Commonwealth of Kentucky

Onboarding to Kentucky Business One Stop

Access via Kentucky Online Gateway

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1 Introduction to KYBOS

What is KYBOS?

The Kentucky Business One Stop Portal Application (KYBOS) is a web-based application that streamlines the process a business must go through to plan, start, operate, expand or move a business in the Commonwealth. It provides for electronic registration of new businesses with the Secretary of State and the Department of Revenue and the ability to manage those businesses and users of the system.

Why was the KYBOS created?

KYBOS is a result of Senate Bill 8 of the 2011 Regular Session, the cooperation of many state government agencies and the ongoing support of the business community. It was created to address the technological improvements that state government needed to make to ensure security, accuracy of data and ease of use for businesses.

For whom was KYBOS created?

KYBOS was created for business owners to register and manage their business, file annual reports, efile taxes, register and renew licenses and file other business filings online.

What are some of the benefits of KYBOS?

KYBOS provides a secure, web-based means of registering businesses, maintaining business registration, filing, paying and amending taxes online to those who own and operate a business in Kentucky. It not only allows for quicker access to their business, but also reduces noncompliance and potential filing errors.

2 SIMS to KOG Migration

Kentucky Business One-Stop application (KYBOS) was launched in 2015 and used the Security Identification Management System (SIMS) to onboard and manage users within KYBOS. SIMS has been the gateway to many Commonwealth services, including Business Registration, Business Tax and/or License Filing Services, Alcohol Beverage Control License Renewal, Enterprise Business Intelligence, Energy and Environment Cabinet Department for Environmental Protection eForms and Motor Carrier Online Services.

Security is an important consideration to the Commonwealth, as users have entrusted the Commonwealth with confidential information and the Security Information Management System (SIMS) has ensured that only authorized individuals have access to that information within KYBOS.

This functionality included:

- User Account Creation/Management
- Authentication/Authorization
- User Provisioning
- Role/Activity Management

Users who created an account within SIMS may or may not have registered businesses within KYBOS. They may have used SIMS as a single sign on to other agencies (i.e. Kentucky Transportation), but could also have a business that requires management activities, like Filing an Annual Report with the Secretary of State. These activities have associated roles that can be managed by the assigned One Stop Business Administrator on the business.

As part of the Kentucky Business One-Stop Phase III Capital Project, leadership has mandated that our SIMS security functions now be managed by the Kentucky Online Gateway (KOG). This project included migration of all existing SIMS users into KOG for single sign on and management of user accounts and business roles.

KOG is the single sign on security system currently used by Cabinet for Health and Family Services (CHFS). Over one million users, including citizens, state employees and contractors, use KOG functionality for application access. Single sign in through KOG provides user access to numerous authorized State of Kentucky applications, like KYBOS. If a user needs access to any additional state application(s), the request can be made from the same KOG dashboard. This provides ease of access/request access to new or existing users.

The main objective of the SIMS to KOG Implementation project was to migrate existing SIMS users (from several agencies) to KOG and to transfer as much security functionality that is feasible from SIMS to KOG. Functionality that can be leveraged in the KOG security system includes:

- Single Sign On (User Account Creation/Management)
- Authentication/Authorization
- User Provisioning
- Access Control (Role/Activity Management)

The KOG Implementation project involved migrating users from several agencies: Alcohol Beverage Control (ABC), Energy and Environment Cabinet (EEC), Commonwealth of Technology Data Services, Commonwealth of Technology Business Intelligence Branch, Office of the Attorney General (OAG), Transportation Cabinet (KYTC) and Department of Revenue (DOR).

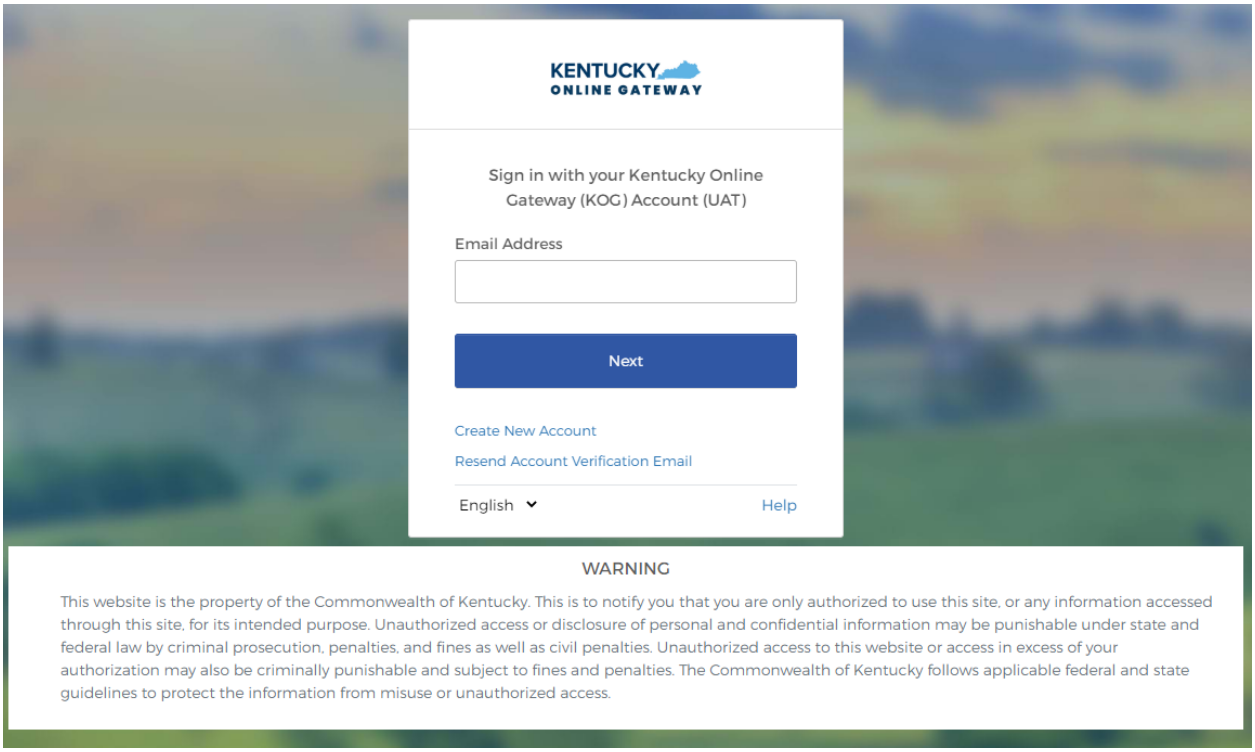
Also included were existing users/citizens that have registered businesses and manage those businesses within KYBOS for business and/or tax filings and licenses, with the Secretary of State (SOS), Department of Revenue (DOR) and the Kentucky Excise Tax System (KYETS).

