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E-mail

# Email Configuration

The generic parameters for configuring email clients for all email addresses with the domain @[co.it.pt](mailto:co.it.pt) are as follows.

## Incoming settings

<b>Protocol</b>	IMAP
<b>Server Name</b>	imap.co.it.pt
<b>Security</b>	SSL
<b>Port</b>	993
<b>Authentication Method</b>	<i>Password (normal)</i>
<b>User</b>	<your email> (for example, jferreira@co.it.pt)
<b><i>Password</i></b>	<your password>

## Outgoing settings

<b>Protocol</b>	SMTP
<b>Server Name</b>	smtp.co.it.pt
<b>Security</b>	STARTTLS
<b>Port</b>	587
<b>Authentication Method</b>	<i>Password (normal)</i>
<b>User</b>	<your email> (for example, jferreira@co.it.pt)
<b><i>Password</i></b>	<your password>

# Webmail

You can access IT's webmail through <https://webmail.co.it.pt>

# Webmail

The webmail system is based on [Zimbra](#), that has the following features:

- Self organizing folders
- Fast, advanced (in messages and attachments), writable, multi-folder searches
- Conversation view with multi-folder support
- Filters
- Full calendar
- Rich Web interface, multi-platform - browser and operating system
- Ubiquitous Access - Anywhere, Any Device
- Secure attachment access with no need for additional software
- Collaborative system based on modern technologies

You can access DEEC's webmail through <https://webmail.co.it.pt>

# Networks & Connectivity

# Eduroam Configuration

The Telecommunications Institute is covered by a wireless network, thus allowing transparent and fast access to the network and the Internet.

Two networks are available, whose names (SSID) are IT-Coimbra and EDUROAM. The IT-Coimbra network has local addressing common to the wired IT network, allowing access to the resources there (for example, printers). The EDUROAM network is integrated into the European network, so it only allows access to the Internet and not to local resources. Both are configured in the same way, which will be described below.

Regarding technical specifications, the definitions to be used for network access are as follows:

Definition	Description	Value to set
Wireless Type	Types of wireless networking technology that supports wireless networking	802.11 a/b/g/n Bandwidth up to 900Mbps per space Support for 2.4GHz and 5GHz frequencies
SSID	Wireless Network Name	IT-Coimbra / EDUROAM
Wireless Protection	Wireless Encryption System Type	WPA 2 (AES/CCMP, Dynamic)
Authentication (802.1X)	Method of authenticating a device / user to a protected network	EAP-PEAP + MSCHAPv2
Certificate Validation	Digital Certificate Verification and Validation System	Do not check / Disabled
Login	Login of the user who wants to connect to the network	Email address with the format @it.uc.pt (for example, user@it.uc.pt )
Password	Password of the user who wants to connect to the network	Password of the respective account

In case of difficulty, you can contact the Helpdesk service, through the [helpdesk@co.it.pt](mailto:helpdesk@co.it.pt) address.

# Equipment Housing

Housing & Colocation service is available at the DEEC / ISR / IT Common Datacenter. This service is the colocation of the server or other computer equipment with network access.

Since the server is provided by the client, it will also be configured, administered and maintained (hardware) by the same. This way, its owner can install the software he wants as well as configure it carefully.

The space dedicated to this service has redundant connections to the network core and UPS connection and is physically limited, so new orders need to be checked for availability.

## Benefits and Features

- Energy - UPS access, ensuring greater electrical safety and equipment stability
- Temperature Control - HVAC (Temperature and Humidity Control) system provides constant temperature and relative humidity control
- Network core connection - Direct network core connection for increased stability, superior access speed and low latency between applications and users
- Security - Limited Access Space Enables Greater Equipment Security

## Owner Responsibilities

- Installation
- Configuration
- Maintenance
- Operation
- Backups
- Software Updates
- Problem solving
- Licensing

## Anomalies and Problems



For security reasons, if anomalies are detected (viruses, malicious software, software malfunctions, etc.), security breaches (attacked accounts, etc.) or any other issues that have a potential impact on the remaining infrastructure, The equipment will be immediately disconnected from the network and delivered to the owner to correct the identified situations.

# Security

# Authentication and Account Password

IT has a centralized authentication system, that is, a unique identification system, which allows all its users to access the various informed services, using the same authentication credentials - the same username and password.

Given the degree of criticality of this keyword, which allows access to multiple computer services, were used according to the following rules:

- A keyword must have at least eight characters and three different variants (uppercase, lowercase, numbers and punctuation);
- The password must be renewed periodically by the user;

You can change your password at <https://password.co.it.pt>

# VPN

VPN

# OpenVPN

OpenVPN offers a flexible VPN solution to ensure the security of communications data, whether to guarantee privacy on the Internet or remote access by employees to the internal resources of organizations.

# VPN installation manual on windows

## OpenVPN Installation, Configuration and Run Guide on Windows

### Introduction:

This document will present, step by step, the installation, configuration and execution of OpenVPN on the Windows operating system.

#### Preparation:

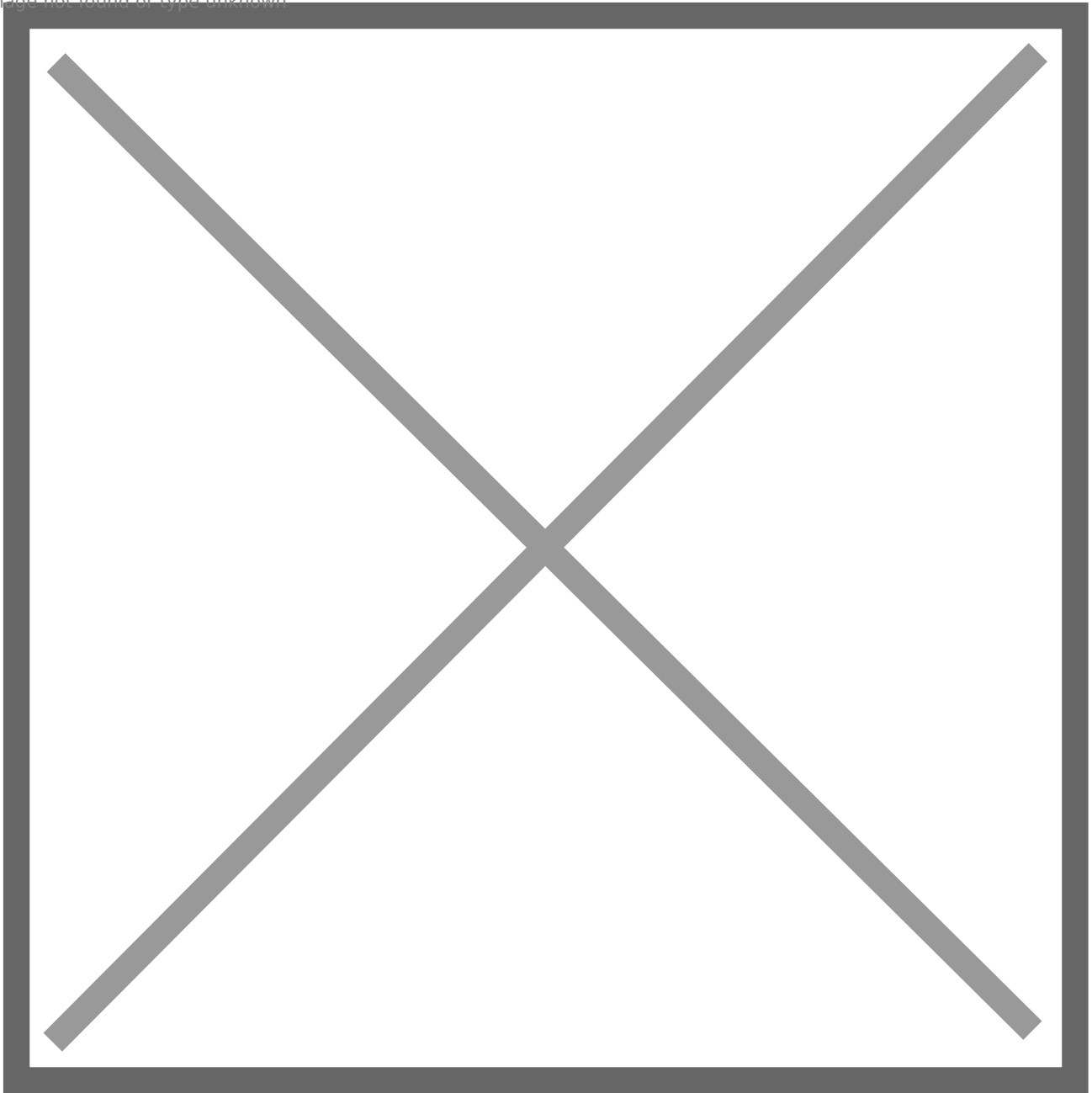
Before starting the installation and configuration of OpenVPN on your computer, you should check the following point:

- Have an account for the configuration of OpenVPN, which is requested from the Management Office of the Computer Network.

