

connect Security Enhancements



connect Security Enhancements



Why are we making security enhancements to connect?

- At WorkplaceNL we are continuously working to enhance the security of the **connect** online system.
- As a result, we are implementing a verification process for **connect** users.
- Verification provides an extra layer of security and can help keep your information secure even if your password was compromised.

connect Security Enhancements



How does verification work?

- Users will still enter their username and password as they normally would.
- Users will then receive an email with a verification code.
- The Verification code is similar to a PIN and provides an extra layer of security for your WorkplaceNL **connect** account.
- Without the Verification code, your **connect** account cannot be accessed.

Enter Username and Password

WorkplaceNL connect

WorkplaceNL

Welcome to WorkplaceNL connect!

Faster information sharing.
Better accessibility. Quicker decisions.

Convenient. Secure. Free.

Your account

- Forgot your password?
- Have you registered?

Help

- Getting started
- View web demos
- Test your system settings
- Contact us

Availability

- Check system availability

Login

Username:

Password:

Login

Fastfile Users To register your fastfile account and obtain a user name for this year, [Click Here](#)

Username/Password:
Enter your Username and Password.

Enter Your Email Address

WorkplaceNL connect

WorkplaceNL

Welcome to WorkplaceNL connect!

Enter your email address

As part of enhanced security measures, you will be required to complete a two step verification of your email address to begin using this site. You will also be prompted to select three security questions and reset your password.

To initiate the process, enter your email address. A verification link will be sent to this address. Please check your email and click the verification link.

Email Address:

Email Address Confirmation:

[Return to login screen](#)

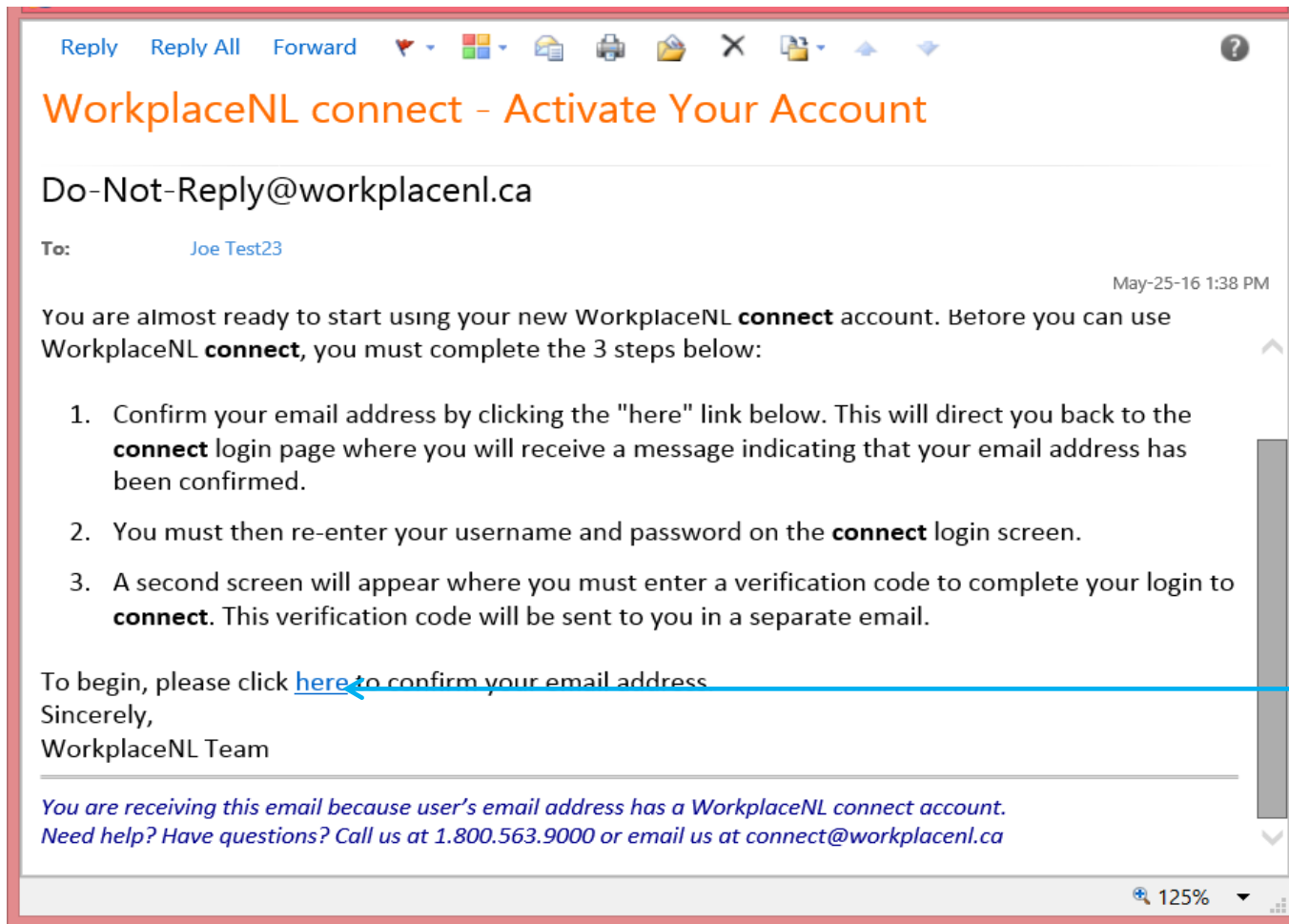
Enter email address:
Enter your email address and confirm email address in the spaces provided.