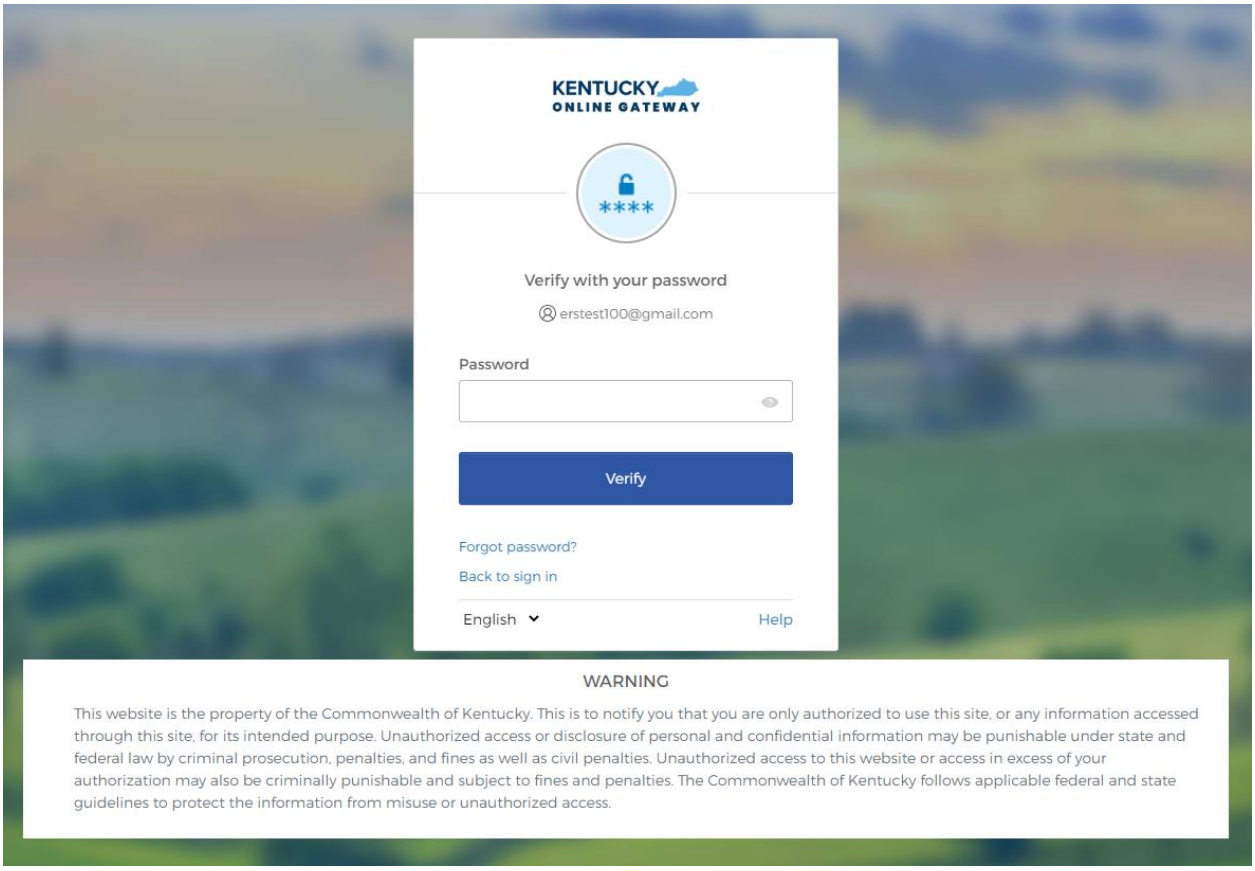
3 Kentucky Business One Stop via Kentucky Online Gateway

KOG can be accessed from the following URL: https://kog.chfs.ky.gov/home/.

All KYBOS users/citizens will be redirected from current KYBOS URL (https://onestop.ky.gov/) to new KOG URL (https://kog.chfs.ky.gov/home/) for Signing In. Existing users can login via KOG using their existing email id and password (More details available in Section 3.1). New users will have to create a KOG Account to be able to access KYBOS application (more details are available in section 3.2).

Note If you do not have an existing user account within SIMS, you will need to create a new account within KOG.





3.1 Existing KYBOS Users/Citizens Sign In

All existing KYBOS users/citizens have been on boarded into KOG with their existing email accounts and passwords.

On the sign in screen, please ‘Sign in with your Kentucky Online Gateway Account’. KYBOS users should enter the ‘Email Address’ that exist on their current user profile and enter the ‘Password’ associated to user profile on the next screen.

Click on ‘Verify’ button to navigate to the KOG dashboard.

