# Validation Details

This validation test covers password complexity settings within iPassport.

# Changes between iPassport versions:

* Ability to specify that users’ passwords must contain a number
* Ability to specify that users’ passwords must contain a special (non-alphanumeric) character
* Ability to lock out a user after a specific number of consecutive failed login attempts
* Ability to prevent password reuse
* Users will now be emailed whenever their login details are updated
* Ability to force Two Factor Authentication
* Force password change if a user’s password does not meet the account password requirements

# Other Changes not covered by this document

We have also added support for LDAP and SAML authentication. This allows users to log in using an external identity provider (for example, a customer’s own Microsoft Active Directory system). We cannot test this on the validation system.

If you are interested logging in to iPassport using Active Directory (or another external authentication service) please contact iPassport support (support@genialcompliance.com). We will work with you to configure your training account for testing.

# Pre-requisites:

Prior to starting this test, you need to have two logins to iPassport. One must have administration permissions (referred to as **admin user**) and the other need only to be able to access the system (referred to as **test user**). Please set the email address of the test user to your email address. You must have access to the test user’s email account to validate two-factor authentication.

This procedure should be performed within a test or training account to avoid disruption to users logging in to the live account (who could be asked to repeatedly change their passwords each time you alter the settings).

All names such as menu items and sub-menu items will be displayed in bold, for example **Users.**

# Validation Steps

| **Area** | **Action** | **Expected Outcome** | **Observed Outcome** | **Pass/ Fail** | **Comments** |
| --- | --- | --- | --- | --- | --- |
| Maximum consecutive incorrect logins with Lockout Period | Log in as **admin user** |  |  |  |  |
|  | Navigate to **Administration / Settings** in the main menu | System preferences screen is displayed |  |  |  |
|  | Select **User Logon Settings** | The User Logon Settings screen is displayed |  |  |  |
|  | Set the following values as outlined in ‘User Login Settings 1’, below and click the Save Button | You should be returned to the **System Preferences** screen and a green **Preferences saved**. Flash message should appear at the top of the page. |  |  |  |

## User Login Settings 1

| Field Name | Value |
| --- | --- |
| Block re-use of previous passwords | Unchecked |
| Lockout period (in minutes) after maximum failed consecutive logins reached | 5 |
| Login Strategy | iPassport Login |
| Maximum consecutive failed logins before locking user account | 2 |
| Minimum Password Length | 1 |
| Password Expires after (days) | 0 |
| Password should include a non alphanumeric character | Unchecked |
| Password should include a number | Unchecked |
| Password should include an uppercase letter | Unchecked |

| **Area** | **Action** | **Expected Outcome** | **Observed Outcome** | **Pass/ Fail** | **Comments** |
| --- | --- | --- | --- | --- | --- |
|  | Navigate to **Administration / Users** | You should see the **Search Users** screen |  |  |  |
|  | Search for and open your **test user** | Test user should be open on the General tab |  |  |  |
|  | From the **actions drop down** in the upper right of the window select **Reset Password** and click **Go** | The Reset password lightbox should open |  |  |  |
|  | Enter **abc** into the **New Password** field and the **Retype New Password** field and click the **Reset Password** button | The password reset lightbox should close and a green flash messages **The password for <your test user> has been reset, and email sent** should be displayed |  |  |  |
|  | Click Logout in the upper right corner of the screen | You should be taken to the login screen |  |  |  |
|  | Enter your test user’s username in the **Login** field and **aaa** in the **Password** field and click **Sign In** | You should remain on the login screen and a red flash message should display stating**You have one more attempt before your account is locked**. |  |  |  |
|  | Enter your test user’s username in the **Login** field and **aaa** in the **Password** field and click **Sign In** | You should remain on the login screen and a red flash message should display stating**You entered incorrect login details maximum number of times. Your account is locked. You can try again in 5 minutes** |  |  |  |
|  | Wait two minutes |  |  |  |  |
|  | Enter your test user’s username in the **Login** field and **abc** in the **Password** field and click **Sign In** | You should remain on the login screen and a red flash message should display stating**You entered incorrect login details maximum number of times. Your account is locked. You can try again in 3 minutes** |  |  |  |
|  | Wait three minutes |  |  |  |  |
|  | Enter your test user’s username in the **Login** field and **abc** in the **Password** field and click **Sign In** | You are able to log in to the system |  |  |  |
|  | Log in as **admin user** |  |  |  |  |
|  | Navigate to **Administration / Users** | You should see the **Search Users** screen |  |  |  |
|  | Select **Locked** from the **Filter Locked/Not locked** search filter | Test user should be listed in the search results |  |  |  |
|  | Click **Locked Out (Click to Unlock)** in the Current Activity column | Popup window should open asking **This user was locked due to exceeding maximum number of failed login attempts. Are you sure you want to unlock them?** |  |  |  |
|  | Click **OK** in the popup box | Test user will be unlocked, flash message will be displayed: **User Andy Testman is unlocked and will be able to login.** |  |  |  |

