

This short presentation will take you through the Registration and Pre-mobilization Sign-up process to use the new OHSO online Mobilization Reporting Utility.

Go to the OHSO Home Page at: www.ohso.ok.gov

Oklahoma Department of Public Safety - Oklahoma Highway Safety Office - Microsoft Internet Explorer

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 **OKLAHOMA**
www.ok.gov

Oklahoma Highway Safety Office 

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Mobilization Reporting

OHSO Welcome to the home page of the
Oklahoma Highway Safety Office

Our Vision:	<i>Create and maintain an environment where Oklahoma roadways are safe for everyone.</i>
Our Mission:	<i>To combat the number and severity of traffic crashes by developing and supporting educational, enforcement, and engineering programs.</i>

New for Law Enforcement!
[Online Mobilization Reporting](#)
set to debut. [Click for details.](#)

 **LEADRS**
Law Enforcement Advanced
DUI/DWI Reporting System

 what's holding you back?
OKLAHOMA

 **Click-It
or
Ticket.**

Statewide Traffic Fatality Count 156 as of 4/11/2007
Increase (+) Decrease (-) from previous year -18

Internet

start Workspace - Lot... Microsoft Power... Oklahoma Depar... 9:02 AM

Click on the
Mobilization
Reporting link

Oklahoma Highway
Safety Office

Mobilization Home

Helpful Hints

Welcome to the Mobilization Home for the Oklahoma Highway Safety Office

Thank you for your interest in participating in the statewide mobilizations reporting system. Use this site to register your agency and report both your Pre-mobilization and Post-mobilization information. If you use this online system, please do not submit a written report by mail or fax.

You must register in order to use this system. If you have not registered your agency, click the "Register Now" button below. If you have already registered and received your notice that your account is activated, then login to submit your Pre-mobilization or Post-mobilization report.

Login ID:

Password:

Login

[Forgot your password?](#)

Not Registered?

Register Now

Click on Register Now

New User Registration

* Indicates Required Fields

Step 1 of 5

County:

*

Select the county your agency is in from the drop down box (*Highway Patrol Troops - select "OHP" from the county list*)

Login:

*

Select a login username containing at least 5 alpha-numeric characters

Password:

*

Select a password that is 8 to 15 characters long.

In order to help provide as much security as possible for your account, we ask that you select and answer **2** of the following security questions below. You will be asked to respond to these questions anytime you request your login and password information for the OHSO site.

You must answer 2 different questions.

Question

Answer

*

*

*

*

Select your Agency's County from the drop down box. BIA agencies and OHP troops are listed as a "county" here.

If your agency is not listed, please contact the OHSO.



Oklahoma Highway Safety Office

Mobilization Home

Helpful Hints

- Mayes
- McClain
- McCurtain
- McIntosh
- Murray
- Muskogee
- Noble
- Nowata
- OHP
- Okfuskee
- Oklahoma
- Okmulgee
- Osage
- Ottawa
- Pawnee
- * In Payne
- Pittsburg
- Pontotoc
- Pottawatomie
- Pushmataha
- Co Roger Mills
- * Rogers
- Lo Seminole
- Lo Sequoyah
- * Stephens
- Pa Texas
- * Tillman
- Tulsa
- Wagoner
- In Washington

For this example, we selected Tulsa County

You must answer 2 different questions.

Question	Answer
* What is your mother's maiden name?	* <input type="text"/>
* What city were you born?	* <input type="text"/>
<input type="button" value="Continue to Step 2"/>	

Oklahoma Highway Safety Office

Contact Us | Helpful Hints

Mobilization Home

on

Step 1 of 5

Select the county your agency is in from the drop down box (Highway Patrol Troops - select "OHP" from the county list)

Select a login username containing at least 5 alpha-numeric characters

Select a password that is 8 to 15 characters long.

In order to ensure the security as possible for your account, we ask that you select and answer 2 of the following security questions below. You will be asked to respond to these questions anytime you request your login and password information for the OHSO site.

