



version 6.0 + minimum

WORKSPACE ONE INTELLIGENT HUB (EX AIRWATCH) ONBOARDING



800+ Mo



~20min

26 August, 2019

MANDATORY for Intelligent Hub installation

1 Equipment

- ✓ Your Android Smartphone
- ✓ Your DSMAN account and password

Android version

- ### 2
- ✓ Google Account
 - ✓ Version **6.0.0** or more

Check your Android version:

- Motorola [?](#) Settings / About Phone / Android Version
- Samsung [?](#) Settings / About Phone / Software Info

Update your Android:

- Motorola [?](#) Settings / About Phone / System Updates
- Samsung [?](#) Settings / Software Update

3 Encryption

Your smartphone must be encrypted to protect your phone's data from hackers.

- ✓ 80% battery + smartphone plugged + ~20 min time
- To check if your smartphone is encrypted:
- ✓ Go to **Settings / Security / Encrypt phone**

4 6-digits/dots lock screen type

Your phone must have an unlock passcode / pattern of **6 characters** or more for security reasons.

!/ Applications like Gmail will not work if it is not the case

- ① On your smartphone go to **Settings / Security / Screen lock**
- ② Create & confirm a new screen lock type, it needs to be a: **6-digits PIN** or **6-dots Pattern**



6-digits PIN



6-dots Pattern

- 1 Check that you have an internet access (3G/4G or WIFI).
- 2 Go on your phone dedicated App Store



Smartphone
Google Play Store (Android)

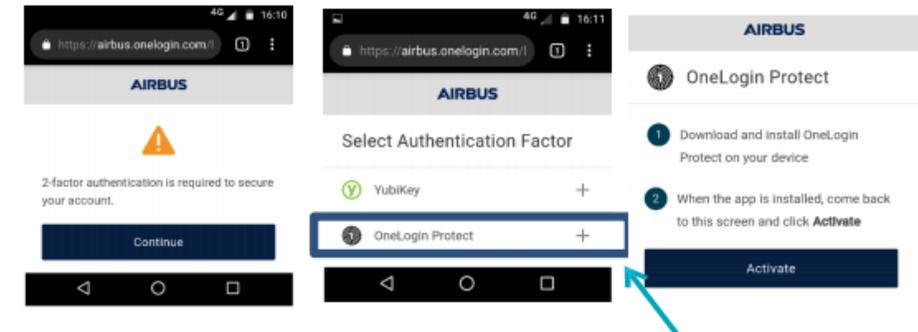


- Go on your smartphone Play Store.
- Type "OneLogin Protect" in the search bar.
- Click on "Install" button to download application
- Wait for install to be completed ✓

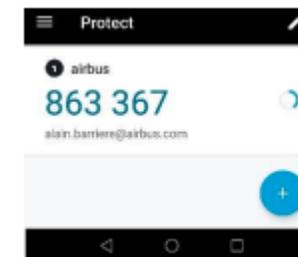


- 1
 - Go on your smartphone Internet browser type <https://airbus.onelogin.com>
 - You will be redirected to a form.
 - Enter your Airbus email address and Airbus DSMAIN password
 - You have a 2 steps authentication form:
 - 1) Enter your Airbus email address
 - 2) Enter your Airbus DSMAIN password
 - Click on “Continue” button.

- 2
 - You will be notified that a 2nd factor authenticator is required -> Click Continue
 - You will be notified that you have to select an Authenticator Factor.
 - Click on “OneLogin Protect” “+” button.
 - Click on “Activate” to launch enrolment



- 3
 - Your smartphone is registered on “OneLogin”
 - OneLogin sends to you a 6 digits OTP
 - You are connected to OneLogin Portal



- 1 Open again your **Play Store**, 
Download “**Intelligent Hub**” (ex AirWatch Agent) application.

