

Fleet Numerical Meteorology and Oceanography Center

NESSO

QUICKSTART GUIDE



REGISTRATION AND USE

April 20, 2007

Version 2.04

Navy Enterprise Single Sign-On (NESSO) QuickStart Guide

PURPOSE

This guide provides a quick reference to getting started with Navy Enterprise Single Sign-On (NESSO). It is written for first-time users who have not previously logged on to a NESSO protected web site.

PROGRAM DESCRIPTION

NESSO is a security application supporting web portals and providing user authentication services. After authenticating you as an authorized user, NESSO will pass your identity on to the web portal where your user preferences will be retrieved and used to construct the portal layout.

SYSTEM REQUIREMENTS

1. Personal computer with connection to the NIPRNET or SIPRNET
2. Screen area of at least 800 by 600 pixels
3. Internet browser like Internet Explorer, Netscape, or FireFox
4. JavaScript and Session Cookies must be enabled in your Web browser
5. Appropriate dynamic link libraries to enable your Common Access Card (CAC) reader within your browser
6. Your PKI certificate and root certificates are properly registered in your browser

NEW NESSO USERS

SOFT CERTIFICATES – If you have a PKI certificate issued by an External Certificate Authority (ECA) other than Operational Research Consultants, Inc.; Digital Signature Trust Co.; or VeriSign, Inc., contact [NESSO Technical Support](#) before registering for your account.

Before accessing portal information, new users must register for a NESSO account. The NESSO account will authenticate you as a user. The registration process will take only a few minutes and confirmation will be e-mailed to you after validation.

On your initial attempt to navigate to the NESSO-protected web site, the NESSO user authentication page will be displayed, like Figure 1. You will need to Request a New NESSO Account.

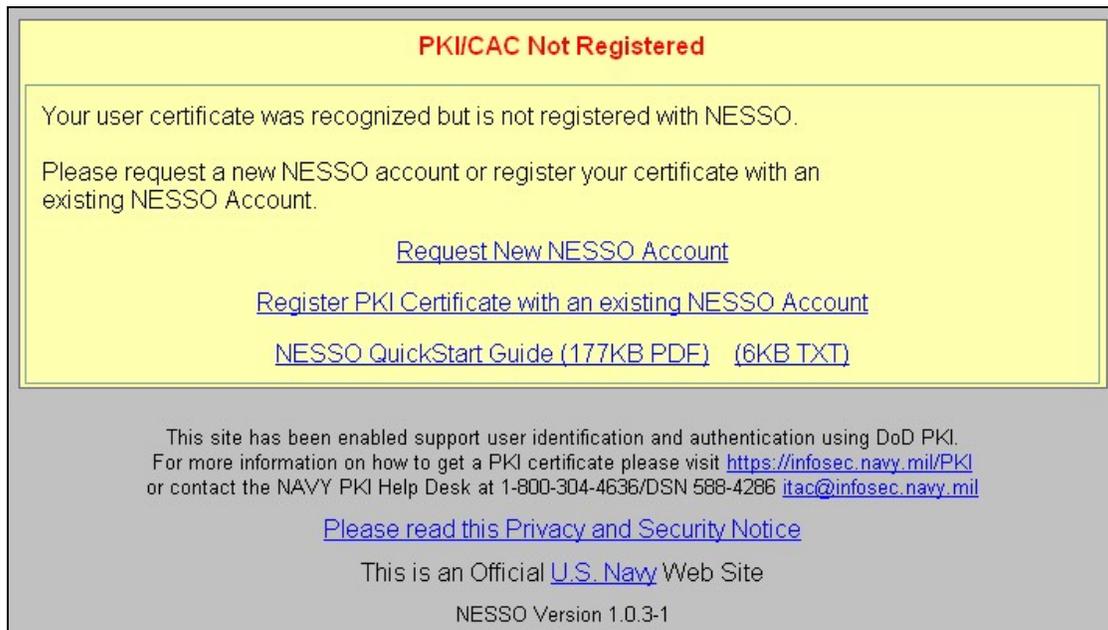


Figure 1. Initial NESSO Screen

Request New NESSO Account – Displays the two-part NESSO account registration form. Fill out and submit this form to get your single sign-on account. If your CAC/ECA is valid, your account will be activated automatically. Policy dictates only one user account per domain.

Register PKI Certificate with an existing NESSO Account – Most commonly used when your CAC is reissued or you have transitioned from an ECA certificate to a CAC. This function requires your Username and Password that you supplied when you initially requested your account.

NESSO QuickStart Guide – Displays the PDF version of the NESSO account registration procedures. The TXT link displays a text-only version of the Guide that is much smaller and downloads faster.

Please read this Privacy and Security Notice – Mandatory notice concerning the nature of the web site and information contained in it.

