

# F-Secure® Advanced Workstation Security for Business - Setup Instructions

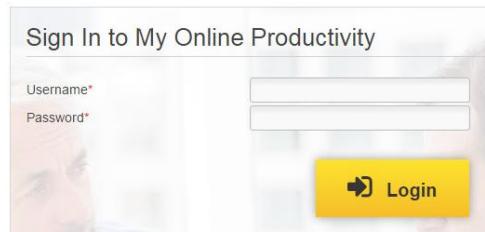
Follow the step by step instructions below to set up your F-Secure® Advanced Workstation Security for Business service.

## How to sign in to My Online Productivity account

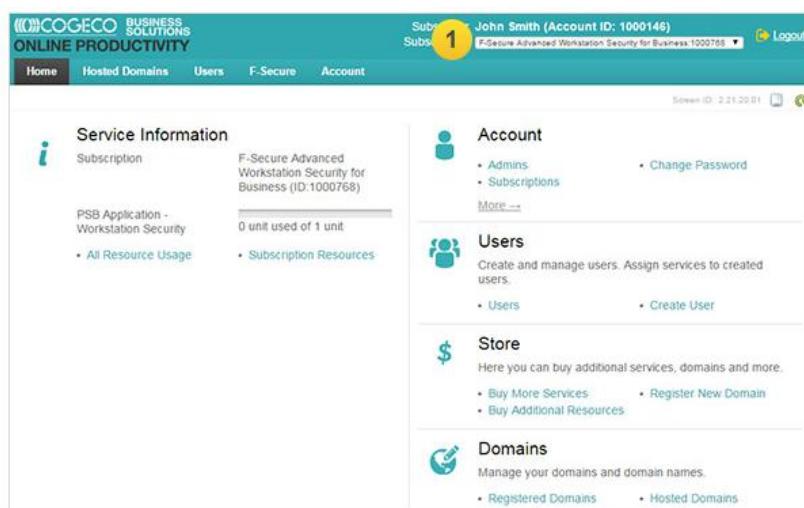
Go to your [My Online Productivity account](#) and then enter the username and password that you received to access your account.

**Note:** You have received your username by email and you have been provided with a temporary password by a customer service representative. You will be asked to change this temporary password.

If this is your first sign in, you will have to accept the terms and conditions.



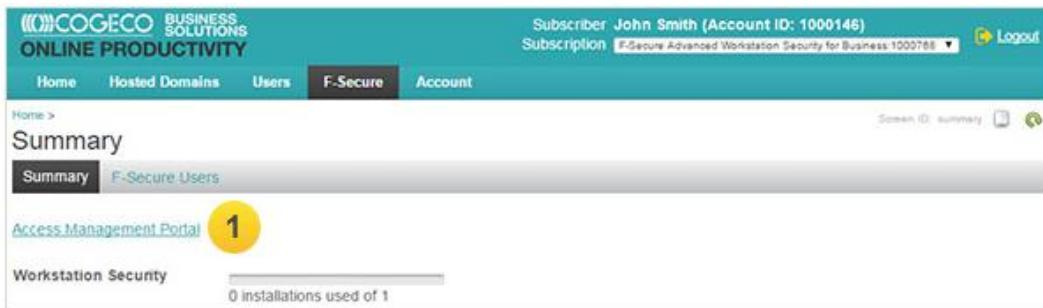
**1)** Select “F-Secure® Advanced Workstation Security for Business” from the “Subscriptions” dropdown list, then click on the “F-Secure®” tab.



The screenshot shows the Cogeco Business Solutions Online Productivity interface. At the top, there's a navigation bar with links for Home, Hosted Domains, Users, F-Secure, and Account. A yellow circle highlights the 'Subscriptions' dropdown menu, which is currently set to 'F-Secure Advanced Workstation Security for Business (ID:1000768)'. Another yellow circle highlights the 'F-Secure' tab. The main content area is divided into several sections: 'Service Information' (Subscription: F-Secure Advanced Workstation Security for Business (ID:1000768), PSB Application - Workstation Security, 0 unit used of 1 unit, All Resource Usage, Subscription Resources); 'Account' (Admins, Subscriptions, Change Password, More); 'Users' (Create and manage users, Assign services to created users, Users, Create User); 'Store' (Buy More Services, Register New Domain, Buy Additional Resources); and 'Domains' (Manage your domains and domain names, Registered Domains, Hosted Domains).