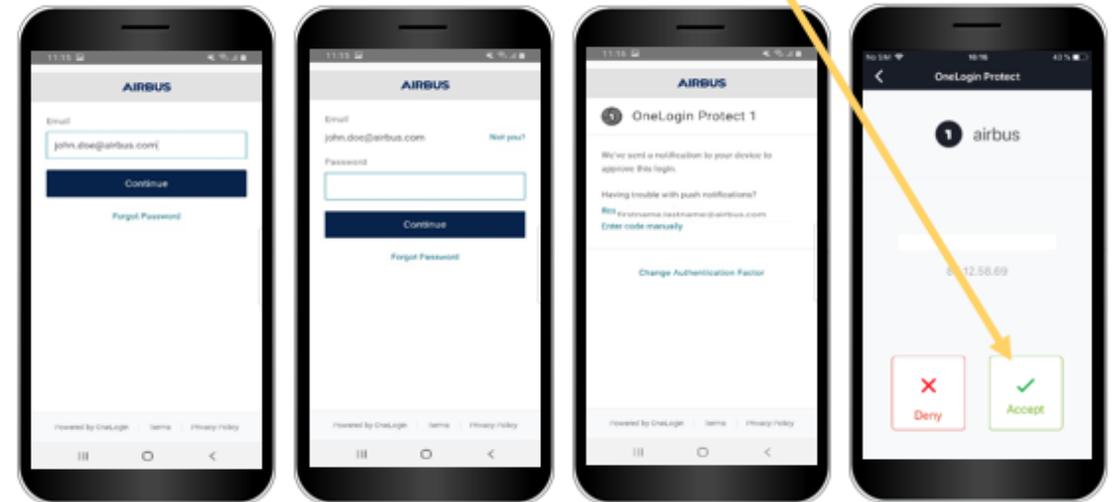


Workspace One
Intelligent HUB

- 2 Open “**Hub**” application.
Enter your **Airbus email address** (xx.xx@airbus.com).
Click on “**Allow**” Hub to manage phone calls.



- 3 Enter again your **Airbus email**, Click on “**Continue**” enter your “**DSMAIN password**” and click on “**Continue**”.
You will receive a notification from **OneLogin Protect**. Open this notification and click on “**Accept**”.



If you can't see the notification anymore, **swipe down your screen**, to display all notifications or go back to “**Protect**” application and **click on SEND OTP**.

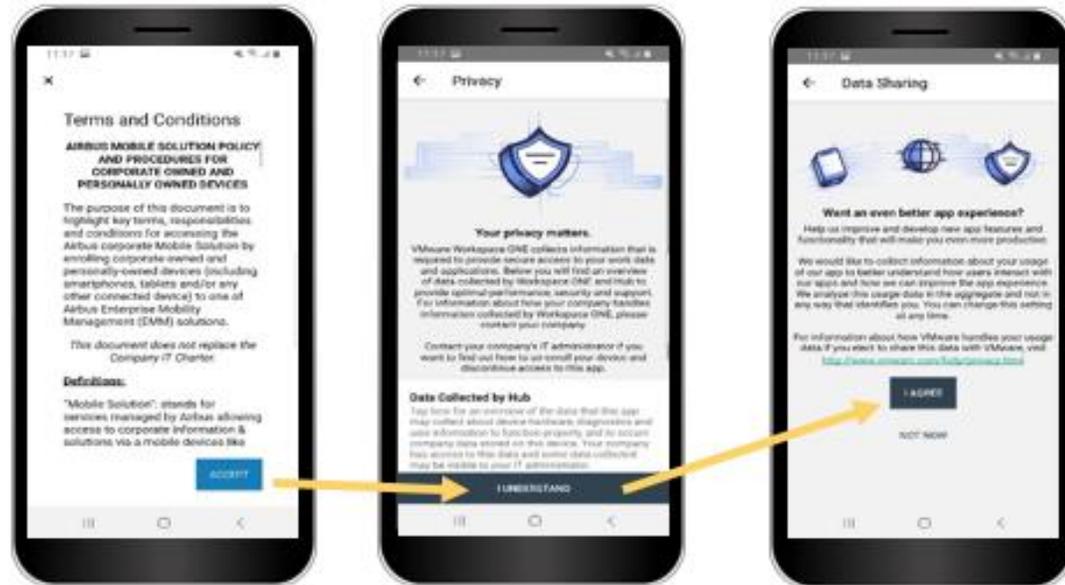
(if the notification doesn't appear, check page 14)

- 4 Go back to “Hub” application.



