



Enterprise Access Gateway User Guide

June 2022



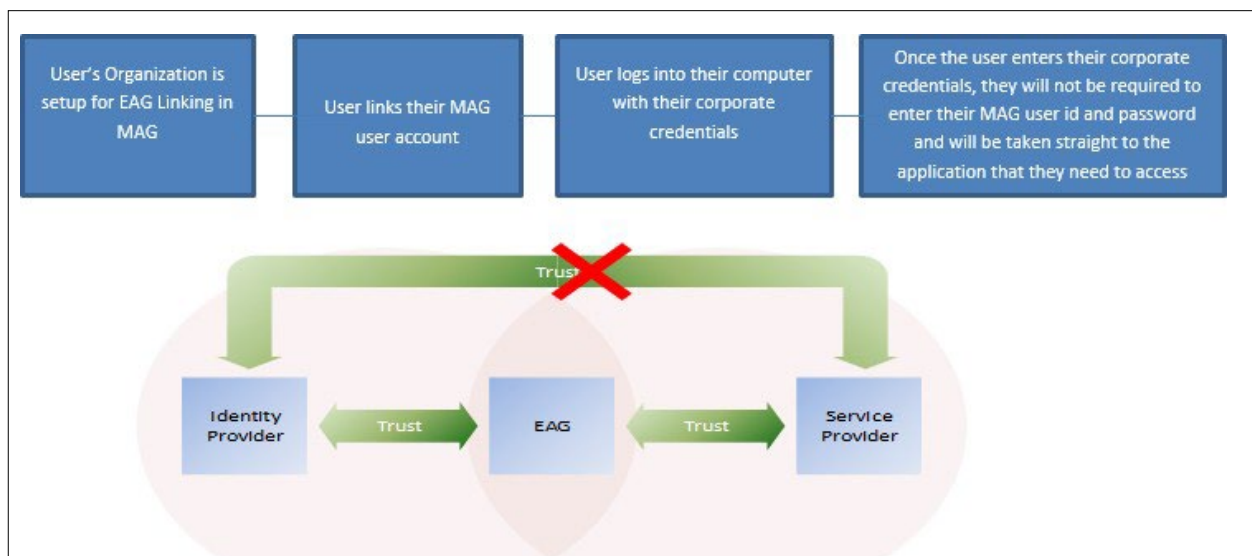
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Enterprise Access Gateway (EAG) Overview

Exostar's Enterprise Access Gateway (EAG) is an authentication portal that allows users to use their native (corporate credentials) to access Exostar's Managed Access Gateway (MAG) service and application that are federating with the service. EAG acts as an Identity Federation component that functions as a forward trust proxy between Service Providers and Identity Providers, supporting standards-based single sign-on and user account provisioning while remaining completely invisible to the end users. EAG allows Identity Providers to gain access to multiple participating Service Providers at Exostar. EAG allows users to use their corporate network login credentials to access MAG applications.

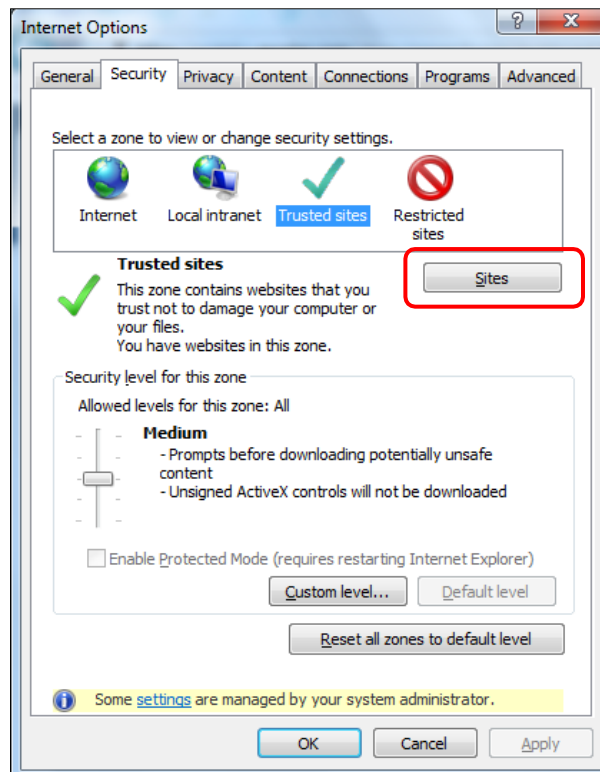
An organization must be subscribed to EAG before a user can link their account.



