

Santa Barbara County Education Office

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## **Grid Setup Instructions**

The following instructions will allow you to setup your Personal Identification Pattern (PIP), also known as your Grid pattern, which you will use to login to Escape.

1. You will receive an email with instructions for setting up your new Grid Pattern. The email will come from <a href="mailto:escape-noreply@sbceo.org">escape-noreply@sbceo.org</a> and the message will look similar to this:



2. Once you click on the link in the email, it will open a page similar to the following:

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	u	Н	0	4	1	Y	$\langle -$	2
	Ρ	Ν	5	С	j	S		
3	h	v	е	Q	n	Т	$\langle                                    $	4
	V	G	k	с	t	Е		
	6	В	X	w	d	Ζ		
5	f	x	M	r	3	m	$\langle \cdot \rangle$	6

This is where you will select your **Personal Identification Pattern** (PIP), otherwise known as your Grid pattern. This step is very important and is needed to complete the rest of the steps so please read thoroughly.

To choose a Grid pattern, you will choose certain box locations in a specific order using the Grid on **your screen**. We provided a simple example above, highlighting and numbering the boxes that we chose so you know which would be the first box, second, third, etc.... Following the order above, you would type in the letters **uYhTfm**, but please do not choose this same pattern when you select your boxes. The important thing to remember is that you're **choosing a pattern** that you will use each time you login to Escape. The numbers in the boxes will always be different each time you login, which is why it's important to remember the **pattern** you choose, not the letters/numbers inside the boxes, when you are first choosing your pattern.

You must choose **at least** 6 boxes to create your pattern. However, you can choose more if you wish. You cannot have 6 boxes straight in a row, column, or diagonally since that is not very secure, a more complex pattern is required. Once you have chosen the boxes you want for your Grid pattern, from the Grid **on your screen**, you will enter the letters/numbers that correspond to the boxes you chose and in the order you chose. **The letters are case sensitive** so please makes sure you are typing the letter exactly as it appears on your screen. Once you've carefully typed these in the **Enter Value:** box, click **Next** to continue. 3. Once you have successfully setup your Grid Pattern you will be able to login using the Grid. Close this browser window to continue.

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SBCEO - Escape Authentication Service
Your token has been successfully activated. Please remember your User ID below. User ID: 61doej You may close the browser window.
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4. Now that you have selected a pattern, that pattern and order of the boxes chosen are specific to your Escape account. Remember your pattern as it will be necessary for the next steps. To login to Escape using the new Grid Pattern, open a browser (i.e. Internet Explorer, Chrome, Firefox or Safari) and go to <a href="https://connect.escape.sbceo.org">https://connect.escape.sbceo.org</a> and you should see the screen below. You will need to login using this website to access the Grid Pattern so you may want to bookmark it.



5. Enter your escape username, for example – 61doej, and then select the box that says **Remember me on this device**. Click the **LOGIN** button to continue.

Sign in to access SBCE0 Escape					
User Name: 61doej					
Remember me on this device 🛿					
LOGIN					

6. Next you will see a **Sign in to access SBCEO Escape** screen with your Escape user name listed. Simply click on the **LOGIN** button. (You do <u>not</u> enter anything in the blank box.)

Sign in to access SBCE0 Escape				
🕹 61doej				
LOGIN				

7. Once the Grid is displayed, remember the Grid **pattern** you selected in Step 2 and type in the numbers that correspond to the boxes that you chose as your pattern. The numbers must be in the same sequence from the **pattern** that you chose, otherwise it will not work. Type the numbers in order in the blank box on the screen. Click the **LOGIN** button to continue.

9	Sign in to access SBCEO Escape						
2	61doej						
<b>6</b> F c	Please enter characters in sequence corresponding to your chosen pattern.						
	7	8	5	4	9	1	
	6	0	6	4	4	2	
	1	4	9	2	8	1	
	0	3	8	7	5	9	
	6	6	3	7	9	5	
	7	8	0	3	3	2	
LOGIN							

8. If you were successful in typing your pattern, **skip to Step 11**. If you entered your Grid pattern incorrectly the following error message is displayed. Click on the **LOGIN** button and it will allow you to try and login again.

Sign in to access <b>SBCEO Escape</b>					
Authentication failed.					
User Name:					
Remember me on this device 😰					
LOGIN					

9. You will see a **Sign in to access SBCEO Escape** screen with your Escape user name listed. Click the **LOGIN** button. (Once again, do not enter anything in the blank box).

Sign in to access SBCEO Escape				
61doej				
LOGIN				

10. Next you will see the Grid. Remember the Grid **pattern** you selected in Step 2 and type in the numbers that correspond to the boxes that you chose as your pattern. The numbers **must** be in the same sequence from the **pattern** that you chose, otherwise it will not work. Type the numbers in order, in the blank box on the screen. Click the **LOGIN** button to continue.



**Note:** If you can't remember what pattern you chose and you need reset your pattern, please see the instructions for **GRID Reset Instructions** at <u>https://sbceo.org/sbas/</u> and click on the **Escape** button.

11. Once you have entered your Grid pattern correctly your username will appear on the login screen. Enter your Escape password, click the box to accept the Terms and Conditions then click the **Log On** button.

	Please log on					
	User name :	61doej				
NetScaler with <b>Unified Gateway</b>	Password :	■ I accept the Terms & Conditions Log On				

12. Click the Escape icon to launch Escape:



Escape Online5