

Cryptshare - Re-aktivera QUICK (en) - Instructions



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Purpose and scope

The Cryptshare tool is used within the Uppsala Region for secure exchange of information between two parties where at least one is an employee of the Region.

This manual is only a supplement to the main manual "[Cryptshare - Användarhandledning \(en\) - User Manual](#)" and you can use for QUICK reactivation.

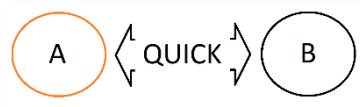


Description

Only when

- QUICK has been active before and stopped working,
- or when you want to share your existing feature mailbox QUICK from your browser to another colleague's browser.

Cryptshare uses one-time passwords to secure data on the way from (A) to (B). This is very secure and easy to use when sending transfers to different recipients.



If you send data to the same recipient frequently, Cryptshare **QUICK** Technology automatically manages one-time passwords between you and your recipients. All you need to do is create a **QUICK** connection with each recipient.

Once **QUICK** is enabled, you can send and receive transfers without a password.

When there is **QUICK** between two users and one of them has lost / reset browser, changed browser, changed computer or lost *cookies*, you can **re-activate the same QUICK**.



*Re-activation is also used when you need more than one browser configured with **QUICK** at the same end as in the case of a group email account (feature mailbox) where each employee uses the group account from their own computer (own browser).*

If you have launched your browser via the Region Uppsala portal program it will have a different set of *cookies* than if you launch it from outside of the portal, which affects what QUICK connections the browser has access to.

This is also necessary if more than 60 days have passed since the last transfer to the recipient since QUICK uses a “cookie” that only lives for 60 days.



Instructions for re-activating QUICK

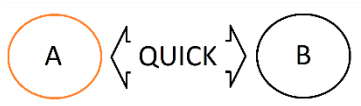
In these instructions, we assume that the user

- already knows Cryptshare Web,
- has used it before,
- has a verified email account
- and uses Cryptshare well with other users without QUICK.

In these instructions we will show how to re-activate QUICK only.

There is no *sender* and *recipient* because both users, both (A) and (B), can have both roles when using **QUICK**.

The most common situations are:



Administrative re-activation

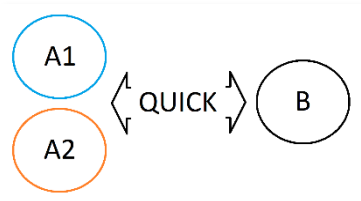
When you have lost/restored browser cookies, changed browsers or changed computers.

Also when sending files with longer intervals than 30 days.

This cookie lives for 60 days only.

In this case you (A) need the help of Support which creates a re-activation code to re-activate QUICK.

Step-by-step instructions on page 5.



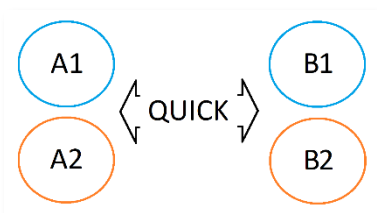
Re-activation by yourself

When you have QUICK still configured well on one browser (A1) and you want to configure a second browser (A2).

This is a common situation when you want to use QUICK with the same group email account for more than one employee of the same department.

Here you can (A1) **create** a *re-activation code yourself* to configure a second browser (A2). You do not need a code from Support.

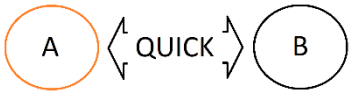
Step-by-step instructions on page 6.



More complex / interesting scenario

This other more complex situation can also be solved with QUICK when different users of two different departments use group accounts with different browsers.

You can use both types of activation to enable this scenario.



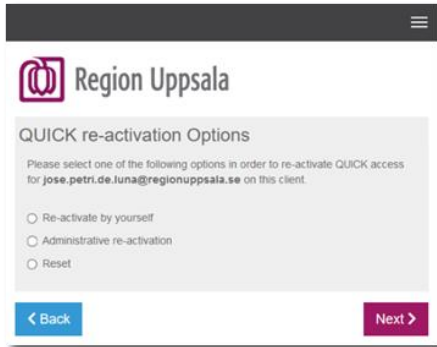
Administrative re-activation

You (A) receive an error message when sending or receiving a transfer using QUICK from (B).

You need a **re-activation code** from Support.