Hub

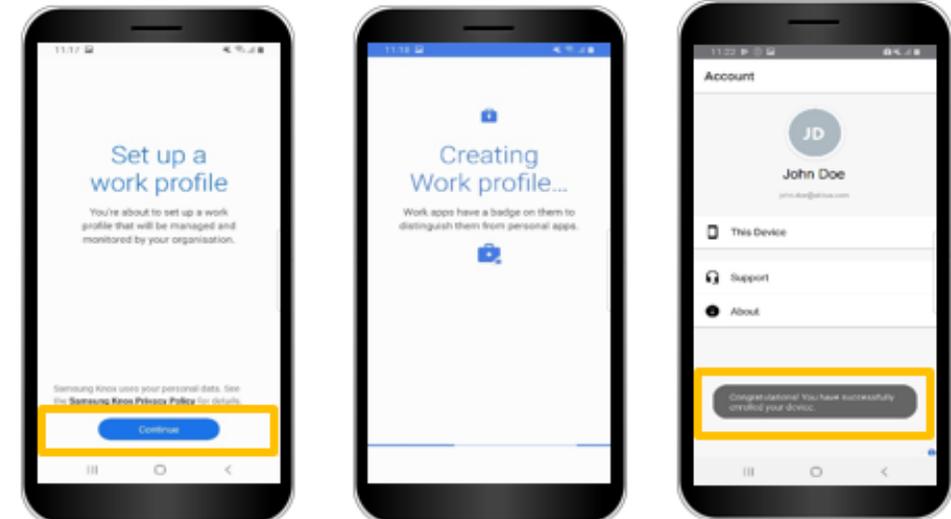
- 5 Click on “Accept” the enrollment “Terms and Conditions”.
Click on "I understand" in the "Privacy" window.
Click on "I agree" in the "Data Sharing" window.



- 6 Click on “I have read and agree to all the above” and "Next" to setup the work profile.



If the device is not encrypted, click on “Encrypt Terminal”. The device will automatically restart, then you will have to start again the enrolment procedure, from the beginning of Page 5.
Wait until the process finishes.



You have successfully enrolled your device.

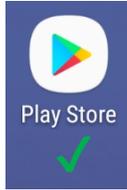


Wait ~5 minutes without any manipulation on your smartphone, you will see progressively on your Android for Work profile all the applications managed, installed automatically.



Lookout is part of **mobile and security compliance** and is **mandatory** to access the Airbus environment (mail, calendar, Airbus networks, corporate mobile apps) from a smartphone or tablet.

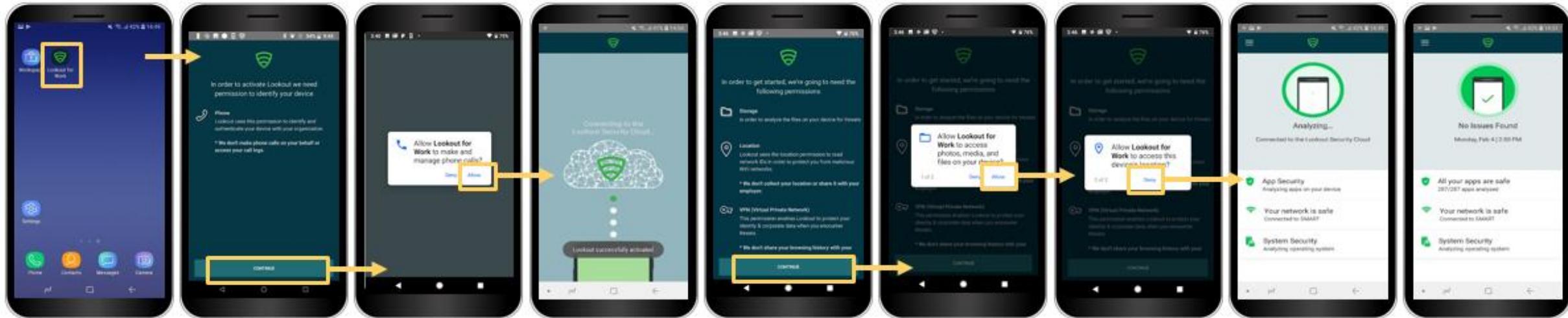
1 Open your personal **Google Play Store**.



