

## Getting Started – Host On-Demand

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The WIC Automated Data Processing System (ADP) system is part of a larger system called the NC Health Services Information System (HSIS). HSIS is used by local Health Departments in North Carolina to manage, report and bill client encounters.

Five actions must take place before logging into HSIS can be accomplished:

1. Log into the personal computer (PC) workstation with network user ID and password.
2. Open Internet Explorer.
3. Launch the Host On-Demand website application.
4. Log into CICSNC25 on the State Mainframe with the WIC user ID, bill code and password (Chapter 1, Sections 2 & 3).
5. Log into HSIS with the Remote Terminal ID (Chapter 1, Section 4).

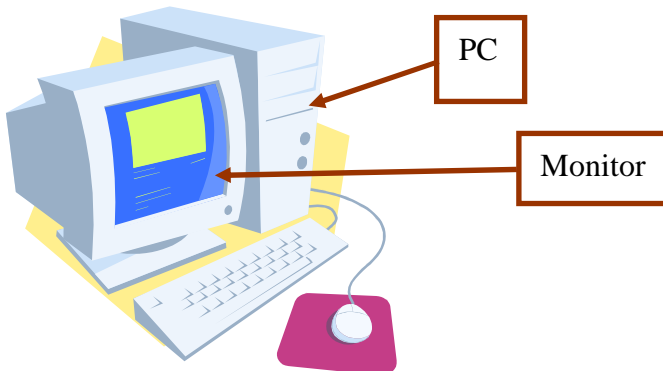
### PC Technology

In order to connect to HSIS through the Internet, the WIC agency must have PCs set up with Internet Explorer and access to the Host On-Demand website.

The preferred method of accessing the WIC ADP system is through the use of personal computers (PCs) and the Internet, using Host On-Demand (HOD) and Remote Print Manager (RPM) software.

### Turn On the Computer System

- Turn on the Computer Monitor.
- Turn on the PC.



## Log into Computer/Local Network

- Log into the local network using the locally provided network password.
  - ▶ If there is a problem with logging into the local network, or if there is a problem with the PC password, contact the local Information Technology (IT) support for assistance.
  - ▶ Local IT support is responsible for local PC passwords and local network problems.

 **User Note**

- Only a few counties still use the old technology of connecting through a special phone line to the state mainframe via a Controller and associated Dumb Terminals. This technology is no longer supported by the NSB Helpdesk.
- Emulation software, such as the telnet application QWS (Winsock 3270 Telnet), is not recommended for connecting to HSIS, because it does not provide secure access and does not meet with HIPAA compliance standards. This technology is no longer supported by the NSB Helpdesk.

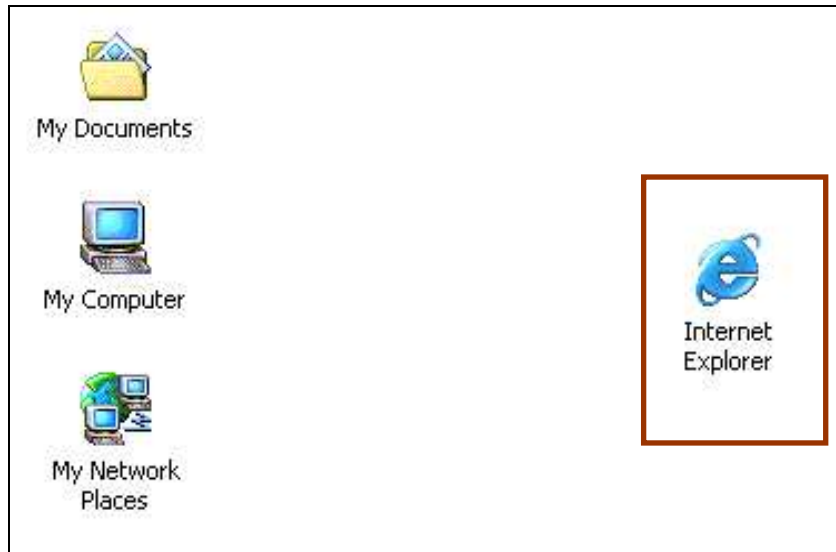
## Using Host On-Demand and Internet Explorer

Host On-Demand (HOD) is the state preferred web-based application used by the NC WIC program to connect to the state mainframe. HOD is supported by ITS, the NC Office of Information Technology Services. Host On-Demand sessions to HSIS are compliant with the security standards of the Health Insurance Portability and Accountability Act (HIPAA) because of HOD's SSL (Secure Socket Layering) technology.

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In order to use the IBM WebSphere Host On-Demand application, the Microsoft application Internet Explorer (IE), version 6.xx or higher, must already be installed on the PC.



**Check the Version of Internet Explorer**

- Open Internet Explorer.
- Pull the Help menu down to About Internet Explorer.



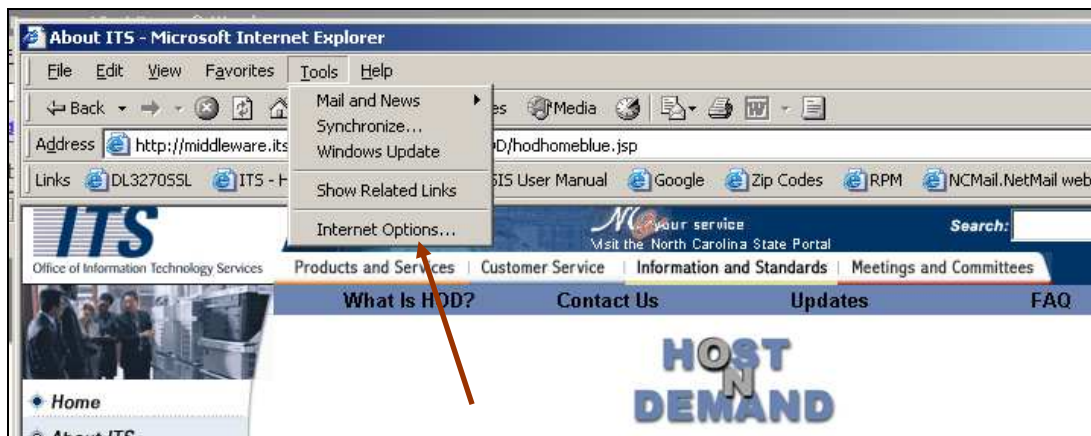
- If the version number is not 6.xx or higher, contact your local computer support and request an upgrade.



### Installing the Java Plug-In

Make sure that Java support is enabled in your browser (software application, such as Microsoft Internet Explorer, that allows access to the internet):

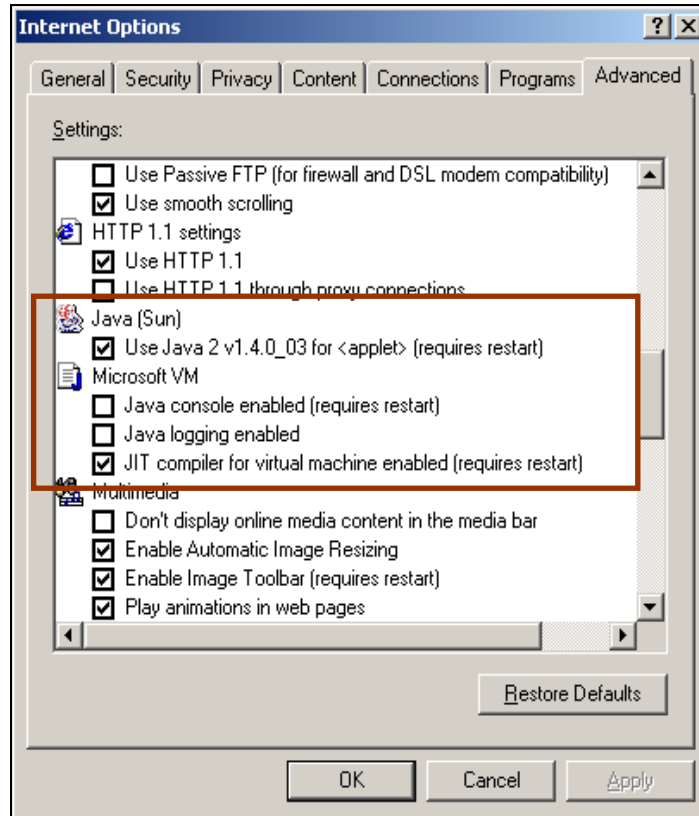
- Pull the Tools menu down to Internet Options.



