



YOUR GUIDE TO VA DATA

Insights

Guide for First Time Users of VA Austin Automation Center (AAC)

Intranet addresses have been removed from this document. Intranet links are available on the Intranet version of this publication. For more information, please go to VIReC's Redaction Information web page: <http://www.virec.research.va.gov/References/Redactions.htm>

The purpose of this issue of *VIReC Insights* is to provide basic information about how to access the Department of Veterans Affairs (VA) Austin Automation Center (AAC) as a first time user. The AAC is the main repository for VA data and, of particular interest to researchers, houses the VA's inpatient and outpatient SAS® datasets. This brochure will provide step-by-step instructions for VA employees on (1) how to request a timesharing account and (2) how to log onto the Austin system for the first time.

Requesting an Austin Automation Center Timesharing Account

VA data at the AAC are accessed via computer using a personal timesharing account. Nearly every VA facility has an AAC Point of Contact (POC), who can open, change, and close Austin timesharing accounts using the Automated Customer Registration System (ACRS).

Identify the Point of Contact for your VA facility:

Go to the Web Site [\[REDACTED\]](#). This link will bring you to the Department of Veterans Affairs Information Security Program's Home Page. To identify the Information Security Officer (ISO) at your facility, click on *ISO Contacts* from the left hand options bar. You will be given four options to choose from: Veterans Health Administration, Veterans Benefits Administration, NCA, and Other. Choose the Veterans Health Administration option to enter the Medical Information Security Service's (MISS) Telephone Directory. Because you do not know the name of your facility's ISO contact, you will want to select the utility to browse the listing by facility. Click on the gray button labeled **BROWSE**. Search the alphabetic listing for your facility's ISO. The ISO is usually the AAC POC; if not, he/she will know contact information for the individual who handles AAC timesharing accounts.

The POC at your facility will provide a copy of VA Form 9957, the ACRS Timesharing Request Form (Jul 1997 R), and give you advice on filling it out.

Obtain approval of your request:

- ask your supervisor to sign VA Form 9957 as "Requesting Official";
- based on instructions from your POC, obtain necessary concurrence by the System Manager of Record or Designee (SMR or SMRD) for each function requested;
- await a letter from the AAC informing you of your Timesharing Customer ID; it will give you directions for signing on the AAC system for the first time.

Austin Connection Options

Using a Direct Network Connection

If your computer is located at a VA facility and is wired via a wall connection to your facility's IRM network, you can use either an Internet browser or Telnet to connect to Austin.

- **Using an Internet browser:** Enter [REDACTED] for connection to Austin. Choose **S/390 Server** from the menu and follow the instructions. Host on demand is an IBM 3270 emulator, the operating system the AAC uses.
- **Using Telnet:** You need an IBM 3270 Emulator program on your PC. If you don't have one, you can purchase software, (e.g., Hummingbird), or you can download free software, e.g., from the University of South Carolina Shareware Vault. Enter 152.125.190.39 as the address for the Austin Computer.

Using a Computer with Remote Network Connection

If your computer is located outside a VA facility (e.g., at home or university) or at a VA facility, but not wired to a wall connection for the facility's IRM network:

- **Arrange a connection to the VA network:** Contact your Automated Data Processing Applications Coordinator (ADPAC) to get (a) the toll-free phone number for RAS (Remote Access Services), (b) your account set to allow RAS connection to the network, and (c) advice on how to configure your PC for RAS connection.
- **Use either an Internet browser or Telnet:** Follow the instructions above.

Local Assistance

Your department's ADPAC can give you help on remote access to Austin. The ADPACs may be listed on the Veterans Health Information Systems Technology & Architecture (VistA) Bulletin Board at your facility. If not, or if Bulletin Board is not on your VistA, call your IRM department and ask how to contact your ADPAC.

Logging on to Austin for the First Time

Connecting to the AAC: An Example

Using the Host-on-Demand Internet browser option listed above ([REDACTED]) this section will outline the steps to connect to the Austin Computer System. Prior to trying the steps below, you should have received a packet from the AAC, with a letter that contains your USERNAME. When you log into the system for the first time, your password will be the last six digits of your Social Security Number.