2 Search for and install **Lookout for Work**.



3 Open the **Lookout for Work** application. Allow Storage access to start the initial analysis. You can close the application before the analysis is complete as it is performed as a background task.



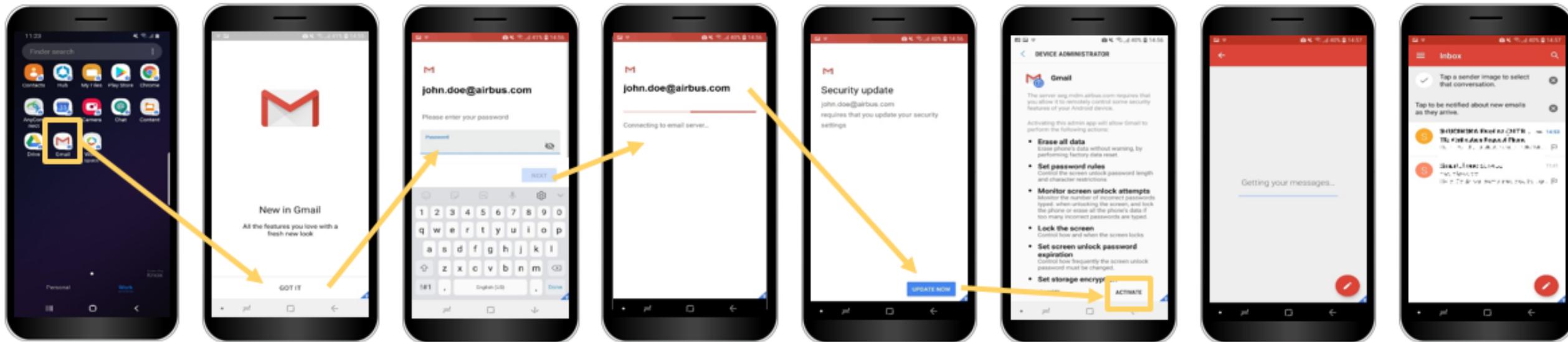
[Privacy Notice](#)

Your Device is now protected by **Lookout for Work**.
The application will work in the background and stay threat up-to-date to ensure you are always protected

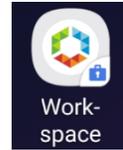
- 1 Open "Gmail for Work" application on your device, Click on "Got It".
- 2 Enter your "Divisional email" password.
- 3 Click on "Update Now" to update the security settings and "Activate" the device administrator.
- 4 "Allow" Gmail to access your contacts and calendar if needed.

!/! Your Calendar and Contacts business applications will only work under this condition

- 5 Your Gmail Work app is now configured and you have access to your Airbus mails.



- 1 Open **Workspace** application.

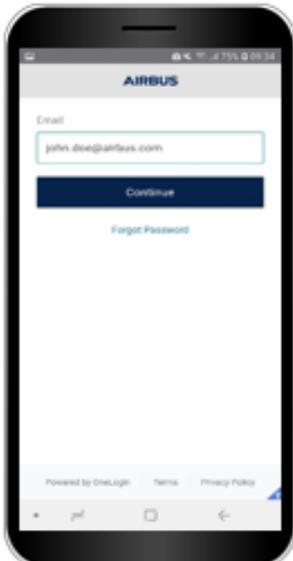


- 2 Click on "NEXT" ? click on "Okay" ? and click on "Allow" Workspace to make and manage phone calls.

