

# **TD Remote Access Services**

~ TD Software Token - Vendor Setup Instructions ~

**Version 1.03**

**Developed by TD Remote Access Services Group**

## Welcome to the TD Remote Access Services!

By following these simple instructions, you will learn how to connect and logon to the TD Remote Access Services and use its many features and capabilities. Please activate your new TD Remote Access Services as soon as possible to start benefiting from the new service.

### Requirements:

To install and configure a RSA Soft Token for Remote Access Services (RAS), the following are required:

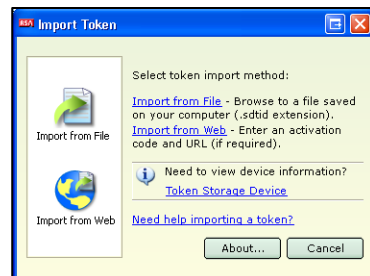
- Valid Active Directory ID and Password
- The RSA Soft Token V4.1 software installation files
- A token file supplied by TD for the Remote Access (eg. diass4.sdtid)
- Please complete the first-time setup via the RAS Vendor site (Step 1 - 4)
- Please review the On-going sign-on procedures via the RAS Vendor site (Step 5 listed below)

### Step 1 - Vendor Installation Instructions for the RSA Soft Token:

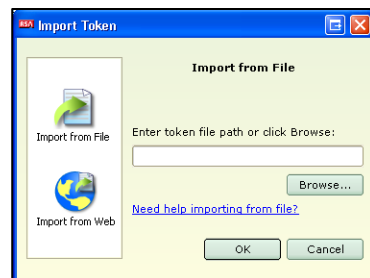
1. Log on to your computer *(As an Administrator if needed)*
2. Download the RSA SecurID software (**RSASecurIDToken410**) from <http://www.rsa.com/node.aspx?id=2525>.
3. Unzip the file as per the instructions on the website.
4. Locate the **RSASecurIDToken410** folder that was created when you unzipped the (**RSASecurIDToken410.zip**) file.
5. Open the folder.
6. Double click on **RSASecurIDToken410.msi** entry. This will start the installation.
7. Select all of the default settings.
8. Once the installation is complete, click **Finish**.

### Step 2 - Configuring the RSA Soft Token for use:

1. **Save the token**, *acf2.sdtid*, you received by email.  
*(Make note of the location on your computer as you will need this file to set up the RSA SecurID Soft Token software).*
2. Open the RSA SecurID Soft Token application installed in **Step 1**.
3. Click on **Start → Programs → RSA SecurID Software Token**
4. **RSA SecurID Software Token.**  
*(This will launch the application seen to the right.)*



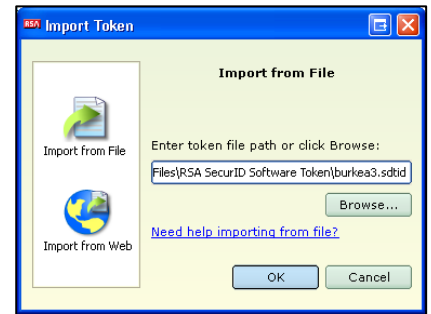
5. Select **"Import from File"**
6. Browse to the location that the token was saved to.



7. Click **Open**



8. Select **"OK"** to complete to transfer.



9. If desired select **"Change Name"** to change the token name. This step is optional.
10. Select **"OK"** when complete.



*The RSA SecurID Soft Token is now ready to be used.*

11. There is no initial PIN. **Select the blue arrow button to the right of the "Enter PIN" field to continue.**



12. Each token code will be valid for only 1 minute.  
***Note the light blue bars below the token code. Each represents 10 seconds and the bars will "count down" to the next code.***
13. Use the **"Copy"** button to copy the token code. This will be used in the next steps.



### Step 3 - Logging onto TD Vendor Remote Access Site:

1. Using Microsoft Internet Explorer connect to:

**Vendor Site - <https://remoteaccess.tdbank.ca/CitrixLogonPoint/tdvendor>**

2. If prompted to install an Active X component click **Yes**.
3. You will be prompted to run the TD Endpoint Analysis. Click **Yes**.



## Step 4 – TD Vendor Remote Access (First Sign-on Setup):

1. In the required fields enter the following:

Active Directory Username

Active Directory Password

Select the correct domain

Enter ONLY the 8 digit passcode

2. You will be prompted to create a 4 digit PIN. Select **User Generated** and click on **Change PIN**.
3. Enter your 4 digit PIN twice. *Note: the PIN must be Numeric.* Click **Change PIN**.

(Wait for the number on the soft token to change before trying to log in).

4. In the **RSA SecurID** token, enter the **PIN** created in steps 2-3. Select the light blue arrow to the right of the "Enter PIN" field.

5. The passcode will be displayed. Select the **"Copy"** button to proceed.

7. From the Remote Access login screen: **Enter the correct information in all fields.** Enter your pin into the soft token to generate your 8-digit passcode. In the SecurID PASSCODE field: Paste the token code copied in the previous step.
8. Select "Login" to proceed to the applications portal.

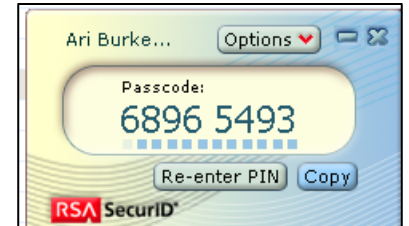
**Note:**

**What is the difference between Tokencode and Passcode?**

A tokencode is a pre-pin SecurID code. See image to the right.



Once the PIN number has been entered, a Passcode is then generated. See image to the right.



**Step 5 – TD Vendor Remote Access (On-going Sign-on Setup):**

1. Using Microsoft Internet Explorer connect to:

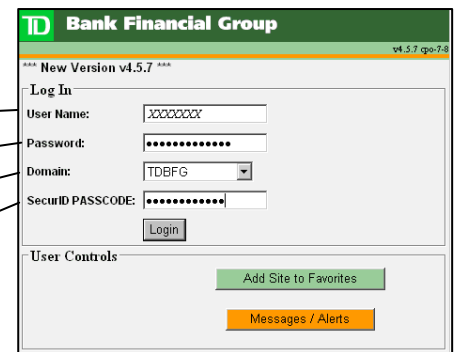
**Vendor Site - <https://remoteaccess.tdbank.ca/CitrixLogonPoint/tdvendor>**

2. If prompted to install an Active X component click **Yes**.
3. You will be prompted to run the TD Endpoint Analysis. Click **Yes**.

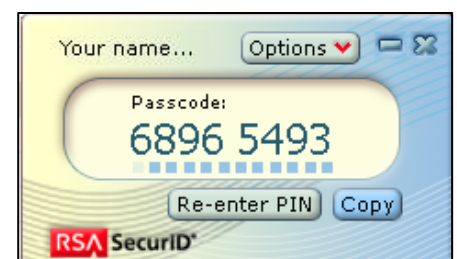


4. In the required fields enter the following:

Active Directory Username
Active Directory Password
Select the correct domain
Enter ONLY the 8 digit passcode



5. In order for you to generate a 'Passcode', you need to enter your PIN number by [clicking the numbers listed](#). Once done click the 'Enter' key to generate the new Passcode. You will have to generate a new 'Passcode' prior to every logon.



**Technical Assistance:**

If you run into any technical issues or need some further clarification, please contact the **Enterprise Service Desk** for further assistance at 1-866-668-7777.