Modify Trusted Sites in Internet Explorer

Exostar.com must be designated a trusted site in Internet Explorer before corporate login credentials can be used for EAG. To modify trusted sites in Internet Explorer:

1. From **Internet Explorer**, select **Tools** or the **Gear** icon in the top right corner of the browser. Then, select **Internet Options**.
2. The **Internet Options** window displays. Select the **Security** tab. Click **Sites**.



3. Insert ***.exostar.com** into the text field and click **Add**.

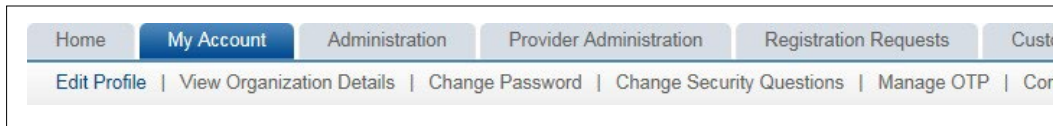


NOTE: If the **Require Server Verification (https:)** for all sites in this zone is selected, please remove the checkmark from the box and click **Add**. If you are unable to add Exostar as a trusted site or if you are unable to remove the checkmark, contact your IT Department or Help Desk.

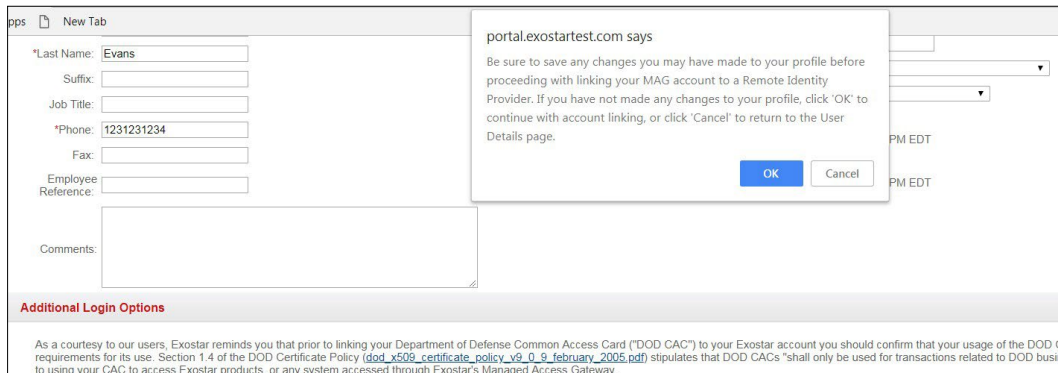
Self-Link MAG Account to EAG

To link your EAG account:

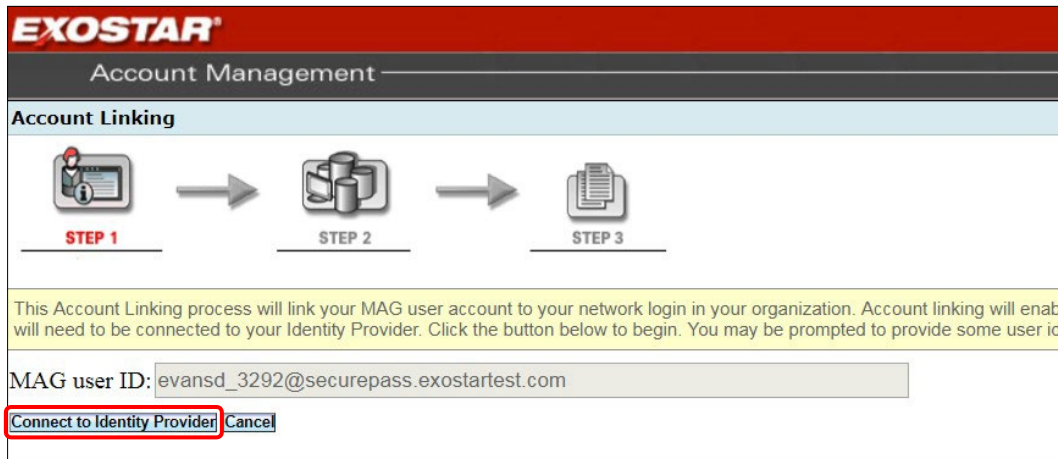
1. Log into your MAG account by going to <https://portal.exostar.com>. Log in with your username and password or FIS Digital Certificate(s).
2. Go to the **My Account** tab. Click the **Edit Profile** sub-tab.



3. If your organization is subscribed to the EAG service, the **Enterprise Access Gateway (EAG) Account Settings** section displays. Click **Link Accounts**.
4. A notification displays. To save profile changes, click **OK**. Click **OK** to start the account linking process.