### Installation:

To download OpenVPN just go [here](#), and below you will find the respective download.

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Then, perform the respective installation.

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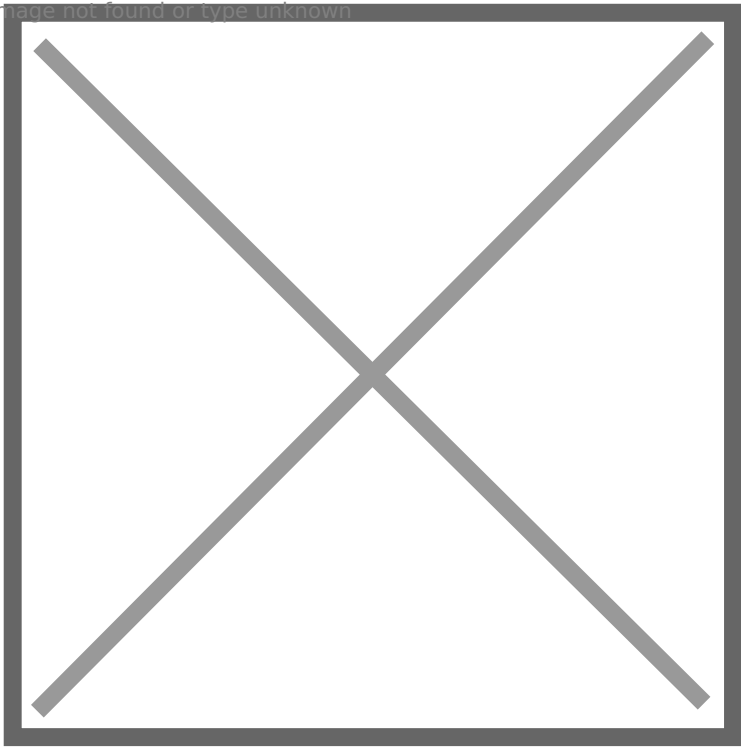


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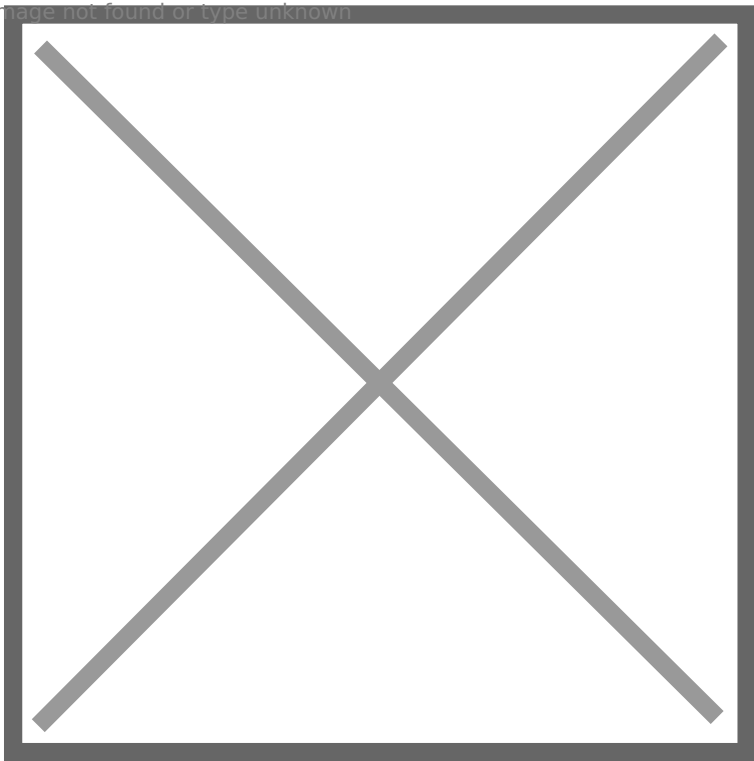




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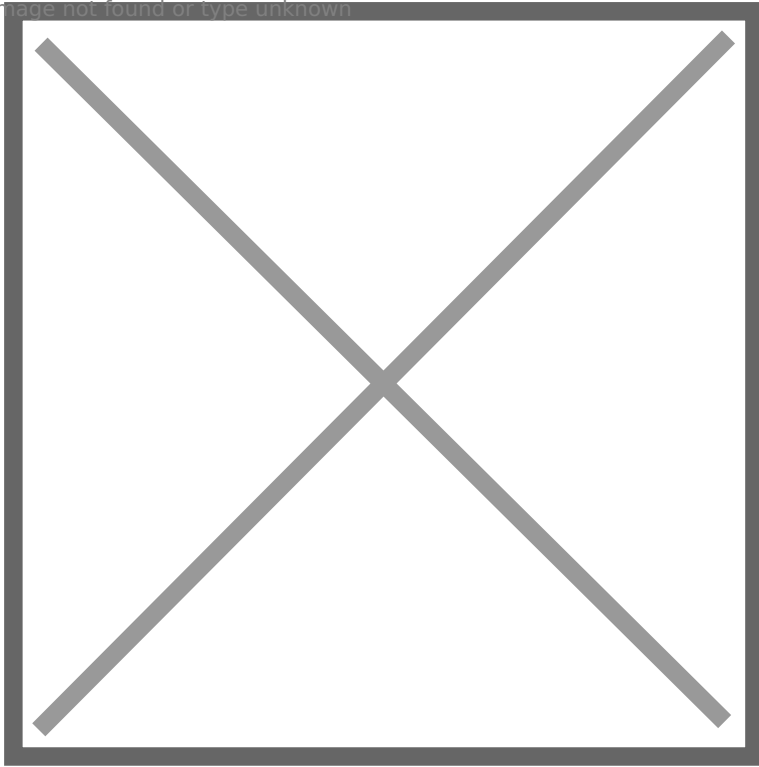
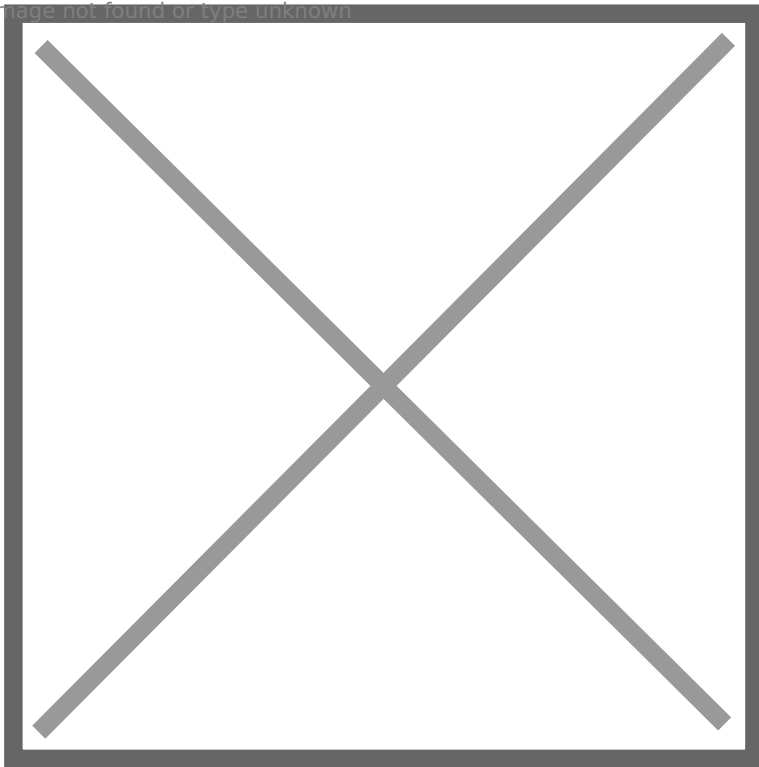


