Initial setup for Open Season

This guide walks you through signing into a Savilinx Windows laptop and securing your account with MFA and Windows Hello as required. It explains installing and linking Microsoft Authenticator, creating a Windows Hello PIN, adding a passkey (FIDO), and connecting to company services like the Savilinx Hub and Cato VPN.

1. ***Apple & Android "Microsoft Authenticator App" Store Logo;***



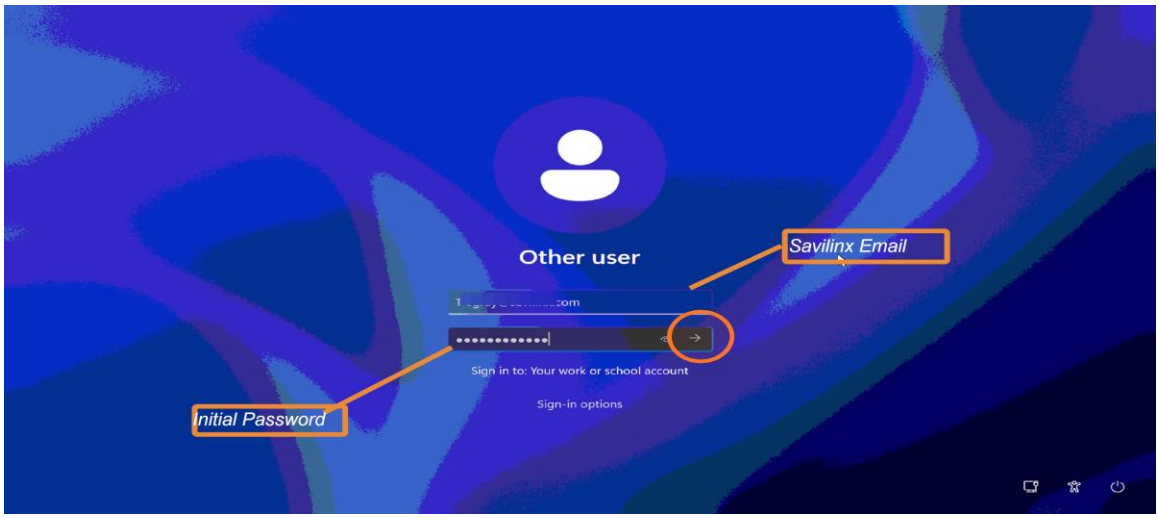
2. ***QR code to download the Microsoft Authenticator app in the App Store***

Iphone QR

Android QR

Initial Setup

3. This should be the initial landing page when the laptop is switched on, the End User inputs the email address (usually firstname.lastname@savilinx.com) provided and click on the forward arrow icon



4. At some point you should see this notifications screens as a sign of successful sign on (with your name and welcome appearing first).



