

Chromebook: UNNPP Office 365 from Home

Follow the steps in this document to install and configure a smartcard reader on a Chromebook for access to Office 365.

Requirements: Chromebook, HID Omnikey SmartCard Reader

NOTE: Make sure to only insert your picture badge.

- 1) Plug the Smart Card Reader into a USB Port on your Chromebook.
- 2) Install the Smart Card Connector app

Install the app by clicking the following link: [Smart Card Connector app](#)

or

Open Chrome and browse to or copy and paste the following link:

<https://chrome.google.com/webstore/detail/smart-card-connector/khpfekaanjngmcnplbdlpegiifgpgdco>

Select Add to Chrome



Smart Card Connector

Add to Chrome

Offered by: google.com

★★★★★ 58 | Productivity | 40,000+ users

By Google

Select Add App



Add "Smart Card Connector"?



It can:

Access any of these USB devices

[Show Details](#)

Add app

Cancel

3) Install the Smart Card middleware app

Install the app by clicking the following link: [Smart Card Middleware app](#)

or

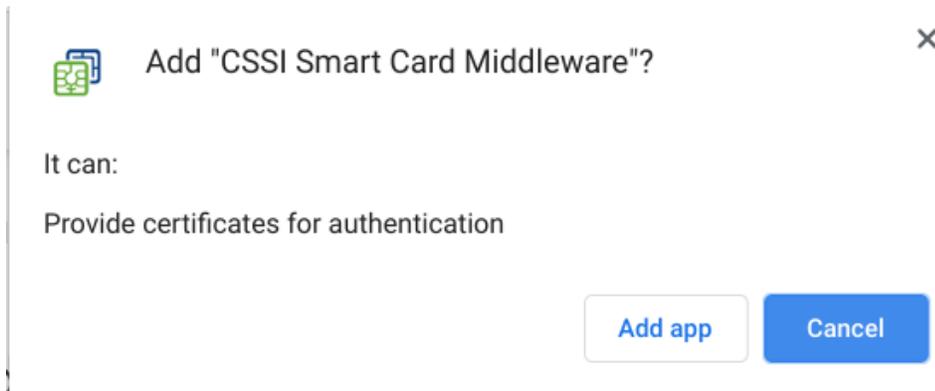
Open Chrome and browse to or copy and paste the following link:
<https://chrome.google.com/webstore/detail/charismathics-smart-card/haeblkpifdemlfnkogkipmghfcbonief?hl=en>

Select Add to Chrome



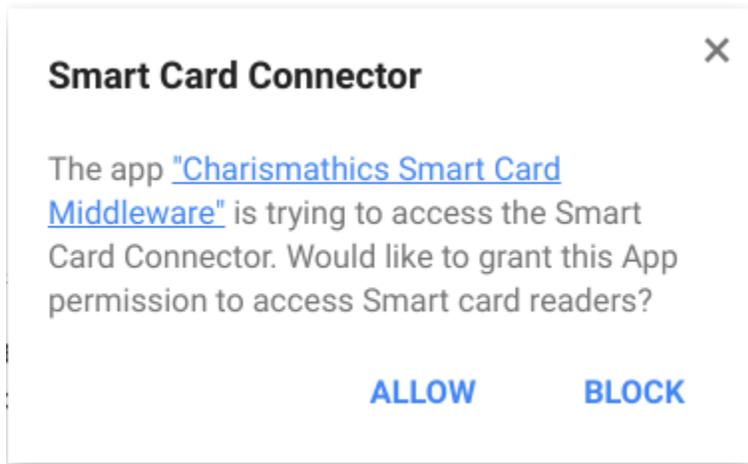
CSSI Smart Card Middleware
Offered by: DriveLock SE
★★★★★ 40 | Productivity | 8,000+ users
[Add to Chrome](#)

Select Add App



Add "CSSI Smart Card Middleware"?
It can:
Provide certificates for authentication
[Add app](#) [Cancel](#)

When Prompted, Select Allow middleware to communicate with the Smart Card Connector



Smart Card Connector
The app ["Charismathics Smart Card Middleware"](#) is trying to access the Smart Card Connector. Would like to grant this App permission to access Smart card readers?
[ALLOW](#) [BLOCK](#)

