

ARIES VIDEOS

Help Guide



1. From the [ARIES System Resources Page](#), Select ARIES Project Videos.

The screenshot shows the top navigation bar with links for JOB SERVICES, UNEMPLOYMENT, MEDICAID, FOOD ASSISTANCE, CASH ASSISTANCE, CHILD SUPPORT, PROTECTIVE SERVICES, FOSTER CARE & ADOPTION, and CHILD CARE. Below this is a dark red banner with "A-Z Index of Services: A B C D E F G H I J K L M N O P Q R S T U V W X Y Z". The main content area is titled "Job & Family Services" and contains a sidebar with links like "OWD Home", "About Us", "Individuals", "Employers", "OhioMeansJobs centers", "ARIES System", "Training for Workforce Development Professionals", "Can't find something? Contact us at OWD", "Acronyms", "ADA", "External Link Disclaimer", "Contact Us", "Report Fraud", "Media Inquiries", "Privacy Statement", and "Site Index". A large red arrow points to the "ADA" link. The main content area features a large button labeled "ARIES System Resources". Below the button, there is a welcome message: "Welcome to the Advancement through Resources, Information & Employment Services (ARIES) system resource page." Under the heading "Resources:", there are several links: "The Pulse" (newsletter), "FAQs" (Frequently Asked Questions), "The Kick-Off Webinar PowerPoint", "ARIES Project Videos" (with a note about a downloadable spreadsheet), "Registration for Webinars" (with a note about registration links), and a contact email "CMAAdmin@jfs.ohio.gov". The footer of the page reads "The Ohio Department of Job and Family Services".

As of 6/26/20

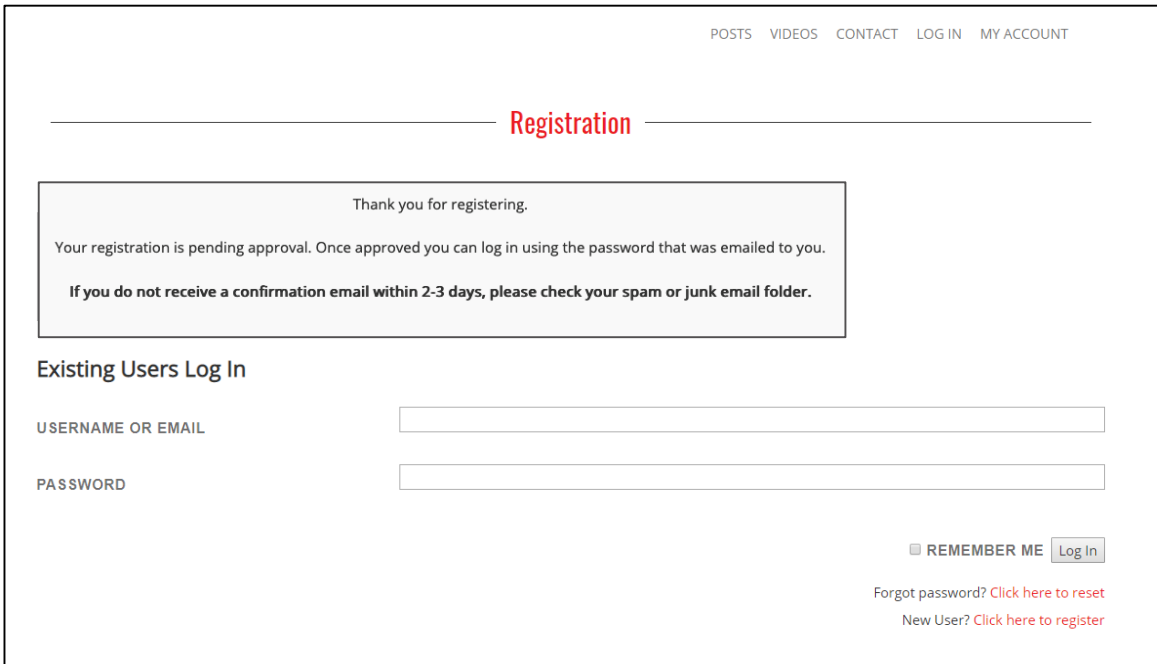
2. New users should click on the link titled “Click here to register”.

