

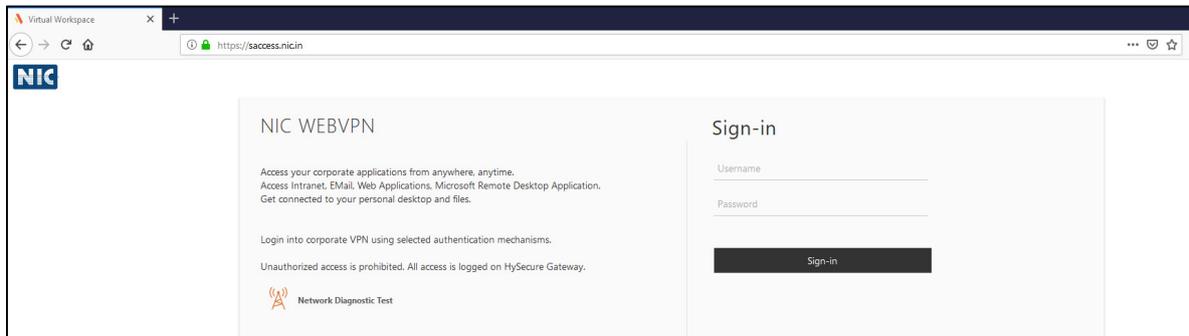
User Manual for WebVPN

The following steps need to be followed to make of use of WebVPN to access the applications conveniently,

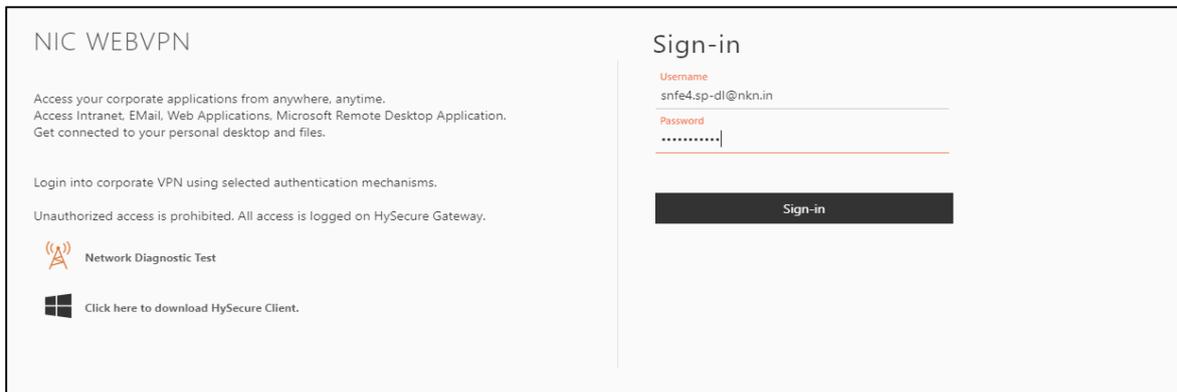
- A. First time login
- B. Register Mobile Token for OTP
- C. Change password (for non-gov, non-nic email addresses only)

A. First time login

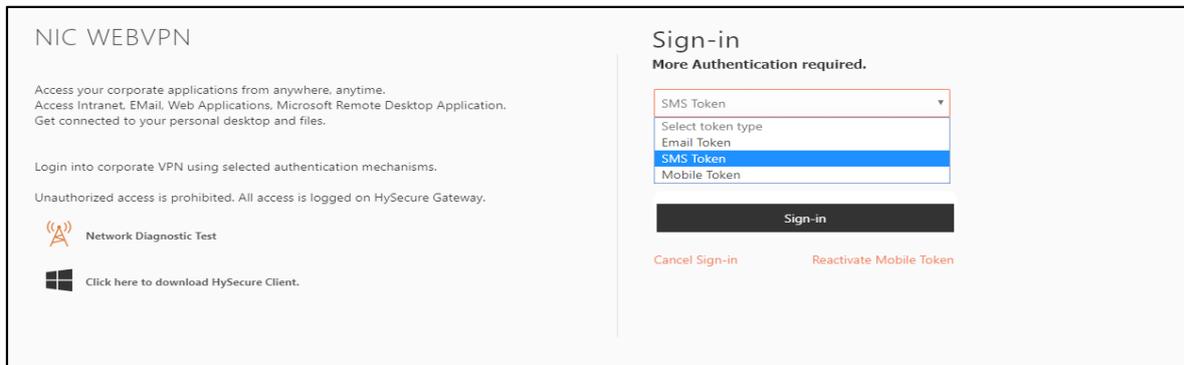
1. Please type the URL <https://saccess.nic.in> (s[ecure] access) in the address of a browser.