New User Registration

* Indicates Required Fields

Step 1 of 5

County:

*

Select the county your agency is in from the drop down box (*Highway Patrol Troops - select "OHP" from the county list*)

Login:

*

Select a login username containing at least 5 alpha-numeric characters

Password:

*

Select a password that is 8 to 15 characters long.

Select a username having at least 5 letters and/or numbers – It is “**case sensitive**”, so write it down

In order to help provide as much security as possible for your account, we ask that you select and answer **2** of the following security questions below. You will be asked to respond to these questions anytime you request your login and password information for the OHSO site.

You must answer 2 different questions.

Question	Answer
* <input type="text" value="What is your mother's maiden name?"/>	* <input type="text"/>
* <input type="text" value="What city were you born?"/>	* <input type="text"/>

New User Registration

* Indicates Required Fields

Step 1 of 5

County:
* Select the county your agency is in from the drop down box (*Highway Patrol Troops - select "OHP" from the county list*)

Login:
* Select a login username containing at least 5 alpha-numeric characters

Password:
* Password must be 8 to 15 characters long. Password is 8 to 15 characters long.

HELP
Password must be 8 to 15 characters long. Password should not contain all numeric or all alphabetical groups.

In order to help provide the most secure account, we ask that you select and answer **2** of the following security questions below. You will be required to respond to these questions anytime you request your login and password information for the OHSO site.

You must answer 2 different questions.

Question	Answer
* What is your mother's maiden name?	* <input type="text"/>
* What city were you born?	* <input type="text"/>

Password errors have been the biggest problem in testing. Select a password with between 8-15 characters, it must have at least 1 number and 1 letter and you cannot repeat the same character in sequence. It is **"case sensitive"** so write it down **exactly** as you entered it.

New User Registration

* Indicates Required Fields

Step 1 of 5

County:

*

Select the county your agency is in from the drop down box (*Highway Patrol Troops - select "OHP" from the county list*)

Login:

*

Select a login username containing at least 5 alpha-numeric characters

Password:

*

Select a password that is 8 to 15 characters long.

wall9934

For this example, we entered wall9934 as a password – it will not check the “validity rules” until you click the “Continue to Step 2” button in a minute.

In order to help provide as much security as possible for your account, we ask that you select and answer **2** of the following security questions below. You will be asked to respond to these questions anytime you request your login and password information for the OHSO site.

You must answer **2** different questions.

Question	Answer
* <input type="text" value="What is your mother's maiden name?"/>	* <input type="text"/>
* <input type="text" value="What city were you born?"/>	* <input type="text"/>

New User Registration

* Indicates Required Fields

Step 1 of 5

County:

*

Select the county your agency is in from the drop down box (*Highway Patrol Troops - select "OHP" from the county list*)

Login:

*

Select a login username containing at least 5 alpha-numeric characters

Password:

*

Select a password that is 8 to 15 characters long.

In order to help provide as much security as possible for your account, we ask that you select and answer **2** of the following security questions below. You will be asked to respond to these questions anytime you request your login and password information for the OHSO site.

You must answer **2** different questions.

Question	Answer
* What is your mother's maiden name?	* <input type="text"/>
* What is your mother's maiden name?	* <input type="text"/>
* What city were you born?	* <input type="text"/>
<input type="checkbox"/> What is your father's middle name?	
<input type="checkbox"/> What is your favorite sport?	
<input type="checkbox"/> What was the name of your first pet?	
<input type="checkbox"/> Who is your favorite professional sports team?	
<input type="checkbox"/> What are the last four digits of your social security number?	
<input type="checkbox"/> How many siblings (brothers and sisters) do you have?	

Next, select two different questions and provide an answer. These are also "case sensitive", so write down the answers just as you entered them.

Oklahoma Highway
Safety Office

Mobilization Home

Helpful Hints

New User Registration

* Indicates Required Fields

Step 1 of 5

County:

*

Select the county your agency is in from the drop down box (*Highway Patrol Troops - select "OHP" from the county list*)

Login:

*

Select a login username containing at least 5 alpha-numeric characters

Password:

*

Select a password that is 8 to 15 characters long.