U.S. Navy – Link to the official U.S. Navy web site.

You will click [Request New NESSO Account](#) to submit a request for a NESSO account. The next few steps will show you how.

GET A NESSO ACCOUNT

1. Close your browser application.
2. (Skip to Step 3 if you do not have a CAC) Insert your CAC into your card reader.

NOTE: If you are issued a CAC later or your CAC is re-issued, you can register your (new) PKI certificate by clicking [Register PKI Certificate with an existing NESSO Account](#) on the NESSO logon screen.

3. Open your browser and navigate to the desired NESSO-protected web site.
4. In the Client Authentication dialog, select your Identity certificate to use when connecting and click **OK**.

NOTE: Your Identity certificate is the one with the ISSUED BY: entry that reads DOD CA-xx, as opposed to the one that reads DOD EMAIL CA-xx.

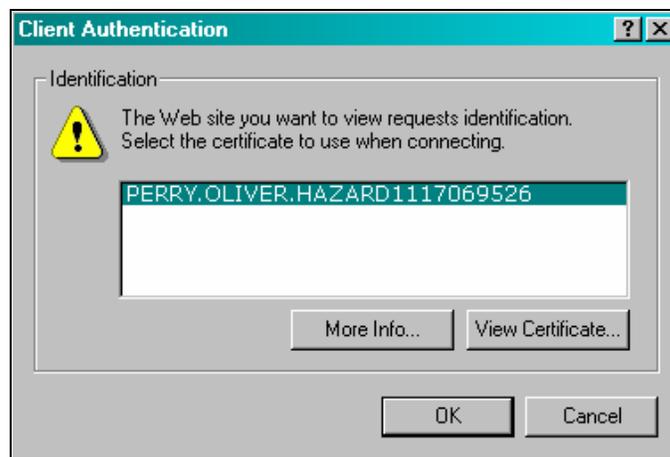


Figure 2. Browser Client Authentication Dialog

5. Type the PIN code for your CAC and click **OK**.
6. Click [Request New NESSO Account](#).
7. Read the NESSO Registration Policy, as shown in Figure 3, before moving on to fill in the form.

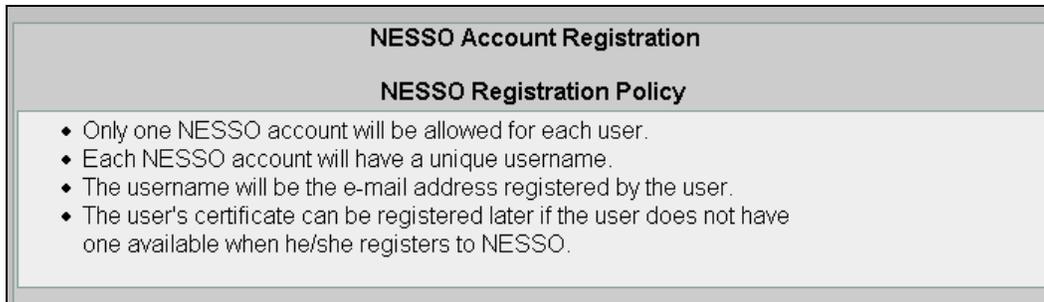


Figure 3. NESSO Account Registration - PKI Info

8. The PKI certificate information will be displayed below the Registration Policy section. Your PKI certificate will be registered with NESSO when you submit your application.

If you did not have a CAC inserted or a registered soft certificate when you selected Request New NESSO Account, your display will look like Figure 4.

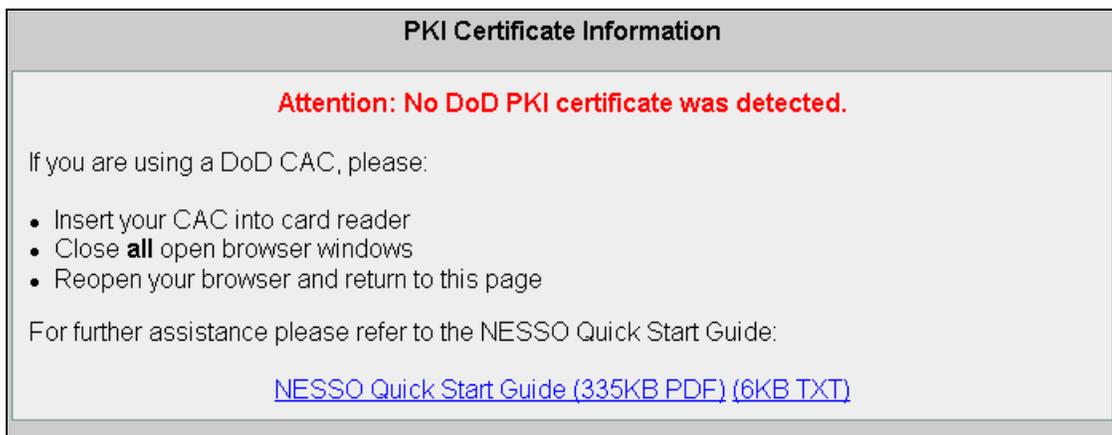


Figure 4. NESSO Account Registration without CAC

NOTE: All access to NESSO protected Web services is PK-enabled per Navy policy. That means users must have either a CAC or ECA certificate.