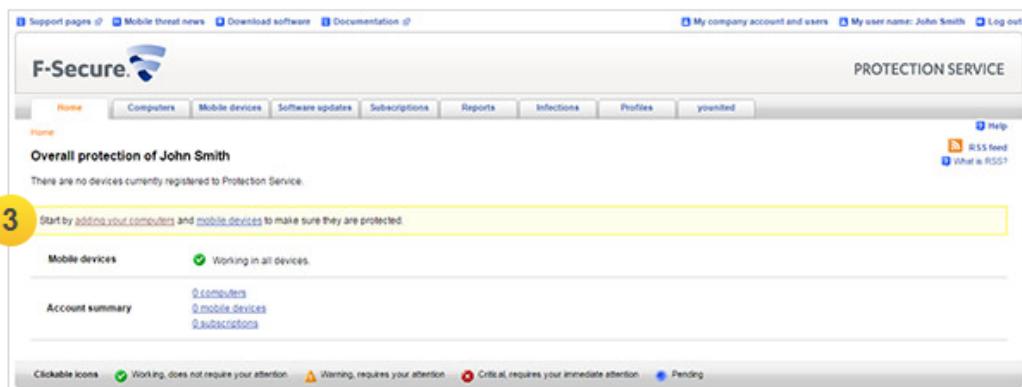
## How to access the F-Secure® Protection Service Portal and add users

- 1) Click on “Access Management Portal”. Your F-Secure® Protection Service Portal will open in a new browser tab.



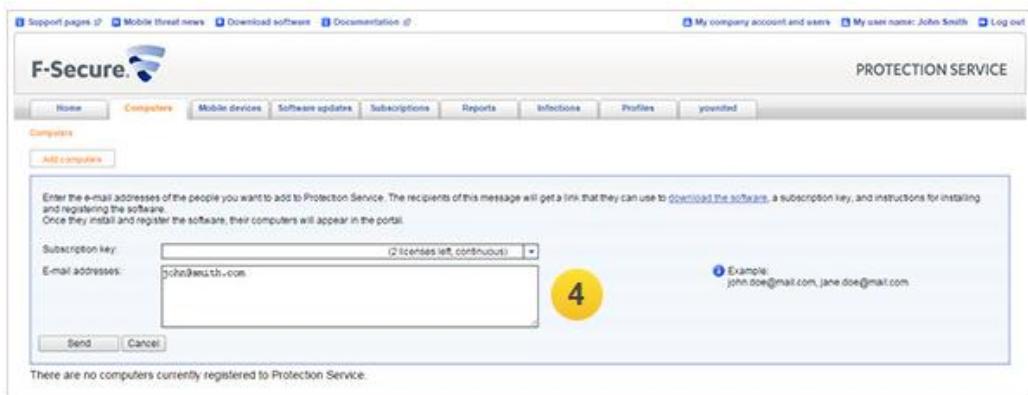
The screenshot shows the COGECO Business Solutions Online Productivity interface. At the top, there's a navigation bar with Home, Hosted Domains, Users, F-Secure (which is highlighted in blue), and Account. The main content area is titled "Summary" and has tabs for Summary and F-Secure Users. Below these tabs, there's a link to "Access Management Portal" which is circled with a yellow number '1'. Underneath, it says "Workstation Security" and "0 installations used of 1". At the top right, it shows "Subscriber John Smith (Account ID: 1000146)" and "Subscription F-Secure Advanced Workstation Security for Business 1000786". There's also a "Logout" button.

- 2) In this portal you can manage everything related to your service subscription.
- 3) Start adding users by clicking on “Adding your computers” to make sure they are protected.