In order to help provide as much security as possible for your account, we ask that you select and answer **2** of the following security questions below. You will be asked to respond to these questions anytime you request your login and password information for the OHSO site.

You must answer 2 different questions.

Question	Answer
* <input type="text" value="What is your favorite sport?"/>	* <input type="text" value="tennis"/>
* <input type="text" value="What was the name of your first pet?"/>	* <input type="text" value="rover"/>

After completing all the entries in the data boxes (and writing down your username, password and security question answers **exactly** with the same upper & lower case) – click the “Continue to Step 2” button.

Password should not contain any consecutive identical characters.

New User Registration

* Indicates Required Fields

Step 1 of 5

County:
* Select the county your agency is in from the drop down box (*Highway Patrol Troops - select "OHP" from the county list*)

Login:
* Select a login username containing at least 5 alpha-numeric characters

Password:
* Select a password that is 8 to 15 characters long.

In order to help provide as much security as possible for your account, we ask that you select and answer **2** of the following security questions below. You will be asked to respond to these questions anytime you request your login and password information for the OHSO site.

You must answer **2** different questions.

Question	Answer
* <input type="text" value="What is your favorite sport?"/>	* <input type="text" value="tennis"/>
* <input type="text" value="What was the name of your first pet?"/>	* <input type="text" value="rover"/>

Notice the error message?

w a ! ! 9 9 3 4

There were two "l" letters and two "9" numbers consecutively in the password we entered.

Password should not contain any consecutive identical characters.

New User Registration

* Indicates Required Fields

Step 1 of 5

County:
* Select the county your agency is in from the drop down box (*Highway Patrol Troops - select "OHP" from the county list*)

Login:
* Select a login username containing at least 5 alpha-numeric characters

Password:
* Select a password that is 8 to 15 characters long.

j w a l 1 5 8 3 4

We changed the password where it did not contain consecutive characters (write down the new one) and again clicked on "Continue to Step 2"

In order to help provide as much security as possible for your account, we ask that you select and answer **2** of the following security questions below. You will be asked to respond to these questions anytime you request your login and password information for the OHSO site.

You must answer **2** different questions.

Question	Answer
* <input type="text" value="What is your favorite sport?"/>	* <input type="text" value="tennis"/>
* <input type="text" value="What was the name of your first pet?"/>	* <input type="text" value="rover"/>



Oklahoma Highway Safety Office

Mobilization Home

Helpful Hints

New User Registration

* Indicates Required Fields

Step 2 of 5

Agencies in Tulsa County

- Bixby PD
- Broken Arrow PD
- Collinsville PD
- Glenpool PD
- Jenks PD
- Oklahoma State University-Tulsa Campus PD
- Oral Roberts University PD
- Owasso PD
- Sand Springs PD
- Tulsa Community College PD
- Tulsa County SO
- Tulsa PD
- University of Oklahoma - Tulsa Campus PD
- University of Tulsa PD

Continue to Step 3

Back to Step 1

Since we selected Tulsa County in Step 1, only those agencies in Tulsa County appear on this page. If you see the wrong county was selected, use the "Back to Step 1" button and correct it.

Oklahoma Highway
Safety Office

Mobilization Home

Helpful Hints

Oklahoma Highway Safety Office - Mobilization Home

New User Registration

* Indicates Required Fields

Step 2 of 5

Agencies in Tulsa County

- Bixby PD
- Broken Arrow PD
- Collinsville PD
- Glenpool PD
- Jenks PD
- Oklahoma State University-Tulsa Campus PD
- Oral Roberts University PD
- Owasso PD
- Sand Springs PD
- Tulsa Community College PD
- Tulsa County SO
- Tulsa PD
- University of Oklahoma - Tulsa Campus PD
- University of Tulsa PD

Continue to Step 3

Back to Step 1

Agencies are listed in alphabetical order, simply find your agency and click the box next to it. In this example, we selected Jenks PD. Then click "Continue to Step 3".

Oklahoma Highway
Safety Office

Mobilization Home

Helpful Hints

Check to make
sure the correct
County/Agency is
shown, then click
"Continue to Step
4".

