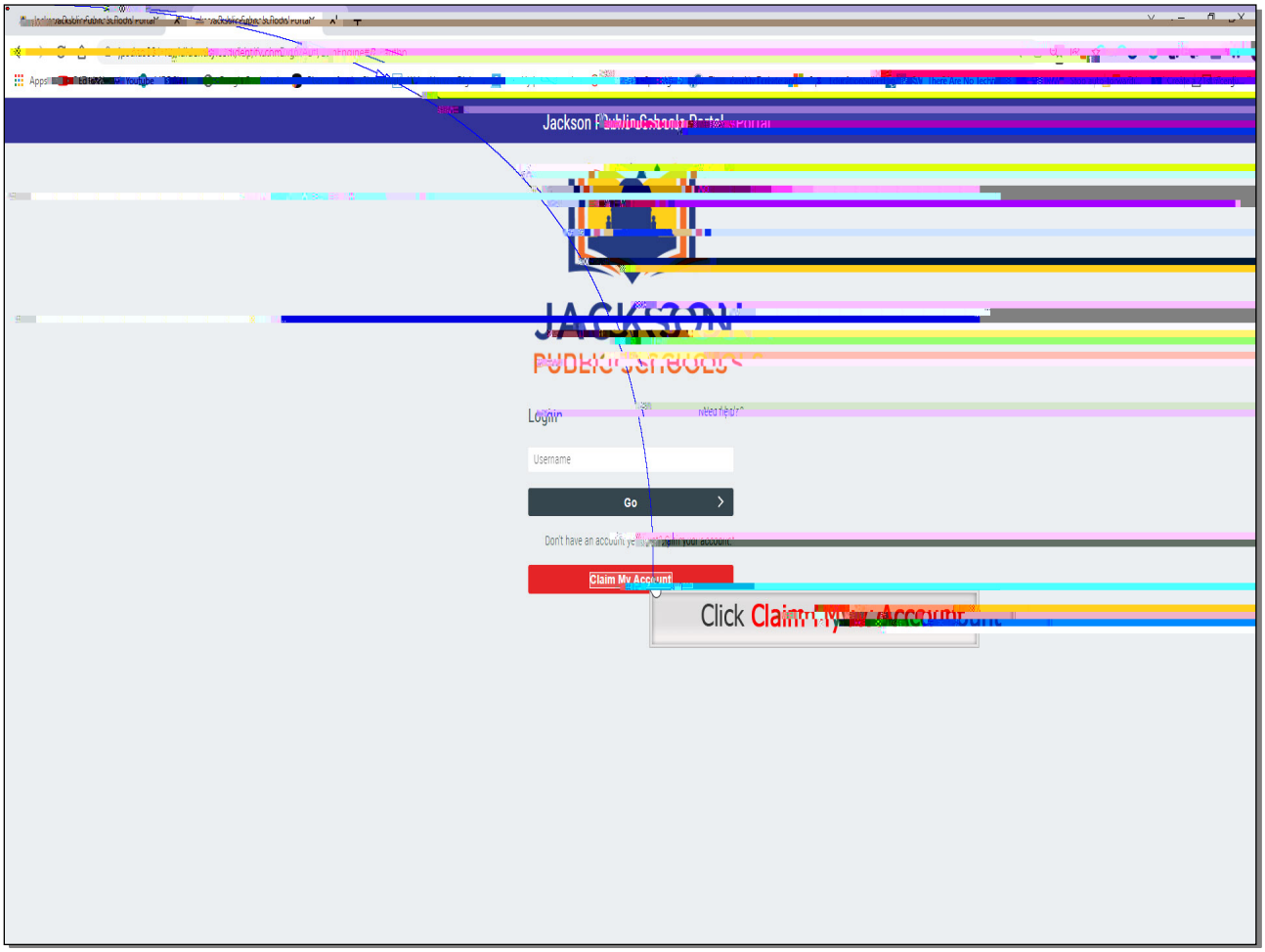
JPS Identity Automation Portal – Creating Your JPS Identity Automation Portal Account

Slide 1

JPS Identity Automation Portal – Creating Your JPS Identity Automation Portal Account