The screenshot shows the F-Secure Protection Service portal. At the top, there's a navigation bar with Home, Computers (which is highlighted in blue), Mobile devices, Software updates, Subscriptions, Reports, Infections, Profiles, and yourinfo. The main content area is titled "Overall protection of John Smith" and says "There are no devices currently registered to Protection Service". Below this, there's a section for "Mobile devices" with a status of "Working in all devices" and "0 computers, 0 mobile devices, 0 subscriptions". At the bottom, there's a legend for clickable icons: green circle for "Working, does not require your attention", yellow triangle for "Warning, requires your attention", red circle for "Critical, requires your immediate attention", and blue circle for "Pending". A yellow circle labeled '3' is over the instruction "Start by adding your computers and mobile devices to make sure they are protected.". A yellow circle labeled '4' is over the "E-mail addresses:" input field where "john@smith.com" is typed.

- 4) Enter the email addresses of the people you want to add to your protection service.



The screenshot shows the F-Secure Protection Service portal under the "Computers" tab. At the top, there's a navigation bar with Home, Computers (highlighted in blue), Mobile devices, Software updates, Subscriptions, Reports, Infections, Profiles, and yourinfo. The main content area has a "Add computer" button and a text box instructing users to enter e-mail addresses for people they want to add. It says "Enter the e-mail addresses of the people you want to add to Protection Service. The recipients of this message will get a link that they can use to download the software, a subscription key, and instructions for installing and registering the software. Once they install and register the software, their computers will appear in the portal." Below this, there's a "Subscription key:" input field and an "E-mail addresses:" input field containing "john@smith.com". A yellow circle labeled '4' is over the "E-mail addresses:" input field. At the bottom, it says "There are no computers currently registered to Protection Service".

**Note:** Make sure that you have the right amount of licenses for all the users you want to add. If you need more licenses please go to How to add licenses.

**5)** The people added in the previous step will receive a message with a link to [download the software](#), a subscription key, and instructions for installing and registering the software. Once the software is installed and registered, their computers will be listed in the portal.

De : PSB Mail Sender [don't.reply@f-secure.com]  
À : John Smith  
Cc :  
Objet : Install F-Secure PSB Workstation Security

Date : jeu. 2015-09-10 13

**F-Secure.** PROTECTION SERVICE

Install F-Secure PSB Workstation Security now

Your administrator [john@smith.com](mailto:john@smith.com) requests that you download and install F-Secure PSB Workstation Security on your computer. Installing the product is necessary to protect your computer against malware and various other threats. To download and install the product, follow these instructions:

1. Download the installer  
[Installer for Windows](#)  
[Installer for Mac](#)
2. Run the downloaded file to start the installation
3. Enter your subscription key
4. Select **Automatic installation** when prompted
5. Restart your computer if needed

Your computer is protected once you have successfully installed the product.

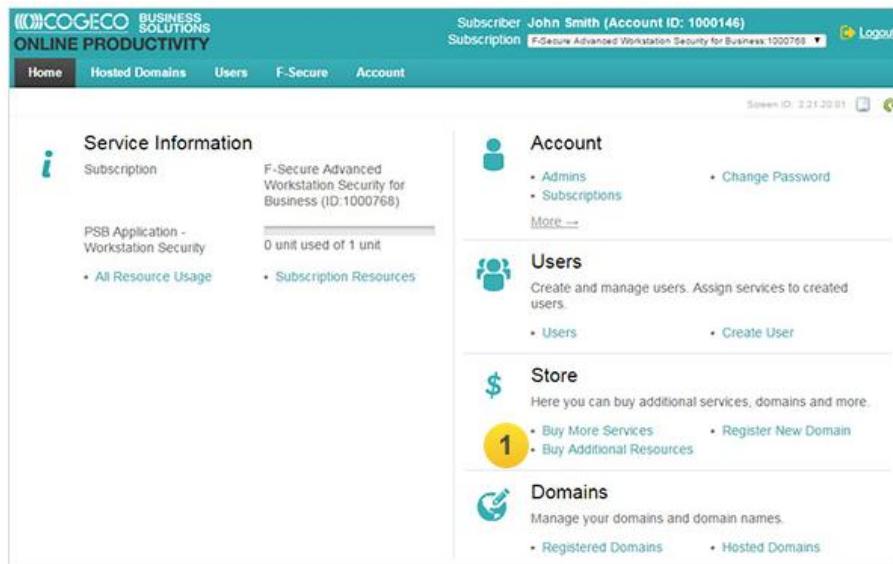
**Support**

If you have any questions or need assistance to install the product, please contact your administrator [john@smith.com](mailto:john@smith.com).

