

Juvenile Information Sharing (JIS) User Access

This document provides procedures for new and existing users to access the JIS system.

If you work for a Harris County organization...

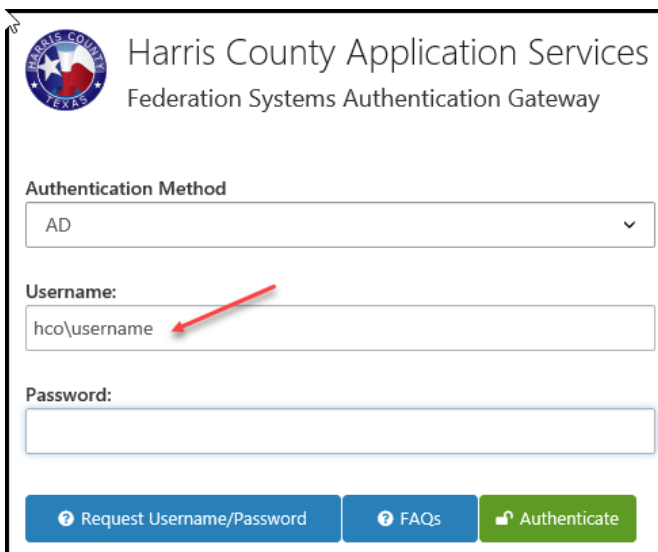
New Users – If you work for a Harris County organization, contact your Agency Administrator to request access to the JIS application.

- Child Protective Services – Beng Kuan, Craig Ferguson, Hung Le
- Children’s Assessment Center – Bernard Chang
- Juvenile Probation Department – Idalia Rodriguez-Vazquez

Once you receive verification, you will use your regular network login Username and Password to access the system as discussed in the following Existing Users section.

Existing Users – To access the JIS system:

1. Go to <https://jisapp.harriscountytexas.gov/> and click **Login to Continue**. The Harris County Application Services authentication page is displayed.
2. Choose **AD** in the **Authentication Method** field. Please note that you will need to enter your organization’s domain along with your Username, as shown here.



Harris County Application Services
Federation Systems Authentication Gateway

Authentication Method
AD

Username:
hco\username

Password:

Request Username/Password FAQs Authenticate

3. Enter your Username and Password and click **Authenticate** to access the JIS application.

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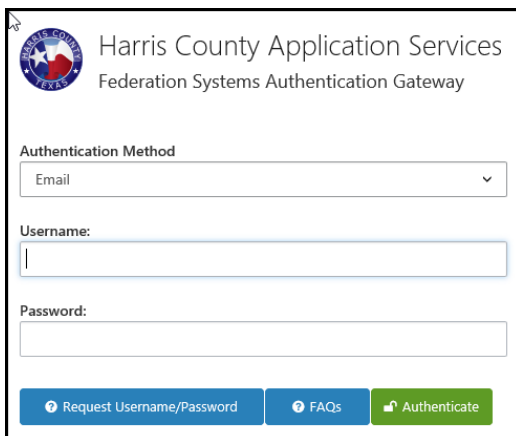
If you work for an external organization...

New Users – If you work for an organization external to Harris County, contact your Agency Administrator (listed below) to request access to the JIS application.

- Department of Family Protective Services – Moses Gonzalez
- The Harris Center – Jennifer Martin, Michael Buckle

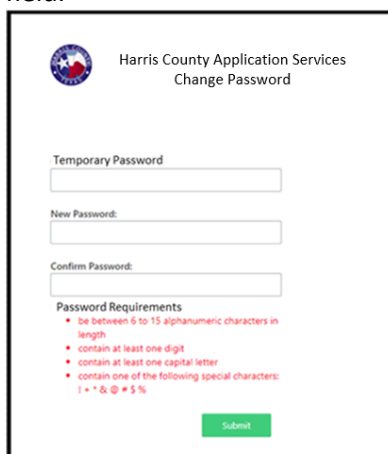
Once your account has been set up, you will receive an e-mail with a temporary password. You will use this password the first time you access the system, when you will be directed to create a new password. This will be the password you will use from then on.

1. Go to <https://jisapp.harriscountytexas.gov/> and click **Login to Continue**. The Harris County Application Services authentication page is displayed.
2. Choose **Email** in the **Authentication Method** field.
3. Enter your e-mail address in the **Username** field.
4. Enter the temporary password you were provided in the **Password** field.
5. Click **Authenticate**.



The screenshot shows the login page for Harris County Application Services. At the top left is the Harris County logo. The title is "Harris County Application Services" and the subtitle is "Federation Systems Authentication Gateway". Below this is a form with three main sections: "Authentication Method" with a dropdown menu set to "Email", "Username:" with a text input field, and "Password:" with a text input field. At the bottom of the form are three buttons: "Request Username/Password" (blue), "FAQs" (blue), and "Authenticate" (green).

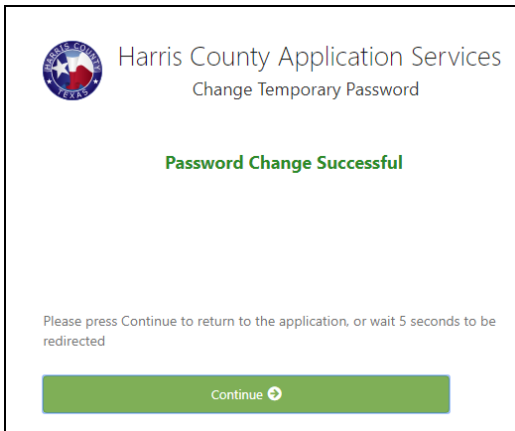
6. The **Change Password** screen is displayed. Enter the temporary password in the **Temporary Password** field.



The screenshot shows the "Change Password" screen for Harris County Application Services. At the top left is the Harris County logo. The title is "Harris County Application Services" and the subtitle is "Change Password". Below this are three text input fields: "Temporary Password", "New Password:", and "Confirm Password:". Below the input fields is a section titled "Password Requirements" with a list of rules: "Be between 6 to 15 alphanumeric characters in length", "contain at least one digit", "contain at least one capital letter", and "contain one of the following special characters: ! * & @ # \$ %". At the bottom of the form is a green "Submit" button.

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7. Enter a new password in the **New Password** field, ensuring that the password you create meets the requirements listed.
8. Re-enter the new password in the **Confirm Password** field.
9. Click **Submit**. A confirmation screen is displayed.



10. Click **Continue** or wait 5 seconds. The JIS application is displayed.

Existing Users – To access the JIS system:

1. Go to <https://jisapp.harriscountytx.gov/> and click **Login to Continue**. The Harris County Application Services authentication page is displayed.
2. Choose **Email** in the **Authentication Method** field.
3. Enter your Username and Password and click **Authenticate** to access the JIS application.