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| --- | --- | --- | --- | --- | --- |
| **Area** | **Action** | **Expected Outcome** | **Observed Outcome** | **Pass/ Fail** | **Comments** |
| Maximum consecutive incorrect logins without Lockout Period | Log in as **admin user** |  |  |  |  |
|  | Navigate to **Administration / Settings** in the main menu | System preferences screen is displayed |  |  |  |
|  | Select **User Logon Settings** | The User Logon Settings screen is displayed |  |  |  |
|  | Set the following values as outlined in ‘User Login Settings 2’, below and click the Save Button | You should be returned to the **System Preferences** screen and a green **Preferences saved**. Flash message should appear at the top of the page. |  |  |  |

## User Login Settings 2

| Field Name | Value |
| --- | --- |
| Block re-use of previous passwords | Unchecked |
| Lockout period (in minutes) after maximum failed consecutive logins reached | 0 |
| Login Strategy | iPassport Login |
| Maximum consecutive failed logins before locking user account | 2 |
| Minimum Password Length | 1 |
| Password Expires after (days) | 0 |
| Password should include a non alphanumeric character | Unchecked |
| Password should include a number | Unchecked |
| Password should include an uppercase letter | Unchecked |

| **Area** | **Action** | **Expected Outcome** | **Observed Outcome** | **Pass/ Fail** | **Comments** |
| --- | --- | --- | --- | --- | --- |
|  | Navigate to **Administration / Users** | You should see the **Search Users** screen |  |  |  |
|  | Search for and open your **test user** | Test user should be open on the General tab |  |  |  |
|  | From the **actions drop down** in the upper right of the window select **Reset Password** and click **Go** | The Reset password lightbox should open |  |  |  |
|  | Enter **abc** into the **New Password** field and the **Retype New Password** field and click the **Reset Password** button | The password reset lightbox should close and a green flash messages **The password for <your test user> has been reset, and email sent** should be displayed |  |  |  |
|  | Click Logout in the upper right corner of the screen | You should be taken to the login screen |  |  |  |
|  | Enter your test user’s username in the **Login** field and **aaa** in the **Password** field and click **Sign In** | You should remain on the login screen and a red flash message should display stating**You have one more attempt before your account is locked**. |  |  |   |
|  | Enter your test user’s username in the **Login** field and **bbb** in the **Password** field and click **Sign In** | You should remain on the login screen and a red flash message should display stating**You entered incorrect login details maximum number of times. Your account is locked**.  |  |  |  |
|  | Log in as **admin user** |  |  |  |  |
|  | Navigate to **Administration / Users** | You should see the **Search Users** screen |  |  |  |
|  | Select **Locked** from the **Filter Locked/Not locked** search filter | Test user should be listed in the search results |  |  |  |
|  | Click **Locked Out (Click to Unlock)** in the Current Activity column | Popup window should open asking **This user was locked due to exceeding maximum number of failed login attempts. Are you sure you want to unlock them?** |  |  |  |
|  | Click **OK** in the popup box | Test user will be unlocked, flash message will be displayed: **User Andy Testman is unlocked and will be able to login.** |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| Password complexity | Log in as **admin user** |  |  |  |  |
|  | Navigate to **Administration / Settings** in the main menu | System preferences screen is displayed |  |  |  |
|  | Select **User Logon Settings** | The User Logon Settings screen is displayed |  |  |  |
|  | Set the following values as outlined in ‘User Login Settings 3’, below and click the Save Button | You should be returned to the **System Preferences** screen and a green **Preferences saved**. Flash message should appear at the top of the page. |  |  |  |