## How to add more licenses

This section will guide you through the steps to purchase new licenses.

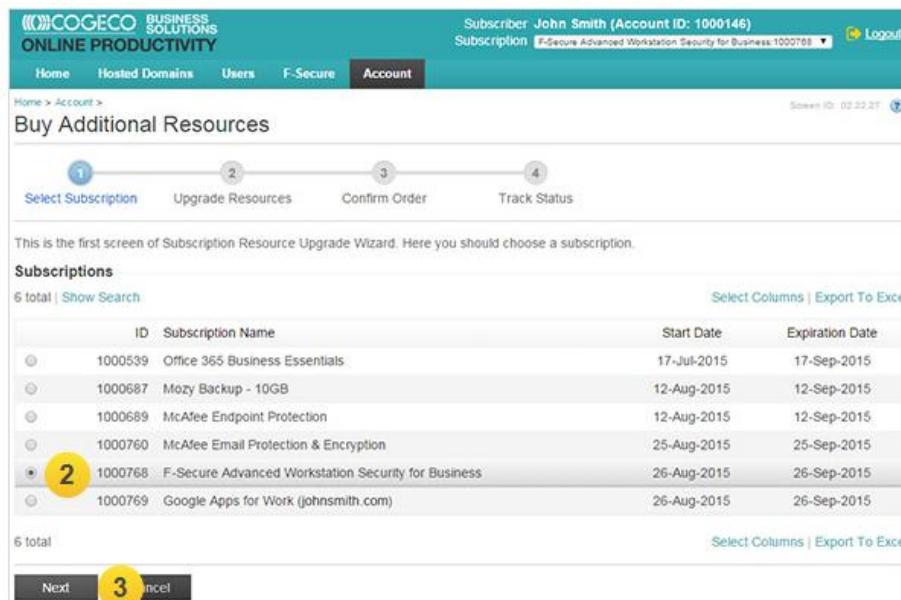
- 1) On the [My Online Productivity](#) homepage click on “Buy Additional Resources”.



The screenshot shows the COGECO Business Solutions Online Productivity dashboard. At the top right, it displays "Subscriber John Smith (Account ID: 1000146)" and "Subscription F-Secure Advanced Workstation Security for Business (ID: 1000768)". The main menu includes Home, Hosted Domains, Users, F-Secure, and Account. The Account section is expanded, showing Service Information, Account (with Admins and Subscriptions), Users (with Create User), Store (with Buy More Services and Buy Additional Resources), and Domains (with Registered Domains and Hosted Domains). A yellow circle with the number 1 highlights the "Buy Additional Resources" link under the Store section.

- 2) Select the subscription that you want to purchase more user licenses for, here “F-Secure® Advanced Workstation Security for Business”.

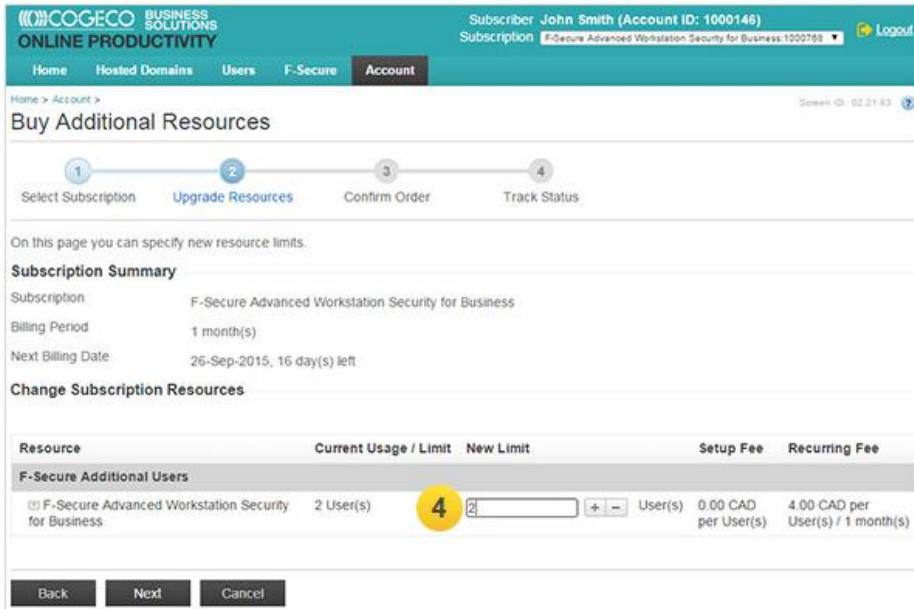
- 3) Click on “Next”.