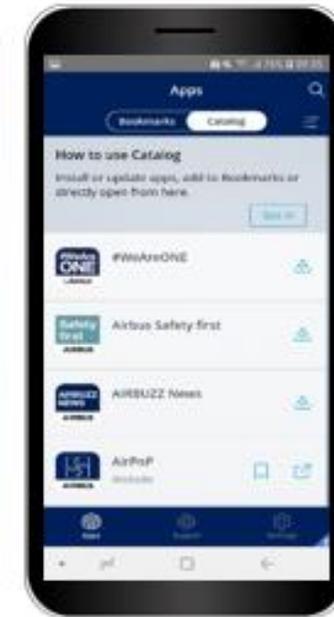
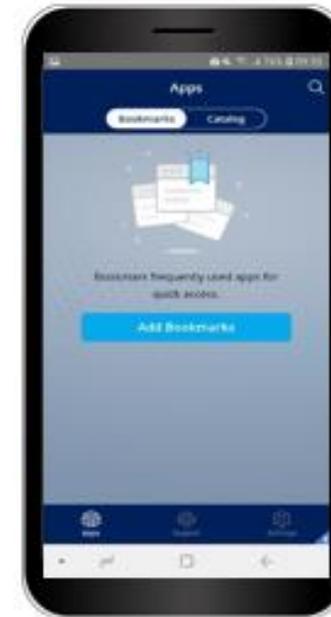
- 3 Enter your Airbus email and DSMAIN password.
Click on "LOG IN".

You will receive a notification from OneLogin Protect.

Open this notification and click on **Accept**.* (if you are on the "SMART" network the notification does not appear, it is automatically accepted)

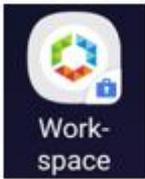


- 4 You are now in the Workspace ONE app!
You can see all the Airbus applications available for Android.



* If you no longer see the notifications, **swipe down**, to show all notifications or return to the "Protect" application and click on "SEND OTP".

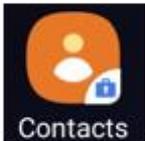
YOU CAN DISCOVER BELOW WHAT ARE YOUR NEW APPLICATIONS



Workspace ONE is your Airbus apps catalog. All Airbus applications are displayed. If the installation of an application is started but does not work, it is most likely an application that is not compatible with the version of Android used on your smartphone.



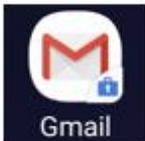
The **Calendar** app groups your business meetings. (only works if you allow "**Gmail for Work**" to access it).



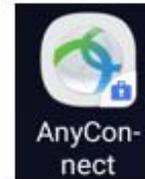
The **Contacts** application contains all your business contacts (only works if you allow "**Gmail for Work**" to access it).



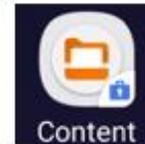
The **Chrome** application allows you to use the intranet. To access it, activate the VPN (AnyConnect).



The **Gmail** application allows you to access your business emails. You can configure a signature and automatic replies as in Outlook.



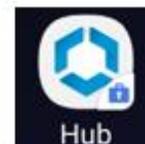
The **AnyConnect** application allows you to activate the connection to the Airbus internal network. A small "key" icon in the notification bar of your smartphone shows that the VPN connection is active.



Content allows you to read and edit a document from the attachment of an email.



My Files application allows you to access the downloaded files using the Chrome app.



The **Intelligent Hub** application allows you to see if your enrollment is correct or not.

CONGRATULATIONS !

Your Intelligent Hub environment is now configured, welcome onboard !

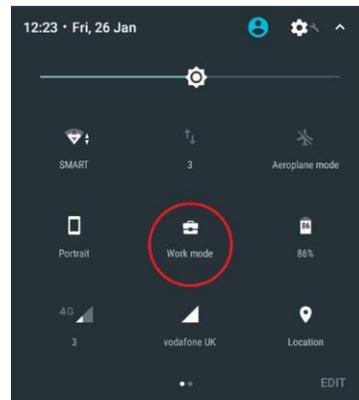
The following pages will show you tips and tricks to use your new mobile environment.

How to import business contacts in the personal contact part

To import the Outlook pro contacts to personal, you need to export your contacts (in VCF format) and send it to yourself by e-mail from the application contact pro, then import them from the personal contacts app (with the VCF file attached to your e-mail). Phone numbers will no longer be unknown.

