



NuEDUSEC

Software Version 1.3

Admin Guide

Guide Version 1.3.012820

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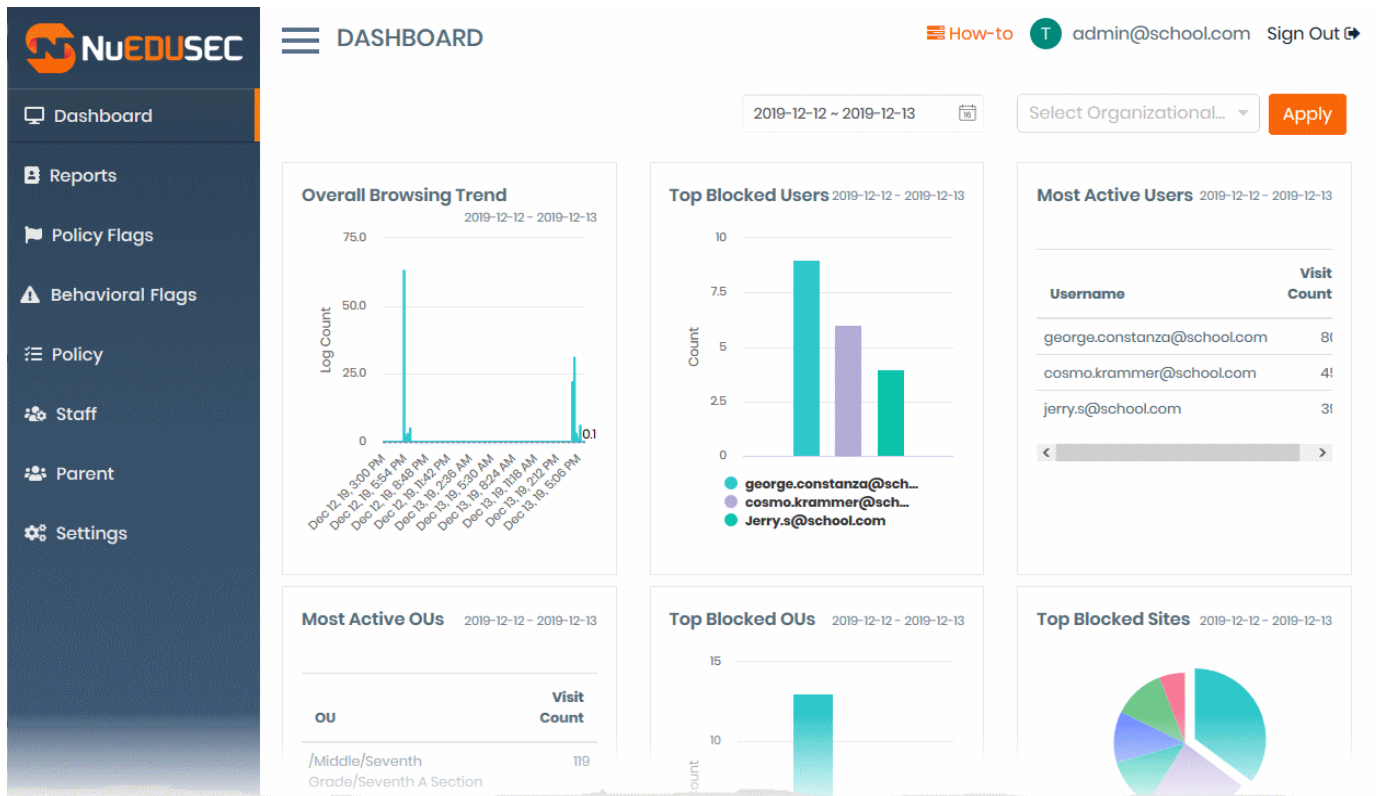
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1 Introduction to NuEduSec

NuEduSec is a cloud based security platform for K12 schools that provides protection for students both on-campus and off.

NuEduSec can import students and devices from G-Suite and Active directory and seamlessly enforce protection on target devices. Security policies monitor and control user activity both when they are on-site and off-site. Parental access allows student guardians to review their child's online activity. Advanced roles let you delegate aspects of monitoring to subject matter experts.



Features:

- Protect students on-site and off, 24/7
- Identify signs of self-harm and cyberbullying
- Implement strong web-search and content filters
- Parental access allows guardians to review their child's online activity
- Advanced roles let you delegate aspects of monitoring to subject matter experts
- Scales to thousands of devices without latency or performance issues
- User authentication and control for policies and reporting
- Supports Chromebooks, Windows and Mac OS devices
- Integrates with G-Suite and Active Directory

Guide Structure

This guide takes you through the setup and use of NuEduSec and is broken down into the following sections:

- **Introduction to NuEduSec**
- **Signup to NuEduSec**

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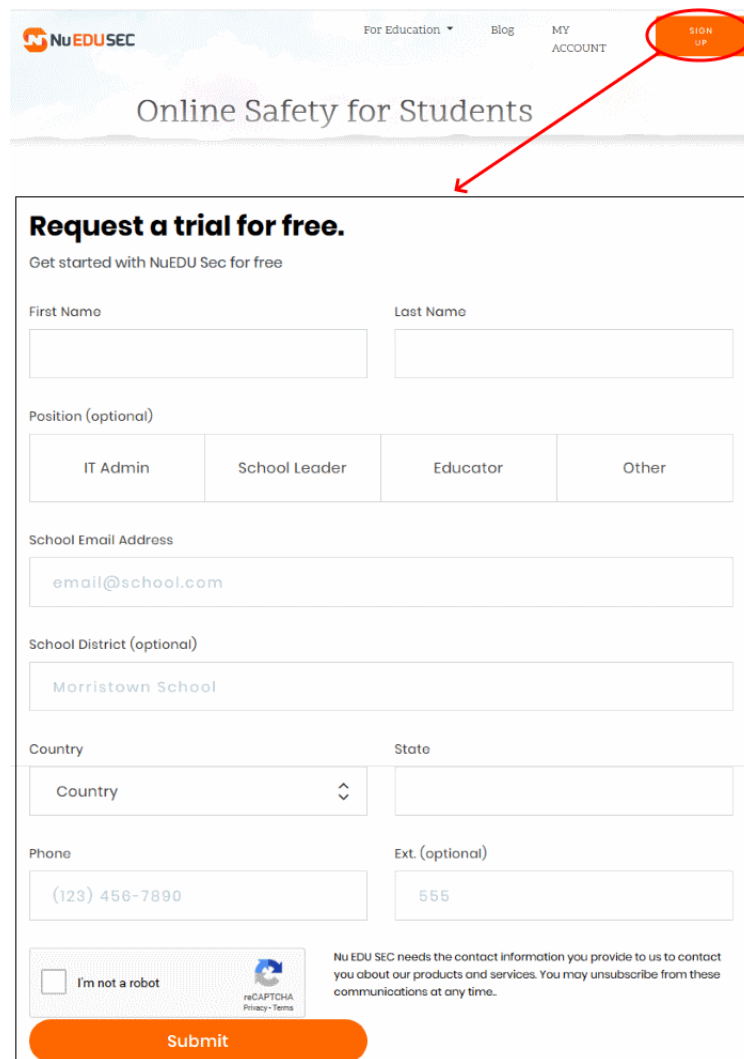
- Setup NuEduSec
- Create policies and apply to organizational units
- The Admin Console
- The Dashboard
- View Reports
- View Policy Breaches
- View Behavioral Breaches
- Manage Policies
- Manage Staff
- Manage Parents
- NuEduSec Settings

1.1 Signup to NuEduSec

Visit <https://nuedusec.com/> to enroll for NuEduSec.

The free trial covers an unlimited number of users for 30 days.

- Visit <https://nuedusec.com/>
- Click 'Sign Up' at top-right
- Complete the short application form then click 'Submit':



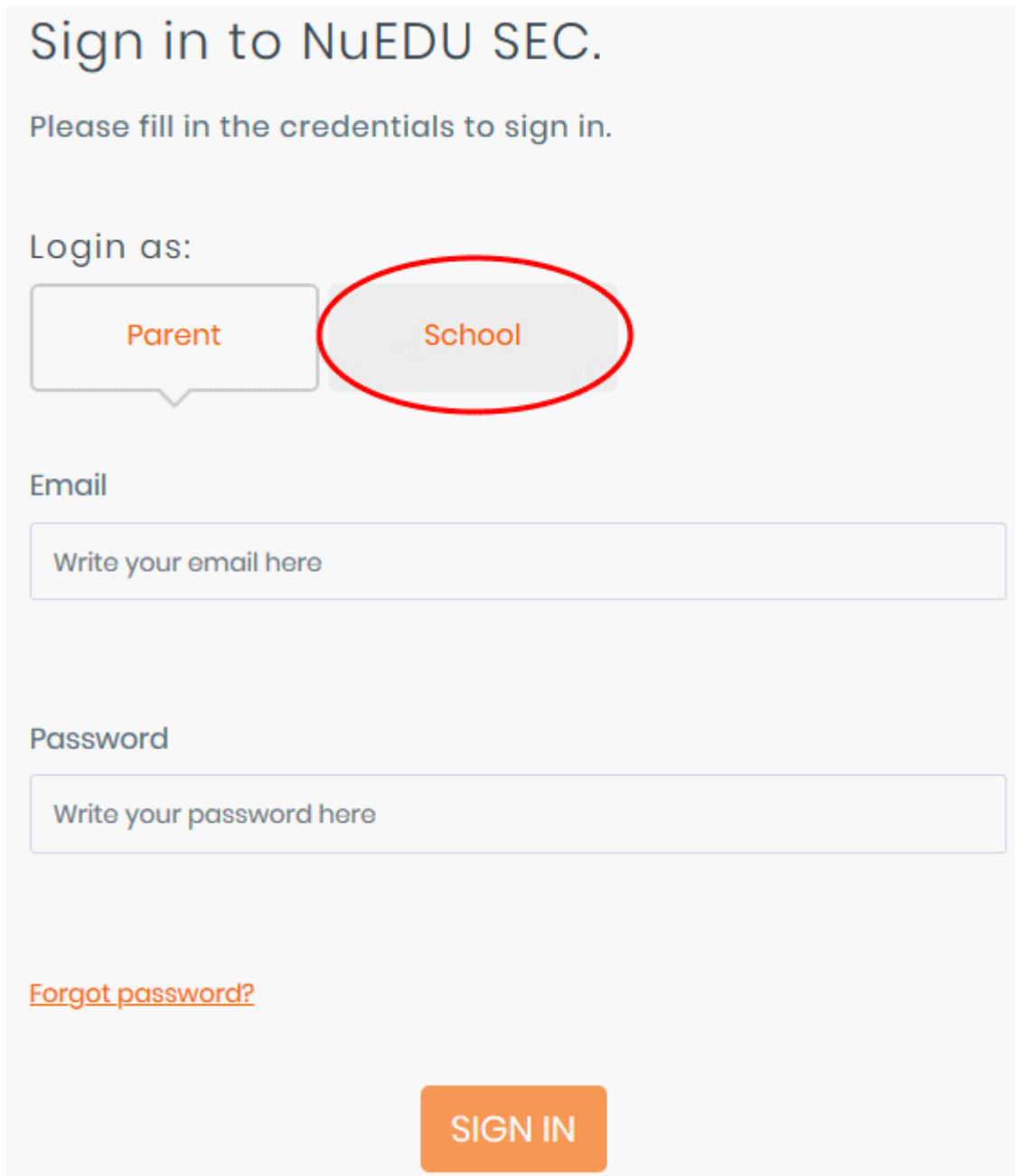
The screenshot shows the NuEduSec website header with the logo, navigation links for 'For Education', 'Blog', and 'MY ACCOUNT', and a 'SIGN UP' button circled in red. A red arrow points from the 'SIGN UP' button to a form titled 'Request a trial for free.' The form includes fields for 'First Name', 'Last Name', 'Position (optional)' (with buttons for IT Admin, School Leader, Educator, and Other), 'School Email Address', 'School District (optional)', 'Country', 'State', 'Phone', and 'Ext. (optional)'. It also features a reCAPTCHA 'I'm not a robot' checkbox and a 'Submit' button. A disclaimer at the bottom states: 'Nu EDU SEC needs the contact information you provide to us to contact you about our products and services. You may unsubscribe from these communications at any time.'

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A NuEduSec representative will contact you soon to help activate your account and integrate your G-Suite account.

Login to NuEduSec

- Visit <https://nuedusec.com/>
- Click 'My Account' at top right
- or
- Simply visit <https://portal.nuedusec.com/login>

The image shows a login form for NuEDU SEC. At the top, it says "Sign in to NuEDU SEC." followed by "Please fill in the credentials to sign in." Below this, there's a "Login as:" section with two buttons: "Parent" and "School". The "School" button is highlighted with a red oval. Underneath, there are two input fields: "Email" with the placeholder "Write your email here" and "Password" with the placeholder "Write your password here". At the bottom left, there's a link for "Forgot password?". At the bottom right, there's an orange "SIGN IN" button.

Sign in to NuEDU SEC.

Please fill in the credentials to sign in.

Login as:

Parent School

Email

Write your email here

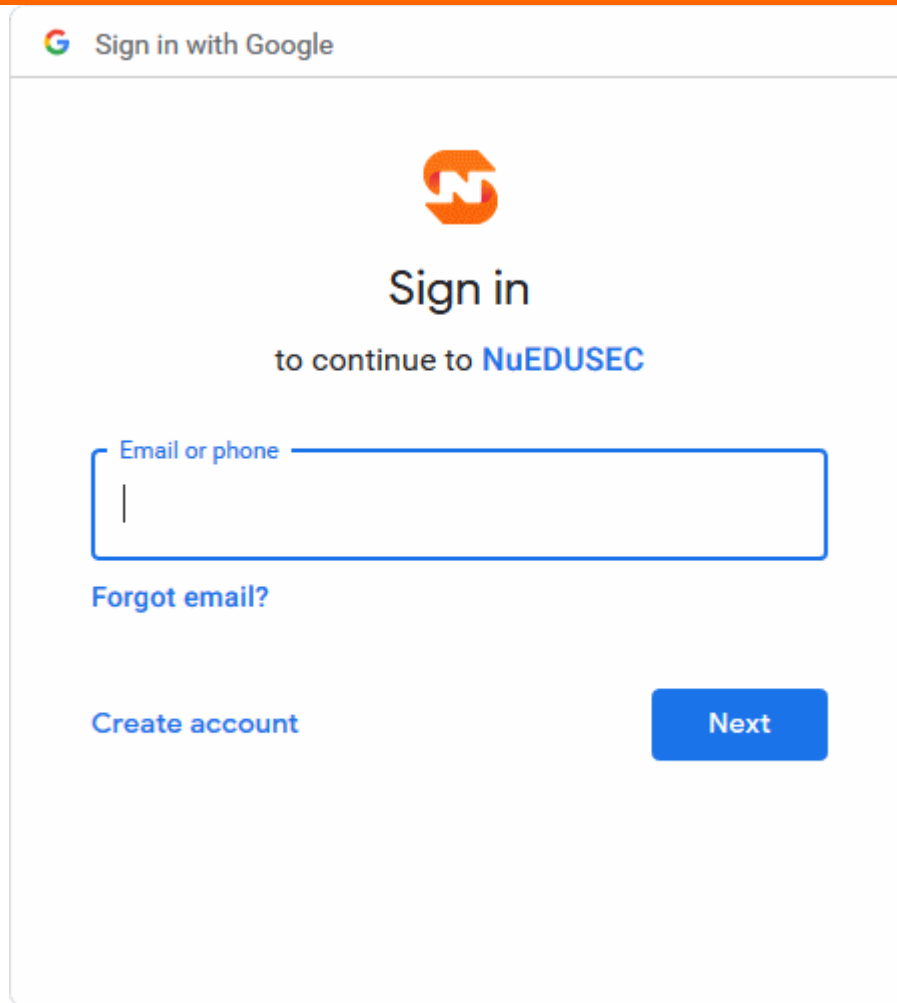
Password

Write your password here


[Forgot password?](#)

SIGN IN

- Click 'School'

The image shows a web interface for signing in to NuEduSec. At the top, there is a header with the Google logo and the text "Sign in with Google". Below this is the NuEduSec logo, which is a stylized orange 'N' with a white 'S' inside. The text "Sign in" is centered, followed by "to continue to NuEDUSEC". There is a text input field labeled "Email or phone" with a blue border. Below the input field is a link "Forgot email?". At the bottom left is a link "Create account", and at the bottom right is a blue button labeled "Next".

Sign in with Google



Sign in
to continue to **NuEDUSEC**

Email or phone

[Forgot email?](#)

[Create account](#) [Next](#)

- Use your G-Suite username and password to login to your account.

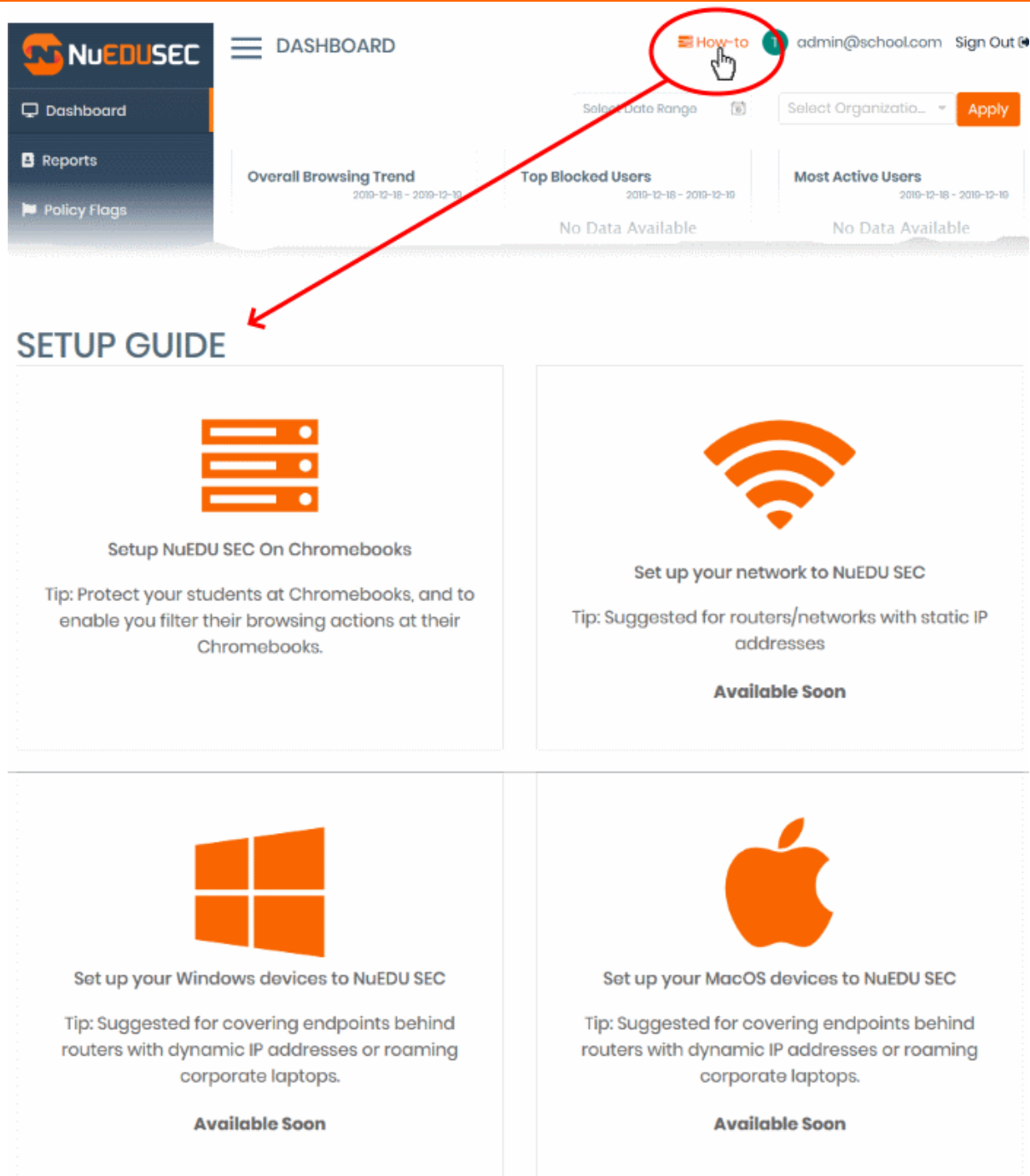
1.2 Setup NuEduSec

- NuEduSec lets you enroll Chromebooks so you can monitor student online activity and block access to inappropriate websites.
- The tutorials walk you through the process installing the NuEduSec extension on student devices and importing them for management.
 - [NuEduSec tutorials](#)
 - [Enroll Chromebook devices](#)

NuEduSec tutorials

- Login to NuEduSec
- Click 'How To' at top right
- Click the operating system of the devices you want to enroll:

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Enroll Chromebook Devices

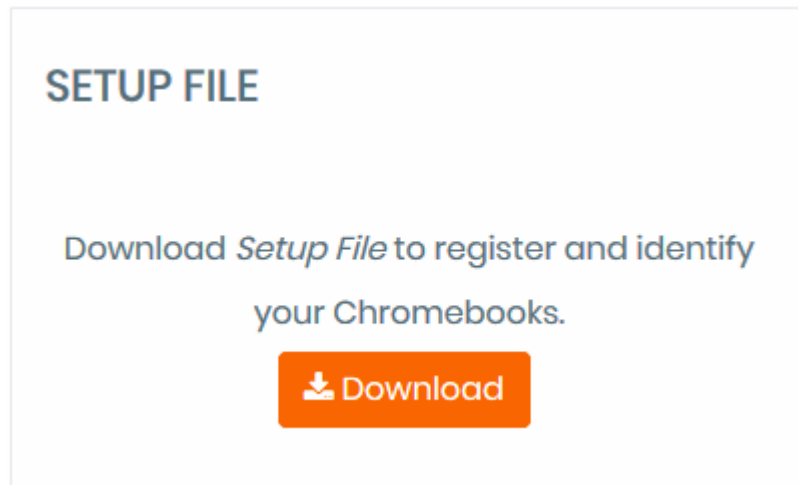
- You need to install the NuEduSec extension on student devices in order to enroll them.
- The extension can be deployed to Chromebooks within minutes via your G-Suite Enterprise for Education account.

