

DATA ENTRY APPENDIX A → LOGON/LOGOFF PROCEDURES

EIS 4900 - DATA ENTRY APPENDIX A - LOGON/LOGOFF PROCEDURES
REVISED 08/01/04 - CHANGE NO. 01-05

I. LOGON PROCEDURES

A. Example of the Banner Screen.

```
149.168.45.185 VIA TCP/IP TO THE NORTH CAROLINA STATE NETWORK --  
  
-- CUSTOMER SUPPORT CENTER: (919) 754-6000 / 1-800-722-3946 --  
  
* * * * * W A R N I N G * * * * *  
* THIS IS A GOVERNMENT COMPUTER SYSTEM AND IS THE PROPERTY OF THE STATE OF *  
* NORTH CAROLINA. USERS HAVE NO EXPECTATION OF PRIVACY. USE OF THIS COMPUTER*  
* SYSTEM IS SUBJECT TO MONITORING OR OTHER REVIEW BY THE GOVERNMENT OPERATOR*  
* OR OTHERS. UNAUTHORIZED OR IMPROPER USE OF THIS SYSTEM MAY RESULT IN *  
* ADMINISTRATIVE DISCIPLINARY ACTION AND CIVIL AND CRIMINAL PENALTIES. *  
* USE OF THIS SYSTEM CONSTITUTES CONSENT TO MONITORING. *  
* * * * *  
  
APPLICATION:
```

B. From the Banner Screen, key "IMS". Press ENTER.

The following signon screen displays.

```
DFS3649A /SIGN COMMAND REQUIRED FOR IMS IMSA  
  
DATE: 11/06/02 TIME: 09:25:38  
  
NODE NAME: ZDA15608  
  
USERID:  
  
PASSWORD:  
  
USER DESCRIPTOR:  
GROUP NAME:  
NEW PASSWORD:  
  
OUTPUT SECURITY AVAILABLE
```

1. Key your RACF User ID.
 2. Key your self-assigned RACF password.
 3. Press ENTER.
- Wait for the message "SESSION READY FOR INPUT".

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I. (CONT'D)

C. Key "EJALOGON" followed by a space. Press ENTER.

The EIS LOGON PROCEDURE screen appears.

```
          * * E I S * *  
  
          L O G O N   P R O C E D U R E  
  
    PLEASE ENTER THE FOLLOWING  
    ENTER A NEW PASSWORD THE FIRST TIME YOU SIGN ON  
    YOU MAY ENTER A NEW PASSWORD AT ANY TIME  
  
    OPERATOR ID.....  
  
    PASSWORD.....  
  
    FUNCTION.....  
  
    NEW PASSWORD.....
```

D. On the EIS LOGON PROCEDURE screen:

1. Key your RACF User ID in the OPERATOR ID field. (Your RACF User ID is the Operator ID.)
2. Enter your self-assigned RACF password in the PASSWORD field.
3. Key one of the following selections in the FUNCTION field:
 - a. "I" to access the EIS INQUIRY MENU.
 - b. "7" to access the APPLICATION PROCESS MENU.
 - c. "8" to access the DSS-8125 screen.
 - d. "T" to access the DMA-2041 screen.
4. If you are signing on to IMS for the first time or want to change your self-assigned password, enter your new RACF password in the NEW PASSWORD field.
5. Press ENTER. The requested screen appears.

II. LOGOFF PROCEDURES

- A. From a clear screen, key "RCL".
- B. Press ENTER. The Banner Screen appears.