The screenshot shows the "Buy Additional Resources" wizard. The top navigation bar includes Home, Hosted Domains, Users, F-Secure, and Account. Below it, the breadcrumb navigation shows "Home > Account > Buy Additional Resources". The wizard has four steps: 1. Select Subscription, 2. Upgrade Resources, 3. Confirm Order, and 4. Track Status. Step 1 is active. The main content area is titled "Subscriptions" and shows a table of 6 total subscriptions. A yellow circle with the number 2 highlights the row for "F-Secure Advanced Workstation Security for Business" (ID: 1000768). At the bottom, there are "Next" and "Cancel" buttons, with "Cancel" highlighted by a yellow circle with the number 3.

ID	Subscription Name	Start Date	Expiration Date
1000539	Office 365 Business Essentials	17-Jul-2015	17-Sep-2015
1000687	Mozy Backup - 10GB	12-Aug-2015	12-Sep-2015
1000689	McAfee Endpoint Protection	12-Aug-2015	12-Sep-2015
1000760	McAfee Email Protection & Encryption	25-Aug-2015	25-Sep-2015
1000768	<b>F-Secure Advanced Workstation Security for Business</b>	26-Aug-2015	26-Sep-2015
1000769	Google Apps for Work (johnsmith.com)	26-Aug-2015	26-Sep-2015

- 4)** Add licenses by setting a new limit; use the “+” button or directly input the number of desired licenses in the entry field. Then click on “Next”.



The screenshot shows the COGECO Business Solutions interface. At the top, it displays "COGECO BUSINESS SOLUTIONS ONLINE PRODUCTIVITY". The navigation bar includes Home, Hosted Domains, Users, F-Secure, and Account. The Account section shows "Subscriber John Smith (Account ID: 1000146)" and "Subscription F-Secure Advanced Workstation Security for Business 1000769". A "Logout" link is also present. Below the navigation, a breadcrumb trail shows "Home > Account > Buy Additional Resources". A progress bar at the top indicates four steps: 1. Select Subscription (done), 2. Upgrade Resources (done), 3. Confirm Order (not yet), and 4. Track Status (not yet). A note below the progress bar says "On this page you can specify new resource limits." The "Subscription Summary" section details the current subscription: "F-Secure Advanced Workstation Security for Business", "Billing Period: 1 month(s)", and "Next Billing Date: 26-Sep-2015, 16 day(s) left". The "Change Subscription Resources" section contains a table:

Resource	Current Usage / Limit	New Limit	Setup Fee	Recurring Fee
F-Secure Additional Users	2 User(s)	4	0.00 CAD per User(s)	4.00 CAD per User(s) / 1 month(s)

At the bottom of the form are "Back", "Next", and "Cancel" buttons.