Prerequisites:

- **G-Suite Account:** Your G-Suite account contains your organizational units (user groups, classes, students and staff). Students are added as users in their respective organizational unit.
- **NuEDU SEC Extension Store ID:** You need to enter the Google store ID of the NuEduSec extension to install it on devices.
 - The store ID is: **ipeldnhhfheaalifinkndgkqpolegamo**
- **NuEduSec configuration file:** Download the configuration file as follows:

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- Login to your NuEduSec account
- Click 'Settings'

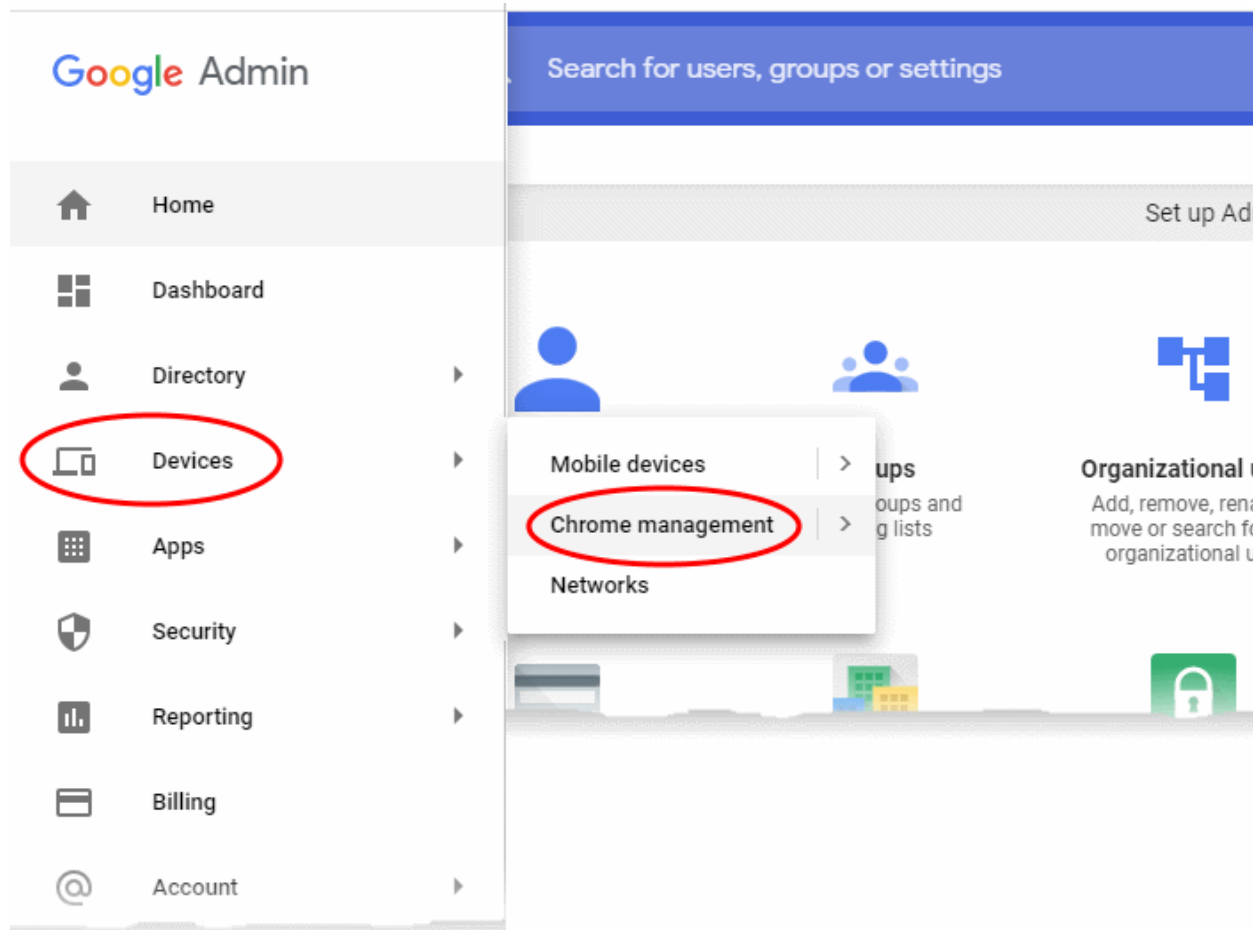


- Click 'Download' and save the setup file to your local computer

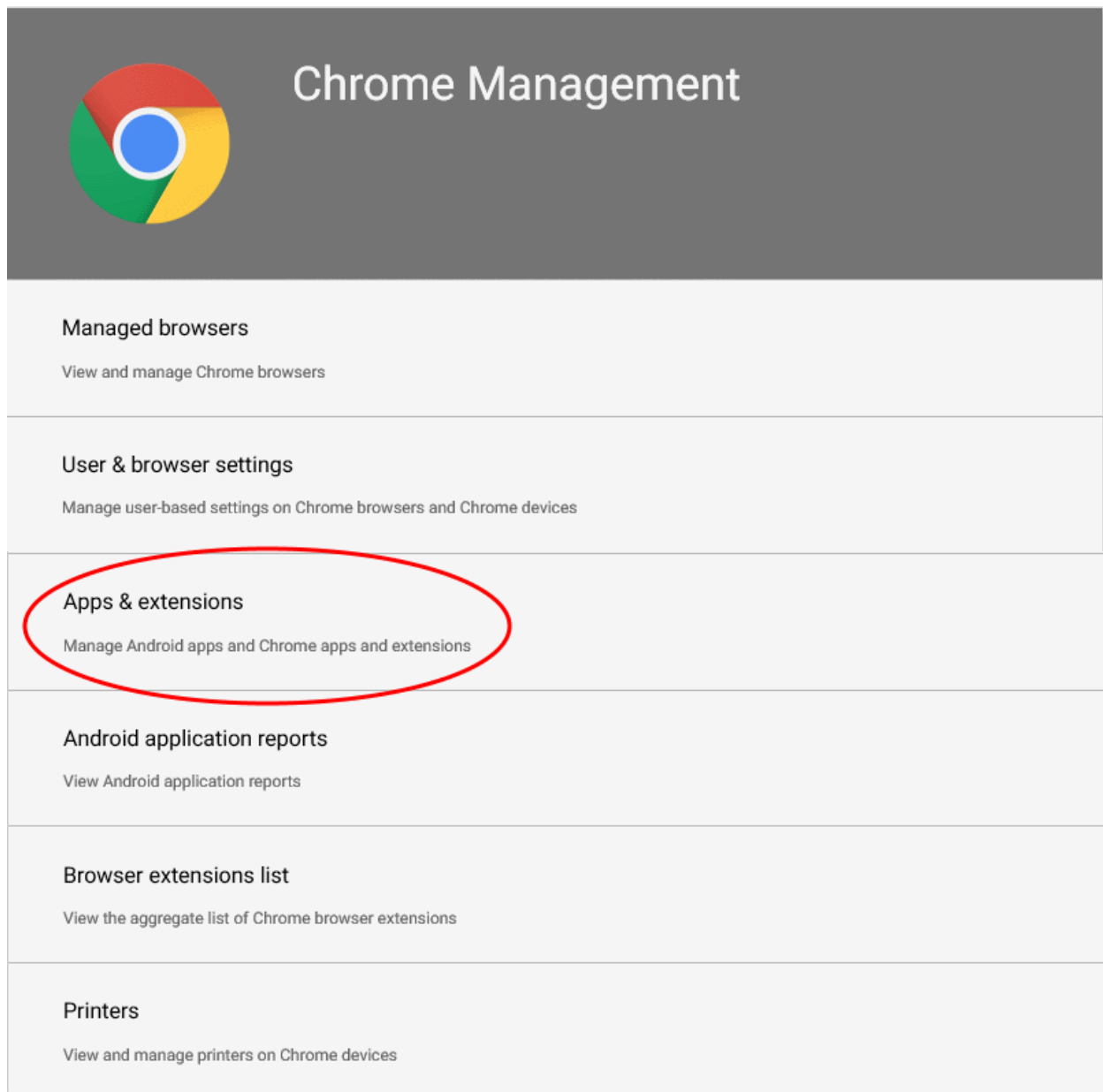
Deploy NuEduSec

Step 1 - Add NuEduSec extension to G-Suite

- Log-in to your G-Suite account
- Click the hamburger icon at top-left to open the side menu
- Click 'Devices' > 'Chrome Management'

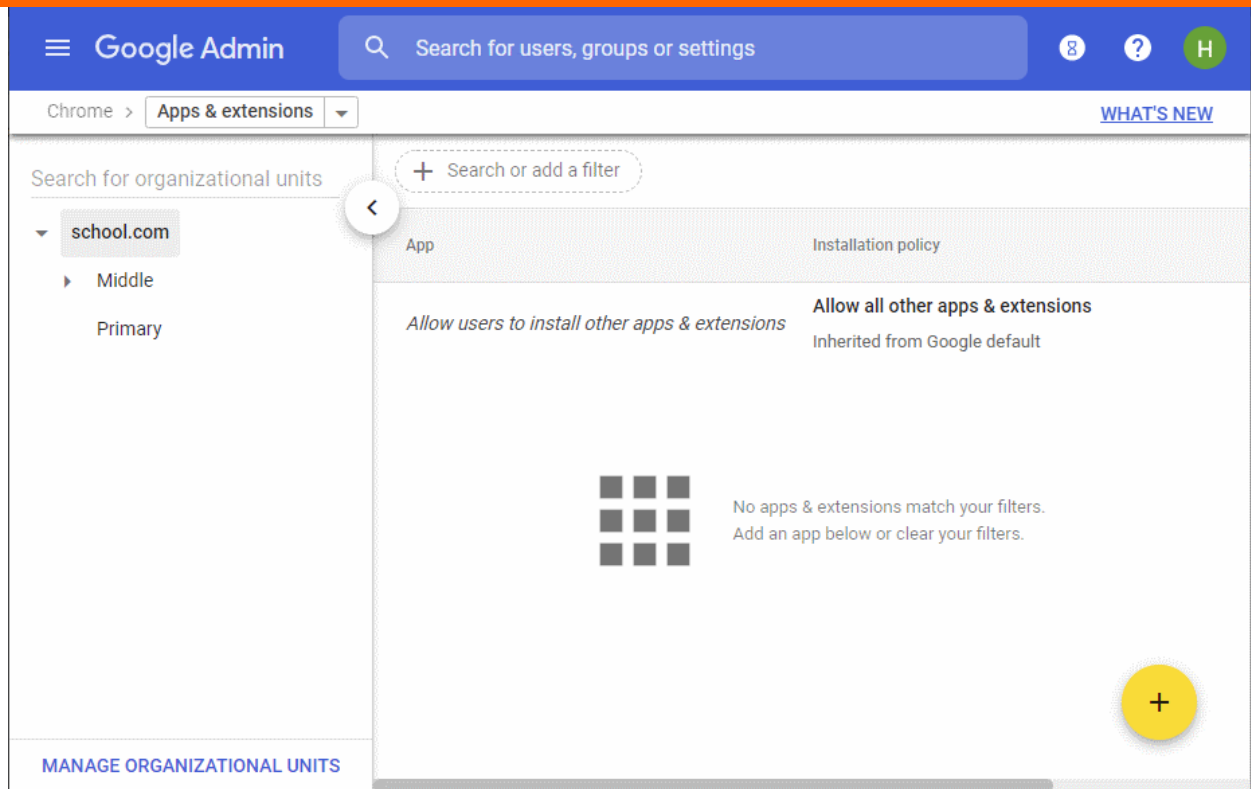


- Click 'Apps & Extensions':



- The 'Apps and extensions' screen lets you add the NuEduSec extension to your G-Suite account:

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There are two ways you can add the extension:

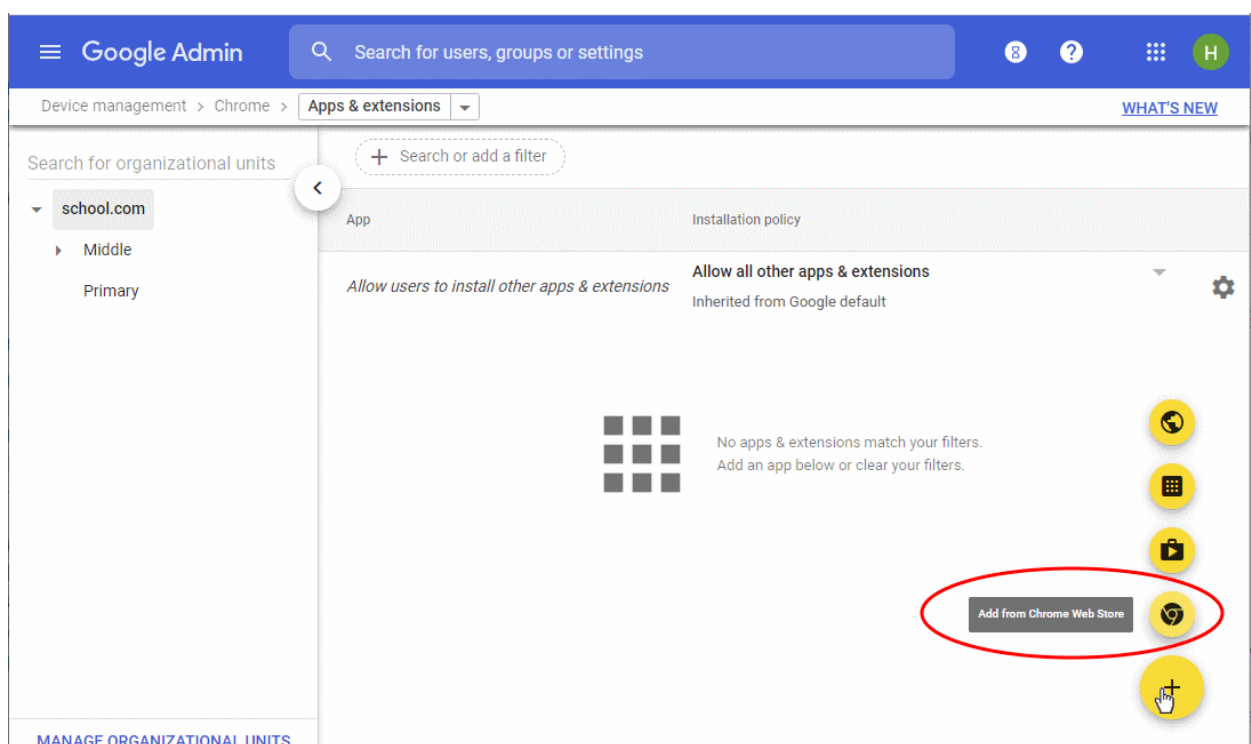
Option 1 - From the Chrome Web store

OR

Option 2 - By specifying the store ID

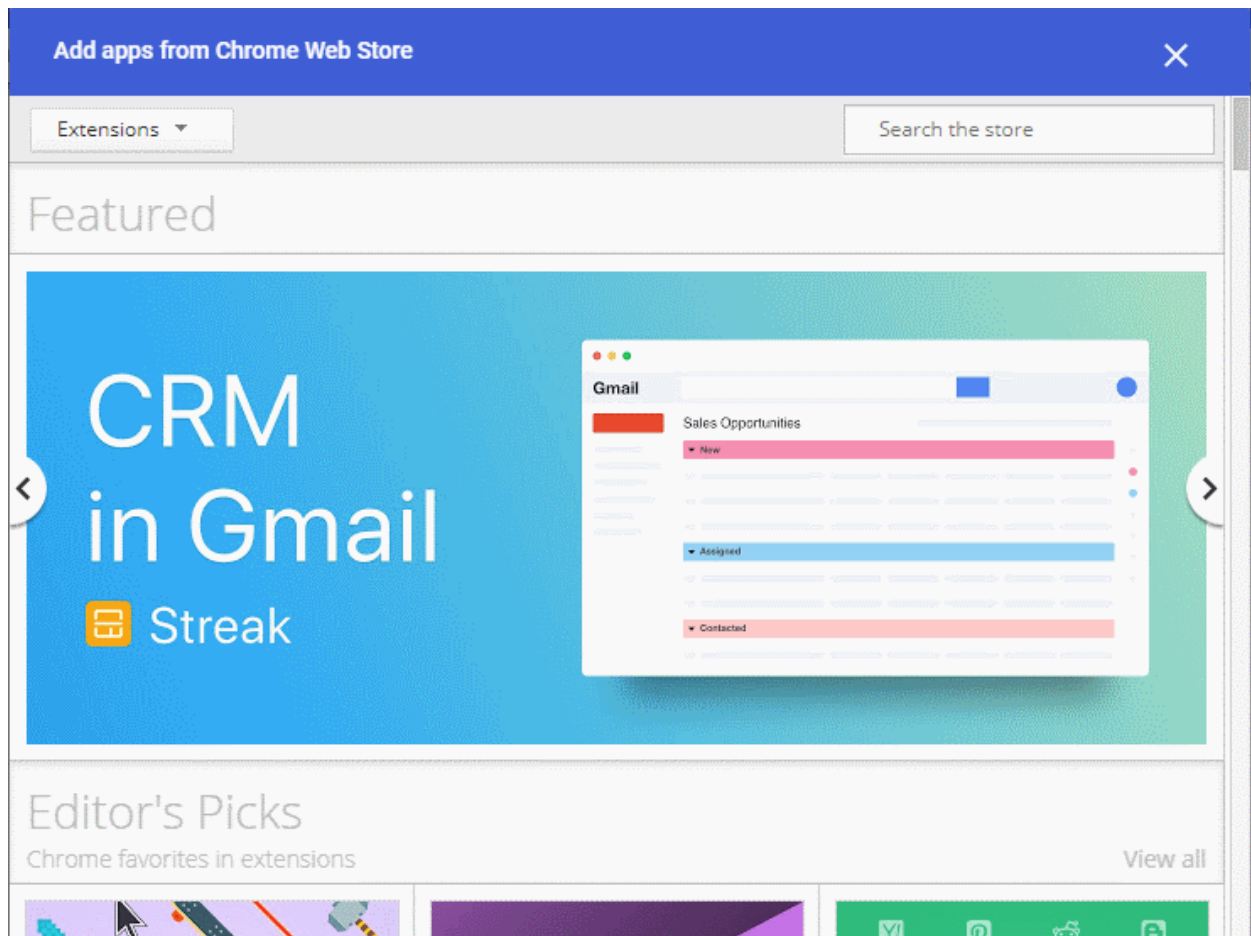
Option 1 - Add the extension from the Chrome Web store