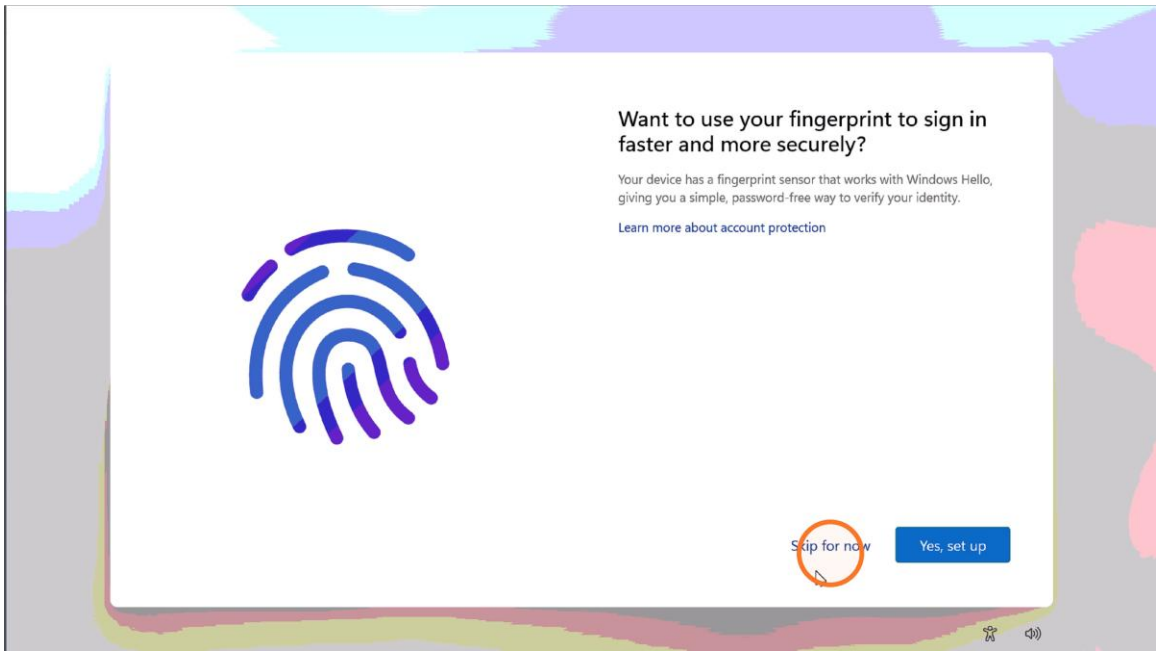




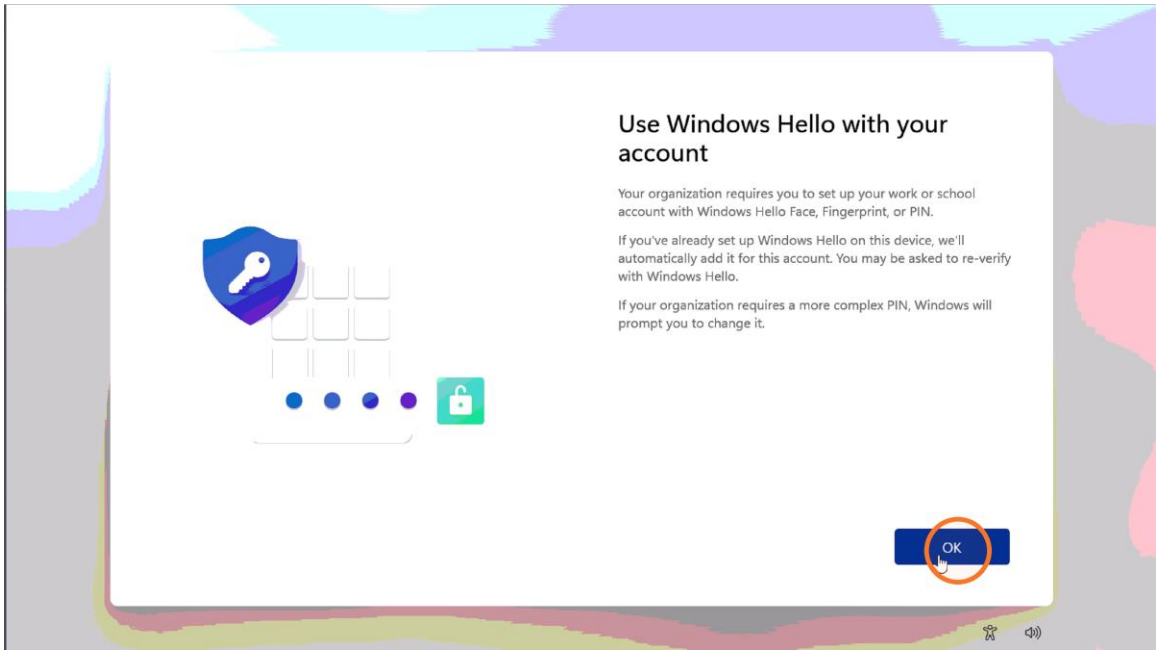




5. Click the Skip for now button. This skips setting up fingerprint sign-in for Windows Hello.

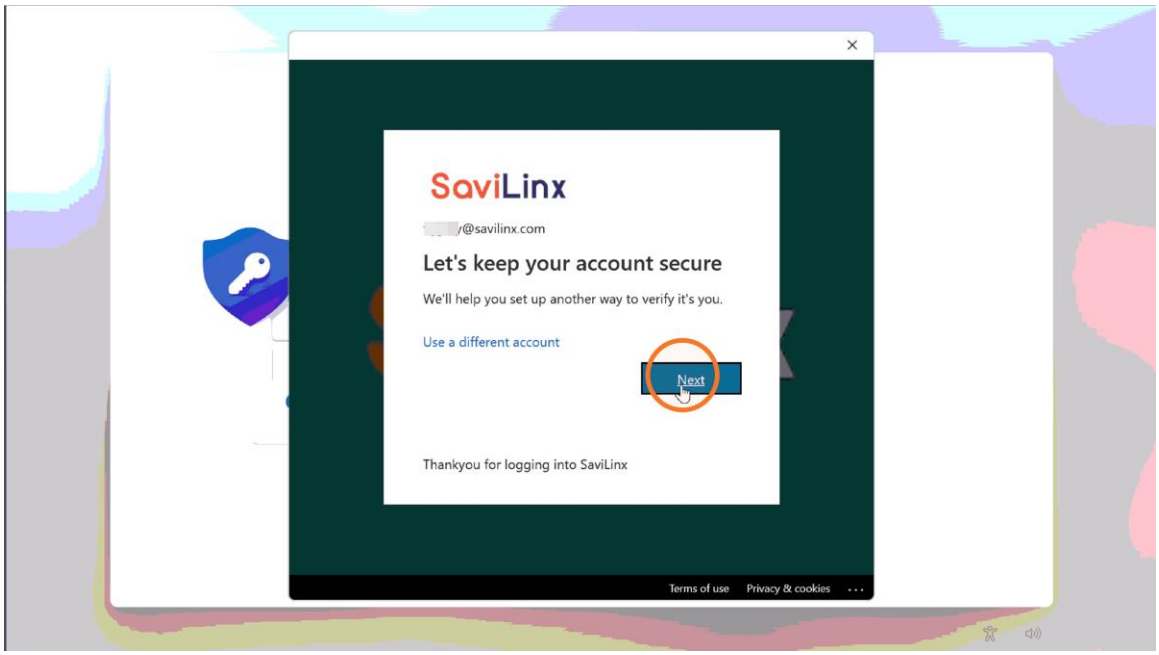


6. Click the OK button. This proceeds with setting up Windows Hello **(PIN)** for your account.

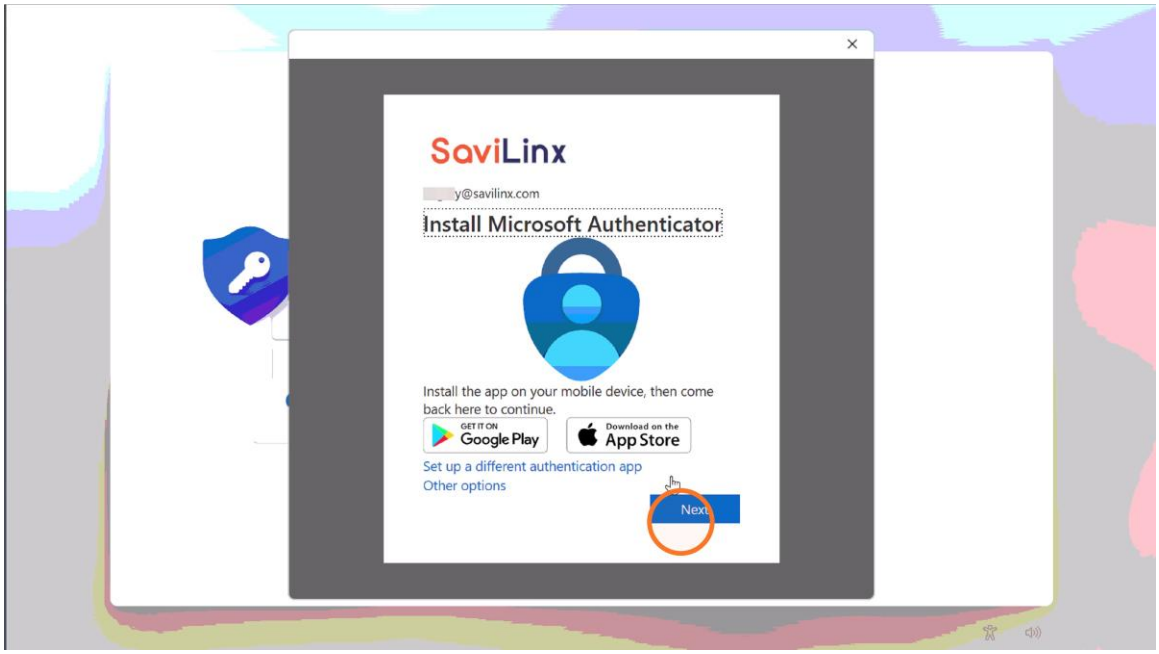


Microsoft Authenticator Set-up

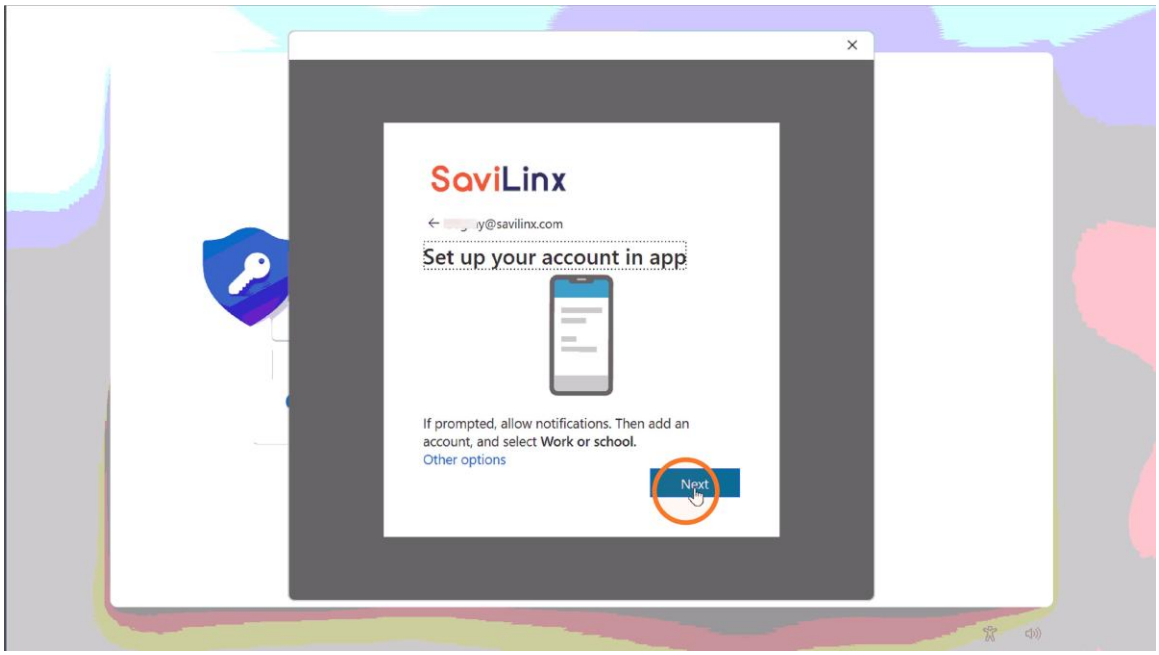
7. You should see this page Next. This starts the process to set up another way to verify your identity (MFA Authentication). You should have the application already downloaded on your phone



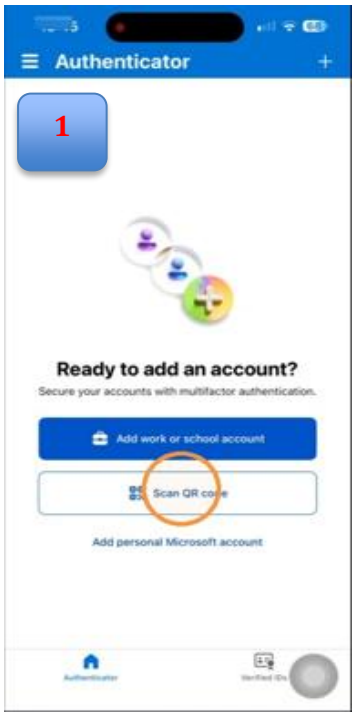
8. This moves to the next step after having already installed the Microsoft Authenticator app on your mobile device. Click Next.

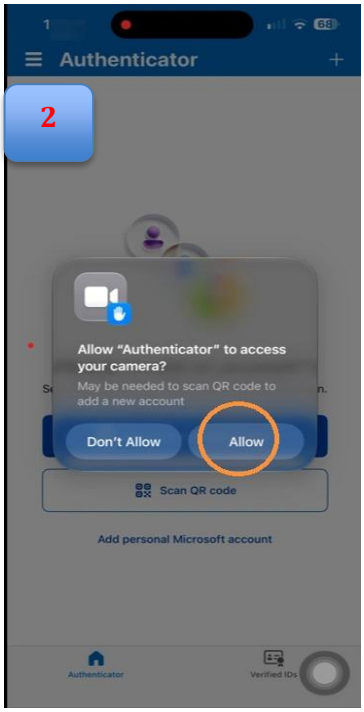


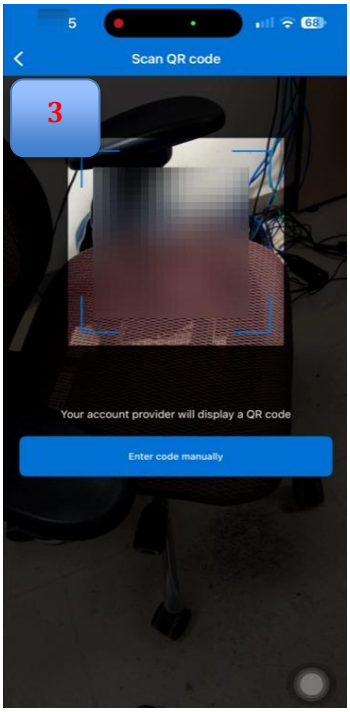
9. Have your phone ready at this point. This should proceed to display the QR code for scanning and adding the account on your device.