The screenshot shows the ARIES Videos website's login page. At the top left is the ARIES Videos logo. On the right, there are navigation links: POSTS, VIDEOS, CONTACT, LOG IN, and MY ACCOUNT. The main heading is "Existing Users Log In". Below it are two input fields: "USERNAME OR EMAIL" and "PASSWORD". To the right of these fields is a "Note" section with the text: "The content on this site is private. Please request an account to view any posts. A site administrator will review your request as soon as possible. Thank you". Below the password field is a "REMEMBER ME" checkbox and a "Log In" button. Below the "Log In" button are two links: "Forgot password? Click here to reset" and "New User? Click here to register". A blue arrow points from the "Reset your password here" text to the "Forgot password" link. A red arrow points from the "Register Here" text to the "New User" link. At the bottom of the page, there are smaller navigation links: POSTS, VIDEOS, CONTACT, LOG IN, and MY ACCOUNT.

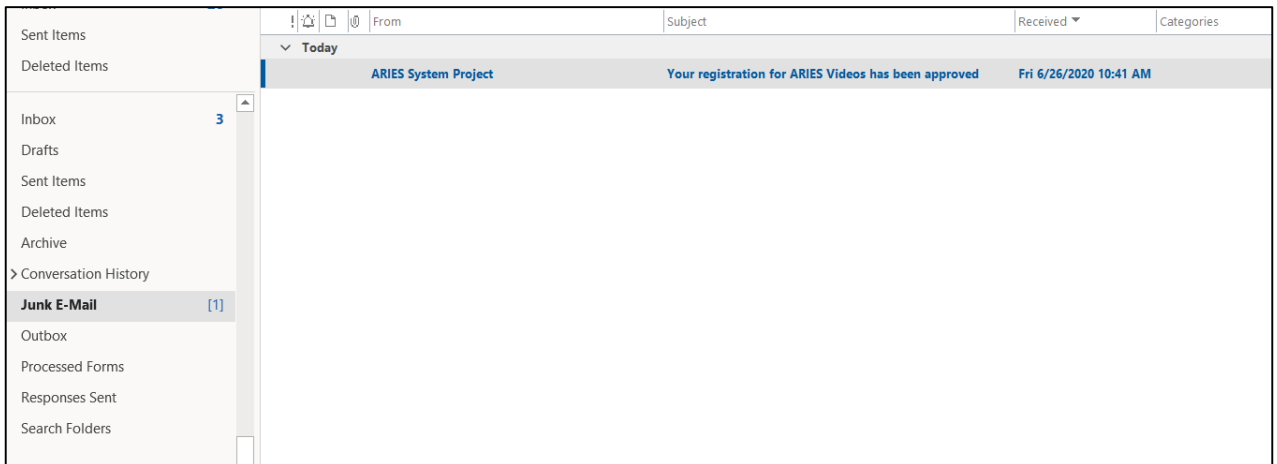
3. Next, create a username, enter your first name, last name and your work email, the one used to receive the JFS WORKFORCE emails and The Pulse newsletter. If you receive neither, please enter your work email address.

The screenshot shows the "Registration" page on the ARIES Videos website. The heading "Registration" is at the top right. Below it is the "New User Registration" section. A red arrow points to the "New User Registration" heading. Below the heading are four input fields: "CHOOSE A USERNAME*", "FIRST NAME*", "LAST NAME*", and "EMAIL*". Each field has an asterisk indicating it is a required field. At the bottom right of the registration form is a "Register" button. At the bottom left, there is a note: "*Required field".

4. Your registration is now pending approval. You'll receive a confirmation email once you're approved.





***Note that the confirmation email, from “ARIES System Project”, may end up in your spam or junk email folder. The illustration below is from Microsoft Outlook.**



When you receive the email, follow the link to log-in using the assigned password.

Your registration for ARIES Videos has been approved

 ARIES System Project <wordpress@ohio.mgsgov.com> (ARIES System Project via bethany.dreamhost.com)
To: Youremailaddress@youremail.com

 Links and other functionality have been disabled in this message. To turn on that functionality, move this message to the Inbox.
The actual sender of this message is different than the normal sender. Click here to learn more.
We removed extra line breaks from this message.

Your registration for ARIES Videos has been approved.