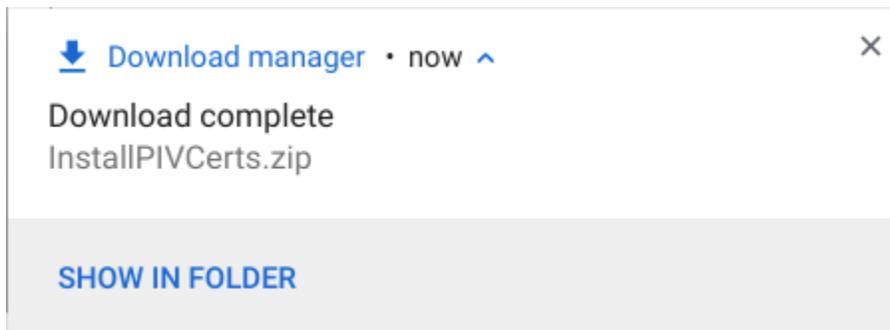
4) Install all UNNPP Certificates

Download UNNPP Certificates

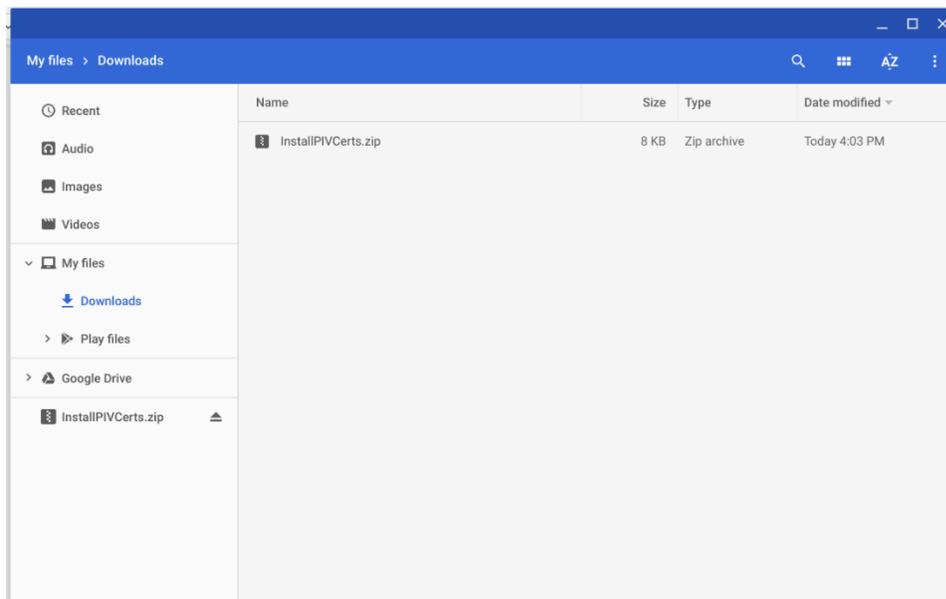
Click or browse to the following link and save files to Downloads

<https://navalnuclearlab.energy.gov/ckfinder/userfiles/files/InstallPIVCerts.zip>

