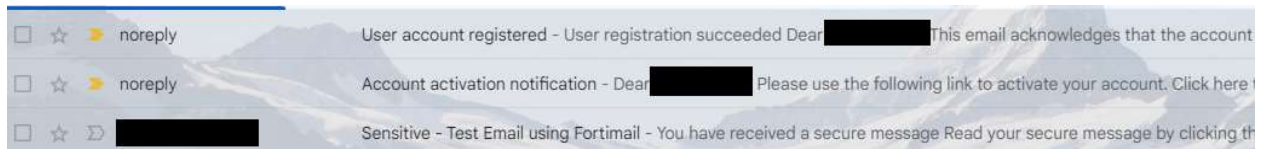


DPS Secure Mail Instructions

Welcome to our overview on how to retrieve your message via DPS Secure Email.

You will receive a total of three messages from our secure mail system.

- Notification that an email is waiting for you
- Account Activation email
- User account registered email



The first email states that you have received a secure email. You will need to click on the following link to start the registration process. If you already have an account you will be presented with a login prompt.

- Click this to access the secure message

You have received a secure message

Read your secure message by clicking the link below, the web browser will be launched and prompt you to log in.

[Click this to access the secure message](#)

If you have concerns about the validity of this message, contact the sender directly.

[About FortiMail Secure Message Service](#)

DPS Secure Mail Instructions

This is the registration screen which will show your user email (redacted in this example).

You will need to fill in:

- First Name
- Last Name
- Password
- Confirm password

Then click on the **Register** button.

The screenshot shows a web form titled "Texas DPS - Identity Based Encryption" with a "[Help]" link in the top right. The main heading is "Register New User". The form contains the following fields and elements:

- User email:** A text field containing a redacted email address.
- Language:** A dropdown menu with "English" selected.
- Time zone:** A dropdown menu with "(GMT-6:00)Central Time" selected.
- First name:** An empty text input field.
- Last name:** An empty text input field.
- Password:** An empty text input field.
- Confirm password:** An empty text input field.
- Message:** "You haven't registered yet. Please register first."
- Register button:** A blue button with the text "Register".
- Footer:** "Copyright © 2020 Fortinet, Inc. All Rights Reserved."

The following screen will display after Register has been clicked. At this point you will need to go back to your email to continue to the next step – account activation.

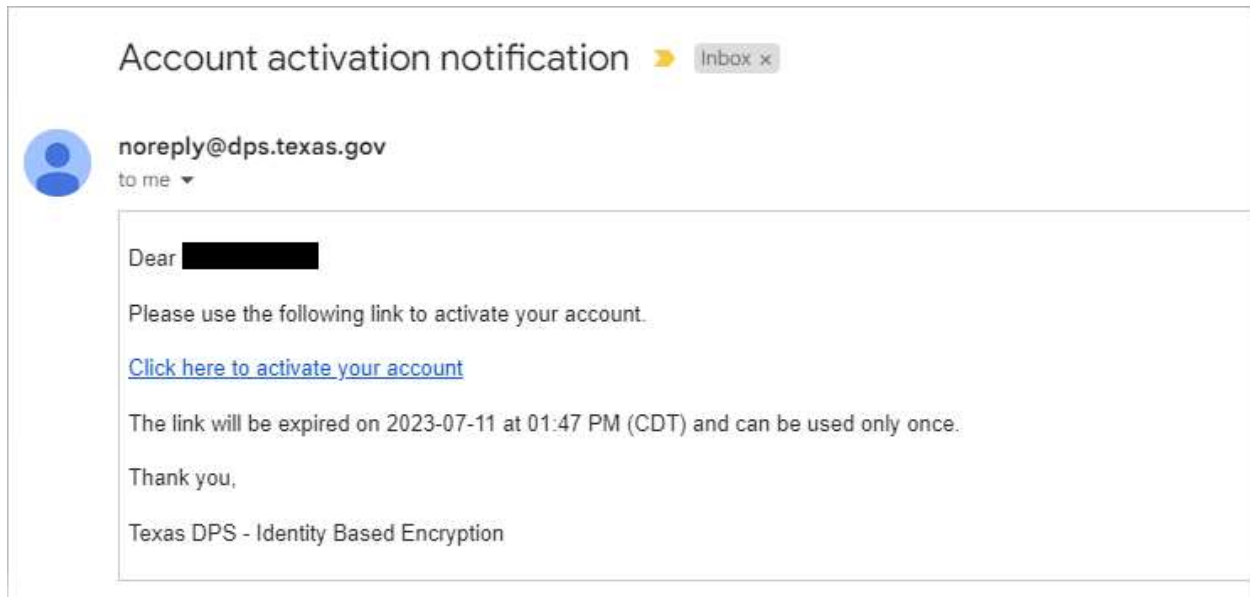
The screenshot shows a confirmation screen with the same header "Texas DPS - Identity Based Encryption" and "[Help]" link. The heading is "Register New User". The message displayed is:

An email with activation link has been sent. Please check your inbox and use that link to activate your account.

The footer reads: "Copyright © 2020 Fortinet, Inc. All Rights Reserved."

DPS Secure Mail Instructions

You will receive an Account activation notification in your email. You'll need to click on the **"Click here to activate your account"** link.



You will then receive an Account Activation successful message in your browser.



Followed by an email acknowledging that your account was successfully registered.



Now go back to the first email and click on the **“Click this to access the secure message”** link again.

You have received a secure message

Read your secure message by clicking the link below, the web browser will be launched and prompt you to log in.