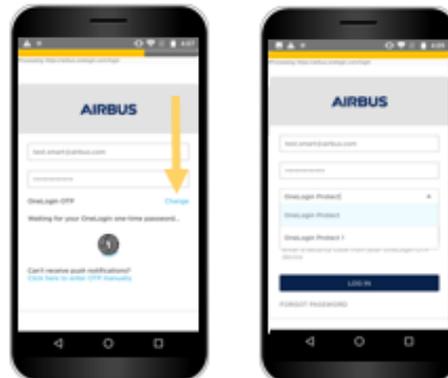
Disable Professional Mode on Android 7.0+

To deactivate the professional mode and to no longer receive notifications regarding emails and calendar, you have to swipe down twice to display the shortcuts and click on the "suitcase" icon "Work mode". Once disabled, the business icons will be grayed out and notifications will be disabled.



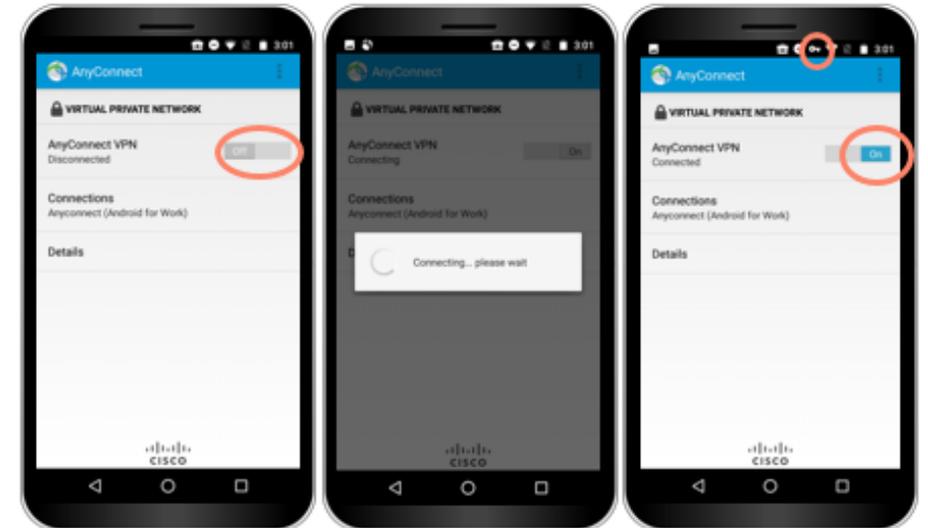
Activate your second phone

Click on "change" in the middle right of the screen and select another "one login protect profile (OneLogin Protect 1 or 2) And go back to the page 4 step 3.



Enable VPN and Navigate on Intranet*

To activate the VPN you have to open the AnyConnect application and then switch from "closed" to "open". A small "key" icon in the notification bar will be displayed to confirm activation of the VPN connection.



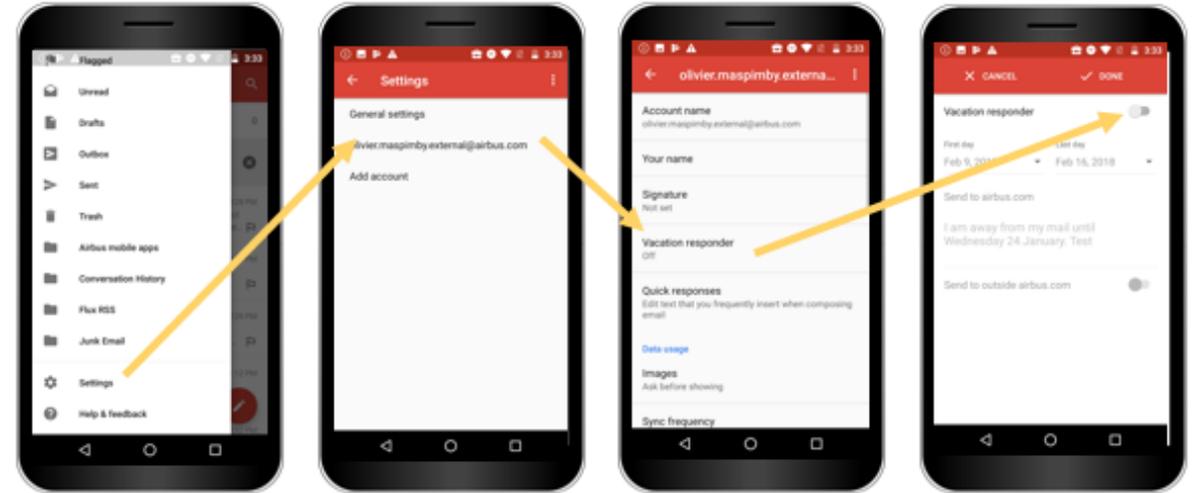
*You will be then able to go on the hub. To do so, open Chrome for work and enter in the search bar <https://hub.intra.corp/>



