

End User Manual “Team Site login: install and use a Smartphone Token (MP-1)”

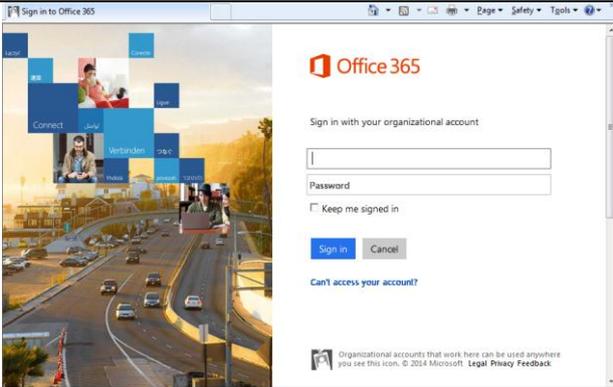
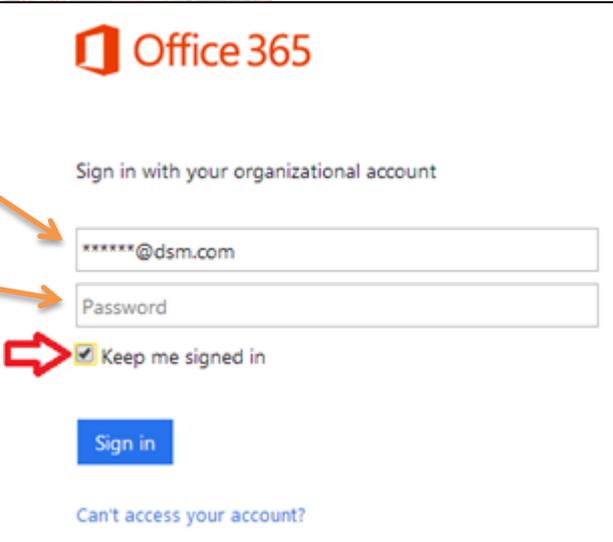
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This procedure is being divided into the following parts:

- A. Authenticate to Microsoft Office 365/Sharepoint
- B. Configure Token and PIN-code
- C. First time logon

A. Authenticate to Microsoft Office 365/Sharepoint

<p>1. Go to http://dsm1234.sharepoint.com</p> <p><i>Note: Are you an External User? Above link is generic for DSM, a more specific link might need to be communicated to you by your DSM contact person to access the specific Team Site</i></p>	
<p>2. Login to Microsoft Office 365</p> <p>Username: Type firstname.lastname@dsm.com</p> <p>Do NOT enter a password and click on 'Keep me signed in' to prevent this window from appearing again</p>	

3. You will be redirected from Office 365 to the 'DSM Strong Authentication Service page'

 Office 365



@dsm.com

Redirecting
.....

We're taking you to your organization's sign-in page. [Cancel](#)

Keep me signed in

[Forget this account](#)



DSM Strong Authentication Service page

Please login with Aurora ID and One-Time Password (OTP)