Note! Do not confuse: **Re-activation code** used to re-activate QUICK
Verification code used to verify your mail account

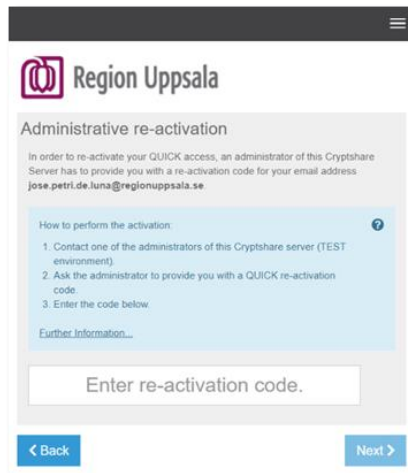
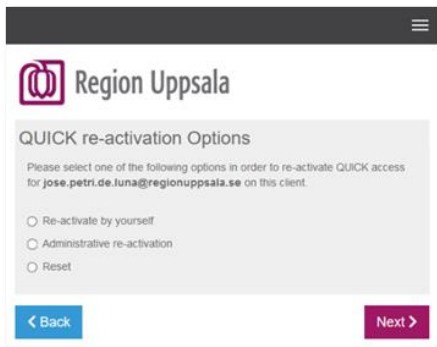
An error message appears when you try to ...
 ... send a transfer ... or ... download the transfer.



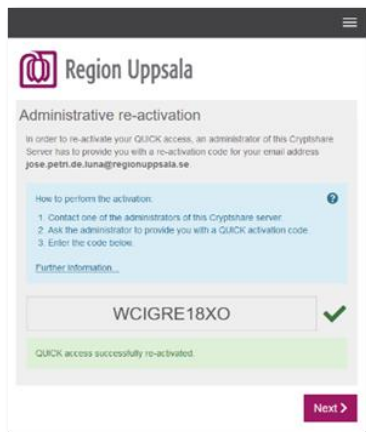
... or ...

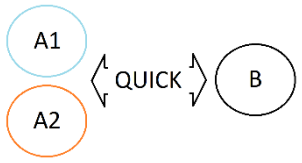
Select **Administrative re-activation + Next**

Enter the **code** from Support



QUICK is re-activated

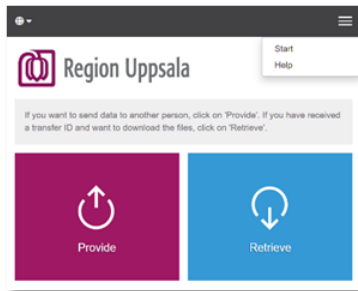




Re-activation yourself Create the **QUICK re-activation code**

Client (A1) well configured
can create and offer a **code** to (A2).

(A1) Click **Help**



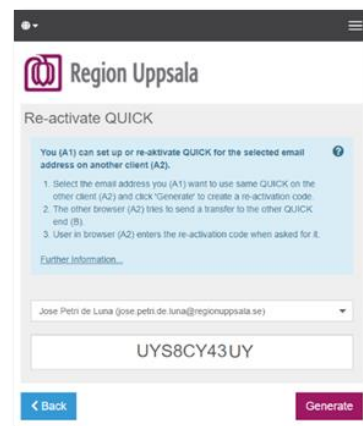
Click **Re-activate**

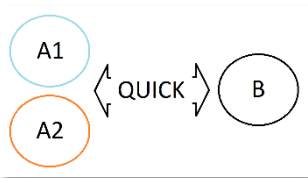


Click **Generate**



(A2) needs this **code** to re-activate
its webbrowser



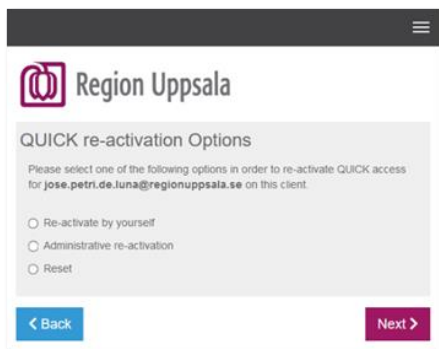


Re-activation yourself Use the **QUICK re-activation code**

- (A2) sends or retrieves a transfer from (B) as usual.
- (A2) receive the error message and use the **code** from (A1).

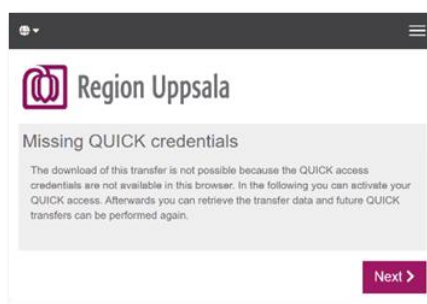
Note! Do not confuse: **Re-activation code** used to re-activate QUICK
Verification code used to verify your mail account

(A2) sends the transfer



... or ...

... retrieve the transfer.