## User Login Settings 3

| Field Name | Value |
| --- | --- |
| Block re-use of previous passwords | Unchecked |
| Lockout period (in minutes) after maximum failed consecutive logins reached | 0 |
| Login Strategy | iPassport Login |
| Maximum consecutive failed logins before locking user account | 0 |
| Minimum Password Length | 1 |
| Password Expires after (days) | 0 |
| Password should include a non alphanumeric character | Checked |
| Password should include a number | Checked |
| Password should include an uppercase letter | Checked |

| **Area** | **Action** | **Expected Outcome** | **Observed Outcome** | **Pass/ Fail** | **Comments** |
| --- | --- | --- | --- | --- | --- |
|  | Navigate to **Administration / Users** | You should see the **Search Users** screen |  |  |  |
|  | Search for and open your **test user** | Test user should be open on the General tab |  |  |  |
|  | From the **actions drop down** in the upper right of the window select **Reset Password** and click **Go** | The Reset password lightbox should open |  |  |  |
|  | Enter **abc** into the **New Password** field and the **Retype New Password** field and click the **Reset Password** button | 3 warning messages should be displayed indicating:1. Password needs to have a number
2. Password needs to have a non alphanumeric character
3. Password needs to have an uppercase letter
 |  |  |  |
|  | Close the Reset Password Lightbox |  |  |  |  |
|  | Click Logout in the upper right corner of the screen | You should be taken to the login screen |  |  |  |
|  | Enter your test user’s username in the **Login** field and **abc** in the **Password** field and click **Sign In** | Should be taken to the **Review your password** screen and the red message ‘Password requirements have changed. Please update your password. ‘ |  |  |  |
|  | Enter **abc** into the Current password textbox.Enter **abcd** into the **New password** textbox and again into the **Confirm new password** textboxClick the **Change my password** button | Should see the message:“3 errors prohibited this user from being saved:Password needs to have a numberPassword needs to have a non alphanumeric characterPassword needs to have an uppercase letter” |  |  |  |
|  | Enter **abc** into the Current password textbox.Enter **Abc&1** into the **New password** textbox and again into the **Confirm new password** textboxClick the **Change my password** button | Should be logged in |  |  |  |
|  |  |  |  |  |  |
| Block re-use of previous passwords | Log in as **admin user** |  |  |  |  |
|  | Navigate to **Administration / Settings** in the main menu | System preferences screen is displayed |  |  |  |
|  | Select **User Logon Settings** | The User Logon Settings screen is displayed |  |  |  |
|  | Set the following values as outlined in ‘User Login Settings 4’, below and click the Save Button | You should be returned to the **System Preferences** screen and a green **Preferences saved**. Flash message should appear at the top of the page. |  |  |  |

## User Login Settings 4

| Field Name | Value |
| --- | --- |
| Block re-use of previous passwords | Checked |
| Lockout period (in minutes) after maximum failed consecutive logins reached | 0 |
| Login Strategy | iPassport Login |
| Maximum consecutive failed logins before locking user account | 0 |
| Minimum Password Length | 1 |
| Password Expires after (days) | 0 |
| Password should include a non alphanumeric character | Unchecked |
| Password should include a number | Unchecked |
| Password should include an uppercase letter | Unchecked |