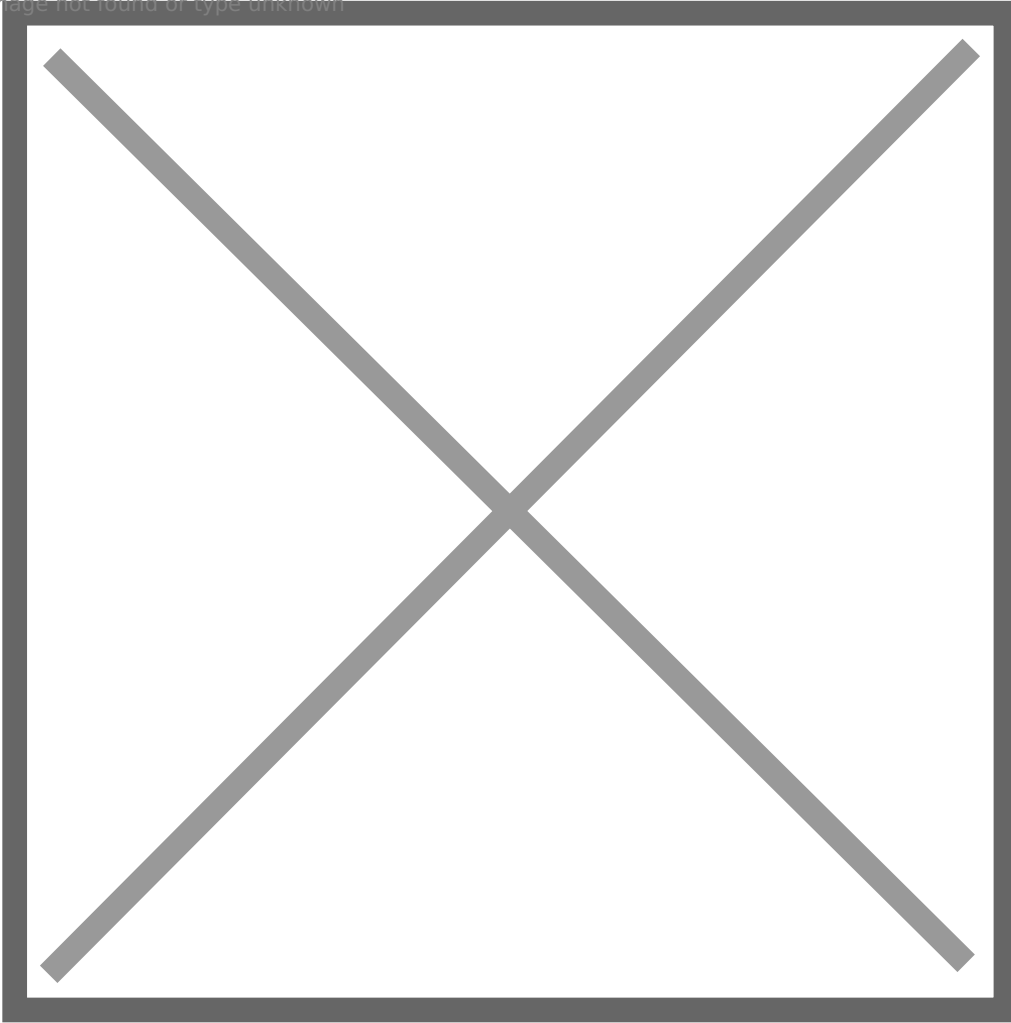
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## Configuration:

For your configuration, you should download [IT.ovpn](#) e movê-lo a “**C:\Program Files\OpenVPN\config**”.

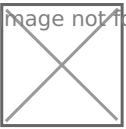
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## Execution

To finish, you will have to start the program “OpenVPN GUI” which, with its execution, will show an icon of a monitor with a lock on your task bar.

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With the right side of the mouse over the icon, click on Connect and enter the credentials obtained by GRI.

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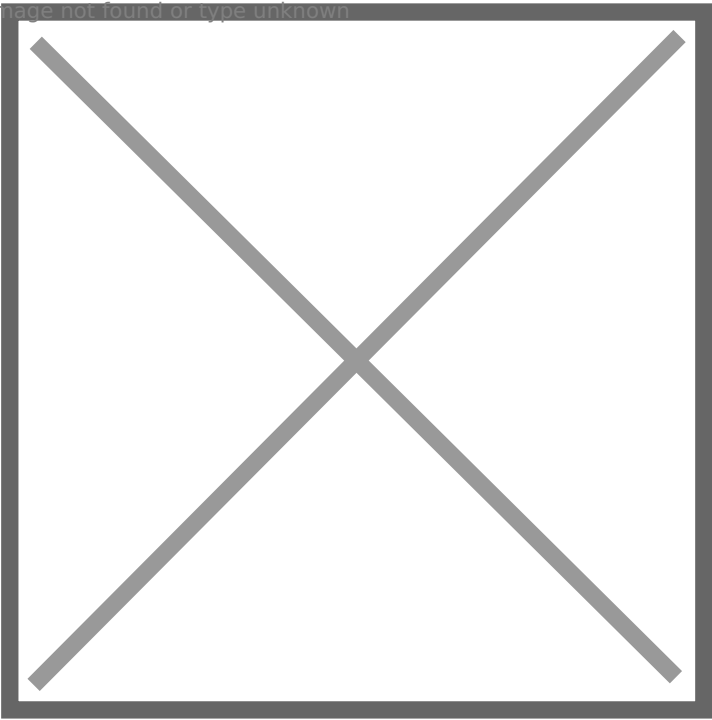
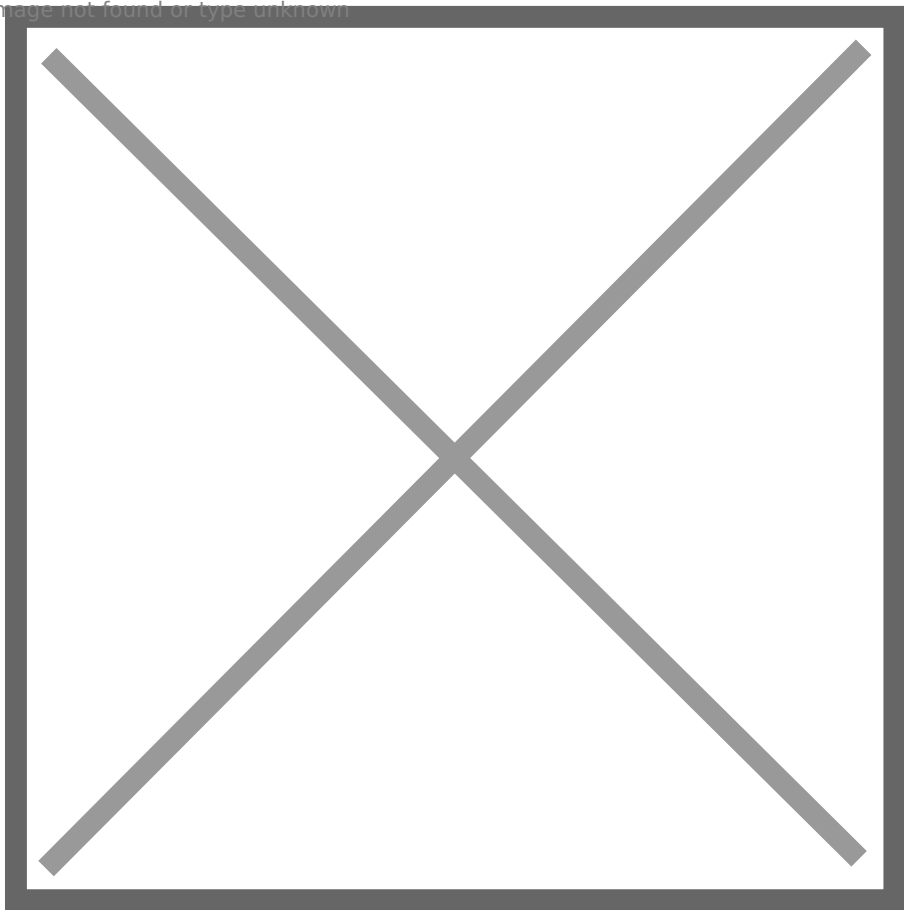


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# VPN installation manual on Ubuntu

## OpenVPN Installation, Configuration and Execution Manual on Ubuntu 18.04.2 LTS

### Introduction:

This document will present, step by step, the installation, configuration and execution of OpenVPN on the Ubuntu operating system.