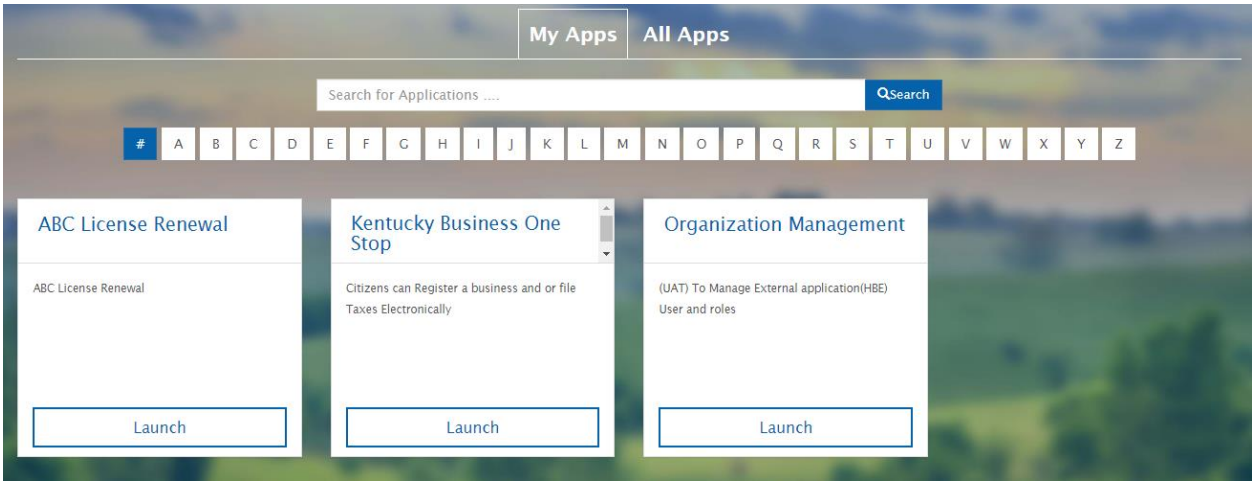
NOTE: Please use the ‘Forgot Password?’ link if you have forgotten your password.

3.1.1 KOG Dashboard

After successful Sign In, citizens are navigated to their KOG dashboard.

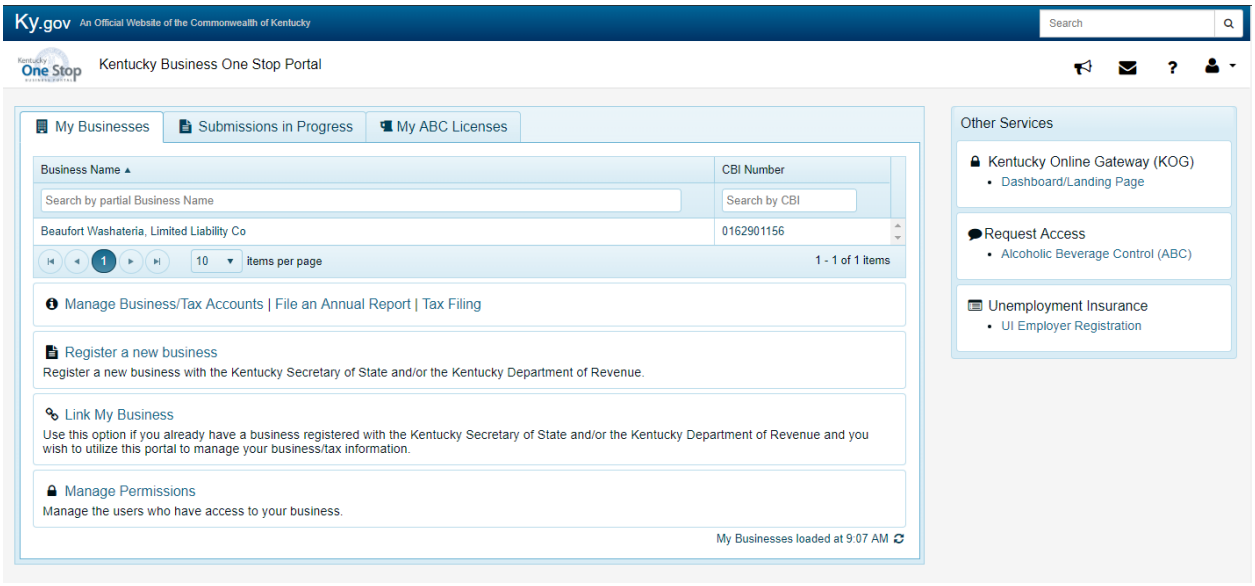
Existing users of KYBOS will have the ‘Kentucky Business One Stop’ application tile, under ‘My Apps’, on their dashboard for accessing KYBOS.

Depending on your role or other business activity, you may also see the 'Organization Management' application (to be used by One Stop Business Administrators) or 'ABC License Renewal' application (for accessing Alcohol, Beverage and Control licenses).



3.1.2 KYBOS Dashboard

To access the KYBOS Dashboard, click the 'Launch' link on the Kentucky Business One Stop application tile. Citizens will be navigated to their existing dashboard where they can view/manage their businesses.