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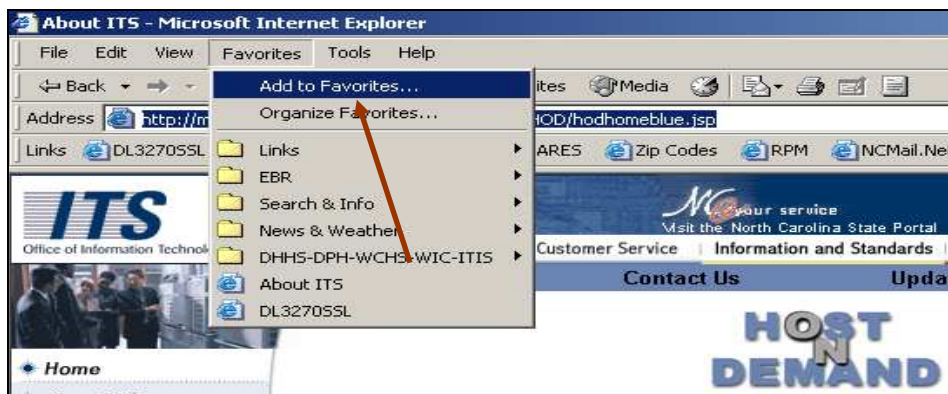
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- Click on the Advanced tab.
- Scroll down the list and look for Java (SUN).
- To enable Java support, click a checkmark in the box next to Use Java v2.
- Click OK.



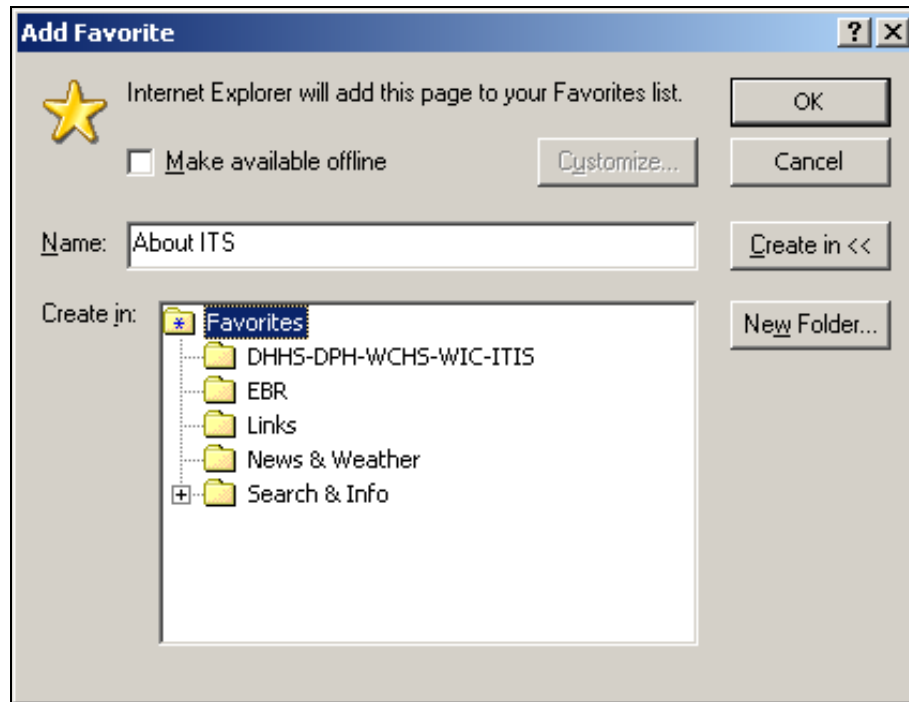
If the Java plug-in is not installed in your browser:

- Go to the main ITS Host On-Demand website at <http://3270.its.state.nc.us/>
- Add this website to your favorites.
- Pull the Favorites menu down to Add To Favorites.

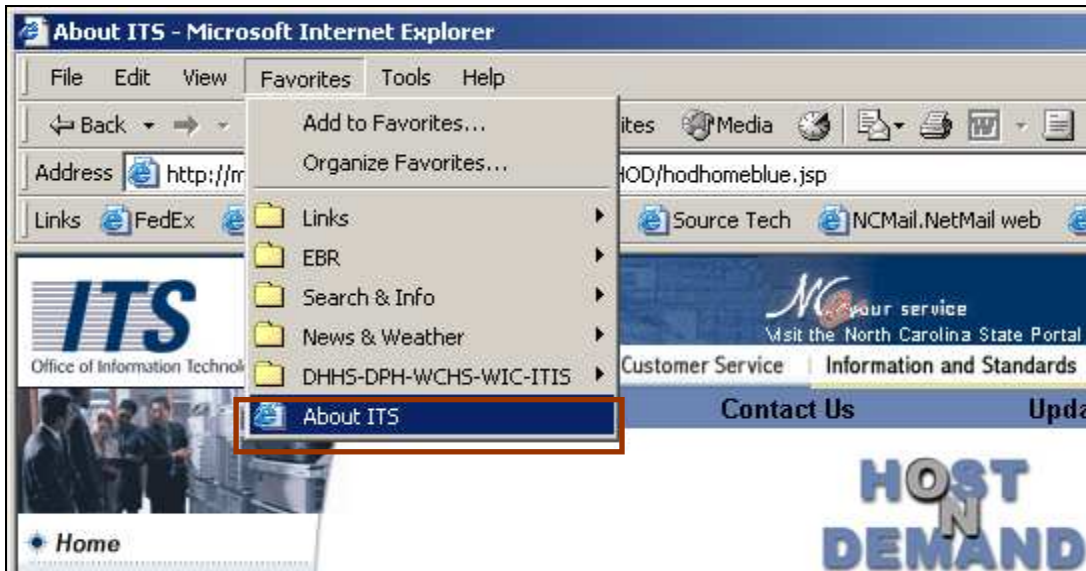


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- Choose a folder to add the favorite to and/or just
- Click OK.

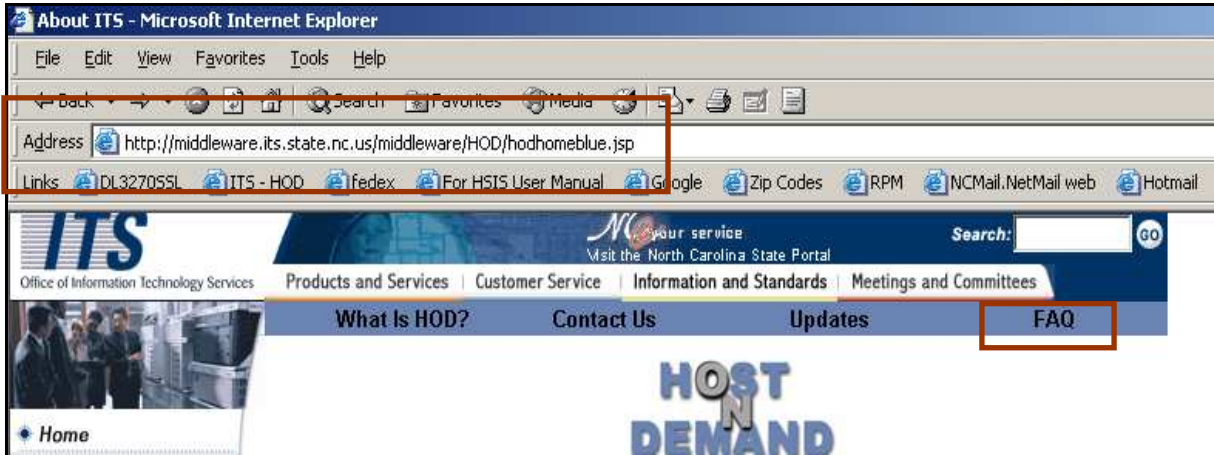


Depending upon where you saved the bookmark, it will show up under the Favorites menu or under a particular folder in the favorites list.

