

Topicus KeyHub Quickstart Guide

You're about to start using KeyHub. KeyHub gives you access to the servers and systems you need and KeyHub makes it easy to share credentials within your team. Here we go!



□ Step 1: Install the KeyHub 2FA app

Download and install the Topicus KeyHub 2FA app, which you need for 2 factor authentication. Use the QR-code to download.

Register a new account

Welcome Jane Doe-Foobar. You do not yet have an account in Topicus KeyHub. To register your account, choose "Register now" below. If the information displayed is not correct, choose "Register manually".

Username jane.doe

Name Jane Doe-Foobar

E-mail jane.doe@company.com

REGISTER NOW

Register manually

□ Step 2: Register your account

On your laptop, go to [keyhub.\[yourcompany.com\]](#) *, login and follow the registration steps. Use the KeyHub app when prompted.

□ Step 3: Request group access

In KeyHub, access is organised in groups. A group represents a department, a team or a project. Once you have access to a group, you can:

- access privileged accounts on servers and SSO applications
- use and share credentials stored in the group's vault

Click the menu item My Groups. Request access by clicking the Request button located on the right.

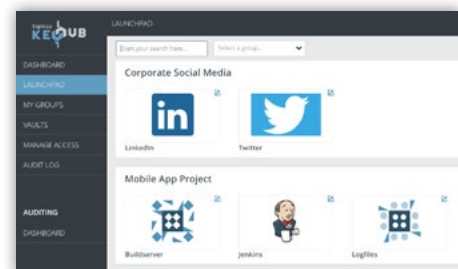
□ Step 4: Install the browser extension

KeyHub's browser extension makes it easy to use credentials on websites. To install it, go to www.topicus-keyhub.com/browser-extensions.

After installing the extension, you'll need to connect the extension to your KeyHub account. Go to KeyHub, navigate to your profile by clicking the profile button at the bottom of the menu and then click the connect button:



Tip



Use the Launchpad to get access to available systems and environments.

□ Step 5: Done

You're done setting up KeyHub!

Need more information?

- Read the KeyHub manual. You can access it by clicking on the '?' at the bottom of the menu.
- See a number of short how-to videos at www.topicus-keyhub.com/how-to/
- Ask your team manager.

* Ask your team manager what KeyHub's URL is.