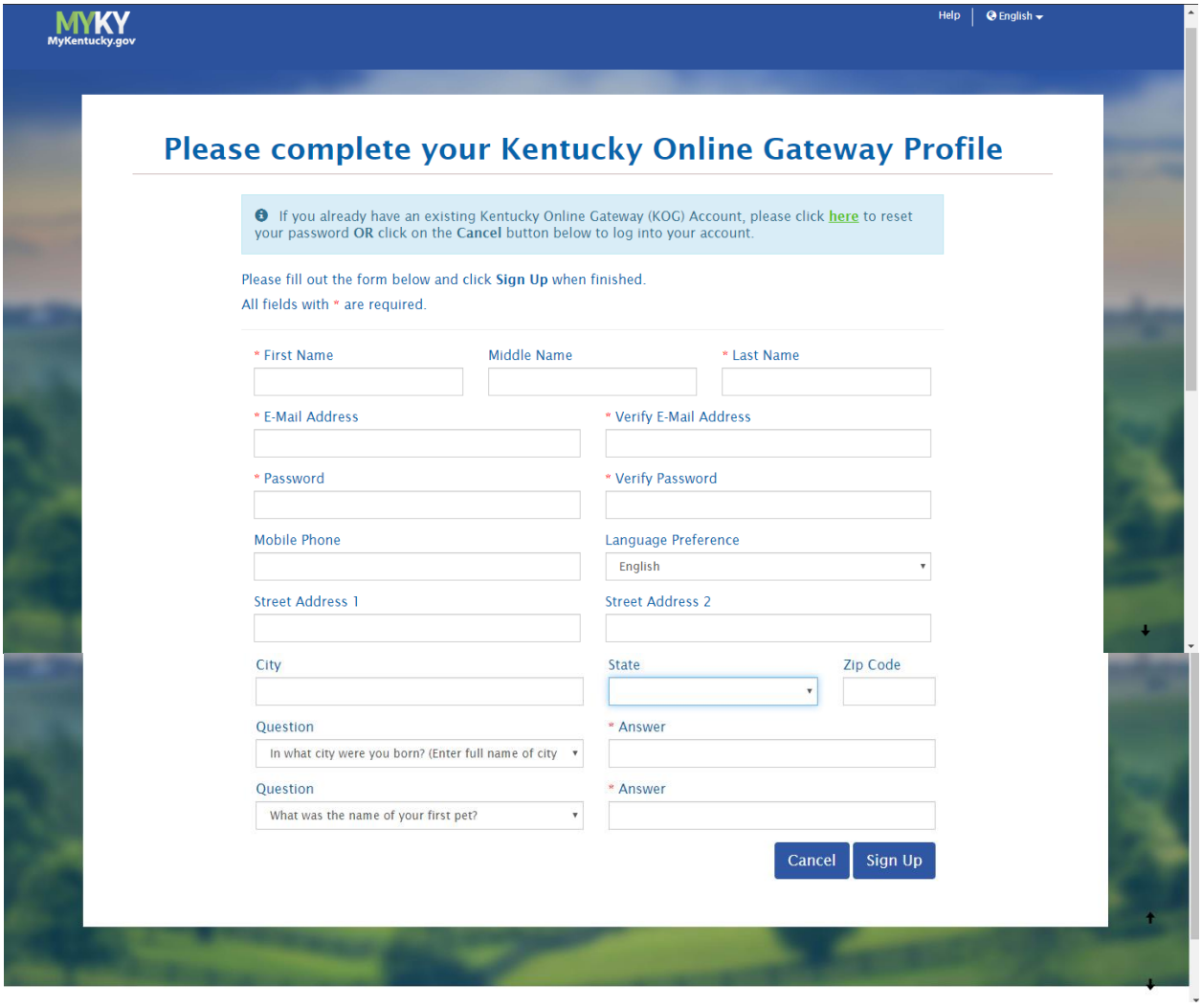
3.2 New KYBOS Users/Citizens Accounts

New Kentucky Business One Stop users/citizens who wish to access KYBOS in order to register a business will need to 'Create An Account' within KOG.

On the sign in screen (https://kog.chfs.ky.gov/home/), please select ‘Create an Account’.

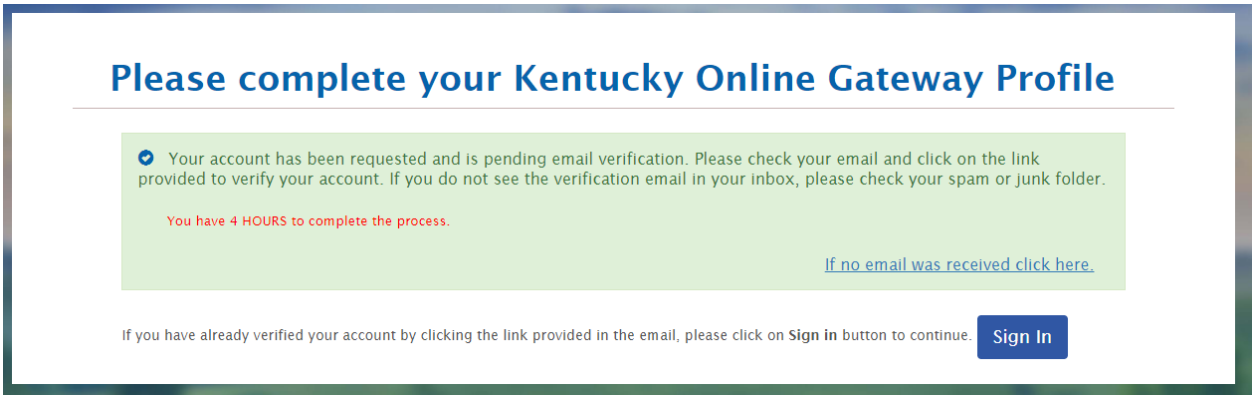
Note If you already have an existing Kentucky Online Gateway (KOG) Account, please click here to reset your password OR click on the Cancel button below to log into your account.

Please fill out the form below and click the ‘Sign Up’ button when finished. All fields with * are required.



3.2.1 Complete Your KOG Profile

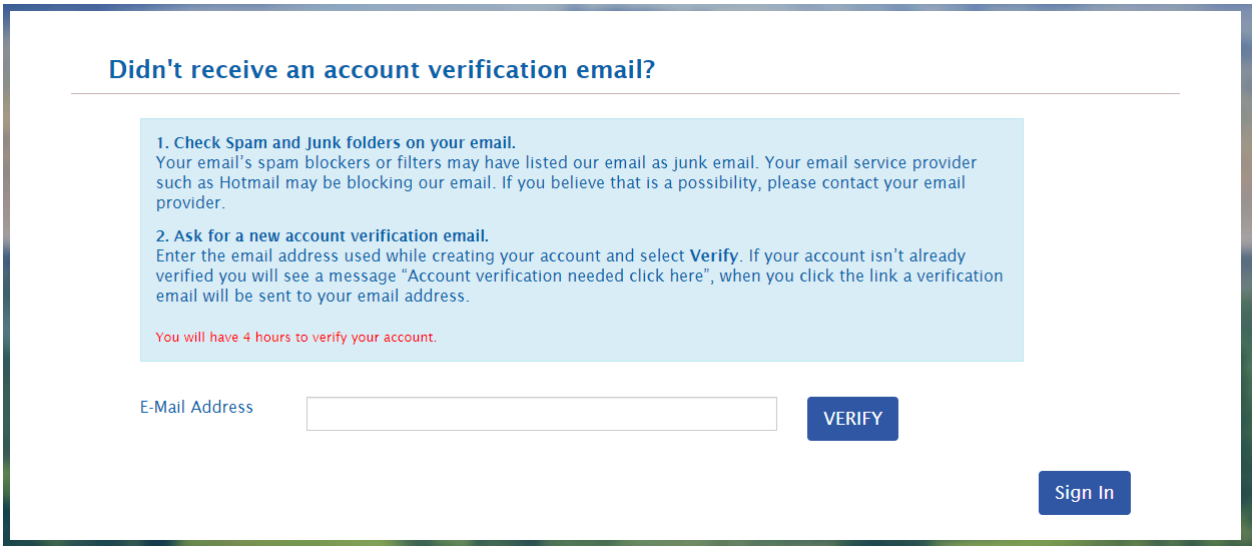
After completing Sign Up, users/citizens will receive a notice to that their account is ‘pending email verification’. Please check the email account you used to ‘Sign Up’.



