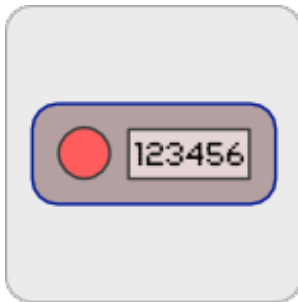


Sitelok OTP Token Plugin



V1.6

Sitelok OTP Token Plugin

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Chapter 1 Introduction

What is the Sitelok OTP Token plugin?

The Sitelok OTP Token plugin is an add on for Sitelok that adds an extra layer of security to the login process. As well as the username and password normally required the user will also be asked to enter a one time password (OTP) generated by their hardware token. This extra layer login level can be enabled for all all users, selected groups or selected users.



The tokens are very secure and already widely used for internet banking etc. The plugin supports various types of token including TOTP, HOTP and TOTP with PIN.

How does the process work?

Sitelok's OTP Token management has been designed to be as easy as possible. When you order Tokens from us we will ship them with a file that you upload into the plugin so that it knows about each token. Then you can simply ship the token to the user. The first time they login in the user will enter their username and password as usual and then see the OTP login. The user just needs to enter the serial number from the token (only for the first login), click the button and enter the generated code. If all is well they will then be logged in.

Login

Enter the serial number from the back of the Token

Enter the value from your OTP Token

Login

If you prefer you can enter the serial number before you ship the token to the user so that they can skip that part.

Subsequent logins will only require the user to enter the code generated by the token.

Login

Enter the value from your OTP Token

Login

Chapter 2 Installation

Installing for the first time or upgrading

- 1) Extract the contents of the zip file to your PC.
- 2) Upload the plugin_otptoken folder to your existing Sitelok slpw folder using FTP. There are no special permissions required on most servers.
- 3) Login to the Sitelok control panel.
- 4) Open the following URL in the browser

http://www.yoursite.com/slpw/plugin_otptoken/install.php

which will start the installation process. If all is well you will be taken to the plugin preferences page where you will see the plugin listed.

If you have any problems with installation please let us know so that we can help you.

Disabling the Plugin

To disable the OTP Token plugin select **Plugin Preferences** in the **Plugin** menu option of Sitelok. Uncheck the enable box for the plugin and click the **Save** button. You can enable it again in the same way.

Uninstalling the plugin

To permanently remove the plugin and its settings follow these steps.

- 1) Disable the plugin as above.
- 2) Click the delete icon next the plugin in the disabled plugins section.
- 3) Confirm the action in the alert box.

If the plugin is uninstalled successfully you will be returned to the plugin preferences page.

Please note that this will remove the connection between users and tokens. We leave the details about tokens purchased in the database which has recorded the last number generated etc.

Chapter 3 Using the plugin

Configuring the plugin

Before you can use the OTP Token plugin you need to configure some settings.


You can access the plugin configuration by selecting **OTP Token** from the **Plugins** menu.


Settings


In this part of the page you can set various features.


OTP Token plugin

Settings

Incorrect entries allowed 
Allows you to block access if the OTP Token value is entered incorrectly

Action to take 
If you set anything apart from No Limit you can choose to either block access permanently or for a period of time.

User email template 
Email template to send to the user if their account is blocked

Admin email template 
Email template to send to the admin when an account is blocked

Apply to usergroups

Check a usergroup to apply this login method and uncheck to remove leaving just the default login. Logon methods directly applied to specific users are not affected by this.

ADMIN

BRONZE

GOLD

SILVER

Incorrect entries allowed

Set the number of times a user can enter an incorrect token code before getting locked out for a period of time or permanently. Usually 3 is a suitable number.

Action to take

After the set number of incorrect attempts you can set what action to take. You can either set a certain number of minutes or hours up to 24 hours or you can permanently lock the user requiring the site admin to unlock them.

User email

When a user is locked you can optionally select an email template to be sent to them.

Admin email

When a user is locked you can optionally select an email template to be sent to the admin.

Apply to Usergroups

Check the box next to the usergroups that you want to use this login method.

If a user is a member of one of the selected usergroups they will be required to use the OTP Token to access the site.

For example you could require that only ADMIN users are required to use this extra security.

You don't have to set the login method for all members of a usergroup as you can set this for specific users instead (see later).

Save

After you have made your settings click the **Save** button.

Upload new tokens

This section of the page allows you to upload details of tokens purchased.