- Place your mouse over '+' icon at the bottom-right
- Choose 'Add from Chrome Web Store'

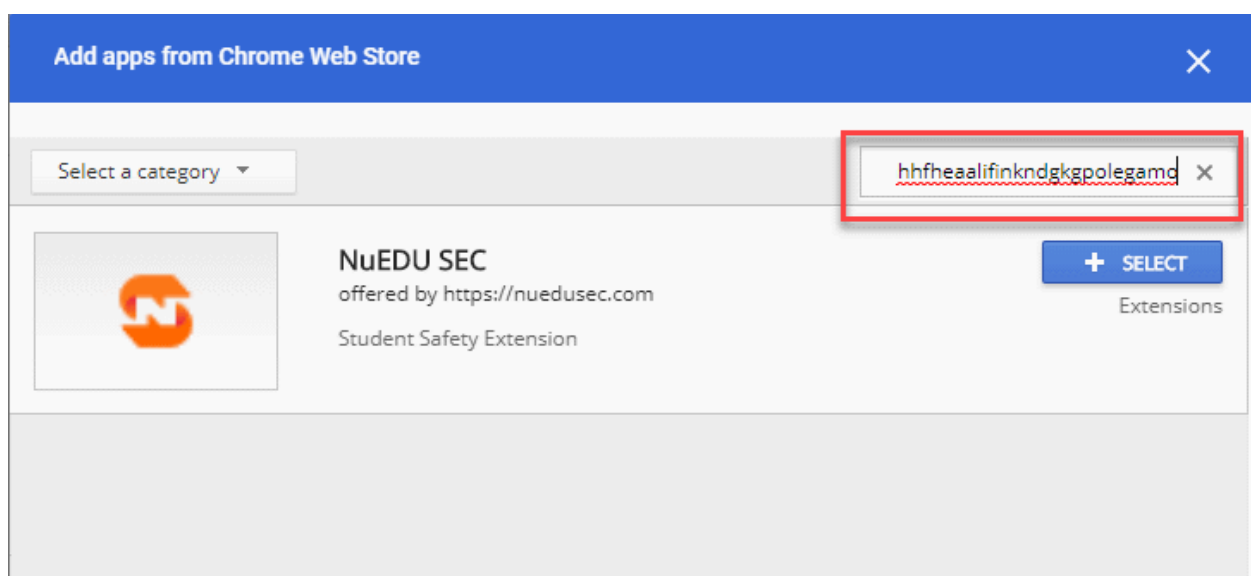


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- Enter the NuEduSec extension ID in the search box at top-right.
- The ID is: **ipeldnhhfheaalifinkndgkpolegamo**



- Click the 'Select' button to install the extension:

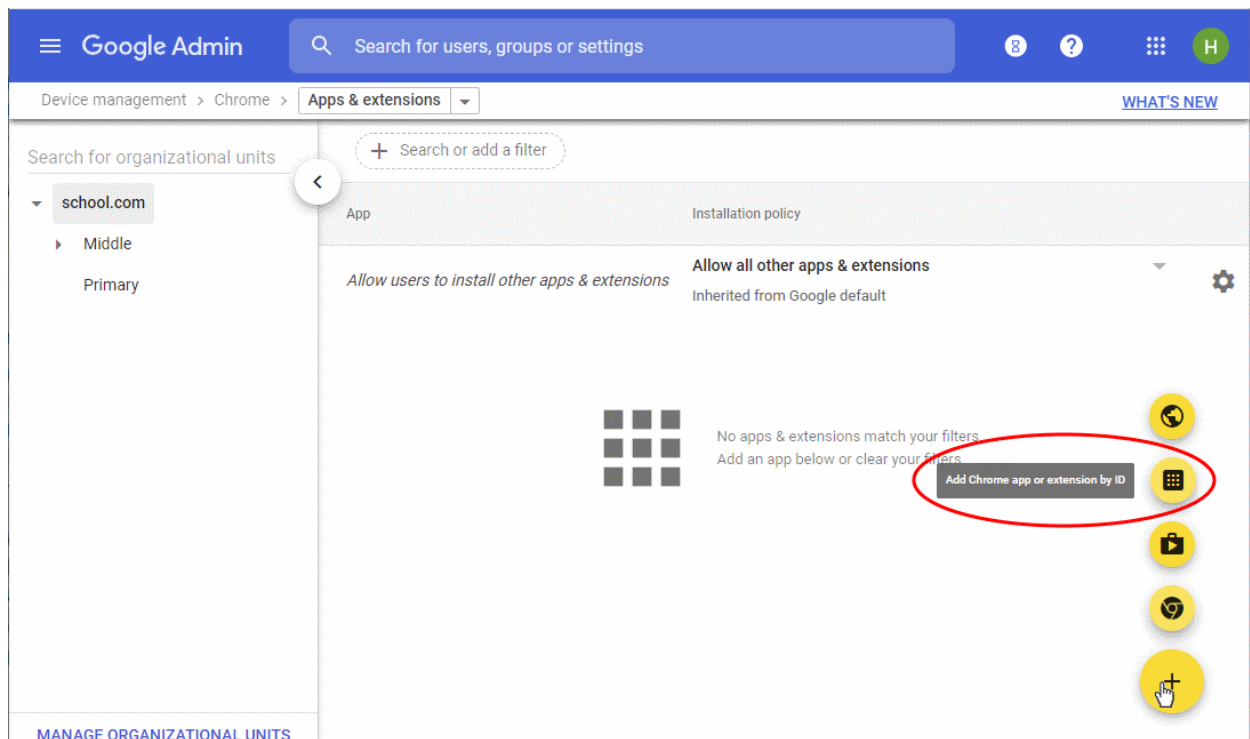


Next, skip to **Step 2 - Configure the NuEduSec extension**

Option 2 - Add the extension by specifying its store ID

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- Place your mouse over the '+' icon at bottom-right
- Choose 'Add Chrome app or extension by ID':



- Enter the NuEduSec extension ID:

ipeldnhhfheaalifinkndgkgpolegamo

Add Chrome app or extension by ID

Chrome apps and extensions can also be added by specifying the ID. If it is outside the Chrome Web Store, you must also specify the URL where the extension is hosted.

Extension ID

From the Chrome Web Store ▼

CANCEL SAVE

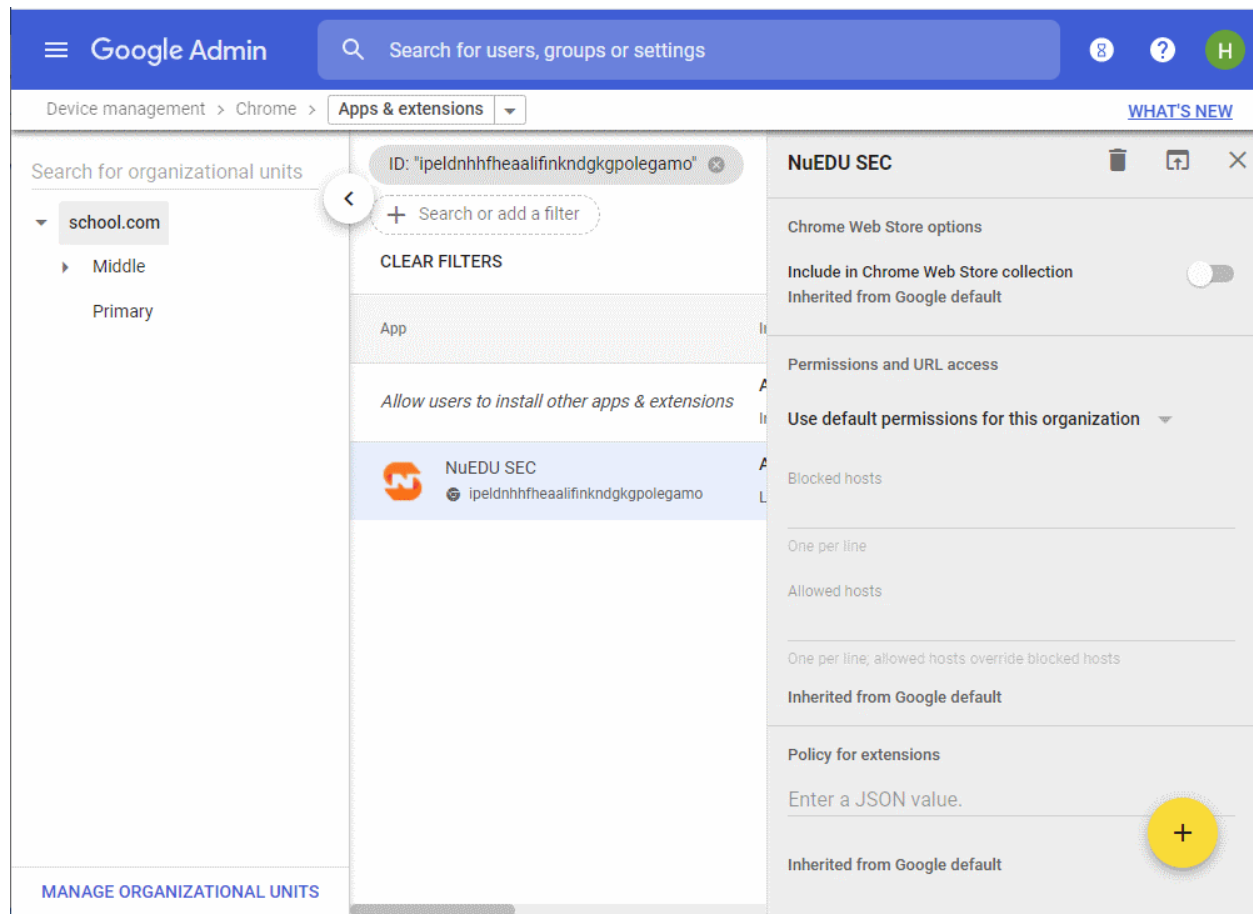
- Click 'Save'

The extension is added.

Step 2 - Configure the NuEduSec extension

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Once the extension is added, its configuration screen appears on the right:

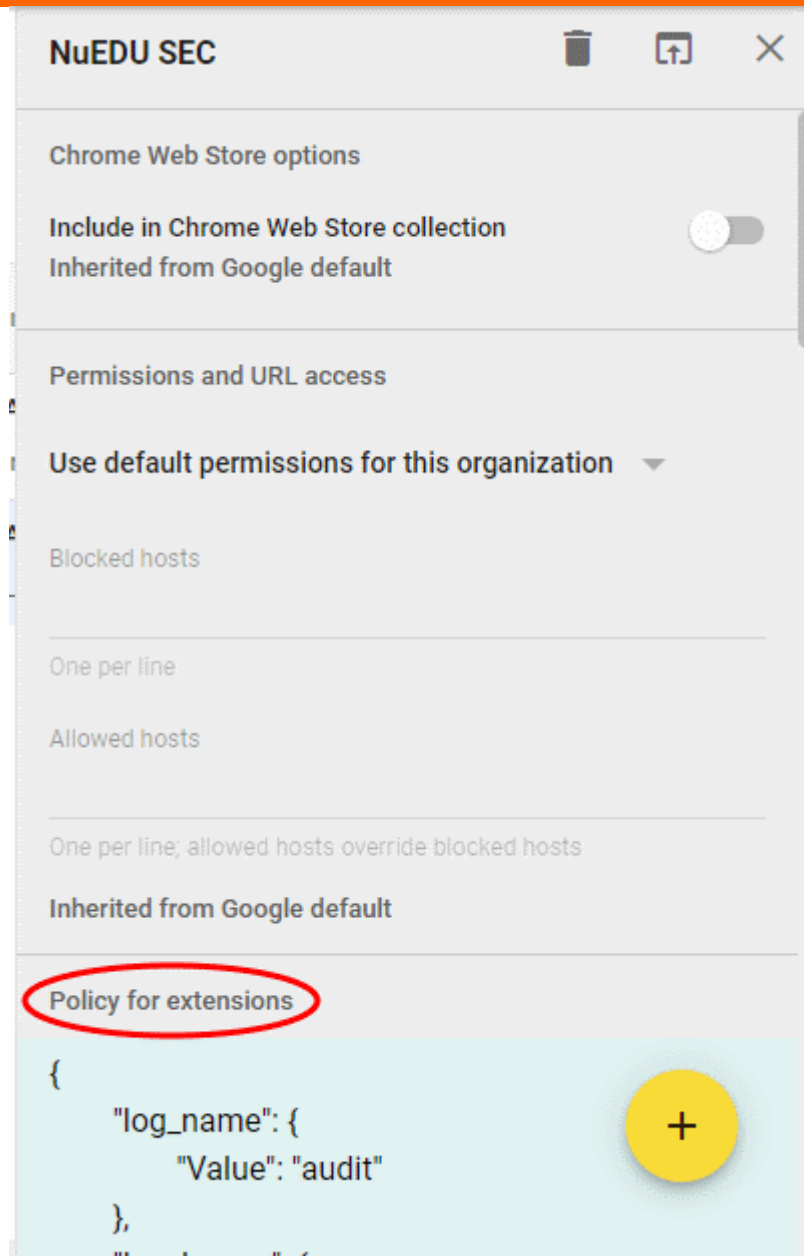


The next step is to enter the JSON value for the configuration. If you don't have it saved already, you can download the .json setup file as follows:

- Login to your NuEduSec
- Click 'Settings'
- Locate the 'Setup File' box
- Click 'Download'

Next,

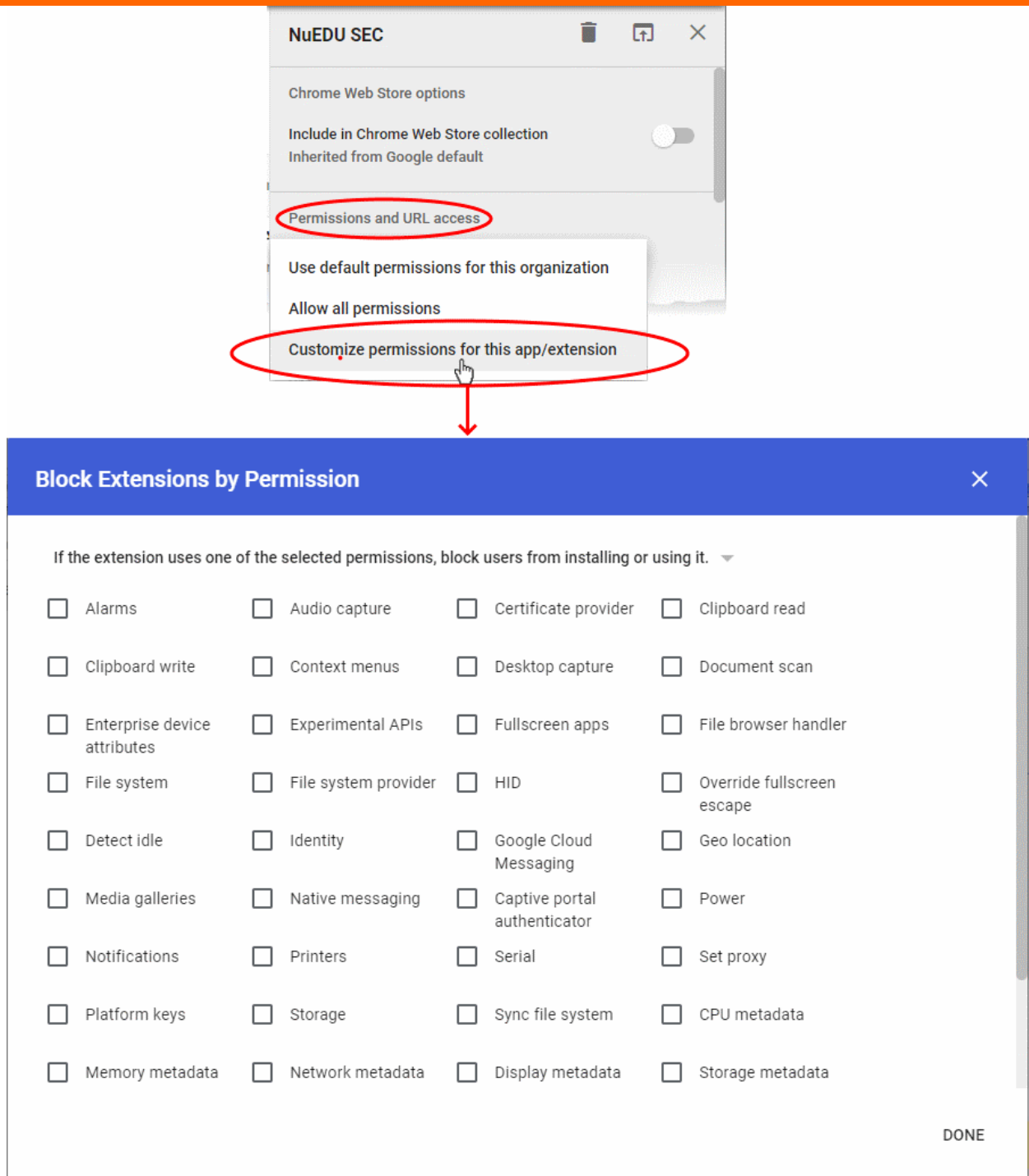
- Open 'NuSEC-configuration-file.json' with a text editor
 - For example, right-click on the file then 'Open with...' Notepad.
- Copy and paste the file content into the 'Policy for extensions' field:



Next, configure permissions for the extension:

- Click 'Permissions and URL access'
- Select 'Customize permissions' for this app/extension':

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- Click the drop-down menu at the top of the page
- Choose 'If the extension uses a permission that is not selected, block users from installing or using it':

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Block Extensions by Permission

If the extension uses a permission that is not selected, block users from installing or using it. >

<input type="checkbox"/> Alarms	<input type="checkbox"/> Audio capture	<input type="checkbox"/> Certificate provider	<input type="checkbox"/> Clipboard read	<input type="checkbox"/> Clipboard write	<input type="checkbox"/> Context menus
<input type="checkbox"/> Desktop capture	<input type="checkbox"/> Document scan	<input type="checkbox"/> Enterprise device attributes	<input type="checkbox"/> Experimental APIs	<input type="checkbox"/> Fullscreen apps	<input type="checkbox"/> File browser handler
<input type="checkbox"/> File system	<input type="checkbox"/> File system provider	<input type="checkbox"/> HID	<input type="checkbox"/> Override fullscreen escape	<input type="checkbox"/> Detect idle	<input type="checkbox"/> Identity
<input type="checkbox"/> Google Cloud Messaging	<input type="checkbox"/> Geo location	<input type="checkbox"/> Media galleries	<input type="checkbox"/> Native messaging	<input type="checkbox"/> Captive portal authenticator	<input type="checkbox"/> Power
<input type="checkbox"/> Notifications	<input type="checkbox"/> Printers	<input type="checkbox"/> Serial	<input type="checkbox"/> Set proxy	<input type="checkbox"/> Platform keys	<input type="checkbox"/> Storage
<input type="checkbox"/> Sync file system	<input type="checkbox"/> CPU metadata	<input type="checkbox"/> Memory metadata	<input type="checkbox"/> Network metadata	<input type="checkbox"/> Display metadata	<input type="checkbox"/> Storage metadata
<input type="checkbox"/> Text to speech	<input type="checkbox"/> Unlimited storage	<input type="checkbox"/> USB	<input type="checkbox"/> Video capture	<input type="checkbox"/> VPN provider	<input type="checkbox"/> Web requests
<input type="checkbox"/> Block web requests					

