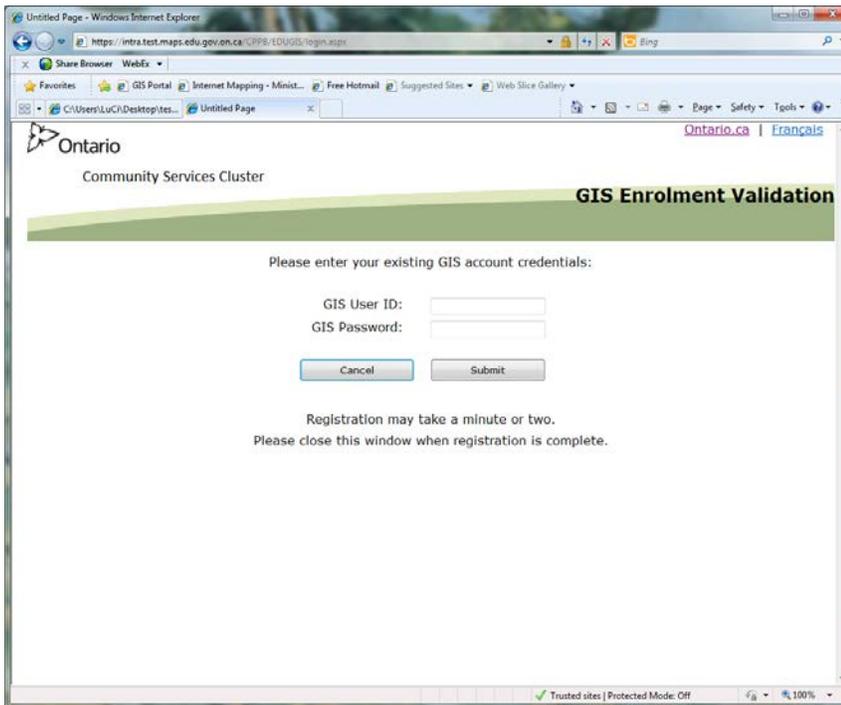
10) Enter the User ID and PIN number provided to you by your GIS Admin. Upon successful login, user will see message: "Registration complete. Please close browser."
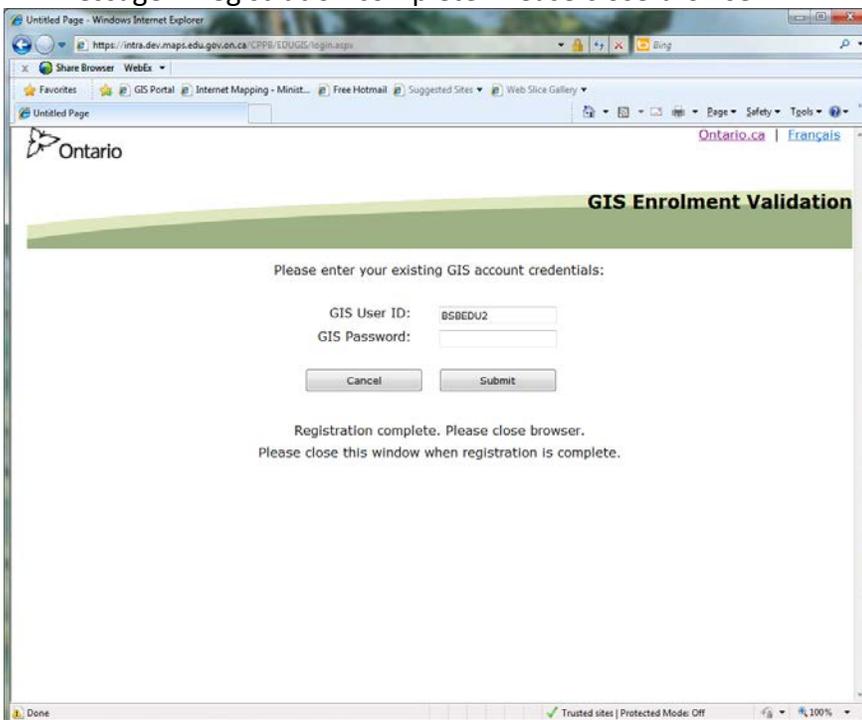
11) If you get message: "Login failed. Please contact administrator: CSC-GIS@Ontario.Ca". Please contact Cindy Lu at CSC-GIS@Ontario.Ca.

Now the registration for GIS application is completed. User has been granted GIS_USER role and will be able to use GIS application next time when they login to go-secure.

User can go back to the application by following step (1) & (2).

(1)   **User closes all IE windows**. Then go to the URL they originally want to go to or (https://www.maps.edu.gov.on.ca/cppb/EDUGIS). That will bring the user to the go-secure login page again.
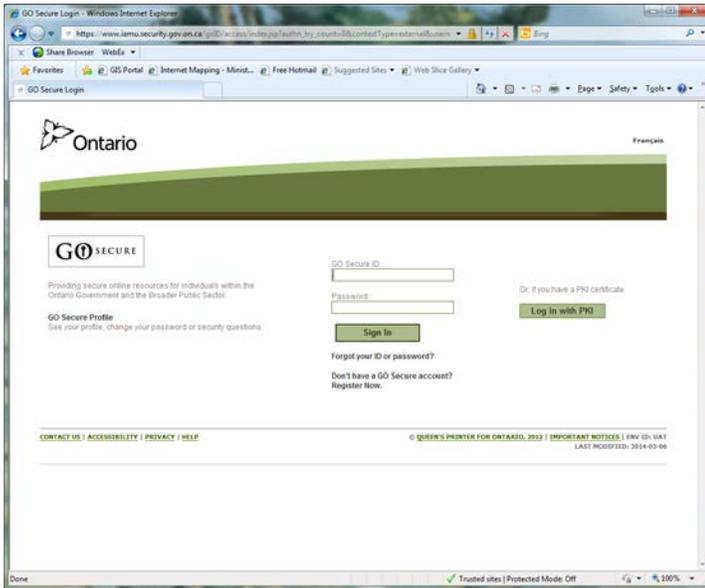
(2)   User login with Username/Password. Upon successful login, go-secure will bring the website they want to go to. If you are promoted for the following page, **PLEASE CLICK 'No'**.