Your registration information is below.
You may wish to retain a copy for your records.

username: Your-Username
password: System Generated Password

You may log in and change your password here:
<https://gcc01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.ohio.mgsgov.com%2Fmy-account%2F&data=02%7C01%7CCCMEP-BARCODING%40fs.ohio.gov%7Cfc9064a315a54ed2fd0608d819def8ff%7C50f8fcc494d84f0784eb36ed57c7c8a2%7C0%7C0%7C637287792737432310&sdata=WYs9KqNijc%2F67k6JqvvqS46PhclNidnrw4dWIMWYhg%3D&reserved=0>

You originally registered at:
<https://gcc01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.ohio.mgsgov.com%2Fregistration%2F&data=02%7C01%7CCCMEP-BARCODING%40fs.ohio.gov%7Cfc9064a315a54ed2fd0608d819def8ff%7C50f8fcc494d84f0784eb36ed57c7c8a2%7C0%7C0%7C637287792737432310&sdata=tE%2F1nxd%2BWME0ff6vyygVGcv%2BeLqCtPSxRUCP0b%2BxSPM4%3D&reserved=0>

This is an automated message from ARIES Videos Please do not reply to this address

5. After clicking on the login link in the confirmation email, enter the username that you created and the password from the confirmation email into the log in page.

POSTS VIDEOS CONTACT LOG IN MY ACCOUNT

My Account

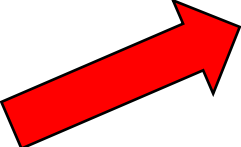
Existing Users Log In

USERNAME OR EMAIL

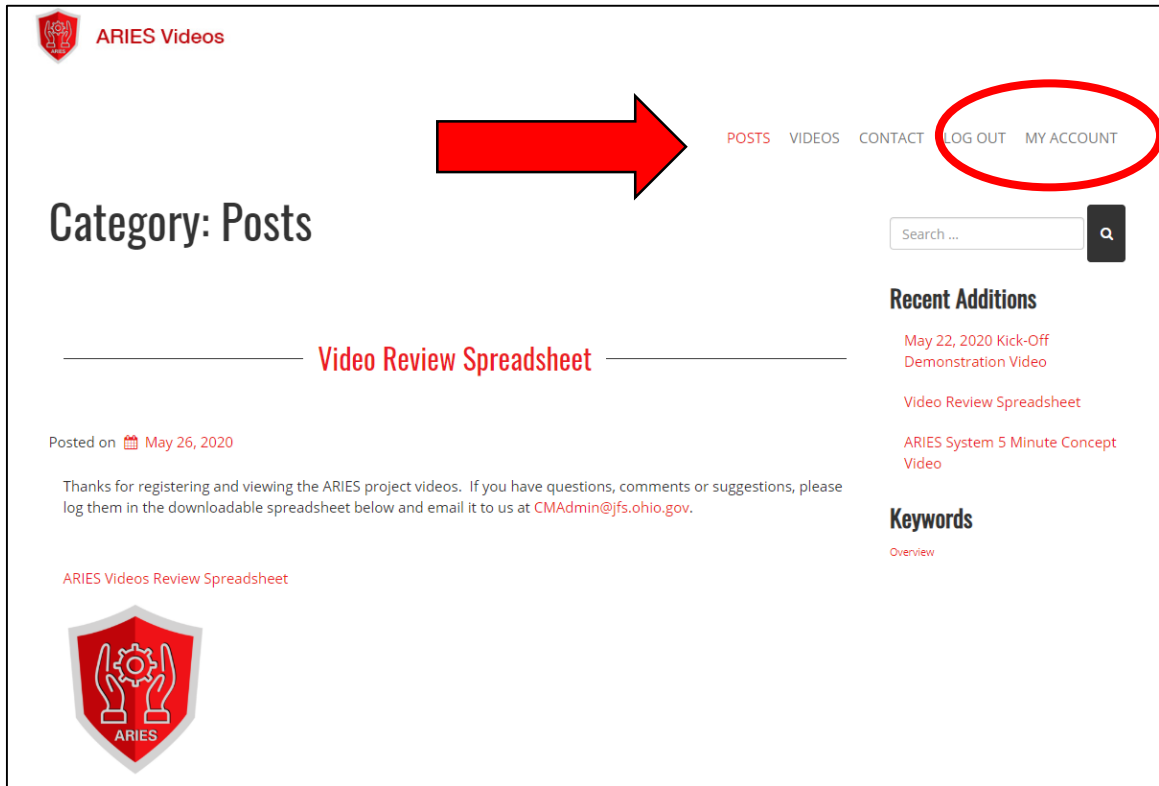
PASSWORD

REMEMBER ME

Forgot password? [Click here to reset](#)
New User? [Click here to register](#)