5. Click **Connect to Identity Provider**.



6. If you logged into your corporate network, click **Link Accounts**. If you have not, you are prompted to provide your network credentials. The displayed page is specific to your company. After entering your corporate credentials, the **Account Linking** page displays. Click **Link Accounts**.

Account Linking

STEP 1 → **STEP 2** → STEP 3

Click the button below to link your Remote Identity Provider user account with your MAG user account.

MAG user ID:

ExostarUAT1 user ID:

Link accounts | Cancel

7. Your corporate network ID displays. Click **Logout and Close Browser** to complete the account linking process.

NOTE: You are now logged out of your MAG session.

Account Linking

STEP 1 → STEP 2 → **STEP 3**

You have successfully linked your MAG account to your Identity Provider account and a cookie has been written into your browser. In your browser, click on your MAG bookmark if you have one, or launch a new browser session and enter the MAG URL. This will take you to the application.

MAG user ID:

ExostarUAT1 user ID:

Logout & Close Browser

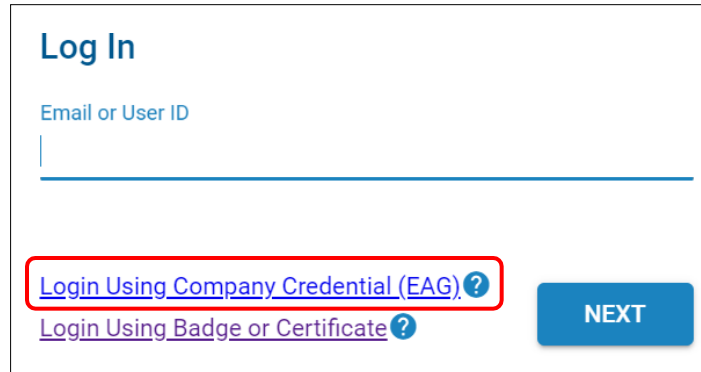
NOTE: A persistent cookie is saved on your computer to identify your Corporate Identity Provider (also known as your Enterprise IDP), to ensure you are not required to select your Enterprise IDP again for MAG. If you clear the browser history or use a different browser, you need to select the Enterprise IDP for MAG.

[Link MAG Account to EAG with Just-in-Time \(JIT\) Provisioning](#)

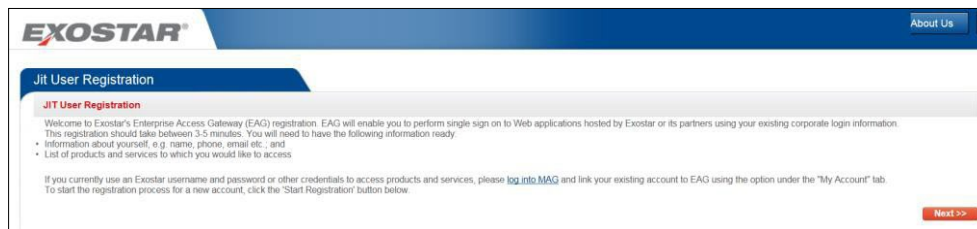
Just-In-Time provisioning allows users to be provisioned in MAG automatically. Users go through a one-time registration process and are required to subscribe to an application. When account attributes change in the Enterprise, JIT-based assertion allows user attributes to be updated in MAG when users federate to MAG services.

Enterprises that have configured and subscribed to EAG (Remote Identity Provider service connection) in MAG, can place a URL on their internal application website. Employees can self-register for MAG-connected application services. Follow the steps below to use JIT provisioning:

