



NuEDUSEC

Software Version 1.3

Quick Start Guide

Guide Version 1.3.012820

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NuEduSec - Quick Start

This guide explains how to sign up for NuEduSec, enroll user devices, configure policies, and view reports:

- **Signup to NuEduSec**
- **Setup NuEduSec**
- **Create and apply policies to user groups**
- **View reports and breach events**
- **Add parents (optional)**

Signup to NuEduSec

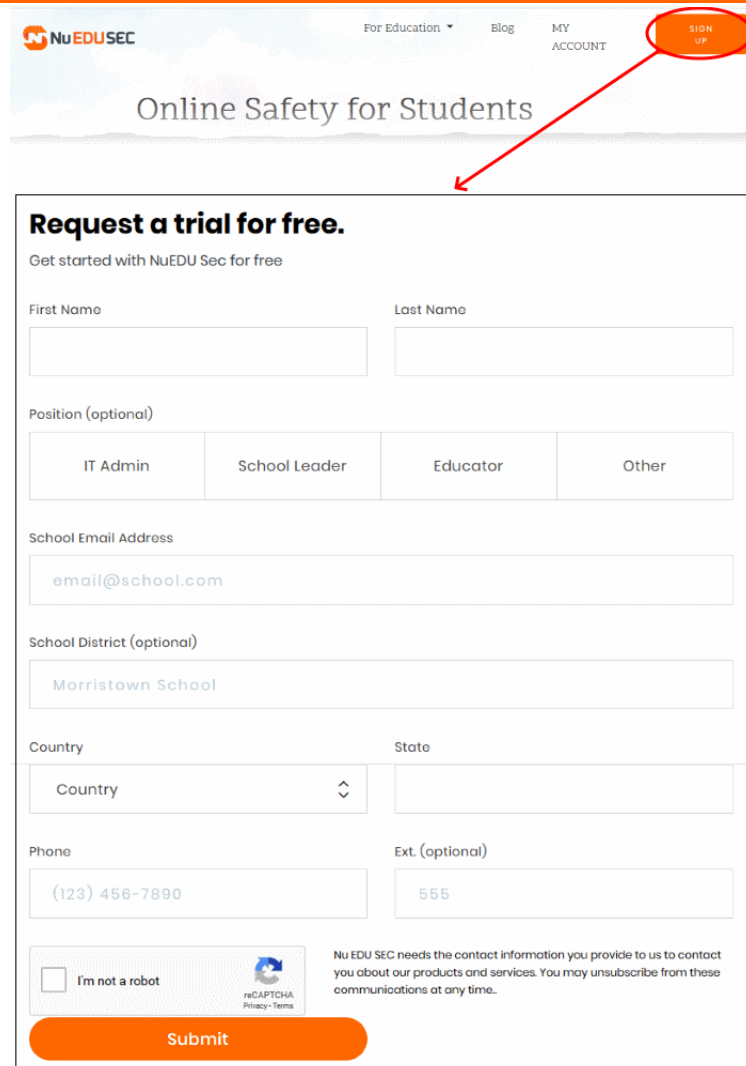
Visit <https://nuedusec.com/> to get a NuEduSec license.

You can sign-up for a free trial which an unlimited number of users for 30 days. You can upgrade to a package of your choice within the trial period.

Signup for a trial license

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

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The image shows the NuEduSec website header and a trial request form. The header includes the NuEduSec logo, navigation links for 'For Education', 'Blog', and 'MY ACCOUNT', and a 'SIGN UP' button circled in red with an arrow pointing to the form below. The form is titled 'Request a trial for free.' and contains the following fields:

- First Name
- Last Name
- Position (optional): IT Admin, School Leader, Educator, Other
- School Email Address
- School District (optional)
- Country
- State
- Phone
- Ext. (optional)
- reCAPTCHA
- Submit button

Below the form, there is a disclaimer: '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.'

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>
- Click 'School':

Sign in to NuEDU SEC.

Please fill in the credentials to sign in.

Login as:

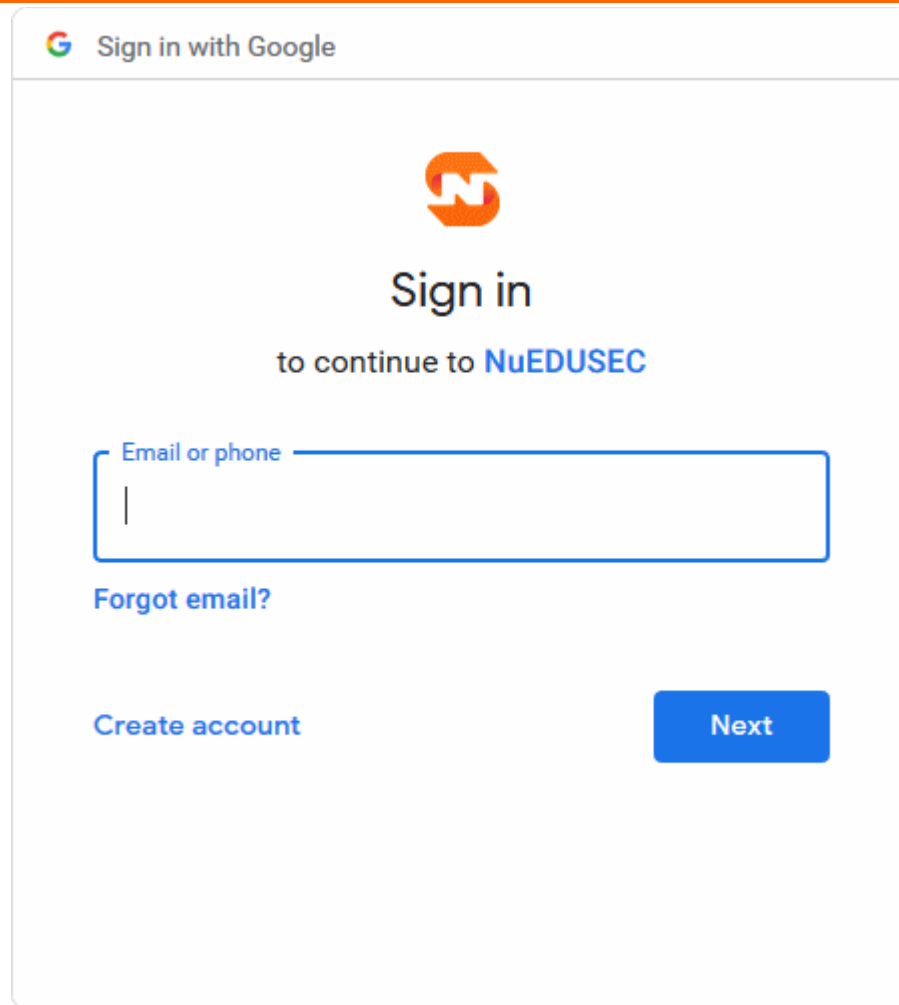
Email

Password


[Forgot password?](#)

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

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The image shows a web interface for signing into 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 'E' 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 and a vertical cursor. 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](#)

Setup NuEduSec

- NuEduSec lets you enroll Chromebooks so you can monitor student online activity and block access to inappropriate websites.
- Support for other operating systems and network devices is coming soon.
- Following sections explain more about:
 - **Enroll Chromebook devices**
 - **Specify your school networks**

Enroll Chromebook Devices

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: **ipeldnhhfheaalifinkndgkpgpolegamo**
- **NuEduSec configuration file:** Download the configuration file as follows:
 - Login to your NuEduSec account
 - Click 'Settings':