#### Preparation:

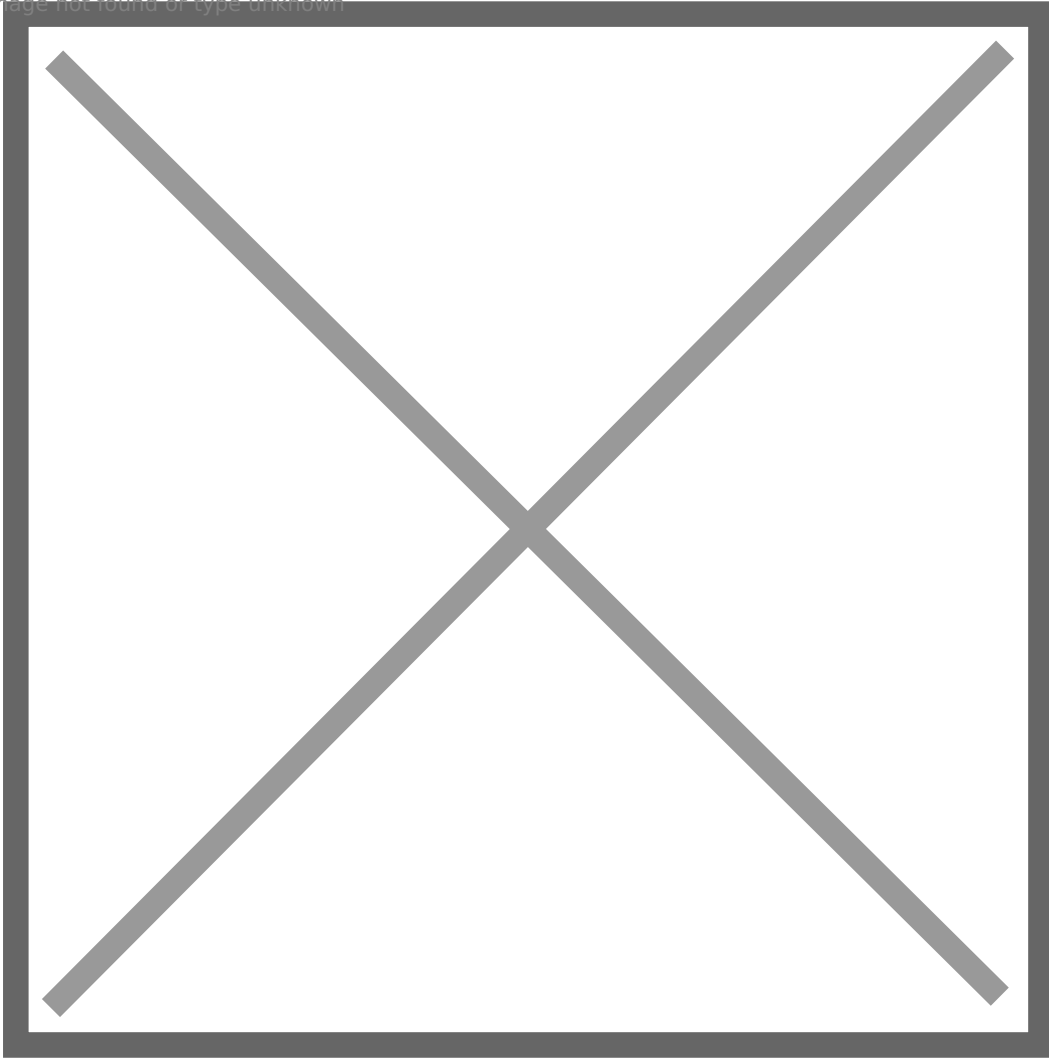
Before starting the installation and configuration of OpenVPN on your computer, you should check the following point:

Have an account for the configuration of OpenVPN, which is requested from the Management Office of the Computer Network.

### Installation:

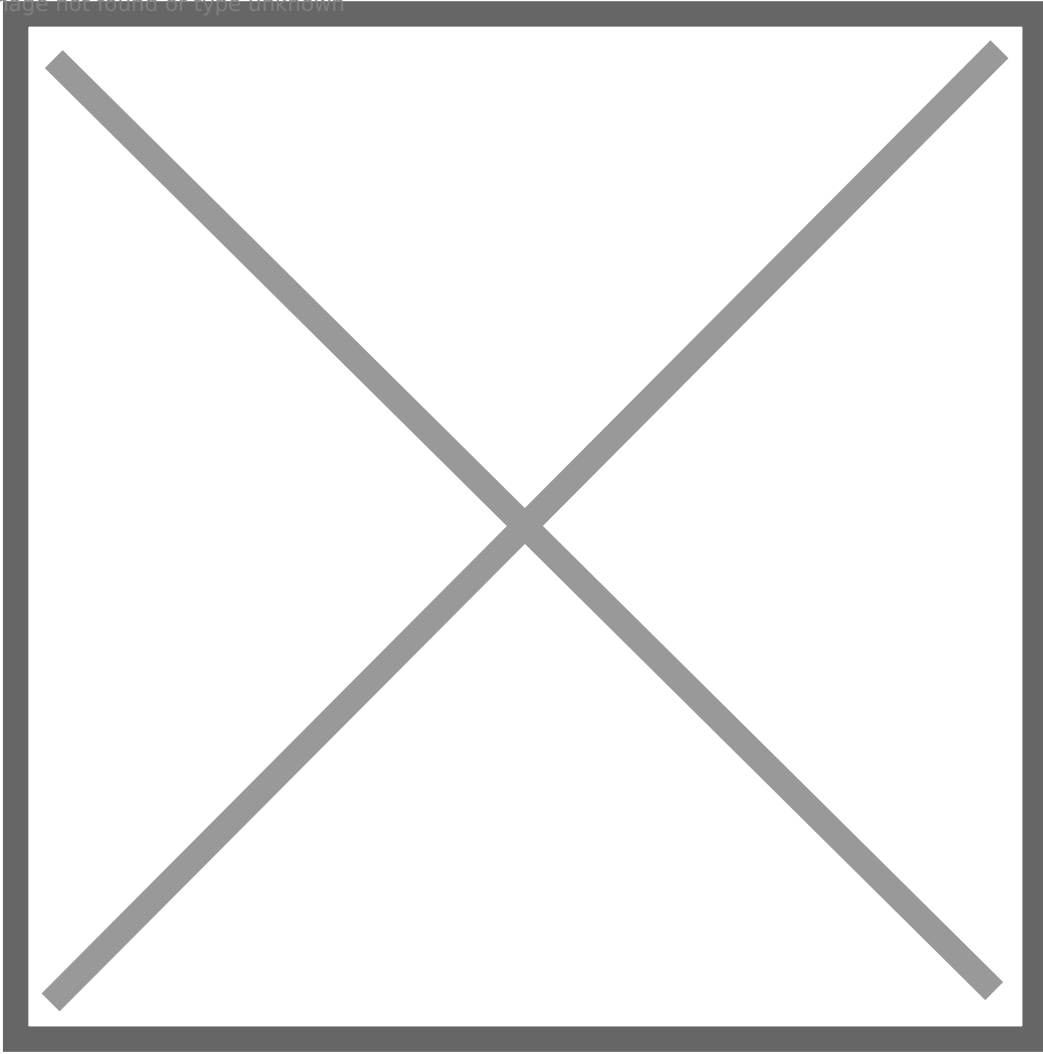
To use *OpenVPN* just run the following command “**\$ sudo apt-get install network-manager-openvpn-gnome**”.