1. Go to <https://portal.exostar.com>. Select **Login Using Company Credential (EAG)**.

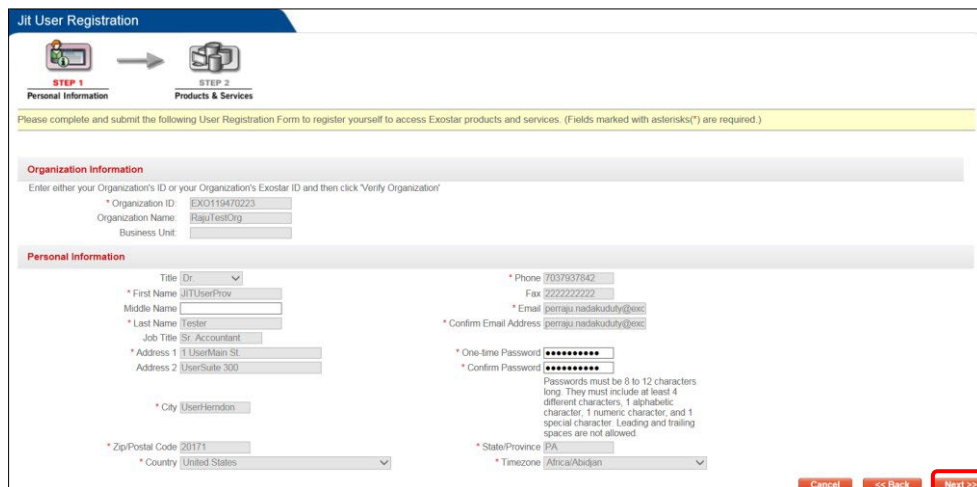


2. Select your Remote Identity Provider (R-IDP) service connection.
3. Use your native (corporate) credentials to complete login.
4. The **JIT User Registration** page displays. Click **Next**.



5. Personal information displays. Click **Next**.

NOTE: Most fields are not editable. The information displayed in these fields are provided from your corporate identity provider and not Exostar.



6. Select applications to which you need access. Click **Next** to complete.

NOTE: Application access requires approval by an Application Administrator. If an application requires additional approval, the request routes to the next participant in the approval workflow.

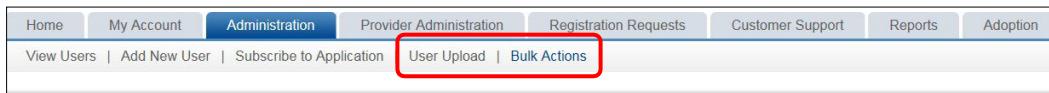
NOTE: A persistent cookie is saved on your computer to identify your Corporate Identity Provider (also known as your Enterprise IDP) to ensure you are not required to select your Enterprise IDP again for MAG. If you clear the browser history or use a different browser, you need to select the Enterprise IDP for MAG.

Bulk Load EAG Subscriptions

MAG supports the bulk add of users. Organization Administrators who want to complete a multiple user add, or complete actions for multiple users can subscribe users to the EAG service by entering the Remote Identity Provider (R-IDP) for the user in the **ridpUserID** field of the .csv file. Once upload completes, users receive an email with instructions on how to access MAG.

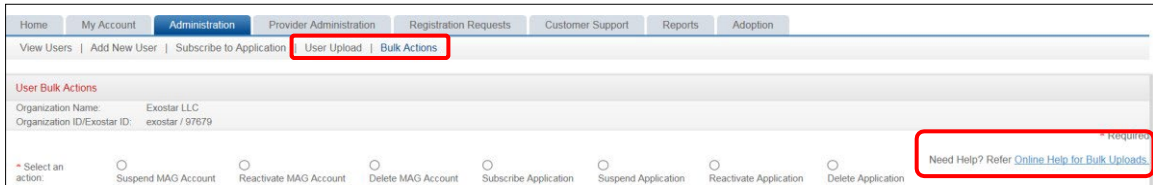
To bulk add users to the EAG service:

1. Log into your MAG account by going to <https://portal.exostar.com>. Log in with your username and password or a FIS Digital Certificate(s).
2. Go to the **Administration** tab. Click the appropriate sub-tab, **User Upload** or **Bulk Actions**.



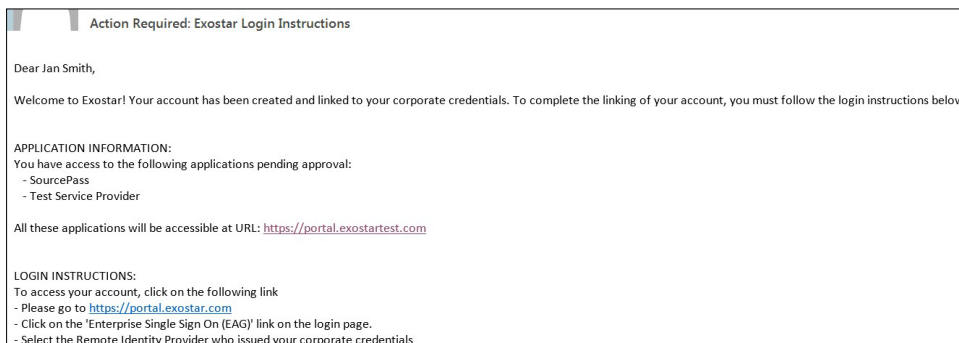
3. Complete the .csv template, located in the **Online Help for Load Users** link, and ensure to complete the ridpUserID field.

NOTE: Do not enter information in the password field. This causes an error when uploading the file. For complete instructions on how to use **User Upload** or **Bulk Actions**, and to obtain the .csv file, use **Online Help for Load Users**.