DONE

- Make sure that 'Geo location', 'Web Requests' and 'Set Proxy' are **NOT** selected
- Click 'Done'.
- Click 'Save' at top-right to save your changes:

← 2 settings changed

REVERT **SAVE**

Device management > Chrome > Apps & extensions

WHAT'S NEW

Search for organizational units

school.com

Middle

Primary

MANAGE ORGANIZATIONAL UNITS

ID: "ipeldnhhfheaalifinkndgkpgolegamo"

+ Search or add a filter

CLEAR FILTERS

App	Installation policy
Allow users to install other apps & extensions	Allow all other apps & extensions
	Inherited from Google default
NuEdu SEC	Allow install
ipeldnhhfheaalifinkndgkpgolegamo	Locally added

NuEDU SEC

Chrome Web Store options

Include in Chrome Web Store collection

Inherited from Google default

Permissions and URL access

Customize permissions for this app/extension

CUSTOM

Blocked hosts

One per line

Allowed hosts

One per line; allowed hosts override blocked hosts

Locally applied

Policy for extensions

{

"log_name": {

"Value": "audit"

},

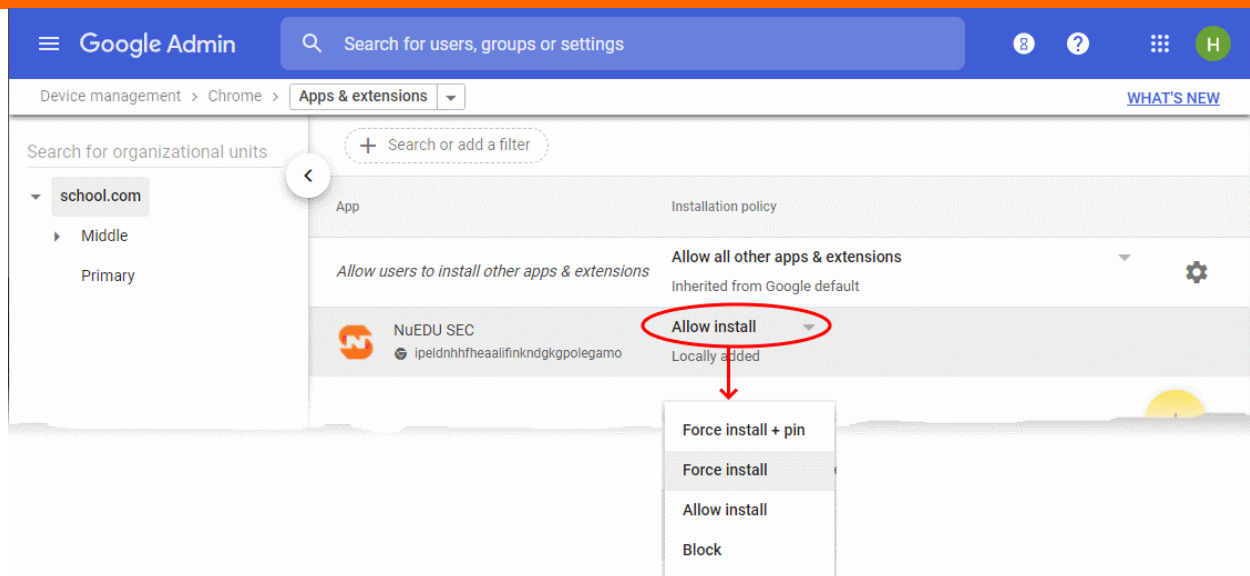
}

+

The extension is now configured and ready for installation on user devices.

Step 3 - Install the extension on user devices

- Click the drop-down menu at the end of the NuEduSec stripe
- Choose 'Force Install' from the options:



- Click 'Save' to send the command.
- G-Suite will push the extension to the Chromebooks of your users
- Once installed, NuEduSec applies policies to the devices based on the owner's user group.
- See [Create policies and apply to organizational units](#) for help to apply custom policies to user groups.

1.3 Create policies and apply to organizational units

Click 'Policy' > 'Create a policy'

Policies let you implement the following protections on target users:

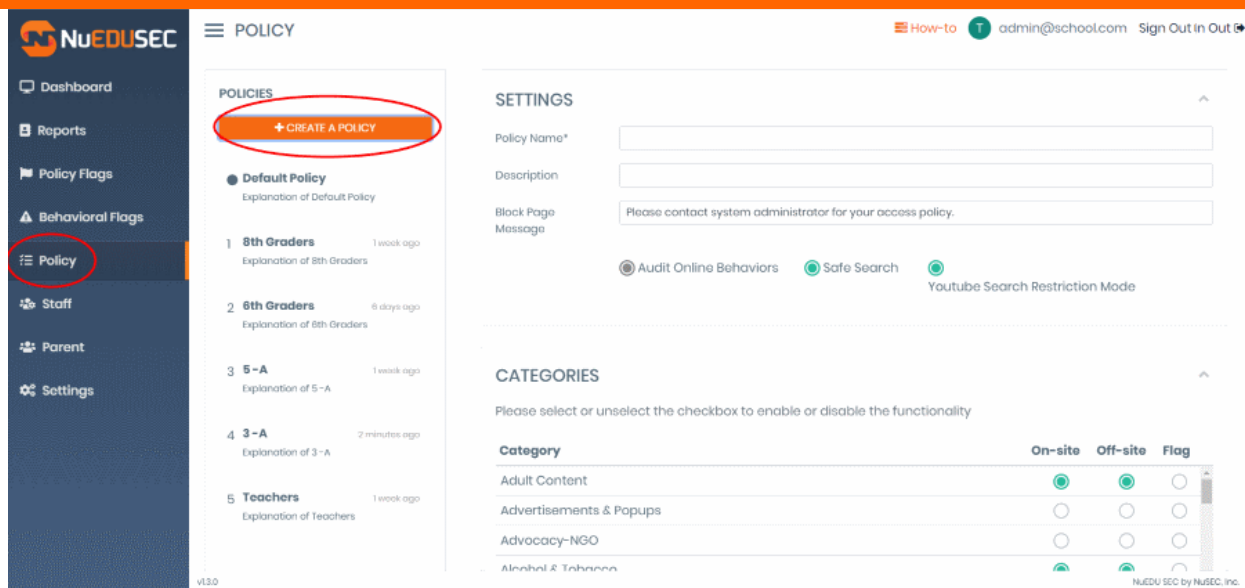
- **Audit Online Behavior** - Analyze the searches and social media posts of target users. Worrying activity is flagged on the 'Behavioral Flags' page.
- **Safe Search** - Removes explicit results from searches on Google, Yahoo and Bing.
- **YouTube Search Restriction** - Removes explicit videos from the results of YouTube searches.
- **Categories** - Block or allow access to specific types of websites. For example, you could block access to gambling, pornographic and gambling websites. You can block categories while users are on-site, off-site, or both. You can also flag attempted visits so you are kept notified.
- **Action Lists** - Action lists are individual websites that you want to block or allow (blacklist or whitelist respectively). Use these lists to create exceptions to your category rules. For example, you might block 'Social Networking' as a category, but add www.linkedin.com to your whitelist because it is career related.
- **Organizational Units** - Organizational units (OU's) are the groups of users to whom the policy applies. For example, you might create an OU called '6th Grade' to control the devices of those students.

NuEduSec has a default policy which is applied to all OU's unless disabled or replaced with a custom policy. The default policy is automatically removed after you apply a custom policy.

Create a policy

- Click 'Policy' > 'Create a policy'

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Click the following links for help with each area:

- [Settings](#)
- [Categories](#)
- [Action lists](#)
- [Organizational units](#)

Settings

SETTINGS

Policy Name*

Description

Block Page Message

Please contact system administrator for your access policy.

Audit Online Behaviors

Safe Search

Youtube Search Restriction Mode

- **Policy Name** - Create a label to identify the policy
- **Description** - Add a short note to explain the policy and/or provide important info to others.
- **Block Page Message** - This is the 'error' text which is shown in a user's browser when a website is blocked by NuEduSec. For example, 'Access to this page has been blocked by your system administrator'.

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- **Audit Online Behavior:** Activate to monitor student searches and social media posts for worrying activity. For example, posting offensive content on FaceBook/Twitter, or searching for racist terms on Google.

You can see all incidents caught by the monitor in the 'Behavioral Flags' screen. See [Behavior Breaches](#) for more on this topic.

- **Safe Search:** Removes explicit content from the results of searches on Google, Yahoo and Bing.
- **YouTube Search Restriction Mode:** Removes explicit/age-restricted videos from the results of searches on youtube.com.

Categories

- A website category is a large list of sites that feature a specific type of content. By blocking a category you block access to every website in that category.
- You can block categories when users are connected to the school network (on-site), and/or when they are not connected (off-site).
- You can also receive notifications (flag) when users attempt to access sites in certain categories.

CATEGORIES

Please select or unselect the checkbox to enable or disable the functionality

Category	On-site	Off-site	Flag
Adult Content	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Advertisements & Popups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Advocacy-NGO	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alcohol & Tobacco	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Arts & Society & Culture	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Auctions & Classifieds	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Blogs & Wikis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Business	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Select the website categories you want to block for users in this group.

- **On-site** - Users cannot access sites in the category when connected to the school network.
- **Off-site** - Users cannot access sites in the category when connected to outside networks. For example, this will prevent them accessing the sites while at home.
- **Flag** - Notifies you when a user attempts to visit a site in the category. Enable this if you are particularly concerned about a certain category. You can view flagged connections / connection attempts in the 'Policy Flags' screen. See [View Policy Breaches](#) for more on this.

Action lists

- Action lists allow you to block or allow access specific domains. Blacklisted sites are blocked to users, while whitelisted sites are allowed.

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- Black and white lists are often used to create exceptions to category rules. Whitelisted sites are allowed, even if they are in a blocked category. Blacklisted sites are always blocked, even they belong to a category which is not blocked.
- For example, say you have blocked the category 'Social Media' but want to allow access to LinkedIn. You can achieve this by adding www.linkedin.com to the whitelist.

ACTION LISTS

Blacklist

Whitelist

Add

Create a blacklist or whitelist





- Login to NuEduSec
- Click 'Policy' > scroll down to the 'Action Lists' section
- Click the 'Blacklist' or 'Whitelist' button as required
- Enter the URL of the website (without 'http://' or 'https://')
- Click 'Add':

ACTION LISTS

Blacklist

Whitelist

Add

Whitelisted URL	On-site	Off-site	Action
 web.whatsapp.com			

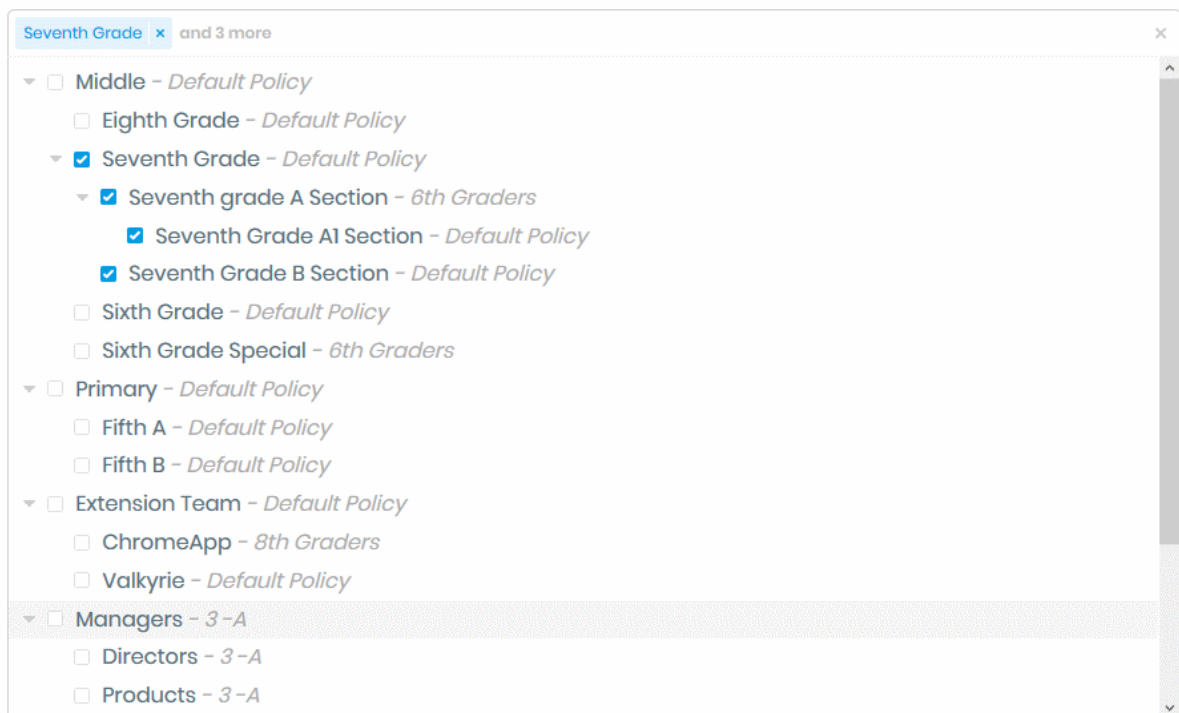
- Select the connection types for which the site blacklisted or whitelisted:
 - **On-site** - The rule applies when the user connects to the site through the school network
 - **Off-site** - The rule applies when the user connects to the site though a network other than the school's.
- Repeat the process to whitelist/blacklist more sites
- Click the trash can icon to remove an item from the list

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Organizational Units

- Organizational units (OU) are groups of target users in your school. For example, they might be classes, grades, or groups of staff. These groups are configured in your G-Suite account.
- The NuEduSec group-tree has the same hierarchy as set up in G-Suite. The screen also shows the NuEduSec policy currently applied to each group.
- If you don't see one of your G-Suite groups:
 - Go to 'Settings'
 - Click 'Synchronize Now'

ORGANIZATIONAL UNITS



Create Policy

Apply policy to groups (organizational units):

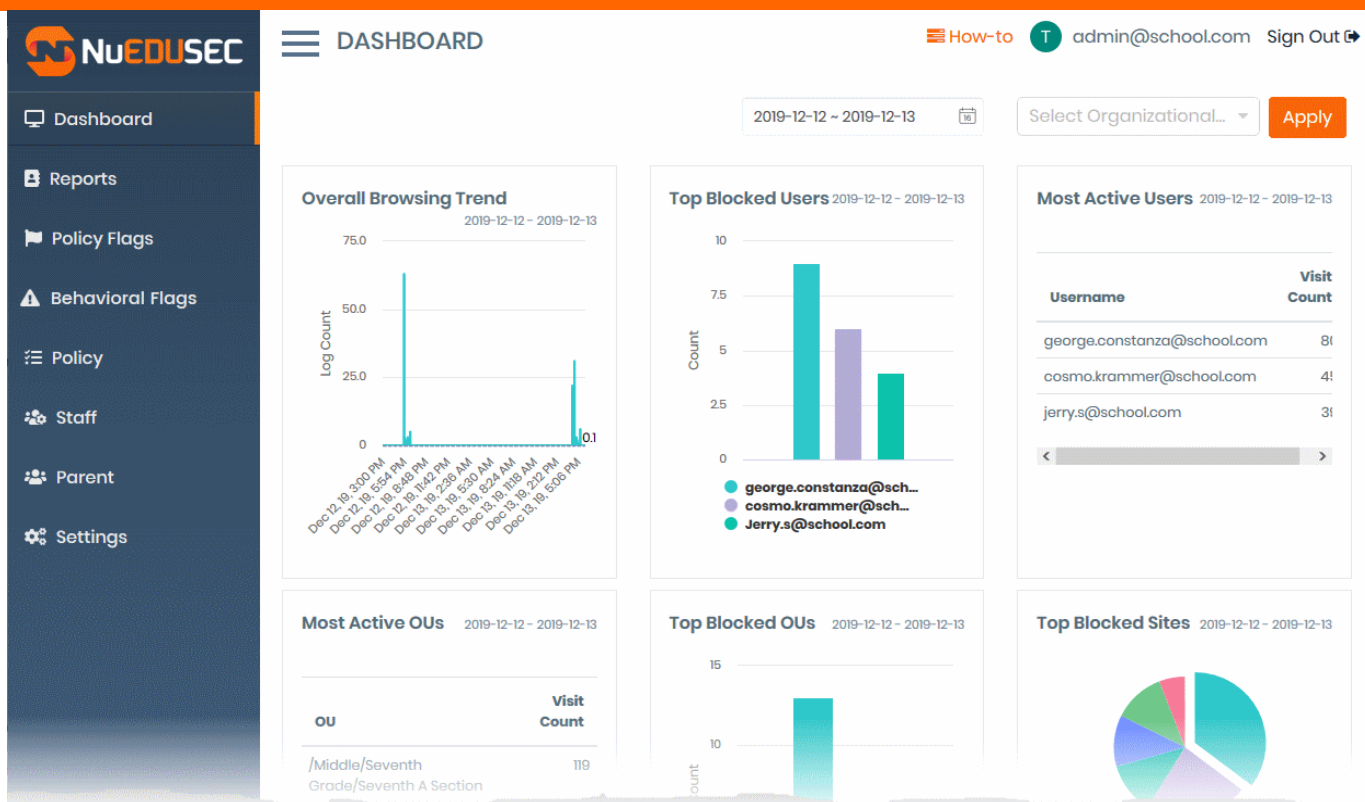
- Select your target groups in the list
- Select a parent group to auto-select all child groups
- Click 'Create Policy'

The new policy is applied to the selected groups, replacing the previous policy.

2 The Admin Console

The admin console contains statistics and charts about your protected environment. From here, you can create security policies, add staff and parent accounts, configure NuEduSec settings, and more.