If you have already verified your account by clicking the link provided in the email, please click on Sign in button to continue.

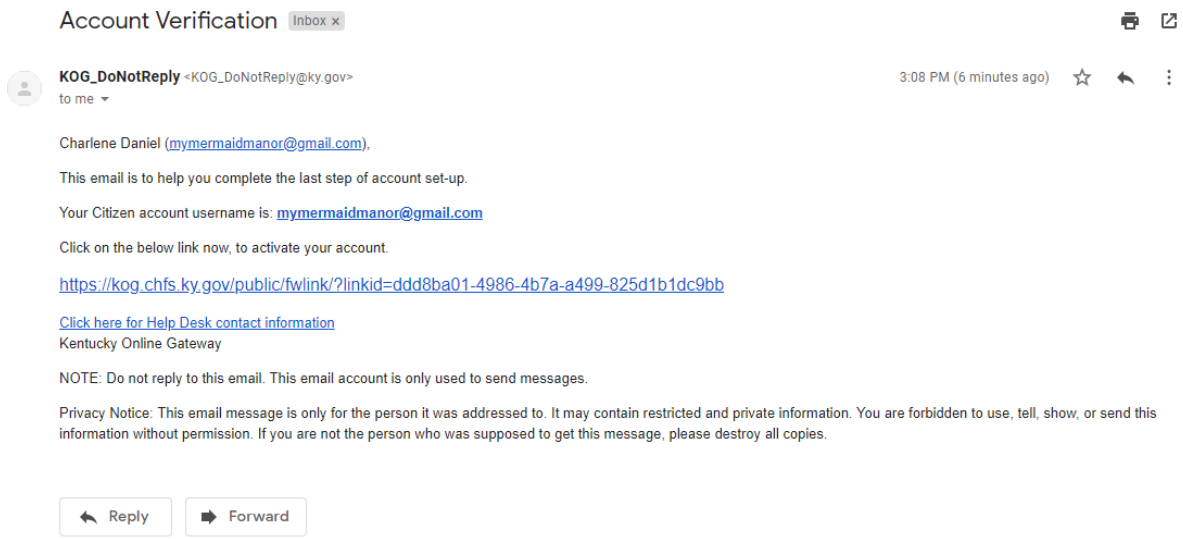
3.2.2 Email Not Received

If no email was received, click on the link provided and follow the directions:



3.2.3 Account Verification

After checking your email account for the verification email, click on the link provided to 'activate your account'.


Account Verification Inbox ×

KOG_DoNotReply <KOG_DoNotReply@ky.gov> 3:08 PM (6 minutes ago)
to me

Charlene Daniel (mymermaidmanor@gmail.com),

This email is to help you complete the last step of account set-up.

Your Citizen account username is: mymermaidmanor@gmail.com

Click on the below link now, to activate your account.

https://kog.chfs.ky.gov/public/fwlink/?linkid=ddd8ba01-4986-4b7a-a499-825d1b1dc9bb

Click here for Help Desk contact information
Kentucky Online Gateway

NOTE: Do not reply to this email. This email account is only used to send messages.

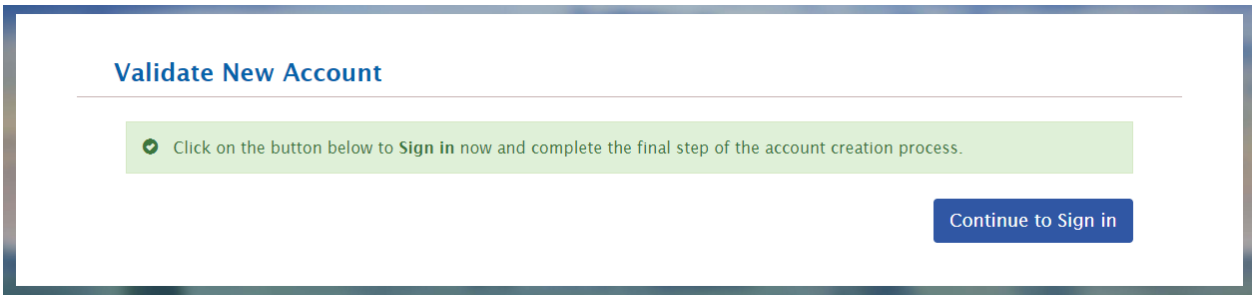
Privacy Notice: This email message is only for the person it was addressed to. It may contain restricted and private information. You are forbidden to use, tell, show, or send this information without permission. If you are not the person who was supposed to get this message, please destroy all copies.

Reply Forward

3.2.4 Validate New Account

After clicking on the link in the email, you will be redirected back to KOG to 'Validate New Account'.

Click on the 'Continue to Sign In' button.