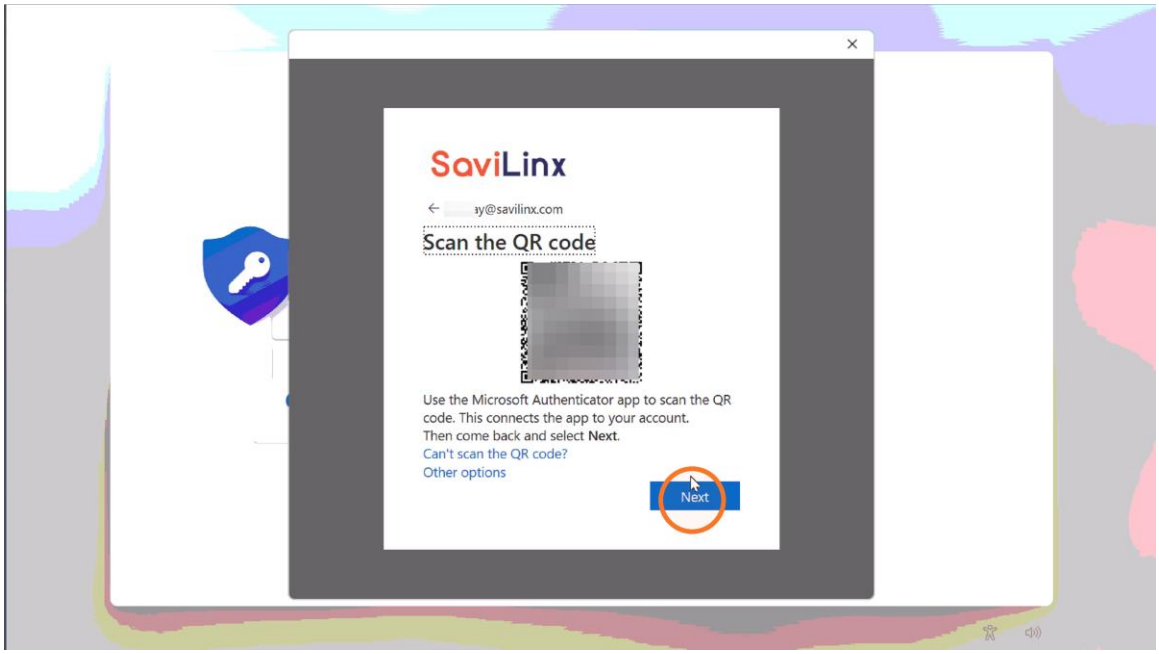
10. Steps to follow on you Microsoft Authenticator mobile app



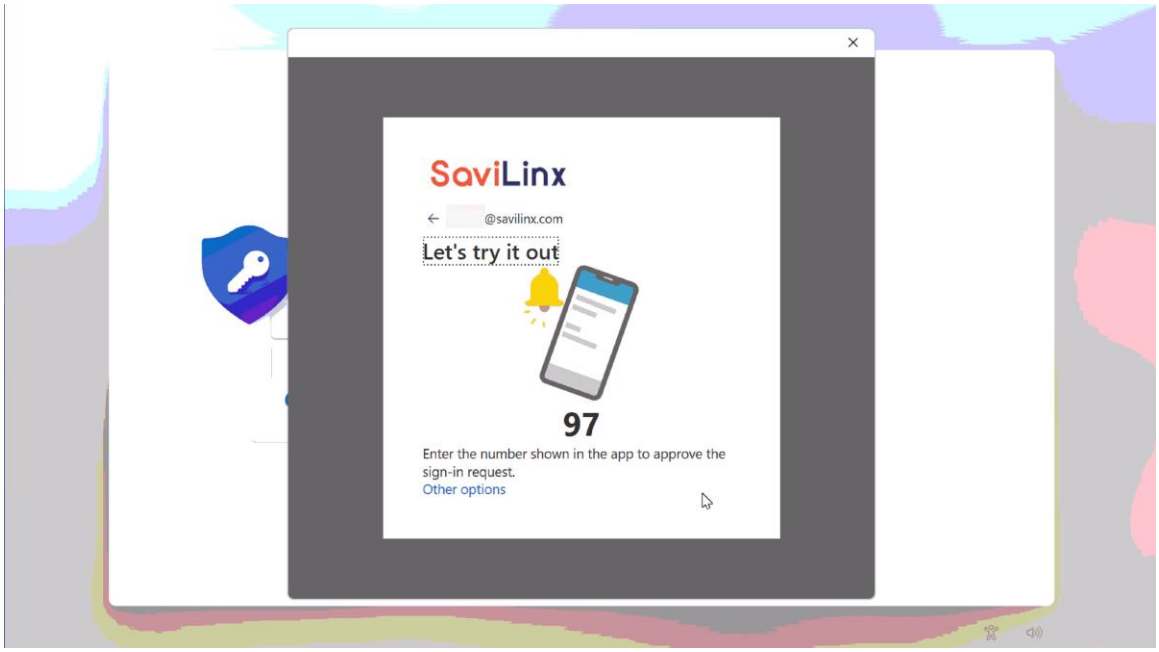




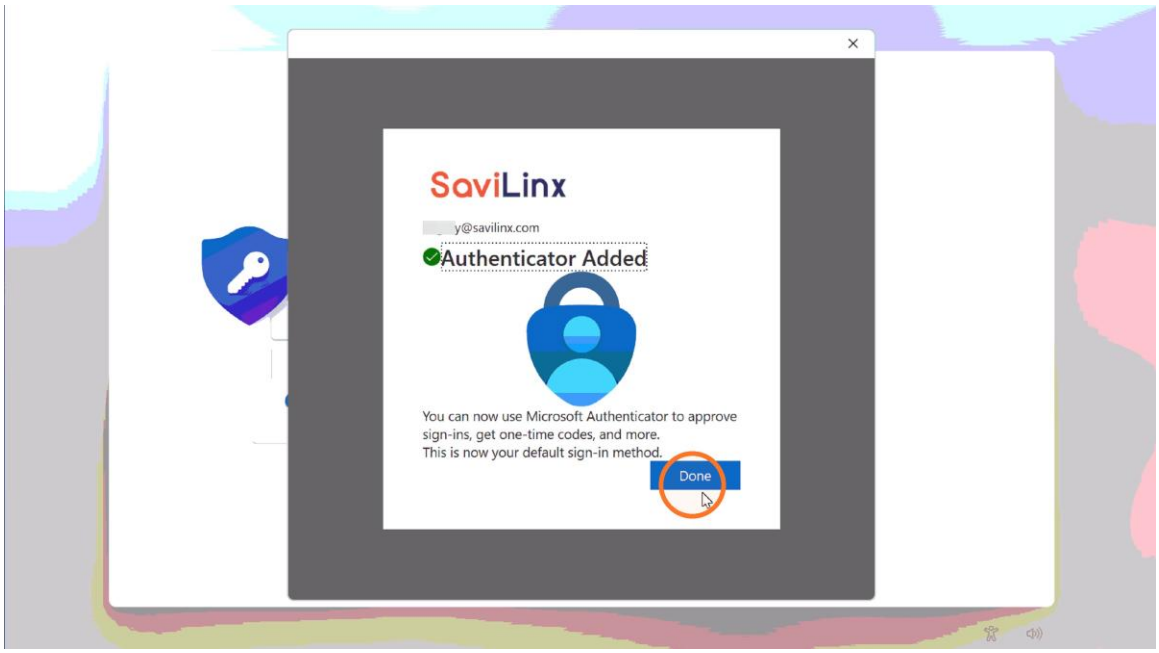
11. Click the Next button after scanning the QR code with your authenticator app.



12. Enter the number shown on the screen into your Microsoft Authenticator app to approve the sign-in request. This step verifies that your device is correctly linked to your account.