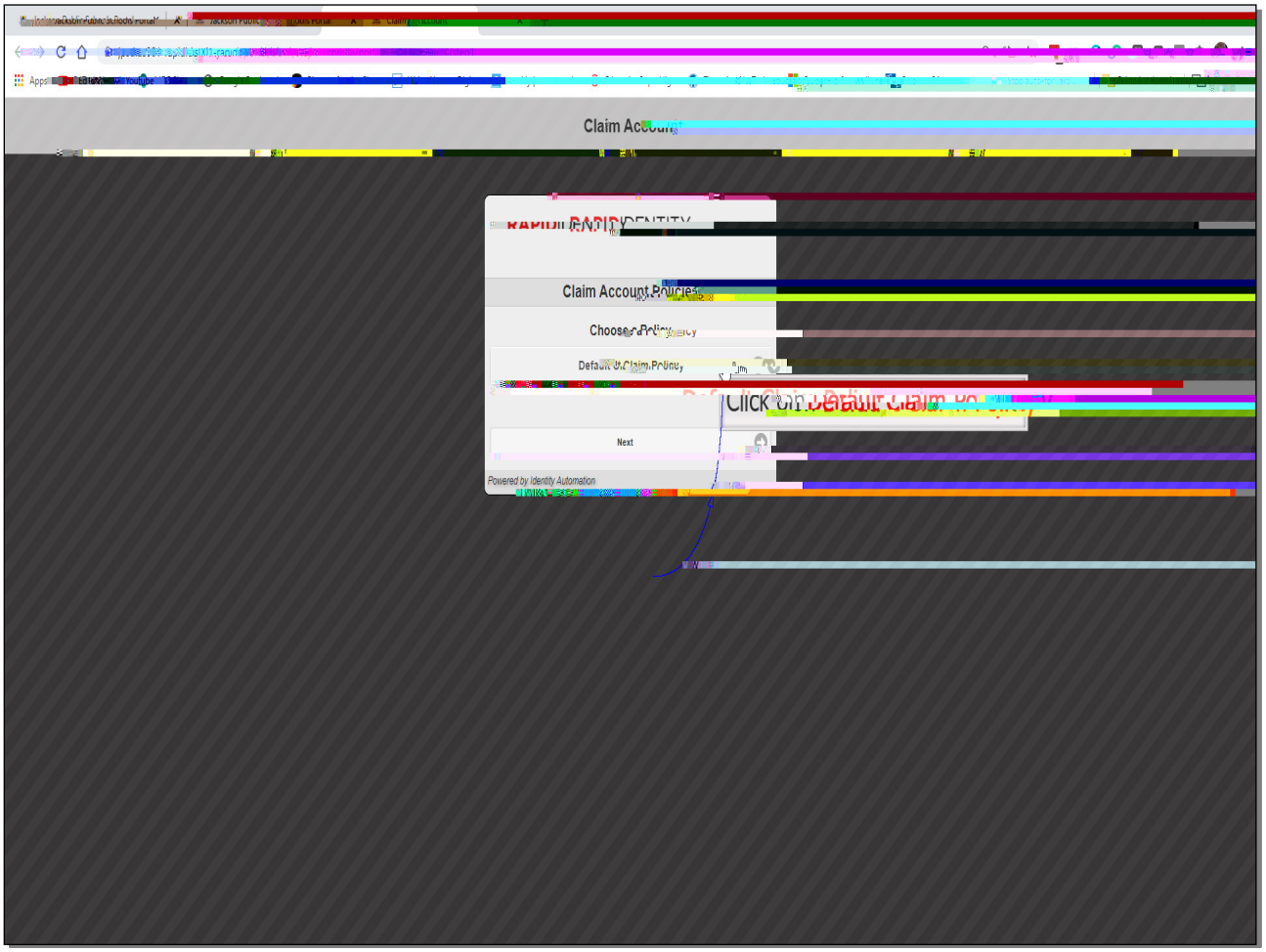
Slide 2



Click **Claim My Account**

JPS Identity Automation Portal – Creating Your JPS Identity Automation Portal Account

