SecureDX™ Beta: Quick Start Guide

A more secure way to safely send digital files between known devices.

Set Up Trust Relationships

Receive a Secure File

1

2

3

4

Register Account

Send a Secure File

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1

Activate Account

If you clicked the link in the verification email, then your account is already activated, and you will NOT see this screen.

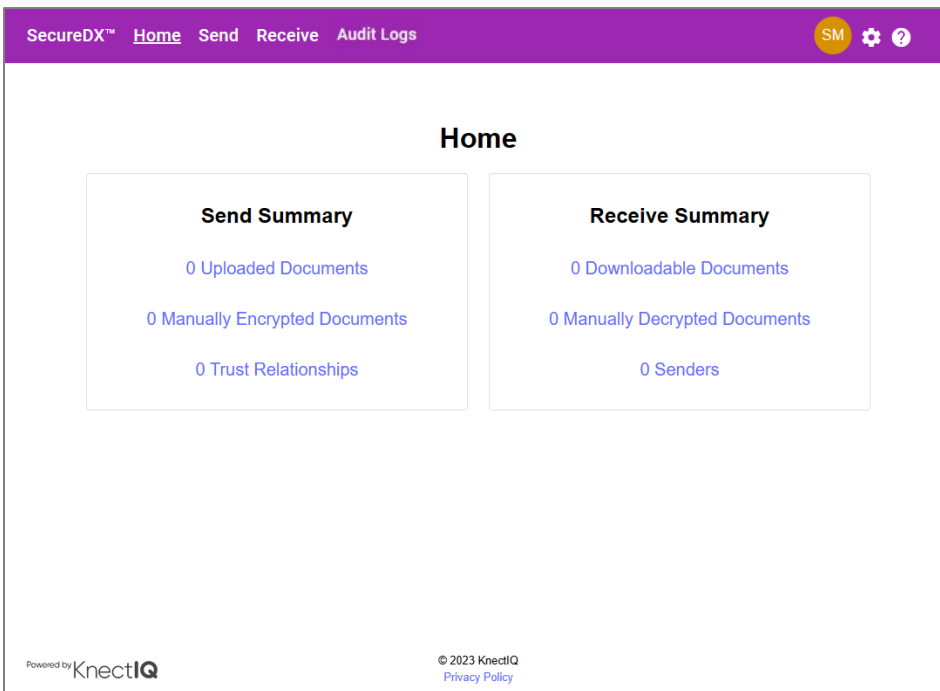**If** you did NOT receive a verification email, or you need to re-activate your account, follow the steps below.

Steps:

- ✓ Go to: https://beta.knectiqdx.com
- ✓ Enter your email address
- ✓ Select "Activate"
- ✓ Click the link in the verification email
- ✓ Activation is complete

SecureDX™

Activate Account

Your account will only be accessible from this browser. To access your account from a different browser, your account must be reactivated on that browser. If you register in private browsing mode, your account will need to be reactivated if the browser window is ever closed.

Email*

Your email address

ACTIVATE

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NOTE: You can close the browser with which you registered your account and, provided you continue to use the same browser (e.g. Chrome) to access SecureDX, you will not see this screen again. If you change from one browser to another (e.g. move from Chrome to Edge) or change devices altogether (e.g. Chrome on your PC to Chrome on your phone) and attempt to access SecureDX from the different browser, you will need to reactivate your account using the steps above.

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Home: Introduction

This is the home screen after successful registration of your account.

The Send and Receive summaries listed here operate like a dashboard to show relevant recent activity.

Account management activities can be accessed by clicking on the ⚙ gear icon in upper right.

Got questions or feedback related to SecureDX? Use the ❓ question mark icon to access the support email address.

2 Set Up Trust Relationships

A trust relationship is a secure communication channel for sending and receiving files. Prior to being able to send or receive secure files, a trust relationship must exist. SecureDX only allows the designated receiver identified in a trust relationship to download files you send.

SecureDX™ Home **Send** Receive Audit Logs

SecureDX > Send > Add Trust Relationship

Add Trust Relationship

A trust relationship is a secure communication channel for sending documents to another user.

Select Receiver* ▼

Receiver

ADD TRUST RELATIONSHIP

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Select "Send" from the top navigation bar.

Select a receiver from the drop-down list.

*Note: Names you see in this list are all eligible receivers with whom you may establish a trust relationship. New eligible receivers are added to your group list as they join the Beta.

