



Workforce Issuance

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☐ Policy ☒ Information

To: MassHire Workforce Board Chairs
MassHire Workforce Board Directors
MassHire Career Center Directors
MassHire Fiscal Officers
MDCS Operations Managers

cc: WIOA State Partners

From: Beth Goguen, Director
MassHire Department of Career Services

Date: July 2, 2026

Subject: **New AWS WorkSpaces Sign-In Screens (State staff only)**

Purpose: To notify state staff of new sign-in screens on AWS WorkSpaces (State staff only).

Background: AWS WorkSpaces has updated their log in screens for all state staff.

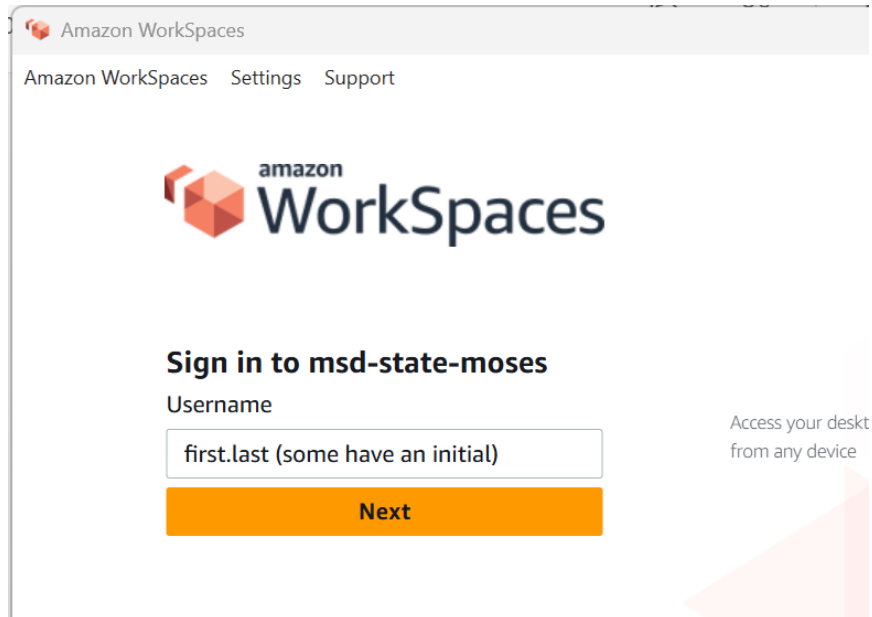
Action

Required: Please share with all managers, staff and partners as appropriate.

Effective: Immediately.

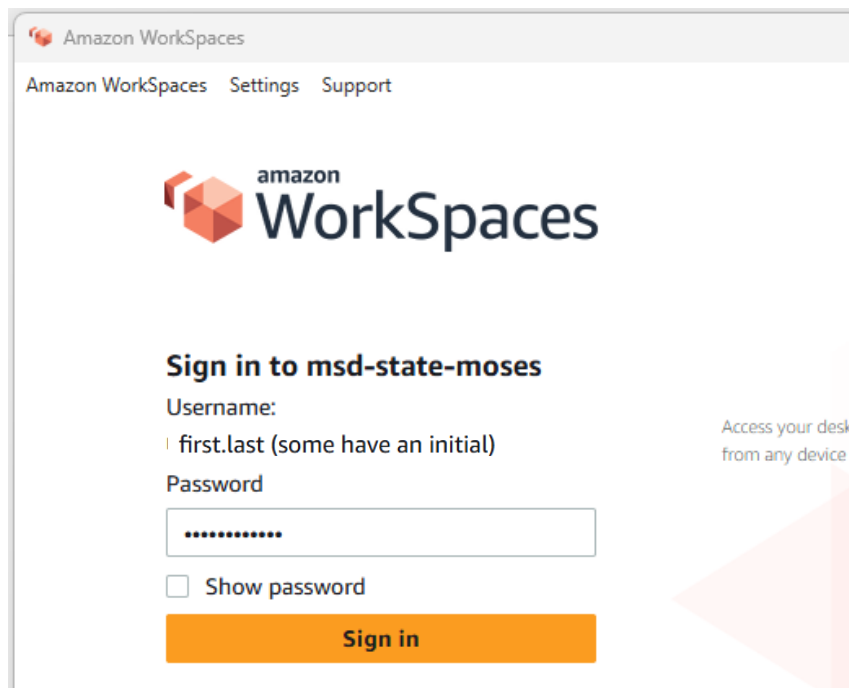
AWS Login screens look different, but process is the same.

