QuickStart Guide

FortiToken-200B

FortiToken-200B is a small hardware One Time Password (OTP) generator, aka Token, that fits on a key-chain. Simply press the button and the FortiToken-200B generates and displays a secure one-time password (OTP) that you enter along with your regular password for secure authentication and access to critical applications and sensitive data.

The time remaining is shown on a circular time in 10-second increments. After the 60 seconds is up, the password expires and the FortiToken display turns off.

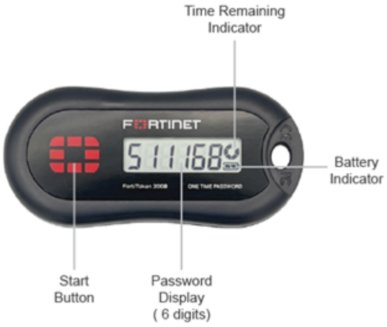
Step 1. Unpacking

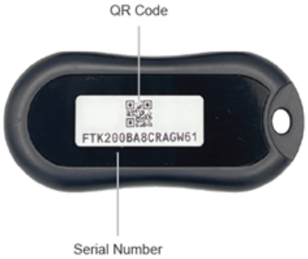
Open the shipping carton and carefully unpack its contents. The carton should contain the following items:

- FortiToken-200B units
- FortiToken-200B QuickStart Guide (QSG)

If any item is found missing or damaged, please contact your local reseller for replacement.

Package Contents:





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Step 2. Activating the FortiToken unit

Before you can successfully use the FortiToken-200B token generator, it must be activated on the FortiGate or FortiAuthenticator system. The following requirements must be met before you can do this:

- The FortiGate or FortiAuthenticator unit system time must be configured to synchronize with a Network Time Protocol (NTP) server. Note that with FortiOS, FortiToken identifiers must be entered into the FortiGate unit, which then contacts FortiGuard servers to verify the information before activating them.
- FortiAuthenticator on the other hand acts as a repository for all FortiToken devices used on your network. It is a single point of registration and synchronization for easier installation and maintenance
- The FortiGate or FortiAuthenticator unit must be able to access the FortiGuard Distribution Network (FDN).

To activate one or more FortiToken units with your FortiGate unit.

1. Log in to the web-based manager of your FortiGate unit.
2. Go to User > FortiToken > FortiToken. Select Create New. Then add the serial numbers for each FortiToken unit you have and select OK.
3. Each FortiToken unit will automatically activate. The Status field will indicate Activating. Select Refresh, and you should see the Status field changed to Active.
4. Select the check box for the activated FortiToken unit, then on the toolbar select Synchronization. The Synchronize FortiToken dialog box appears.
5. Press the Start button of your FortiToken unit and enter the 6-digit token password in the First Code field. Wait until the FortiToken time expires, then press the Start button again to generate a second password and enter it into the Next Code field. Select OK.

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To activate one or more FortiToken units with your FortiGate unit.

1. Log in to the web-based manager of your FortiGate unit.
2. Go to *User* > *FortiToken* > *FortiToken.* Select *Create New.* Then add the serial numbers for each FortiToken unit you have and select *OK*.
3. Each FortiToken unit will automatically activate. The *Status* field will indicate *Activating*. Select *Refresh*, and you should see the *Status* field changed to *Active*.
4. Select the check box for the activated FortiToken unit, then on the toolbar select *Synchronization*. The Synchronize FortiToken dialog box appears.
5. Press the *Start* button of your FortiToken unit and enter the 6-digit token password in the *First Code* field. Wait until the FortiToken time expires, then press the *Start* button again to generate a second password and enter it into the *Next Code* field. Select *OK*.

To activate one or more FortiToken units with FortiToken Cloud (FTC).