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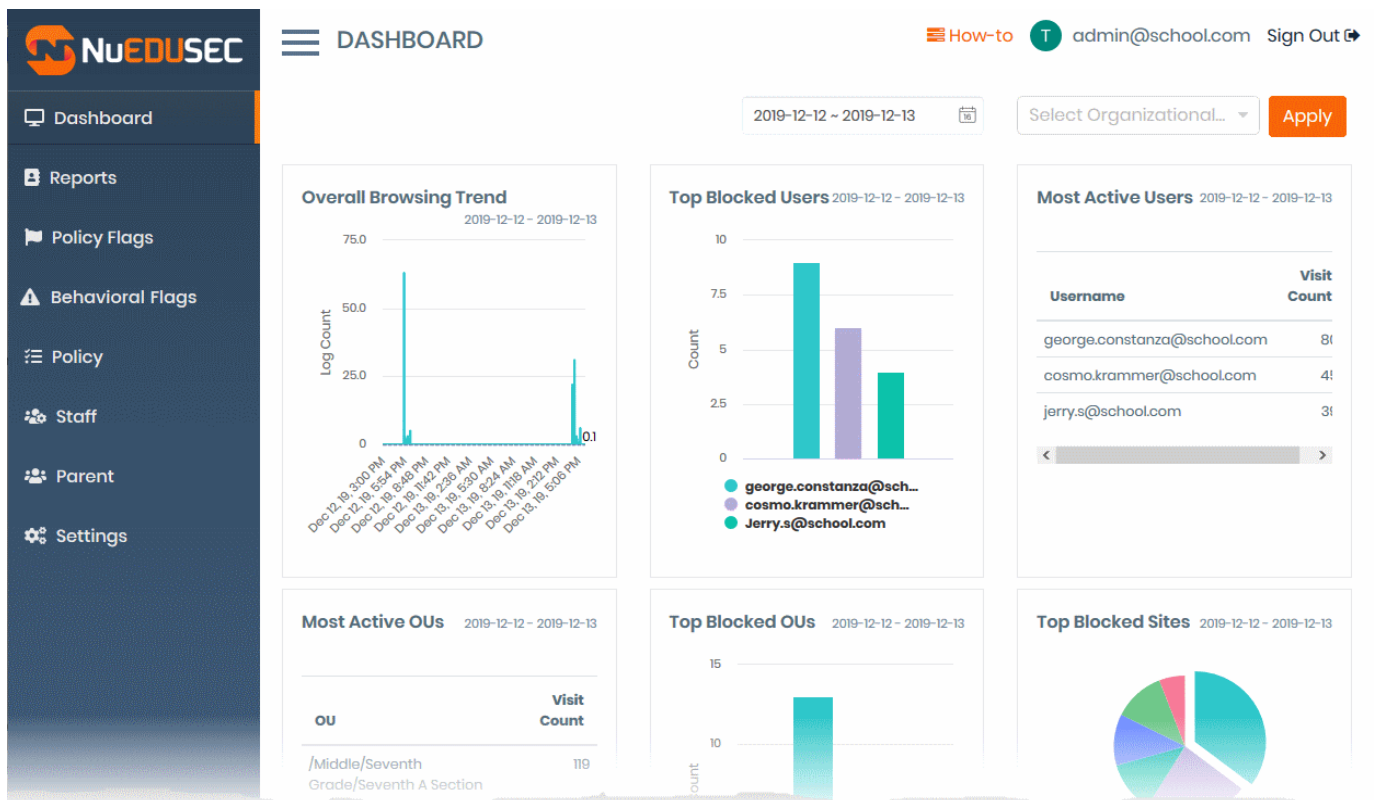
The left-hand menu lets you access each major area of NuEduSec.

- **Dashboard** - Contains charts and statistics about activities on managed devices. These include overall browsing trends, top blocked websites, top blocked users and more. See **Dashboard** for more details.
- **Reports** - Chronological logs of monitored activities. These include allowed and blocked activities, search engine searches, social media posts, and more. You can filter results by time, group, user, website category, and by website. You can also export reports to .csv file. See **View Reports** for more details.
- **Policy Flags** - These are attempts to access sites or website categories blocked by one of your policies. See **View Policy Breaches** to read more.
- **Behavioral Flags** - Behavior monitoring lets you inspect searches and social media posts for inappropriate activity. A behavioral flag is when a user has searched for or posted worrying content. See **View Behavior Breaches** to find out more.
- **Policy** - Manage security policies applied to various user groups, a.k.a organizational units, in your school. See **Manage Policies** for help to view, create and manage policies.
- **Staff** - Add and manage staff groups and staff members. You can create staff groups with different access privileges to NuEduSec. Staff members are then added to these groups so they can view charts / reports and manage policies as per their access rights. See **Manage Staff** for help to create and manage staff groups.
- **Parent** - Add and manage parent accounts. Parent accounts let guardians login to NuEduSec to review activities by their child or ward. See **Manage Parents** for more.
- **Settings** - Configure account and network settings, synchronize NuEduSec with G-Suite, and download the setup file required to enroll student devices. See **NuEduSec Settings** for more details.

3 The Dashboard

Click 'Dashboard' on the left

- The dashboard contains a range of statistics and charts that summarize the activities of your students.
- Use the filters above the charts to view data for specific dates and organizations:
 - **Select Date Range** - View statistics for a certain time period. Click the calendar icon to choose the start and end dates.
 - **Select Organization** - View statistics about the users in a particular organization (user group)

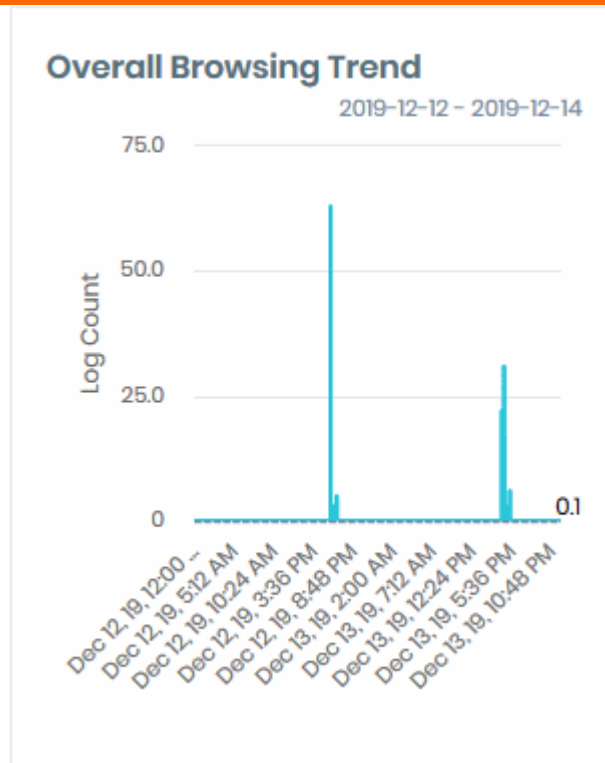


The dashboard contains the following charts:

- Overall browsing trend
- Top blocked users
- Most active users
- Most active OUs
- Top blocked OUs
- Top blocked sites
- Top visited sites
- Top blocked categories
- Top visited categories

Overall browsing trend

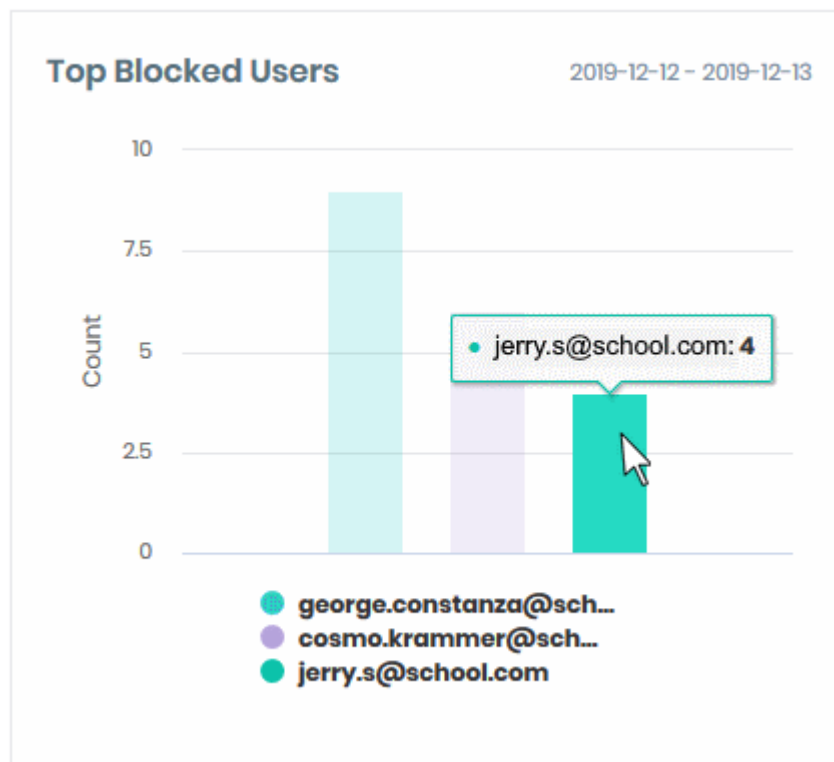
- Shows browsing activity by all users over the selected time period
- This indicates the hours during which students are most active



- Place your mouse on a point in the graph to view the actual number of sites visited at that time.

Top blocked users

- Shows users whose browsing activities were most often blocked by your policies.
- This identifies people who most often tried to visit banned websites



- Place your mouse on a bar to view the number of sites blocked for that person.

Most active users

- Users who visited the most websites within the set time period.

Most Active Users		2019-12-12 - 2019-12-13
Username	Visit Count	
george.constanza@school.com	80	
cosmo.krammer@school.com	45	
jerry.s@school.com	39	

- Any abnormal increase / decrease by certain users may be cause for investigation.

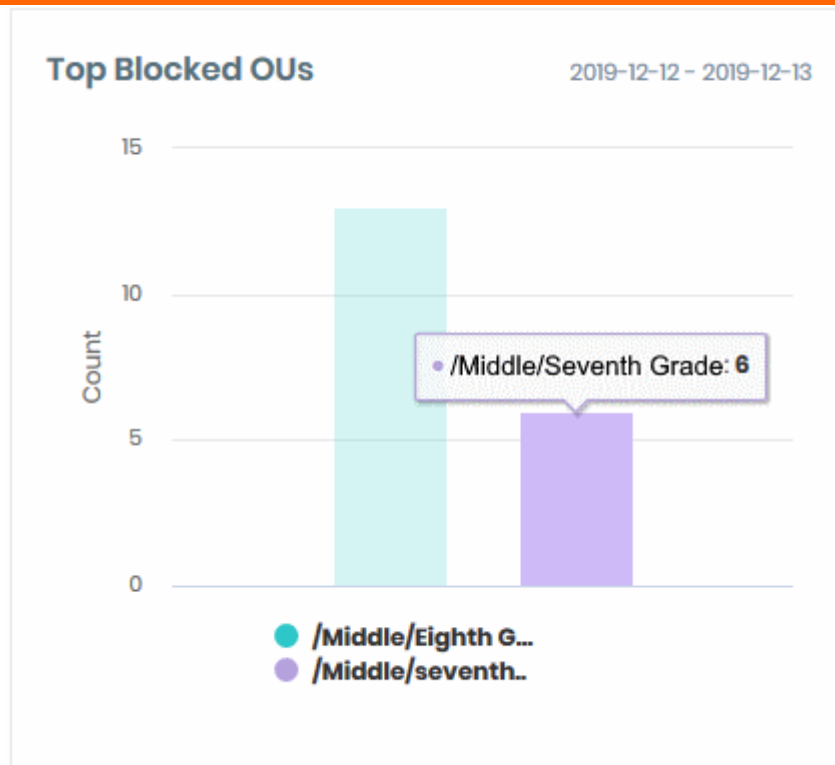
Most active OUs

- Shows the organizational units (user groups like classes or grades) that visited the most sites in the selected period:

Most Active OUs		2019-12-12 - 2019-12-13
OU	Visit Count	
/Middle/Seventh Grade/Seventh A Section	119	
/Chemistry Lab/demonstrators	45	

Top blocked OUs

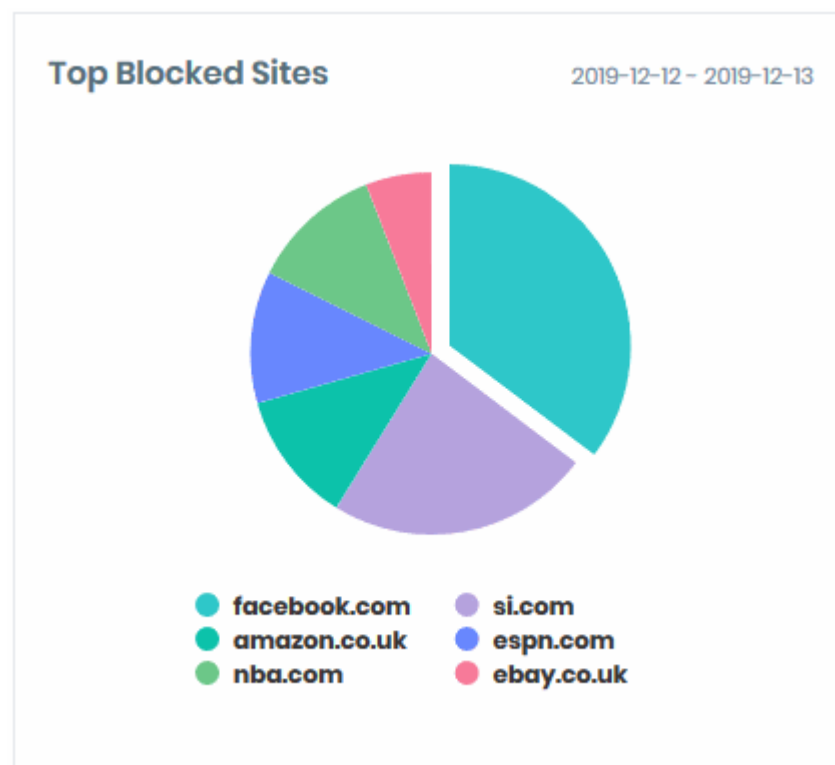
- Shows the user groups that most often tried to visit sites which are banned by your policies.
- This could indicate groups who are trying to use their devices for purposes other than intended.
- Conversely, it may also indicate a 'false-positive'. This is where a site or category is blocked, but students genuinely need to access it for their studies.



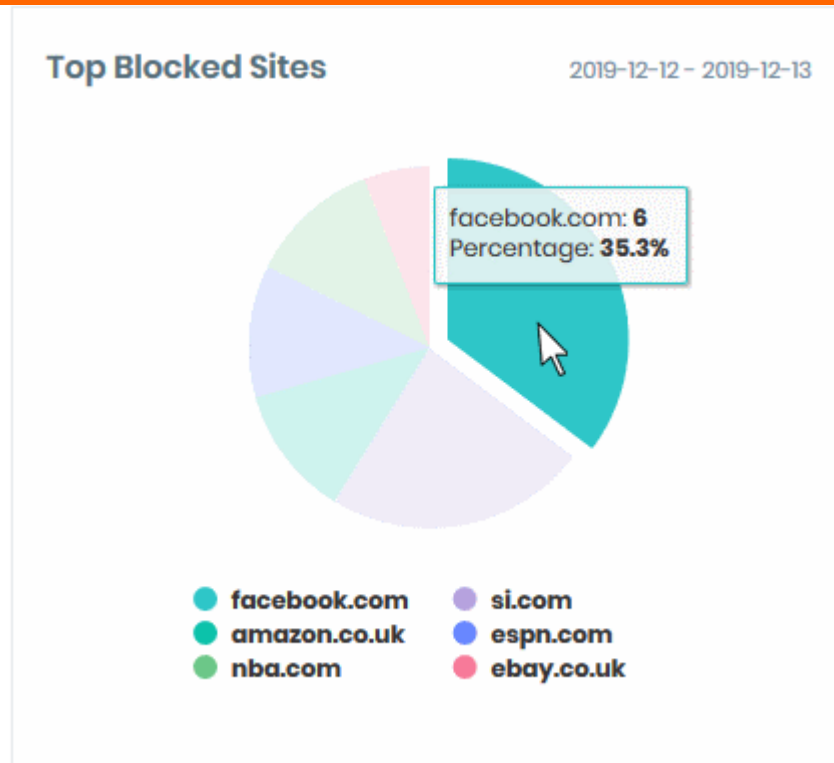
- Place your mouse over a bar to view the number of websites blocked for that group.

Top blocked sites

- Shows the actual websites that were most blocked during the selected period.
- This shows you which banned websites your users most frequently attempted to visit.

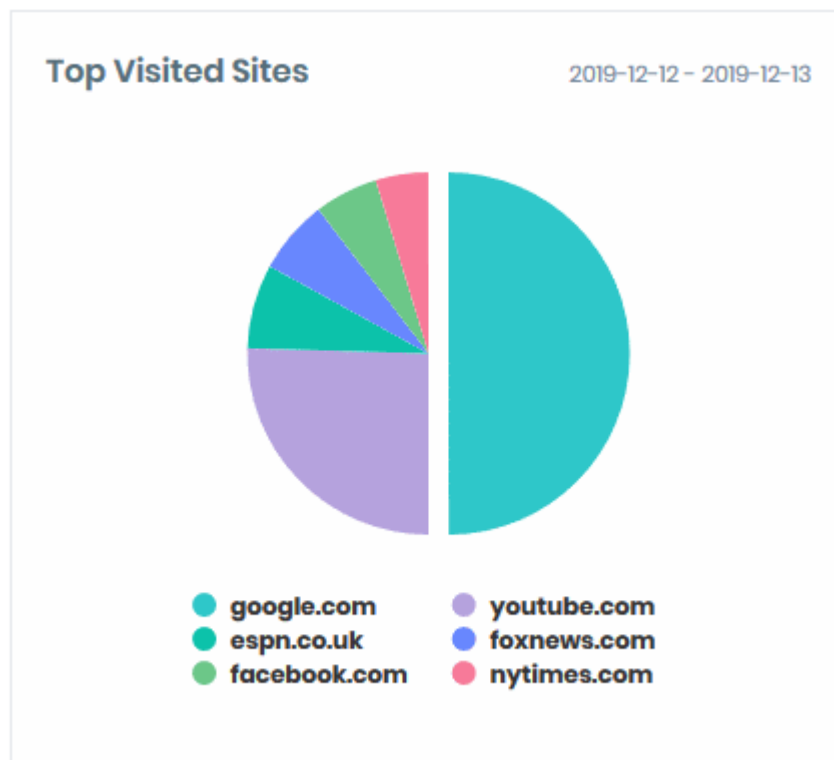


- Place your mouse over a sector to view the number of times the site was blocked. You can also see the percentage of all blocked attempts for which this site accounts.

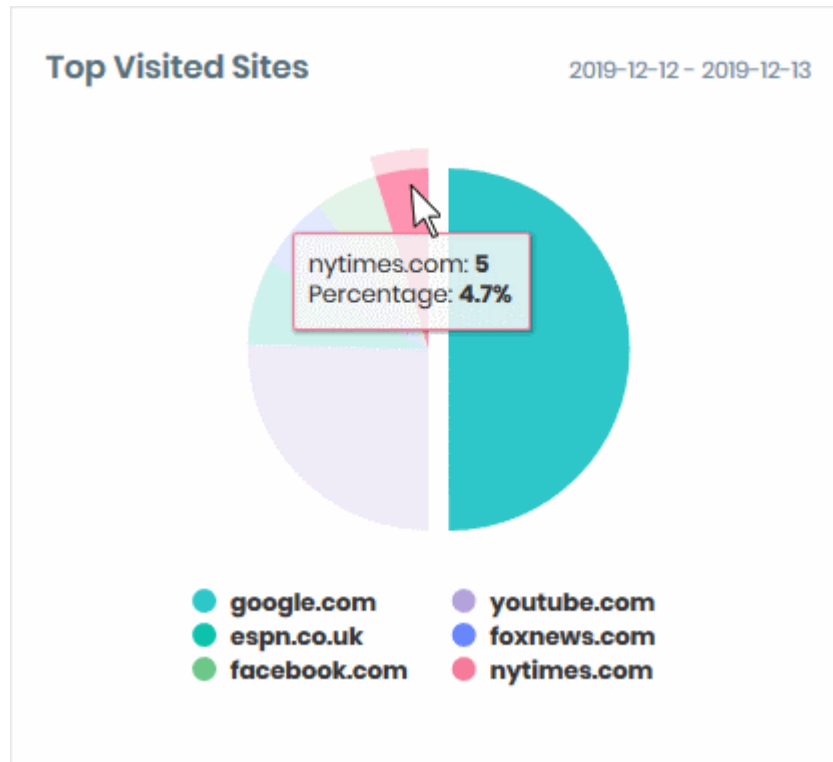


Top visited sites

- Shows which websites were most often visited by your users during the selected period.
- The chart shows successful visits to 'allowed' sites. An allowed site is one that is not explicitly blocked / blacklisted by your policies. It may also be a site that has been whitelisted.
- You can use this data as a broad indication of the popularity of sites among your student base. You can restrict access to any site you deem as unproductive or inappropriate.