| **Area** | **Action** | **Expected Outcome** | **Observed Outcome** | **Pass/ Fail** | **Comments** |
| --- | --- | --- | --- | --- | --- |
|  | Navigate to **Administration / Users** | You should see the **Search Users** screen |  |  |  |
|  | Search for and open your **test user** | Test user should be open on the General tab |  |  |  |
|  | From the **actions drop down** in the upper right of the window select **Reset Password** and click **Go** | The Reset password lightbox should open |  |  |  |
|  | Enter **password1** into the **New Password** field and the **Retype New Password** field and click the **Reset Password** button | Lightbox closes, should see flash message The password for <your test user> has been reset, and email sent. |  |  |  |
|  | From the **actions drop down** in the upper right of the window select **Reset Password** and click **Go** | The Reset password lightbox should open |  |  |  |
|  | Enter **password2** into the **New Password** field and the **Retype New Password** field and click the **Reset Password** button | The Lightbox closes and should see flash message **The password for 'Andy Testman' has been reset, and email sent**. |  |  |  |
|  | From the **actions drop down** in the upper right of the window select **Reset Password** and click **Go** | The Reset password lightbox should open |  |  |  |
|  | Enter **password1** into the **New Password** field and the **Retype New Password** field and click the **Reset Password** button | Should see the warning **Password was used previously**. |  |  |  |
|  | Close the Reset Password Lightbox |  |  |  |  |
|  | Click Logout in the upper right corner of the screen | You should be taken to the login screen |  |  |  |
|  | Enter your test user’s username in the **Login** field and **password2** in the **Password** field and click **Sign In** | Should log in |  |  |  |
|  | Click the **Profile** link in the upper-right menu | Should see the **User Details** page for your test user |  |  |  |
|  | Click on the **Change Password or Pin** tab | Should see the **Change password or pin** screen |  |  |  |
|  | Enter **password1** into the Password textbox and re-type in the Password Confirmation boxClick the **Change Password** button | Should see the warning **Password was used previously**. |  |  |  |
|  | Enter **password3** into the Password textbox and re-type in the Password Confirmation boxClick the **Change Password** button | Should see flash message **Password changed** |  |  |  |

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| --- | --- | --- | --- | --- | --- |
| **Area** | **Action** | **Expected Outcome** | **Observed Outcome** | **Pass/ Fail** | **Comments** |
|  | Click Logout in the upper right corner of the screen | You should be taken to the login screen |  |  |  |
| Two factor authentication | Log in as **admin user** |  |  |  |  |
|  | Navigate to **Administration / Settings** in the main menu | System preferences screen is displayed |  |  |  |
|  | Select **User Logon Settings** | The User Logon Settings screen is displayed |  |  |  |
|  | Set the following values as outlined in ‘User Login Settings 5’, below and click the Save Button | You should be returned to the **System Preferences** screen and a green **Preferences saved**. Flash message should appear at the top of the page. |  |  |  |

## User Login Settings 5

| Field Name | Value |
| --- | --- |
| Block re-use of previous passwords | Unchecked |
| Lockout period (in minutes) after maximum failed consecutive logins reached | 0 |
| Login Strategy | 2-Factor Authentication Login |
| Maximum consecutive failed logins before locking user account | 0 |
| Minimum Password Length | 1 |
| Password Expires after (days) | 0 |
| Password should include a non alphanumeric character | Unchecked |
| Password should include a number | Unchecked |
| Password should include an uppercase letter | Unchecked |

| **Area** | **Action** | **Expected Outcome** | **Observed Outcome** | **Pass/ Fail** | **Comments** |
| --- | --- | --- | --- | --- | --- |
|  | Select **Two Factor Settings** from the System Preferences list | Should be taken to the Two Factor Settings screen |  |  |  |
|  | Note the configuration options here but leave as the default settings.Click the **Cancel** button |  |  |  |  |
|  | Navigate to **Administration / Users** | You should see the **Search Users** screen |  |  |  |
|  | Search for and open your **test user** | Test user should be open on the General tab |  |  |  |
|  | From the **actions drop down** in the upper right of the window select **Reset Password** and click **Go** | The Reset password lightbox should open |  |  |  |
|  | Enter **password** into the **New Password** field and the **Retype New Password** field and click the **Reset Password** button | Lightbox closes, should see flash message The password for 'Andy Testman' has been reset, and email sent. |  |  |  |
|  | Click Logout in the upper right corner of the screen | You should be taken to the login screen |  |  |  |
|  | Enter your test user’s username in the **Login** field and **password** in the **Password** field and click **Sign In** | You should see the two factor authentication code entry screen |  |  |  |
|  | iPassport will email a code to the test user’s email address. Find the email and copy the code.Paste the code into the **Code** textbox and click the **Log in** button | You should log in to the system |  |  |  |

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| **Comments/ Changes** |
| **Document Version** | **Date** | **Summary of changes** |
| v1.0 | 18th January 2017 | Document was created |