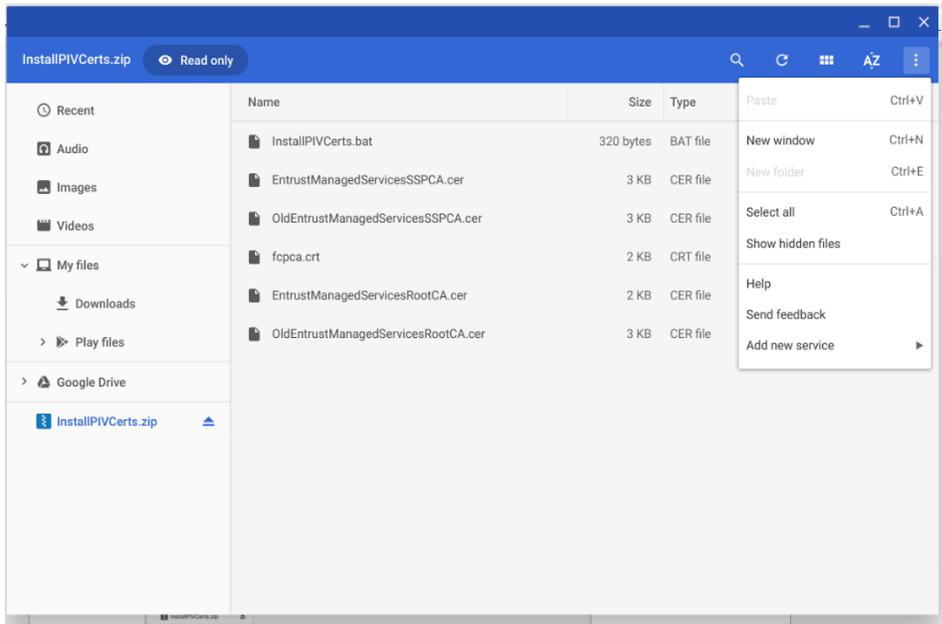
Select Show In Folder



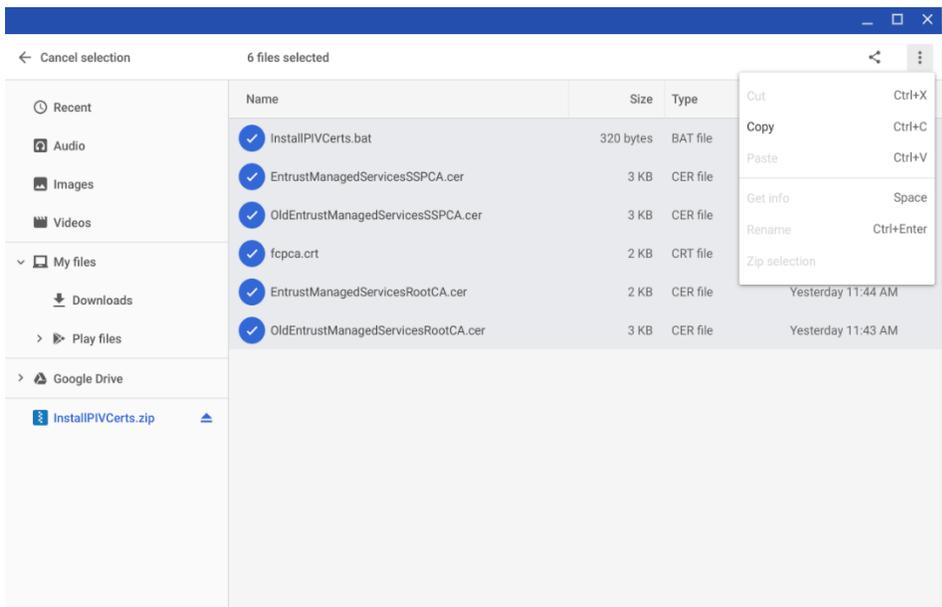
Double click InstallPIVCerts.zip



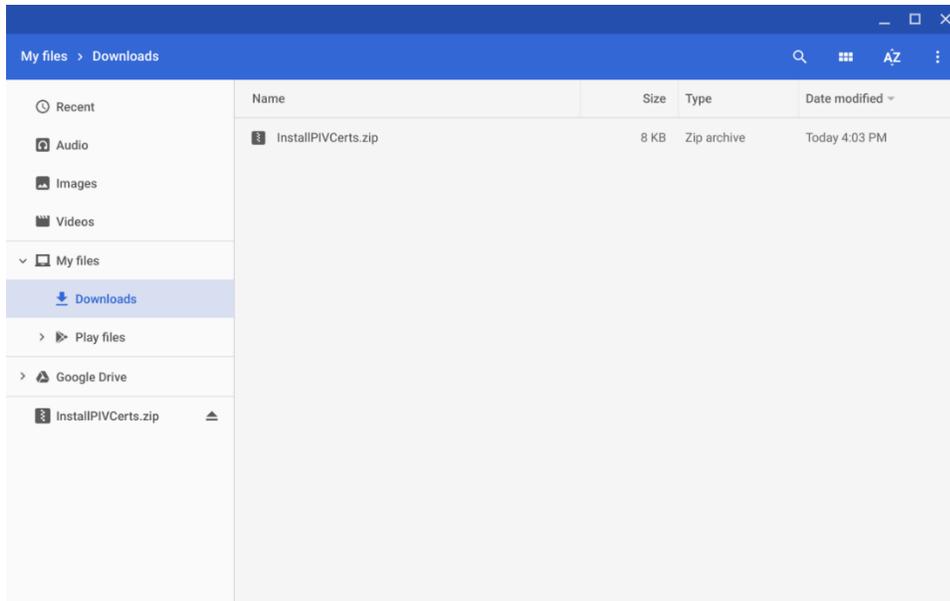
Select three dots in upper right hand corner and Select all



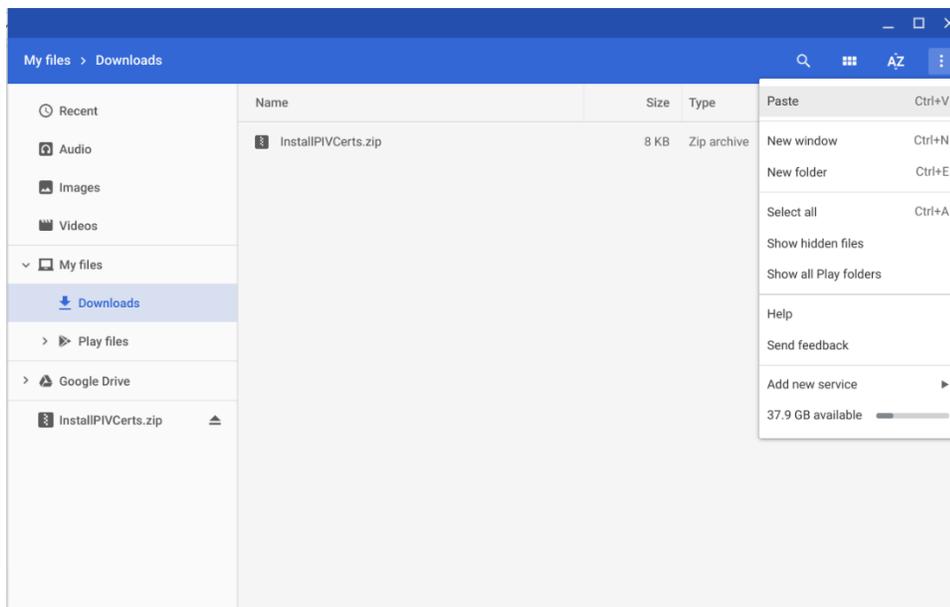
Select three dots in upper right hand corner and Select Copy



Select Downloads

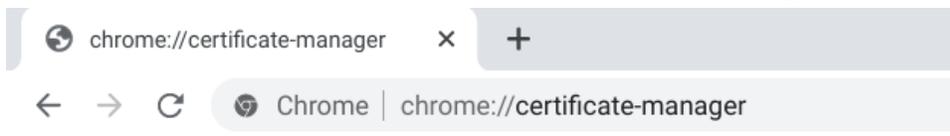


Select three dots in upper right hand corner and Select Paste

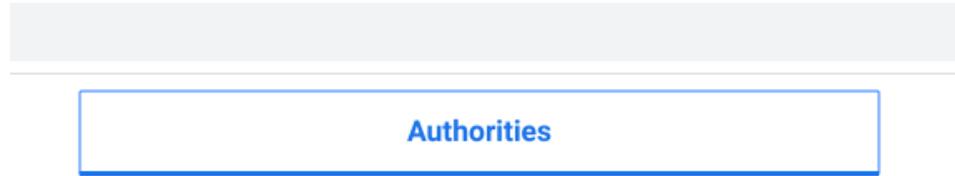


Import UNNPP Certificates

Open Chrome browser and connect to <chrome://certificate-manager>



Click the AUTHORITIES (tab)



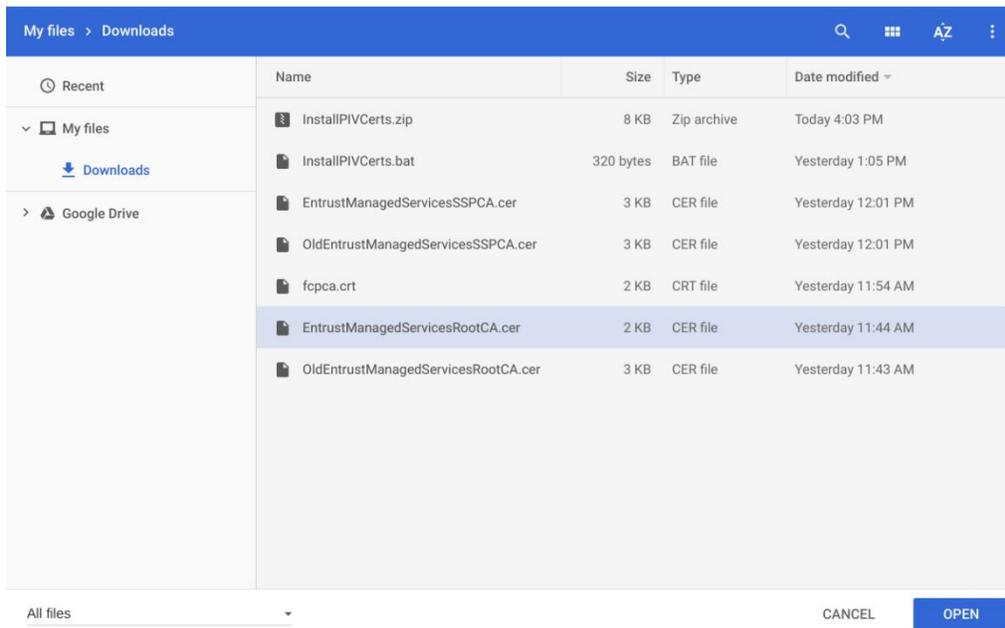
Click IMPORT



Navigate to the Downloads folder, then change the drop down to: All files (found in lower left corner of page)



Select EntrustManagedServicesRootCA.cer, then click *OPEN*



Select Trust this certificate for identifying websites, Trust this certificate for identifying email users, and Trust this certificate for identifying software makers and Select OK.