6. The Category: Posts page is presented. – To change your password, click on MY ACCOUNT in the Top Menu.




ARIES Videos

POSTS VIDEOS CONTACT LOG OUT MY ACCOUNT


Category: Posts

Video Review Spreadsheet

Posted on  May 26, 2020

Thanks for registering and viewing the ARIES project videos. If you have questions, comments or suggestions, please log them in the downloadable spreadsheet below and email it to us at CMAdmin@jfs.ohio.gov.

ARIES Videos Review Spreadsheet



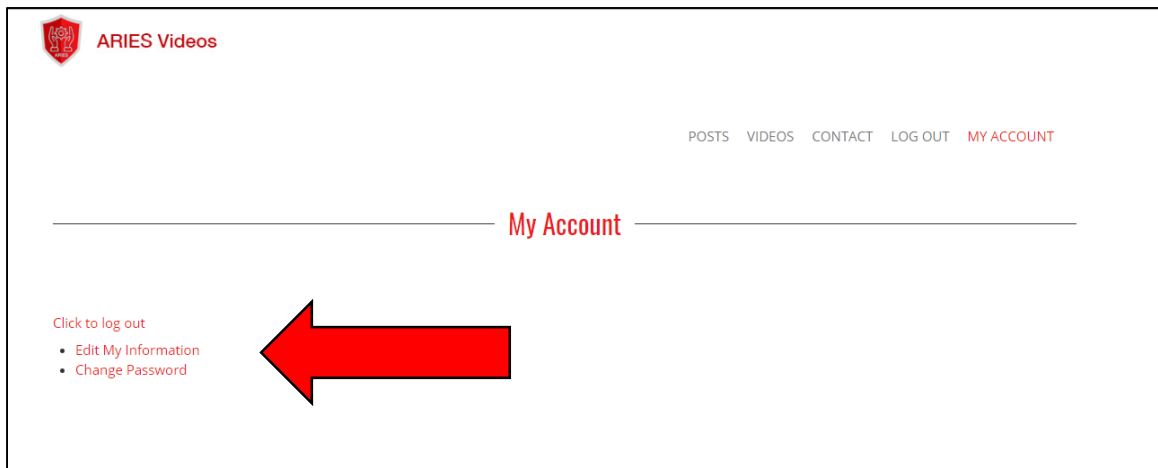
Recent Additions

- May 22, 2020 Kick-Off Demonstration Video
- Video Review Spreadsheet
- ARIES System 5 Minute Concept Video

Keywords

Overview

7. And select Change Password



ARIES Videos

POSTS VIDEOS CONTACT LOG OUT MY ACCOUNT

My Account

Click to log out

- Edit My Information
- Change Password

8. Enter a new password. Enter it again to confirm it and click on the Update Password.

POSTS VIDEOS CONTACT LOG OUT MY ACCOUNT

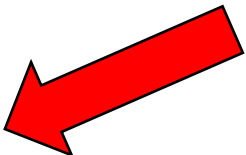
My Account

Click to log out

Change Password

NEW PASSWORD

CONFIRM NEW PASSWORD



9. You'll get the message below that your password was successfully changed.

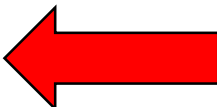
POSTS VIDEOS CONTACT LOG OUT MY ACCOUNT

My Account

Click to log out

Password successfully changed!