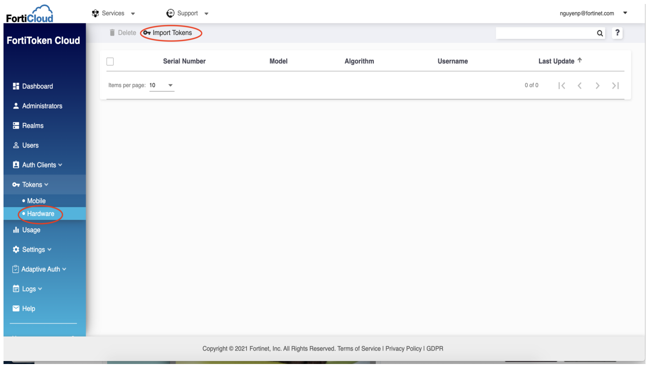

Figure 1 - FTC Dashboard

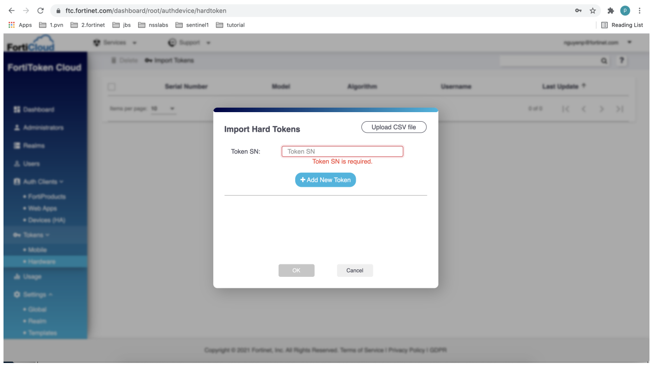

Figure 2 - Import Hard Token

1. Open your web browser, point to https://ftc.fortinet.com, and press *Enter* key on your keyboard:

   The FTC page opens as shown in Figure 1

2. Use the upper right corner to login to FTC
3. From Figure 1, click on *Hardware* > *Import Tokens*
4. From Figure 2, "Import Hard Tokens" window pops up. Follow the steps shown on https://docs.fortinet.com/document/fortitoken-cloud/latest/admin-guide/506312/hardware-tokens to activate tokens.

To add hard tokens manually:

1. On the Hard Tokens page, click the *Import Tokens* button. The Import Hard Tokens dialog opens.
2. Click where it says "Token SN*", and enter the serial number of a hard token.
3. Click the Add New Token button (if you want to add more than one hard tokens).
4. Repeat Steps 2 through 3 above to add as many hard tokens as you have available.
5. Click OK. The Import Hard Token dialog closes, and a message pops up in the upper-right corner of the Hard Tokens page, informing you how many hard tokens have been successfully added and how many have failed (if any) to be added. You can either click OK to dismiss the message, or wait for a few seconds to let it automatically close itself. The serial numbers of the hard tokens that are successfully added now appear on the Hard Tokens page.

Batch-upload hard tokens

You can also batch-upload all the hard tokens you want to add at once if you have access to a .csv file that contains the serial numbers of the hard tokens to be added.

Be sure to have the .csv file ready before starting the following procedures.

To batch-upload hard tokens:

1. On the *Tokens* > *Hardware* page, click the *Import Tokens* button. The Import Hard Tokens dialog opens.
2. In the upper-right corner of the dialog, click the Upload CSV file button. The typical Windows File Upload dialog opens.
3. Locate the .csv file in your file system, and click Open. The Windows Upload File dialog closes, and all the serial numbers of the hard tokens in the .csv file are now added to the Import Hard Tokens dialog.
4. Click *OK*. The Import Hard Token dialog closes, and a message pops up in the upper-right corner of the Hard Tokens page, informing you how many hard tokens have been successfully added and how many have failed (if any) to be added. You can either click *OK* to dismiss the message, or wait for it to automatically close itself in a few seconds. The serial numbers of the hard tokens that are successfully added now appear on the Hardware page.

Step 3. Assigning FortiTokens to Users

To use token authentication, a user account must be enabled to use two-factor authentication and must be assigned the serial number of an activated FortiToken device. The device serial number cannot be shared by multiple users.

To assign a FortiToken unit to a user when use with FortiGate or FortiAuthenticator

1. Do one of the following:
   - To assign a FortiToken to an administrator (super-users only), go to *System* > *Admin* > *Administrator* and select the check box for the administrator account you want to configure, then select *Edit* from the toolbar.
   - To assign a FortiToken to a regular user, go to *User* > *User* > *User* and select the check box for the user account you want to configure, then select *Edit* from the toolbar.