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SETUP FILE

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

 Download

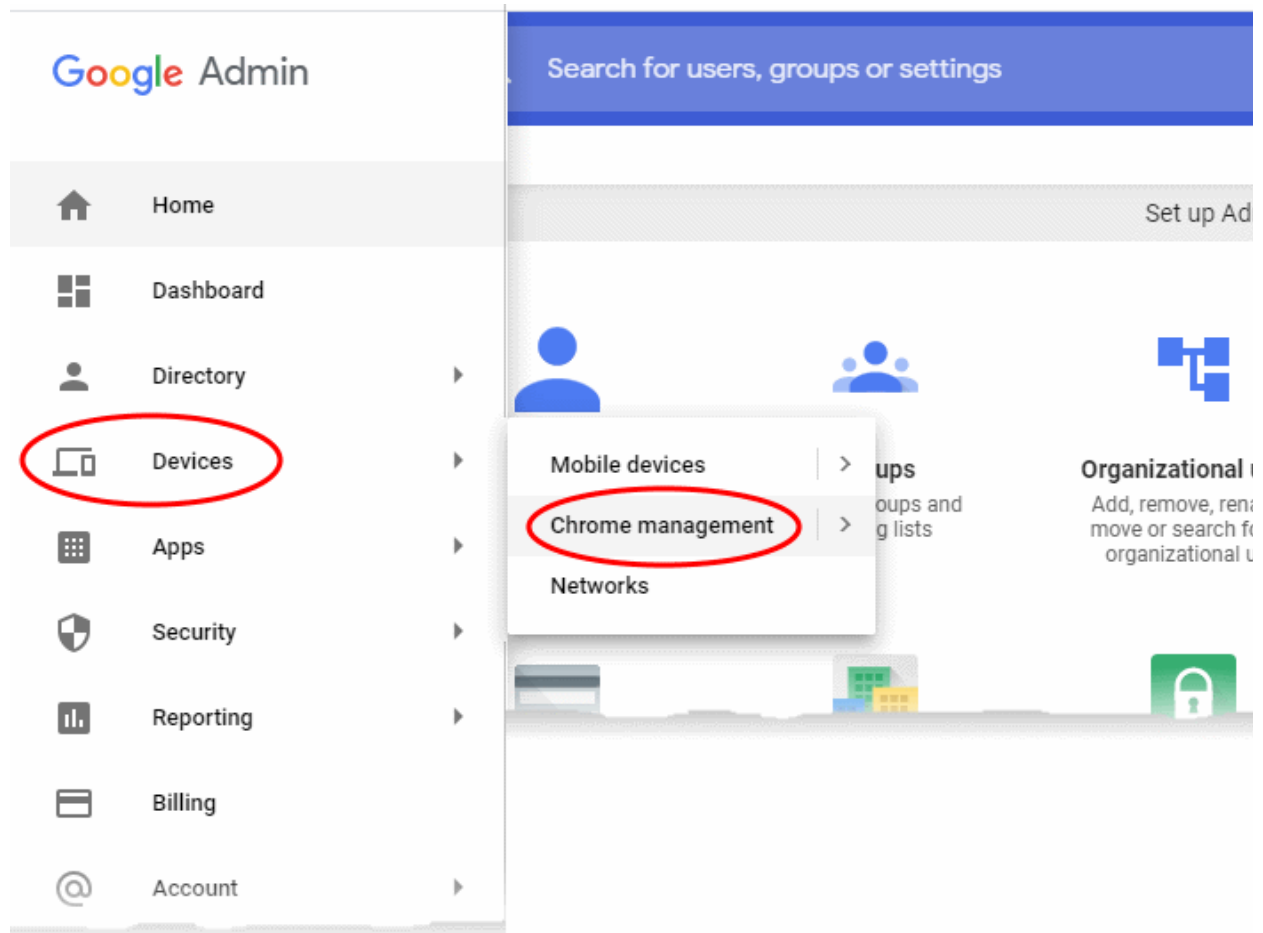
- Click 'Download' and save the setup file to your local computer. You will need this file later.

Deploy NuEduSec

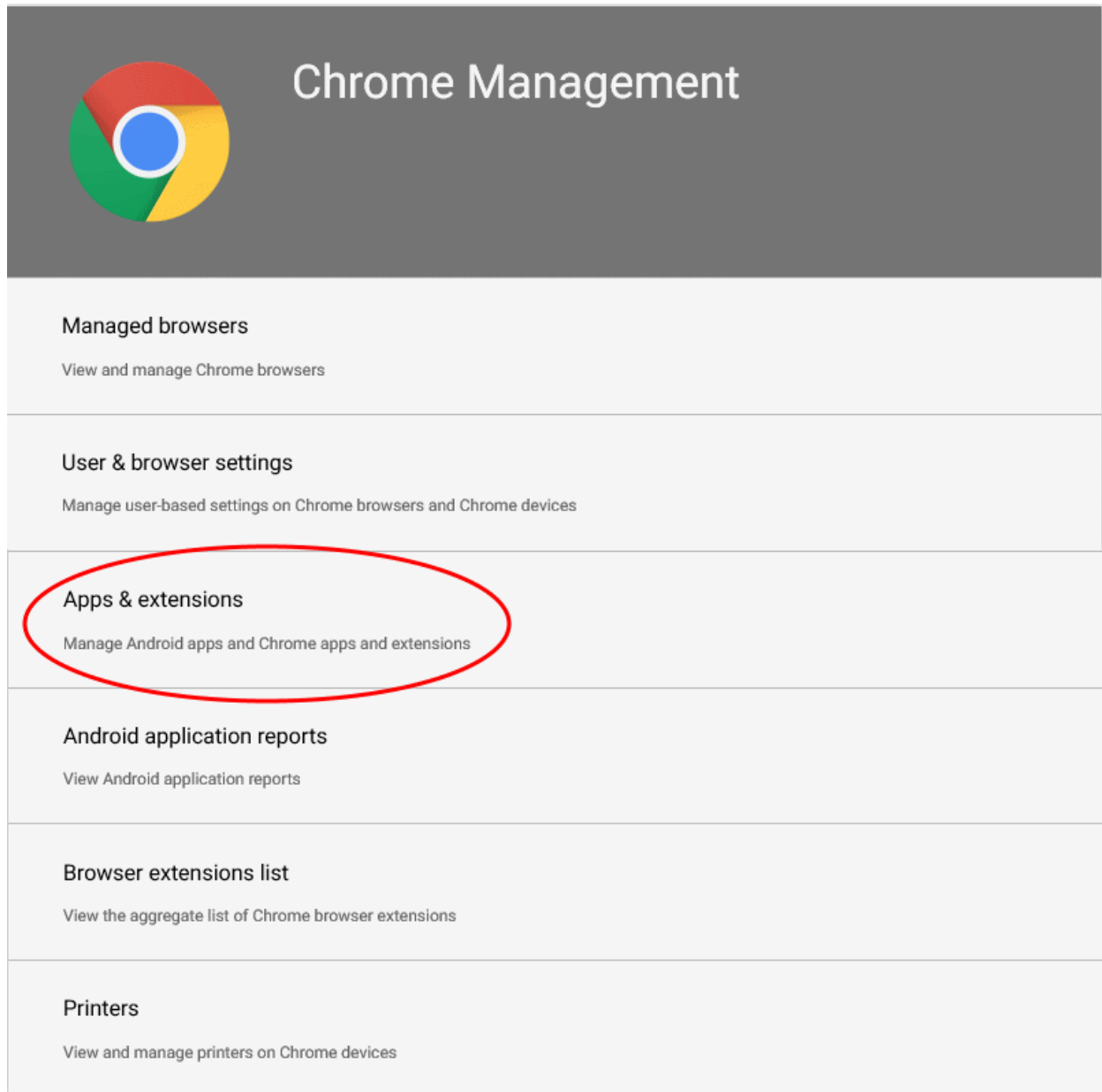
You next need to add the NuEduSec extension to your G-Suite account and deploy it to student Chromebooks.