New User Registration

* Indicates Required Fields

Step 3 of 5

Please confirm this information before you continue to the next step.

Login Id: jaywall1583

County: Tulsa

Agency: Jenks PD

Continue to Step 4

Are you sure this
information is correct?

Oklahoma Highway
Safety Office

Mobilization Home

Helpful Hints

Enter your contact information. Use the tab button to move between fields, then click "Continue to Step 5".

New User Registration

* Indicates Required Fields

Step 4 of 5

First Name *

Last Name *

Title or Rank

Email *

Re-Enter Email *

Mailing Address *

Mailing City *

Mailing State *

Mailing Zip *

Primary Phone *

Primary Phone Ext

Fax

Oklahoma Highway Safety Office

Mobilization Home

Helpful Hints

New User Registration

* Indicates Required Fields

Step 5 of 5

Please confirm this information before you complete the registration. To make corrections, use the Back button.

Login Id: jaywall1583
Contact Name: Jay Wall
Address: 3124 S. 134th St East
Tulsa, OK 72940
Phone: (918) 555-1583 x382
County: Tulsa
Agency: Jenks PD

Complete Registration

Are you sure this information is correct?

Review the information and if you need to change anything, click the "Revise Contact Information" button.

Once information is correct, click "Complete Registration".

New User Registration

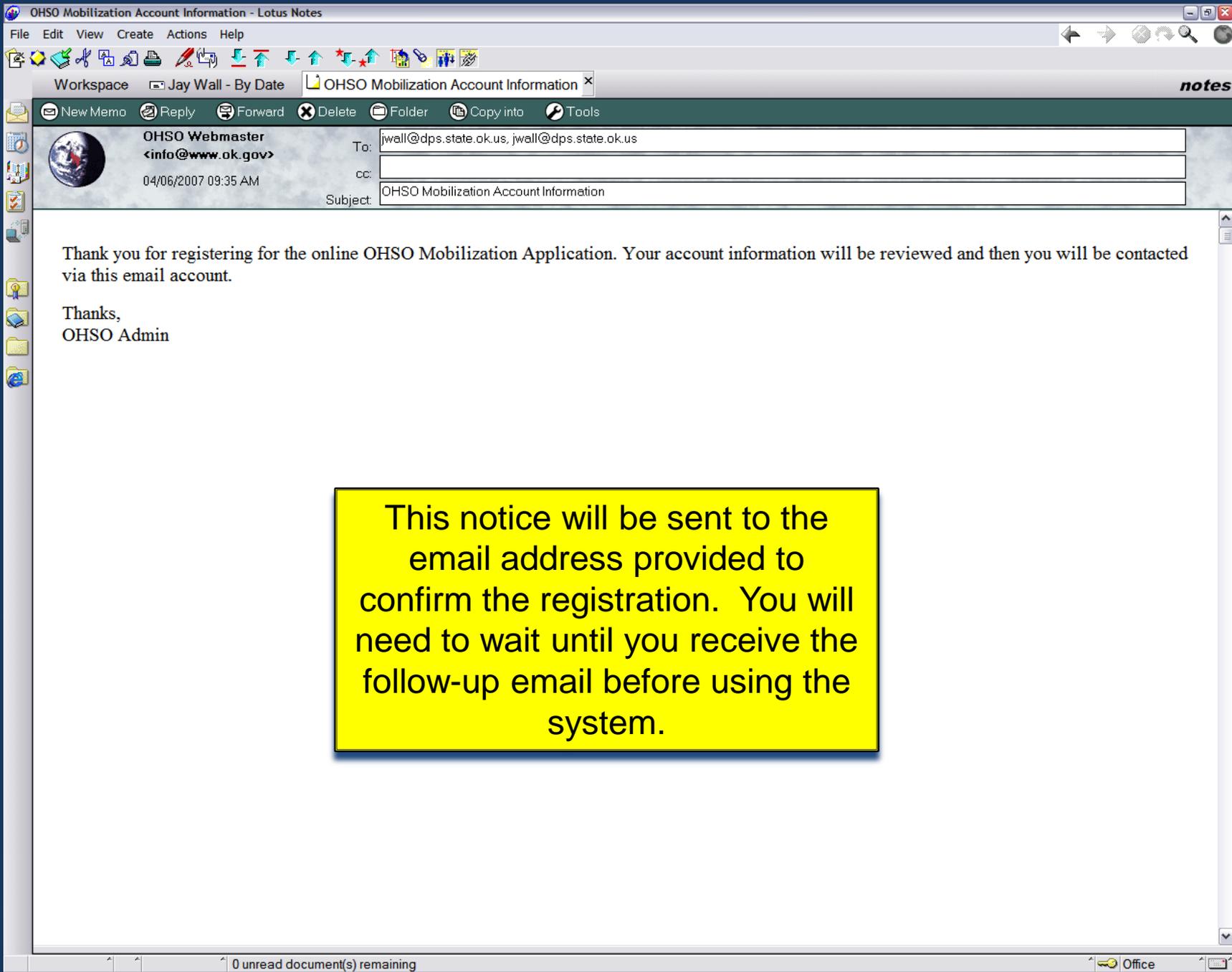
Registration Complete

Congrats, you have successfully completed the registration process!

You do not have to complete the registration process again. Once registered, you use the same Username and Password to access the system for all mobilizations both present and future.

You have successfully completed the registration process. A confirmation email has been sent to the email address provided. You will need to wait until you have received a separate notice by email that your account is activated by the Highway Safety Office before you can login and enter your pre and post mobilization information.

[Go back to Welcome Page](#)



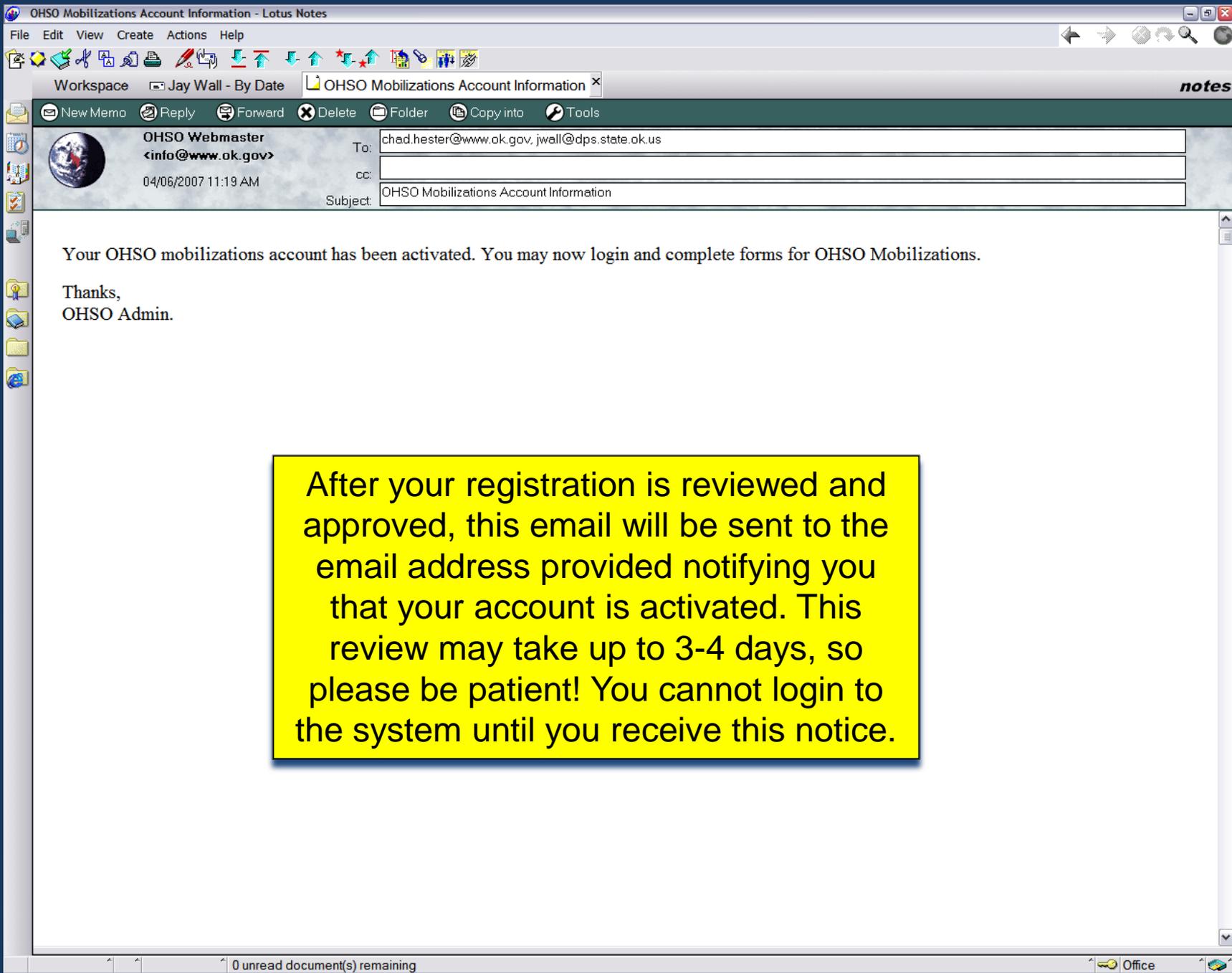
OHSO Webmaster
<info@www.ok.gov>
04/06/2007 09:35 AM