Certificate authority

The certificate "Entrust" represents a Certification Authority

Trust settings

- Trust this certificate for identifying websites
- Trust this certificate for identifying email users
- Trust this certificate for identifying software makers

Click *IMPORT*

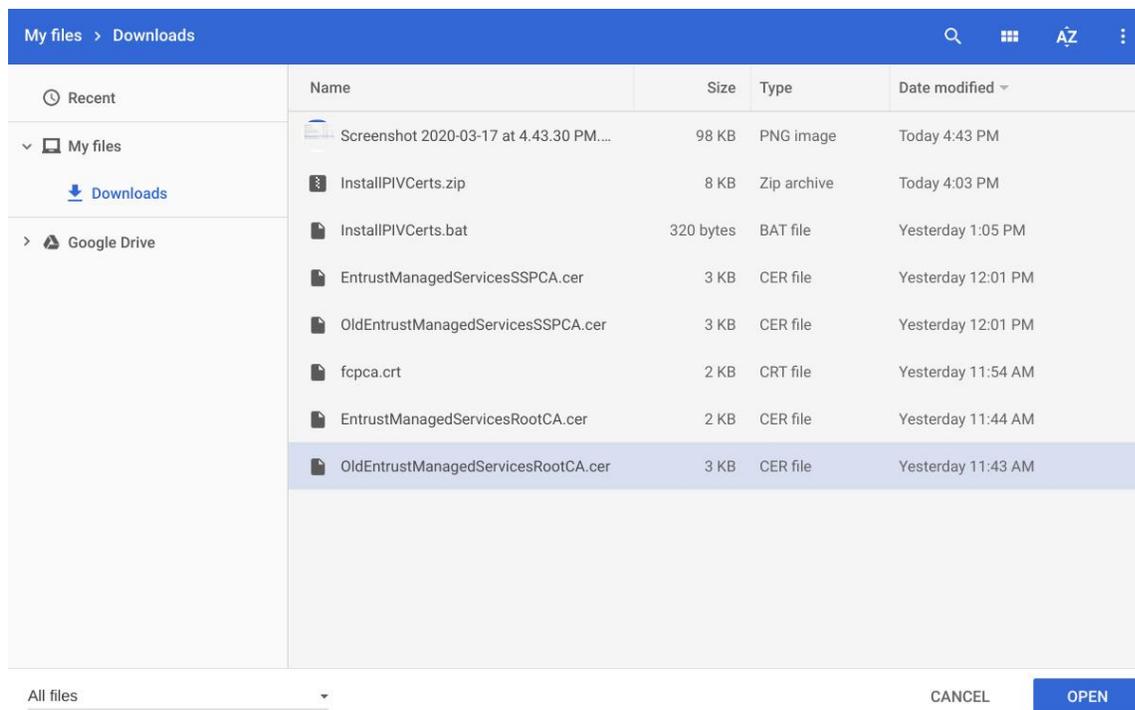
Navigate to the Downloads folder, then change the drop down to: *All files* (found in lower left corner of page)

Select a file to open

Name	Size	Type	Date modified
InstallPIVCerts.zip	8 KB	Zip archive	Today 4:03 PM
InstallPIVCerts.bat	320 bytes	BAT file	Yesterday 1:05 PM
EntrustManagedServicesSSPCA.cer	3 KB	CER file	Yesterday 12:01 PM
OldEntrustManagedServicesSSPCA.cer	3 KB	CER file	Yesterday 12:01 PM
fcpc.crt	2 KB	CRT file	Yesterday 11:54 AM
EntrustManagedServicesRootCA.cer	2 KB	CER file	Yesterday 11:44 AM
OldEntrustManagedServicesRootCA.cer	3 KB	CER file	Yesterday 11:43 AM

All files

Select OldEntrustManagedServicesRootCA.cer, then click *OPEN*



Select Trust this certificate for identifying websites, Trust this certificate for identifying email users, and Trust this certificate for identifying software makers and Select OK.

Certificate authority

The certificate "Entrust" represents a Certification Authority

Trust settings

- Trust this certificate for identifying websites
- Trust this certificate for identifying email users
- Trust this certificate for identifying software makers



