coCrypt S (Standard Selfkey)
Getting Started

Please read through this guide thoroughly before powering up your hiddn coCrypt USB device first time	**WARNING:** **Do NOT activate this product if the security and/or product labels have been removed or cut prior to opening the box**

This quick guide describes the first time set-up procedure (sections A and B) for the 2-factor coCrypt USB device followed by a description (section C) of how to use coCrypt in daily operation. Log in at www.hiddn.no/support *to see additional information regarding how to further optimize the product (name change, PIN change, zeroize etc.).*

A. Insertion of Key Card break-out module (SIM card):

1. Remove the back cover and pull out the card holder, using a small screw-driver, a tiny pin, your nail or a similar tool.

2. Remove the keycard break-out module (SIM card) from your keycard and insert it into the holder as shown below. Make sure you insert it with the active (golden) area facing towards the top area (display area) of the hiddn coCrypt and note the cut-out corner.

B. First Time Setup

1. Press ⬛ to power on. The display shows "**coCrypt Selfkey**". Insert hiddn coCrypt into a USB port on the PC. If necessary, use the 20 cm extension cable included in the box. **DO NOT unplug the hiddn coCrypt until you have reached point 5 in this section.**
2. Wait until the display shows **"Initialize [Y/N]"** (*May take up to 60 seconds*).
3. Press ⬛ to answer Yes. The display will show "**Initialize [Y/N] Y**". Press Enter ⬛. (If you press **N** ⬛ you will get the message "**Please restart**". Remove the hiddn coCrypt from the computer and go back to point 1 in this section to restart the operation).
4. The display shows "**Do NOT unplug**". *Make sure the device does not lose power* (**do NOT unplug the device from the computer and do not turn off the computer) until the display shows "Init OK, restart".** *This may take several minutes.*
5. Restart coCrypt by removing it from the PC and then reinsert it. The display shows "**New PUK**".
6. Key in your chosen PUK-code (normally at least 12 digits). If you type an error, undo the typo by pressing ⬛. When finished press Enter ⬛.
7. The display shows "**Confirm**". Reenter your new PUK code and press Enter ⬛. *Make sure you have a copy of your new PUK code stored in a safe place.*
8. The display shows **" New PIN".** Key in your choosen PIN-code. If you type an error, undo the typo by pressing ⬛. When finished press Enter ⬛. It is a system requirement that the PIN code must have at least 7 digits and at least one digit must be offset by 2 or more compared to the preceding one. (Examples: "1-2-3-4-5-6-7", "0-0-0-1-0-0-0", "4-3-2-1-2-3-4", "7-6-5-4-3-2-1", "0-0-0-0-0-0-0", "1-1-2-2-3-3-4-4" are all non-acceptable while "0-0-0-2-0-0-0" and "9-7-6-5-4-3-1" are acceptable).

9. The display shows "**Confirm**". Reenter your new PIN code and press Enter ⊞ . The display shows "**SD ready**". It may also show **"USB locked"** if the system is set up so that the extra USB connection is logically blocked from use. (The display will show "**PIN too weak**" and then "**New PIN**:" if the chosen PIN code does not meet system requirements. In that case go back to step 8 and reenter another PIN code).

10. Like most USB devices the hiddn coCrypt needs to be formatted before first time use. Your computer screen will show a message asking whether you want to format the disk (the hiddn coCrypt). Press "Format Disk" (or a similar message) on your computer and then press **Start (**or **OK)** on your computer screen. You will typically get a warning on the screen. Press **OK** to continue; then wait until you get the message that the formatting is complete. (Fast or Rapid format operation is ok). (Ask your IT department if you are unsure about this process).

11. The hiddn coCrypt initialization process is now completed. Remove the device from your computer. You may now proceed to section **C (Normal Use** procedure).

C. Normal Use:

1. Press ⊞ to power on. Wait until the display shows **"PIN:"**
2. Enter the correct PIN code. If you type an error, undo the typo by pressing ⊞. Then press Enter ⊞ when finished.
3. The display will show **"PIN accepted".** (If the PIN code is not correct the display will show the message **"PIN not accepted"**. In that case reenter the correct PIN code).
4. Connect hiddn coCrypt to the computer. It can now be accessed as a normal USB storage device.
5. The hiddn coCrypt may be powered off and locked by just removing the device from the computer.
6. If the hiddn coCrypt is powered on without being connected to the computer it will automatically turn itself off and lock in about 30 seconds provided no keys are being pressed during this period. You may also power off by keeping the ⊞ pressed for at least 2- 3 seconds.

Notes:

The hiddn coCrypt may be set up to allow the use of a PIN code containing either characters or a combination of characters and digits (in both cases a total of minimum 7 digits or characters). See section **I** for details.

The hiddn coCrypt device contains a rechargeable battery with an advanced control unit for charging the battery whenever hiddn coCrypt is inserted in a powered-on PC. However, if hiddn coCrypt is left unused (and not connected to a PC) for several months, it may be necessary to charge the internal battery for 1-2 hours before active use. To do so, just insert the hiddn coCrypt into a USB port of a PC that is turned on and let it charge for 2-3 hours.

As any type of storage devices may occasionally fail we strongly recommend that you store and back up any valuable or critical data according to the rules provided by your IT-department (or using at least two independent storage devices).

Rev. no. CCS-QGF 2.11.12E – 01.09.2016 QG

www.hiddn.no