To: jwall@dps.state.ok.us, jwall@dps.state.ok.us
cc:
Subject: OHSO Mobilization Account Information

Thank you for registering for the online OHSO Mobilization Application. Your account information will be reviewed and then you will be contacted via this email account.

Thanks,
OHSO Admin

This notice will be sent to the email address provided to confirm the registration. You will need to wait until you receive the follow-up email before using the system.



OHSO Webmaster
<info@www.ok.gov>
04/06/2007 11:19 AM
To: chad.hester@www.ok.gov, jwall@dps.state.ok.us
cc:
Subject: OHSO Mobilizations Account Information

Your OHSO mobilizations account has been activated. You may now login and complete forms for OHSO Mobilizations.
Thanks,
OHSO Admin.

After your registration is reviewed and approved, this email will be sent to the email address provided notifying you that your account is activated. This review may take up to 3-4 days, so please be patient! You cannot login to the system until you receive this notice.



Oklahoma Highway Safety Office

Mobilization Home

Helpful Hints

Welcome to the Mobilization Home for the Oklahoma Highway Safety Office

Thank you for your interest in participating in the statewide mobilizations reporting system. Use this site to register your agency and report both your Pre-mobilization and Post-mobilization information. If you use this online system, please do not submit a written report by mail or fax.

You must register in order to use this system. If you have not registered your agency, click the "Register Now" button below. If you have already registered and received your notice that your account is activated, then login to submit your Pre-mobilization or Post-mobilization report.

Login ID:

Password:

Login

[Forgot your password?](#)

Not Registered?

Register Now

After receiving the "activation notice" email, return to the Mobilization Reporting page, and login using your Login ID and Password. **Remember, the Login ID and Password are "case sensitive", so be sure you enter exactly what you used in the Registration process!**

If you lose your password and/or user ID, you can request a new one using the "Forgot your password?" link. This will be covered at the end of this presentation.

Welcome,
Jay1 Wall1

Logout

Oklahoma Highway
Safety Office

Mobilization Home

Helpful Hints

Pre-mobilization Sign-up

Due: May 20, 2007

After login, you will be directed to the Pre-mobilization Sign-up page. Use this page to sign up your agency to participate in the mobilization. You can sign-up starting 30 days prior to a mobilization event up until the date the mobilization starts. In order to qualify for any incentive awards, you must submit the Pre-mobilization form by the Due date given – in this example, on or before May 20, 2007.

Agency: Jenks PD

Address: 4235 S. 134th St East

City: Jenks

State: OK

Zip: 72940

Contact Name: Jay Wall

Phone Number: 405 555 1112

Phone Extension: []

Fax Number: [] [] []

Email: jwall@dps.state.o

This top section will display the information you entered during the registration process. Change or add to any of the information if necessary. Any changes made will automatically update the agency account information.