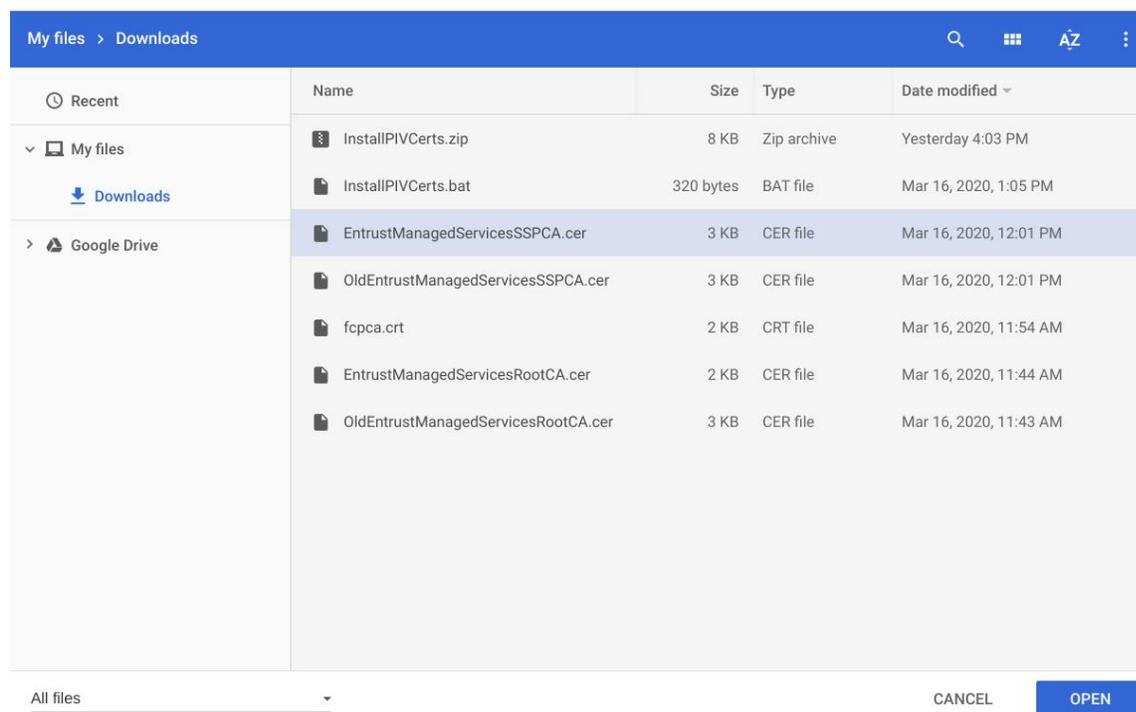
Click IMPORT



Navigate to the Downloads folder, then change the drop down to: All files (found in lower left corner of page)



Select EntrustManagedServicesSSPCA.cer, then click *OPEN*



Select Trust this certificate for identifying websites, Trust this certificate for identifying email users, and Trust this certificate for identifying software makers and Select OK.

Certificate authority

The certificate "Entrust" represents a Certification Authority

Trust settings

- Trust this certificate for identifying websites
- Trust this certificate for identifying email users
- Trust this certificate for identifying software makers



Click IMPORT



Navigate to the Downloads folder, then change the drop down to: All files (found in lower left corner of page)

All files

CANCEL

OPEN

Select OldEntrustManagedServicesSSPCA.cer, then click *OPEN*

My files > Downloads

Name	Size	Type	Date modified
Screenshot 2020-03-18 at 11.49.02 AM...	99 KB	PNG image	Today 11:49 AM
InstallPIVCerts.zip	8 KB	Zip archive	Yesterday 4:03 PM
InstallPIVCerts.bat	320 bytes	BAT file	Mar 16, 2020, 1:05 PM
EntrustManagedServicesSSPCA.cer	3 KB	CER file	Mar 16, 2020, 12:01 PM
OldEntrustManagedServicesSSPCA.cer	3 KB	CER file	Mar 16, 2020, 12:01 PM
fcpc.crt	2 KB	CRT file	Mar 16, 2020, 11:54 AM
EntrustManagedServicesRootCA.cer	2 KB	CER file	Mar 16, 2020, 11:44 AM
OldEntrustManagedServicesRootCA.cer	3 KB	CER file	Mar 16, 2020, 11:43 AM

All files

CANCEL OPEN

Select Trust this certificate for identifying websites, Trust this certificate for identifying email users, and Trust this certificate for identifying software makers and Select OK.

Certificate authority

The certificate "Entrust" represents a Certification Authority

Trust settings

- Trust this certificate for identifying websites
- Trust this certificate for identifying email users
- Trust this certificate for identifying software makers

Cancel

OK

Click IMPORT

Import

Navigate to the Downloads folder, then change the drop down to: *All files* (found in lower left corner of page)

Select a file to open

My files > Downloads

Recent	Name	Size	Type	Date modified
My files	InstallPIVCerts.zip	8 KB	Zip archive	Today 4:03 PM
Downloads	InstallPIVCerts.bat	320 bytes	BAT file	Yesterday 1:05 PM
Google Drive	EntrustManagedServicesSSPCA.cer	3 KB	CER file	Yesterday 12:01 PM
InstallPIVCerts.zip	OldEntrustManagedServicesSSPCA.cer	3 KB	CER file	Yesterday 12:01 PM
	fcpc.crt	2 KB	CRT file	Yesterday 11:54 AM
	EntrustManagedServicesRootCA.cer	2 KB	CER file	Yesterday 11:44 AM
	OldEntrustManagedServicesRootCA.cer	3 KB	CER file	Yesterday 11:43 AM

All files

CANCEL OPEN

Select Fcpc.crt, then click *OPEN*

My files > Downloads

Recent	Name	Size	Type	Date modified
My files	Screenshot 2020-03-17 at 4.48.45 PM...	108 KB	PNG image	Today 4:48 PM
Downloads	Screenshot 2020-03-17 at 4.43.30 PM...	98 KB	PNG image	Today 4:43 PM
Google Drive	InstallPIVCerts.zip	8 KB	Zip archive	Today 4:03 PM
	InstallPIVCerts.bat	320 bytes	BAT file	Yesterday 1:05 PM
	EntrustManagedServicesSSPCA.cer	3 KB	CER file	Yesterday 12:01 PM
	OldEntrustManagedServicesSSPCA.cer	3 KB	CER file	Yesterday 12:01 PM
	fcpc.crt	2 KB	CRT file	Yesterday 11:54 AM
	EntrustManagedServicesRootCA.cer	2 KB	CER file	Yesterday 11:44 AM
	OldEntrustManagedServicesRootCA.cer	3 KB	CER file	Yesterday 11:43 AM

All files

CANCEL OPEN

Select Trust this certificate for identifying websites, Trust this certificate for identifying email users, and Trust this certificate for identifying software makers and Select OK.