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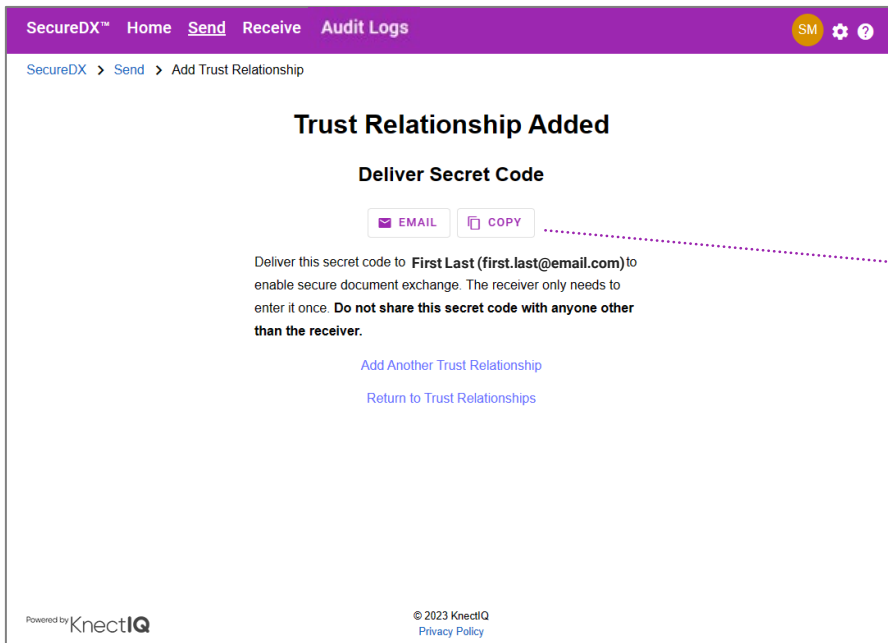## 2 Set Up Trust Relationships

Once a receiver has been selected, you may choose to select the checkbox to enable SecureDX to create a two-way trust relationship, allowing the receiver (once registered) to both receive and send files to you.

Choose "Add Trust Relationship"

2 Set Up Trust Relationships: Secret Code

A secret code is generated by SecureDX for every sender, and it is specific to a trust relationship. The receiver in this trust relationship must enter this secret code (only once and only the first time) to be able to use SecureDX to decrypt files you send to them.
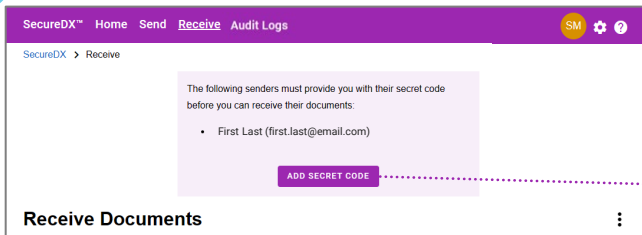
✓ **You must deliver the secret code to the receiver.**

1. Choosing EMAIL will provide the secret code and instructions for the recipient to follow for entering the code into SecureDX. Copy/paste this information into your email client and send to receiver.

2. Choosing COPY will simply copy the secret code to your computer clipboard so you may paste it into the delivery mechanism you choose.
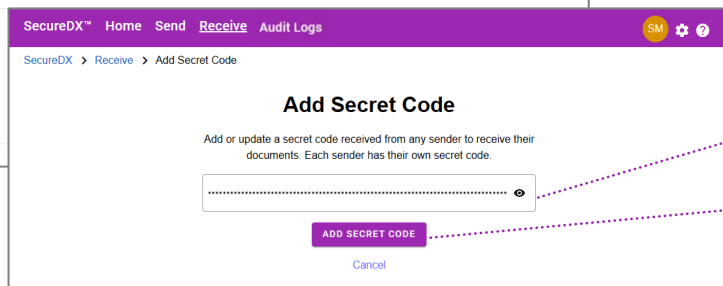
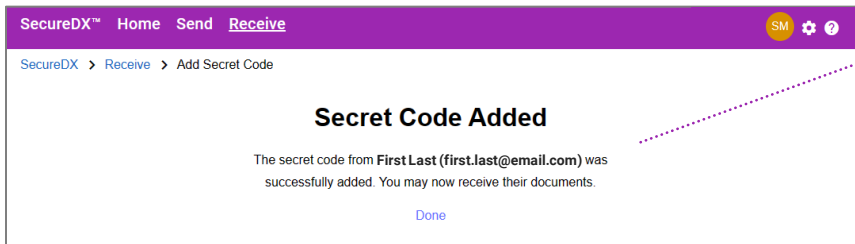## 2 Set Up Trust Relationships: Receiver Entry of Secret Code

SecureDX™   Home   Send   **Receive**   Audit Logs

SecureDX > Receive

The following senders must provide you with their secret code before you can receive their documents:

- First Last (first.last@email.com)

ADD SECRET CODE

Receive Documents

✓ Select "Receive" tab

✓ Select "Add Secret Code"

SecureDX™   Home   Send   **Receive**   Audit Logs

SecureDX > Receive > Add Secret Code

Add Secret Code

Add or update a secret code received from any sender to receive their documents. Each sender has their own secret code.