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When the installation is complete, restart the network-manager service.

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## Configuration:

For your configuration, you must download [IT.ovpn](https://openvpn.net/). Use the mouse to go to the network manager icon to go to “**Edit Connections ...**”, then “**Add a new connection**” and create a connection with “**Import a saved VPN configuration...**”.

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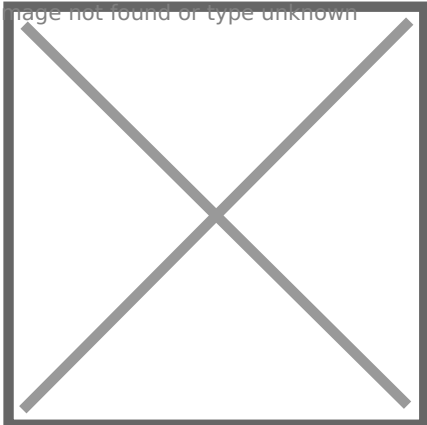


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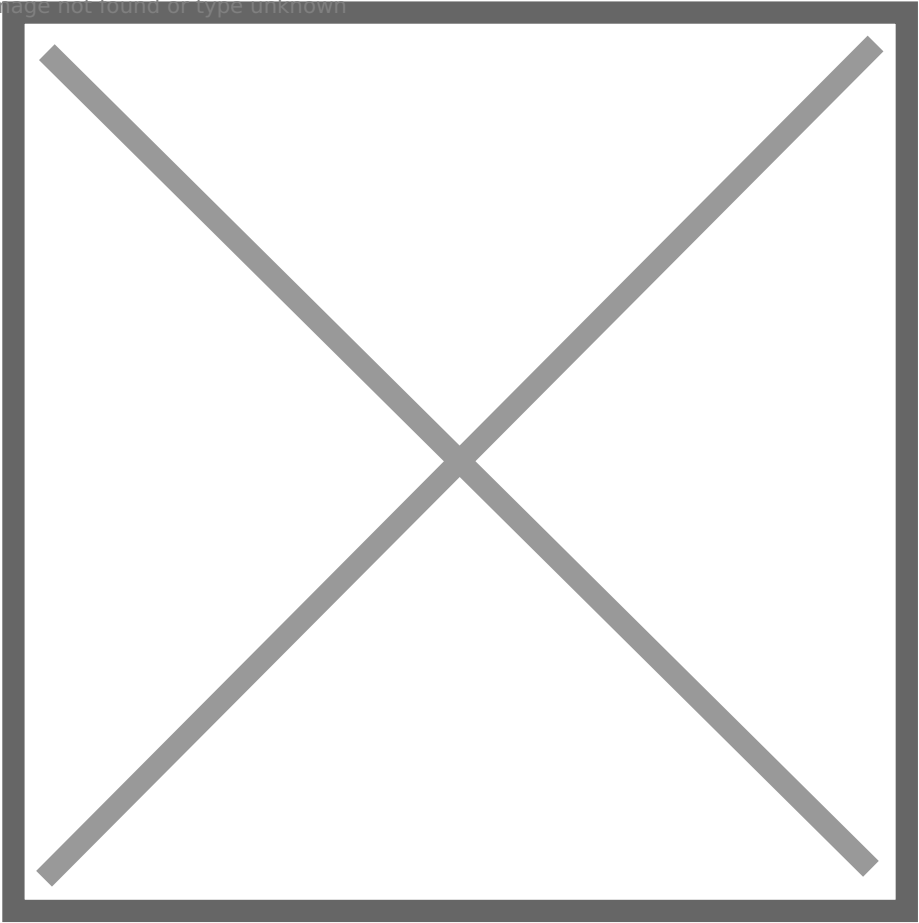


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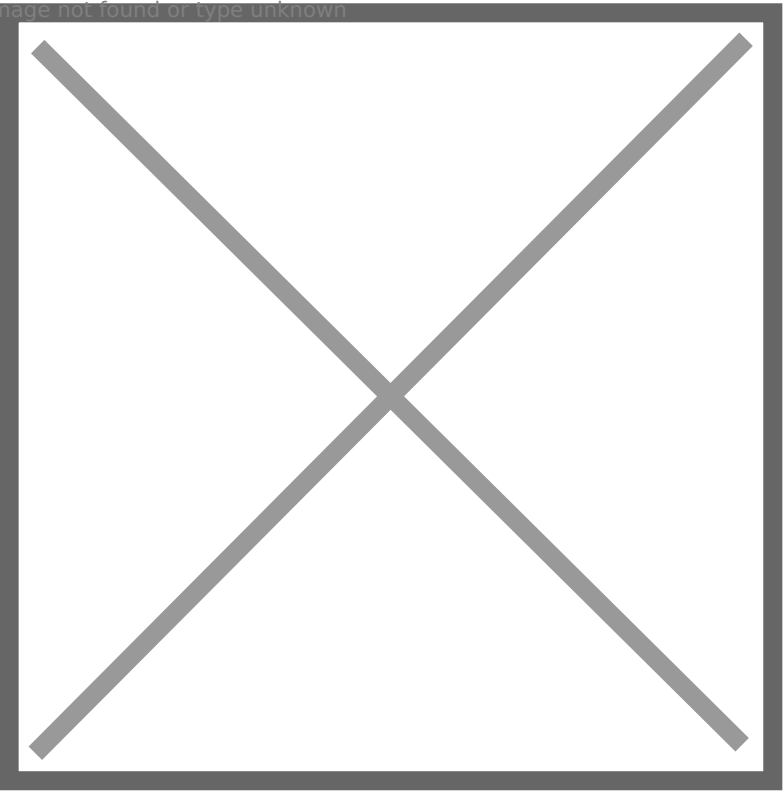