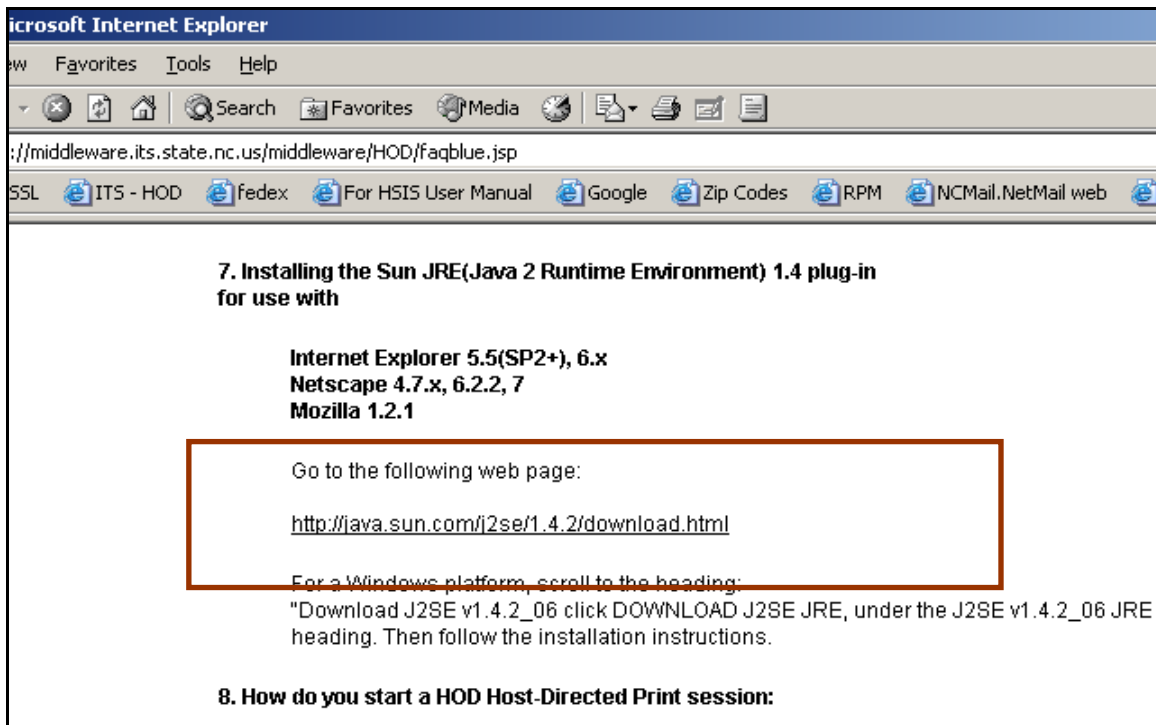


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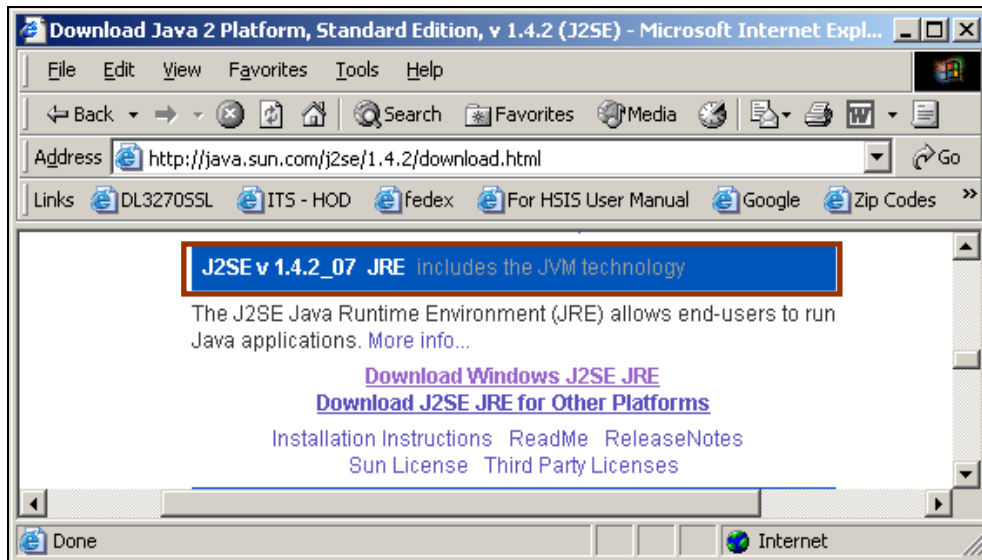
- Click on FAQ (Frequently Asked Questions) near the top right corner of the screen.



Instructions under number 7 direct you to the <http://java.sun.com/j2se/1.4.2/download.html> website for installing the most up-to-date Java Runtime Environment plug-in.



- Scroll down to J2SE v 1.4.2\_07 JRE includes the JVM technology.
- Click on Download Windows J2SE JRE.



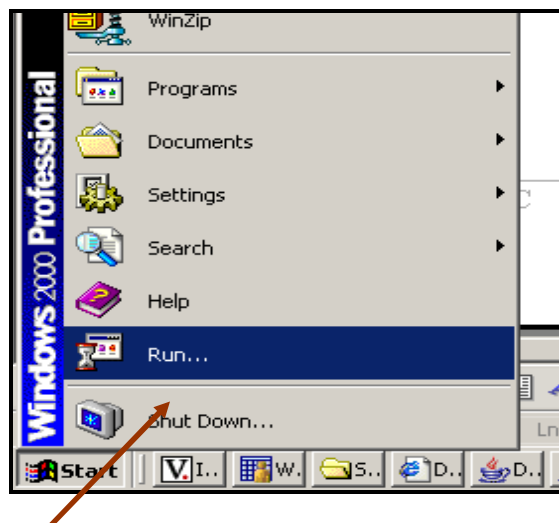
- Go back to Internet Explorer Options and verify that Java (SUN) is enabled. Refer to the instructions above.

### Verifying the Java Version

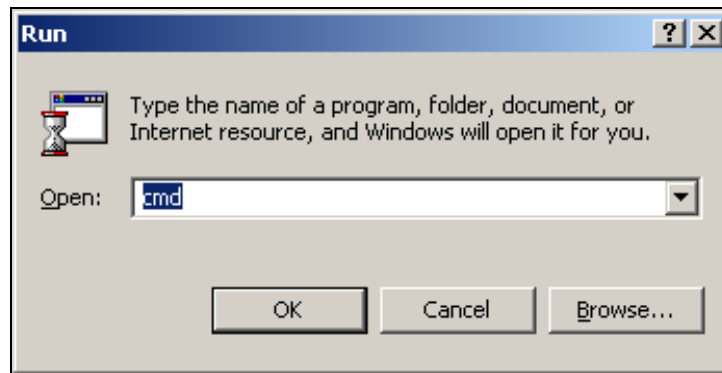
The computer must have a JVM level higher than 3167 installed in order to use Microsoft Internet Explorer with Host On-Demand V8.0.1. Microsoft virtual machine (Microsoft VM) is the same as JVM.