Slide 3

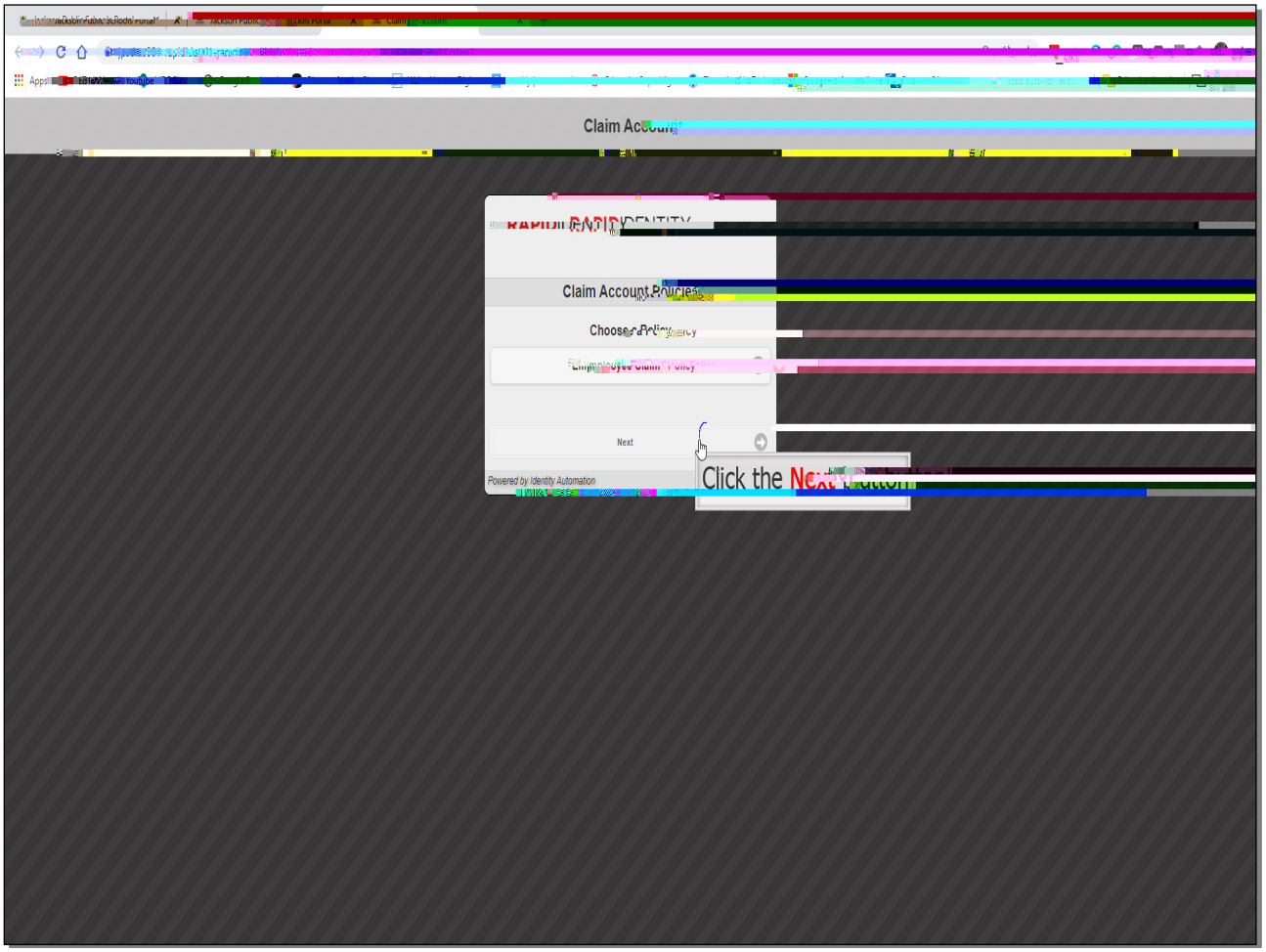


Click on **Default Claim Policy**

Slide 4

Click to Select **Employee Claim Policy**

Slide 5