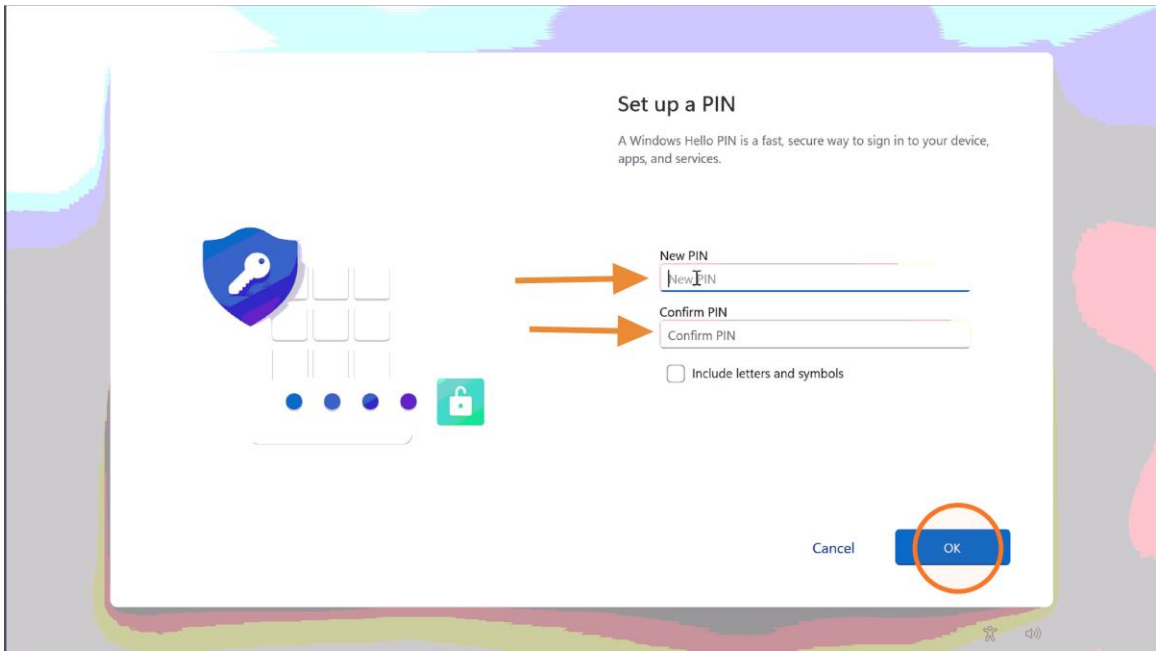


13. Review the confirmation screen indicating that the Microsoft Authenticator has been successfully added. This is now your default sign-in method. Select Done afterwards

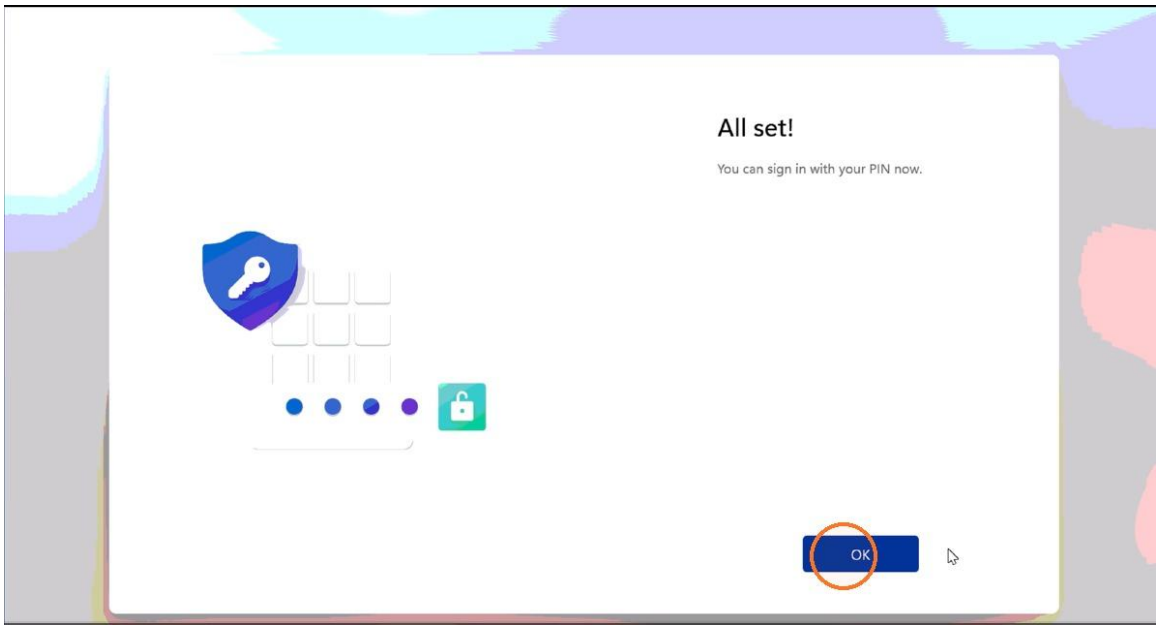


Windows Hello for Business (PIN) set up

14. The next step would be to set up a pin for Windows Hello for Business. The End User should type in a new pin (6 digits or more) in both boxes provided (Type the same PIN into the Confirm PIN field to confirm it.) and select ok afterwards