Confirm Email Address

The screenshot shows the WorkplaceNL connect website. At the top, there is a dark blue header with 'WorkplaceNL' on the left and 'connect' on the right. Below the header, the WorkplaceNL logo is displayed in a blue banner. To the right of the logo is an icon of a laptop with a person silhouette on the screen. Below the logo and icon, the text 'Welcome to WorkplaceNL connect!' is visible. A light blue notification box contains the message: 'Please access your email account, open the WorkplaceNL connect email and confirm your email address.' Below this, there is a section with the text 'Faster information sharing. Better accessibility. Quicker decisions.' followed by 'Convenient. Secure. Free.' The page is divided into several sections: 'Your account' with links for 'Forgot your password?' and 'Have you registered?'; 'Help' with links for 'Getting started', 'View web demos', 'Test your system settings', and 'Contact us'; 'Availability' with a link for 'Check system availability'; and a 'Login' section with 'Username:' (containing 'Joetest') and 'Password:' (with a masked input field) fields, and a 'Login' button. At the bottom of the login section, there is a 'Fastfile Users' notice with an information icon and text: 'To register your fastfile account and obtain a user name for this year, [Click Here](#)'.

Confirm email address:
Check your email account. You will receive an email asking you to confirm your email address.

Confirm Email Address

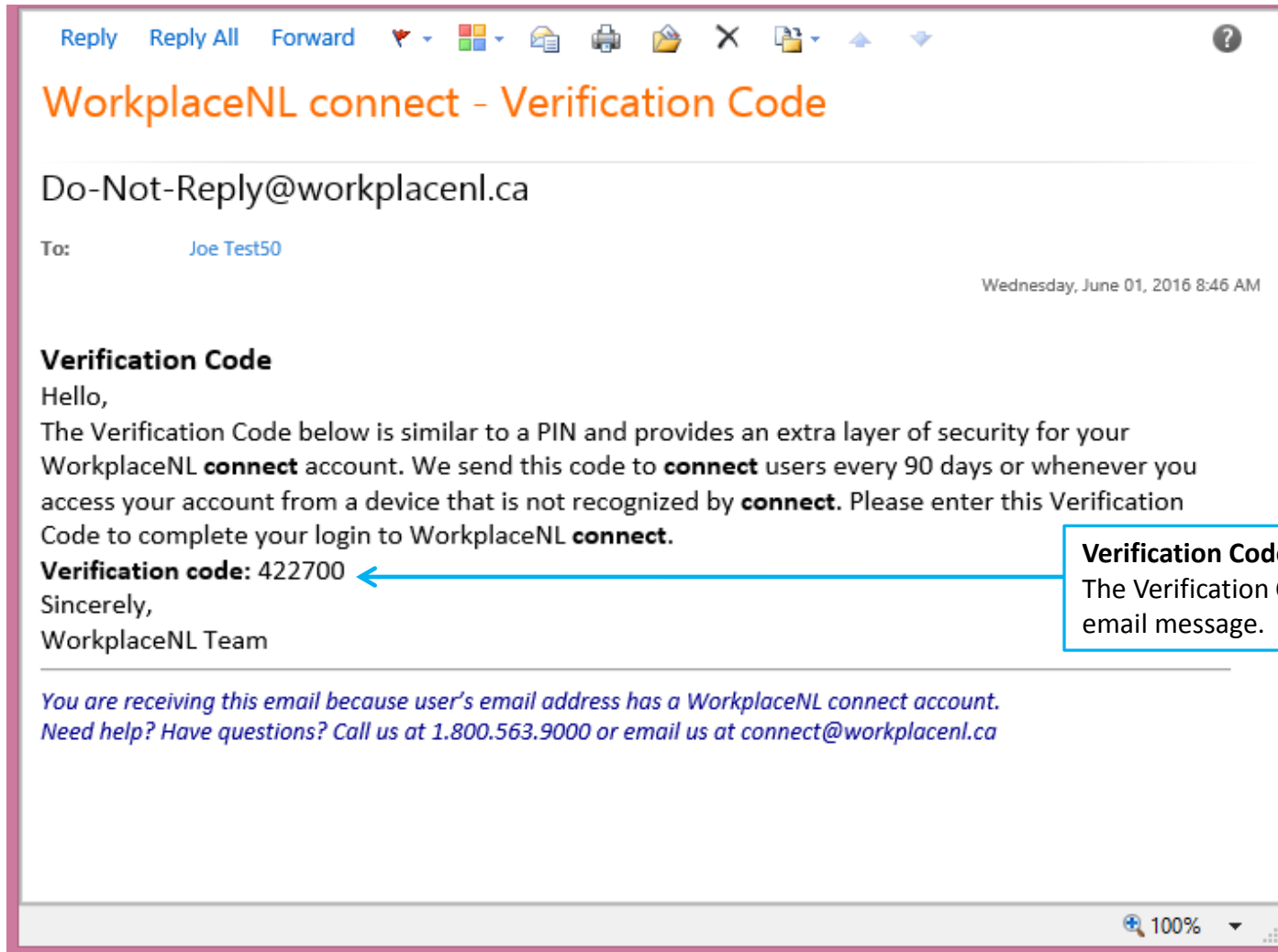


Confirm email address:
Click on the link provided in the email message to confirm your email address.

Re-enter Username/Password

The screenshot shows the WorkplaceNL connect login interface. At the top left is the WorkplaceNL logo. Below it, the text "Welcome to WorkplaceNL connect!" is displayed. To the right is a stylized icon of a laptop with a person silhouette. A light blue notification bar at the top states "Your email has been confirmed." Below this, the text "Faster information sharing. Better accessibility. Quicker decisions." is shown. The main content area is divided into three sections: "Your account" with links for "Forgot your password?" and "Have you registered?"; "Help" with links for "Getting started", "View web demos", "Test your system settings", and "Contact us"; and "Availability" with a link for "Check system availability". The central "Login" section features a "Username:" field containing "Joetest" and a "Password:" field with masked characters. A blue callout box with a white background and a blue border points to the password field, containing the text: "Re-enter Username/Password: Re-enter your Username and Password." Below the password field is a "Login" button. At the bottom of the login section, there is a "Fastfile Users" notice with an information icon and text: "To register your fastfile account and obtain a user name for this year, [Click Here](#)".

Verification Code



Verification Code:
The Verification Code is provided in the email message.

Enter Verification Code from Email

WorkplaceNL connect

WorkplaceNL

Welcome to WorkplaceNL connect!

Please verify your identity

A verification code has been emailed to you. To complete the email verification process, please check your email and enter the code in the space provided below.