Please indicate the activities you will be performing during the "2007 Click It or Ticket Mobilization" Mobilization.

Checkpoints:

Saturation Patrols:

Intersection patrols:

Media Outreach:

Press Events:

Other: School assembly

In this section, indicate by checkmark which types of activity you plan on performing during the mobilization. Any planned events which may not fall under the default areas can be entered free form in the "Other" box.

Confirm Back

Welcome, Jay1 Wall1

Logout

Oklahoma Highway Safety Office

Mobilization Home

Helpful Hints

Review the information on this confirmation page. If you need to make changes, click the back button. Once correct, click the "Submit" button. Once this information is submitted, it cannot be changed.

Pre-mobilization Sign-up

Due: May 20, 2007

Agency: Jenks PD
 Address: 3124 S. 134th St East
 City: Jenks
 State: OK
 Zip: 72940
 Contact Name: Jay Wall
 Phone Number: 405-555-1112
 Fax Number: --
 Email: jwall@dps.state.ok.us

Please indicate the activities you will be performing during the "2007 Click It or Ticket Mobilization" Mobilization.

Checkpoints: Yes
 Saturation Patrols: Yes
 Intersection patrols: No
 Media Outreach: Yes
 Press Events: No
 Other: School assembly

Submit

You are saving this information to the database. It cannot be Changed.

Once you submit this form, it cannot be edited.

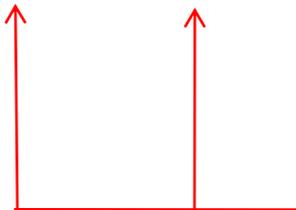
Pre-mobilization Sign-up

Congratulations. You have successfully entered all necessary registration information for this mobilization. This is your printable copy of the mobilization registration information. Keep this for your records.

Agency: Jenks PD
Address: 3124 S. 134th St East
City: Jenks
State: OK
Zip: 72940
Contact Name: Jay Wall
Phone Number: 405-555-1112
Fax Number: --
Email: jwall@dps.state.ok.us

Please indicate the activities you will be performing during the "2007 **Click It or Ticket Mobilization**" Mobilization.

Checkpoints: Yes
Saturation Patrols: Yes
Intersection patrols: No
Media Outreach: Yes
Press Events: No
Other: School assembly



This is the confirmation page showing that you have successfully completed the Pre-mobilization Sign-up process.

You have the option of printing this page for your records by clicking the print button, or just logout.



Oklahoma Highway Safety Office

Mobilization Home

Helpful Hints

Thank you for submitting your Pre-mobilization Sign-up form

Welcome to the Mobilization Home for the Oklahoma Highway Safety Office

Thank you for your interest in participating in the statewide mobilizations reporting system. Use this site to register your agency and report both your Pre-mobilization and Post-mobilization information. If you use this online system, please do not submit a written report by mail or fax.

You must register in order to use this system. If you have not registered your agency, click the "Register Now" button below. If you have already registered and received your notice that your account is activated, then login to submit your Pre-mobilization or Post-mobilization report.

Login ID:

Password:

Login

[Forgot your password?](#)

Not Registered?

Register Now



Oklahoma Highway Safety Office

Mobilization Home

Helpful Hints

Welcome to the Mobilization Home for the Oklahoma Highway Safety Office

Thank you for your interest in participating in the statewide mobilizations reporting system. Use this site to register your agency and report both your Pre-mobilization and Post-mobilization information. If you use this online system, please do not submit a written report by mail or fax.

You must register in order to use this system. If you have not registered your agency, click the "Register Now" button below. If you have already registered and received your notice that your account is activated, then login to submit your Pre-mobilization or Post-mobilization report.

Login ID:

Password:

Login

[Forgot your password?](#)

Not Registered?

Register Now

If you lose your password and/or user ID, you can request a new one using by clicking on the "Forgot your password?" link.



Oklahoma Highway Safety Office

Mobilization Home

Helpful Hints

Forgot Password

To retrieve your password, enter your email address for your OHSO account. An email will be sent to the email address currently in the OHSO database for your account with instructions on how to obtain a new password.