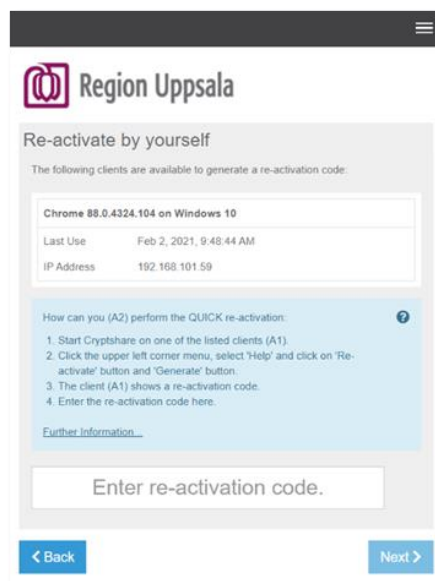
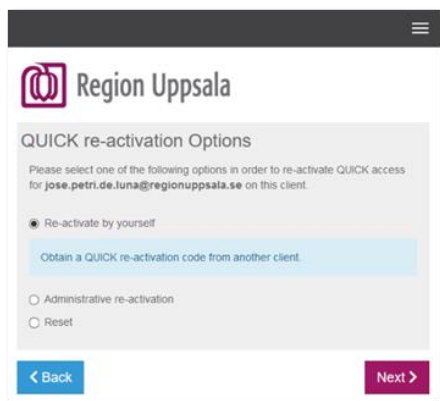


... or ...

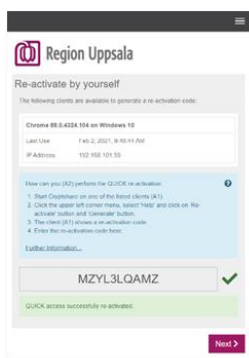
Enter the code created by (A1) browser

Note! Look at your list of potential donors.

Select **Re-activate by yourself**

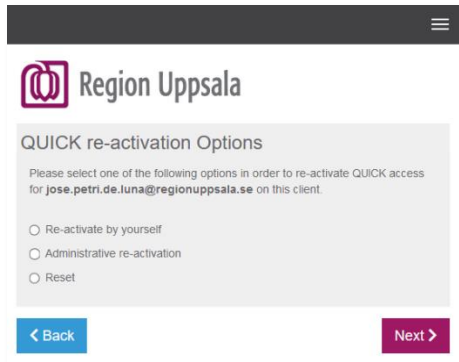


QUICK is re-activated



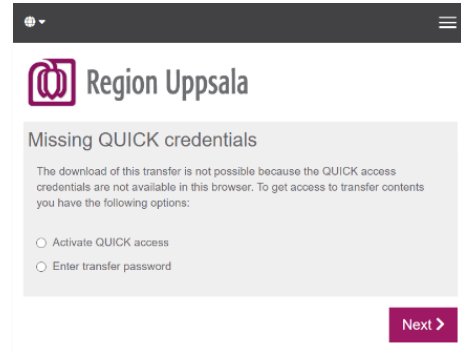
Other possible situations

Sometimes a **Reset** can help fix a more complex situation.



The screenshot shows the 'QUICK re-activation Options' page. It features the Region Uppsala logo at the top left. Below the logo, the title 'QUICK re-activation Options' is displayed. A message asks the user to select an option to re-activate QUICK access for the user 'jose.petri.de.luna@region uppsala.se'. Three radio button options are listed: 'Re-activate by yourself', 'Administrative re-activation', and 'Reset'. At the bottom, there are two buttons: a blue '< Back' button on the left and a purple 'Next >' button on the right.

Sometimes QUICK login information is missing.
You can find this when it happens.



The screenshot shows the 'Missing QUICK credentials' page. It features the Region Uppsala logo at the top left. Below the logo, the title 'Missing QUICK credentials' is displayed. A message explains that the download of the transfer is not possible because the QUICK access credentials are not available in the browser. It offers two options: 'Activate QUICK access' and 'Enter transfer password'. At the bottom, there is a purple 'Next >' button.

Document history

Version	Datum	Utförda förändringar	Utförda av
0.1	2020-02-07	Document is created	Jose Petri de Luna
0.2	2020-03-25	Document updated	Jose Petri de Luna
1.0	2020-04-03	Set to version 1.0	Tor Karlsson
1.1	2020-08-18	Document updated	Jose Petri de Luna
1.4	2021-01-26	Document updated	Jose Petri de Luna
1.5	2021-02-02	Document updated	Jose Petri de Luna
1.6	2021-02-04	Document updated	Jose Petri de Luna
1.7	2021-03-31	Document updated	Jose Petri de Luna
1.8	2021-04-27	Document updated	Lars Edberg
2.0	2020-04-30	Set to version 2.0	Jose Petri de Luna
2.1	2020-05-03	Set to version 2.1 (portal)	Jose Petri de Luna
2.2	2023-01-27	Set to version 2.2 (funktionsbrevlåda)	Jose Petri de Luna
3.0	2023-02-16	Dokumentet uppdaterat (DocPlus)	Jose Petri de Luna