To verify the version of the installed Java software:

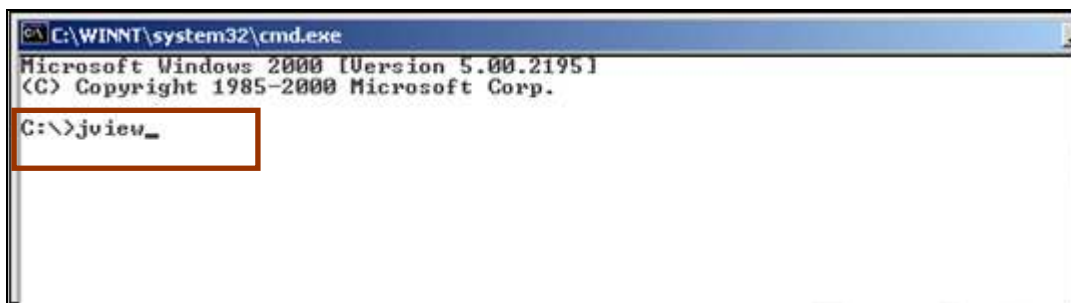
- Click the Start menu at the bottom left corner of the screen.
- Select Run...



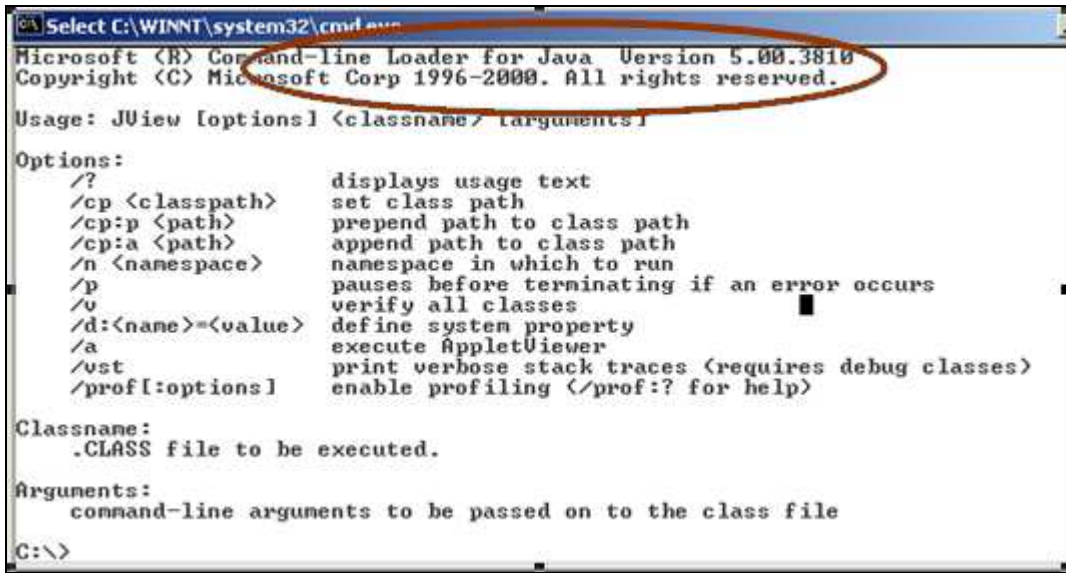
- Type the letters CMD to bring up a DOS Command Prompt.
- Press the **ENTER** key.



- At the command prompt, type the letters JVIEW
- Press the **ENTER** key.



- Look for the Java version at the top of the command window.



```
Microsoft (R) Command-Line Loader for Java Version 5.00.3810
Copyright (C) Microsoft Corp 1996-2000. All rights reserved.

Usage: JView [options] <classname> [arguments]

Options:
  /?          displays usage text
  /cp <classpath>  set class path
  /cp:p <path>    prepend path to class path
  /cp:a <path>    append path to class path
  /n <namespace> namespace in which to run
  /p          pauses before terminating if an error occurs
  /v          verify all classes
  /d:<name>=<value>  define system property
  /a          execute AppletViewer
  /vst       print verbose stack traces (requires debug classes)
  /prof[:options] enable profiling (</prof:?: for help)

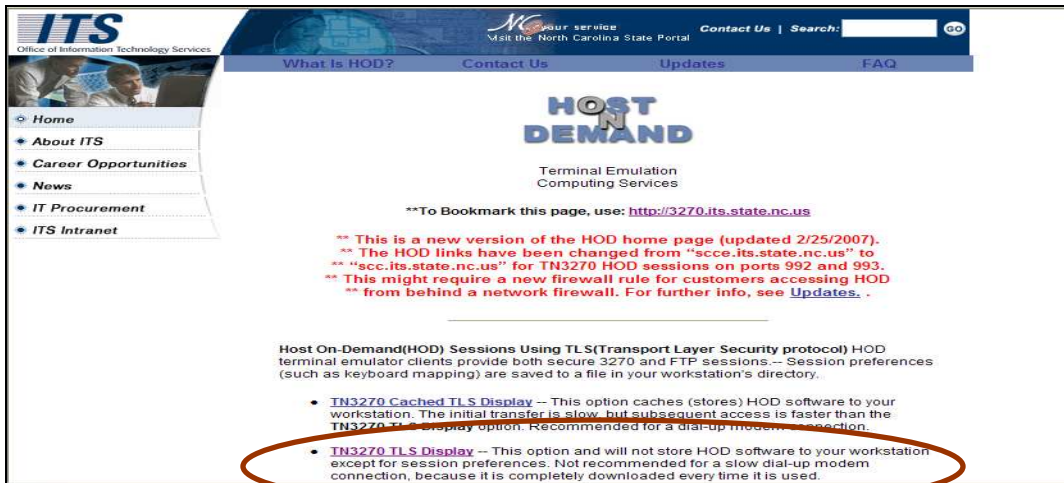
Classname:
  .CLASS file to be executed.

Arguments:
  command-line arguments to be passed on to the class file

C:\>
```

### Installing TN3270 TLS Display

- Go back to the ITS Host On-Demand website (<http://3270.its.state.nc.us/>).
- Click on the second bullet point in the list TN3270 TLS Display. Note the following:
  - ▶ **TN3270 TLS Display** is recommended for a network connection. This option will not cache HOD software to your browser's directory except for session preferences. Not recommended for a modem connection.
  - ▶ **TN3270 Cached TLS Display** is recommended for a modem connection only. This option caches (stores) HOD software to your browser's directory. The initial transfer is slow, but subsequent access is faster than the TN3270 TLS Display option. Not recommended for a network connection.