1. At the Host on Demand screen, click the **Host on Demand 3** icon (the one with the red arrow).
2. The next screen will ask you to choose an emulator client. Click on the option **cached client**.
3. The IBM Host on Demand will request you to enter user1 through user9 into the USERNAME field, and HOD into the PASSWORD field to continue. Enter:
 USERNAME: **USER1**
 PASSWORD: **HOD**
 Then click the **LOG ON** button.
4. Host on Demand will ask you to choose the display option and right click your mouse to start the session. For this example, position the cursor arrow over the **3270 display** icon and right click your mouse. Choose the option **start session** from the pull down list.

A screen will appear that looks like this:

```

Welcome to VACCESS Timesharing at AUSTIN

Terminal: TCP00571                06-MAR-2001 10.33.14

*****This is a US Federal Government Computer System.*****

*****Unauthorized use is prohibited and subject to prosecution.*****

To select a facility enter the first letter or press the PF key indicated.
                                FACILITY SELECTIONS
PF FACILITY                      STATUS      PF FACILITY                      STATUS
1 H - HELP                        ACTIVE     6 F* - FALCON (AUSFAL)          ACTIVE
2 T - TSO (AUSTSO)                ACTIVE     7 I - IDMS REMOTE (AUSRPM)      ACTIVE
3 R - ROSCOE (AUSROS)             ACTIVE     8 C - PROD CICS (PAID)          ACTIVE
4 W* - WYLBUR (AUSWYL)            ACTIVE     9 B - BIRLS/LRA (AUSWPM)        ACTIVE
5 P - PROD IDMS (AUSPPM)          ACTIVE     11 K* - CAROLS (LOG)            ACTIVE

SELECTION ==>

You may enter USERID and PASSWORD on facilities without * for express signon

USERID ==>      PASSWORD ==>
  
```

5. The cursor will be located at the end of the SELECTION arrow. Type the letter T for TSO (AUSTSO) and hit the return key.
6. The system will ask you to enter your USERID.

Enter the USERID that you received from the AAC. Usually for researchers in the field, this USERID begins with an "S," followed by your 3-digit station number, followed by your initials. After you enter your USERID, hit the enter key to proceed.

A screen will appear that will look like this:

```

_____
                                TSO/E LOGON
Enter LOGON parameters below:      RACF LOGON parameters:

Userid ==> S578DC1

Password ==>                               New password ==>

Procedure ==>                               Group Ident ==>

Acct Nmbr ==> TSOUNKAS

Size ==> 4096

Perform ==>

Command ==>

                                Enter an 'S' before each option desired below:

-Nomail      -Nonnotice      -Reconnect      -OIDcard

PF1/PF13 ==>help  PF3/PF15 ==>Logoff  PA1 ==> Attention  PA2 ==> Reshow

You may request specific help information by entering a '?' in any entry field
```

The cursor will be positioned at the Password prompt. Enter the last six digits of your Social Security Number and <tab> over to the New Password field. In this field, enter a password that is exactly 8 characters in length and that does not contain double letters (aa,bb,etc.). Passwords must contain at least one character from both of the following classes: at least one letter (A to Z) must be used and at least one number (0 to 9) must be used. Passwords cannot contain any portion of the account name (user ID) or the user's name. **Note:** Passwords expire after 90 days. You can change your password at any time by entering the old password and <tab> to the New Password field. The system will ask you to verify the new password. **Caution:** if your account remains idle (i.e., you have not logged into the system) for 180 consecutive days, your account is removed from the AAC rolls for non-use. You will have to re-apply for an account should this situation occur.



After you key in your password, hit the <enter> key to continue.
You will see a screen that looks like this:

```
S578DCC LOGIN PROGRESS AT 11:51:02 ON MARCH 9, 2001
```

```
NO BROADCAST MESSAGES
```

```
Your Application Function Code (AFC) is UNKA
```

```
Enter a new AFC below if you want to change it.
```

```
Otherwise press ENTER to use the current AFC:
```

Press <enter> to continue.