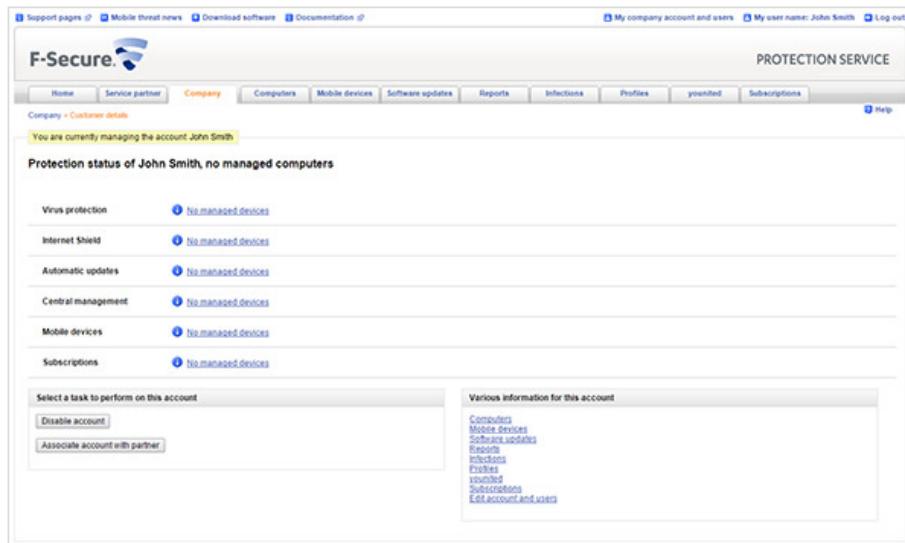
- 5)** Follow all the next steps including the approval of the Terms & Conditions, then confirm your order.

**Note:** Once the order was processed you can assign the newly added licenses to the users.

## How to download the F-Secure® Software

You can download the F-Secure® PSB Workstation Security software directly through the F-Secure® Protection Service Portal.

- 1) Go to the [F-Secure® Protection Service Portal](#). Enter the username and password selected when you created your Online Productivity Tools account, or access My Online Productivity by clicking on the “Access Management Portal” link (see the How to access the F-Secure® Protection Service Portal and add users section).



The “Protection Status” page of the new account opens.

- 2) Click on the “Download Software” link at the top of the page.
- 3) In the “Download Software” page, click on the link of the software you want to download.



## How to recover your password

If you have forgotten your password, you can recover it by clicking on the “Forgot your password?” link.

**1)** On the log in page of the [F-Secure® Protection Service Portal](#), click on “Forgot your password?”.

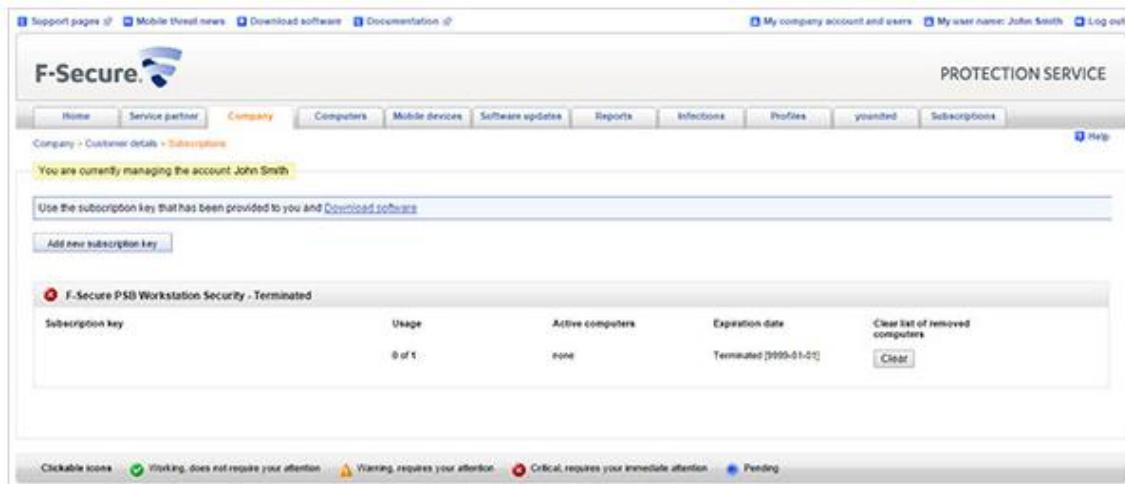
**2)** Enter your user name, then click on “Submit”.

An email message is sent to the email address provided when the account was created. The message contains a link to the F-Secure® Protection Service Portal where you can change your password.

## How to add a new subscription key for your company

By adding a new subscription key for your company, you can add more computers to the portal.

- 1) On the F-Secure® Protection Service Portal, click on the “Subscriptions” tab.