2. In the dialog box, select the *Enable Two-factor Authentication* check box. Under *Deliver Token Code by,* select the *FortiToken* option and then select the FortiToken serial number you want to assign to the selected user account. Select *OK*.

To assign a FortiToken unit to a user when use with FortiToken Cloud

1. Open your web browser, point to https://ftc.fortinet.com, and press *Enter* key on your keyboard: The FTC page opens
2. Use the upper right corner to login to FTC

Assign a hard token to a user

A hardware token shown on the Hard Tokens page without a username means that it is free or has not been assigned to any user yet. You can assign it to any user in your FTC account.

To assign a free hard token to a user:

1. On the main menu, click *Users*. The Users page opens. See Users.
2. Identify the user of interest and click the *MFA Method* column. A pop-up list appears showing all the MFA methods that FTC supports.
3. Select *FTK*.

Delete hard tokens

The Hard Tokens page provides tools to delete hard tokens that are no longer needed. You can delete one, multiple, or all the hardware tokens at once.

Only free (unassigned) FTK tokens can be deleted.

To delete individual hardware tokens:

1. Identify the hard token(s).
2. Select the corresponding checkbox(es).
3. Click the *Delete* button. The Delete Hard Tokens warning message appears.
4. Click *Yes*.

To delete all hardware tokens:

1. Select the checkbox in the header of the checkbox column.
2. Click the *Delete Hard Tokens* button. The Delete Hard Tokens warning message appears.
3. Click *Yes*.

Step 4. Logging In with FortiToken

After they have been activated and assigned to users, the FortiToken units can be used to log in securely to your network through the SSL-VPN client, the standalone FortiClient SSL-VPN tunnel client, the FortiClient console, or the FortiGate Web-based Manager. This section explains the login procedure for each method.

To log in using the SSL-VPN Client

1. In the SSL-VPN web login page, enter your user name and password and select *Sign In.* The login page refreshes and the *FortiToken Code* field appears.
2. Press the *Start* button of your FortiToken unit, type the generated token password into the *FortiToken Code* field on the login page and then select *Login*. You must do this within the 60 seconds while the token password is still valid.

To log in using the standalone FortiClient SSL-VPN tunnel client

1. Go to *Start* > *All Programs* > *FortiClient* > *FortiClient SSL-VPN.*
2. In the FortiClient SSL-VPN client, select the *Connection Name* from the list.
3. Enter your user name, then press the *Start* button of your FortiToken unit.
4. In the *Password* field, type your password concatenated with the generated token password. For example, if your password is `password` and your token code is 123456, you would enter `password123456`.
5. Select *Connect* to initiate the connection. You must do this within 60 seconds while the token password is still valid.

To log in using the FortiClient console (IPsec VPN)

1. In the FortiClient console, go to *VPN* > *Connections, s*elect the connection you want to start and select *Connect*.
2. In the VPN Login dialog box, enter your user name and password and select *OK.* The login page refreshes and the *FortiToken Code* field appears.
3. Press the *Start* button of your FortiToken unit, type the generated token password into the *FortiToken Code* field and select *OK*. You must do this within 60 seconds while the token password is still valid.

To log in using the FortiGate Captive Web Portal (Firewall Identity Check)

1. Connect to the captive web portal.
2. In the Authentication Required dialog box, enter your user name and password. Then select *Continue.* The FortiToken Required dialog box appears.
3. Press the *Start* button of your FortiToken unit, type the generated token password into the *Token Code* field and select *Continue*. You must do this within 60 seconds while the token password is still valid.

To log in using the FortiGate Web-based Manager (super-user administrators only)

1. In your web-browser, enter the URL (using https) of the FortiGate unit you want to access.
2. In the Login dialog box, enter your user name and password and then select *Login*. The login page refreshes and the *Token Code* field appears.
3. Press the *Start* button of your FortiToken unit, type the generated token password into the *Token Code* field and select *Login*. You must do this within 60 seconds while the token password is still valid.

Regulatory Compliance: FCC Class A Part 15, / CE Mark

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Visit these links for more information and documentation for your Fortinet product:

• **Technical Documentation:**	http://docs.fortinet.com
• **Knowledge Base**:	http://kb.fortinet.com
• **Technical Support:**	https://support.fortinet.com
• **Training Services:**	http://training.fortinet.com