2. Login using registered email address as username including @domain.
The password for **government email addresses** like @gov.in, @nic.in, @mea.gov.in etc. is the same as the email account password and cannot be changed from the change password option.
The password for all other **non-government email addresses** like @gmail.com, @yahoo.co.in, @rediffmail.com etc. is provided to the user and needs to be changed on successful login.

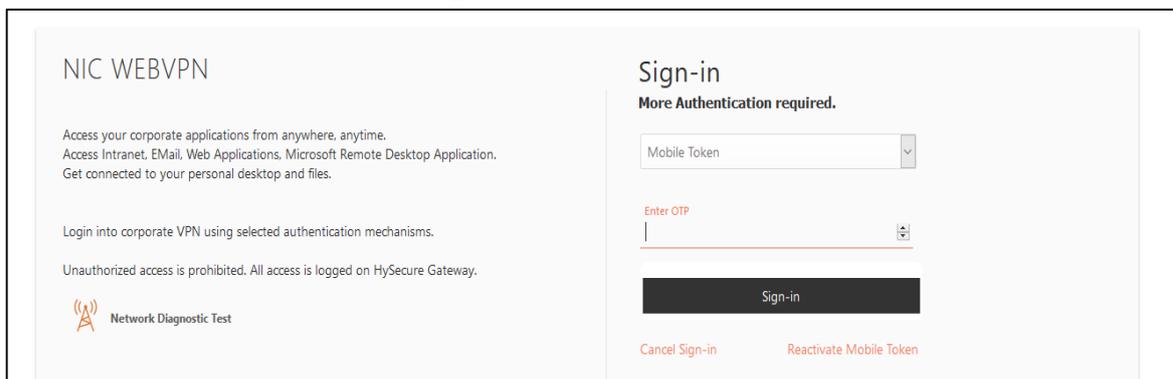


3. Second factor of authentication requires users to enter an OTP which can be obtained using any of the three method viz. Email, SMS and Mobile App. SMS and Email are dependent on the signal strength and data connectivity. Hence best way to obtain OTP is Mobile app based token.

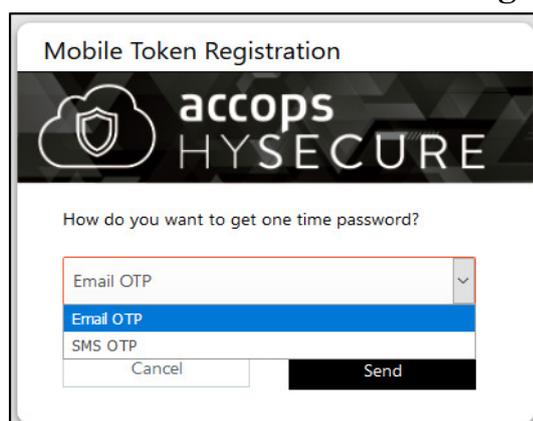


B. Register Mobile Token for OTP

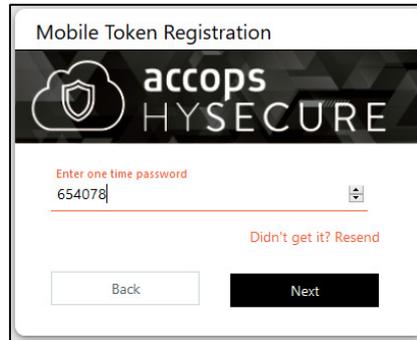
1. Mobile Token based OTP is provided via a mobile app called **Accops HyID** available for iOS and Android platforms from their respective app stores. The user needs to install this app on their smart phones.
2. Open the URL <https://saccess.nic.in> and login as described in the previous section. In the OTP section, select Mobile Token from the dropdown menu and click **Reactivate Mobile Token** under the Sign-in button. It is a one-time registration process.



3. Select Email or SMS OTP in the **Mobile Token Registration** window.



4. Enter the OTP received and press **Next** button.



Mobile Token Registration

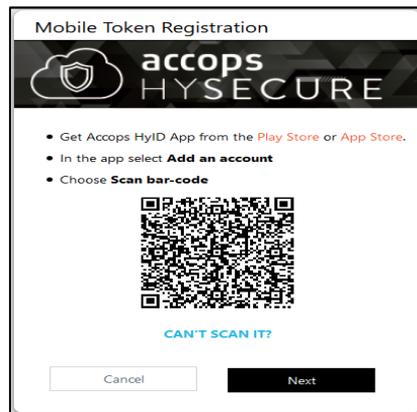
accops
HYSECURE

Enter one time password
654078

Didn't get it? Resend

Back Next

5. Open **Accops HyID app** on your mobile and click on plus (+) sign to add an account. Next **scan the 2D bar-code** displayed on the WebVPN portal on your computer from the app and click **Next**.