Certificate authority

The certificate "Federal Common Policy CA" represents a Certification Authority

Trust settings

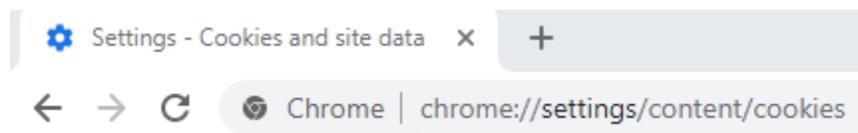
- Trust this certificate for identifying websites
- Trust this certificate for identifying email users
- Trust this certificate for identifying software makers

Cancel

OK

5) Allow Cookies for Office 365 Sites

Open Chrome browser and connect to <chrome://settings/content/cookies>



Verify Allow sites to save and read cookie data (recommended) is Enabled

← Cookies and site data

Search

Allow sites to save and read cookie data (recommended)



Under See all cookies and site data, Click Add to the Right of Allow

Allow

Add

In the Add a site dialogue box, enter <https://login.microsoftonline.com>, Click Add

Add a site

Site

<https://login.microsoftonline.com>

- Current incognito session only
- All cookies, on this site only

Cancel

Add

Under See all cookies and site data, Click Add to the Right of Allow

Allow

Add

In the Add a site dialogue box, enter <https://login.microsoftonline.us>, Click Add

Add a site

Site

<https://login.microsoftonline.us>

- Current incognito session only
- All cookies, on this site only

Cancel

Add

Under See all cookies and site data, Click Add to the Right of Allow

Allow

Add

In the Add a site dialogue box, enter <https://office365.us>, Click Add

Add a site

Site

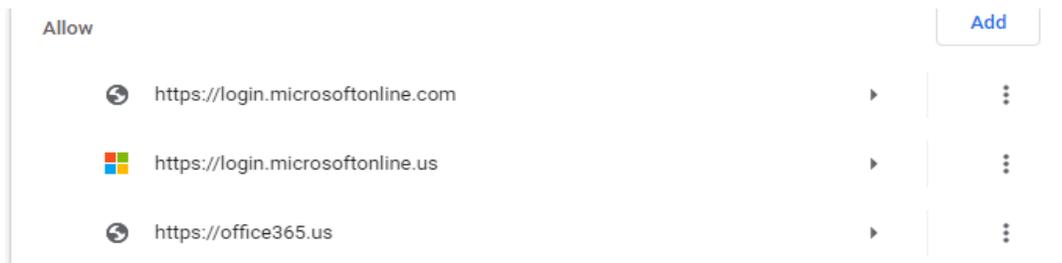
<https://office365.us>

- Current incognito session only
- All cookies, on this site only

Cancel

Add

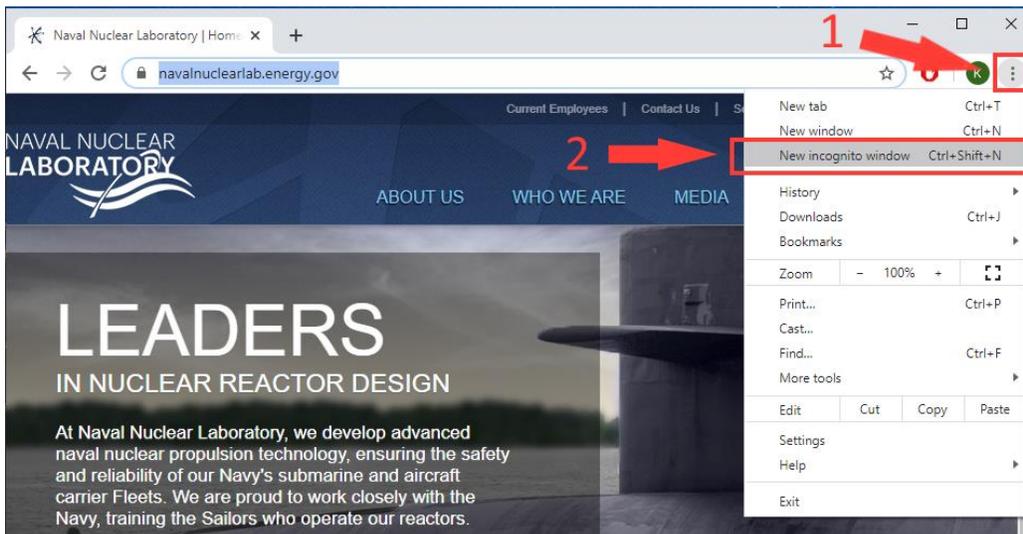
When complete your Cookies and site data should be as follows



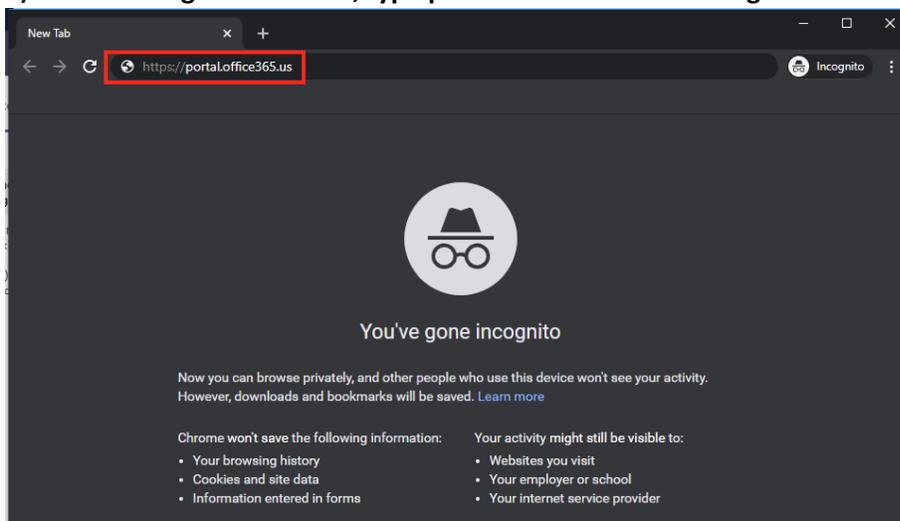
You are now ready to use your smart card to login to Microsoft Office 365!

6) Close and Re-open Google Chrome to ensure the settings are applied properly.

