EBS GA RSA SecurID Soft Token Password Authentication

EBS Global Access RSA SecurID Soft Token Installation Guide

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Contents

1 Overview ........................................................................................................................................... 1

2 EBS GA Installation Procedure ........................................................................................................ 1
  2.1 Confirm the Local Time Zone Setting ......................................................................................... 1
  2.2 Installing ActiveX Control and Macromedia Flash Player ....................................................... 3
  2.3 Select Your Region and Install RSA Software Token ............................................................... 8
  2.4 Install the RSA SecurID ‘Seed’ File ......................................................................................... 10

3 Log into EBS Global Access .............................................................................................................. 14
  3.1 RSA (Automatic) Login Process ............................................................................................... 14
  3.2 (Manual) Old Login Process .................................................................................................... 15
  3.3 Enter Your PIN (Manual and Automatic) ................................................................................ 17
  3.4 Complete the Initial Login Process ......................................................................................... 19

Figures

Figure 1: GMT Time Display Site ........................................................................................................ 1
Figure 2: Date and Time Tab .................................................................................................................. 2
Figure 3: Time Zone Tab ....................................................................................................................... 2
Figure 4: Time Zone tab – Select a Zone .............................................................................................. 3
Figure 5: EBS Global Access Main Log-in Page .................................................................................. 4
Figure 6: Information Bar – Pop-up Blocker Notification .................................................................. 5
Figure 7: Right Click to Install ActiveX Control ................................................................................ 5
Figure 8: Flash Player Software Installer Link .................................................................................... 6
Figure 9: Flash Player – Install Add-on ............................................................................................... 7
Figure 10: Update Flash Player Preferences ....................................................................................... 7
Figure 11: Install Complete .................................................................................................................. 8
Figure 12: Open RSA Software Installer ............................................................................................ 8
Figure 13: STokenInstall.exe .............................................................................................................. 9
Figure 14: Can’t Verify RSA Token Installer .................................................................................... 9
Figure 15: RSA SecurID Software Token Installer Status ............................................................... 9
Figure 16: RSA SecurID Software Token Successfully Installed .................................................... 9
Figure 17: Activate *.sdtid Software Token Email Attachment ....................................................... 10
Figure 18: Enter Database Password .................................................................................................. 10
Figure 19: Transfer Selected Token .................................................................................................... 11
Figure 20: Launch Software Token ..................................................................................................... 11
Figure 21: RSA Software Token ......................................................................................................... 12
Figure 26: Software Token screen ..................................................................................................... 13
Figure 23: EBS Global Access Home Page ....................................................................................... 14
Figure 24: EBS Global Access RSA Seed Login Screen ................................................................. 15
Figure 25: Enter Username and PIN .................................................................................................. 15
Figure 26: EBS Global Access Login screen ...................................................................................... 16
Figure 27: EBS Global Access Login screen ...................................................................................... 17
Figure 28: Create Your PIN page (left – First Login; right – Established Login) ................................ 17
Figure 29: Chose a Security Question ................................................................................................ 18
Figure 30: Session Loading ................................................................................................................. 18
Figure 31: EBS Spot Terms of Use Acknowledge ............................................................................. 19
1 Overview

EBS Global Access (GA) uses state-of-the-art technology to provide a secure environment for your trading activities. GA uses an advanced form of user authentication – RSA SecurID – in place of passwords. With a new authentication code generated every 60 seconds, this verification method is significantly more secure than reliance on static passwords.

2 EBS GA Installation Procedure

Two prerequisites for accessing the EBS Global Access application are to check that your PC is set for:

- the correct time zone and
- the local system clock is set to within a brief time tolerance compared to a known global time clock.

2.1 Confirm the Local Time Zone Setting

Your current network time may or may not be close enough to accomplish synchronization, so EBS suggests you manually set your internal PC clock and time zone based on published Greenwich Mean Time (GMT) using the steps listed below.

[1.] From your browser, access the following URL:
   - http://wwp.greenwichmeantime.com

[2.] Select the appropriate continent and region from the left-hand menu.
   - The yellow clock displays the local time zone and current time.

Figure 1: GMT Time Display Site
3. Open the **Date and Time Properties** window by double clicking on the time display on your PC’s desktop tray.

![Date and Time Tab](image)

*Figure 2: Date and Time Tab*

4. On the **Date & Time** tab, use the controls to adjust your clock to the hour and minute displayed on the browser GMT page as accurately as you can.

Note: The RSA authentication security application must be set within two (2) minutes (plus or minus) of the recognized time in your time zone (based on GMT time). If outside of this two-minute tolerance, the token system is not capable of synchronizing; this will prevent access to the **EBS Global Access** application.

5. In the **Time Zone Settings** box, determine if your time zone matches the zone you chose on the browser GMT page. The time zone list displays in the drop-down menu.

![Time Zone Tab](image)

*Figure 3: Time Zone Tab*
6. To select a different time zone, pick the zone from the drop-down list above the map.

