

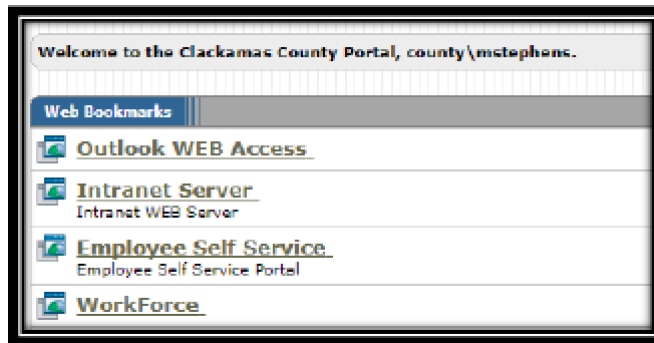
SSL Remote Access

Open a web browser (Internet Explorer or Chrome) and go to the following site: <https://ssl.clackamas.us>



The screenshot shows the login page for the Clackamas County Secure Access Service. At the top left is the Clackamas County logo. The main heading reads "Welcome to Clackamas County Secure Access Service". Below this, there are four input fields: "Username", "Password", and "Organization" (a dropdown menu currently showing "County"), and a "Sign In" button. To the right of the input fields, the text "Please sign in to begin your secure session." is displayed.

Enter your County/Windows username and password; the same login credentials you use to log into a work computer or kiosk. If you work for the Sheriff's department, in the **Organization** box use the down arrow and select **CCSO**. Click **Sign In**. Note: based on your security, links to software could vary on the "Welcome to the Clackamas County Portal"



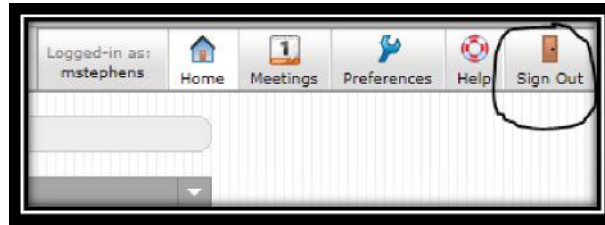
Outlook Web Access (OWA): Note: not all employees will have access Outlook via SSL Remote Access. If you have security access, this gives you basic use of your email inbox. It is a simplified version of the Outlook program you see on your work computer so it may look a little different, but most of the same options are there. When you click on the OWA link for the first time, you may be asked to set your language and time zone. It also may ask you to sign in again with your domain credentials. Use county*YourUsername* for the username and your County password.

Intranet Server: Opens another browser page with the County Intranet site.

Employee Self Service (ESS): Opens up the ESS Sign In page where you can sign in with your County/Windows username and password; the same login credentials you use to log into a work computer or kiosk. Still need help, email EmployeeSelfService@clackamas.us with your County Network ID, Name, and the best contact info for you.

Workforce: Use to fill out and submit your time card remotely.

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When you are finished accessing SSL remote services, choose **Sign Out** in the upper right corner and close your web browser. If you have any questions, contact the TS Helpdesk at 503-655-8346.