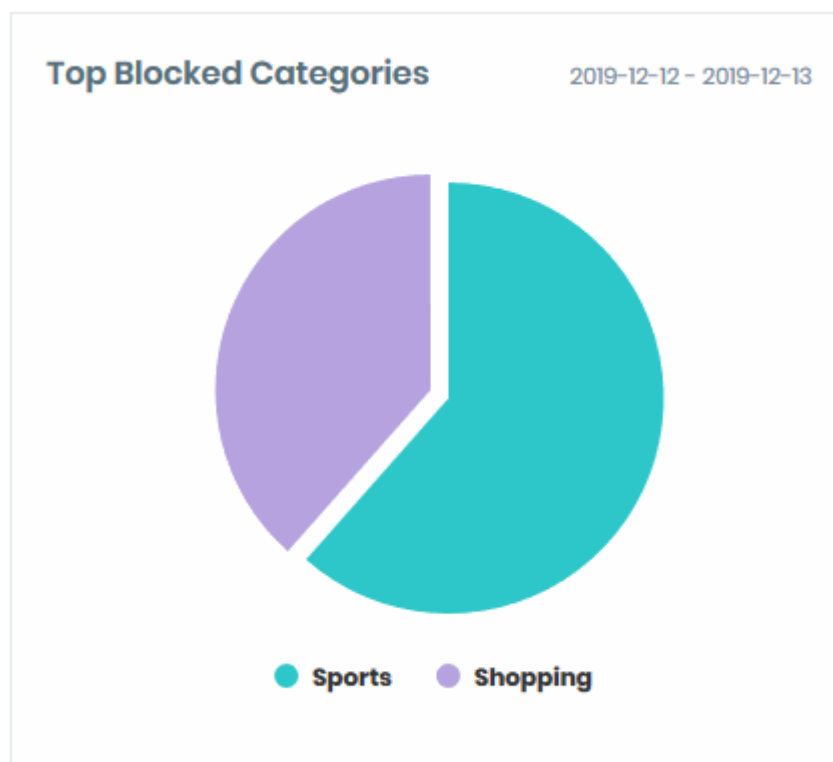


- Place your mouse over a sector to view the number of times the site was visited. You can also see the percentage of all visits for which this site accounts.

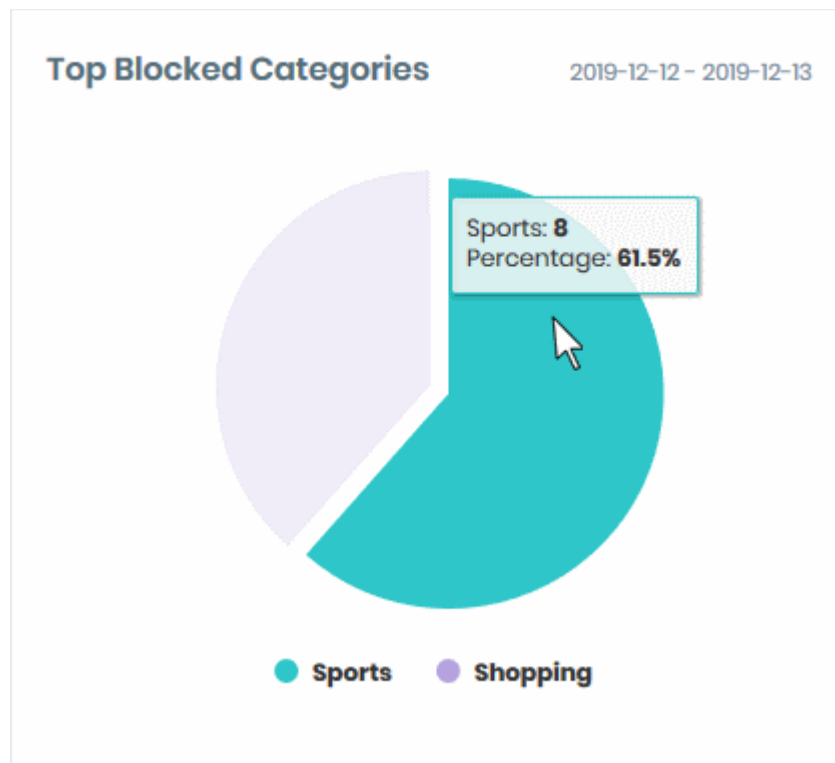


Top blocked categories

- Shows the banned website genres that users most often attempted to visit.
- A category is a large list of sites which feature a specific type of content. For example, espn.com and bleacherreport.com both belong to the 'Sports' category.
- You can define blocked categories in the **policy** you apply to a group. You can also **whitelist** specific sites you want to allow within a blocked category.



- Place your mouse over a sector to view the number of attempted visits to sites in a blocked category.

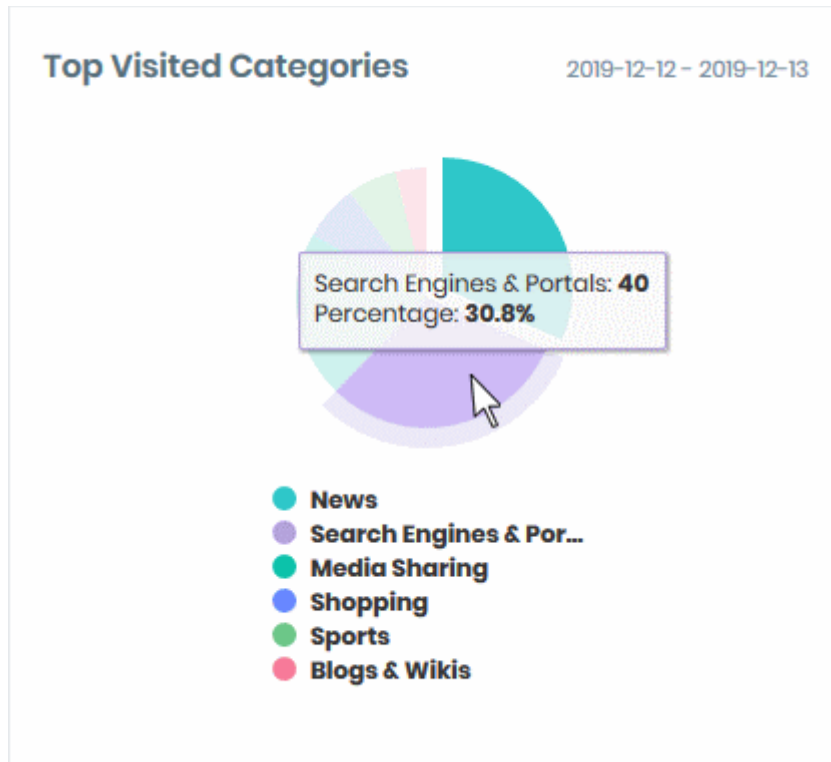


Top visited categories

- Shows the website genres that were most often visited by your users.
- A category is a large list of sites which feature a specific type of content. For example, cnn.com and foxnews.com both belong to the 'News' category.
- The chart shows successful visits to 'allowed' categories. You can define allowed categories in the **policy** you apply to a group. You also have the option to **blacklist** specific sites within an allowed category.



- Place your mouse over a sector to view the number of times the category was visited. The figure is a total of all visits to all sites in the category. You can also see the percentage of all visits for which the category accounts.



4 View Reports

Click 'Reports' in the menu on the left

- The reports screen shows a timeline of online activities by users in all groups
- Activities include websites visited, blocked visits, search history, and social media posts.
- You can filter the report by various criteria:
 - Period of time
 - User / user group
 - Website category
 - Attempts to access a specific site
 - Policy action - 'blocked' or 'allowed'
- You can export reports to comma separate value (.csv) file

View reports

- Click 'Reports' on the left

NuEduSec - Administrator Guide

REPORTS How-to T admin@school.com Sign Out

Select Date Range [24] Organization... User Categories Domain Classification... Clear Apply

Search results for **All Categories**, between **2019-12-24 13:45:26 - 2019-12-24 14:45:26**
Showing Page 1 of 1, Total Items 70 First Previous Next Last | Export

F	jerry.s@school.com	Visit	https://www.forbes.com/sites/_	News	25 minutes ago	🚫
W	jerry.s@school.com	Visit	http://admissions.unt.edu/	Education & Reference	25 minutes ago	🚩
G	george.constanza@school.com	Misbe...	"salacious wench"		25 minutes ago	⚠️
+	george.constanza@school.com	Visit	https://arts.stanford.edu/mad...	Entertainment	25 minutes ago	
U	joe.s@school.com	Visit	https://www.lynda.com/	Education & Reference	25 minutes ago	🚩

Each record includes:

1. The name of the user
2. The activity - possible values are 'Visit', 'Search', 'Misbehavior' or 'Post'
3. The website visited, search criteria, or the post involved in the activity
 - Click the website address, search term or post to copy the item to the clipboard
4. Category of the website associated with the activity
- 5 Time of the event
6. Policy responses:
 - 🚫 - Access to the site was blocked. This is because the site belongs to a banned category, or the site is blacklisted in the user's policy
 - See **Create policies and apply to organizational units** for help to define or edit a policy.
 - 🚩 - The visit was flagged. This because the user's policy states that any attempts to visit sites in this category should be flagged.
 - ⚠️ - Indicates an inappropriate search or social media post.

Filters

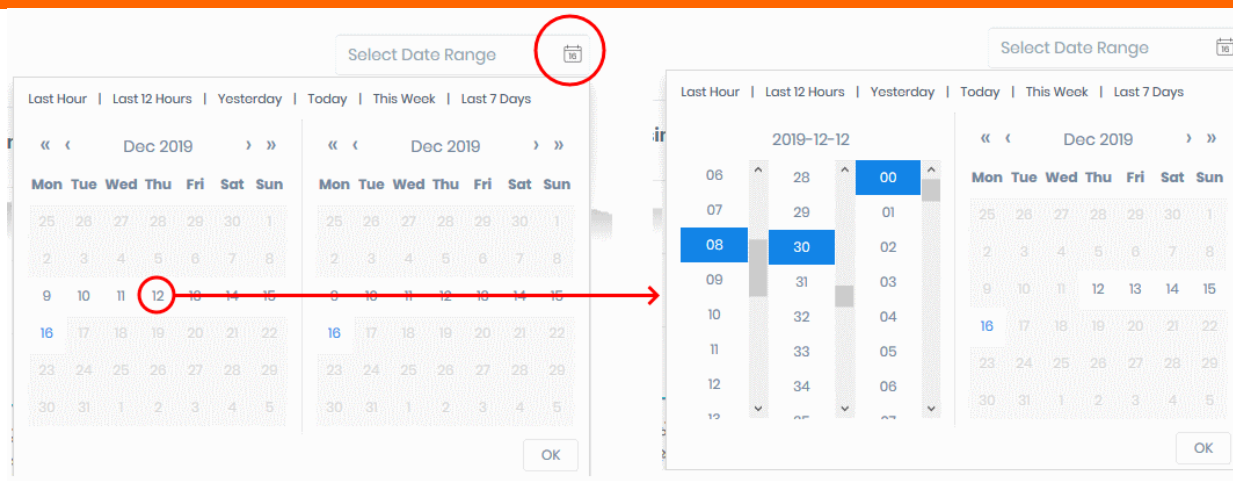
The filters above the table let you narrow down the report by various criteria:

REPORTS How-to T admin@school.com Sign Out

Select Date Range [17] Organization... User Categories Domain Classification... Clear Apply

Specific period

- Choose the start and end dates from the 'Select Date Range' drop-down:



User groups

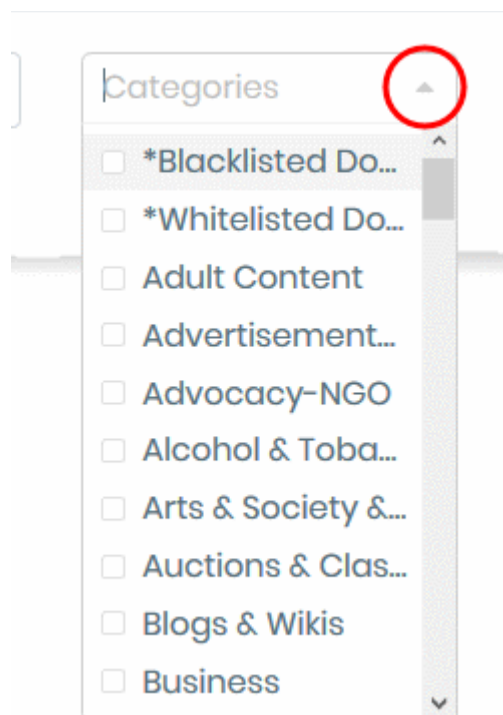
- The drop-down shows user groups (organizational units) that you have set up in G-Suite
 - Select a user group to see logs about users in that group
 - Select a parent group to view logs from all child groups

User

- Start typing the name of a user to view suggested users
- Select a user to view all logs generated by that user

Categories

- Select a category from the drop-down to view logs about sites in that category:

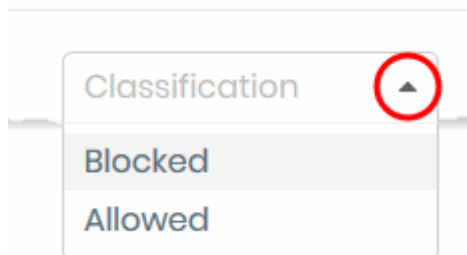


Domain

- Choose a website, search engine or social media platform to view activities involving those sites.
- Type the FQDN in the 'Domain' field. For example, www.facebook.com.

Classification

- Filter logs by NuEduSec's response to the access attempt. The options are 'Allowed' or 'Blocked':



- You can configure the actions that NuEduSec takes on specific sites in the [user policy](#)

Download the report

- Click 'Reports' on the left
- Apply any [filters](#) you require
- Click 'Export' at top-right

NuEduSec generates the report in .csv format. You can open it in programs like Microsoft Excel and OpenOffice Calc.

5 View Policy Breaches

Click 'Policy Flags' on the left

- The policy flags screen shows attempted visits to sites or categories that you set as 'Flag' in the group policy.
- You may want to flag visits to a particular site/category because you are especially concerned about its content.
- You can flag access to a site/category while still allowing access, if required.
- You can pick which site categories are flagged in a user or group policy. See [Create policies and apply to organizational units](#) for help to do this.
- You can filter the flag report by various criteria:
 - Period of time
 - User / user group
 - Website category
 - Attempts to access a specific site
- You can also export reports to comma separate value (.csv) file

View policy flags

- Click 'Policy Flags' on the left:



NuEduSec - Administrator Guide

2019-12-18 ~ 2 | **Organizati...** | **User** | **Categories** | **Domains** | **Clear** | **Apply**

Search results for **All Categories**, between **2019-12-18 00:00:00 - 2019-12-24 15:30:00**
Showing Page 1 of 1, Total Items 26 | **First** | **Previous** | **Next** | **Last** | **Export**

User	Activity	URL	Category	Time	Policy Response
jerry.s@school.com	Visit	http://www.umd.edu/why/	Education & Reference	1 hour ago	Flagged
cosmo.kramer@school.com	Visit	http://www.guardian.co.uk/	News	1 hour ago	Blocked
cosmo.kramer@school.com	Visit	http://www.independent.co.uk/	News	1 hour ago	Blocked
cosmo.kramer@school.com	Visit	http://www.bbc.co.uk/	News	1 hour ago	Blocked
joe.s@school.com	Visit	https://www.lynda.com/	Education & Reference	1 hour ago	Flagged

Each activity record includes:

1. The name of the user
2. The activity - the only possible value is 'Visit'.
3. The website visited.
 - Click the website address to copy the URL to the clipboard.
4. The category to which the website belongs.
- 5 Time of the event
6. Policy response:
 -  - Access to the site was blocked. This is because the site belongs to a banned category, or the site is blacklisted in the user's policy
 - See **Create policies and apply to organizational units** for help to define or edit a policy.
 -  - The visit was flagged. This because the user's policy states that any attempts to visit sites in this category should be flagged.

Filters:

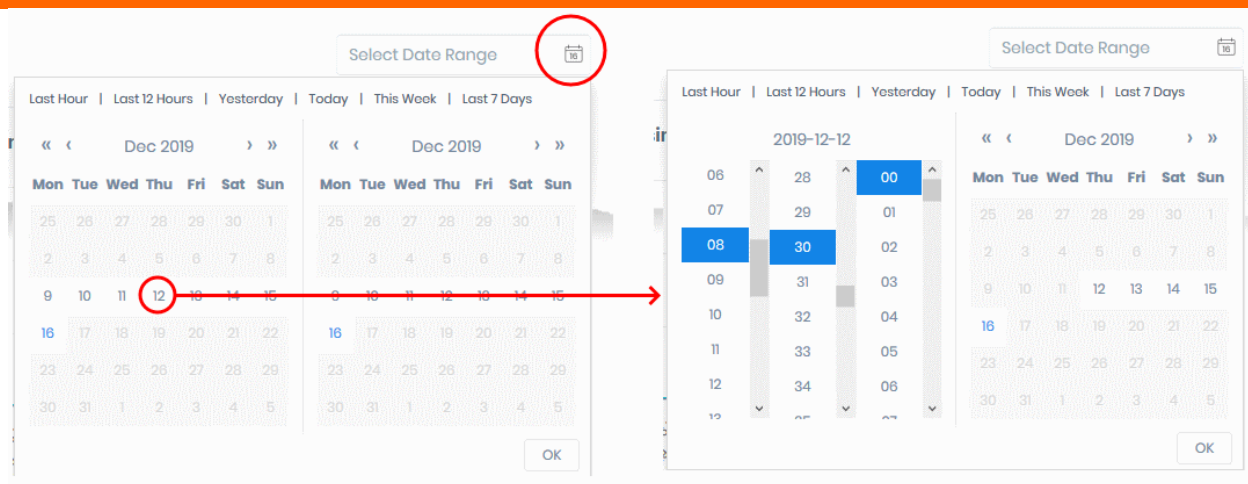
The filters above the table let you narrow down the report by various criteria:

POLICY FLAGS | **How-to** | **admin@school.com** | **Sign Out**

Select Date Range | **Organizatio...** | **User** | **Categories** | **Domains** | **Clear** | **Apply**

Specific period

- Choose the start and end dates from the 'Select Date Range' drop-down:



User groups

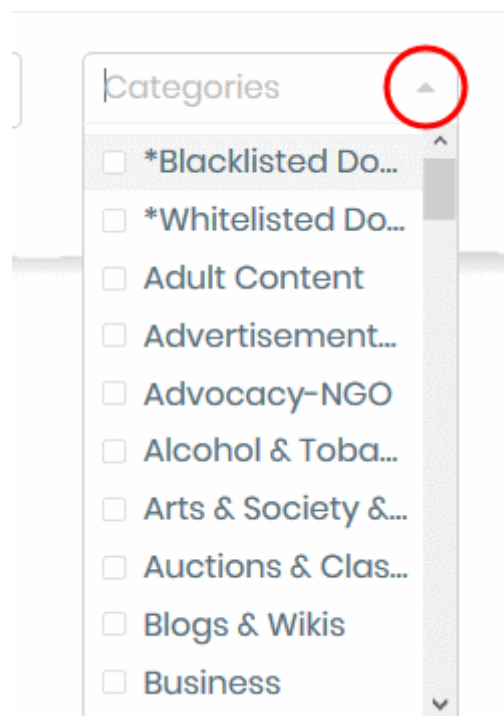
- The drop-down shows user groups (organizational units) that you have set up in G-Suite:
 - Select a user group to see logs about users in that group
 - Select a parent group to view logs from all child groups

User

- Start typing the name of a user to view suggested users
- Select a user to view logs that concern the user

Categories

- Select a category from the drop-down to view logs about sites in that category:



Domain

- Choose a website, search engine or social media platform to view activities involving those sites.
 - Type the FQDN in the 'Domain' field. For example, www.facebook.com.