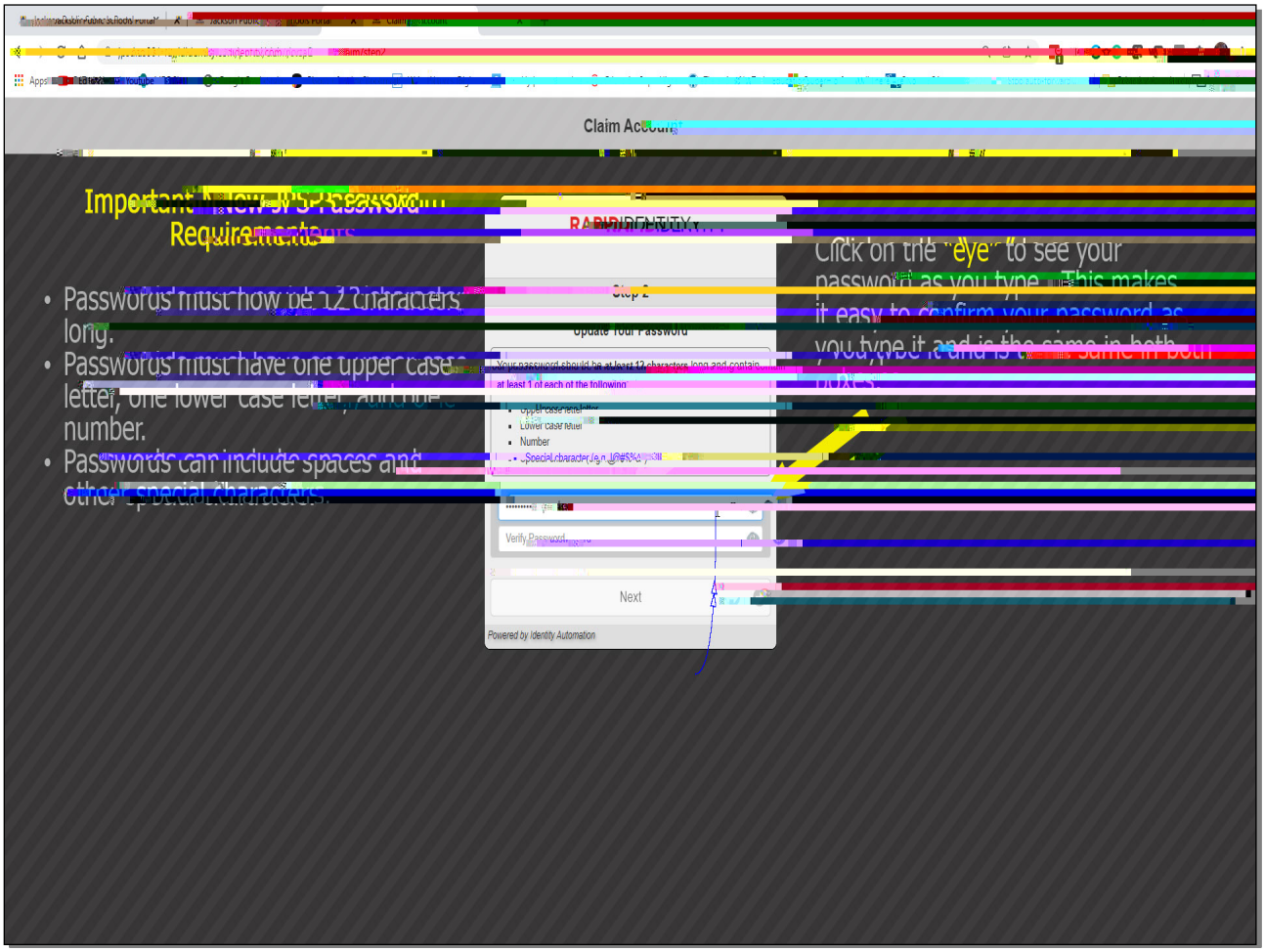
Click the **Next** button

JPS Identity Automation Portal – Creating Your JPS Identity Automation Portal Account