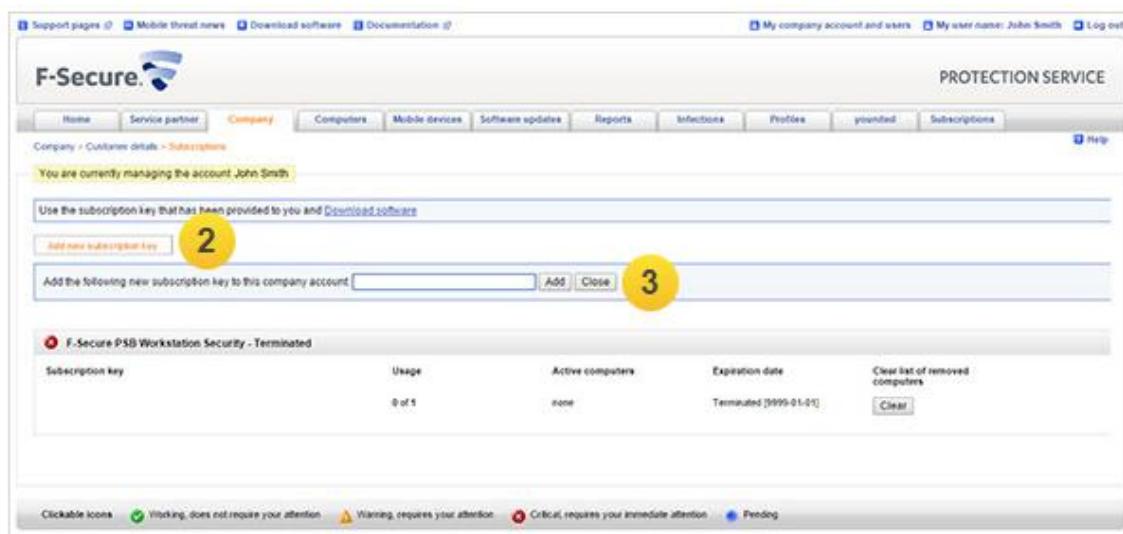


The screenshot shows the F-Secure Protection Service Portal interface. The top navigation bar includes links for Support pages, Mobile threat news, Download software, Documentation, My company account and users, My user name: John Smith, and Log out. The main menu has tabs for Home, Service partner, Company, Computers, Mobile devices, Software updates, Reports, Infections, Profiles, Uninstall, and Subscriptions. The Company tab is selected. Below the menu, a breadcrumb trail shows Company > Customer details > Subscriptions. A message says "You are currently managing the account John Smith". A note below it says "Use the subscription key that has been provided to you and Download software". A prominent yellow button labeled "Add new subscription key" is highlighted with a yellow circle. Below this, a section titled "F-Secure PSB Workstation Security - Terminated" lists a single subscription key entry: "Subscription key" (value: 0 of 5), "Usage" (value: none), "Active computers" (value: none), "Expiration date" (value: Terminated [9999-01-01]), and a "Clear list of removed computers" button. At the bottom, there's a Clickable icons legend: Working (green checkmark), Warning (yellow triangle), Critical (red circle), and Pending (blue dot).

- 2) Click on “Add a New Subscription Key”.

- 3) Enter the new subscription key you have obtained from the My Online Productivity Store (see section How to add licenses), then click on “Add”.

The new subscription key is added to your company account.



This screenshot shows the same F-Secure Protection Service Portal interface as the previous one, but with a new entry in the subscription list. The "Add new subscription key" button is highlighted with a yellow circle labeled "2". The "Add" button next to the input field is highlighted with a yellow circle labeled "3". The rest of the interface is identical to the first screenshot, including the Clickable icons legend at the bottom.

