

One Time Password

A one-time password (OTP) is a unique, temporary code used for a single login session or transaction. Unlike traditional passwords, which remain the same until changed, OTPs are dynamic and can only be used once.

Using a third party authenticator, such as Google Authenticator, 2FAS, Authy etc, your TapeTrack login, once activated, will need your user name, password and a one time code to be successful.



Ensure your computer, server and device is set to the correct geographical location and time zone to have accurate one time passwords created

Enabling One Time Password

Open the user's profile you want to enable the OTP option via TapeMaster Administration > Group User Administration

Open the user-id by right clicking and selecting Properties, or double clicking.

Select the Identity tab.

Set the field One Time Password to True. This will display an extra field Activated, set to False. Once the user has successfully set up the one time password and logged in using a successful code this field will display True to signify the one time password is now required for all future login attempts with TapeTrack desktop software.

The screenshot shows a web interface for editing a user named 'jdoe'. The interface has three tabs: 'Identity', 'IP Ranges', and 'Access'. The 'Identity' tab is active. The configuration is organized into several sections:

- Identity:** ID: jdoe, Name: John Doe
- Group:** ID: noaccess, Role: 0: Unidentified
- Options:** Administrative rights: True, Scan-In Only: False, Disabled: False, No Scanner: False, No Time-Out: True, tapemaster rights: True, Allow access inheritance: False, Certify: False, AD Domain: (empty), Require AD Group: False
- Client Access:** TapeMaster: True, Lite: True, Checkpoint: True, Sync: True
- Details:** Email Address: (empty), Description: (empty)
- Defaults:** (empty)
- One-Time Password:** Enable: True, Activated: True

At the bottom of the window are three buttons: 'Save', 'Cancel', and 'Help'. A mouse cursor is pointing at the 'Activated' field in the One-Time Password section.

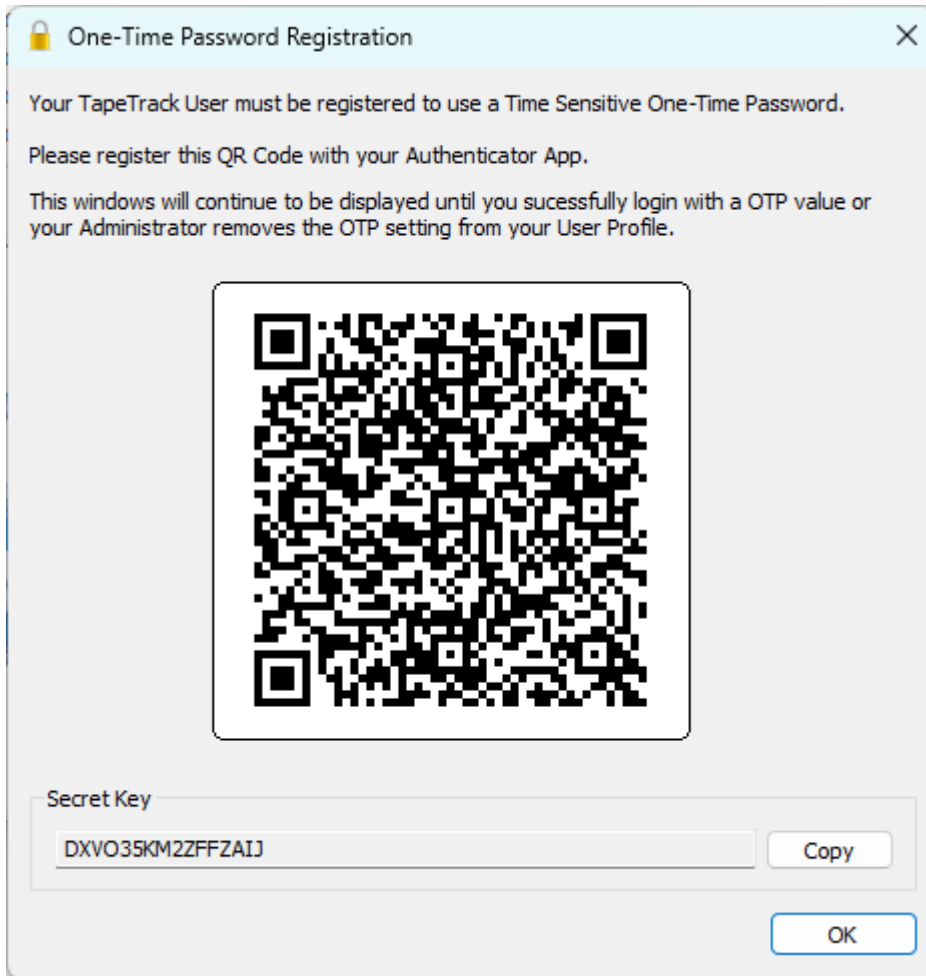
 Once a user has activated the one time password function, all desktop software they use (eg TapeMaster, Checkpoint, Lite etc) will need to be a current version with the OTP function to be able to login.

Setting Up Authenticator

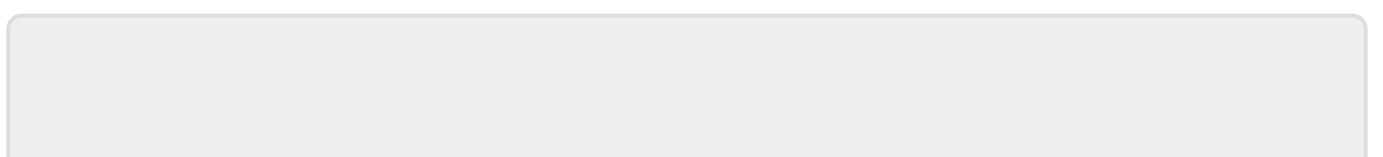
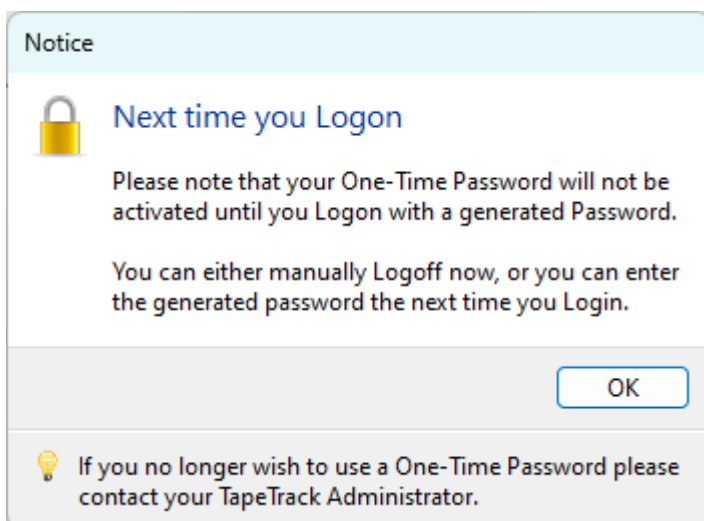
Load your choice of authenticator app on your device. The decision of what authenticator app to use is down to personal preference and your companies IT polices and approved apps.

Log into to your choice of TapeTrack desktop software (TapeMaster, Checkpoint or Lite) with your current user-id and password. Click OK

You will be presented with a QR code to add your key to the authenticator app, scan to add the code or use the Secret Key value to enter it manually.



This QR code will be displayed each time you login until you have logged in successfully using the OTP.



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