- Edit My Information
- Change Password



NAVIGATION

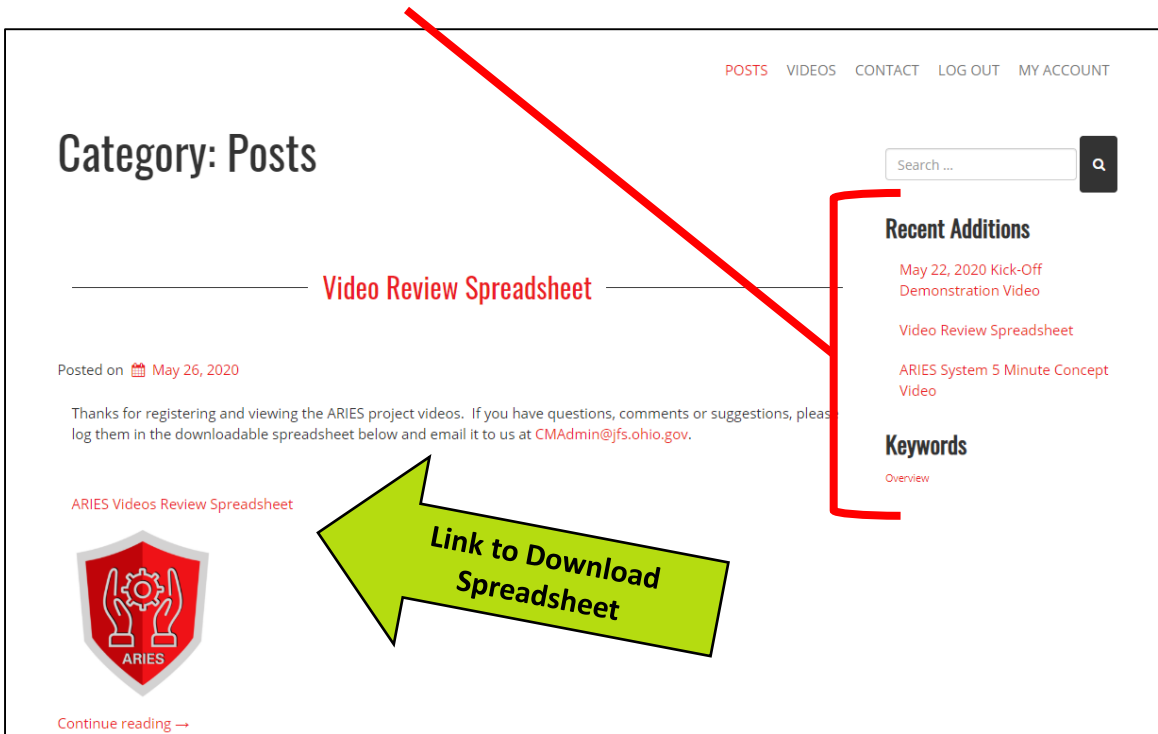


10. Items are divided into two categories, Posts and Videos. After logging into the site, the view is Category: Posts. The items are posted chronologically, from newest to oldest. Users can scroll down to see more items.

The screenshot shows the ARIES Videos website interface. At the top left, there is a small ARIES logo and the text "ARIES Videos". On the right side of the top navigation bar, there are links for "POSTS", "VIDEOS", "CONTACT", "LOG OUT", and "MY ACCOUNT". The main heading is "Category: Posts". Below this, there is a search bar with the text "Search ..." and a magnifying glass icon. The featured item is "Video Review Spreadsheet", which is underlined. Below the title, it says "Posted on May 26, 2020". The main text of the post reads: "Thanks for registering and viewing the ARIES project videos. If you have questions, comments or suggestions, please log them in the downloadable spreadsheet below and email it to us at CMAdmin@jfs.ohio.gov." Below this text is a link "ARIES Videos Review Spreadsheet" and a larger ARIES logo. At the bottom left of the post area, there is a "Continue reading" link with a right-pointing arrow. On the right side of the page, there are two sections: "Recent Additions" with a list of items including "May 22, 2020 Kick-Off Demonstration Video", "Video Review Spreadsheet", and "ARIES System 5 Minute Concept Video"; and "Keywords" with a link for "Overview".

11. There are three navigation tools on the right side of the screen: Search Bar, Recent Additions and Keywords.

- **SEARCH BAR** – Enter words to have items that contain them returned to you.
- **RECENT ADDITIONS** – Links to the 10 most recent items posted to the site.
- **KEYWORDS** – Clicking on the keyword will return all of the items that are tagged with that keyword.