Slide 6

JPS Identity Authettnet

Slide 8

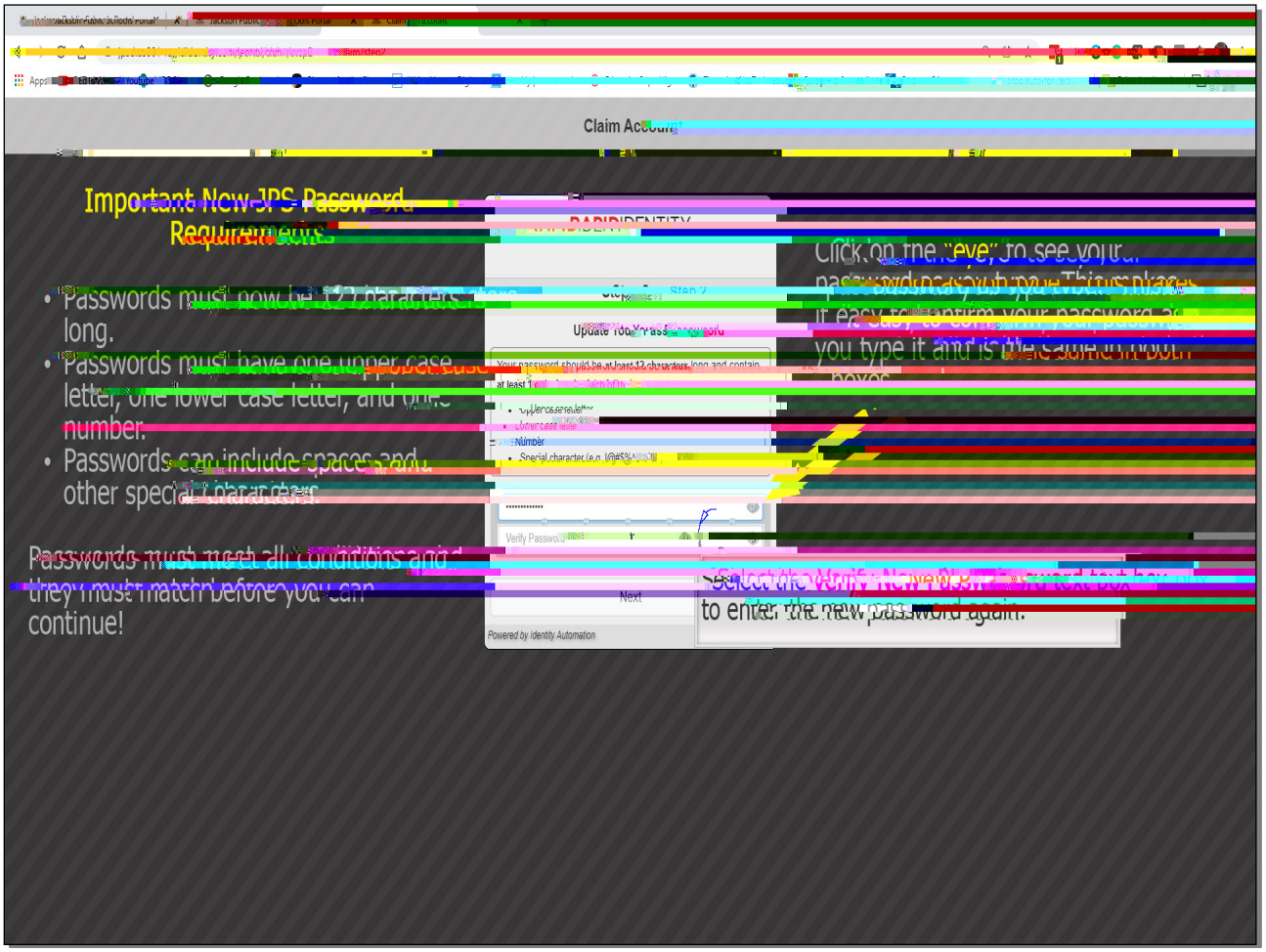


Important New JPS Password Requirements

Passwords must now be 12 characters long.
Passwords must have one upper case letter, one lower case letter, and one number.
Passwords can include spaces and other special characters. Passphrases are encouraged!

Click on the "eye" to see your password as you type. This makes it easy to confirm your password as you type it and is the same in both boxes.

Slide 9



Passwords must meet all conditions and they must match before you can continue!

Passwords must now be 12 characters long.