## How to install F-Secure® PSB Workstation Security

### System requirements

Please read the following before starting to install and use F-Secure® Workstation Security. Your computer must meet the following minimum requirements for installing and using the product:

#### Operating system version:

##### Windows

- Microsoft Windows 10
- Microsoft Windows XP (32 bit)
- Vista (32/64-bit)
- Windows 7 (32/64-bit)
- Windows 8 (32/64-bit)
- Windows 8.1 (32/64-bit)

##### MAC

- OS X version 10.10 "Yosemite"
- OS X version 10.9 "Mavericks"
- OS X version 10.8 "Mountain Lion"
- OS X version 10.7 "Lion"
- OS X version 10.6 "Snow Leopard"

#### Processor:

- For Microsoft Windows XP: Intel Pentium III 1GHz or higher
- Microsoft Windows 7 and Vista: Intel Pentium 4 2GHz or higher

#### Memory:

- For Microsoft Windows XP: 512MB
- Microsoft Windows 7 and Vista: 1GB

#### Disk space:

- For Microsoft Windows XP: 800MB free HD space
- Microsoft Windows 7 and Vista: 800MB free HD space

**Internet connection:**

An Internet connection is required in order to validate your subscription and receive updates.

**Browser:**

- Microsoft Windows 7 and Vista: Internet Explorer 5.0 or newer is required.
- For Microsoft Windows 7 and Vista: Internet Explorer 7.0 or newer is required

Supported browsers for using the F-Secure® PSB Portal:

- Internet Explorer 6.x or newer is required. JavaScript and cookies must be enabled in the browser
- Firefox 2.x or newer is required. JavaScript and cookies must be enabled in the browser.

**Note:** To use Profile Editor, you need to have Java Runtime Environment 1.6 or newer installed on your computer.

## How to install F-Secure® PSB Workstation Security locally

This section describes how to locally install F-Secure® PSB Workstation Security.

To install the program:

- 1) Locate the downloaded file and double-click on the “.exe” file to start the installation.
- 2) Select the installation language, then click on “Next” to continue.
- 3) Read the license agreement. To accept it and to continue, click on “Accept”.
- 4) Enter your subscription key, then click on “Next”

You must enter the same subscription key that you used when you created the account.

- 5) Select the installation type, then click on “Next”:

- **Automatic installation:** The product is installed automatically. Existing security products may be automatically replaced. The product is installed to the default directory.
- **Step by step installation:** During the installation, you can change directory. However, we recommend using the default directory.

- 6) When the installation is complete, the computer restarts automatically after a while. To restart immediately, click on “Restart”.

**Note:** The automatic installation will remove other already installed anti-virus programs.

**Note:** If you entered an expired subscription key during the installation, the following window asking for a new key will pop up:

After the installation, log into the F-Secure® Protection Service Portal to verify that the computer is listed in the portal.

**Note:** In the “Protection Status” page, a green “Waiting for connection” status icon may be displayed. It may take up to two hours before the connection is established. If the latest updates have not yet been installed on the computer, a yellow or a red status icon may be displayed. For more details, click on the “Computers” tab.

## How to remotely install F-Secure® PSB Workstation Security

This section explains how to remotely install F-Secure® PSB Workstation Security.

Before starting the remote installation, make sure that the domain controller exists and that the computers on which you want to install the software belong to a domain. To be able to remotely install the software, you must have domain administrator rights.

To install the software:

- 1)** Log in to the F-Secure® PSB Portal. Enter the user name and password, which you selected when you created your account. The “Protection Status” page of the new account opens.
- 2)** Click on the “Download Software” link at the top of the page.
- 3)** In the “Download Software” page, click on the “Download the Remote Installation Tool” link. If you have not downloaded the workstation software yet, click also on the “Download the Workstation Software” link.
- 4)** Extract the “Remote Installation Tool” Zip file on a local drive.
- 5)** Double-click on the ritool.bat file. The “F-Secure® Remote Installation Tool” window opens.
- 6)** In the “Software to Install” page, click on the button to expand the “Software Installer Selection” window. The “Software Installer Selection” window opens.
- 7)** Locate the downloaded workstation software file, then click on “OK”.
- 8)** Click on “Next”.
- 9)** In the “Target Computers” page:
  - Under “Domain Name”, select the domain to which the computers belong.
  - Under “Computer Name”, select the computers on which you want to remotely install the software.
- 10)** Click on “Next”.

**11)** In the “Account” page:

- Select “Another Account”.
- Enter the domain administrator name and password.
- Confirm the password.

**12)** Click on “Next”.

**13)** Click on “Install”.

The workstation software is being installed on the selected computers.

In the F-Secure® PSB Portal, verify that the computer is listed.