TIPS : AUTOMATIC REPLY & SIGNATURE

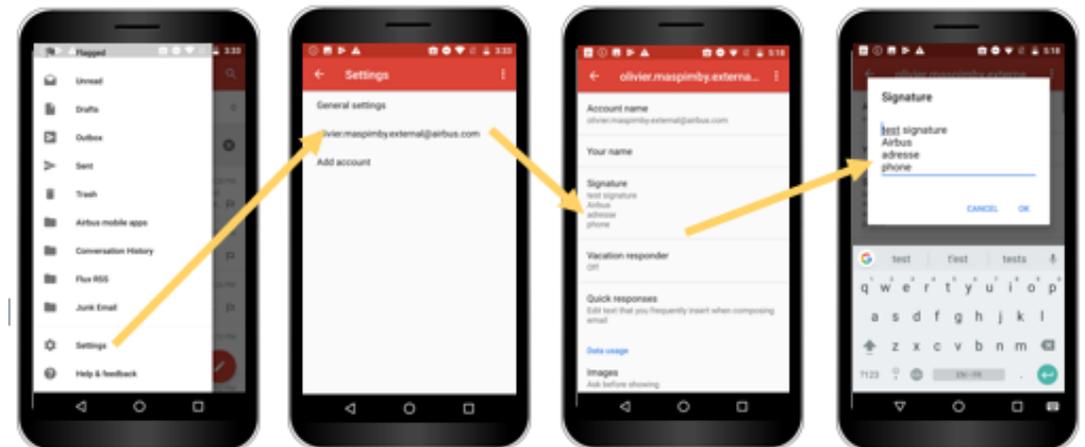
AUTOMATIC REPLY

- 1 Open Gmail Work App
- 2 Click on “Settings”
- 3 Click on you Airbus email address
- 4 Click on “Vacation Responder”.
- 5 Turn on the automatic reply.
Select the End date and type the message you want all senders to see.
You can also activate the function for external senders.
- 6 Click on “Done” on top right.



SIGNATURE

- 1 Open Gmail Work App
- 2 Click on “Settings”
- 3 Click on you Airbus email address
- 4 Type the automatic signature you want to be seen when you send a mail
- 5 Then click on “OK”



ONELOGIN NOTIFICATION WORKAROUND

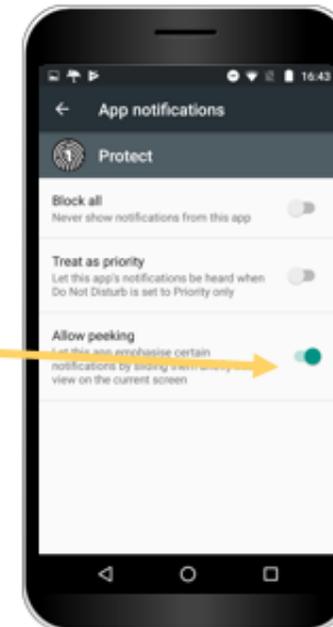
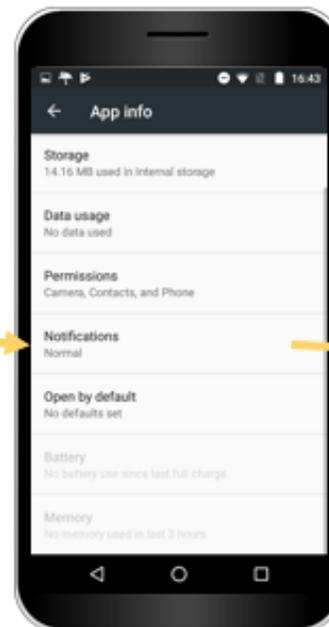
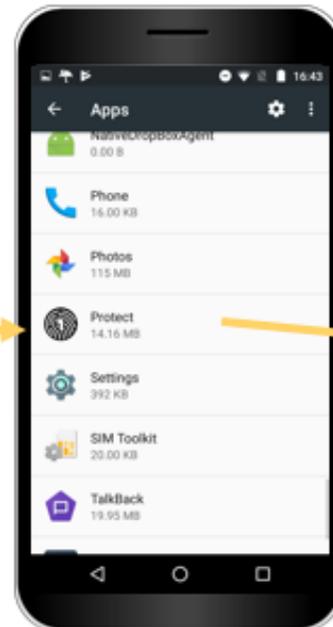
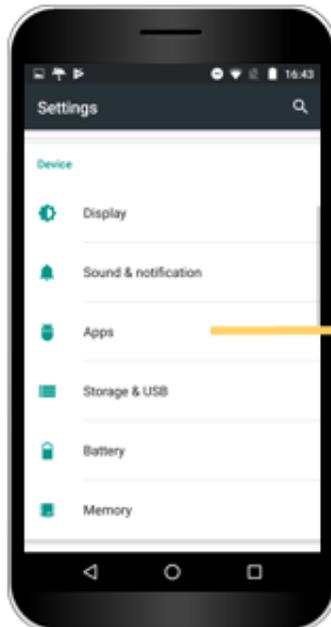