ADD SECRET CODE

Cancel

✓ Paste the secret code you received from the Sender into this box

✓ Select "Add Secret Code"

SecureDX™   Home   Send   **Receive**

SecureDX > Receive > Add Secret Code

Secret Code Added

The secret code from **First Last (first.last@email.com)** was successfully added. You may now receive their documents.

Done

✓ The receiver completes these steps just once, and only the first time. Now the receiver may use SecureDX to decrypt files sent to them using this trust relationship.

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2 Set Up Trust Relationships: Secret Code Copy or Regenerate

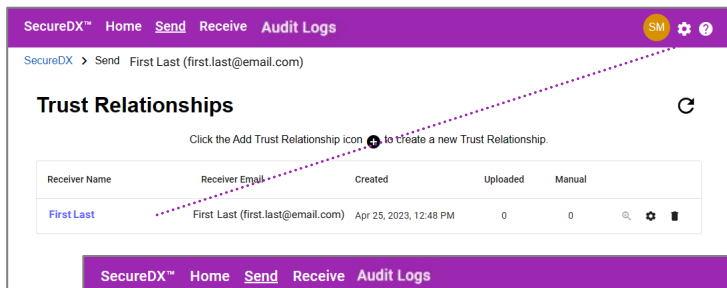Secret codes may be copied or regenerated by the sender at any time by choosing the gear icon associated with the trust relationship.

Choose "Copy" or "Regenerate Secret Code"

3   Send A Secure File

✓ Choose "Send" from the top navigation bar. Then, Select a Trust Relationship.
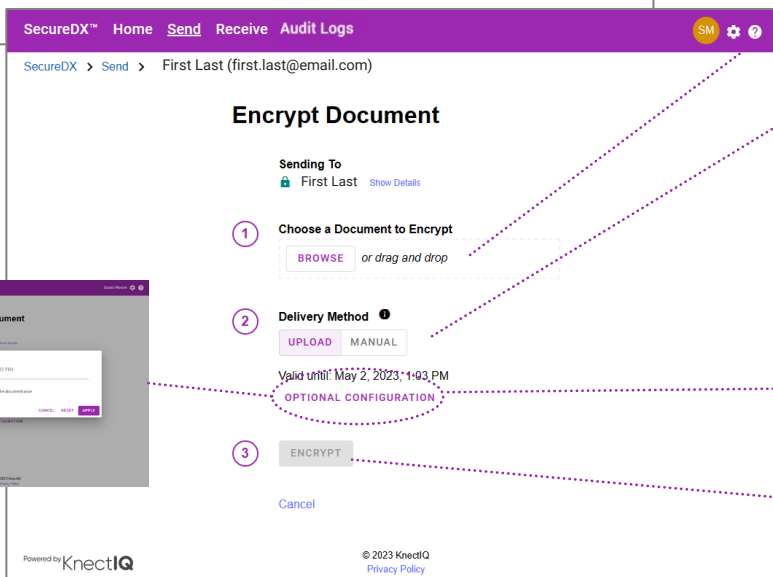- Receiver must have registered an account with SecureDX prior to your ability to encrypt and send files to receiver.

✓ Choose "Browse" or drag and drop a file (of any file type) from your computer into the box and the file name will show

✓ Choose delivery options

1. **Upload:** This uploads and stores the encrypted file to the cloud for SecureDX to retrieve for the recipient
2. **Manual:** This downloads the encrypted file to you directly to deliver to the recipient using any delivery mechanism you choose
3. **Optional Configuration:** Allows you to choose an expiration date and restrict decryption/download to one-time-only.

✓ Choose "ENCRYPT"
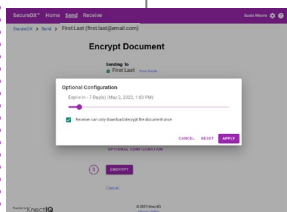
4 Receive A Secure File: (UPLOAD delivery mode)

SecureDX™ Home Send *Receive* Audit Logs

SecureDX › Receive

Receive Documents

Document	Sender	Created	Expires	
top_secret_information.txt	First Last First Last (first.last@email.com)	Jun 9, 2023, 9:57 AM	Jun 16, 2023, 9:57 AM	**DOWNLOAD**

⏰ - Indicates that the document will expire in less than 24 hours

View Documents by Sender

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✓ Choose "Receive" from the top navigation bar

