

**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: <u>https://www.maps.edu.gov.on.ca/cppb/EDUGIS</u>
- 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.

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Providing secure online resources for individuals within the Ontario Government and the Broader Public Sector.	GO Secure ID : Password :	Or, if you have a PKI certificate:
	Forgot your ID or password? Don't have a GO Secure account? Register Now.	

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3) Step 1 of the Registration process will be displayed:

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Registration : Step 1 of 2				
Step 1 of 2 : Basic inform	ation		Notice of Collection	
* First Name	BPS	* indicates required fields	Notice of Collection 🕘	
Middle Name				
* Last Name	User			
* Display Name	BPS User			
* Email	.bps.user@gosecurelogin.com			
* Confirm Email	bps.user@gosecurelogin.com			
	Cancel Next>			
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- 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:

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jistration : Step 2 of 2					
p 2 of 2 : Login Information and Securit Select a Password: * GO Secure ID (Email Address) bps.user@gosecurelogin.com * Password * Confirm	ty Information	•,	ndicates required fields	<ul> <li>Password Policy</li> <li>Must not match or contain first name.</li> <li>Must not match or contain last name.</li> <li>Must not match or contain user ID.</li> <li>Must not match or contain user ID.</li> <li>Must be at least 8 characters and less than 17</li> <li>Must contain lower case letter(s)</li> <li>Must contain number(s)</li> <li>Must contain upper case letter(s)</li> <li>Must contain symbol(s) such as 1,@,#,%</li> <li>Must start with a letter.</li> <li>Cannot repeat a letter 3 times or more.</li> <li>Passwords must match</li> </ul>	
Your challenge questions and answers:     The Challenge Questions and Answe     * Question 1     * Answer 1	ins are used if you forg	et your password a	nd need to reset it.		
* Question 2  * Answer 2  * Question 3					
* Answer 3					

GO SECURE LOGIN

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CONTACT US | ACCESSIBILITY | PRIVACY | HELP 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:

Ontario

GO SECURE LOGIN

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GO S	eci	re Login Terms and Conditions of Use	
	In	return for the Ministry of Government Services providing you with a GO Secure Login ID, you agree to abide by the following Terms and Conditions of Use:	
	1.	You understand and accept that you are at all times responsible for your GO Secure Login ID, Password and Recovery Questions and Answers.	
	2.	If you suspect that others have obtained them, you are responsible for changing your GO Secure Login ID and/or password.	
	з.	You understand and accept that the Government of Ontario can revoke your GO Secure Login ID for security or administrative reasons.	
	4.	You understand and accept that the Government of Ontario disclaims all liability (except in cases of gross negligence or wilful misconduct) in relation to the use of, delivery of or reliance upon the GO Secure Login service.	
	5.	You understand and accept that a record of your registration will be kept in accordance with the <u>Archives and Record Keeping Act</u> even if you choose to delete your GO Secure Login account. Your account will be removed permanently seven years after it is deleted.	
	6.	Some GO Secure Login Enabled Services may have service-specific Acceptable Use Policies. Please refer to each service's web pages for details.	
		Cancel Accept	
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Click on the 'Accept' button to continue.

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

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GO Secure Login - Regis	tration Complete		
Congratulations. You Check your email inbo provided.	have successfully registered for a GO Secure acco ix or Junk folder for the 'GO Secure Login - Regist	ount. ration Confirmation' email and verify your email address via the instructions	
You must verify your e	mail address before attempting to use to access	Government of Ontario services.	
You may now close th	s browser window.		
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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).

GO Secure Login <noreply-uat@ontario.ca></noreply-uat@ontario.ca>	13:51 (0 minutes ago) 🏠 🔸	*				
to aims 💌						
Hello and welcome to GO Secure Login.						
Your GO Secure ID is csb.test@qosecurelogin.com						
It is important that you confirm your GO Secure email address by clicking the link below and logging in with your GO Secure ID and password.						
https://www.iamu.security.gov.on.ca/golD/profile/validation.xhtml?check=08caf64311d0f707f66db1d10dda2b cf4273016a&res_url=https%3A%2F%2Fintra.dev.was.csc.gov.on.ca%2Faimsgs%2F						
Please complete this process now as you will not be able to access your Gorstep.	vernment of Ontario service until you have finished this					
Audit Registration Request ID: 3051						
You will be prompted to log in using your GO Secure creden	tials:					
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GO SECURE LOGIN	GO Secure ID :	
Ontario and Broader Public Sectors. GO Secure Profile (See your profile, change password or security questions)	Password:	Don't have an account?
GO Secure Login - Delegated Administration (For administrators of user access and resources)	Sign In	Register Now

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.

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>Ontario	On	tario.ca   Françai
ontano		
Community Services Cluster	GIS Enrolmo	nt Validati
	GIS Emonie	ni vanuatio
Please enter your existing GIS	account credentials:	
the second s		
GIS User ID:		
GIS Password:		
Cancel	Submit	
Registration may take a r	minute or two.	
Please close this window when re-	gistration is complete.	

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."

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🔾 🔵 💌 😰 https://intra.dev.maps.ed	lu.gov.on.ca/CPPB/EDUGIS/login.aspx	• 🔒 49 🗙 🖸 Bing	ρ
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👷 Favorites 🛛 🙀 🔊 GIS Portal 🔊 I	Internet Mapping - Minist 😰 Free Hotmail 🔊	Suggested Sites 👻 👰 Web Slice Gallery 💌	
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		GIS Enrolme	nt Validation
	Please enter your ex	isting GIS account credentials:	
	GIS Licer ID	BCACTO IS	
	GIS Password	BSBED02	
	Cancel	Submit	
	Registration com	olete. Please close browser.	
	Please close this windo	w when registration is complete.	
Done		✓ Trusted sites   Protected Mode: Off	4 • • 100% •

11) If you get message: "Login failed. Please contact administrator: CSC-GIS@Ontario.Ca". Please contact Cindy Lu at <u>CSC-GIS@Ontario.Ca</u>.

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

(<u>https://www.maps.edu.gov.on.ca/cppb/EDUGIS</u>). That will bring the user to the go-secure login page again.

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GO Secure Profile See your profile, change your password or security questions.	Sign In Forgot your ID or password? Den't have a 60 Secure account?	WORD 2754
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(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'**.

ĺ	Security	Warning		×
	9	Do you want to view only securely?	the webpage content that	was delivered
		This webpage contains conter connection, which could comp	nt that will not be delivered using promise the security of the entire v	a secure HTTPS vebpage.
	Mc	vre Info	Yes	<u>N</u> o