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'

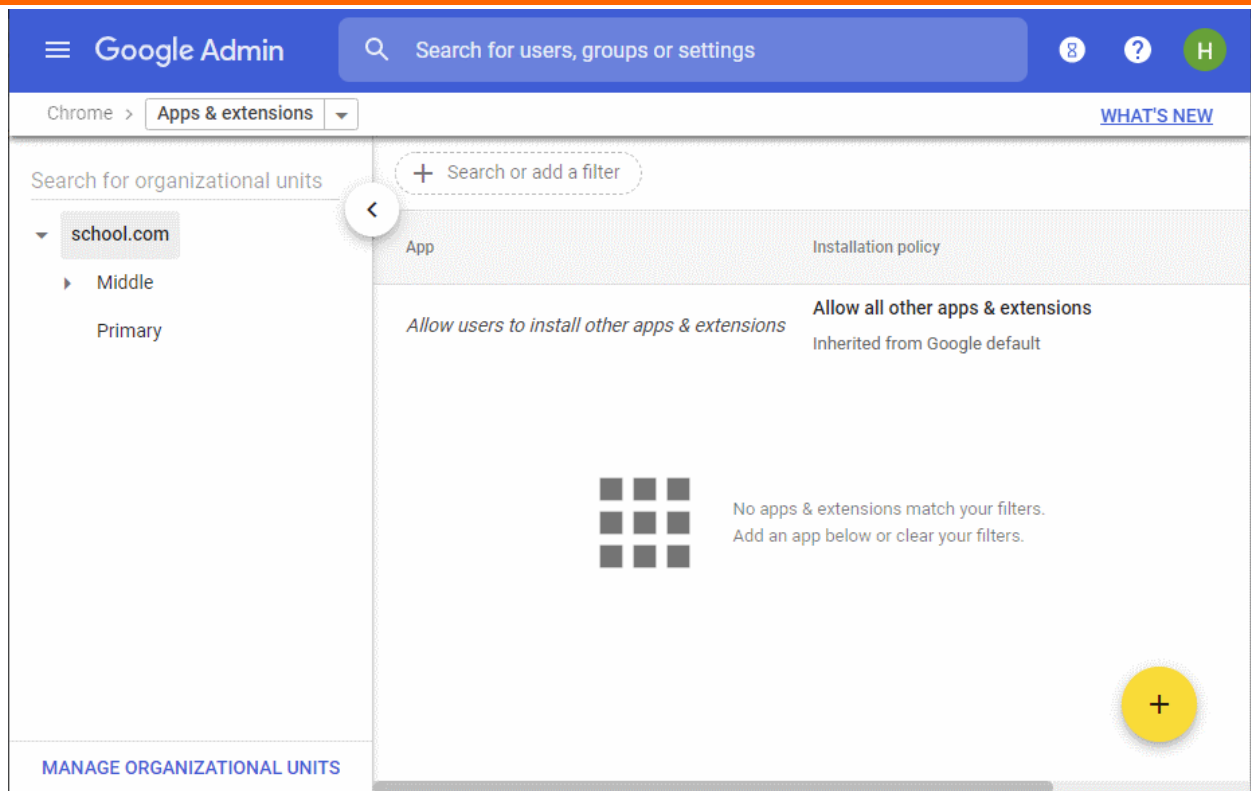


- Click 'Apps & Extensions':



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

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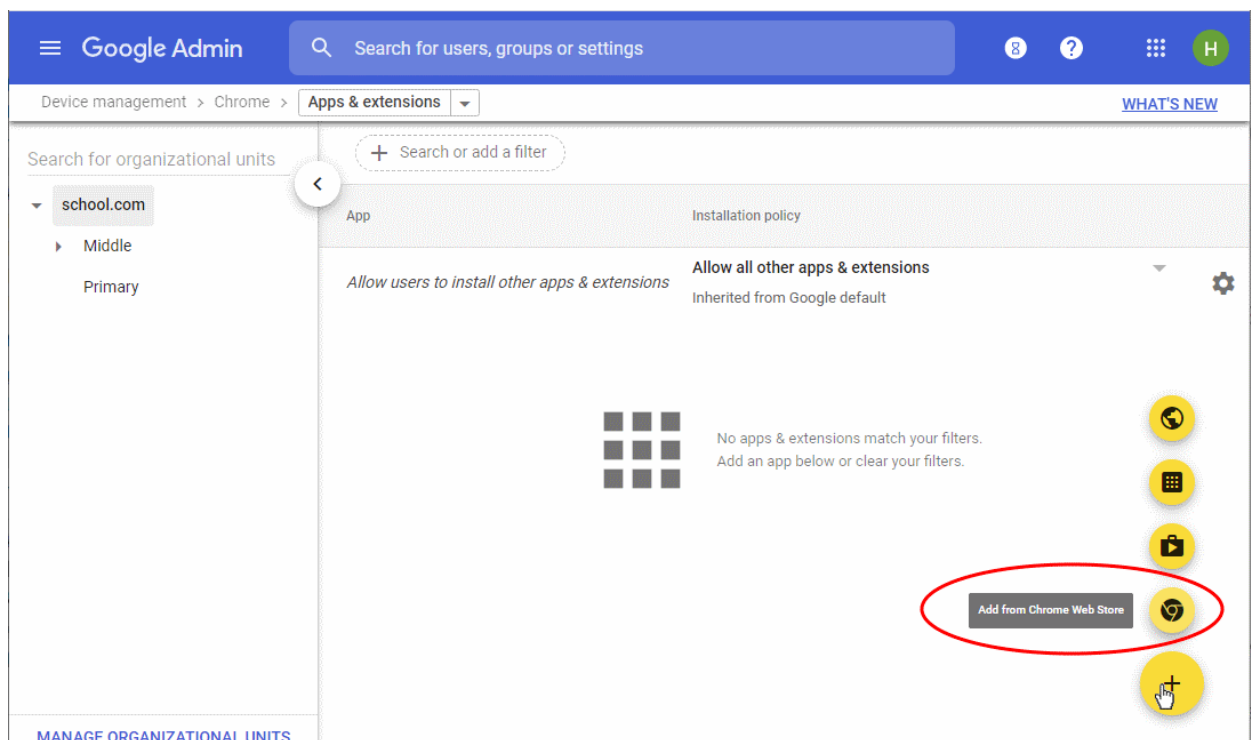


There are two ways you can add the extension:

- **From the Chrome Web store**
- **Specify store ID**

Add the extension from the Chrome Web store

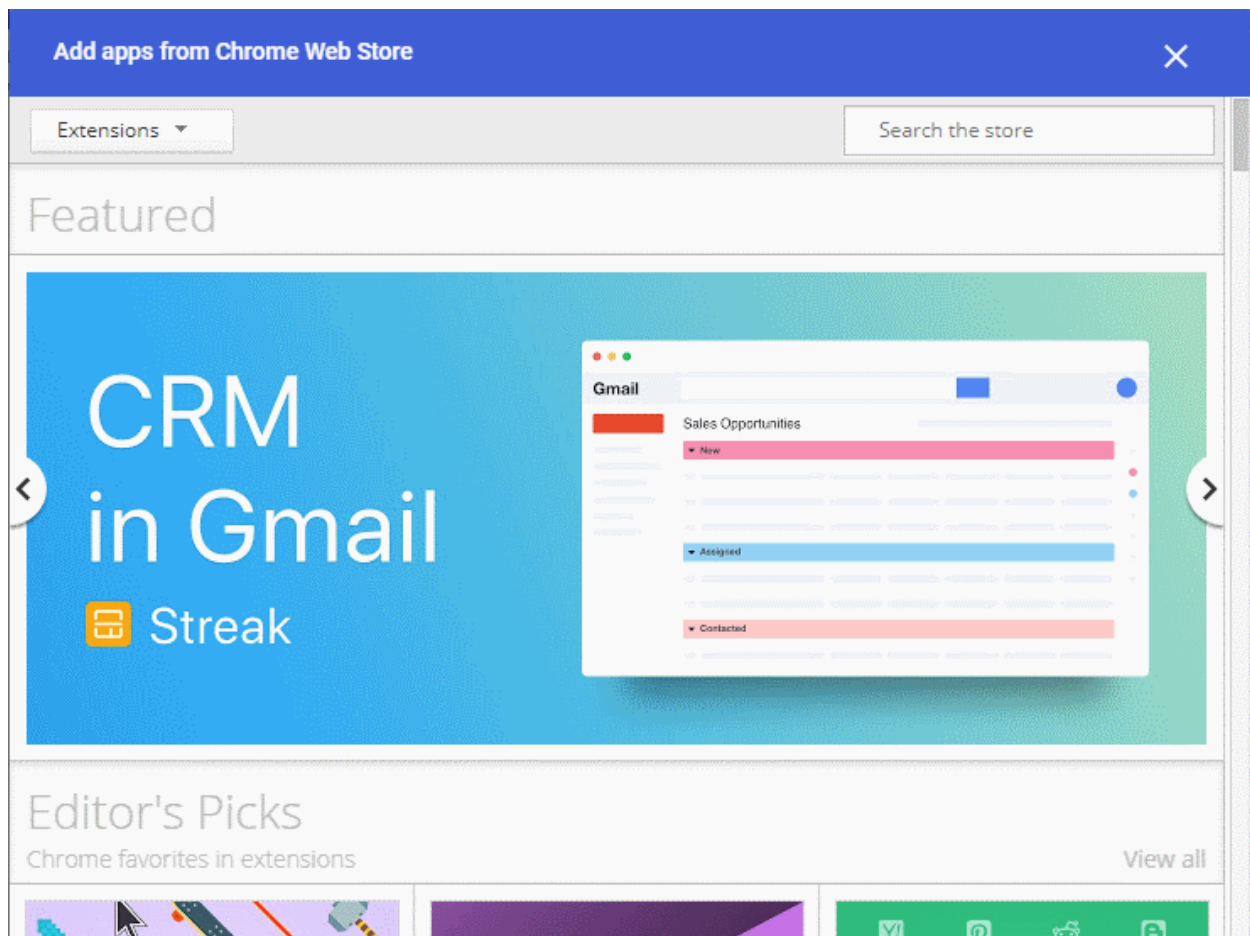
- Place your mouse over '+' icon at the bottom-right
- Choose 'Add from Chrome Web Store':



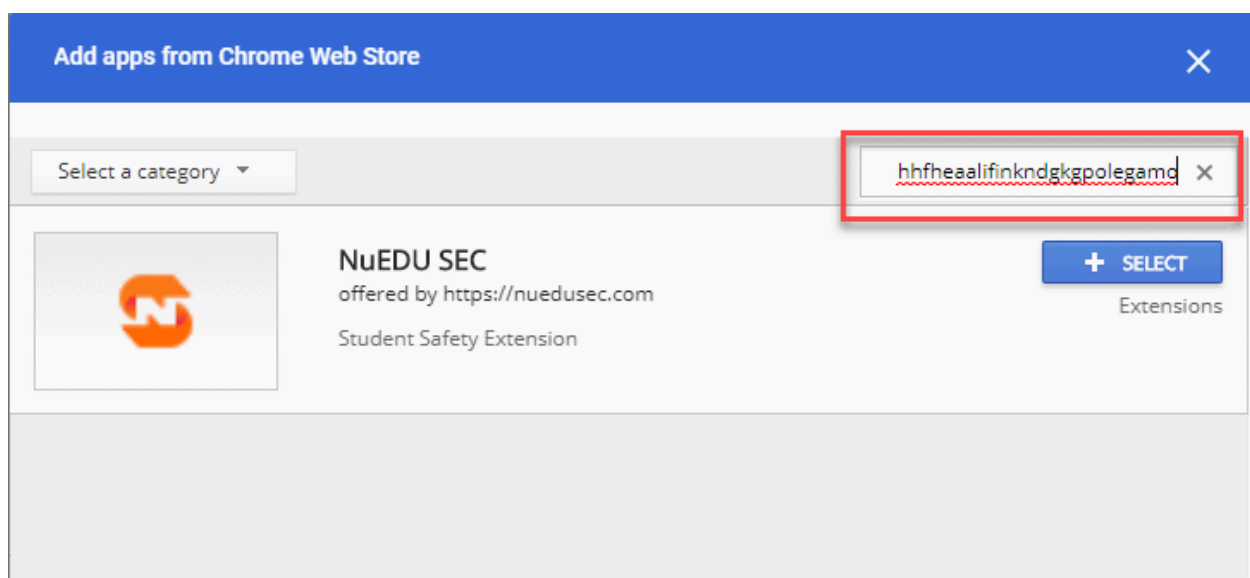
- Enter the NuEduSec extension ID in the search box at top-right.

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- The ID is: `ipeldnhhfheaalifinkndgkpolegamd`