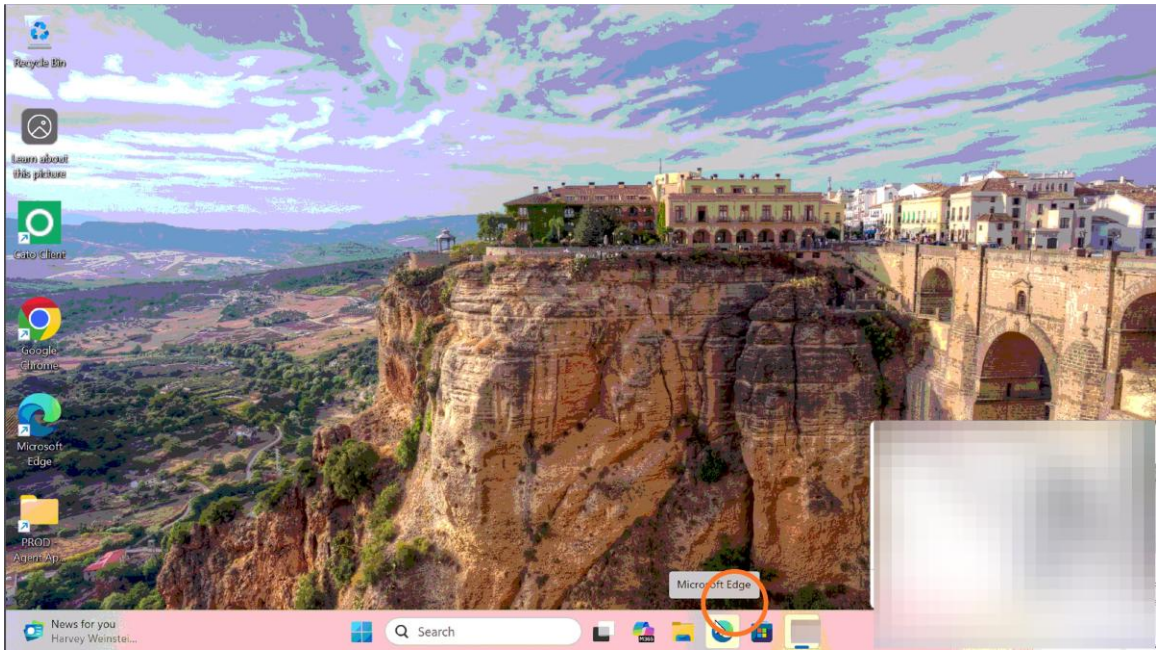


15. Success confirmation page, select ok when this comes on

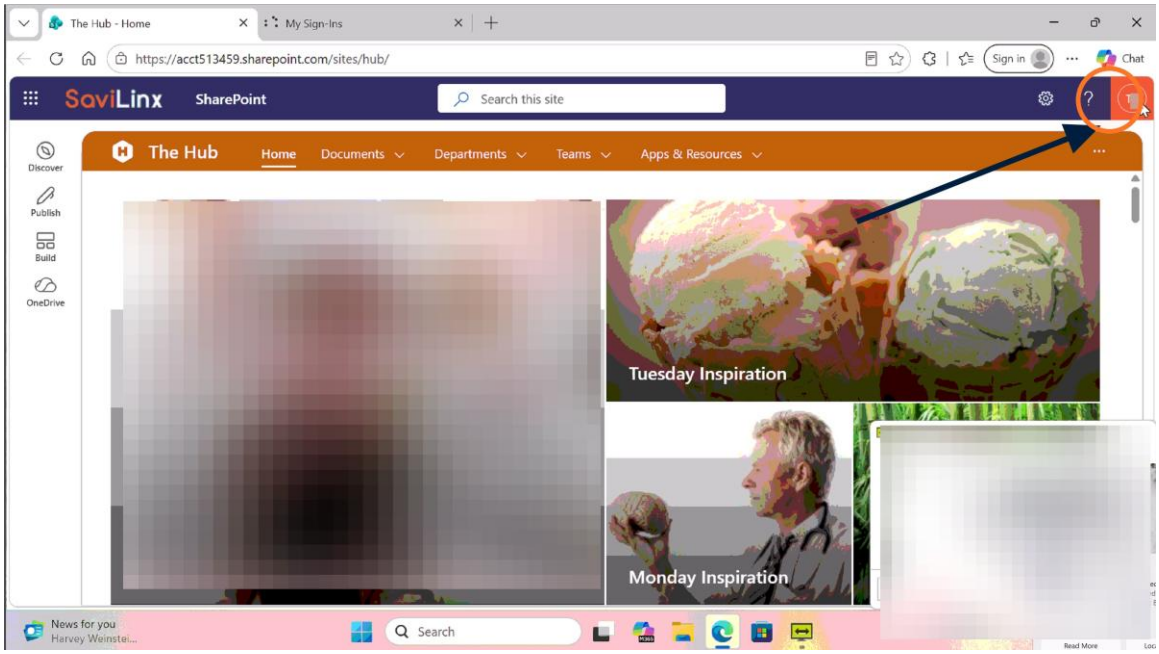


Fido setup for End User

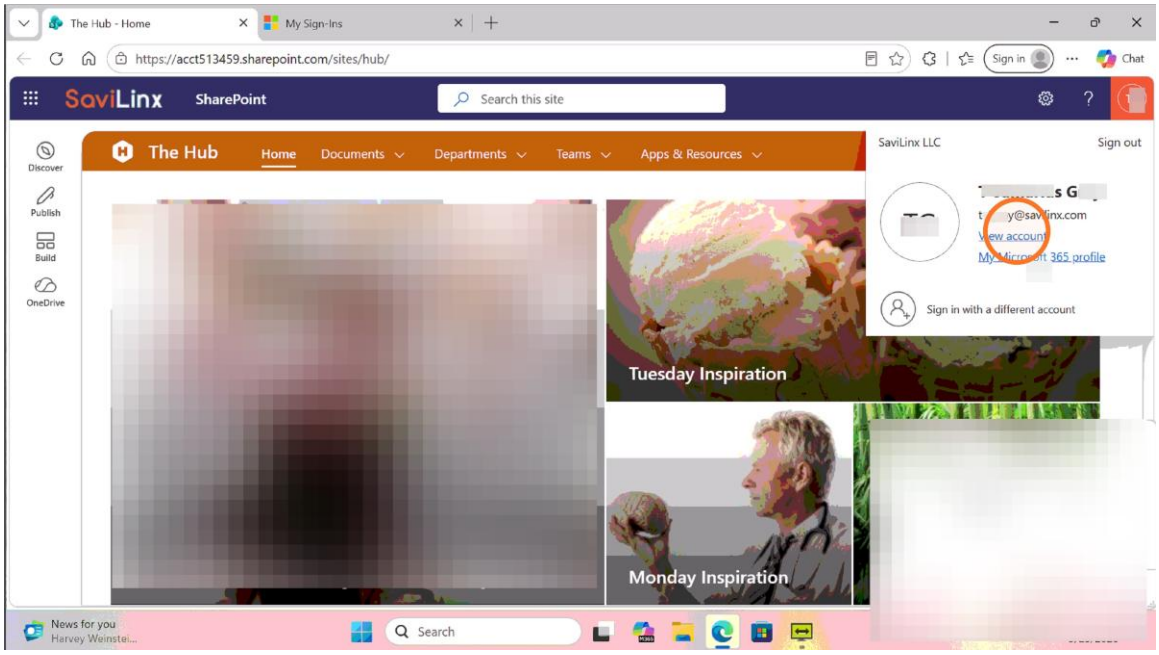
16. Go to your home Screen(+ D). Click the Microsoft Edge icon in the taskbar. This opens a new browser window to access the SharePoint portal ***(Savilinx Hub)***.



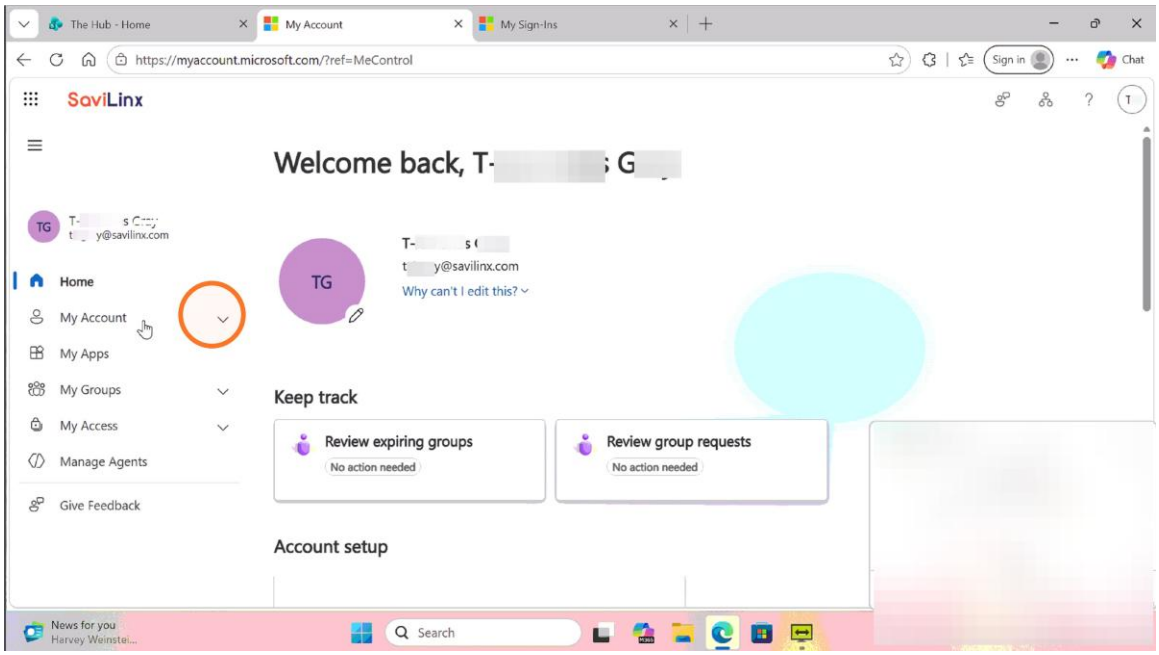
17. Once Savilinx Hub loads, click the account manager profile icon in the top right corner. This opens the account menu options for the logged-in user.



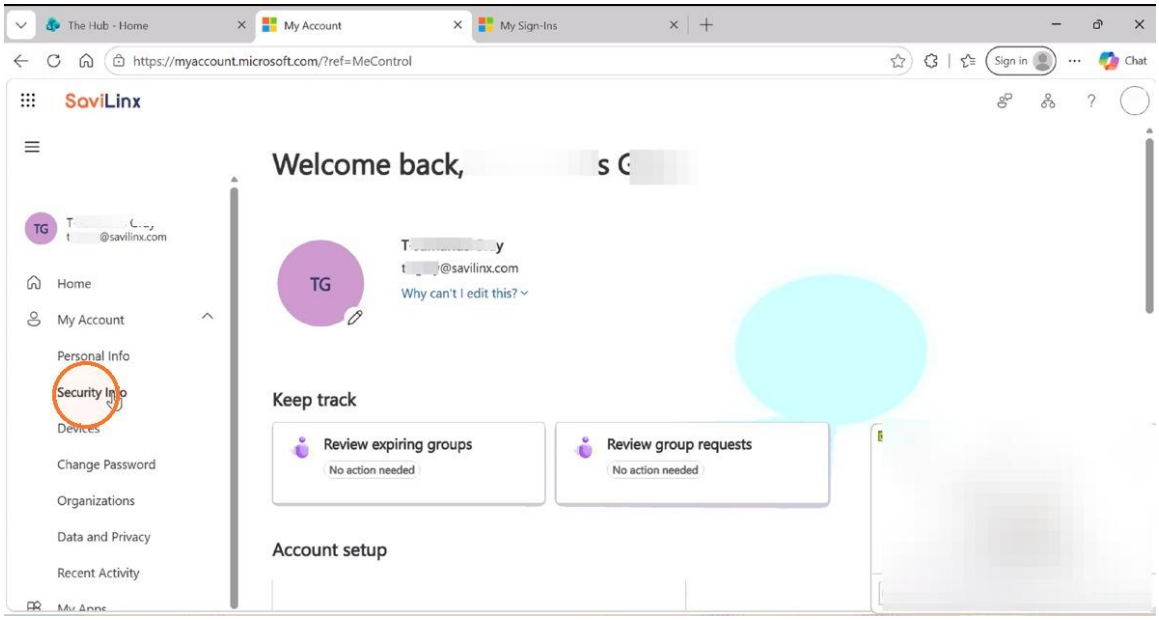
18. Click the **view account link.** This navigates to your Microsoft account overview page.



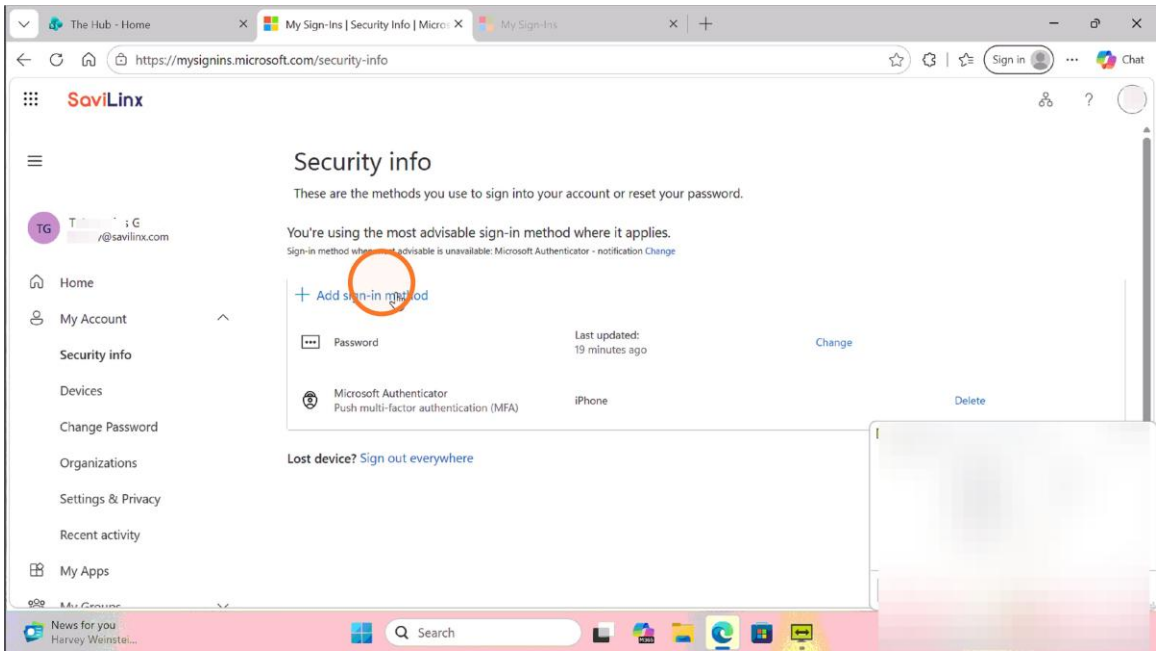
19. Click the My Account dropdown menu in the left sidebar. This expands the menu to reveal additional account settings.