[Click this to access the secure message](#)

If you have concerns about the validity of this message, contact the sender directly.

[About FortiMail Secure Message Service](#)

The link will now present a login page. You will need to use the password you set up in the previous step.

[Help]

Texas DPS - Identity Based Encryption

From [REDACTED]

To [REDACTED]

Subject Sensitive - Test Email using Fortimail

Password

Open

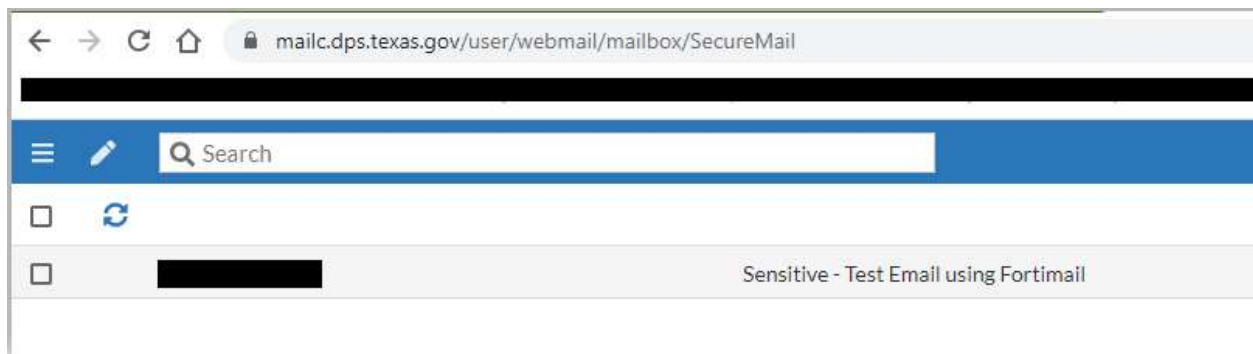
[Forgot the password?](#)

Texas DPS - Identity Based Encryption

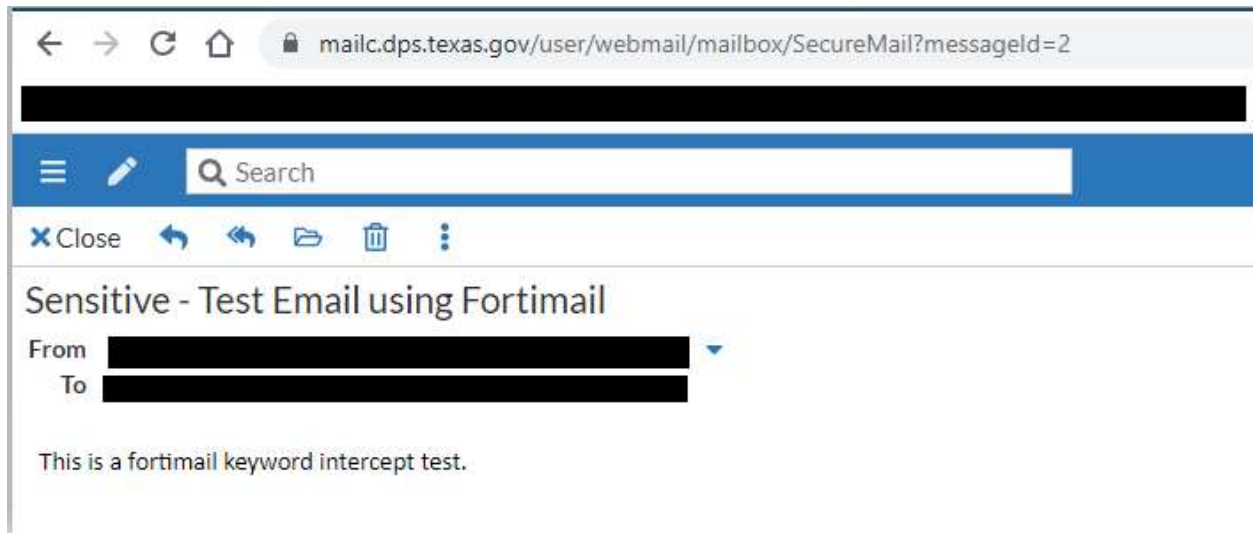
Copyright ©2016 Fortinet, Inc. All Rights Reserved.

DPS Secure Mail Instructions

You will now be directed to the secure mail page which looks like the image below.



You will be able to view and print your email, but not forward it.



DPS Secure Mail Instructions

The user who sent the email will receive a notification message after you open your email on our secure system.

Message read notification



The following message has been read by recipient.

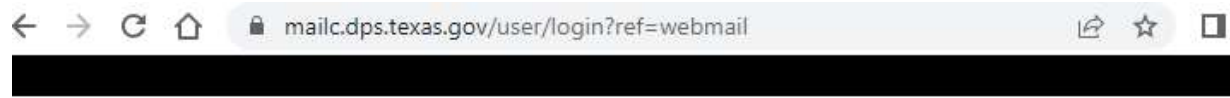
From: [REDACTED]
To: [REDACTED]
Subject: Sensitive - Test Email using Fortimail
Date: Mon, 10 Jul 2023 18:28:03 +0000

DPS Secure Mail Instructions

After logging out you can use the following link to log back in at any time.

<https://mailc.dps.texas.gov/user/login?ref=webmail>

Fill in your email address in the **Name** block and the password you set up previously in the **Password** block and click **Log In**.



Please Login

Name

Password

☐ Remember me

Log In