Email:

Submit

You will be taken to this screen where you enter your email address. This must match an email address listed in the agency accounts information. Click submit.



Oklahoma Highway Safety Office

Mobilization Home

Helpful Hints

Your login information was sent to (email provided). If this address is incorrect please contact Ok.gov at 405.524.3468 ext. 100 or toll free at 800.955.3468.

This page displays advising that an email has been sent to the email address provided (see next slide).

Welcome to the Mobilization Home for the Oklahoma Highway Safety Office

Thank you for your interest in participating in the statewide mobilizations reporting system. Use this site to register your agency and report both your Pre-mobilization and Post-mobilization information. If you use this online system, please do not submit a written report by mail or fax.

You must register in order to use this system. If you have not registered your agency, click the "Register Now" button below. If you have already registered and received your notice that your account is activated, then login to submit your Pre-mobilization or Post-mobilization report.

Login ID:

Password:

Login

[Forgot password?](#)

Not Registered?

Register Now



Mobilization Home of the Oklahoma Highway Safety Office Webmaster
<info@www.ok.gov>

To: jwall@dps.state.ok.us
cc:
Subject: Mobilization Home of the Oklahoma Highway Safety Office Account Information

04/13/2007 02:07 PM

Your account for the Mobilization Home of the Oklahoma Highway Safety Office has been updated by the administrator. To obtain a password so you can log into the Mobilization Home of the Oklahoma Highway Safety Office select the link below or copy and paste this link into your browser:

http://test.youroklahoma.com/ohso/mobilizations/update_pwd.php?ffaec7c7743be329b160616985bfad5b

and follow the onscreen prompts.

Your login id is: [your username]

Please memorize this information or put it in a safe place. To keep your information secure, you will be required to change your password every days. If you lose your login ID or password, please use the following online tool: test.youroklahoma.com/ohso/

This email is sent to the email address provided (as long as it is a recognized as a valid user account email address). By clicking on the link provided, you will be directed to the browser page to obtain a new password (see next slide).

This also gives you your Login ID User name.



Oklahoma Highway Safety Office

Mobilization Home

Helpful Hints

Security Questions

Please answer the security questions you answered previously to help us verify your account.

What is your mother's maiden name?

What city were you born?

Submit Answers

Before you can obtain a new password, you must provide answers to the two security questions that were selected during the registration process. **Remember, they are case-sensitive and must match exactly!** When successful, you will be taken to the Create Password page.



Oklahoma Highway Safety Office

Mobilization Home

Helpful Hints

Create Password

Enter a password to be used to log into the OHSO Site. Your password must match the following criteria in order to be successful:

- Must be a minimum of 8 characters long.
- Not based on anything someone could easily guess (birth date, telephone number, etc.)
- Free of consecutive identical characters.
- Cannot be all-numeric or all-alphabetical groups.
- Examples of valid passwords are: adef4356, A9d2Z4b0, etc.

Password:

Re-Enter Password:

Enter a NEW password. It cannot be the same password that was used before! The same password naming rules as before apply. Write down and save the new password.



Oklahoma Highway Safety Office

Mobilization Home

Helpful Hints

Your password has been updated. Use your new password to login.

Welcome to the Mobilization Home for the Oklahoma Highway Safety Office

Thank you for your interest in participating in the statewide mobilizations reporting system. Use this site to register your agency and report both your Pre-mobilization and Post-mobilization information. If you use this online system, please do not submit a written report by mail or fax.

You must register in order to use this system. If you have not registered your agency, click the "Register Now" button below. If you have already registered and received your notice that your account is activated, then login to submit your Pre-mobilization or Post-mobilization report.

After creating a new password, you are taken to the Login page where you can sign in using your same Login ID and the new password.

Login ID:

Password:

Login

[Forgot password?](#)

Not Registered?

Register Now

Thank you for reviewing this
presentation.

If you have any further questions, please contact
the webmaster at the Oklahoma Highway Safety
Office by using the “Contact Us” link at:

www.ohso.ok.gov