Figure 4: Time Zone tab – Select a Zone

7. Click OK after setting the time and time zones correctly.

2.2 Installing ActiveX Control and Macromedia Flash Player

Prior to the RSA application installation, the application checks your workstation to see if the Macromedia ActiveX Flash Player is installed. Visiting the EBS Global Access Home page and clicking a link will run a system check for the required ActiveX controls.

Note: Internet Explorer (IE) version 7 – 11, Mozilla 12 or above, or Google Chrome are all EBS supported browsers you should use for accessing the EBS Global Access application. EBS does not support any other IE versions or different software manufacturer’s browsers for EBS Global Access use.

1. In your browser, enter the appropriate access URL listed below for your region:

   - Americas  https://amer.ebsspot.com
   - Europe, Middle East & Africa  https://emea.ebsspot.com
   - Asia Pacific  https://apac.ebsspot.com
The EBS Global Access web log-in page opens.

Figure 5: EBS Global Access Main Log-in Page

2. Click on the **Login using RSA** button to run the system test.

   - The EBS Global Access Simple Login Helper page displays.

   a. After installing the components below, you will only need to enter your PIN to log in.

   b. To install the new login enhancement, you may need to approve the following alerts:

      1. If you have a gold bar at the top of this screen, click on the gold bar to allow the install.

   c. If you get a *Security Warning* popup, click on **Install** to install the login helper.

      1. Need Help? If at any time during this process you have difficulties, please contact EBS Customer Support
3. An **Info Bar** only appears if the ActiveX control is missing, as does the **Information Bar** message window (as described on the web page).

   - If **Flash** is **installed**, no pop-up blocker alert displays on the Information Bar and no action is required. Skip to the next section (2.3: “Select Your Region and Install RSA Software Token” on page 8).
   - If **Flash** is **installed**, but it is a **lower version** than required, the pop-up blocker alert displays a message. Follow the steps below to complete the upgrade installation of ActiveX components for Flash.
   - If **Flash** is **not installed**, follow the steps below to complete the installation of new ActiveX components for Flash.

![Information Bar](image)

**Figure 6: Information Bar – Pop-up Blocker Notification**

**Note:** These steps may require you to have administrative access to your workstation. If you do not have administrative access or are unsure, please contact your IT support for assistance.

4. Click **OK** on the message window.

5. Right click the info bar and select “Install ActiveX Control…”

![Install ActiveX Control](image)

**Figure 7: Right Click to Install ActiveX Control**

**Note:** This may take several minutes, based on your connection speed.

6. Click the **Install** button to begin installation.

   - No confirmation message appears. Continue to the next step.

7. Open the **GA Main Login** page, and then start the **Flash Player** installation by clicking on **Get Latest Flash Player**.
- The **Macromedia ActiveX Flash Player** installation page opens.

![Flash Player Installation Page](image)

**Figure 12: Flash Player Installation Page**

**Note:** Adobe wishes to install a **Free Google Toolbar (optional)**. Uncheck the box to skip this option.

8. Click on the **Install now** button to begin the installation process.
The following page display installation steps.

[9] Right click on the information bar and select Run as described in STEP 1 of the webpage.

[10] When the User Account Control pop-up appears, click on the Yes button to continue, as described in STEP 2 of the webpage.

12. When the download completes installation, click on **Finish**.

![Install Complete](image1.png)

**Figure 11: Install Complete**

13. Close **Adobe Flash Player** installation page(s) and start the log-in process from the **EBS Global Access Main Login** page.

### 2.3 Select Your Region and Install RSA Software Token

1. Open the e-mail you received from EBS Customer Support that contains the **EBS Global Access RSA SecurID Installation Guide**, the RSA SecurID software token 'seed' (*.sdtid) file and links to available web regions.

2. In your browser, enter the appropriate access URL listed below for your region:
   - Americas: https://amer.ebsspot.com
   - Europe, Middle East & Africa: https://emea.ebsspot.com
   - Asia Pacific: https://apac.ebsspot.com

   The **EBS Global Access** screen for your region displays.

   ![RSA Software Installer](image2.png)

   **Figure 12: Open RSA Software Installer**


4. Answer **Run** to the question of whether to run or save the **STokenInstaller.exe** file.
5. If you receive a message box stating, “The publisher... couldn't be verified...,” click **Run** to continue.

6. Click on the **OK** button to close the windows. Proceed to the next section to install and activate the corresponding RSA SecurID 'seed' file.
2.4 Install the RSA SecurID ‘Seed’ File

[.]. 1. Open your EBS Welcome email and double click on the *.sdtid file attachment. If your email account does not support double clicking to run an attachment, then first save it locally and then double click on it from that directory.

Figure 17: Activate *.sdtid Software Token Email Attachment

- The Software Token API dialog box appears.

Figure 18: Enter Database Password

[.]. 2. Contact the EBS Customer Support to obtain the “Database Password” requested in the field above.

[.]. 3. Enter the “Database Password” provided by EBS Customer Support and click OK.
The Select Token(s) to Install dialog box appears.