9. Fill in the User Information section, see Figure 5. Required fields are shown in bold. Type your full e-mail address in the first text box. Type it again in the Confirm text box. Choose a password guided by the constraints in the Note below and type it into the Password text box. Re-type the password in the Confirm Password text box.

NOTE: Passwords must be a minimum of 8 characters. They must contain at least one letter, one number, and one non-alphanumeric symbol (like %).

Title (not rank) is in the form of Mr., Ms., or Dr. Further down, PLA is Plain Language Address (like, FLENUMMETOCEN). UIC is Unit Identification Code (like, N63134) and should be the UIC of your operational unit. DSN is Defense Switched Network (formerly Autovon).

Fields in **bold** are required.
Fields in **red** contain errors.

User Information

Email Address	<input type="text" value="donald.leahy@navy.mil"/>	
Confirm Email Address	<input type="text" value="donald.leahy@navy.mil"/>	
Password	<input type="password" value="*****"/>	8-20 characters, including one letter, one number, and one punctuation character.
Confirm Password	<input type="password" value="*****"/>	
Title (not Rank)	<input type="text" value="Mr."/>	Mr, Mrs, Sr, Jr etc.
First Name	<input type="text" value="Donald"/>	
Middle Initial	<input type="text"/>	
Last Name	<input type="text" value="Leahy"/>	

Figure 5. NESSO Account Registration - User Information (Bold=required entry)

10. Fill in the Government Information section (see Figure 6).

Government Information

Rank / Rate / Grade	<input type="text" value="O7"/>	
Branch of Service	<input type="text" value="USN"/>	
UIC	<input type="text" value="63134"/>	5 digit code
Contact Phone	<input type="text" value="831-656-1212"/>	At least one telephone number is required.
DSN Phone	<input type="text"/>	Please provide both if available.

Figure 6. NESSO Account Registration - Government Information

11. Fill in the Mailing Address section (see Figure 7).

Business Mailing Address

Command or Organization	<input type="text" value="USS Kearsarge"/>
Address Line 1	<input type="text" value="Box 17, FPO Seattle"/>
Address Line 2	<input type="text"/>
City	<input type="text" value="San Diego"/>
State or Province	<input type="text" value="CA"/>
Postal Code	<input type="text" value="92120"/>
Country	<input type="text" value="United States (US)"/>

Figure 7. NESSO Account Registration - Mailing Address (BOLD=required entry)

12. Fill in the DoD Sponsor Information section (see Figure 8). Only DoD contractors need fill in this section.

DoD Sponsor Information (Contractors only)	
Sponsor Name	John Jellicoe
Sponsor Email	john.jellicoe@navy.mil
Sponsor Contact Phone	831-656-1212
Contracting Officer	Seymour Ferndock
Contractor ID	496183
<input type="button" value="Submit"/>	

Figure 8. NESSO Account Registration - DoD Sponsor Information

13. When finished, click [Submit](#). Your NESSO account registration will be confirmed by e-mail within one business day.
14. After your NESSO account has been confirmed and it includes your CAC PKI certificate, subsequent logons can be completed quicker by clicking [Continue](#) on the NESSO Logon screen, as shown in Figure 9.

Navy Enterprise Single Sign-On (NESSO)

PKI/CAC Login

NESSO Domain: IAPORTAL

NESSO Username: chester.nimitz@navy.mil

[NESSO QuickStart Guide \(177KB PDF\)](#) [\(6KB TXT\)](#)

This site has been enabled support user identification and authentication using DoD PKI. For more information on how to get a PKI certificate please visit <https://infosec.navy.mil/PKI> or contact the NAVY PKI Help Desk at 1-800-304-4636/DSN 588-4286 itac@infosec.navy.mil

[Please read this Privacy and Security Notice](#)

This is an Official [U.S. Navy](#) Web Site

NESSO Version 1.0.3-1

Figure 9. NESSO Logon

TECHNICAL SUPPORT

Technical support is provided to NESSO users 24 hours per day, 7 days per week.

- (DSN) 878-4302 or 878-4325
- (Commercial) 831-656-4302/4325
- (International DSN) (312) 878-4302/4325
- (E-mail) cdo@fnmoc.navy.mil