Download the report

- Click 'Reports' on the left
- Apply any **filters** you require
- Click 'Export' at top-right

NuEduSec generates the report in .csv file format. You can download the report and open it in spreadsheet applications like Microsoft Excel and OpenOffice Calc.

6 View Behavioral Breaches

Click 'Behavioral Flags' on the left.

- NuEduSec analyzes searches and social media posts and identifies inappropriate behavior. For example, posting offensive content on Twitter, or searching for hate-related terms on Google.
- The behavioral flags screen shows a time-line of these events.
- You can filter events by various criteria:
 - Period of time
 - User / user group
 - Website category
 - Attempts to access a specific site
- You can also export reports to comma separate value (.csv) file.

Open the behavior flags screen


- Click 'Behavioral Flags' on the left.

The screenshot shows the NuEduSec interface. On the left, the 'Behavioral Flags' menu item is highlighted with a red circle. The main area displays a table of behavioral breaches. The table has columns for user, activity, and time. The data shows several entries for users like 'george.constanza@school.com' and 'cosmo.kramer@school.com' with activities such as 'salacious wench' and 'lustful strumpet'. The top of the screen has filters for date range, organization, user, and domains, along with an 'Apply' button. The bottom of the screen shows pagination information: 'Showing Page 1 of 1, Total Items 14'.

Each activity record includes:

1. The name of the user
2. The activity - the only possible value is 'Misbehavior'.
3. The search term entered in a search engine (Google, Yahoo, Bing), or the post to a social media platform (Twitter, Facebook).

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- Click the search term or the post to copy the URL to the clipboard
4. Time of the event
 6. Policy response
-  - Indicates an inappropriate search or social media post.

Filters:

The filters above the table let you narrow down the report by various criteria:

BEHAVIORAL FLAGS

 How-to  admin@

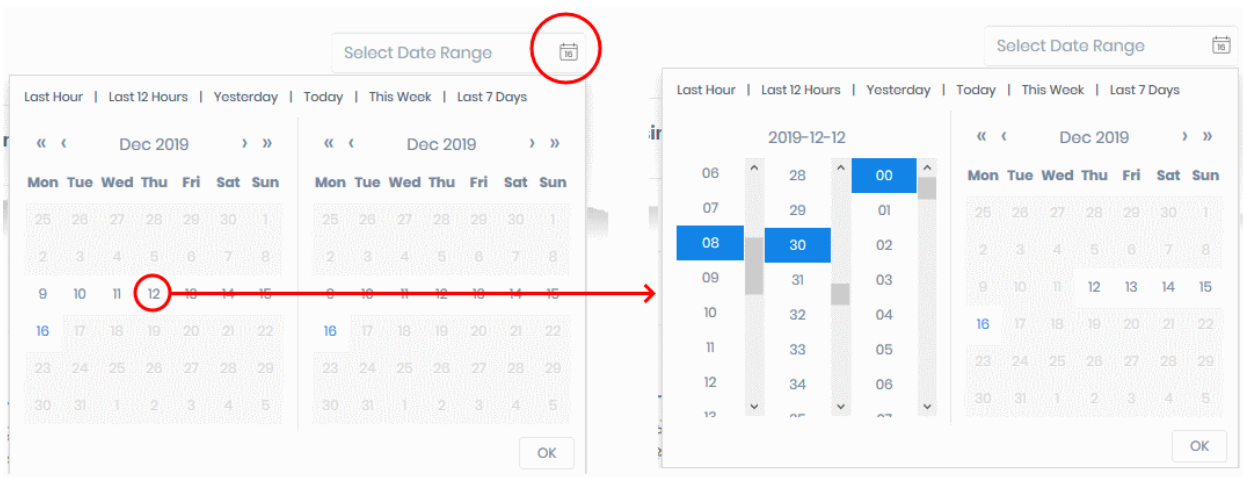






Specific period

Choose the start and end dates from the 'Select Date Range' drop-down:



User groups

The drop-down shows user groups (organizational units) that you have set up in G-Suite

- Select a user group to see logs about users in that group
- Select a parent group to view logs from all child groups

Users

- Start typing the name of a user to view suggested users
- Select a user to view logs that concern the user

Domains

- Choose a website, search engine or social media platform to view activities involving those sites.
- Type the FQDN in the 'Domain' field. For example, www.facebook.com.

Click 'Apply'

Download the behavioral flags report

- Click 'Reports' on the left
- Apply any **filters** you require
- Click 'Export' at top-right

NuEduSec generates the report in .csv file format. You can download the report and open it in spreadsheet applications like Microsoft Excel and OpenOffice Calc.

7 Manage Policies

Click 'Policy' on the left

- Policies let you setup website filtering, safe search and activity monitoring for your users.
- You can assign separate policies to each user group (organizational unit) you have created in G-Suite.
- NuEduSec ships with a default policy which is applied to user groups unless you apply a custom policy.
- The policy screen shows all existing policies, lets you create new policies, and lets you apply policies to groups.

Open the policy interface

- Click 'Policy' on the left:

The screenshot displays the NuEduSec Policy management interface. On the left, a dark sidebar contains navigation links: Dashboard, Reports, Policy Flags, Behavioral Flags, **Policy** (highlighted with a red circle), Staff, Parent, and Settings. The main content area is titled 'POLICY' and features a '+ CREATE A POLICY' button. Below this, a list of existing policies is shown, including 'Default Policy' and several custom policies for different user groups. To the right, the 'SETTINGS' section allows configuration of the selected policy, including its name, description, block page message, and selection of monitoring features like 'Audit Online Behaviors', 'Safe Search', and 'Youtube Search Restriction Mode'. The 'CATEGORIES' section at the bottom provides a table to manage functionality for various content categories.

Category	On-site	Off-site	Flag
Adult Content	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Advertisements & Popups	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Advocacy-NGO	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

The following sections explain more about

- **Default policy**
- **Create a new policy and apply to user groups**
- **Edit a policy**
- **Remove a policy**

Default Policy

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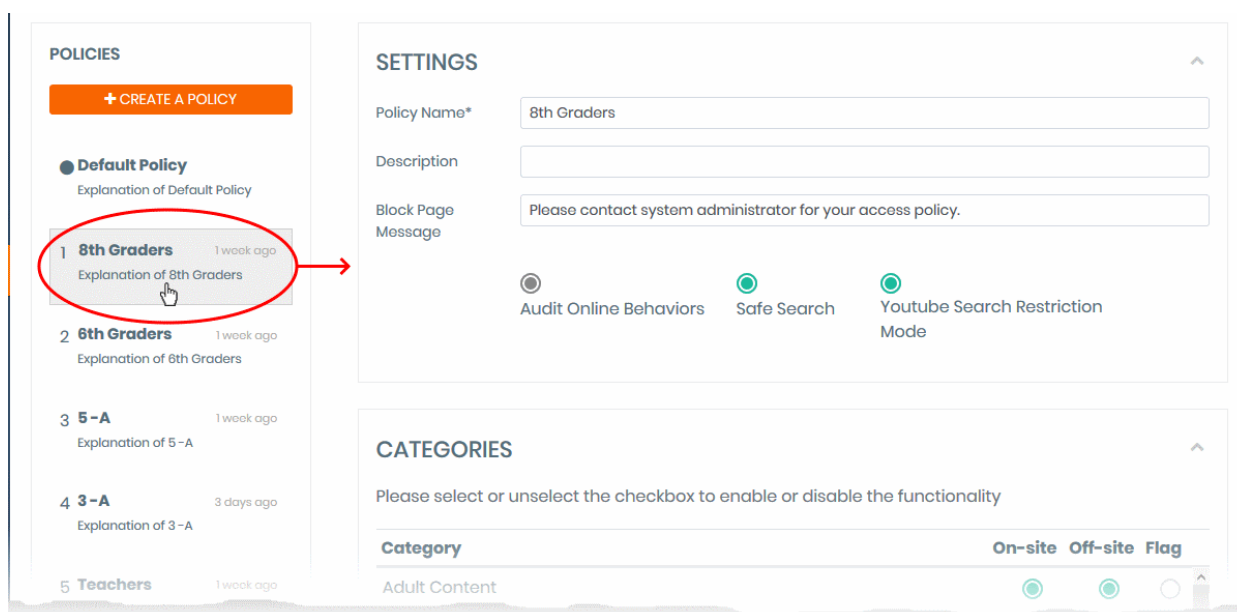
NuEduSec ships with a default policy which is initially applied to all user groups. This is replaced if you apply a custom policy to the group.

- The default policy is a good starting point which you can use as model for your custom policies. It blocks access to harmful URLs (malware, phishing, spyware), and to website categories such as 'adult content', 'alcohol and tobacco' and 'illegal drugs'.
- Click 'Default Policy' on the left to view the settings of the default policy.
- You can edit the default policy if required, then apply it to groups in the 'Organizational Units' area.
- You can also revert the policy to its original settings (undo all changes) by clicking 'Restore to Default'

Edit a policy

You can change blocked website categories, website blacklists / whitelists, and configure behavior monitoring. You can also apply an existing policy to another user group from this interface.

- Click 'Policy' on the left
- Click on the policy you want to edit
- The settings of the policy are shown on the right:



- Configure the policy as required.
 - See **policy settings** if you need help to configure the policy.
- Select the groups to which you want to apply the policy.
- Click 'Update Policy' to save your changes.

The changes take effect immediately. The new policy replaces any existing policies on the target groups.

Remove a policy

- Click 'Policy' on the left
- Click on the policy you want to delete

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POLICIES

[+ CREATE A POLICY](#)

●

Default Policy

Explanation of Default Policy

1

8th Graders

1 week ago

Explanation of 8th Graders

2

6th Graders

1 week ago

Explanation of 6th Graders

3

5-A

1 week ago

Explanation of 5-A

4

3-A

3 minutes ago

Explanation of 3-A

5

Teachers

1 week ago

Explanation of Teachers

6

Seventh Grade C section

just now

Explanation of Seventh Grade C section

SETTINGS

Policy Name*

Seventh Grade C section

Description

Policy for pupils in seventh grade C section

Block Page Message

Please contact system administrator for your access policy.

☐ Audit Online Behaviors

☒ Safe Search

☒ Youtube Search Restriction Mode

CATEGORIES

Please select or unselect the checkbox to enable or disable the functionality

Category	On-site	Off-site	Flag
Adult Content	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Advertisements & Popups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Advocacy-NGO	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alcohol & Tobacco	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Arts & Society & Culture	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Auctions & Classifieds	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Eighth Grade - Default Policy

▼

Seventh Grade - 6th Graders

☐ Seventh Grade A Section - 6th Graders

☒ Seventh Grade C Section - Seventh Grade C section

☐ Sixth Grade - Default Policy

☐ Sixth Grade Special - 6th Graders

☐ Primary - Default Policy

☐ Fifth A - Default Policy

☐ Fifth B - Default Policy

Remove Policy

Update Policy

- Click 'Remove Policy' at the bottom right
- The policy is deleted from the list.
- It is replaced by the default policy on any groups to which it was applied.

8 Manage Staff

Click 'Staff' on the left

- Staff are users with permissions to view NuEduSec statistics and/or edit settings and policies.
- You can create groups of staff with different permissions. For example, you might want teachers to have 'read only' permissions to view the dashboard and reports. You might want to grant department heads the additional ability to modify policies and settings.
- You can only import staff that have been added to your G-Suite account.

Open the staff panel

- Click 'Staff' on the left
- Staff groups are listed on the left. Click a group name to view its permissions in the right-pane:

Configurations - The group name and the modules that group-members can view.

- **Grant Administrator Rights** - Enable members to access all areas (dashboard, reports, policy, settings and parent management), and make configuration changes. Deselect if you only want to grant access to some of those areas.
- **Users** - Staff who are members of the group.
- **Organizational Units** - The G-Suite groups for which staff in this group can view monitored logs. If 'Grant Administrator Rights' is enabled, staff can change policies and configurations for the selected groups.

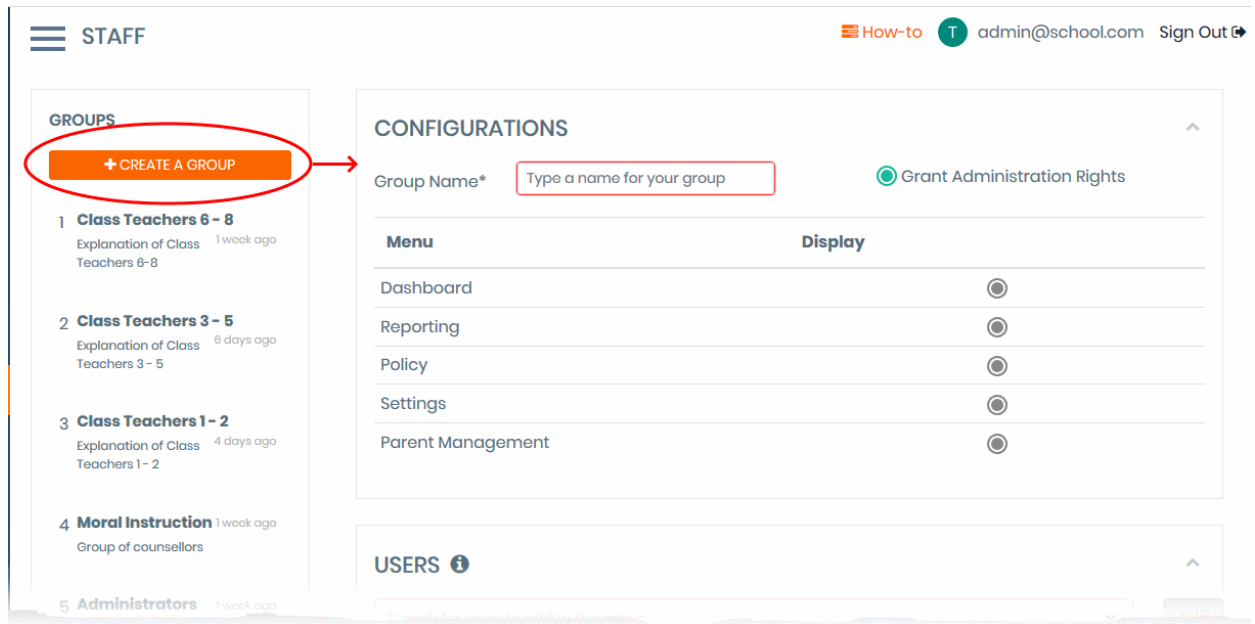
NuEduSec - Administrator Guide

The staff panel lets you:

- **Create and populate a new staff group**
- **Edit existing staff groups**
- **Remove staff groups**

Create a new staff group

- Click 'Staff' on the left
- Click 'Create a group'



Click the following links for help on each area:

- **Configurations**
- **Users**
- **Organizational units**

Configurations

CONFIGURATIONS

Group Name*

Type a name for your group

☒ Grant Administration Rights

Menu	Display
Dashboard	<input type="radio"/>
Reporting	<input type="radio"/>
Policy	<input type="radio"/>
Settings	<input type="radio"/>
Parent Management	<input type="radio"/>

- **Group Name** - Enter a label for the new group
- **Grant Administration Rights** - Enable members to access all areas (dashboard, reports, policy, settings and parent management), and make configuration changes. Deselect if you only want to grant access to some of those areas.
- **Dashboard** - View statistics on user groups (organizational units) over which the staff group has control.
- **Reports** - View activity reports, policy flags and behavioral flags for the groups over which the staff group has control.
- **Policy** - Grant the ability to view, but not modify, the security policies of groups over which the staff group has control.
- **Settings and Parent Management** - Automatically selected only when 'Grant Administration Rights' is enabled. You cannot manually select these options.

Users

- Add or remove staff from the group.
- You can only add staff that have been added to your G-Suite account. Ensure the user you want to add has been added to G-Suite.
- Start typing the staff member's name in the search box. NuEduSec will auto-suggest matching users:

USERS

Search for users to add to this group

Add



#	Full Name	Username	Actions
No Data Available			

NuEduSec - Administrator Guide

- Select the staff member you want to add.
- Click 'Add'
- If you added a new user to G-Suite but don't see it here:
 - Go to 'Settings'
 - Click 'Synchronize Now'
- Repeat the process to add more staff to the group

USERS

Add



#	Full Name	Username	Actions
1	Neils Bohr	neils.bohr@school.com	
2	Max Plank	max.plank@school.com	

- If you have added staff who are already enrolled to different staff groups, they are removed from the previous groups.
- Click the trashcan icon beside a staff name to remove them from the group

Organizational Units

- Select which groups the staff group can manage:

ORGANIZATIONAL UNITS

Middle  and 7 more 

☒ Middle (4)

☒ Eighth Grade

☒ Seventh Grade (2)

☒ Seventh Grade A Section (1)

☒ Seventh Grade B Section

☒ Sixth Grade

☒ Sixth Grade Special

☐ Primary (2)

☐ Fifth A

☐ Fifth B

Create Group

- The NuEduSec tree reflects the hierarchy you set up in G-Suite.
- If you added a new group to G-Suite but don't see it here:
 - Go to 'Settings'

NuEduSec - Administrator Guide

- Click 'Synchronize Now'
- Select your target groups in the list
- Select a parent group to apply a policy to all child groups

You selected groups are shown above the tree.

- Click 'Create Group'

The new staff group is added with the selected staff. They can login to NuEduSec with their G-Suite username/password, and manage the groups to which they are assigned.

Edit a staff group

You can change the access privileges of a staff group, add or remove group members, or change the user groups over which they have control.

- Click 'Staff' on the left
- Click on the staff group you want to edit
- The settings and staff of the group are shown on the right:

STAFF

How-to T admin@school.com Sign Out

GROUPS

+ CREATE A GROUP

- 1 Teachers High School
Explanation of Test Group 1 week ago
- 2 Teachers 6 - 8 just now
Explanation of Teachers 6 - 8
- 3 Staff Group 2 6 days ago
Explanation of Staff Group 2
- 4 Staff Group 1 1 hour ago
Explanation of Staff Group 1

CONFIGURATIONS

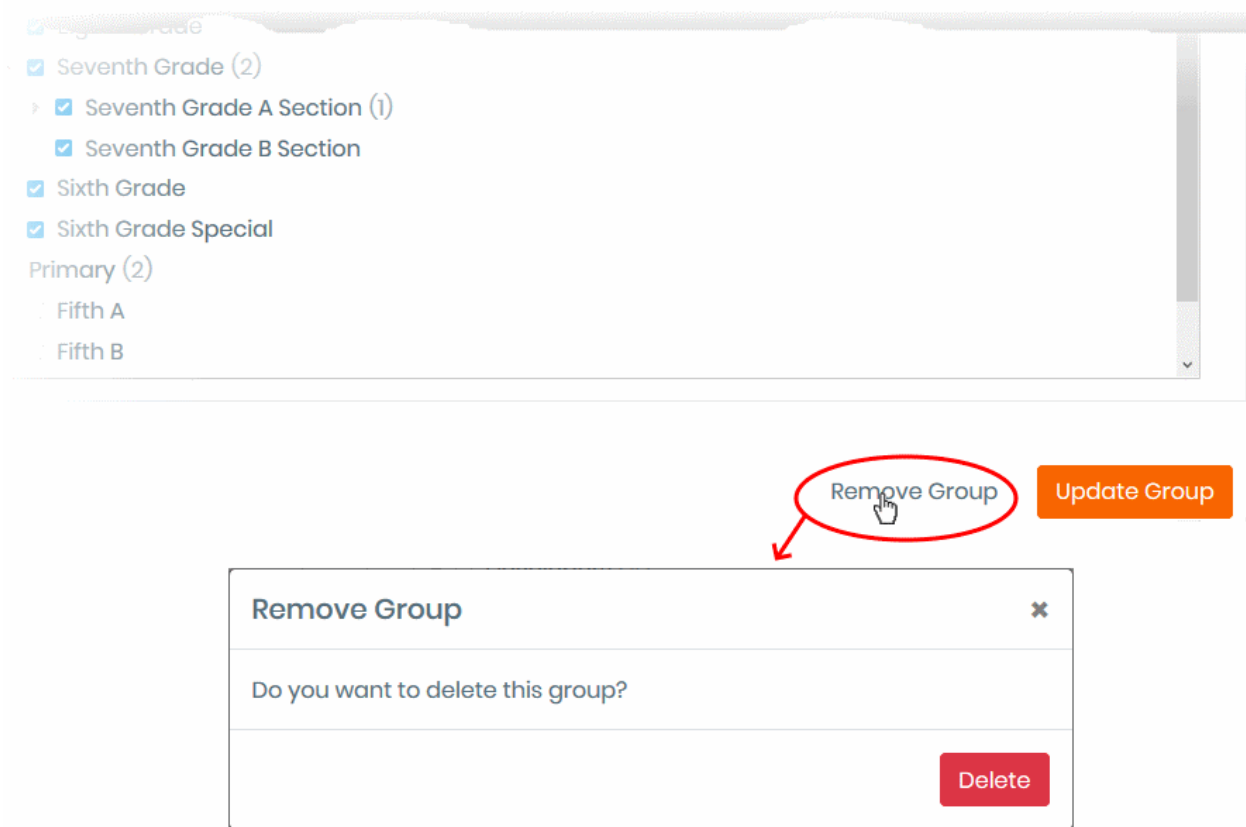
Group Name* Teachers 6 - 8 Grant Administration Rights

Menu	Display
Dashboard	<input type="radio"/>
Reporting	<input type="radio"/>
Policy	<input type="radio"/>
Settings	<input type="radio"/>
Parent Management	<input type="radio"/>

- Update the group as required. See **staff group settings** if you need help to configure the group.
- Click 'Update Group' to save your settings

Remove a staff group

- Click 'Staff' on the left
- Click on the staff groups you want to delete
- Click 'Remove Group' at the bottom-right then click 'Delete' to confirm:



- The staff group is deleted.
- The staff members are removed from the group but not from your G-Suite account. You can assign them to different staff groups.