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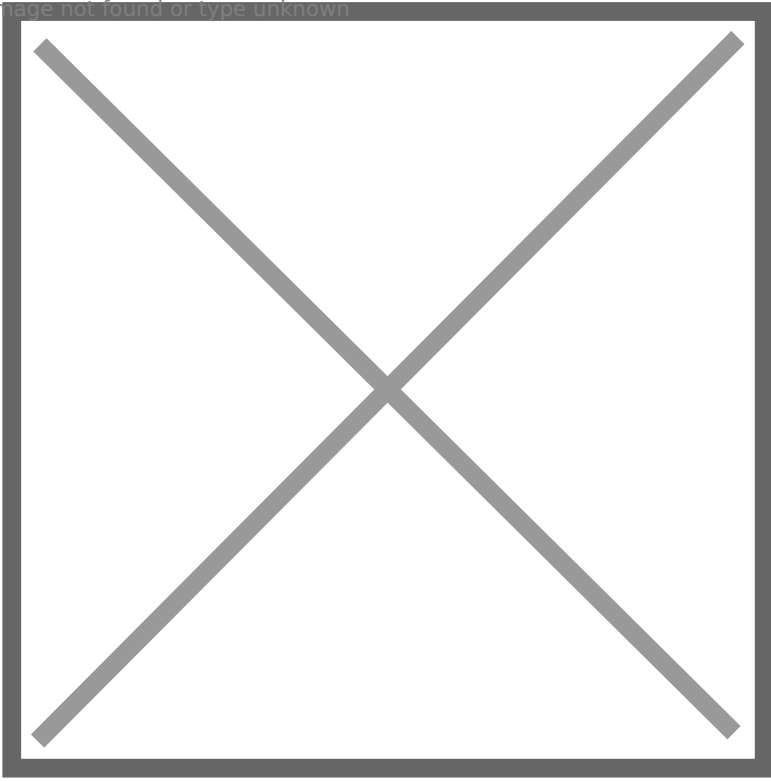
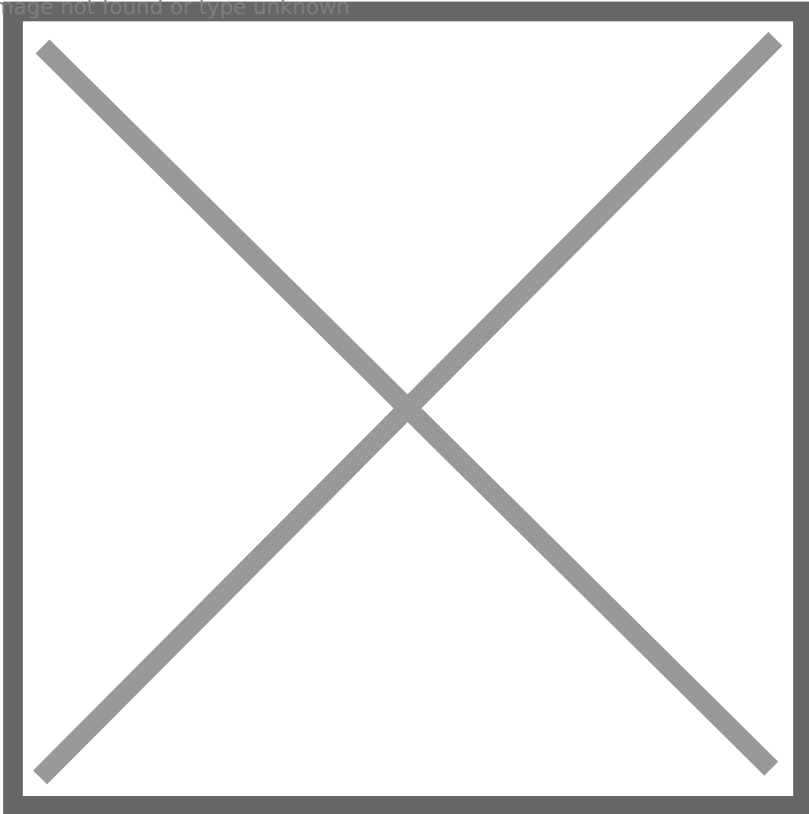


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Then select the IT.ovpn file and enter the IT credentials. If you want, you can change the Connection name to an easier name to identify the IT VPN.



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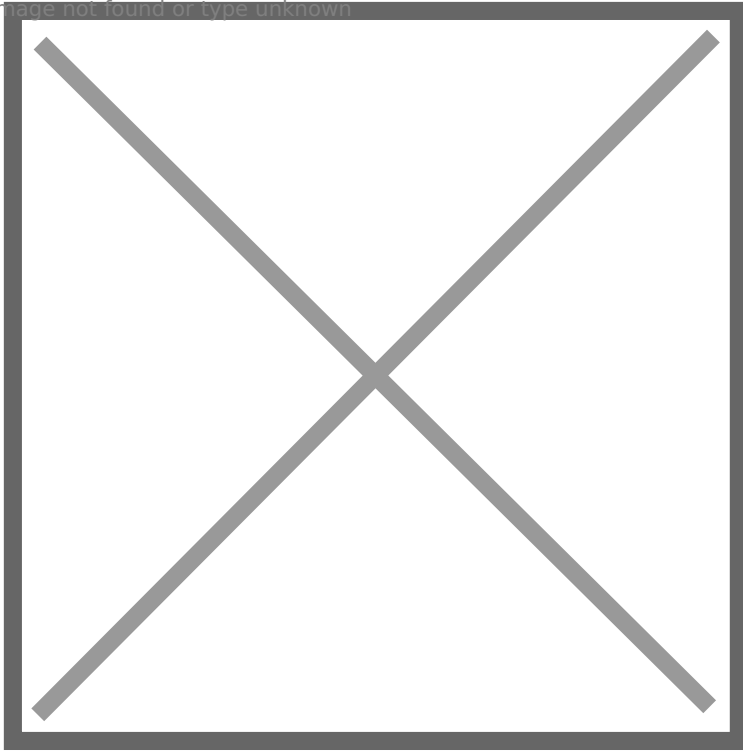
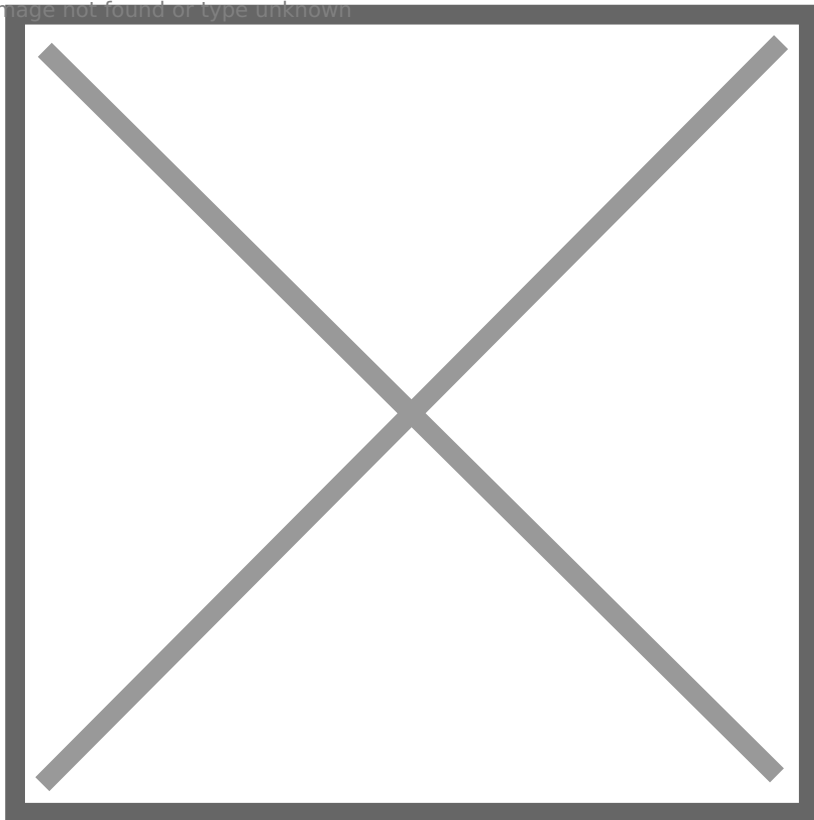


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### **Execution:**

Finally select the network manager icon, go to VPN Connections and select the created VPN.

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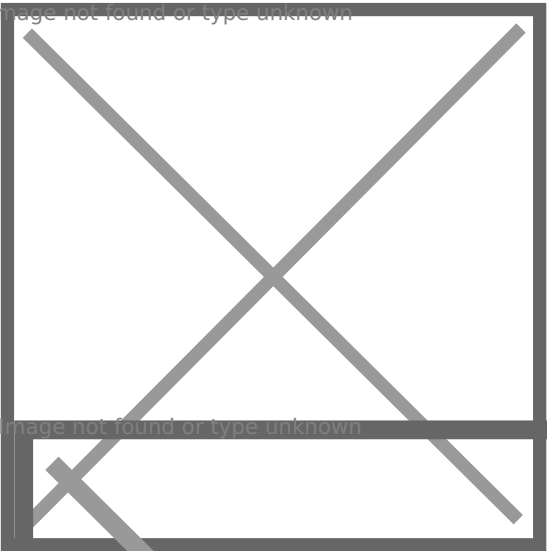
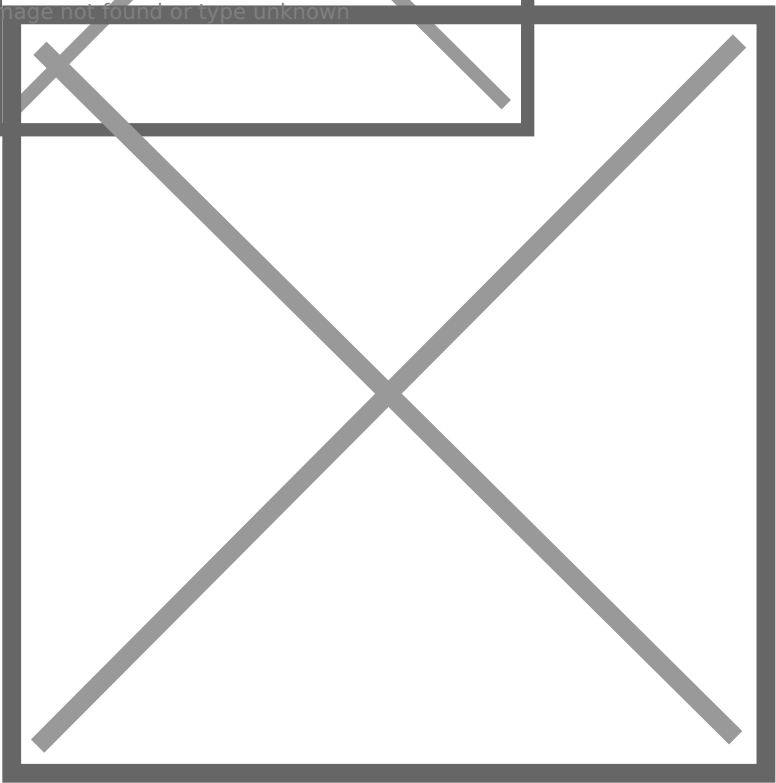