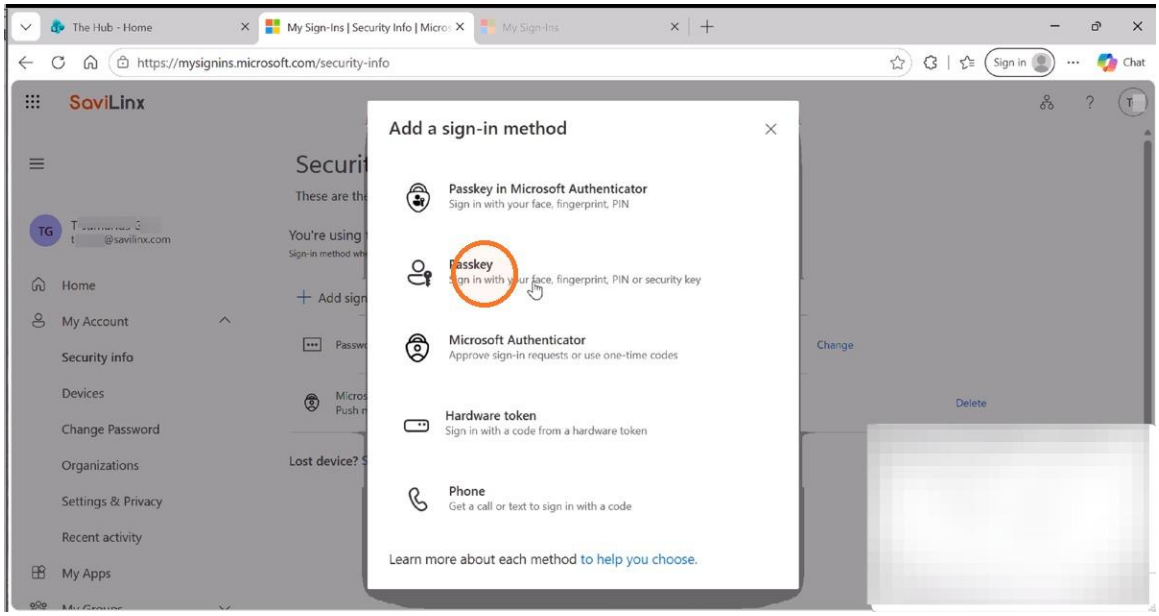
20. Select "Security Info" from My Account dropdown menu.



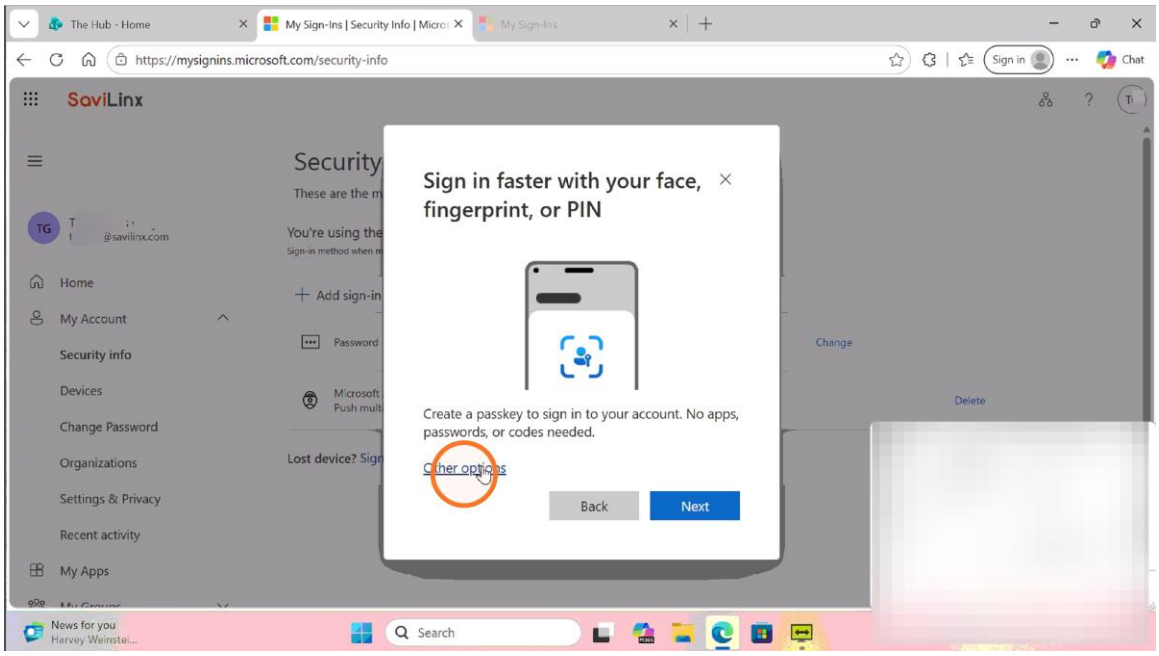
21. Click the Add sign-in method button. This opens a dialog to configure a new authentication method for your account.



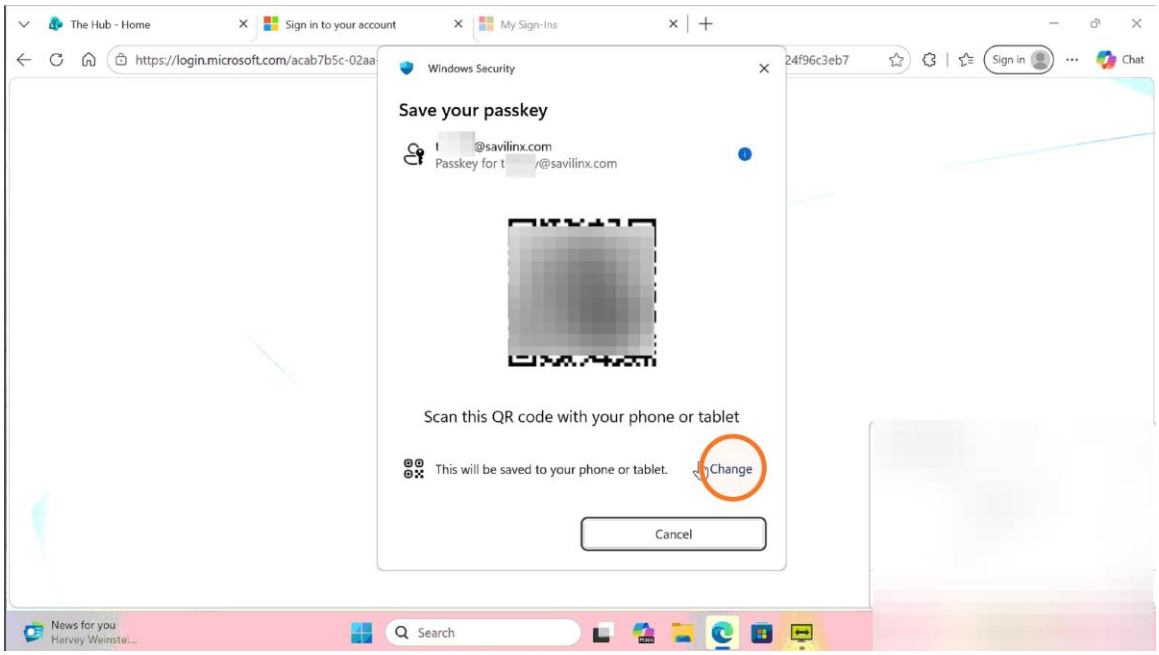
22. Select "Passkey" from this menu.