The system will respond with a screen similar to the one below:

```
Today is Friday, 03/09/01
```

```
Printing to Terminal (LAN) Printers
```

```
Printer definitions are added or removed periodically from the printer destination tables.
```

```
Use the command NEWS PRINTERS to see what is current. It also shows you how
```

```
you can send output to these printers.
```

```
READY
```

```
***
```

When you see the ***, press <enter>.

Type **SPF** and press <enter>.

Congratulations! You are now at the main Options Menu at the AAC. The screen in front of you should look like this:

ISPF Primary Options Menu

Option ==>

More: +

BASIC FEATURES

User ID . . : S578DC1

0	Settings	Terminal and user parameters	Time . . . :	11:51
1	View	Display source data or listings	Terminal . :	3278
2	Edit	Create or change source data	Screen . . :	1
3	Utilities	Perform utility functions	Language . :	ENGLISH
4	Foreground	Interactive language processing	Appl ID . :	ISR
5	Batch	Submit job for language processing	TSO logon :	AUS
6	Command	Enter TSO or Workstation commands	TSO prefix :	S578DC1
7	Dialog Test	Perform dialog testing	System ID :	SYP
8	LM Facility	Library administrator functions	MVS acct . :	TSOUNKAS
9	IBM Products	IBM program development products	Release . :	ISPF 4.5
11	Workplace	ISPF Object / Action Workplace		
VA	VA UTILS	VA Written Utilities		
EX	EXTENDED	Individual Extended Dataset Utility.		

DATA MANAGEMENT TOOLS:

B	BLOCKSIZE	Compute optimum blocksize for dataset
F	FILE-AID	Interactive File-Aid Set Utility

Enter X to terminate using log/list defaults

For this session, position the cursor to the option menu and enter:

=x

to end your first session. The system will return you to the screen:

READY



Hit <enter> and type **LOGOFF** to exit back to the Log In screen. Choose the EXIT option on the top of your screen to exit the software package (it should be the third button from the left). After selecting the exit button, you will be returned to the Host-On-Demand display option screen. You have now successfully logged of the AAC system and have completed your first interactive AAC session. Please try to log off after each session. **Note:** For security purposes, AAC automatically logs users out of the system after 15 - 20 minutes of inactivity. Be aware that if you are logged out in this manner, you may have to wait 15-20 minutes before you can re-enter the system.

Training in SAS®, TSO and JCL

There are formal courses by the AAC on SAS®/TSO/JCL for database users. These courses will also introduce the user to the type of information that is available at the AAC, with special emphasis on the SAS® data sets. To find out more about these training and educational opportunities, go to the AAC Web site:

[REDACTED]

Additionally, the AAC has on-line resource guides that may be helpful at:

[REDACTED]

This website will help you:

- ✧ learn how to sign on to TSO and use TSO/ISPF at the AAC (targeted for beginners).
- ✧ learn how to view and manage job output using the AAC's (E) JES software packages.
- ✧ get general information and common procedures.
- ✧ learn how to set up the File transfer (FTP) command under Windows and how to perform FTPs.
- ✧ learn about JCL.
- ✧ learn about dataset use and management at the AAC.
- ✧ learn about SAS® information for medical customers through MedNotes.

SAS®/TSO/JCL training may also be available through your station's Education Service.

In addition, the SAS® Institute offers online samples of SAS® code, with explanations on the Web at:

<http://www.sas.com/service/doc/code.samples.html>

Problems with Access Just Call for HELP!

Seven days a week, 24 hours a day: AAC Help Desk: (512) 326-6780

Cumulative Index of *VIREC Insights*

http://www.virec.research.va.gov/virec_insights.htm

VIREC Insights is produced by VIREC Staff to provide VA researchers with a starting point for understanding concepts in data management and basic information about health related databases.

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- * **VA NATIONAL PATIENT CARE DATABASE** Cowper DC, Kerr M. *NPCD: The VA National Patient Care Database*. Hines, IL: VA Information Resource Center; 2000. VIREC Insights, No. 3.
- * **VA LONG TERM CARE** Kubal JD, Weaver FM, Guihan ML, Cowper, DC, Hynes, DM. *An Overview of VA Long-Term Care Database and Information Resources*. Hines, IL: VA Information Resource Center; 2000. VIREC Insights, No. 4.
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