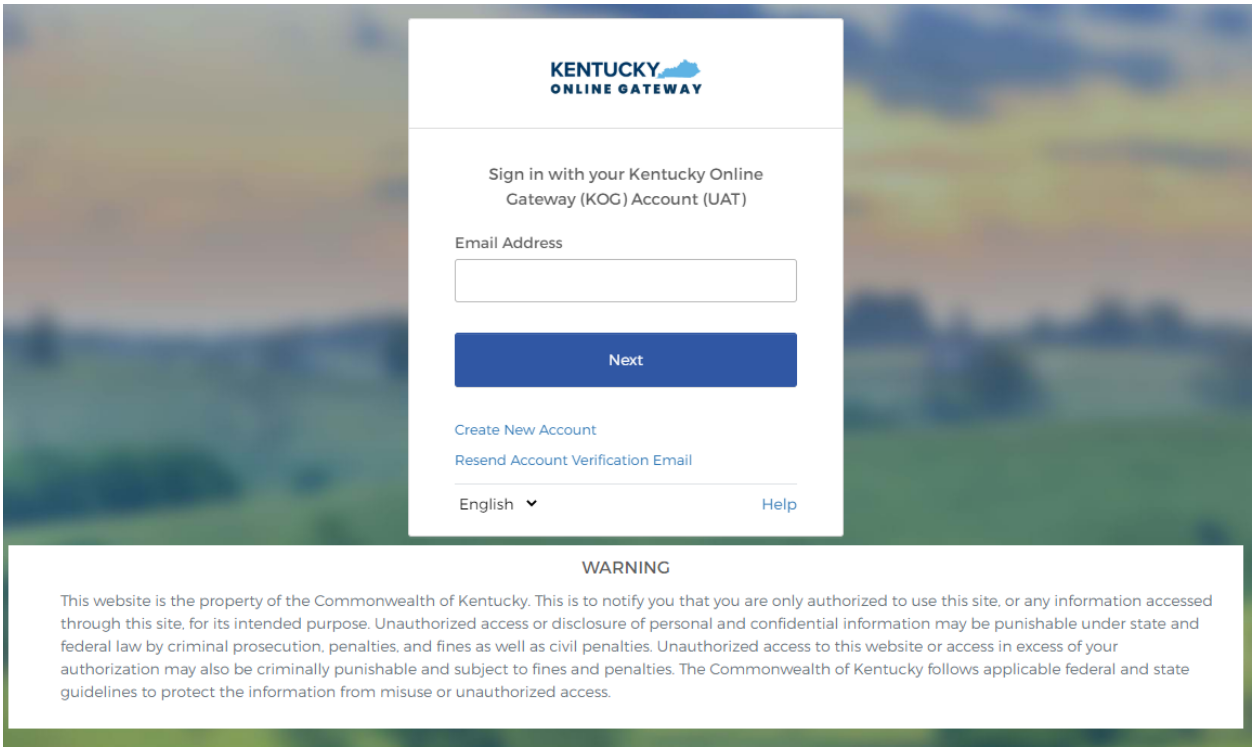
3.2.5 New User Sign In

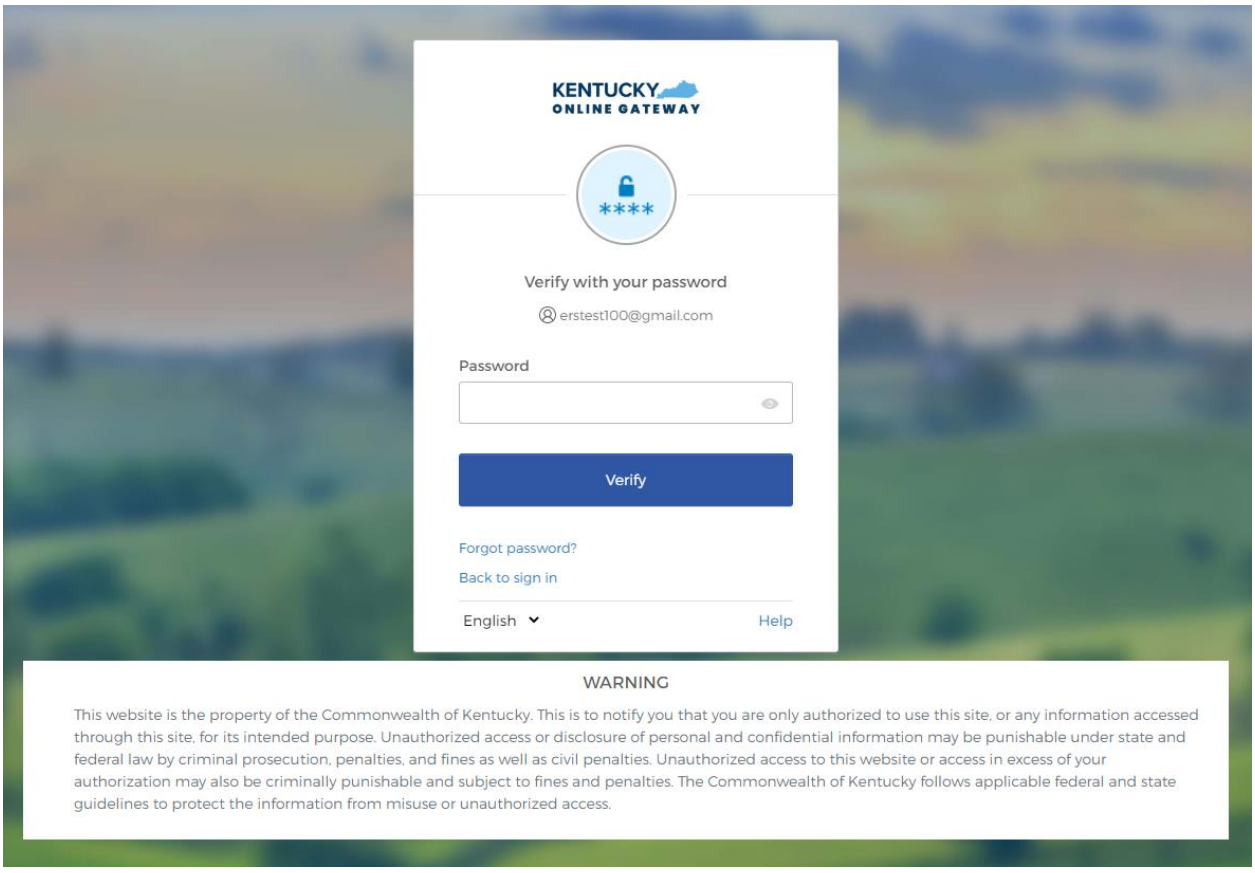
On the sign in screen, please 'Sign in with your Kentucky Online Gateway Account'.

