

Chapter 2

Logging in to StatusBoard 2.0

Objectives

- **Changing your temporary password**
- **What happens when you enter the wrong password**
- **Choosing a new password**
- **Logging off at the end of a shift**

Chapter Overview

In this chapter you will learn how to log in with your temporary password and choose a new password.

StatusBoard 2.0 uses industry “best practice authentication” and adheres to Minnesota Department of Public Safety information security standards. This means users will have to log in with usernames and passwords, which will have to be changed from time to time for security purposes.

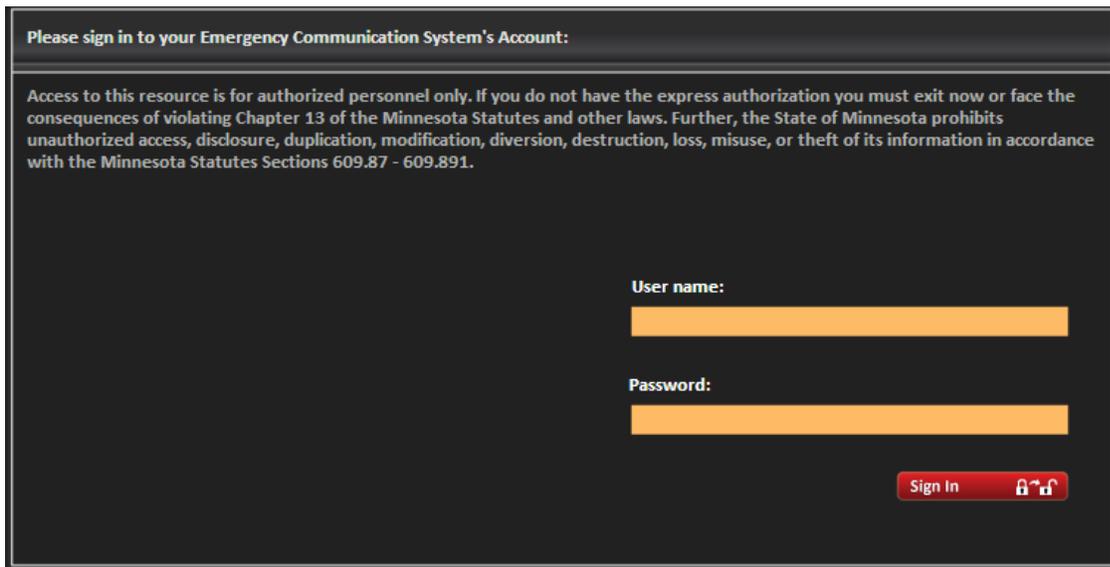
Chapter 2 : Logging in to StatusBoard 2.0

Because StatusBoard 2.0 is accessible on the Internet, you will have to log in with a valid user name and password. These passwords will have to change periodically. You will also have to log off at the end of your shift. You will not be logged off automatically or “time out” at any point, and per ARMER Standard 3.31.0, you will not share a generic user account with any other user.

When first logging in to StatusBoard 2.0, you will be prompted to enter your temporary password. Any attempts to go to the home page will bring you back to the log in screen below.

To log in:

- Enter your user name.
- Enter “password” in the password field.



Please sign in to your Emergency Communication System's Account:

Access to this resource is for authorized personnel only. If you do not have the express authorization you must exit now or face the consequences of violating Chapter 13 of the Minnesota Statutes and other laws. Further, the State of Minnesota prohibits unauthorized access, disclosure, duplication, modification, diversion, destruction, loss, misuse, or theft of its information in accordance with the Minnesota Statutes Sections 609.87 - 609.891.

User name:

Password:

Sign In 

1Initial Log In screen

- If you enter the temporary password correctly, you will be prompted to change your password to one of your choosing. You will be asked to enter this new password twice. Be sure to record your password somewhere safe.

Please change your password:

Current password:

New password:

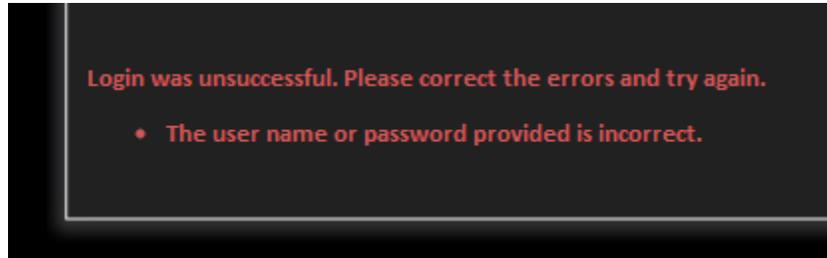
Confirm password:

[Sign In](#) 

YOUR NEW PASSWORD:

- Must be at least 8 characters
- Must have at least one upper case, one lower case, one number, and one special character
- Will expire every 90 days
- Should not be the same as any password you have used in the past 24 password changes
- Should not be shared with any other user
- Should not be easily guessed with personal information

If you log in incorrectly, you will get the following message:



2 Incorrect log in

Entering an incorrect password

- If you enter new password, but both fields don't match, you will be prompted to try again. After five failed attempts, you will be locked out of the system.
- The same is true for logging in after you have set your new password. Five failed attempts will lock you out of StatusBoard 2.0.
- The program *default* is five failed attempts. Your manager or administrator can set that number higher or lower if desired.
- See your administrator if you are locked out of the system.

If you log in correctly, you will arrive at the View StatusBoard screen.
Congratulations! You are in StatusBoard 2.0

Home Help Admin Location: View Status Board 7:0 7/23/2013

All North Ambulance Edina Bloomington

Resource Name	Current Owner	Current Status	Current Administration Notes
Announcements1			KSHkjdhasjkdhaksdhkjasd
Nm1	Jerry Erickson	Resource In Use	
NM10		Resource Available	
NM12		Resource Available	
NM13	Jerry Erickson	Resource In Use	
NM14		Resource Available	
NM15		Resource Available	
NM3		Resource Available	
NM4	Varin Sinha	Resource In Use	
NM5		Resource Available	
NM6		Resource Available	
NM7		Resource Available	
NM8		Resource Available	
NM9		Resource Available	

Refresh in 22 sec

Logged in: Varin Sinha Sign Out

3 View StatusBoard screen

Chapter Summary

- **Because StatusBoard 2.0 is browser-based, you will always need a valid username and password to log in.**
- **You will be asked to change your password periodically.**
- **You can login from any mobile device.**
- **After five failed login attempts, you will be locked out of the system.**
- **Always log off at the end of your shift.**