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

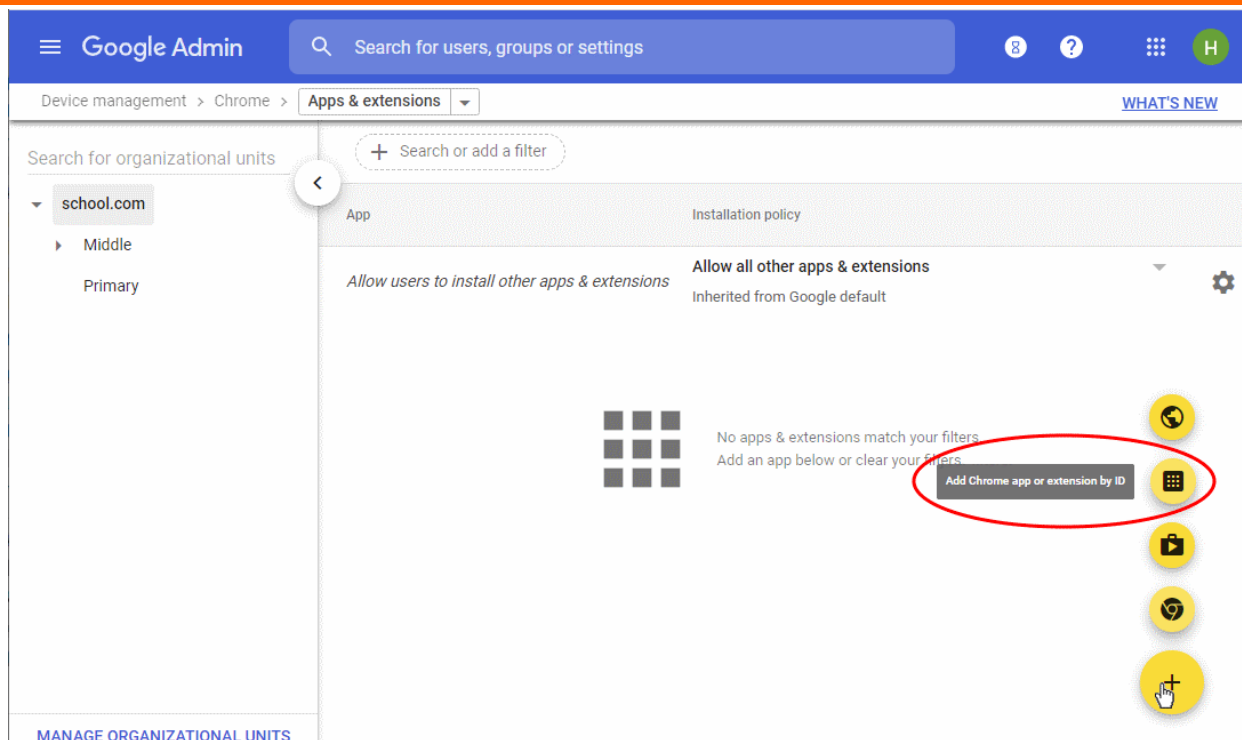


Next, skip to **Step 2 - Configure the NuEduSec extension**

Add the extension by specifying its store ID

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

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- Enter the NuEduSec extension ID:
ipeldnhhfheaalifinkndgkdpolegamo

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

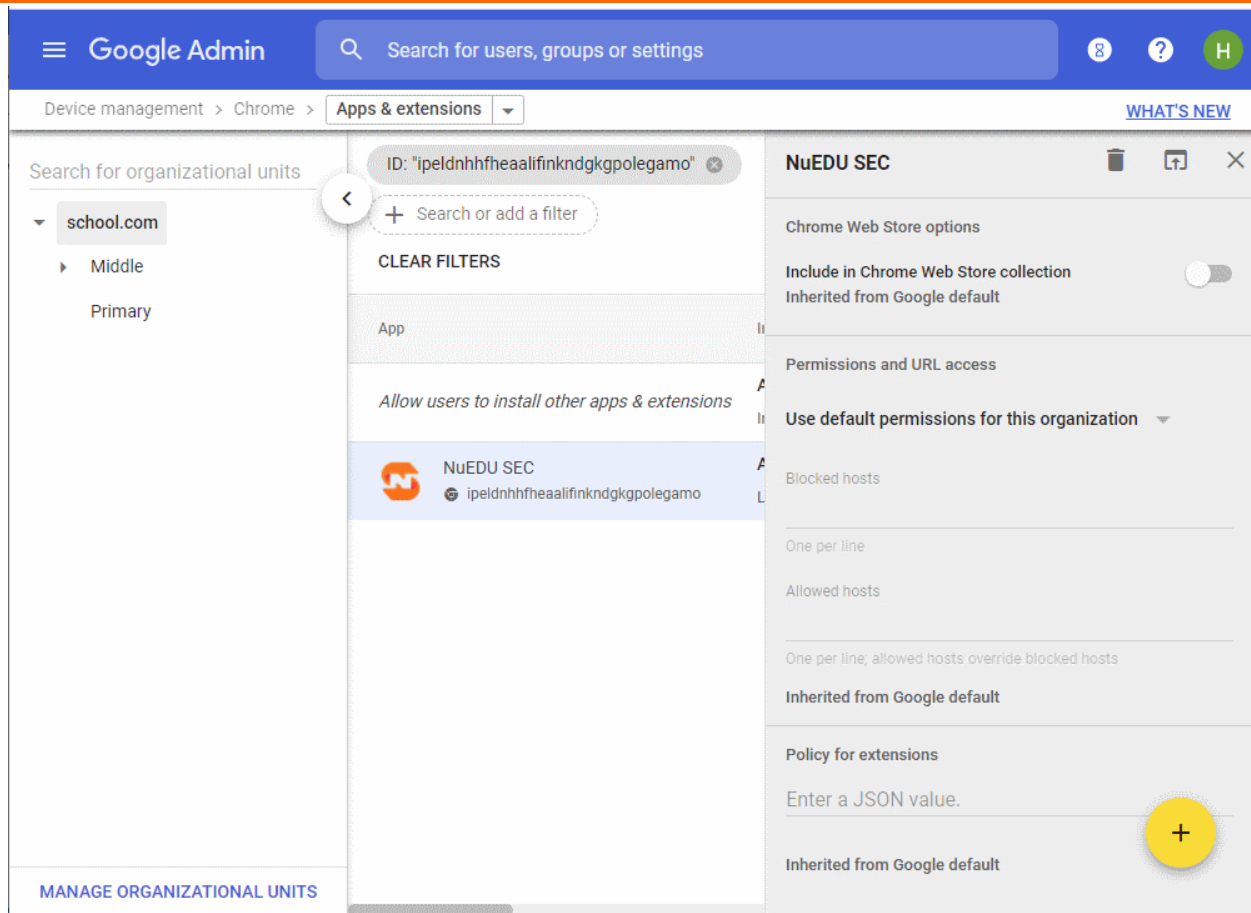
- Click 'Save'

The extension is added.

Step 2 - Configure the NuEduSec extension

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

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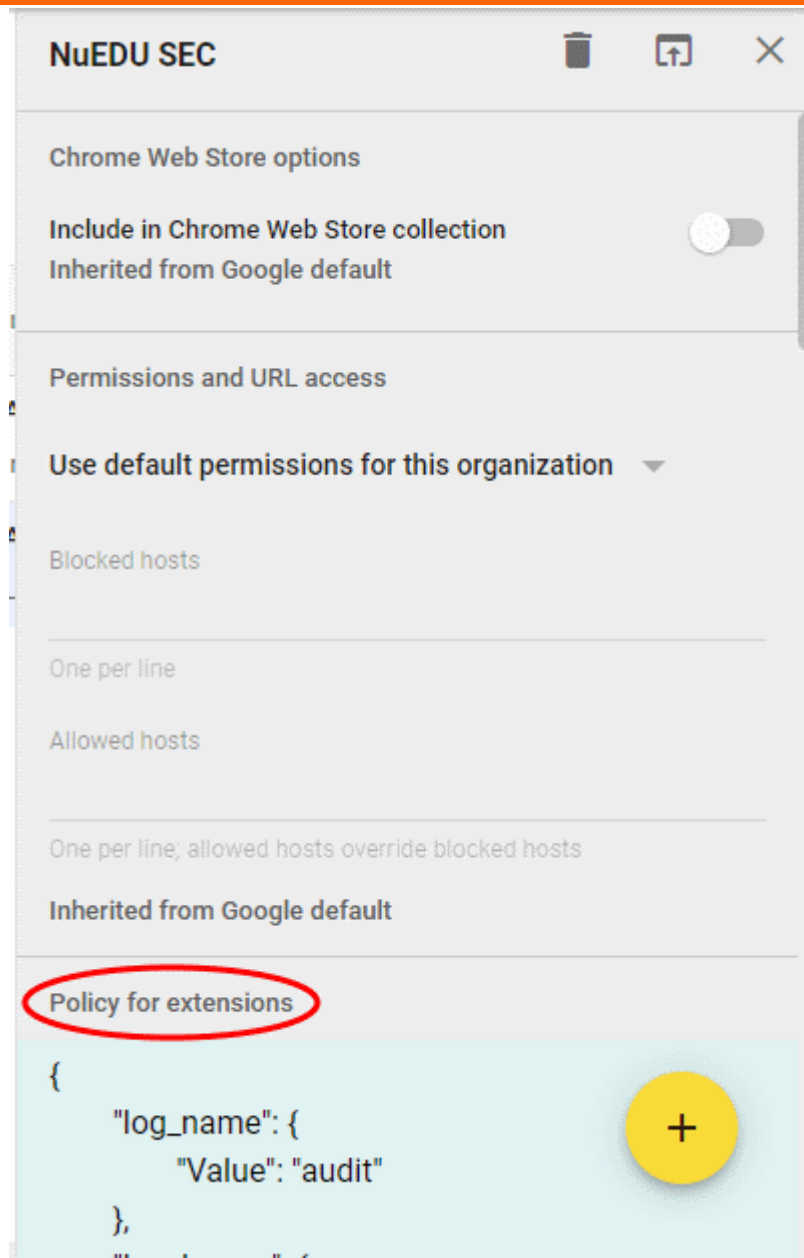
The next step is to enter the JSON value for the configuration. If you don't have it saved already, you can download the .json setup file as follows:

- 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:

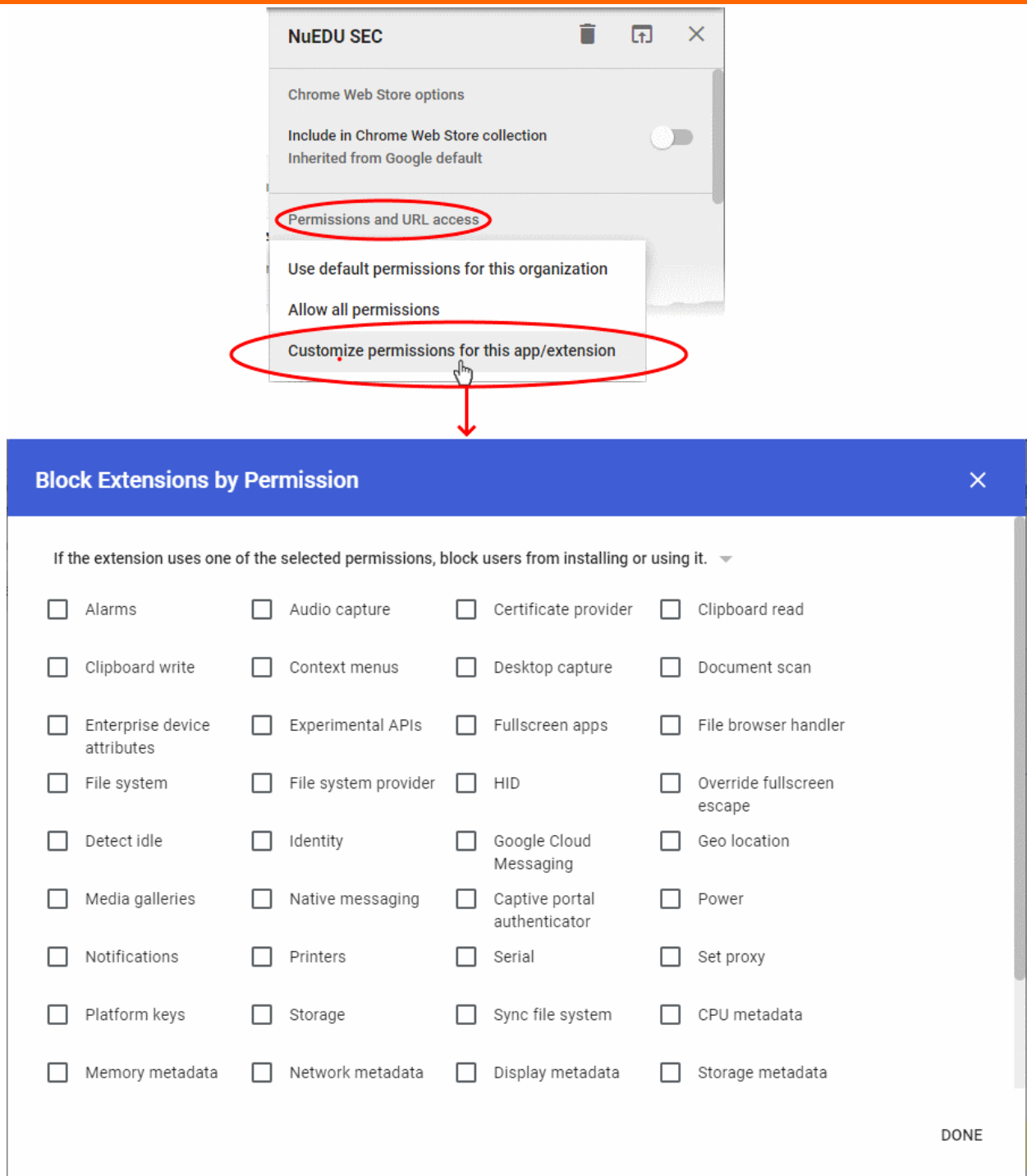
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Next, configure permissions for the extension:

- 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

Search for organizational units

school.com

Middle

Primary

MANAGE ORGANIZATIONAL UNITS

ID: "ipeldnhhfneaalifinkndgkpgolegamo"

+ 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
ipeldnhhfneaalifinkndgkpgolegamo	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"

},

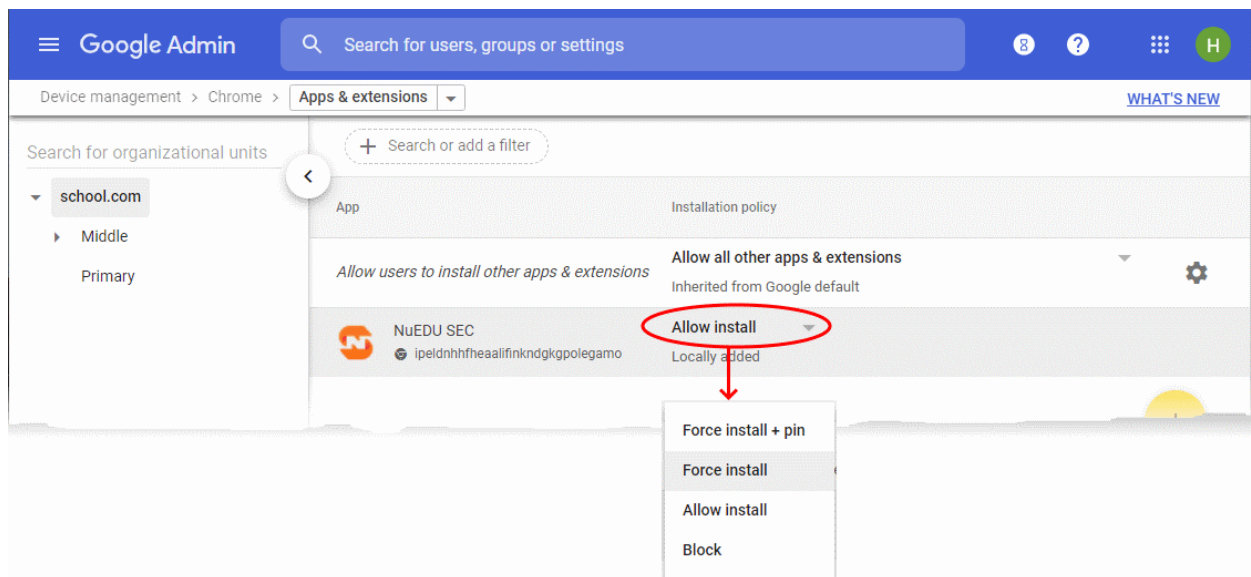
+

- 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:

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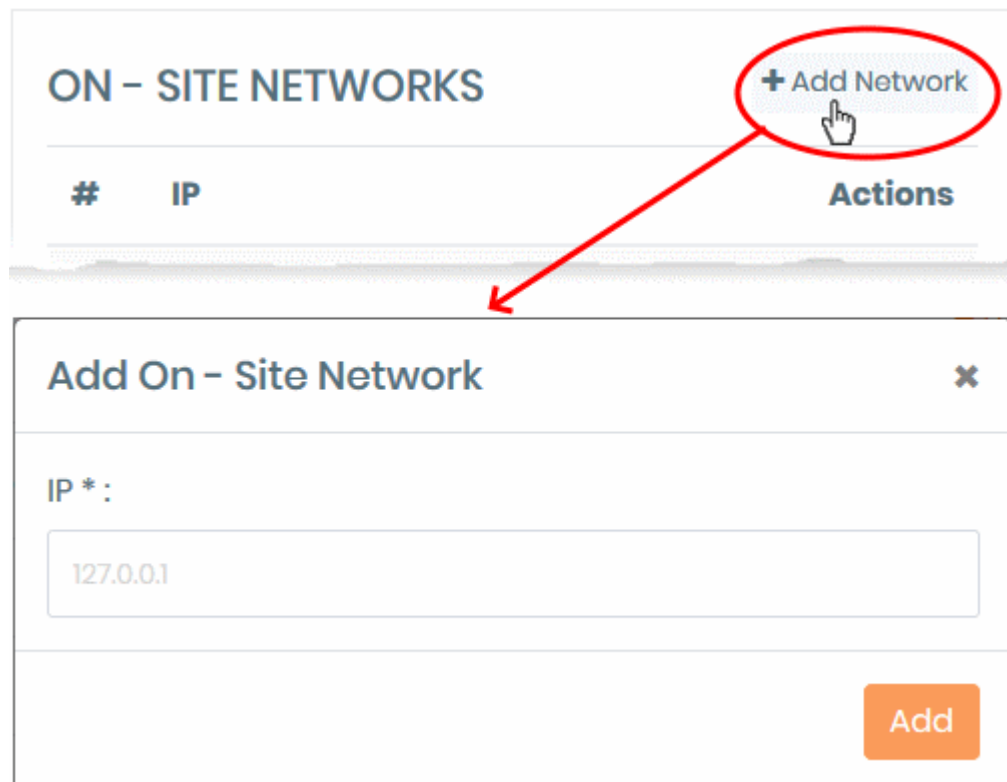
- Click 'Save' to send the command.
- G-Suite will push the extension to the Chromebooks of your users
- Once installed, NuEduSec applies policies to the devices based on the owner's user group.

Add school networks

- School networks are the networks to which student devices connect when they are 'on-site' (i.e., at school).
- You can create policies to allow / block site categories and individual sites when students go online through the school network. See [create and apply](#) for more help with this.

Add your networks

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



- Enter the IP address of the network then click 'Add'

- Repeat the process to add more networks.

Create and apply policies to user groups

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 security policy which is applied to all OU's, unless you disable it or replace it with a custom policy. Once a custom policy is applied, the default policy is removed from the OU.

Create a custom policy

- Click 'Policy' > 'Create a policy'

The screenshot displays the NuEduSec web 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 list of existing policies. A red circle highlights a '+ CREATE A POLICY' button. The policies listed include 'Default Policy', '8th Graders', '6th Graders', '5-A', '3-A', and 'Teachers'. To the right, the 'SETTINGS' panel for a selected policy is visible. It includes input fields for 'Policy Name*' and 'Description', and a text area for 'Block Page Message'. Below these are three toggle switches: 'Audit Online Behaviors', 'Safe Search', and 'Youtube Search Restriction Mode'. Further down, the 'CATEGORIES' section contains a table for managing website access. The table has columns for 'Category', 'On-site', 'Off-site', and 'Flag'. The categories listed are 'Adult Content', 'Advertisements & Popups', 'Advocacy-NGO', and 'Alcohol & Tobacco'.

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"/>

Click the following links for help on 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 about the policy to other users.
- **Block Page Message** - The 'error' text which is shown in a user's browser when a site is blocked by NuEduSec. For example, 'Access to this page has been blocked by your system administrator'.
- **Audit Online Behaviors** - 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 [View Behavior Breaches](#) for more on this subject.

- **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="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"/>
Alcohol & Tobacco	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
Arts & Society & Culture	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Auctions & Classifieds	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Blogs & Wikis	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Business	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

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

- **On-site** - Users cannot access websites 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](#) if you want to read more on the subject.

Action lists

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

Please type the url you want to add to blacklist...

Add

Create a blacklist or whitelist for your policy

- 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

Please type the url you want to add to 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 through 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

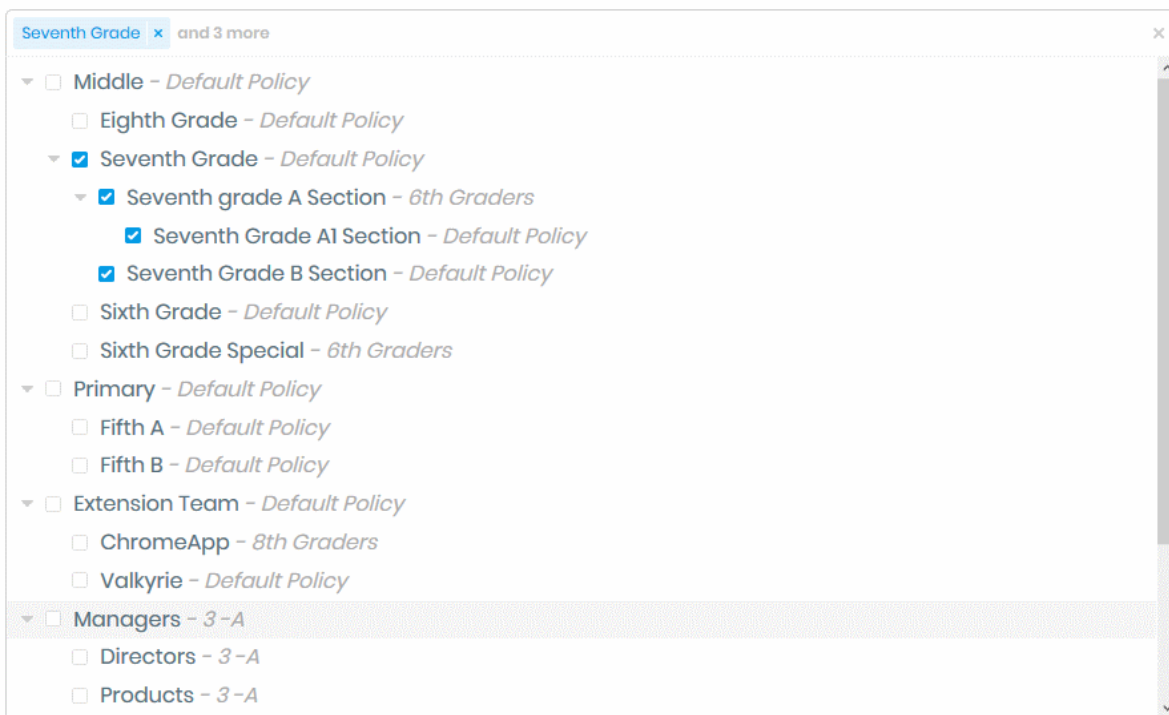
Organizational Units

- 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.

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- If you added a new group to G-Suite but don't see it here:
 - Go to 'Settings'
 - Click 'Synchronize Now'

ORGANIZATIONAL UNITS



Create Policy

Apply policy to groups (a.k.a. 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.