Aurora ID

firstname.lastname@dsm.com

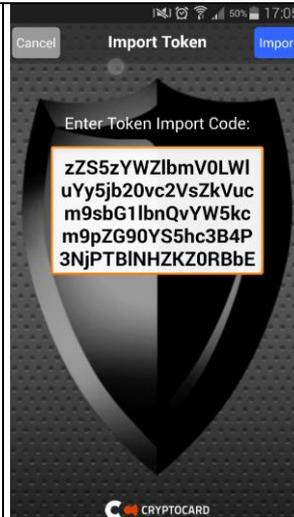
One-Time Password

Login

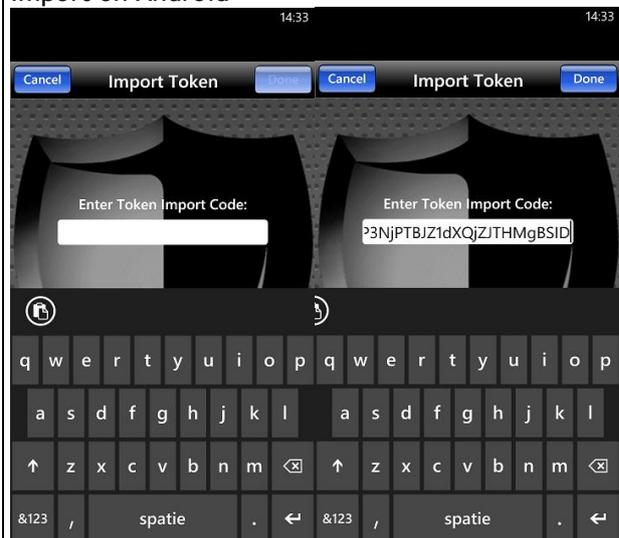
B. Configure Token and PIN-code

<p>1. For the access to DSM with a token you will receive an email to activate your token</p> <p>Click on the link in the activation email which you've received from <i>authentication.service@dsm.com</i></p>	<p>Important Action Required to Activate Your Token</p> <p><input type="checkbox"/> authentication.service@dsm.com</p> <p>Sent: di 25-11-2014 16:04</p> <p>To:  Last, Firstname</p> <hr/> <p>Dear Fist, Lastname,</p> <p>You have received a token from the DSM Security Department.</p> <p>Activate your token by clicking on the link below: CLICK HERE TO ACTIVATE YOUR TOKEN</p> <p>Need Help? Please consult the manuals at the Access Management Portal</p> <p>Kind regards,</p> <p>DSM Security Department</p> 
<p>4. Remember your User ID. It has the format of an email address.</p> <p>5. Select the type of device you have from the list.</p> <p>Click the Next button.</p>	<p>DSM - Authentication Service Self-Enrollment</p> <p>SafeNet Authentication Service Multi-Platform Token (MP Token) can be installed on many different target devices. The allowed targets are set by your SafeNet Authentication Service Administrator.</p> <p>User ID: @dsm.com</p> <p>I would like to install an MP token onto</p> <p><input checked="" type="radio"/> iPhone <input type="radio"/> Android <input type="radio"/> Windows Phone</p> <p><input type="button" value="Next"/></p> <p>Copyright © 2014. SafeNet Inc. All Rights Reserved.</p>
<p>6. Type your email address you use on your Smart Phone so that you can receive and continue the activation on your phone.</p> <p>Click the Next button.</p> <p><i>NOTE:</i> If you by accident click on next and you cannot access the second mail on your phone, simply forward the second mail you receive with links to install the application and the installation code to an email address you can access on your SmartPhone.</p>	<p>DSM - Authentication Service Self-Enrollment</p> <p>SafeNet Authentication Service Multi-Platform Token (MP Token) can be installed on many different target devices. The allowed targets are set by your SafeNet Authentication Service Administrator.</p> <p>User ID: @dsm.com</p> <p>E-mail to: <input type="text" value="email.on.phone@company"/></p> <p><input type="button" value="Next"/></p> <p>Copyright © 2014. SafeNet Inc. All Rights Reserved.</p>
<p>7. As a confirmation you will get the following screen. The internet browser can be closed and you can continue from the email you received on your Smart Phone.</p>	<p>DSM - Authentication Service Self-Enrollment</p> <p>SafeNet Authentication Service Server will send an e-mail to you. The e-mail will contain initial PIN and Over-The-Air installation link (OTA). You may close your browser now.</p> <p>Copyright © 2014. SafeNet Inc. All Rights Reserved.</p>