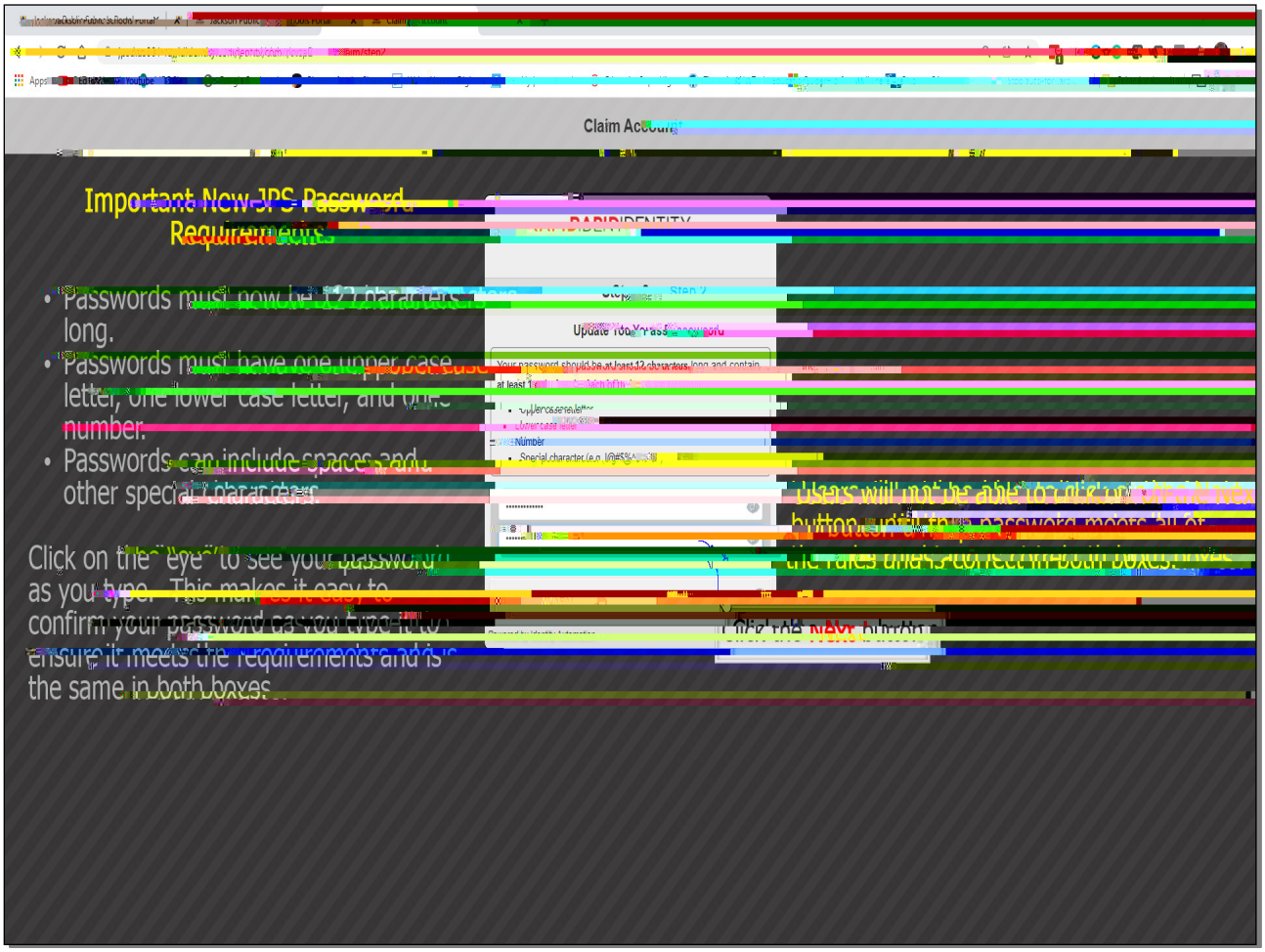
Passwords must have one upper case letter, one lower case letter, and one number.

Passwords can include spaces and other special characters. Passphrases are encouraged!

Click on the "eye" to see your password as you type. This makes it easy to confirm your password as you type it and is the same in both boxes.

Select the **Verify New Password** text box to enter the new password again.