9 Manage Parents

Click 'Parent' on the left

- NuEduSec can report the activities of students to their parents / guardians.

How it works:

- You add the parents of your students to NuEduSec
- NuEduSec sends an invitation mail to the parent
- Parents click the link in the mail to activate their NuEduSec account
- Parents can then login to the parent portal at <https://portal.nuedusec.com/login>
- The parent portal shows the online activity of their children, including any flagged activities.
- Parents can also view the policy in effect on their children's devices

ID	First Name	Last Name	E-mail	Students	Actions
1	Joe	Greenwood	jgreenwood@email.com	1 student	
2	hercules	popular	herculespopular22@gmail.com	1 student	
3	Frank	Constanza	fconstanza@ditherscompany.com	3 students	

First Name

hercules

Last Name

popular

E-mail

herculespopular22@gmail.com

Kids

First Name	Last Name	E-mail	Actions
Rodeo	Popular	rodeopopular@school.com	

Apply

- **Access the parent interface**
- **Add parents**
- **Edit parent details and add / remove children**
- **Remove a parent**

Access the parent interface

- Login to NuEduSec
- Click 'Parent' on the left

The parent list shows the names of enrolled parents, their email address, and the number of students they have at the school:

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The screenshot shows the NuEduSec Administrator interface. On the left is a dark blue sidebar with a menu containing: Dashboard, Reports, Policy Flags, Behavioral Flags, Policy, Staff, **Parent** (highlighted with a red circle), and Settings. The main content area is titled 'PARENT LIST' and includes '+ Add' and 'Import' buttons. Below the title, it says 'Showing Page 1 of 1, Total Items 4'. A table lists four parents with columns for #, First Name, Last Name, E-mail, Students, and a Search icon. The 'Students' column shows '1 student', '1 student', '3 students', and '1 student' respectively. A red circle highlights the '1 student' link for the second parent (hercules popular).

#	First Name	Last Name	E-mail	Students	Search
1	Joe	Greenwood	jgreenwood@email.com	1 student	
2	hercules	popular	herculespopular22@gmail.com	1 student	
3	Frank	Constanza	fconstanza@ditherscompany.com	3 students	
4	Herald	Triumph	hertriumph@gmail.com	1 student	

- Click the number in the 'Student' column to view details about the children:

This block contains two screenshots. The top screenshot is a zoomed-in view of the 'Parent List' table, with a red circle around the '1 student' link for the parent 'hercules popular'. A red arrow points from this link to the bottom screenshot. The bottom screenshot shows a modal window titled 'Kids' with a table of children. The parent's details (First Name: hercules, Last Name: popular, E-mail: herculespopular22@gmail.com) are at the top. The 'Kids' table has columns for First Name, Last Name, and E-mail, and an '+ Add' button. One child is listed: Rodeo Popular with email rodeopopular@school.com. An 'Apply' button is at the bottom right.

First Name	Last Name	E-mail
Rodeo	Popular	rodeopopular@school.com

Add parents

There are two ways to add parents to NuEduSec:

1. Manually add Parents

- Click 'Parent' in the left-hand menu. Click 'Add' on the right.
- Enter the name and email address of the parent, and the name / email address of their children.
- See **Manually Add Parents** if you need further help.

2. Bulk import parents - Import a list of parents from a .csv file.

- Click 'Parent' in the left-hand menu. Click 'Import' on the right.

NuEduSec - Administrator Guide

- Your .csv file should contain the following, separated values: 'Parent First Name', 'Parent Last Name', 'Parent Email', 'Student First Name', 'Student Last Name' and 'Student Email'
- The file should contain column headers and each line should contain a single parent & student. You can add more students for a parent later by editing the parent.
- See **Bulk import parents** for further help.

Enrolled parents receive an invitation mail which requests they activate their account and set their password.

Manually add parents

- Click 'Parents' > 'Add'

PARENT LIST + Add Import

Showing Page 1 of 1, Total Items 4

#	First Name	Last Name	E-mail	Students	Q Search
1	Joe	Greenwood	jgreenwood@email.com	1 student	
2	hercules	popular	herculespopular22@gmail.com	1 student	

ADD PARENT + Add Import

First Name Last Name E-mail

Kids

First Name	Last Name	E-mail	+ Add
No Kid Assigned to this Parent			
Add a kid			

Apply

- Enter the first name, last name and email address of the parent

Add Kids:

- Click 'Add' at the far-right of the 'Kids' table:

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Kids

First Name	Last Name	E-mail
No Kid Assigned to this Parent		

Kids

Enter first name here Enter last name here Enter e-mail here

No Kid Assigned to this Parent

Add a kid

- Enter the student's first name, last name and email address
- Click the '+' button

The child is added.

- Repeat the process to add more children for the parent
- Click 'Apply'

The parent is added to NuEduSec.

- Repeat the process to add more parents.

NuEduSec sends invitation mails to the parents. Parents need to open the link in the mail to activate their account and set a password.

Bulk import parents

- Create a .csv file containing a list of parents & kids
- Upload the file to NuEduSec.

See the following sections if you need more help:

- **Create a CSV file**
- **Upload the CSV file**

Create a .csv file

- Click 'Parents' in the left-hand menu
- Click 'Import' on the right:

PARENT LIST + Add **Import**

Showing Page 1 of 1, Total Items 4

#	First Name	Last Name	E-mail	Students	Q Search
1	Joe	Greenwood	jgreenwood@email.com	1 student	
2	hercules	popular	herculespopular22@gmail.com	1 student	

IMPORT CSV + Add **Import**

Please download and use the Sample CSV to import in bulk, without changing the fields/headers name and place.

Sample CSV **Import**

- Click 'Sample CSV' to download the template
- Open the file with a spreadsheet application like Microsoft Excel, OpenOffice Calc, or Google Sheets.
- The first row contains the column headers. Do not delete these headers/row 1.
- From row 2 onward, type the actual names and email addresses of the parents and children. You need to add the following:
 - Parent first name
 - Parent last name
 - Parent email
 - Student first name
 - Student last name
 - Student email
- Each row should contain a single parent and details of one child.
- You can add as many rows as required.
- 'Save as...' .csv when finished.

Upload the CSV file

- Click 'Parents' in the left-hand menu
- Click 'Import'

IMPORT CSV

+ Add Import

×

Please download and use the Sample CSV to import in bulk, without changing the fields/headers name and place.

Sample CSV

Import

- Click inside the upload box then browse to the .csv file, or just drag-and-drop the .csv into the box:

IMPORT CSV

+ Add Import

×

0.3 KB

Parents_121819.csv

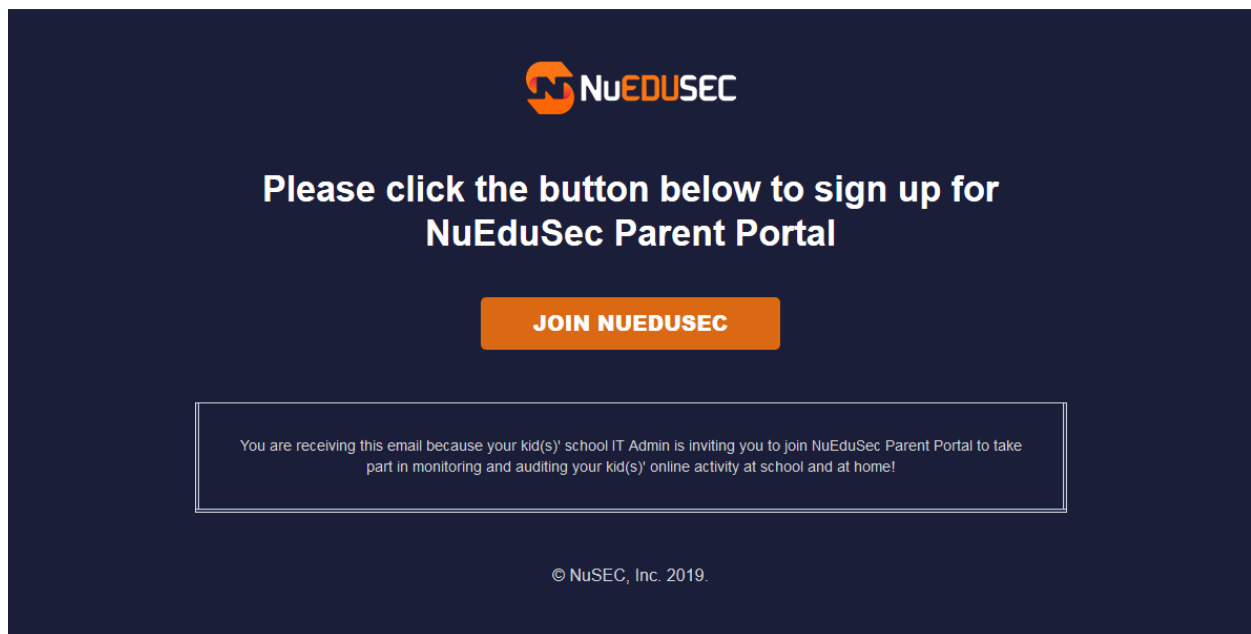
Sample CSV

Import

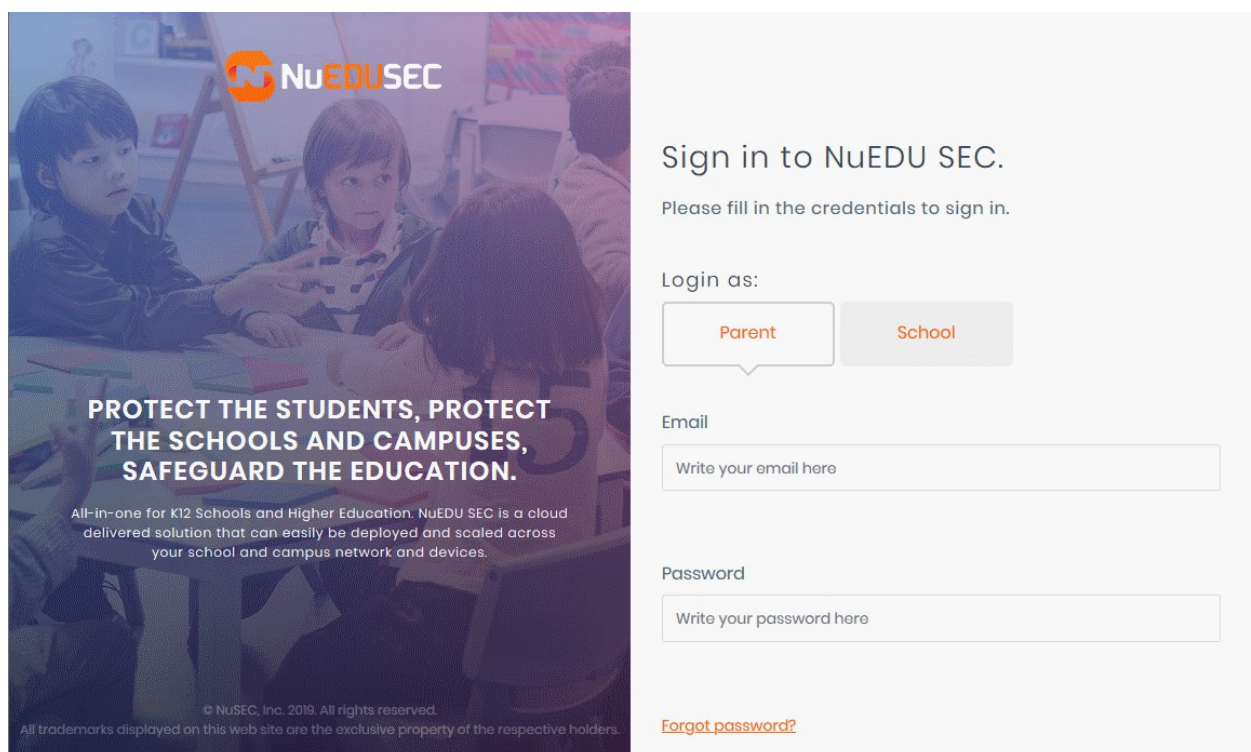
- Repeat the process to add more .csv files
- Click 'Import' when you are done

NuEduSec imports the list of parents and children. You can add more children for a parent by editing the parent.

NuEduSec sends invitation mails to imported parents. Parents need to click the 'Join NuEduSec' link in the mail to activate their account. An example mail is shown below:



- Thereafter, parents can login to the parent portal at <https://portal.nuedusec.com/login>



Edit a parent or add / remove children

- Click 'Parents' in the left-hand menu
- Click the pencil icon in the row of the parent you want to edit:

PARENT LIST

[+ Add](#) [Import](#)

Showing Page 1 of 1, Total Items 4

First Previous Next Last

#	First Name	Last Name	E-mail	Students	Q Search
1	Joe	Greenwood	jgreenwood@email.com	1 student	
2	hercules	popular	herculespopular22@gmail.com	1 student	
3	Frank	Constanta	fconstant@lithers.com	1 student	

EDIT PARENT

[+ Add](#) [Import](#)

First NameLast NameE-mail

Kids

First Name	Last Name	E-mail	+ Add
Rodeo	Popular	rodeo.popular@school.com	

Apply


- Change the first name and last name if required, then click 'Apply'.
- If you change the email address, NuEduSec will send a confirmation mail to the parent for verification purposes.

Add / Remove kids:


- Click 'Add' at the far right of the 'Kids' table:


NuEduSec - Administrator Guide

Kids

First Name	Last Name	E-mail	
Rodeo	Popular	rodeo.popular@school.com	

Kids

Enter first name here Enter last name here Enter e-mail here 



Rodeo Popular rodeo.popular@school.com 

Apply






- Enter the student's first name, last name and email address.
- Click the '+' button to add the child to the parent.
- Repeat the process to add more children to the parent.
- Click 'Apply'


Remove a parent

- Click 'Parents' in the left-hand menu
- Click the trashcan icon beside the parent you want to remove:

PARENT LIST  

Showing Page 1 of 1, Total Items 4

#	First Name	Last Name	E-mail	Students	 Search
1	Joe	Greenwood	jgreenwood@email.com	1 student	 
2	hercules	popular	herculespopular22@gmail.com	1 student	 

Remove Parent 

Do you want to delete this parent?

Delete

- Click 'Delete' to confirm the removal

10 NuEduSec Settings

Click 'Settings' on the left

The settings area lets you:

- View your account and license details
- Manage onsite (school) networks
- Synchronize NuEduSec with your G-Suite account.
- Download the setup file required to enroll student Chromebooks.

ACCOUNT INFO

Username: admin@school.com

License: K12

of Seats: 710

License Key	Quantity	License Expiration Date
XXXXXXXX-XXXX-XXXX-XXXX-XXXX-XXXX-XXXX-XXXX	10	2021-08-27 04:29
XXXXXXXX-XXXX-XXXX-XXXX-XXXX-XXXX-XXXX-XXXX	700	2020-08-27 04:29

SYNC G SUIT

Total Number of OUs: 22

Total Number of Users: 350

Last Synchronized Date: 2019-12-18 12:17

[Synchronize Now](#)

[Learn More](#)

ON - SITE NETWORKS [+ Add Network](#)

#	IP	Actions
1	192.168.1.1	Edit Delete
2	192.168.1.2	Edit Delete
3	192.168.1.3	Edit Delete

SETUP FILE

Download *Setup File* to register and identify your Chromebooks.

[Download](#)

Account Info:

Shows your account details and licenses.

- **Username** - The email address of the currently logged-in admin
- **License** - The type of NuEduSec license associated with your account
- **# of Seats** - The total number of user devices covered by all active licenses on your account
- **License details** - List of active licenses on your account:
 - **License key** - The license's unique identifier
 - **Quantity** - The number of devices covered by the license
 - **License Expiration Date** - The term of the license

On-Site Networks:

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- School networks. These are the networks to which student devices connect when they are in school (on-site).
- You can create policies to allow / block website categories and individual sites when students connect to the internet through the school network. See [Manage Policies](#) for more help with this.

ON – SITE NETWORKS

+ Add Network

#	IP	Actions
1	192.168.1.1	<div><div></div><div></div></div>
2	192.168.1.2	<div><div></div><div></div></div>
3	192.168.1.3	<div><div></div><div></div></div>

Add a school network

- Click 'Settings' on the left
- Click 'Add Network' in the 'On-Site Networks' pane

ON – SITE NETWORKS

+ Add Network

#	IP	Actions

Add On – Site Network

IP * :

127.0.0.1

Add

- Enter the IP address of the network then click 'Add'
- Repeat the process to add more networks.
- Click the pencil icon beside an IP address to edit the network
- Click the trashcan icon beside an IP to remove the network

Sync G Suite:

This box shows:

- How many organizational units (OUs) you have imported from your G-Suite account. OUs are student groups like classes or grades.
- How many users you have imported from G-Suite. Users are students at your school.
- When your NuEduSec account was last synchronized with your G-Suite account.

You should manually synchronize whenever you make changes to your G-Suite account. For example, if you add / remove / edit users or groups.

- Click 'Synchronize Now' to instantly import changes from G-Suite.

Setup File:

- The setup file is the NuEduSec extension that you need to install on student devices in order to manage them.
- You need to upload the extension to your G-Suite account to actually deploy it to the devices.
- Click 'Download' and save the configuration file in .json format.
- See [Deploy to Chromebooks](#) for the rest of the installation process.

About NuSEC

NuSEC is a global platform, built specifically for the hosting industry, with full white label capability and is localized for our partners' languages and currencies.

Trusted by some of the largest companies, the NuSEC platform gives access to a suite of products that will channel SMB Web Presence spend back through the hosting community.

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<https://www.linkedin.com/company/nuedusec/>

<https://nuedusec.com/request-demo.php>