New KYBOS users/citizens should enter the 'Email Address' that was newly created in their KOG user profile and enter the associated 'Password'.

Click on 'Verify' button to navigate to the KOG dashboard.

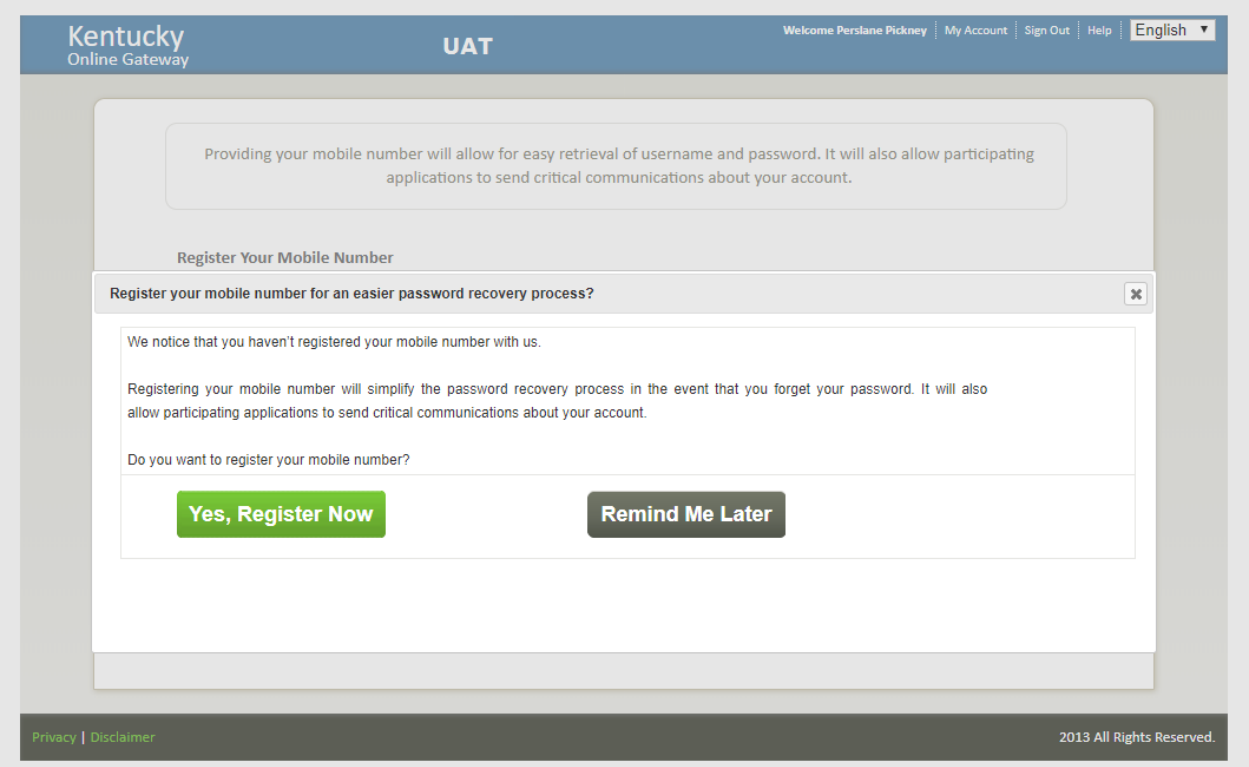
NOTE: Please use the 'Forgot/Reset Password?' link if you have forgotten your password. You can also 'Resend Account Verification Email' if you did not receive one.


KENTUCKY
ONLINE GATEWAY
Sign in with your Kentucky Online Gateway (KOG) Account (UAT)
Email Address
Next
Create New Account
Resend Account Verification Email
English
Help
WARNING
This website is the property of the Commonwealth of Kentucky. This is to notify you that you are only authorized to use this site, or any information accessed through this site, for its intended purpose. Unauthorized access or disclosure of personal and confidential information may be punishable under state and federal law by criminal prosecution, penalties, and fines as well as civil penalties. Unauthorized access to this website or access in excess of your authorization may also be criminally punishable and subject to fines and penalties. The Commonwealth of Kentucky follows applicable federal and state guidelines to protect the information from misuse or unauthorized access.