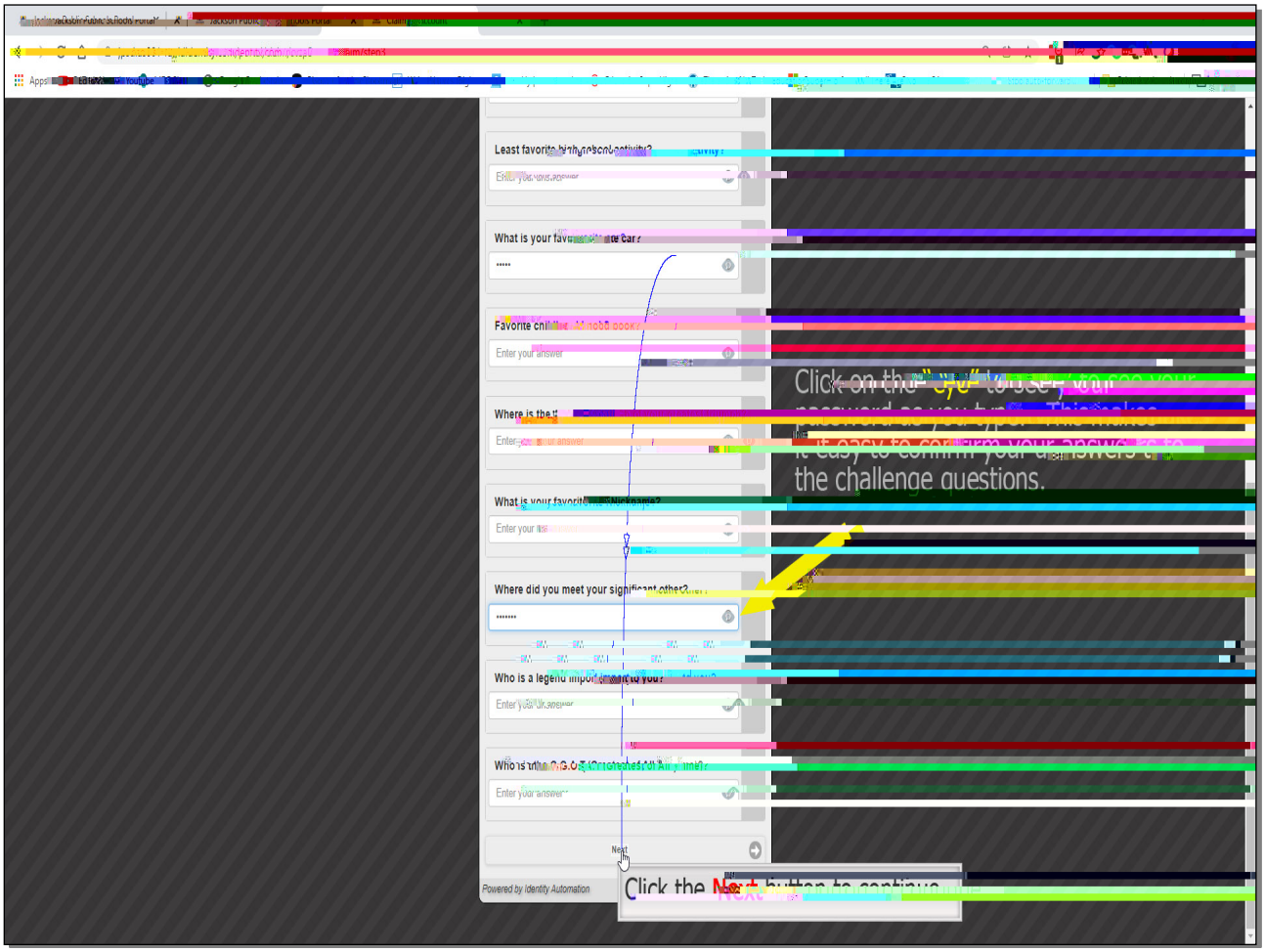
Slide 10



Users will not be able to click on the Next button until the password meets all of the rules and is correct in both boxes.

