LOGGING INTO THE DHS MAINFRAME

1. If you have OACCESS open, select the Mainframe icon and proceed to step #3.
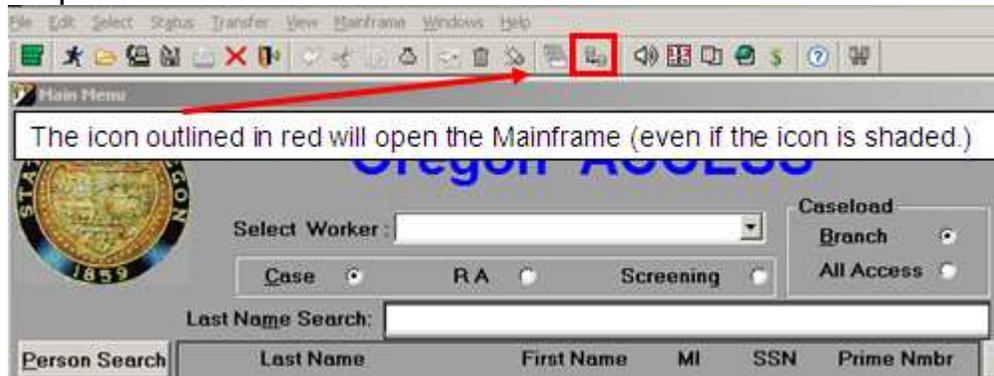
2. From Citrix (or your desktop when applicable) locate your Mainframe* (MF) icon and single or double-click on it.

   Note The MF is also referred to as Host Explorer, DHR or Hummingbird. All are the same DHS application.

3. This is the first page you will see. The cursor will locate itself at the "Select" prompt.

4. Type the letter *g* and press enter key.

5. When this screen appears type the letters *cesn* and press enter key.

```
              WELCOME TO GCICS    14:36:15 01/15/2010
                     YOUR TERMINAL IS X2C9

IMPORTANT: DHS Password Policy states that the passwords will expire every
days. Passwords must be 8 characters, alphanumeric, and not a dictionary w
Remote Oregon Access users must create a password that starts with a lette
first and not a number.

For assistance contact your Sub-Administrator or the DHS Service desk.

The system may contain Government information, that is restricted to autho
users ONLY. Unauthorized access, use, misuse, or modification of this comp
system or of the data contained herein or in transit to/from this system
constitutes a violation of Title 18, United States codes, section 1030, an
subject the individual to Criminal and Civil penalties pursuant to Title 2
United States Code, Sections 7213, 7213A (the Taxpayer Browsing Protection
and 7431. This system and equipment are subject to monitoring to ensure pr
performance of applicable security features or procedures. Such monitoring
result in the acquisition, recording and analysis of data being communicat
```

6. You should now see this login page.

```
                   CICS SIGN-ON


TYPE YOUR USERID AND PASSWORD:

          USERID   ==> █
          PASSWORD ==>
          LANGUAGE ==>



     NEW PASSWORD ==>







CLEAR=END
```

7. Type your RACF ID (hsxxx##) press tab key.

8. Type your eight character password press enter key. Note: If you are in the MF only to change your password **do not press your enter key**; proceed to #9 below.

9. You will now see this page and you can continue by using the applicable screen code to navigate to the page you need.
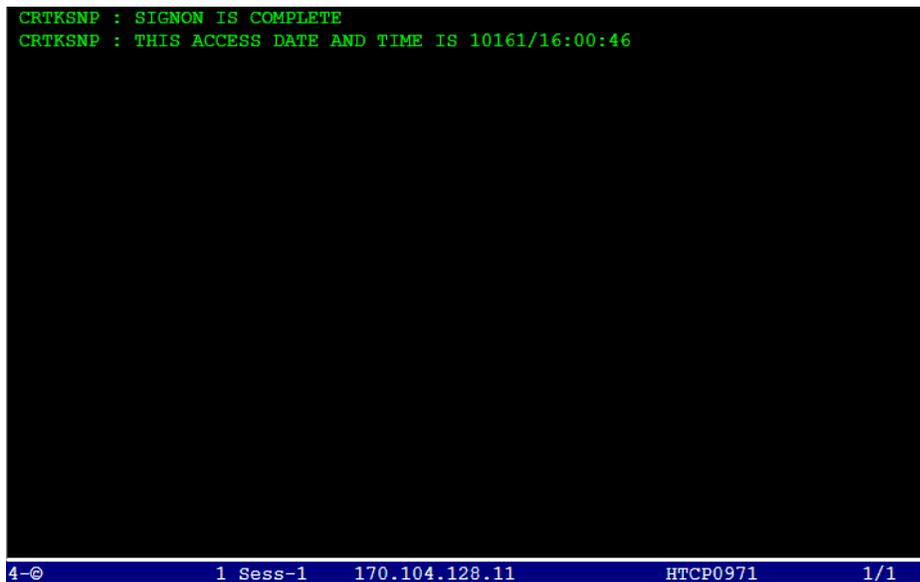
```
CRTKSNP : SIGNON IS COMPLETE
CRTKSNP : THIS ACCESS DATE AND TIME IS 10161/16:00:46




4-©          1 Sess-1    170.104.128.11           HTCP0971        1/1
```

10. To change your password, perform #7 but press tab key twice. The cursor is now positioned at the New Password field. Type your new password and press enter. Note: Password must not exceed 8 characters!

Task completed.