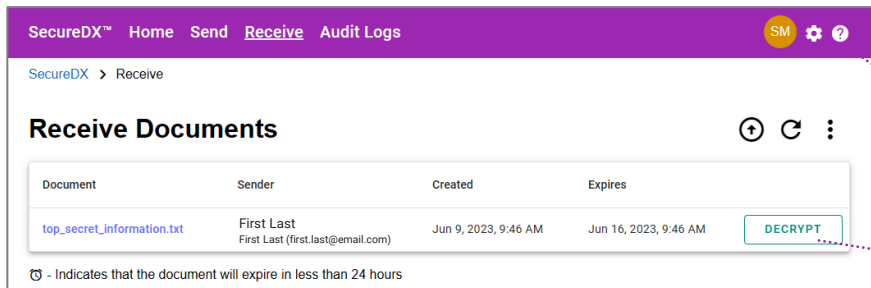✓ Choose "DOWNLOAD"

✓ Find decrypted file in your system downloads folder

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4 Receive A Secure File: (MANUAL delivery mode)

Choose "Receive" from the top navigation bar

Choose "DECRYPT"

Browse to and select, or drag/drop to this box, the encrypted file that was manually delivered to you via the sender's mechanism of choice

Choose "DECRYPT DOCUMENT"

Find decrypted file in your system downloads folder

Settings: Back Up Secret Codes

SecureDX™ Home Send Receive Audit Logs SM ⚙ ❓

SecureDX › Settings

Settings

Back Up Secret Codes

Back up your secret codes to protect against data loss and easily migrate to another browser.

BACK UP SECRET CODES

Deactivate Browser

Deactivate your browser to remove your account from this browser. Your account will not be deleted.

DEACTIVATE BROWSER

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✓ Choose the gear icon from the top navigation bar

✓ Choose "Back Up Secret Codes"

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SecureDX™ Beta: Quick Start Guide

Settings: Back Up Secret Codes

SecureDX™ Home Send Receive Audit Logs SM

SecureDX › Settings › Back Up Secret Codes

Back Up Secret Codes

Backing up your trust relationships' secret codes protects against data loss and allows easily migrating to another browser. The backup is encrypted using a password known only to you.

Backup Status: Not Backed Up ⊗

Create Backup

Password*
••••••••••••

Minimum 12 characters. Maximum 100 characters. Must contain lowercase letter, uppercase letter, and number.

Retype Password*
••••••••••••

☑ I acknowledge that this backup cannot be restored if I forget the password

CREATE BACKUP

Cancel

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SecureDX Home Send Receive Audit Logs SM

SecureDX › Settings › Back Up Secret Codes

Back Up Secret Codes

Backing up your trust relationships' secret codes protects against data loss and allows easily migrating to another browser. The backup is encrypted using a password known only to you.

Backup Status: Up-to-Date ✓

Successfully Backed Up with New Password
You successfully backed up your secret codes with a new password!

OK

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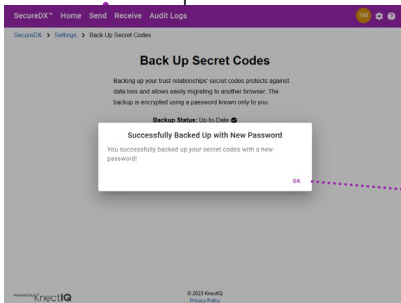✓ Choose a password to protect your secret code back up.

✓ Retype the password.

✓ Check the box acknowledging you are aware this back up of your secret code cannot be restored if you forget this password.

✓ Select "Create Backup"

✓ Choose "OK"

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Settings: Back Up Secret Codes

SecureDX™ Home Send Receive Audit Logs

SecureDX › Settings › Back Up Secret Codes

Back Up Secret Codes

Backing up your trust relationships' secret codes protects against data loss and allows easily migrating to another browser. The backup is encrypted using a password known only to you.

Backup Status: Up-to-Date ✓
Backup Time: Jun 5, 2023, 1:21 PM

Forgot backup password?
Back Up with New Password

Return

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After you have protected your secret codes with a password, you will see the backup status has changed and the backup timestamp is posted.

If you forget the password you used to secure your secret codes, you will need to create a new password.

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Settings: Deactivate Browser

| SecureDX™ | Home | Send | Receive | Audit Logs | | SM ⚙ ❓ |

SecureDX ❯ Settings

Settings

Back Up Secret Codes

Back up your secret codes to protect against data loss and easily migrate to another browser.

BACK UP SECRET CODES

Deactivate Browser

Deactivate your browser to remove your account from this browser. Your account will not be deleted.

DEACTIVATE BROWSER

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✓ Choose the gear icon from the top navigation bar

✓ Choose "Deactivate Browser"

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Support

Choose the Question Mark icon from the top navigation bar.

Click this email link to send your SecureDX questions or feedback to the development team.

Access the Quick Start Guide (PDF 📑) here if you need assistance using the SecureDX application.