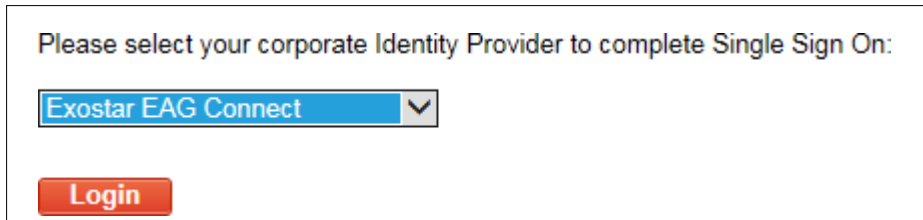


NOTE: Application access requires Application Administrator approval. If an application requires additional approval, the request routes to the next participant in the approval workflow.

4. Once the upload completes, users receive an email with instructions to access MAG.



5. Navigate to <https://portal.exostar.com> and select **Login Using Company Credential (EAG)**. Select your corporate **Identity Provider** from the drop-down menu. Click **Login**.



6. Depending on the **Identity Provider** you selected, you are directed to a login page to enter your corporate credentials.



NOTE: Your login page may look different than the illustration. If you are unable to login and need your corporate password reset, contact your IT department or Internal Helpdesk.

A persistent cookie is saved on your computer to identifying the Enterprise IDP, so you are not required to select the Enterprise Identity provider again in MAG. The next time you access your account using EAG, you are directed to enter your corporate credentials to log you directly into your account. You can have the MAG URL saved as a favorite in your browser or saved as an icon on your desktop.

[Login](#)

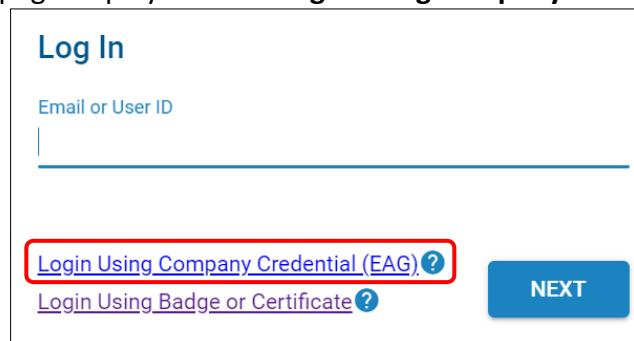
Open a new browser or use an existing Favorites link. You are taken directly to the MAG applications page or the application you access. If you are NOT logged in to your corporate network, you may be prompted to login.

The application owner determines an application's credential strength. If you receive the **Login Requirements Not Met** message when accessing an application, or have additional questions, please contact [Exostar Customer Support](#).

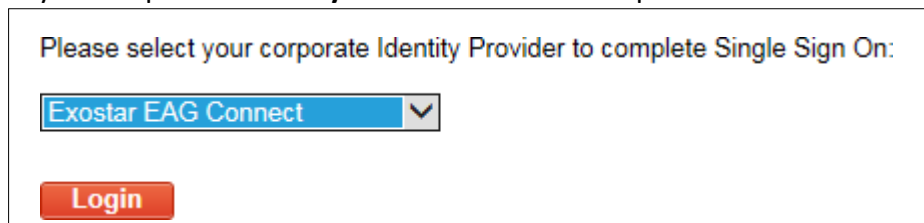
[Login if Persistent Cookie was Removed](#)

If you clear your browser cookies and cache, **the persistent cookie** is removed and you are not taken directly to your corporate login page when accessing MAG:

1. The MAG login page displays. Select **Login Using Company Credential (EAG)**.



1. Select your corporate **Identity Provider** from the drop-down menu. Click **Login**.



2. Depending on the **Identity Provider** you selected, you are directed to a login page where you are required to enter your corporate credentials.



NOTE: Your login page may look different than the illustration. If you are unable to login and need your corporate password reset, contact your IT department or Internal Helpdesk.

A persistent cookie is saved on your computer to identifying the Enterprise IDP, so you are not required to select the Enterprise Identity provider again in MAG. The next time you access your account using EAG, you are directed to enter your corporate credentials, which log you directly into your account. You can have the MAG URL saved as a favorite in your browser or saved as an icon on your desktop.

[Delink or Relink Account](#)

If you are not logged into your corporate network, you are unable login using EAG. For example, if you are working remotely and cannot use your Corporate VPN to login, you are unable to use EAG. To have your account delinked, contact your MAG Organization Administrator. They can delink your account. Once the account has been delinked, you receive an email confirmation with login instructions.

To relink your account, follow the instructions in the [How to Link Your Account](#) section of this document. If you linked your account using JIT provisioning, you are required to register again.