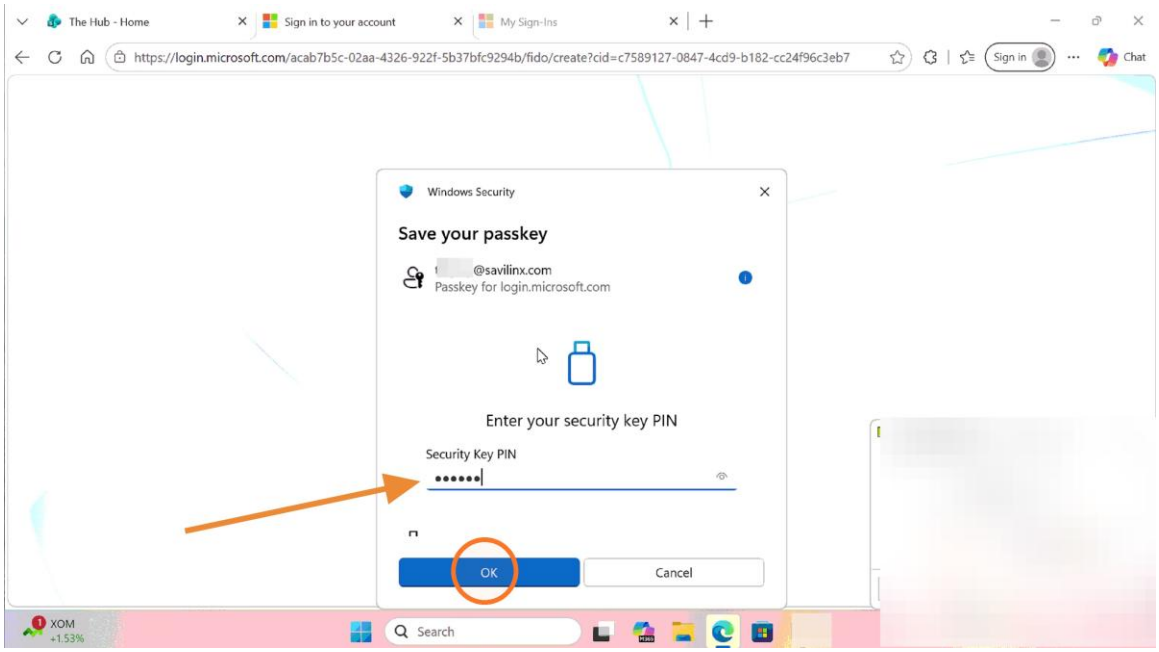
23. Click the Other options link in the modal. This allows you to choose alternative methods for setting up your passkey.



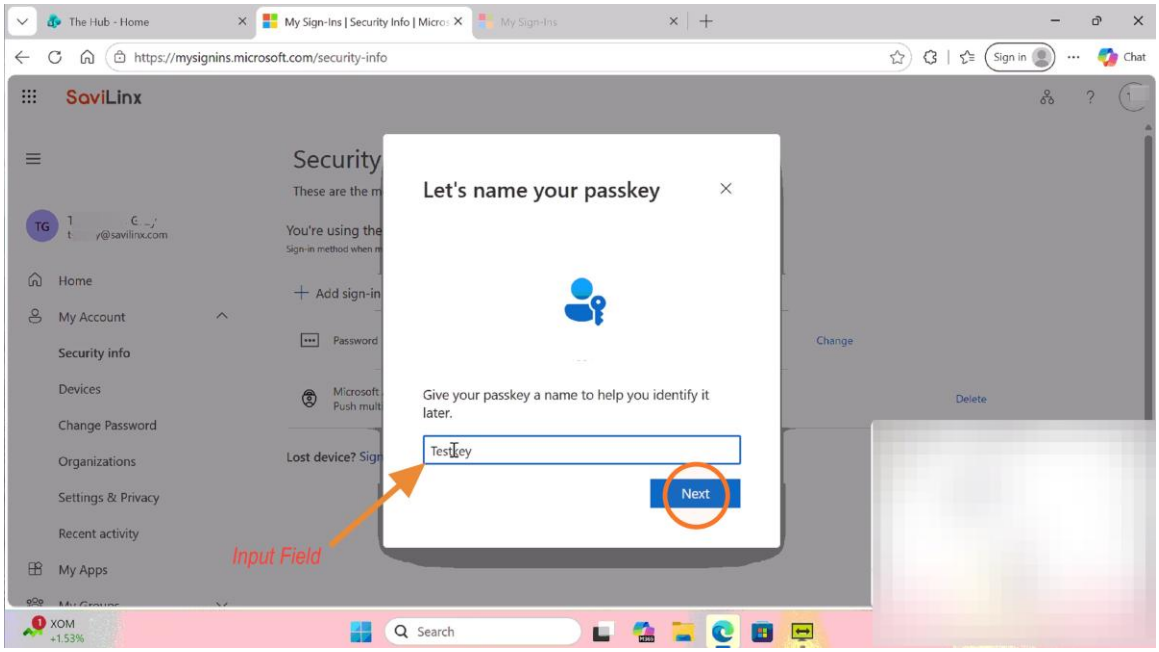
24. Click the Change link to choose a different storage location for your passkey. By default, it may prompt to save to a phone or tablet.



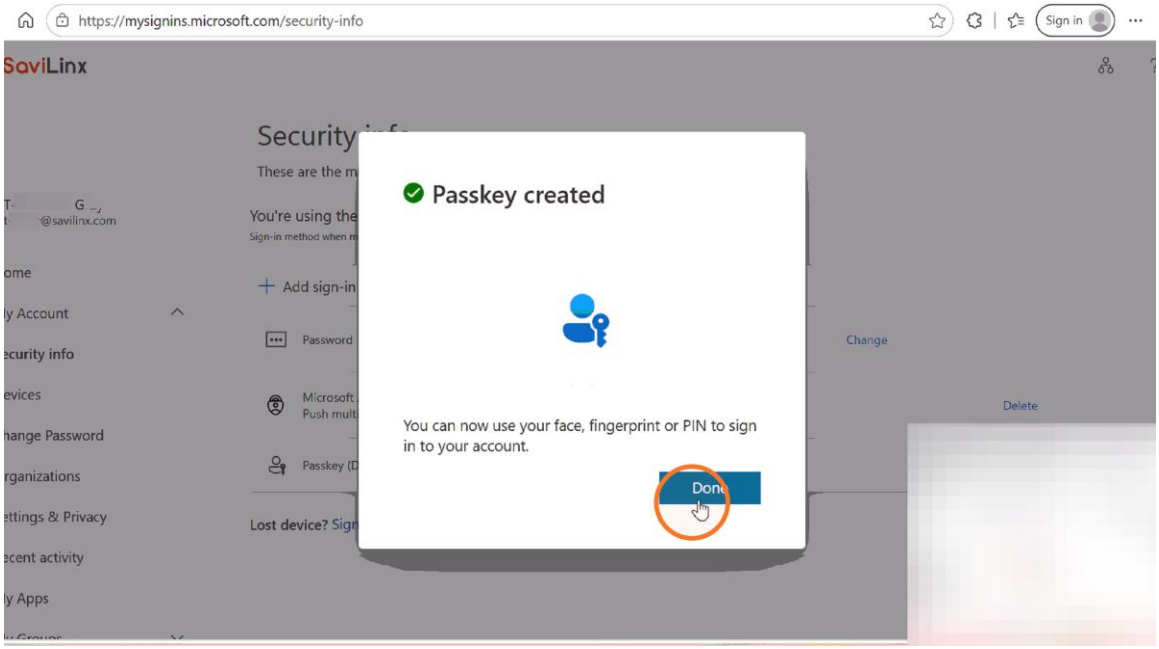
25. Type your security key PIN. This PIN is required to authorize the creation of the passkey on your physical key. Click the OK button to submit your PIN and proceed.



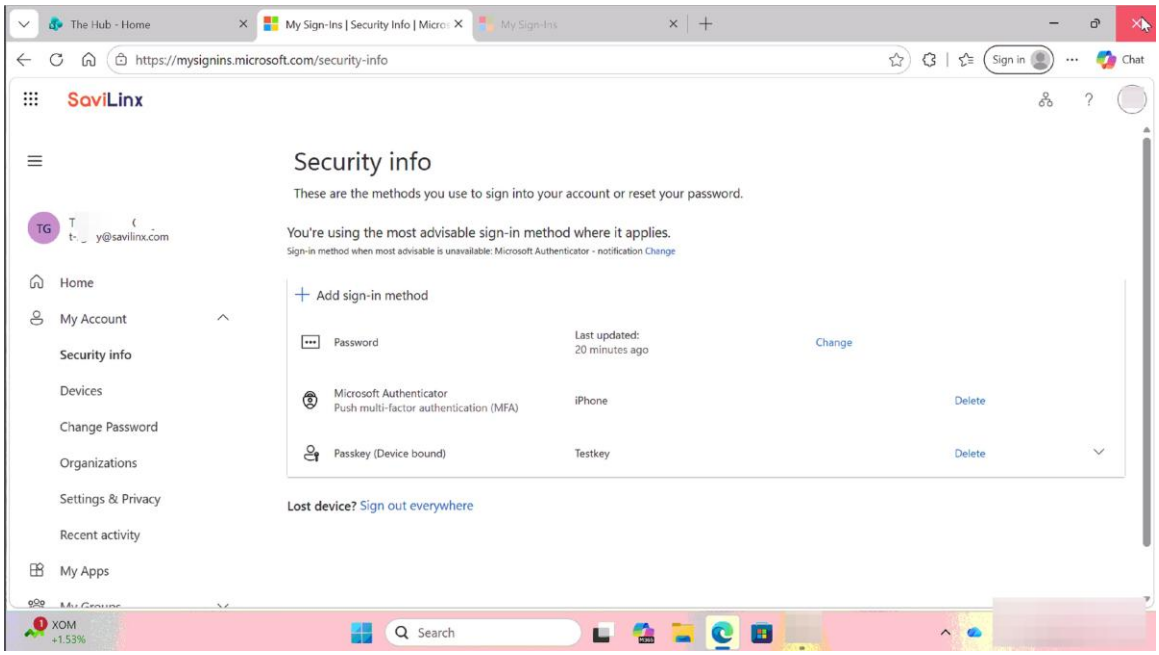
26. Click and type in the text input field to name your passkey. Select Next Afterwards