ITS  
Office of Information Technology Services

What Is HOD? Contact Us Updates FAQ

## HOST ON DEMAND

Terminal Emulation Computing Services

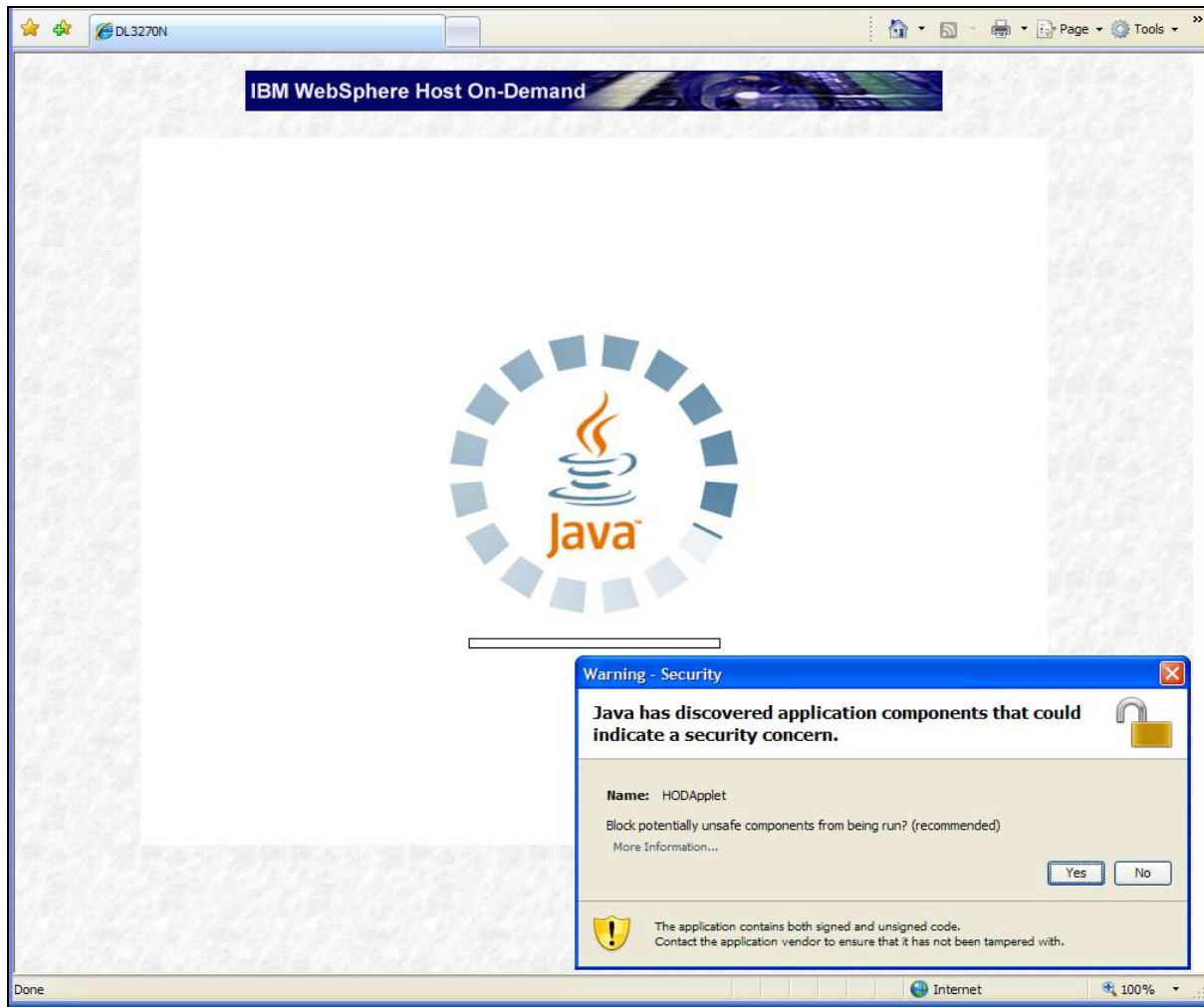
\*\*To Bookmark this page, use: <http://3270.its.state.nc.us>

\*\* This is a new version of the HOD home page (updated 2/25/2007).  
\*\* The HOD links have been changed from "scce.its.state.nc.us" to "acc.its.state.nc.us" for TN3270 HOD sessions on ports 992 and 993.  
\*\* This might require a new firewall rule for customers accessing HOD from behind a network firewall. For further info, see [Updates](#).

Host On-Demand(HOD) Sessions Using TLS(Transport Layer Security protocol) HOD terminal emulator clients provide both secure 3270 and FTP sessions.-- Session preferences (such as keyboard mapping) are saved to a file in your workstation's directory.

- **TN3270 Cached TLS Display** -- This option caches (stores) HOD software to your workstation. The initial transfer is slow, but subsequent access is faster than the TN3270 TLS Display option. Recommended for a dial-up modem connection.
- **TN3270 TLS Display** -- This option will not store HOD software to your workstation except for session preferences. Not recommended for a slow dial-up modem connection, because it is completely downloaded every time it is used.

- Be patient while HOD detects the level of Java support on your system.



When the Warning, Security screen appears

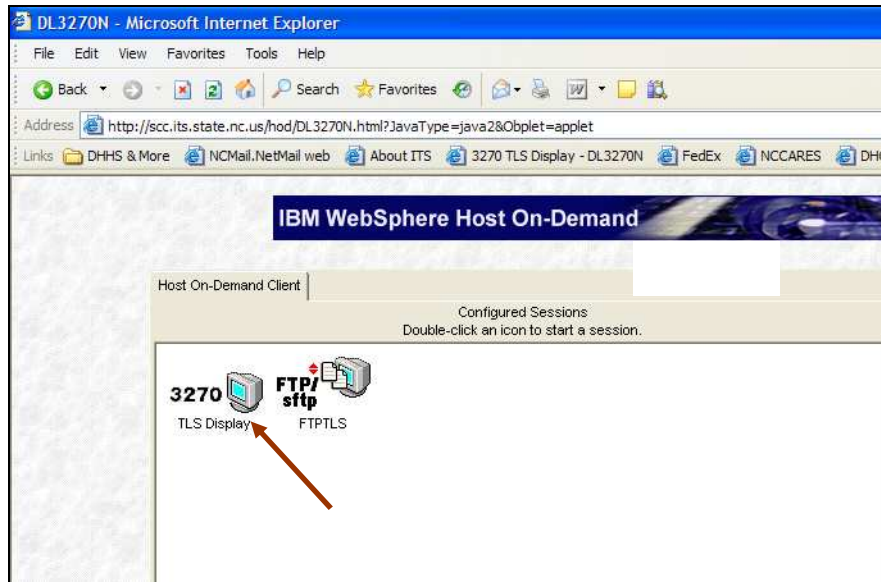
- Always press the **No** button.
- If you press the Yes button by mistake, the toolbar text will look garbled.
- Exit out of HOD, launch it again, and press the No button when the security screen appears.

When the IBM WebSphere Host On-Demand website appears, the mainframe application log on screen should automatically load. If the CICS log on screen does not come up:

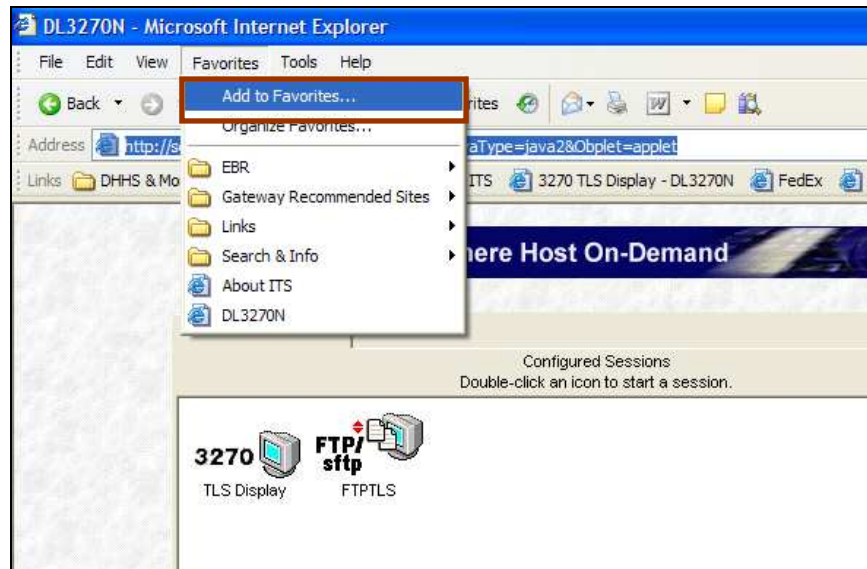
- Double click on the 3270 TLS Display monitor icon displayed under the Host On-Demand Client tab.
- Ignore the FTP/sftp (FTPTLS) icon.

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- Add this website (<http://scc.its.state.nc.us/hod/DL3270N.html?JavaType=java2&Obplet=applet>) to your favorites as well.