Upload new tokens

When you purchase OTP tokens you should upload the supplied file here. This tells Sitelok the serial number, type and other technical data about each token. There is no problem if you upload the same file multiple times as only new tokens will be imported.

no file selected

When you purchase OTP Tokens from us we will supply a file which you should import by selecting it with the **Choose File** button clicking **Upload**. This tells Sitelok the technical details about each token. The Sitelok database will keep track of who has been allocated each token and details about the last code generated etc. It is important that once tokens begin to be used that this database is not deleted. It is safe to re-upload the token files we supply as they will only add new tokens and won't affect tokens already uploaded.

Tools

The tools section of the page allows you to select users that are using the OTP Token login method. This is useful if you wish to email them all for example. You can also select users specifically assigned the normal user/pass login method or users assigned any extra login method.

Tools

You can use the Select button below to select all users that have been specifically assigned a login method. You can choose the login method using the radio buttons. This doesn't include users that only use this login method because of group membership.


Select users who have been specifically assigned the OTP Token login method
 Select users who have been specifically assigned the normal (user/pass) login method
 Select users who have been specifically assigned any login method

Chapter 3 - Using the Plugin

Just choose which group of users you want to select and click the Select button. This will return you to the main admin page with the relevant users selected.

Please note that this will only select users that have been assigned a specific login method such as OTP tokens. Users that use that method based on usergroup membership won't be selected.

Assigning OTP Tokens to users

You can assign a specific OTP token to a user before sending it to them if you wish. To do this click the  icon next to the user which will display the following page.

OTP Token Login

Apply login method

Select an option to apply or remove the OTP Token login method for the user admin

Use OTP Token login method
 Use the login method defined by group membership
 Use the normal (user/pass) login

OTP Token details

This section allows you to assign an OTP Token to this user and to see the details of any already assigned token. The token will be retained even if you select a different login method for this user.

Serial number
If you leave this blank the user can enter it themselves when they first login

Resync on next login If checked the next login will allow a token value from a wider range to be accepted for resyncing

Apply login method

This setting defines whether the user should always use the OTP Token login method or only use it if their usergroup membership requires it, You can also force this user to just use the normal username / password login method.

OTP Token details

You can enter the serial number of the OTP token assigned to the user here. The serial number will be verified to ensure it is a token that Sitelok knows about (i.e. its data was imported when purchased) and that it has not already been assigned to another user. The serial number is found on the back of the token.



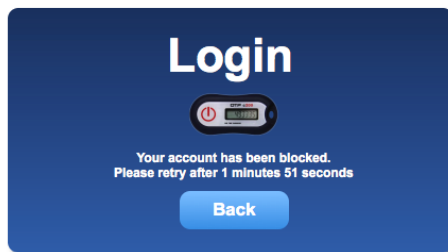
Entering the serial number before sending the token to the user saves the user having to enter it themselves. However you can leave the serial number field blank in which case the user will enter it during their first login.


Resync on next login

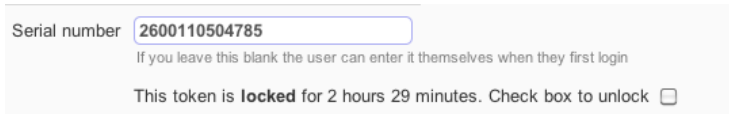
If you check this option it will allow the OTP code entered at the next login to be verified against a larger range in the tokens sequence. This is useful for new tokens or where a token has not been used for a long period. Normally it would only be needed if a user is experiencing problems logging in.

Resetting a locked user

If a user gets locked out because they have entered an incorrect OTP code more than the number of times you allow they will see something like the following displayed instead of the usual OTP login form.



In the case of a user being locked out for a period of time or being permanently locked you can unlock them by clicking the  icon next to the user, checking the **unlock** checkbox and clicking **Save**.




Serial number

If you leave this blank the user can enter it themselves when they first login

This token is **locked** for 2 hours 29 minutes. Check box to unlock

Setting a specific user to require an OTP Token

As well as assigning the OTP token login method to usergroups you can assign it to specific users as well. This is useful where you only need some users to require a token. To do this click the  next to the user and then select the **Use OTP Token login method** radio button. You can enter a token serial number or leave it blank as described earlier. Click **Save** to store your setting.

You can also force the user to just use the default username / password method or the login method defined by their usergroup membership.

Chapter 4 Customizing

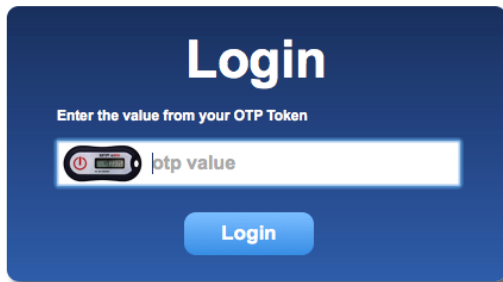
Customizing the login template

For most sites the default OTP Token login forms that appears will be fine. If you are using Sitelok V4.2 or above they will use the same styling as you set for the default login form. However if you wish to customise them you can.