Mobile Token Registration

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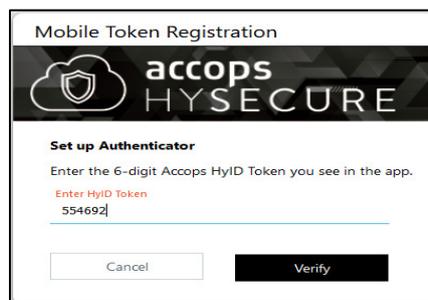
- Get Accops HyID App from the [Play Store](#) or [App Store](#).
- In the app select **Add an account**
- Choose **Scan bar-code**



CAN'T SCAN IT?

Cancel Next

6. Enter the 6-digit Mobile Token visible in the **Accops HyID app** on the WebVPN page. This OTP changes automatically every 30 seconds. Now click **Verify** button.



Mobile Token Registration

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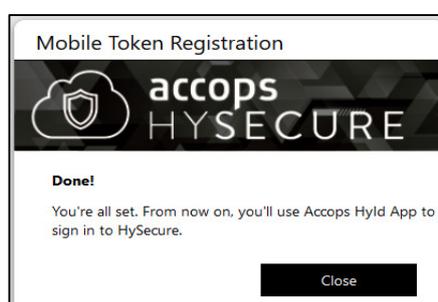
Set up Authenticator

Enter the 6-digit Accops HyID Token you see in the app.

Enter HyID Token
554692

Cancel Verify

7. One-time Mobile Token registration process is complete. This mobile token can be used as the second factor of authentication in WebVPN along with Email/SMS OTP. No Internet or mobile signal is required to use this token for authentication.



Mobile Token Registration

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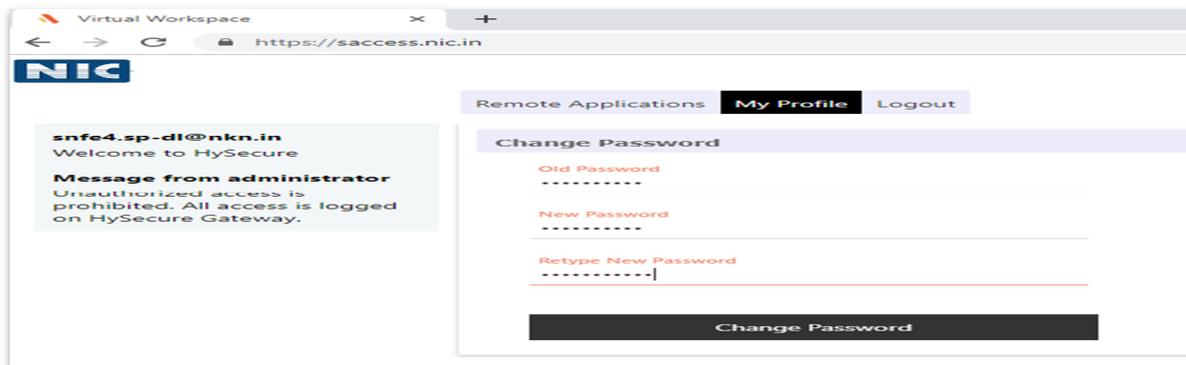
Done!

You're all set. From now on, you'll use Accops HyId App to sign in to HySecure.

Close

C. Change Password

1. The password for **government email** addresses like @gov.in, @nic.in, @mea.gov.in etc. is the same as the email account password and **cannot be changed** from the change password option.
2. The password for all other **non-government email** addresses like @gmail.com, @yahoo.co.in, @rediffmail.com etc. is provided to the requestor and **needs to be changed** on successful login.
3. After successful login, click on **My Profile** tab to change password. Now use this password with the email address to login into WebVPN.



The screenshot shows a web browser window with the URL <https://saccess.nic.in>. The page features the NIC logo and a navigation menu with 'Remote Applications', 'My Profile', and 'Logout'. The 'My Profile' tab is active, displaying a 'Change Password' form. The form includes three password input fields: 'Old Password', 'New Password', and 'Retype New Password', each with a red asterisk indicating a required field. A 'Change Password' button is located at the bottom of the form. On the left side of the page, there is a message from the administrator: 'snfe4.sp-dl@nkn.in Welcome to HySecure. Message from administrator: Unauthorized access is prohibited. All access is logged on HySecure Gateway.'