ONLY FOR ANDROID LESS THAN 7.0:

Activate OneLogin protect notifications

Go on your device “Settings”. 

- 1 Click on “Apps”.
(If it is not visible, go to “application manager” to find it)
- 2 Select “Protect”.
- 3 Select “Notifications”.
- 4 Verify that “Allow peeking” is turned on.



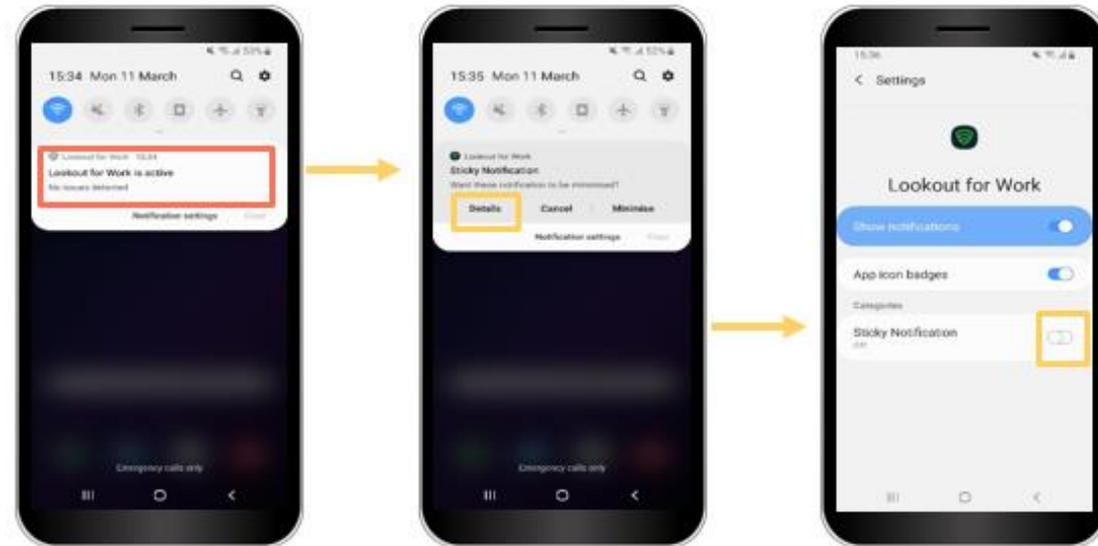
LOOKOUT NOTIFICATIONS AND DETECTIONS

NOTIFICATION BADGE

If you want to hide the Lookout **sticky notification badge** :

- 1 Press and hold the notification.
- 2 Click on "Details".
- 3 Disable "Sticky notification".

Note: Classic notifications remain active.



DETECTIONS

- 1 Lookout will show you a **notification** when a threat has been found.
- 2 Open **Lookout** app to see more detail about the problem.
- 3 Click on the issue to see **how to solve it**.