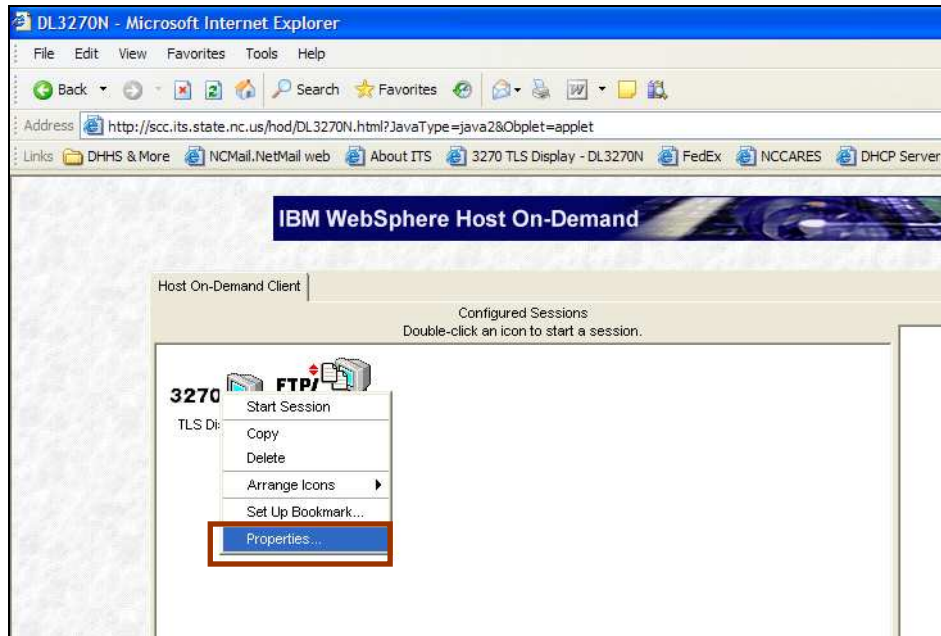


The mainframe application log on screen will not automatically pop up the very first time you install 3270 TLS Display.

To enable the mainframe application log on screen to come up automatically:

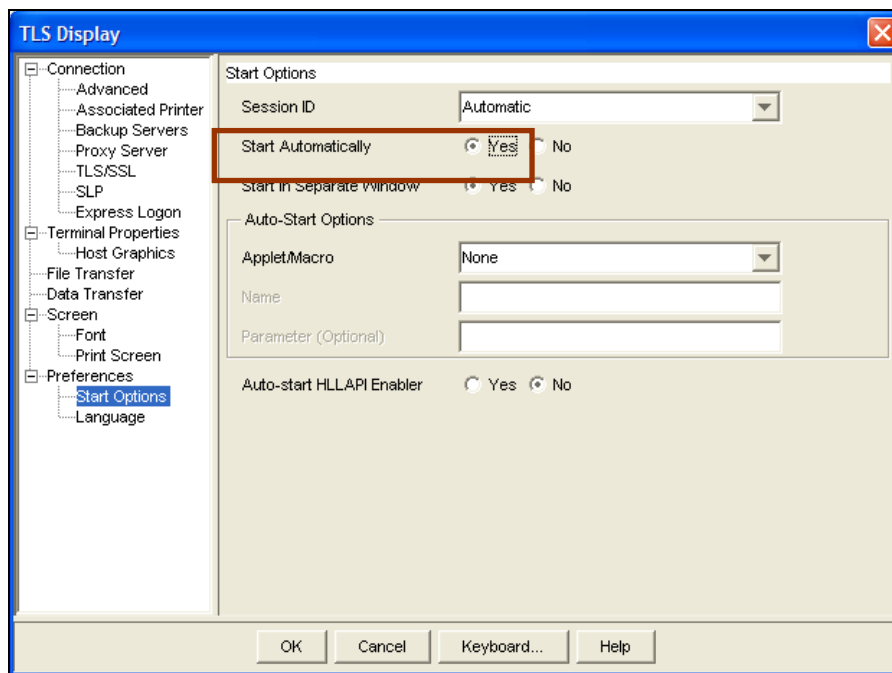
- Right-click the 3270 TSL Display icon.
- Select Properties from the menu.

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- Locate Preferences on the TSL Display menu.
- Click on Start Options.
- Click the Yes radio button next to Start Automatically.
- Click the OK button.

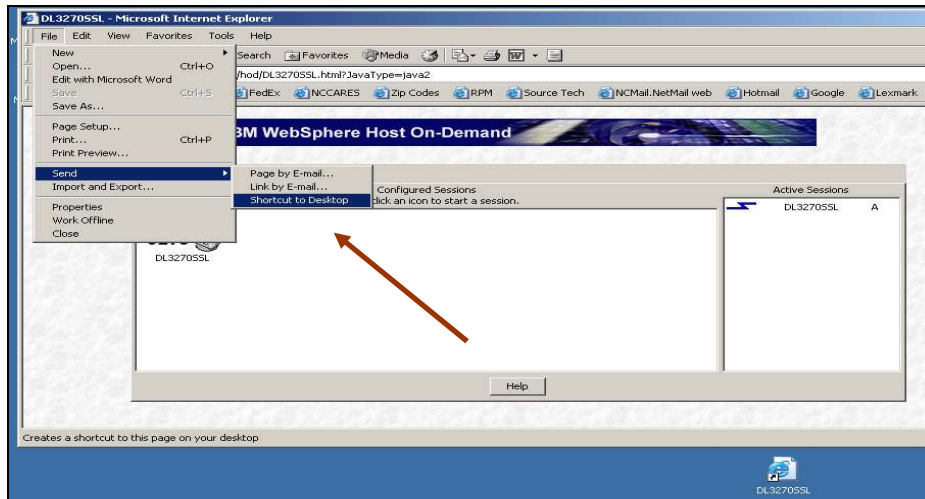
The next time you launch Host On-Demand, the mainframe application log on screen should automatically come up.



### Creating an Internet Explorer Shortcut on the Desktop

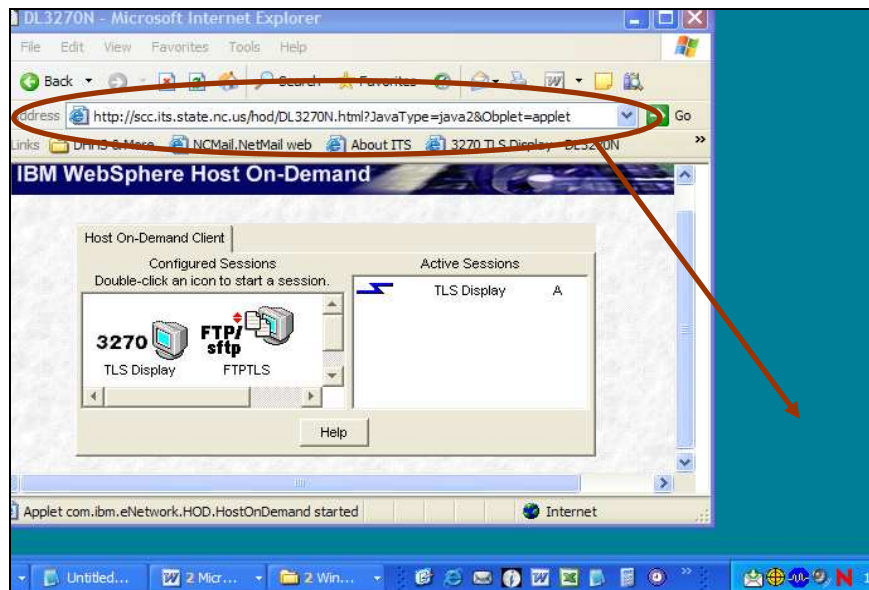
In order to make it easy to get into Host On-Demand, create a shortcut icon on the Desktop from the <http://scc.its.state.nc.us/hod/DL3270N.html?JavaType=java2&Obplet=applet> website address:

- Pull the File menu down to Send.
- Select Shortcut to Desktop.