There are three templates which can be found in the `slpw/plugin_otptoken` folder which can be modified as needed. Keep a copy of the original so you can swap back quickly if you get something wrong.

`otptemplate.php`

For Sitelok versions earlier than V4.2 use `otptemplateold.php`. This is the main form that request the OTP Token code.



You can modify this default page as required. Basically the important parts are that the form definition must be like this

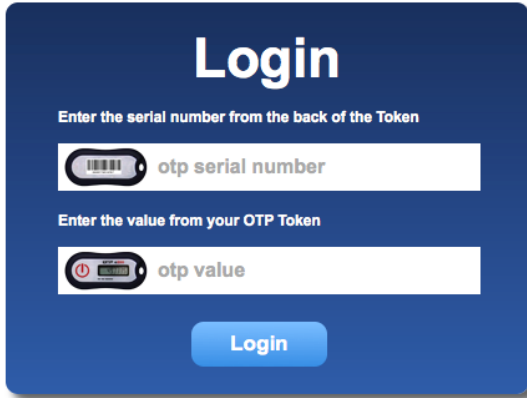
```
<form name="siteloklogin2" action="<?php echo $startpage; ?>"  
method="post" autocomplete="off" >
```

and the field that collects the OTP token code must be called `extralogindata1`. So for example like this

```
<input type="text" name="extralogindata1" maxlength="30">
```

otpresynctemplate.php

For Sitelok versions earlier than V4.2 use otpresynctemplateold.php. This is the form that requests the OTP Token serial number and code (usually just the first login).



You can modify this default page as required. Basically the important parts are that the form definition must be like this

```
<form name="siteloklogin2" action="<?php echo $startpage; ?>"  
method="post" autocomplete="off" >
```

the field that collects the OTP token serial number must be called `extralogindata2`

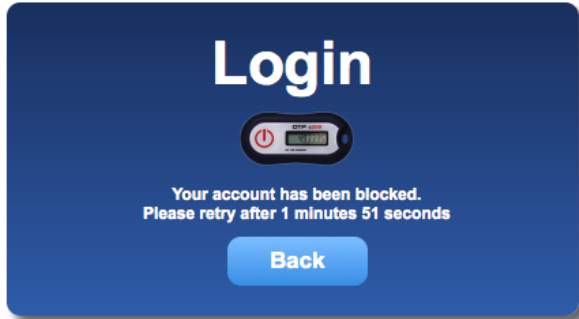
```
<input type="text" name="extralogindata2" maxlength="30">
```

and the field that collects the OTP token code must be called `extralogindata1`

```
<input type="text" name="extralogindata1" maxlength="30">
```

otpllockedtemplate.php

For Sitelok versions earlier than V4.2 use otpllockedtemplateold.php. This is the page that is displayed when a users token has been locked either for a certain time period or permanently.



You can modify this default page as required.

You can display the time left (or permanently locked message) using

```
<?php echo $msg; ?>
```

Translating to other languages

The english text used in the plugin can be changed by adding these lines to your slconfig.php.

```
define("MSG_OTPTOKEN_ENTERVALUE","Enter the value from your OTP Token");  
define("MSG_OTPTOKEN_ENTERSERIAL","Enter the serial number from the back of the Token");  
define("MSG_OTPTOKEN_OTPVALUE","otp value");  
define("MSG_OTPTOKEN_OTPSERIAL","otp serial number");  
define("MSG_OTPTOKEN_LOCKEDUNTIL","Your account has been blocked.<br>Please retry after ");  
define("MSG_OTPTOKEN_LOCKED","Your account has been blocked. Please contact us.");  
define("MSG_OTPTOKEN_DAYS","days");  
define("MSG_OTPTOKEN_HOURS","hours");  
define("MSG_OTPTOKEN_MINUTES","minutes");  
define("MSG_OTPTOKEN_SECONDS","seconds");  
define("MSG_OTPTOKEN_BACK","Back");
```

You can change the text as required. You can also adjust the templates as described earlier.

Chapter 5 Support

Hopefully if you have followed this manual carefully everything will be working fine. However sometimes things don't go quite so smoothly so if you have any questions or problems then please check the FAQ on the support page or email us.

Support area: <http://www.vibralogix.com/support/>

Email: support@vibralogix.com