1. Enter your usual AWS username



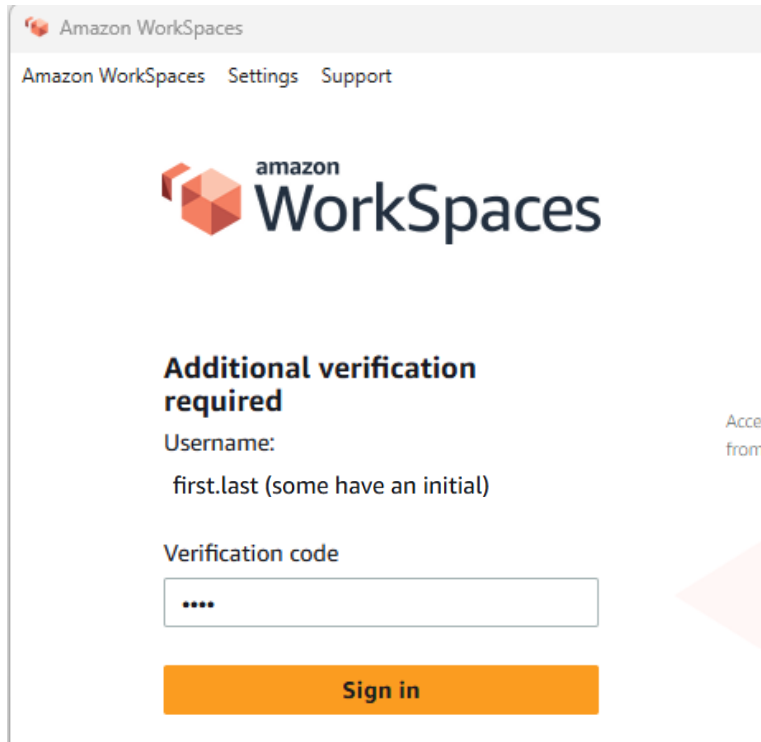
The screenshot shows the Amazon WorkSpaces login interface. At the top, there is a navigation bar with the Amazon WorkSpaces logo and links for Settings and Support. Below the navigation bar is the Amazon WorkSpaces logo. The main heading is "Sign in to msd-state-moses". Underneath, the label "Username" is followed by a text input field containing the placeholder text "first.last (some have an initial)". Below the input field is an orange "Next" button. To the right of the input field, there is a faint graphic of a desk and the text "Access your desk from any device".

2. Enter your usual AWS password



The screenshot shows the Amazon WorkSpaces login interface, now at the password entry step. The navigation bar and logo are the same. The main heading is "Sign in to msd-state-moses". Underneath, the label "Username:" is followed by a text input field containing the placeholder text "first.last (some have an initial)". Below the input field is the label "Password" followed by a password input field with masked characters (dots). Below the password input field is a checkbox labeled "Show password". Below the checkbox is an orange "Sign in" button. To the right of the input fields, there is a faint graphic of a desk and the text "Access your desk from any device".

3. Type the word “push”



The screenshot shows the Amazon WorkSpaces login interface. At the top, there is a header bar with the Amazon WorkSpaces logo and navigation links for 'Amazon WorkSpaces', 'Settings', and 'Support'. Below the header, the Amazon WorkSpaces logo is prominently displayed. The main content area is titled 'Additional verification required'. It contains a 'Username:' label followed by the text 'first.last (some have an initial)'. To the right of this, there is a faint, partially visible text 'Access from'. Below the username field, there is a 'Verification code' label and a text input field containing four dots. At the bottom of the form, there is an orange 'Sign in' button. A large, light pink arrow points from the right side of the page towards the verification code input field.

4. The Multifactor Authorization MFA App should work as normal.