Click the **Next** button

Slide 12

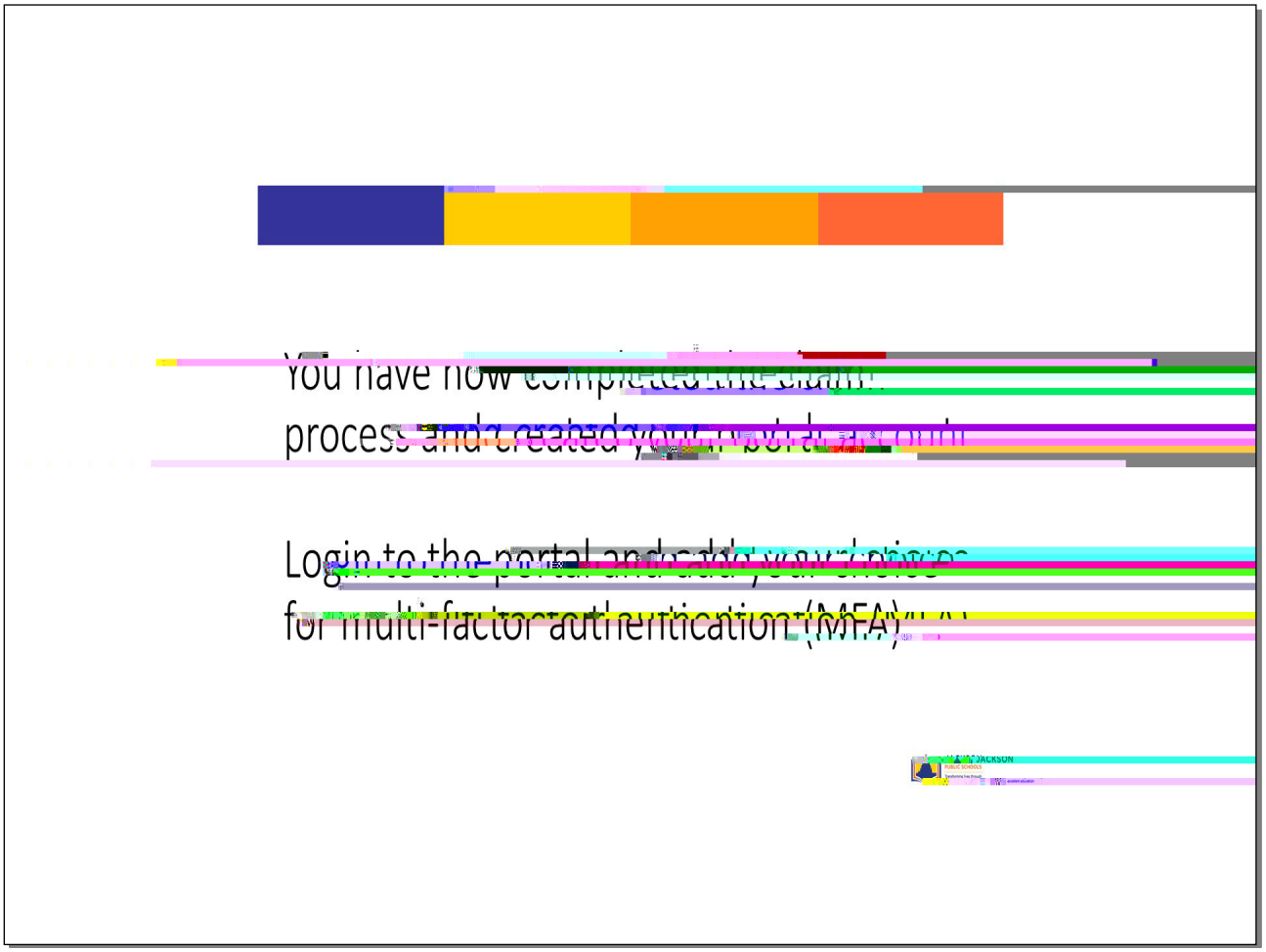


Click the **Next** button to continue

Click on the “eye” to see your password as you type. This makes it eas“ 0T9.[
9.[l1 0 6enge 0Tquestions.

JPS Identity Automation Portal – Creating Your JPS Identity Automation Portal Account

Slide 13

JPS Identity Automation Portal – Creating Your JPS Identity Automation Portal Account

Slide 14 - Slide 14