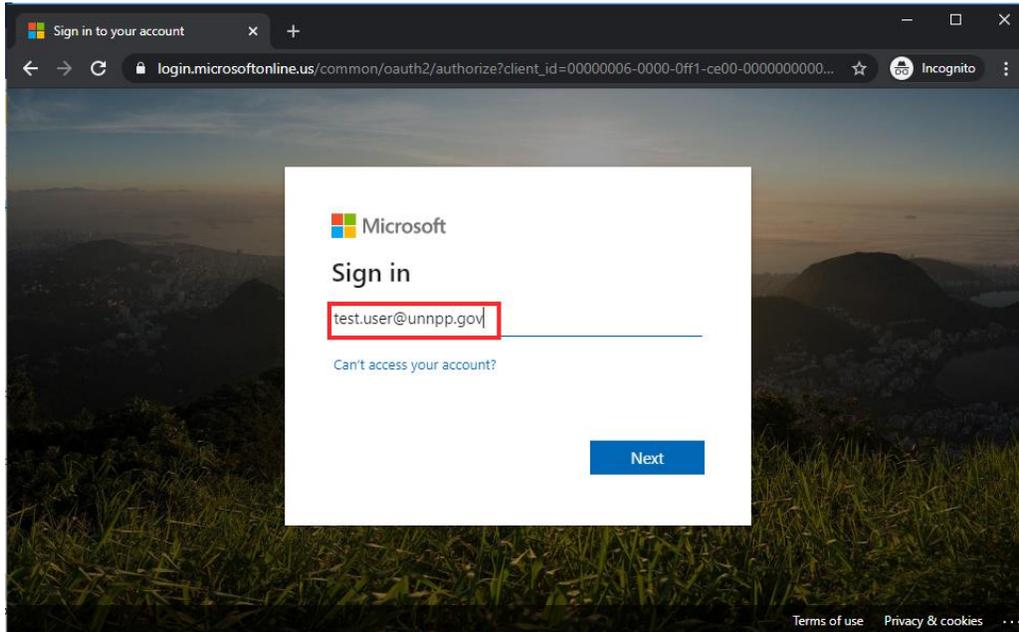
Click the 3 dots in the top right corner of the Chrome window. A menu will appear. Click on “New Incognito Window”



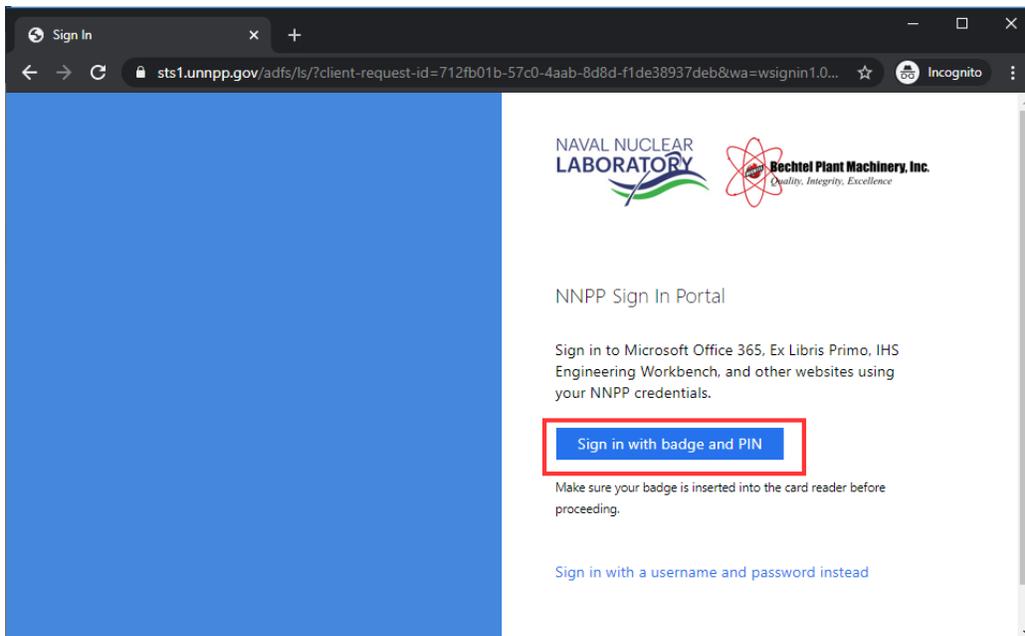
7) In the Incognito Window, type portal.office365.us to navigate to the Office 365 login.



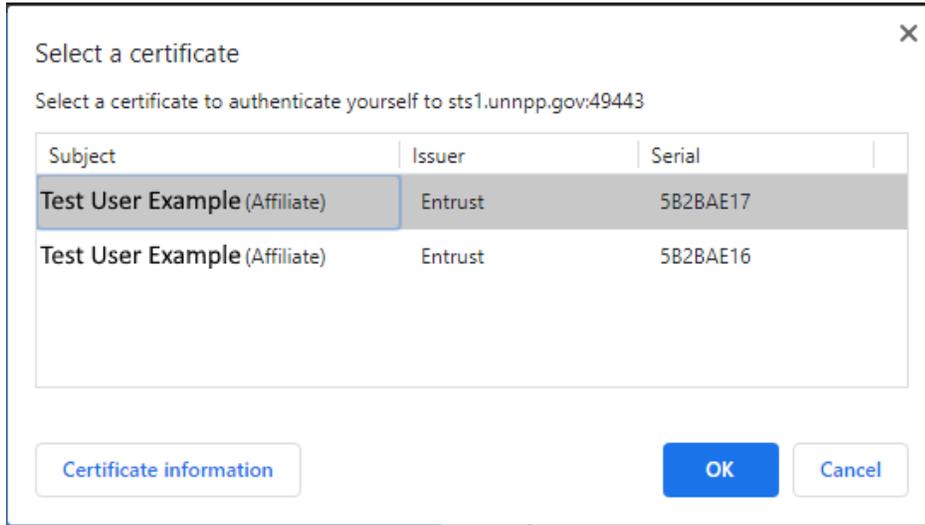
8) At the Office 365 login webpage, type your unclassified Office 365 email address in and click “Next”