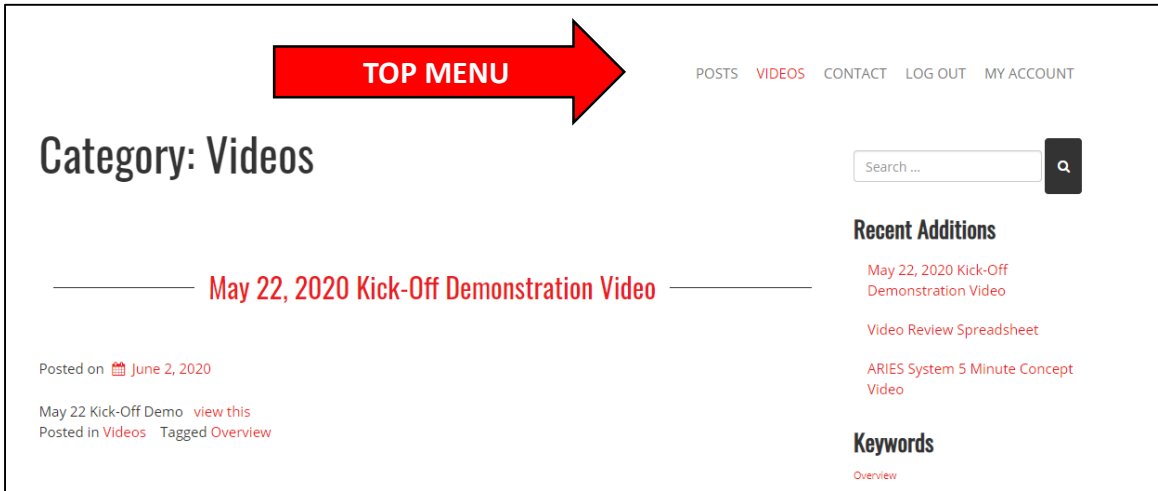
***** After viewing the videos, if you have comments, questions or suggestions for the ARIES System Project Team, we ask that you download the spreadsheet template to log them. Then email the spreadsheet to us at CMAdmin@jfs.ohio.gov.**

PLEASE INDICATE THAT YOU ARE SUBMITTING COMMENTS REGARDING THE VIDEOS IN THE SUBJECT LINE OF YOUR EMAIL TO US.

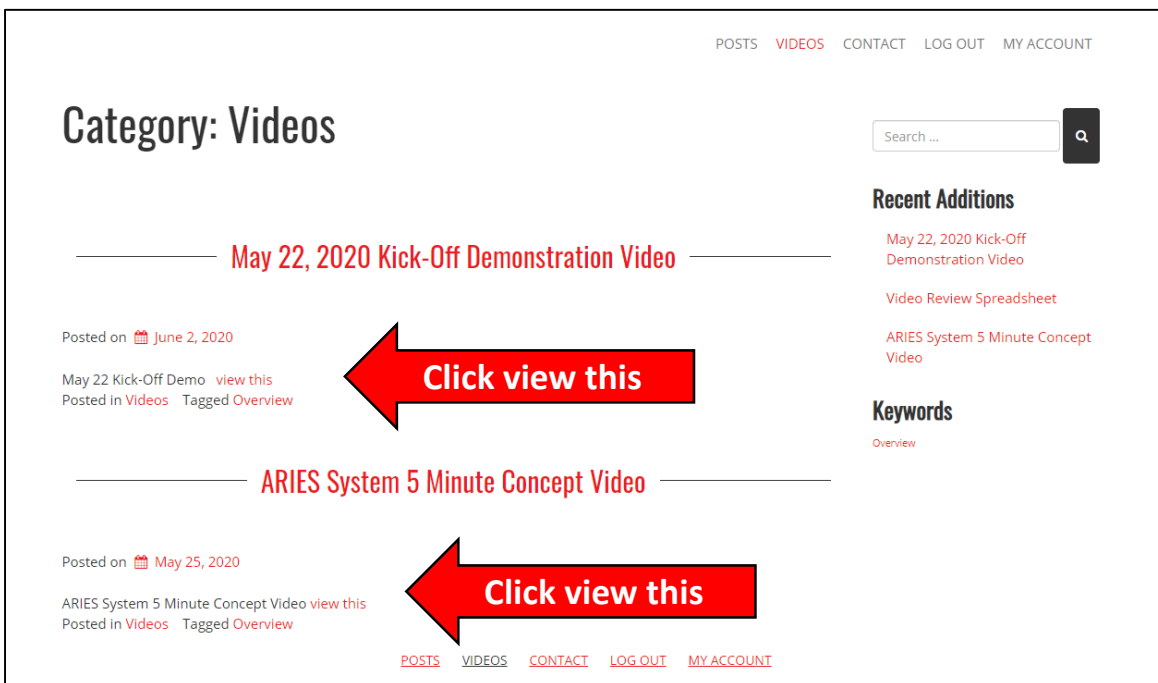
An image of the first few rows of the spreadsheet is below.