**OR**

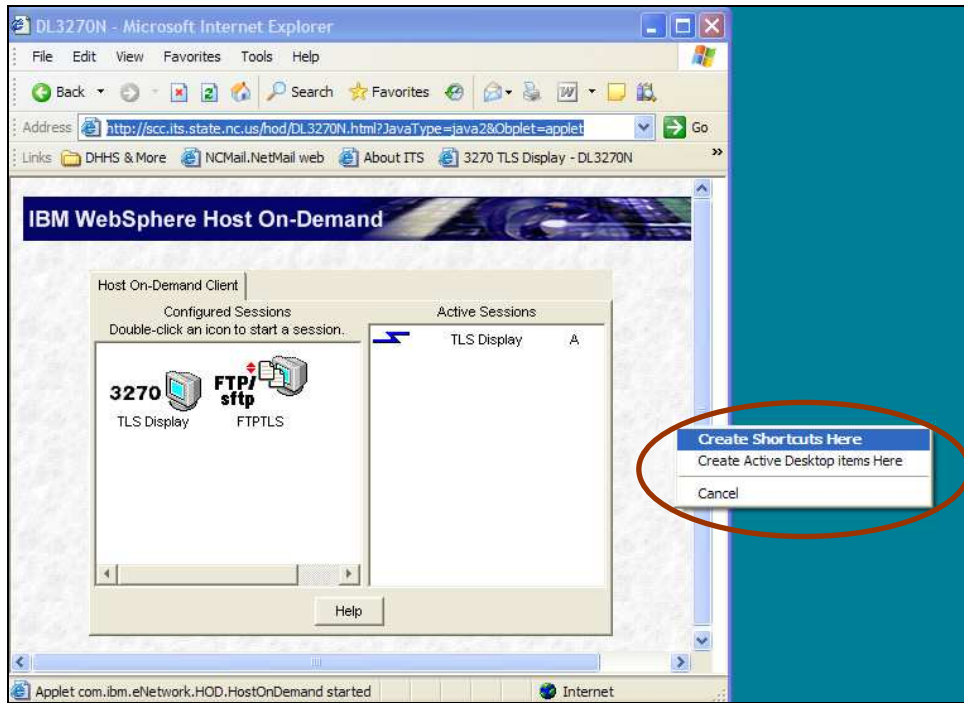
- Right-click on the Internet Explorer Icon in the Address field on the IBM WebSphere Host On-Demand website page.
- Drag the Icon to the Desktop and release the Right-Click button.



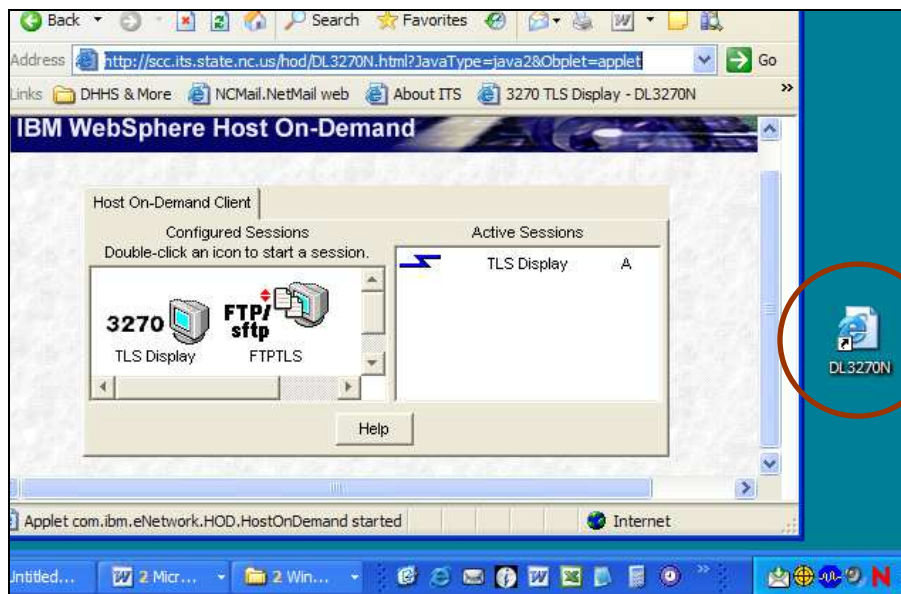
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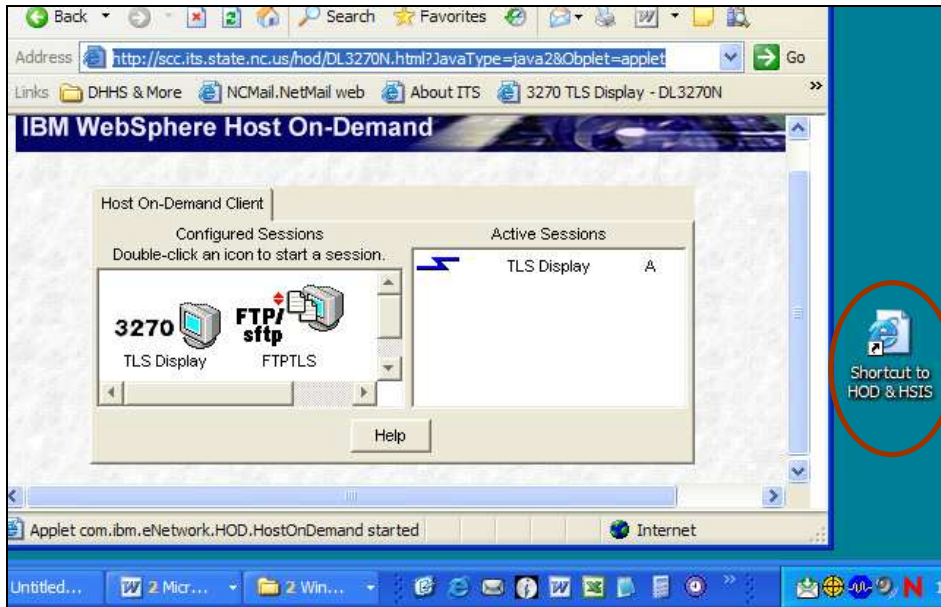
Select **Create Shortcut(s) Here** with the Left-Click button.



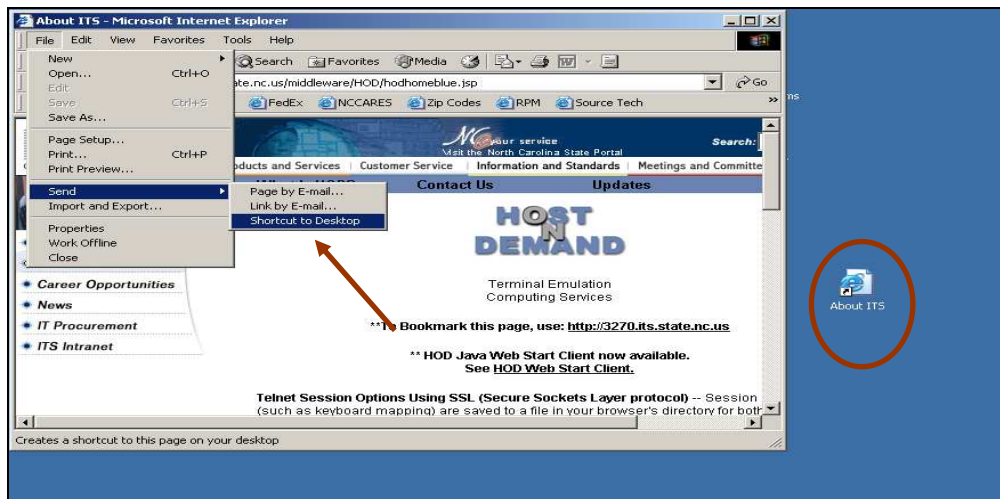
The Internet Explorer Shortcut Icon (document with large lowercase letter E), entitled DL3270N will appear on the Desktop.