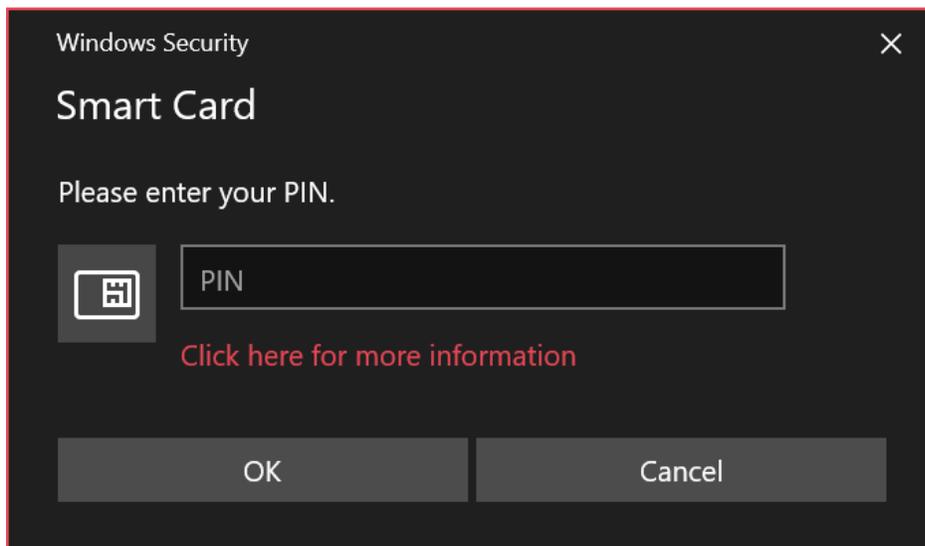
9) You should arrive at the NNPP Sign in Portal. Insert your Unclassified Picture badge into the HID card reader. Click “Sign in with Badge and Pin”



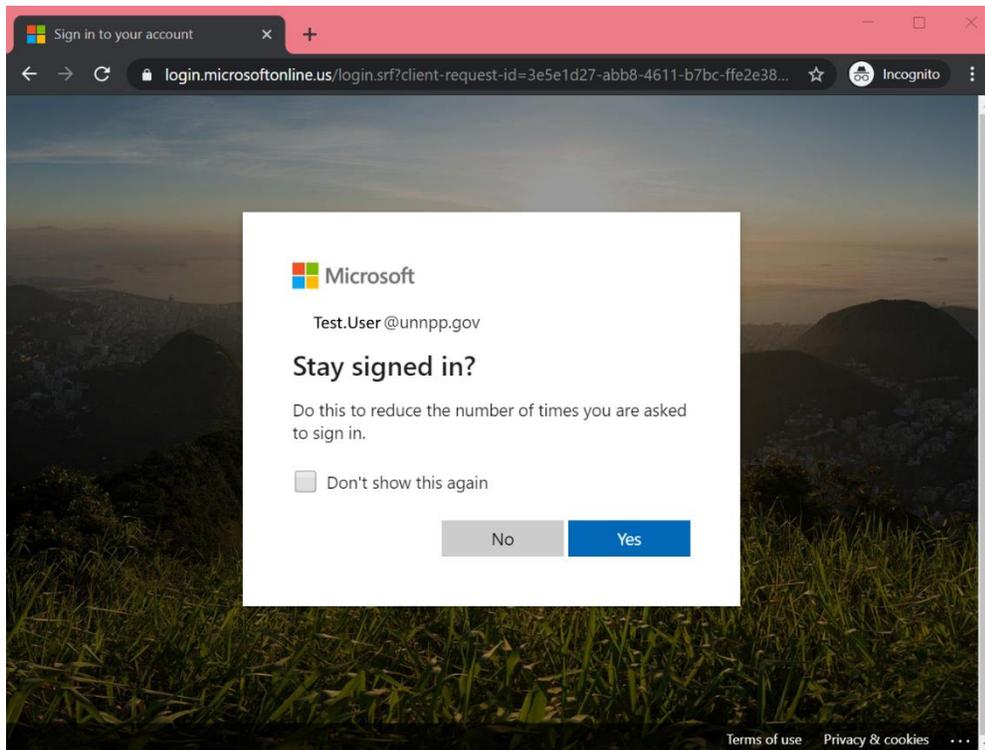
- 10) A window asking you to “Select a certificate” will pop up. Your name will appear in the subject category. Use the first certificate in the list, and click the “OK” button.



- 11) Windows Security will pop up in a new window asking for your pin. Enter the pin that you use to login to Office 365 and click “OK”.

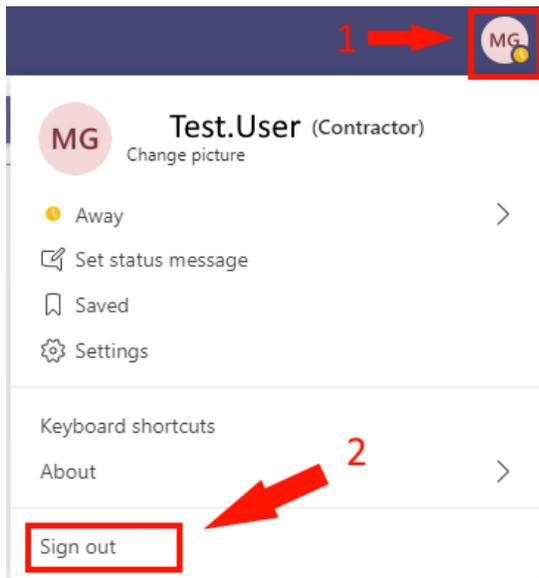


12) A window will appear asking if you want to stay signed in. Click “No”.



13) You are now logged into Office 365.

14) When you are finished, sign out by clicking your profile picture in the top right, and selecting sign out. Afterward, close the browser and remove your Picture badge.



Document Location:

https://navalnuclearlab.energy.gov/ckfinder/userfiles/files/chromeOS_cardreader_install.pdf