Verification Code:

Remember this device:

If you do not wish to have to verify your account on this device every time upon login, select the "Remember this device" checkbox. When selecting this checkbox you will only have to verify your device every 90 days.

[Return to login screen](#)

Verification Code:
Enter the Verification Code that was provided in the email message.

Tip:
Click the Remember this device checkbox if you don't want to enter a Verification Code each time you login.

Accept connect Terms of Use

WorkplaceNL connect

WorkplaceNL

Welcome to WorkplaceNL connect!

Terms of Use

Carefully read and agree to the terms and conditions outlined below.

Terms and Conditions

Revisions of these Terms of Use

WorkplaceNL may at any time revise the terms and conditions. All users of **connect** will have to re-accept these conditions on their next sign-in and will be bound by them for their continued use of **connect**.

Do you accept the terms and conditions?

Yes No

Continue

Terms of Use:
All users must accept the **connect** Terms of Use . Scroll to the bottom of the Terms of Use and click Yes to accept.

Create a New Password

WorkplaceNL connect

WorkplaceNL

Welcome to WorkplaceNL connect!

Create a New Password

You are now required to reset your password.

Passwords must be a minimum length of 8 characters and contain at least one of each of the following:

- Uppercase character
- Lowercase character
- Number
- Symbol

Password: Strong

Confirm password:

[Return to login screen](#)

Create a New Password:

Passwords must be a minimum of eight characters and have to contain at least one of each of the following:

- Uppercase character
- Lowercase character
- Number
- Symbol

Create Security Questions

WorkplaceNL connect

WorkplaceNL

Welcome to WorkplaceNL connect!

Create Security Questions

Password successfully changed. From the drop down menu, please select three security questions and provide the answer in the space provided.

These security questions will be used in the event that you forget and need your password reset.

1. Who was your favorite teacher in high school?
2. What was the model of your first car?
3. What is the name of your favorite childhood friend?

[Return to login screen](#)

Create Security Questions:
Select and provide an answer to three security questions. These questions are used in the event that you forget your password.

Login

The screenshot displays the WorkplaceNL 'connect' interface. At the top, the 'WorkplaceNL' logo is on the left, and the user 'Joe Test - (joetest)' is logged in, with a last access time of '2016/05/25 01:51 PM'. Below this is a navigation bar with 'Messages' and 'Services' tabs, and utility links for 'Help', 'System Availability', 'System Settings', and 'Logout'. The main content area shows a message list with tabs for 'Inbox', 'connect News', and 'Deleted Messages'. The 'All Messages' view is active, showing a table with columns for 'Select All', 'Date', 'Subject', and 'Message Category'. A message is not present, with the text 'There are no messages to display.' A blue-bordered box in the center of the message area contains the following text:

Login:
Congratulations! You have now successfully logged into **connect**.

At the bottom right of the interface, there is a 'Contact u' link.