The next steps will need to be done ON your Smart Phone, you want to use your token on!	
<p>8. Open the email on your Smart Phone</p> <p>9. Email Step 1: Tap the icon to download and install the MP-1 App. This will open your devices app-store.</p> <p>10. Email Step 2: Go back to the received email after the installation of the Soft-token has been finished. Copy the activation code by holding your finger on the text and select copy.</p> <p><i>NOTE: Please make sure that you copy the entire code. Not all devices show the complete code, Scrolling to the right is in that case required to view and copy the complete code.</i></p>	<p>Over-The-Air (OTA) Installation for Android device</p> <p>authentication.service@dsm.com Add to contacts 4:50 PM To: erwinvz@outlook.com</p> <p>Dear Ervin van Zanten,</p> <p>Please note that this e-mail must be opened on the smartphone where the token will be installed.</p> <p>Follow these 2 steps in order to install the MP-1 (Multi Platform) token on your Android device:</p> <p>Step 1 Tap the icon below to download the MP-1 app from the Google Play Store.</p>  <p>Step 2 Now that the MP-1 app is installed, Please copy the line of code below: aHR0cHM6Ly9zZS5zYWZlbnV0LWluYy5jb20vc2VsZkVuZm9sbG1lbnQvYW5kcm9pZG90Y55hc3B4P3NjPTBINHZKZ0R0bEgBSID</p> <p>Open the MP-1 application and press import in the top left corner of the screen. Press the paste button which copies the line of press Import.</p> <p>After installation you will be prompted to provide a PIN code to access your token code on your device. This PIN code has to cor numbers, with a maximum of 16.</p> <p>Kind regards, DSM ICT</p>
<p>11. Open the app on your Smart Phone. <i>The name of the app is MP-1.</i></p> <p>12. Press Import</p> <p>13. Paste the activation code by pressing the Paste button (iPhone), on Android this is done automatically, on Windows Phone press the Paste Symbol above the keyboard.</p> <p>14. Finally press Import again to activate your Soft-token.</p> <p>If you get the message: “Your token could not be enrolled” please contact the DSM ICT Service Desk for assistance.</p> <p><i>NOTE: You need to have an active internet connection to complete the import procedure.</i></p>	 <p>MP-1 MP-1 app</p> <div style="display: flex; justify-content: space-around;"> <div style="text-align: center;">  <p>Import on Iphone</p> </div> <div style="text-align: center;">  </div> </div>



Import on Android

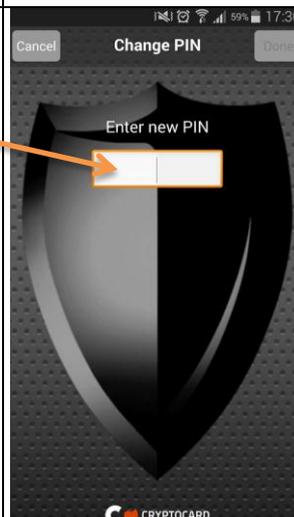


Import on Windows Phone

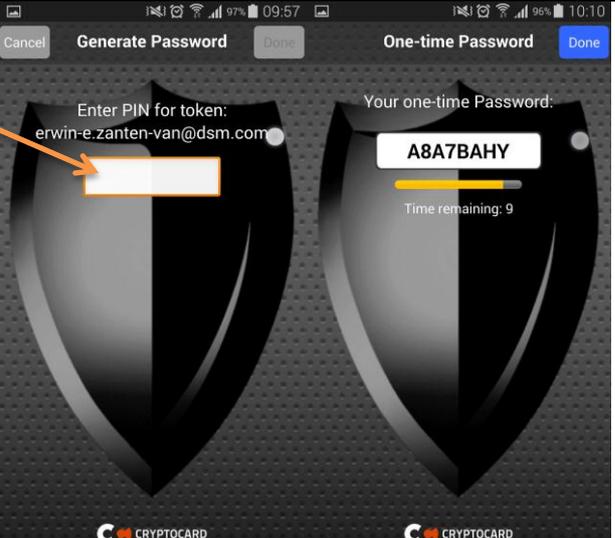
15. You will be asked to enter a new PIN code code (min 5 numbers;max 16 numbers) to secure the token on your device, please enter the new PIN code twice.

Providing the PIN code will then generate a code which is actually the Soft-token. So now your Soft-token is ready to use.

NOTE: When you provide the PIN, the Soft-token will only appear for 60 seconds on your Smart Phone, so you should use it within this amount of time.



C. First time logon

<p>16. Goto http://dsm1234.sharepoint.com in your internet browser on PC and open the MP-1 app on your Smart Phone</p>	
<p>17. Type the NEW PIN Code and a new one-time Password (OTP) will be shown</p>	
<p>18. Type User ID, your one-time Password (OTP)</p> <p>Aurora ID (User ID): Type firstname.lastname@dsm.com Example: <i>John.Doe@dsm.com</i></p> <p>One-time Password: Type one-time Password Example: <i>A8A7BAHY</i></p> <p>Click the Login button</p>	