	A	B	C	D	E	F	G	H
	Comment Number	Video Name	Time (Minute: Second)	Question, Comment, Suggestion	Reason (select from drop down box ▼)	Name & Title	Organization	Email
1								
2								
3								
4								
5								

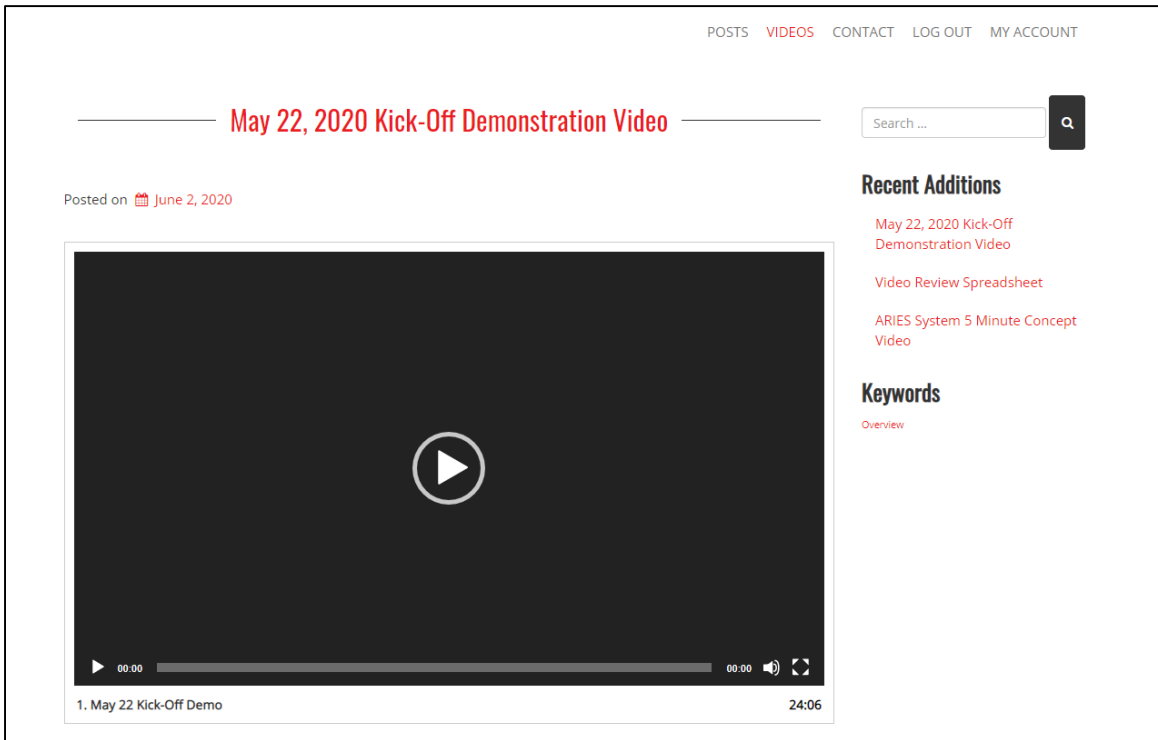
12. The Category: Videos, can be accessed by clicking on the VIDEOS link in the top menu.



12. As with the posts, the videos are listed in chronological order from newest to oldest. To watch a video, users who are logged in will select the “view this” link next to the name of the video.



13. Videos can be viewed, but not downloaded.



14. To log out, click on the LOG OUT text in the Top menu.