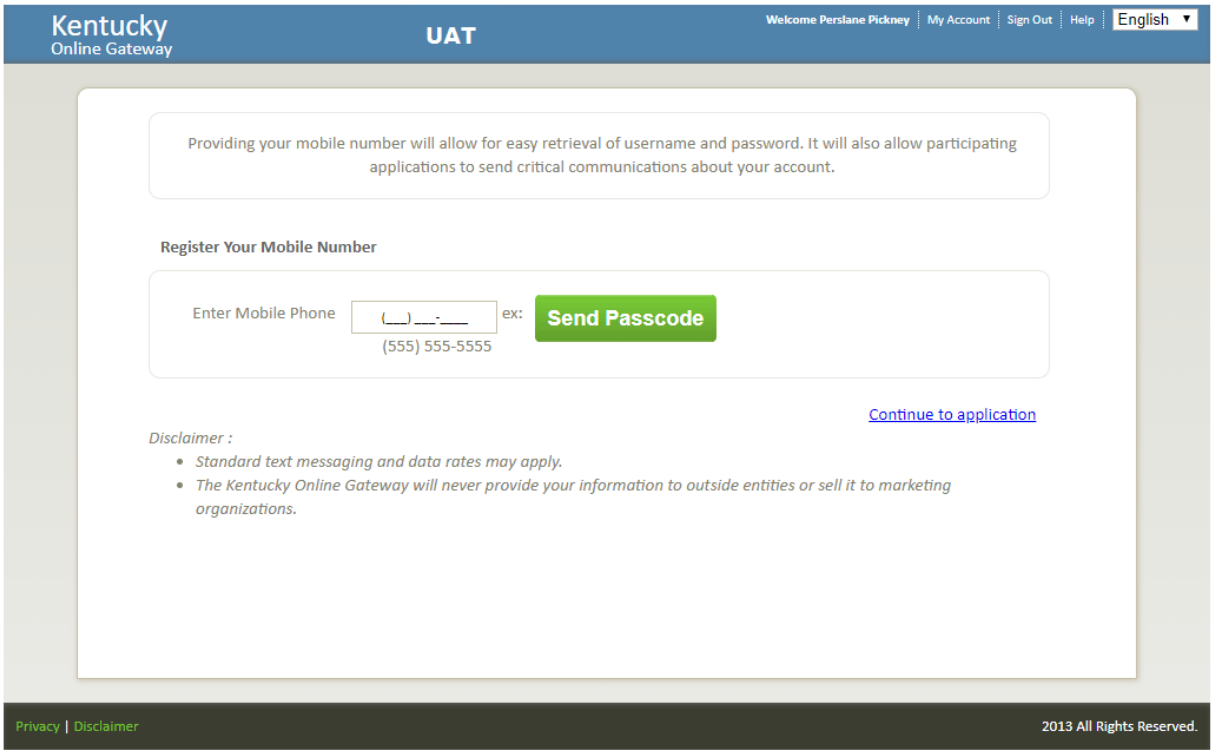

KENTUCKY
ONLINE GATEWAY
****
Verify with your password
erstest100@gmail.com
Password
Verify
Forgot password?
Back to sign in
English
Help
WARNING
This website is the property of the Commonwealth of Kentucky. This is to notify you that you are only authorized to use this site, or any information accessed through this site, for its intended purpose. Unauthorized access or disclosure of personal and confidential information may be punishable under state and federal law by criminal prosecution, penalties, and fines as well as civil penalties. Unauthorized access to this website or access in excess of your authorization may also be criminally punishable and subject to fines and penalties. The Commonwealth of Kentucky follows applicable federal and state guidelines to protect the information from misuse or unauthorized access.

3.2.6 Register Your Mobile Number

New citizens/users may be prompted to ‘Register Your Mobile Number’.



‘Yes Register Now’ will prompt you to ‘Enter Mobile Phone’. Click on ‘Send Passcode’ to complete the registration.

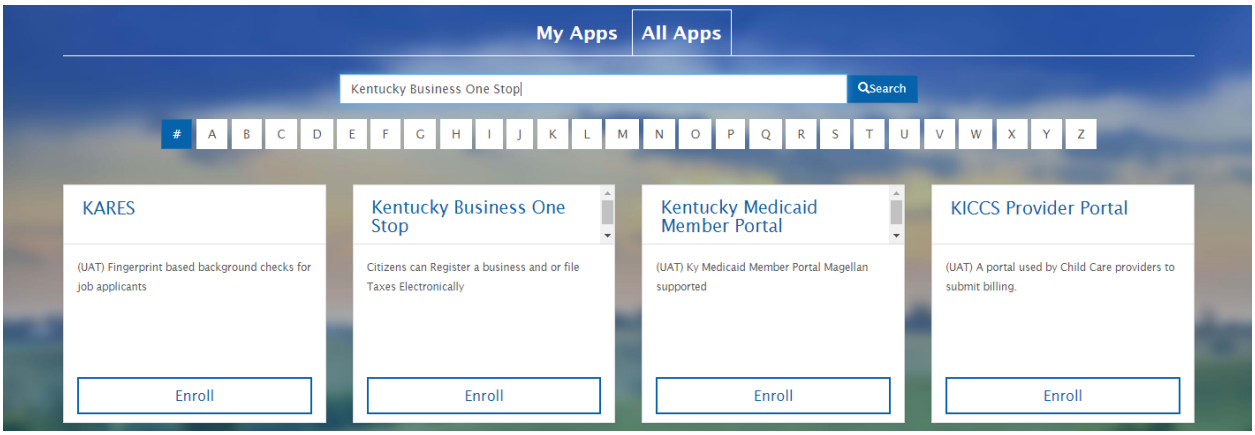


NOTE: you can also click on ‘Continue to application’ to bypass mobile registration.

3.2.7 KOG Dashboard

After successful Sign In, users/citizens are navigated to their KOG dashboard.

New users of KYBOS will have to navigate to the ‘Kentucky Business One Stop’ application tile, under ‘All Apps’, on their dashboard to access KYBOS.



Click on ‘Enroll’ to access KYBOS Dashboard

3.2.8 KYBOS Dashboard

New users/citizens of KYBOS will not have any associated businesses on their dashboard.

You can ‘Register a new business’ or ‘Link My Business’. You can also ‘Request Access’ to ABC for viewing and renewing licenses.

Please reference the supporting user guides for each of these functions:

- One Stop Register My Business
- One Stop Link My Business
- ABC License Renewal User Guide

3.3 Signing Out

New Kentucky Business One Stop users/citizens who wish to access KYBOS in order to register a business will need to ‘Create An Account’ within KOG.

3.3.1 KOG Dashboard

New users/citizens of KYBOS will not have any associated businesses on their dashboard.

3.3.2 KYBOS Dashboard

New users/citizens of KYBOS will not have any associated businesses on their dashboard.

Ky.gov An Official Website of the Commonwealth of Kentucky
Search
Kentucky Business One Stop Portal
lowcountrytidaltales@gmail.com
Account Settings
Sign Out
My Businesses
Submissions in Progress
My ABC Licenses
Business Name
CBI Number
Search by partial Business Name
Search by CBI
Beaufort Washateria, Limited Liability Co
0162901156
10 items per page
1 - 1 of 1 items
Manage Business/Tax Accounts | File an Annual Report | Tax Filing
Register a new business
Register a new business with the Kentucky Secretary of State and/or the Kentucky Department of Revenue.
Request Access
Alcoholic Beverage Control (ABC)
Unemployment Insurance
UI Employer Registration