Figure 19: Transfer Selected Token

4. Highlight the token and click on the Transfer Selected Tokens to Hard Drive button.

5. The RSA SecurID Software Token dialog box appears. Accept the token by clicking Yes.

Figure 20: Launch Software Token
- The **Software Token** screen appears. The **Software Token** application provides you with a number called a “TOKENCODE” that displays in the screen’s upper right corner.

Figure 21: RSA Software Token

- The “TOKENCODE” changes every 60 seconds.
- The black bars to the left of the number indicate (in descending order) how much time has elapsed.
- Each black bar represents 10 seconds.
What's a 'RSA Passcode'?

The RSA Passcode is a string of numbers you copy from your RSA software. It is a combination of your PIN plus the randomly generated RSA Tokencode. Remember to always enter the PIN you created into the RSA software before copying and pasting to login to EBS Global Access.

If this is your first time logging in, just enter the Tokencode from the RSA Software. During your first login, you will be asked to create a PIN which you will use on subsequent logins.

Figure 26: Software Token screen

- “You are now ready to log into the EBS Global Access system and create your own unique personal identification number (PIN) to use for logging into Global Access.”
3 Log into EBS Global Access

1. Open the EBS Global Access page for your region.

There are two possible paths to enter the system: a Login button or Login link

- Clicking on the Login using RSA button opens the enhanced automatic RSA login, as described in section 3.1.
- Clicking on the Old Login Screen button opens the manual login, as described in section 3.2.

3.1 RSA (Automatic) Login Process

This new login process simplifies accessing the EBS GA application by automatically populating the RSA seed information into the GA Login page field.

1. Start the login process from the EBS Global Access Home page by clicking on the Login using RSA button.
2. Enter your “Username” (email address); the “Select Correct RSA Seed” drop-down list should be filled in automatically.

Note: If there is more than one RSA seed file in the drop-down list, select the latest seed. If no RSA Seed is present, contact EBS Customer Support for assistance in determining correct seed file.

3. Click the Select Seed button.

- The Create Your PIN page displays. Continue to the next section (3.3: “Enter Your PIN (Manual and Automatic)”) to create your own PIN for use in the login process.

3.2 (Manual) Old Login Process

1. From the EBS Global Access home page, click on the Old Login Process link.

- The EBS Global Access Login page opens.
2. On the Login page, enter your “User Name” in the proper field. (See the next step for a description of how to copy and paste the PIN or TOKENCODE.)

3. Enter your “User Name” in the proper field.
   - Your “User Name” is the e-mail address you provided to your EBS Sales Executive when you signed up for EBS Global Access (User Name = e-mail address).

4. Switch to the RSA Software Token page and click Copy!
   - The RSA TOKENCODE is copied to your PC’s memory for easier retrieval.

5. Go back to the EBS Global Access Login page. Paste the saved RSA TOKENCODE into “RSA Passcode” field. Click on Login.
Check the “Remember Username” checkbox, if desired.

The **Create Your PIN** page opens (see Figure 28).

Skip forward to section 3.3 “Enter Your PIN (Manual and Automatic)” on page 17 to complete the PIN Entry steps.

## 3.3 Enter Your PIN (Manual and Automatic)

1. Enter your “New PIN”. Repeat in the “Confirm New PIN” field.

   - PIN must be numbers only, with between 4 to 8 characters.

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**Figure 27**: EBS Global Access Login screen

**Figure 28**: Create Your PIN page (left – First Login; right – Established Login)
2. Select a security “Question” from the drop-down list. Type your personal response in the “Answer” field.

Figure 29: Chose a Security Question

- The question and your personalized answer will be available for use as validation if you have difficulties logging in later.

3. Click the Submit Security Question or Submit PIN & Security Question button.

4. The application begins to load (this may take a few minutes).

Figure 30: Session Loading

5. The EBS Spot Terms of Use Acknowledgement screen displays.

Skip to the next section (3.4: “Complete the Initial Login Process”) to complete the log-on process.
3.4 Complete the Initial Login Process

1. From the EBS Global Access application, click the I Accept button to the EBS Spot Terms of Use Acknowledgement page.

Figure 31: EBS Spot Terms of Use Acknowledge

- You are now successfully signed in and have access to the application.
2. Click on Send.

Figure 32: Successful Sign On Screen

3. The EBS Global Access trading application opens to the EBS Global Access Floor Admin Home page.
Note: Your view may be different, depending on your user entitlements.

Figure 33: Floor Admin Home Page

4. Click the **Trading** button to open the *EBS Global Access Floor Trading* page.
Note: Your view may be different, depending on your user entitlements.

Figure 34: EBS Global Access Trading Screen

Refer to the EBS Web Access Dealer Reference Guide or the EBS Web Access TFA User Guide for information on logging in and using the EBS Spot Global Access application.
The next time you log into EBS Global Access, your log-in screen will appear as below.

![Image of EBS Global Access log-in screen]

**Figure 35: Primary RSA Log-in Sign On**

1. Provide **PIN** and click **Login**.

For more information visit:

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