View Reports and Breach Events

- The following items in the left-hand menu let you analyze the behavior of your students:
- **Dashboard** - Contains charts and stats about user activities on managed devices. These include overall browsing trend, top blocked websites, top blocked users and more. See 'The dashboard' chapter in the full admin guide if you need explanations for some of the charts.
- **Reports** - 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. See the 'View Reports' chapter in the full admin guide to read more.
- **Policy Flags** - 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. See 'View Policy Breaches' in the full admin guide to read more.

- **Behavior Flags** - Behavior monitoring lets you inspect searches (Google, Yahoo and Bing) and posts made to social media platforms (Facebook, Twitter, etc) for inappropriate activity. A behavior flag is when a user has searched for, or posted, worrisome content. See 'View Behavioral Breaches' in the full admin guide to read more.

Add Parents (optional)

Click 'Parent' on the left

- NuEduSec can report the activities of students to their parents / guardians.
- This section explains how admins can add parents, associate them with students, and give parents access to the parent portal.
- We have a separate parent guide which explains to parents how to use the portal.

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

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' in the full admin guide if you need more help with this.

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

First create a .csv file which contains a list of the parents you want to import. The .csv also allows you to associate parents with students.

Create a .csv file

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

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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.

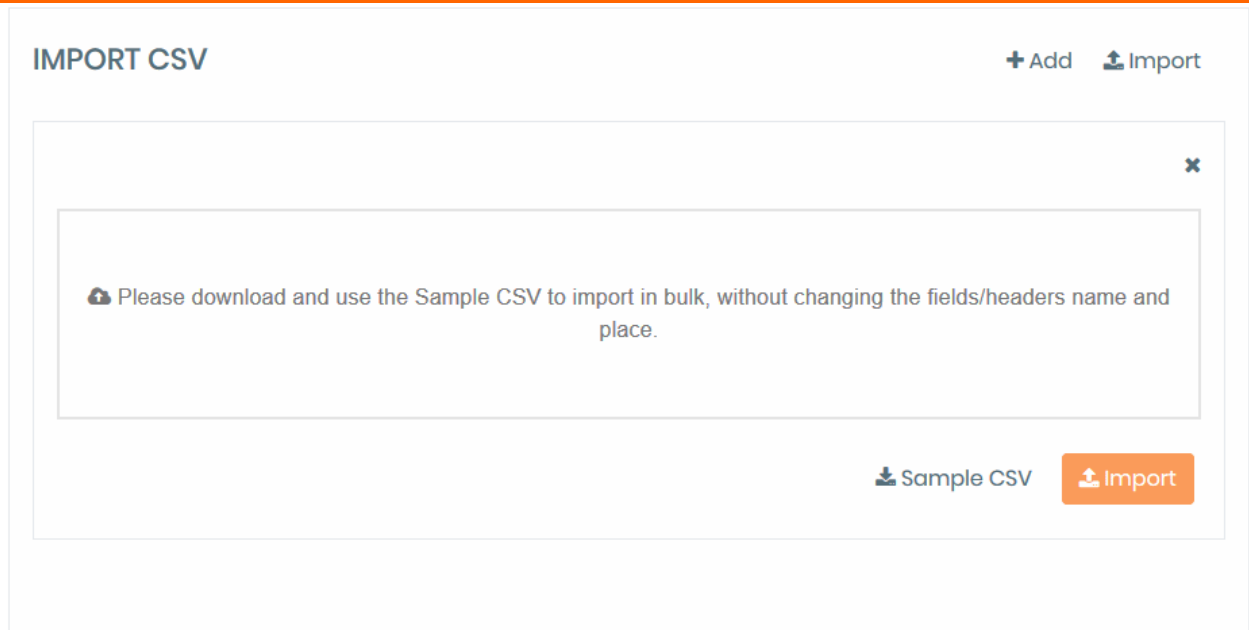
Sample CSV **Import**

-
- 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

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

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

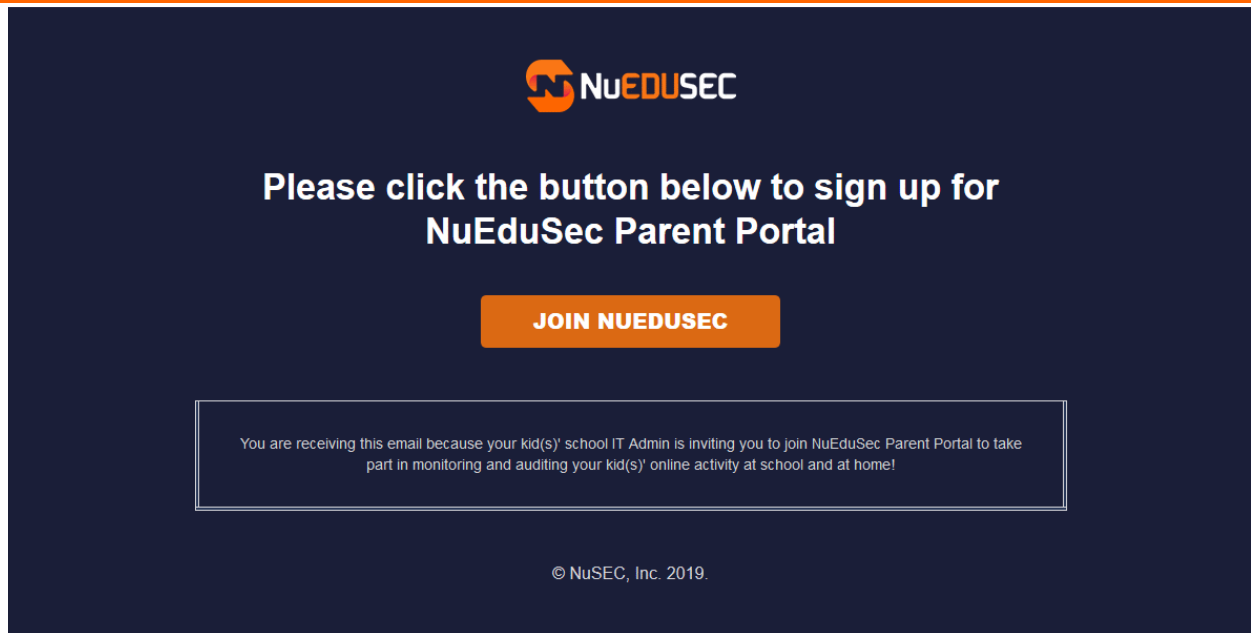


- Repeat the process to add more .csv files

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:

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

This image is a screenshot of the NuEduSec login page. The left side features a background image of three children at a table with the NuEDUSEC logo and the text 'PROTECT THE STUDENTS, PROTECT THE SCHOOLS AND CAMPUSES, SAFEGUARD THE EDUCATION.' Below this, a small paragraph states: 'All-in-one for K12 Schools and Higher Education. NuEDU SEC is a cloud delivered solution that can easily be deployed and scaled across your school and campus network and devices.' At the bottom left, it says '© NuSEC, Inc. 2019. All rights reserved. All trademarks displayed on this web site are the exclusive property of the respective holders.' The right side of the page is a white login form. It starts with the heading 'Sign in to NuEDU SEC.' followed by the instruction 'Please fill in the credentials to sign in.' Below this is the 'Login as:' section with two buttons: 'Parent' (highlighted with an orange border) and 'School'. Underneath are two input fields: 'Email' with the placeholder 'Write your email here' and 'Password' with the placeholder 'Write your password here'. At the bottom right of the form is a link that says 'Forgot password?'.

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:

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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

- You can change the parent's name and email address. If you change the email address, NuEduSec will send a confirmation mail to the parent for verification purposes.
- Click '+ Add' in the 'Kids' section to associate more children with the parent. Repeat the process to add more than one child.

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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