27. Click the Done button to complete the passkey setup. The new passkey will now be listed under your sign-in methods.

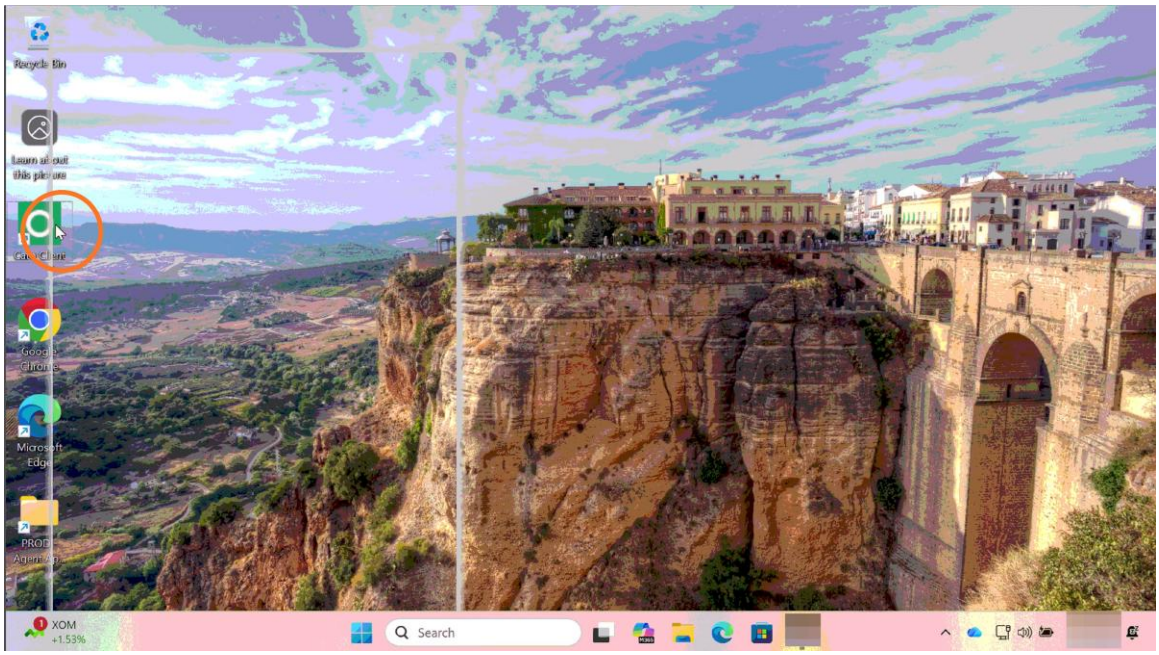


28. Click the Close button in the top-right corner of the browser window. This closes the browser and returns you to the desktop.

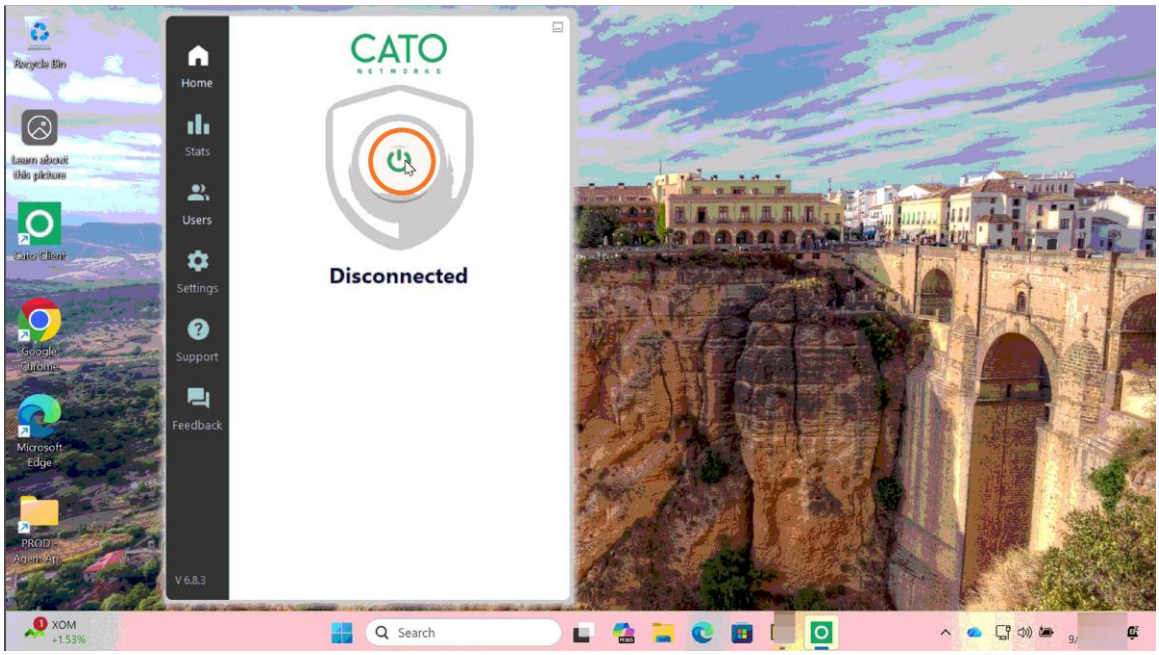


Cato Setup & Connection

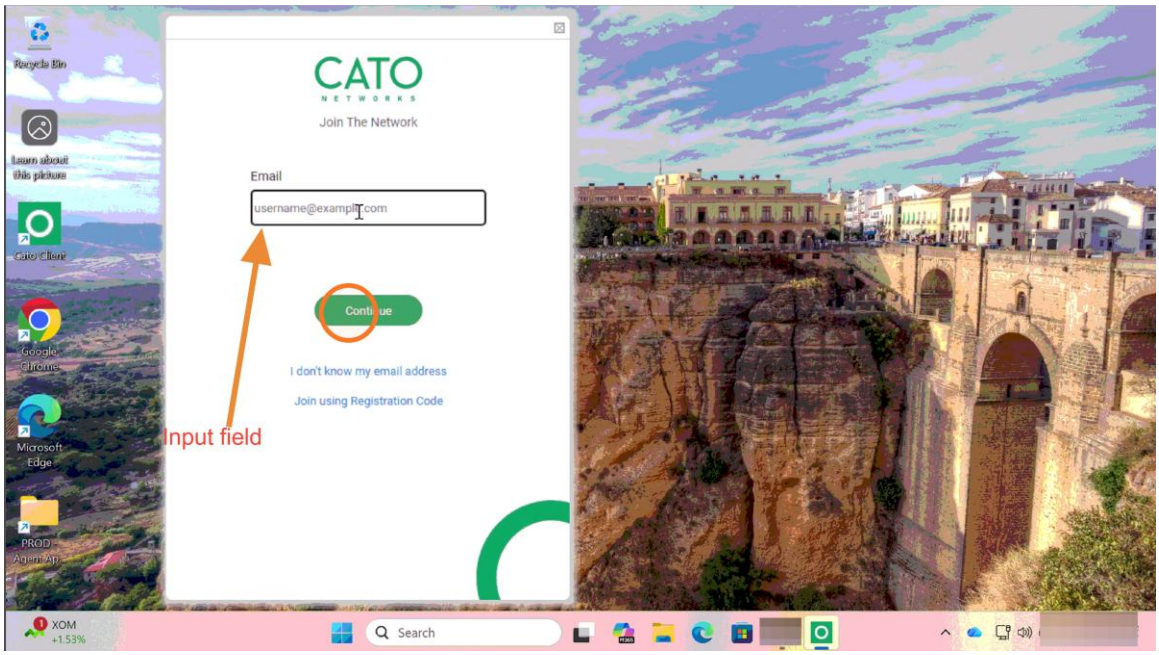
29. Double-click the Cato Client shortcut on the desktop. This opens the Cato Client application.



30. Click the Power looking button in the center of the Cato Client window. This initiates the connection to the Cato Network.



31. Click and type in your Savilinx Email in the input field. Entering the correct email address is necessary to authenticate your account. Select Continue Afterwards, this submits your email address and proceeds to the browser-based authentication step.



32. Getting this browser display confirms the successful authentication. YAY 🎉, you should be connected to CATO now.