Leave that name, or rename it to **Shortcut to HOD and HSIS**.




To create an Icon on the Desktop for the Main ITS website follow the instructions above.



The Icon **about ITS** will appear on the Desktop.

### Configuring Keyboard Settings in Host On-Demand

Sometimes, when working in HSIS, if an incorrect key is pressed, a Red X and man-shaped symbol, with arrows for arms, will appear on the bottom left corner of the screen.

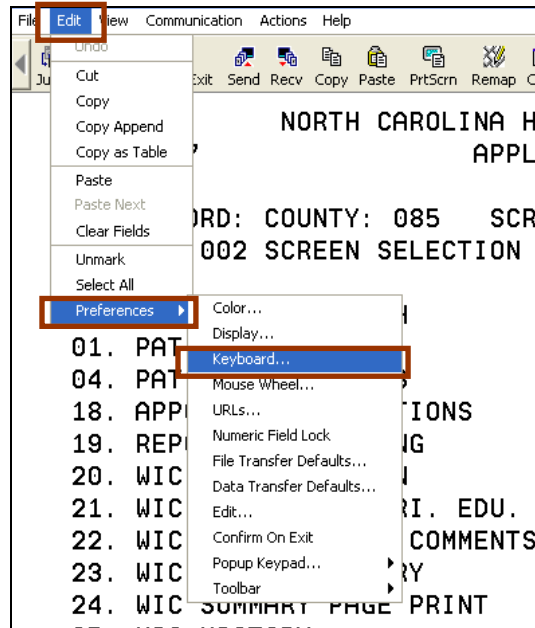
The user is temporarily locked out of the screen until this symbol  is cleared.

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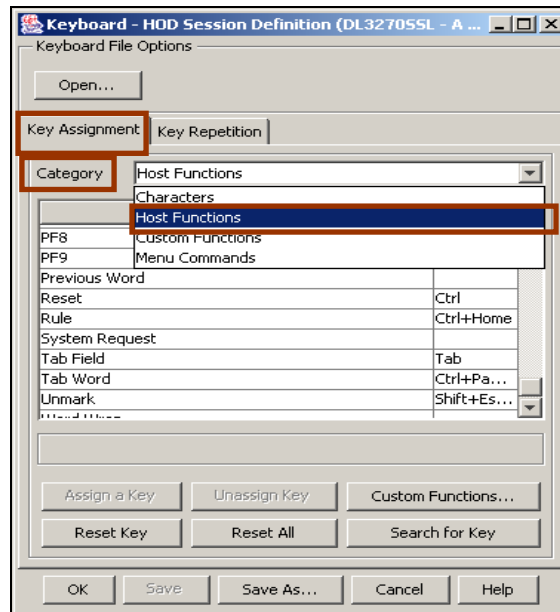
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The following process will unlock the red symbol and adjust the keyboard settings in HOD On-Demand:

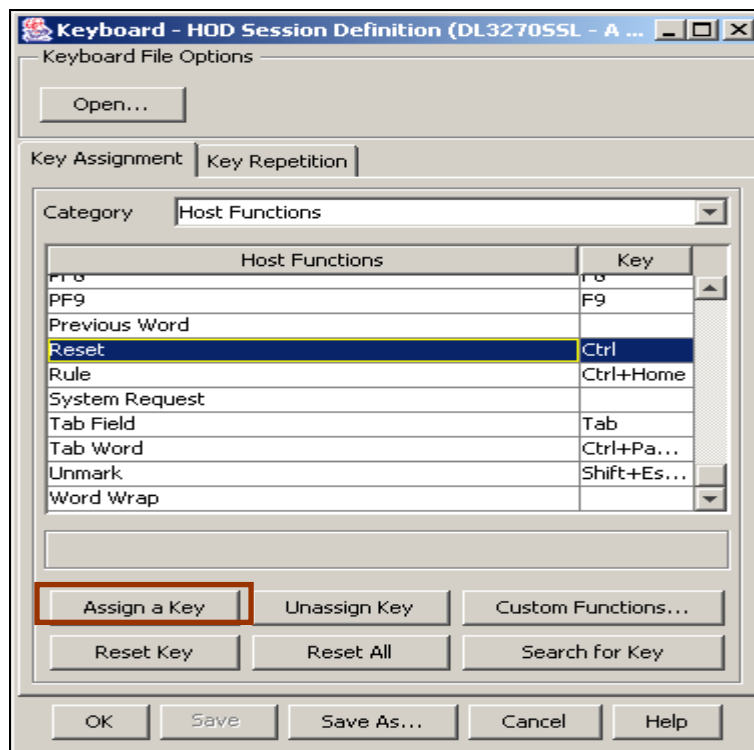
- Pull the Edit menu down to Preferences.
- Select Keyboard.



- Under the Keyboard File Options window, click on the Key Assignment tab.
- Pull the down arrow next to Category.
- Select Host Functions.



- Scroll down to the Reset category.
- Highlight Reset.



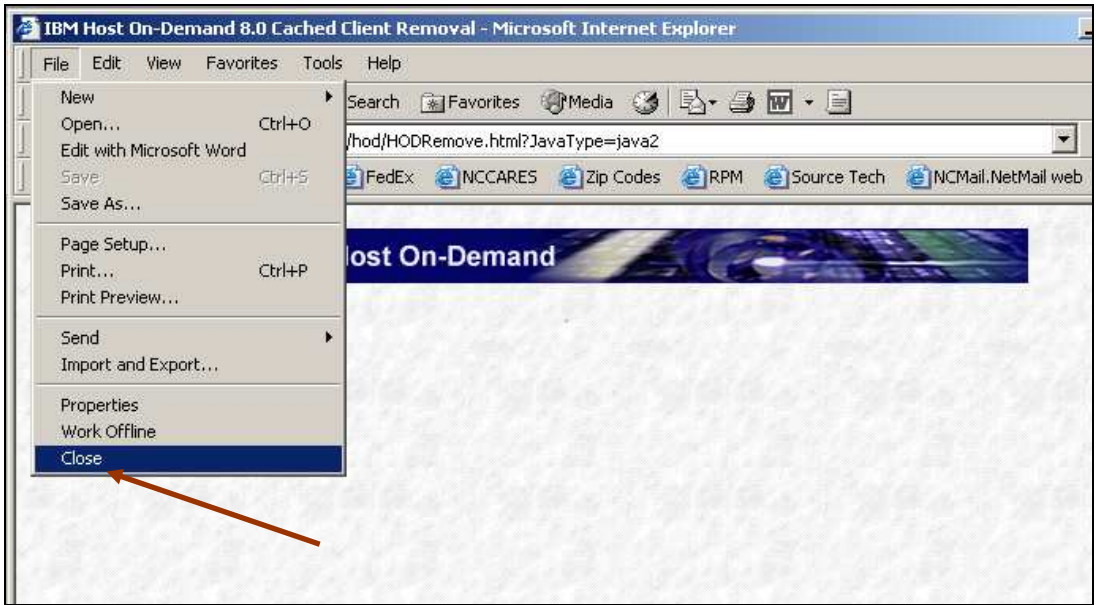
- Click on the Assign a Key button in the window.
- Press the <Ctrl> key on your keyboard one time only.



- Click Save.
- Click OK.

The next time the HSIS screen locks up and displays the Red X and accompanying symbol, press the <Ctrl> key on the keyboard to release the screen.

- Pull the File menu down to Close to quit completely out of Internet Explorer.



- To Restart Internet Explorer, double-click the Internet Explorer Icon.

### Configuring Tool Bar Settings for Host On-Demand