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# VPN installation manual on Android

OpenVPN Installation, Configuration and Execution Manual on Android

## Introduction:

This document will present, step by step, the installation, configuration and execution of OpenVPN on Android operating systems.

## Preparation:

Before starting the installation and configuration of OpenVPN on your SmartPhone, you should check the following point:

- Have an account for the configuration of OpenVPN, which is requested from the Management Office of the Computer Network

## Installation:

To download OpenVPN just go to the Google Store and download the following application “[OpenVPN Connect – Fast & Saf SSL VPN Client](#)”.

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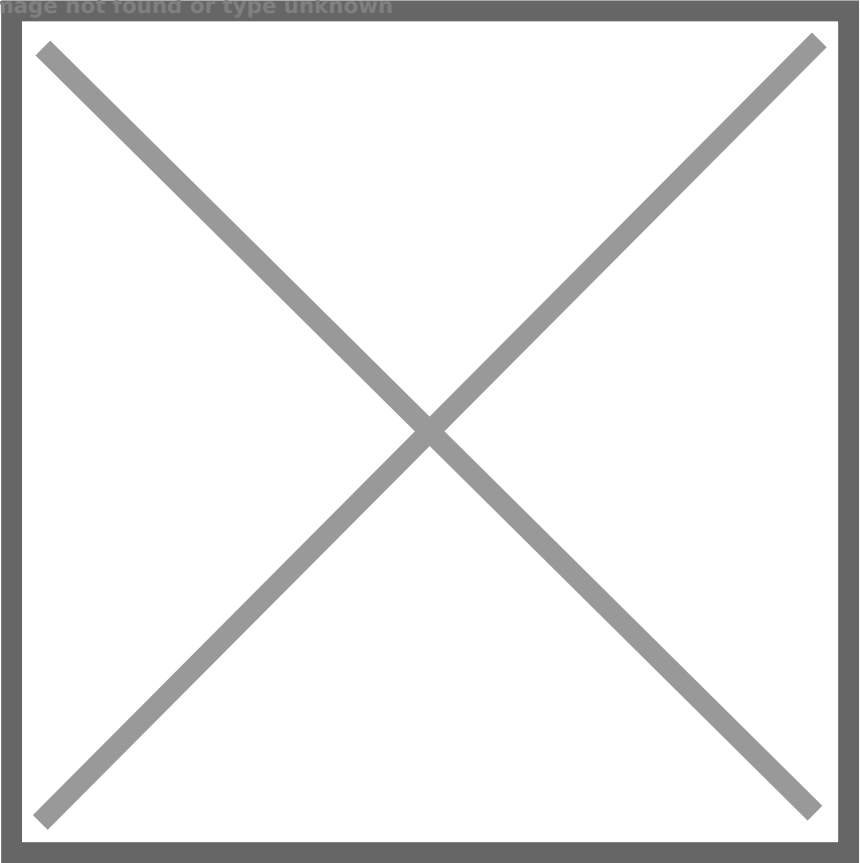
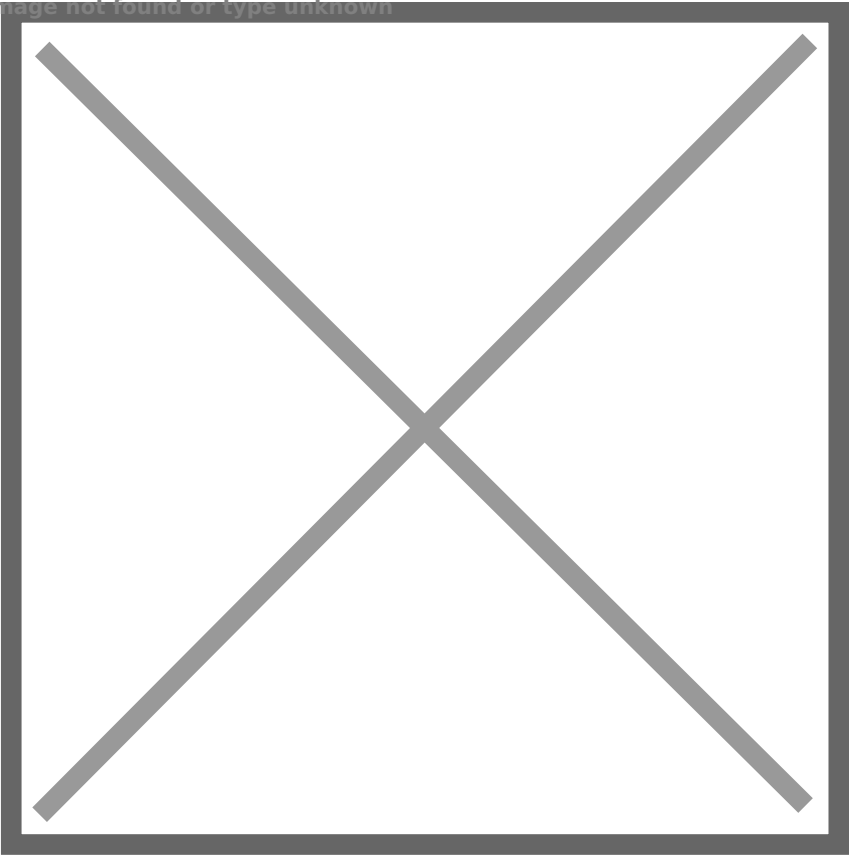


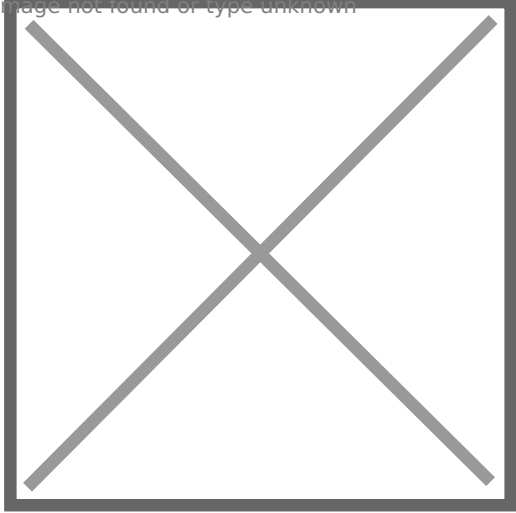
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# Configuration and Execution:

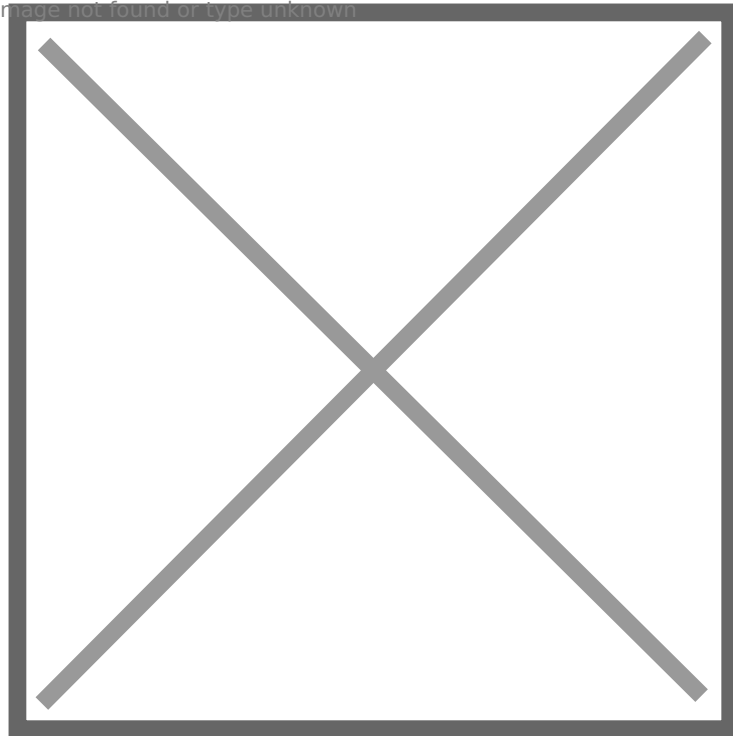
For your configuration, you must download the [IT.ovpn](#) file. Then go to “OVPN Profile”.

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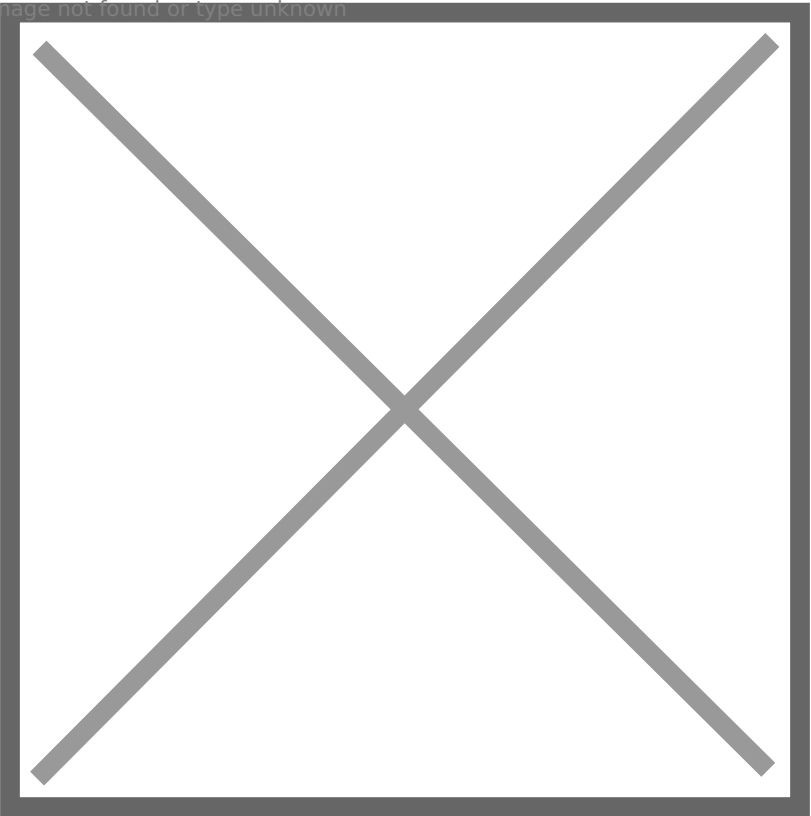
Go to the file directory, select it and do "Import".

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To finish, you will have to insert the credentials obtained by the Management Office of the Computer Network and make "ADD".

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# VPN installation manual on iOS

## OpenVPN Installation, Configuration and Execution Manual on iOS

### **Introduction:**

This document will present, step by step, the installation, configuration and execution of OpenVPN on the iOS operating system.

### **Preparation:**

Before starting the installation and configuration of OpenVPN on your iPhone, you should check the following point:

- Have an account for configuring the VPN, which is requested at the Computer Network Management office.

### **Installation:**

To download OpenVPN just go to the AppStore and download the following application “[OpenVPN Connect](#)”.

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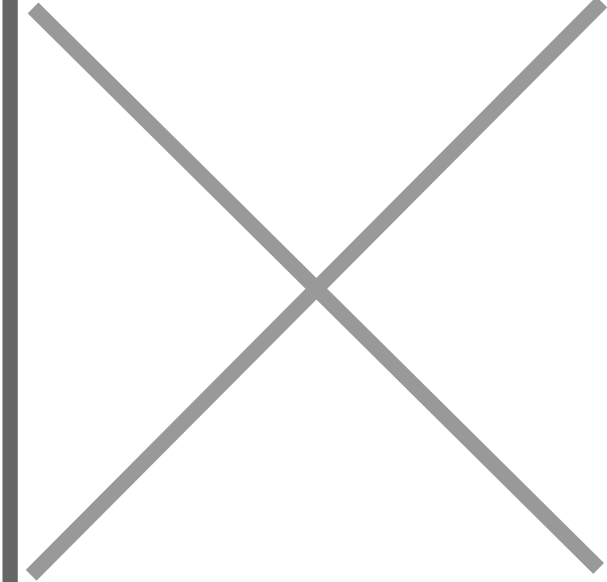


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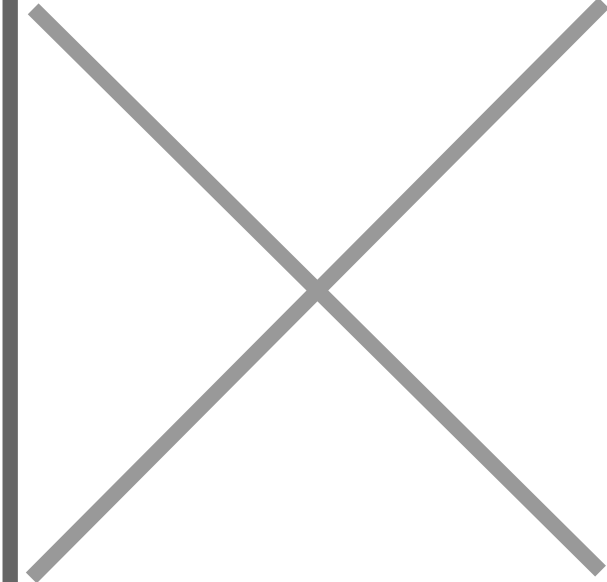
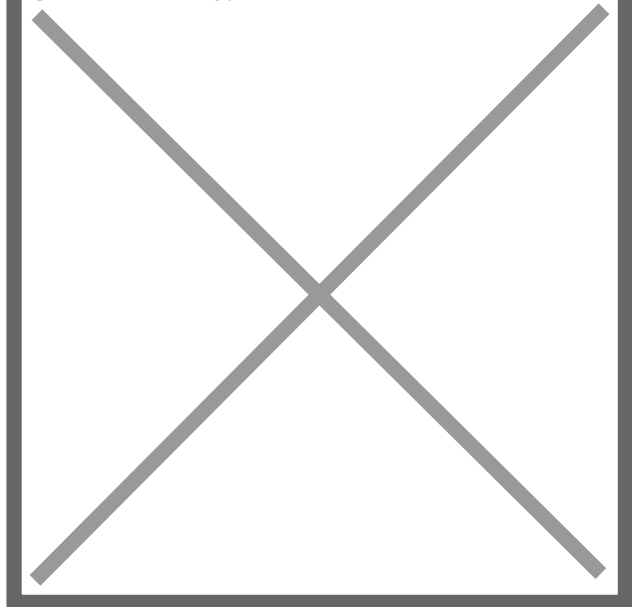




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**Configuration:**

For your configuration, you must download the [IT.ovpn](#). Then, open the application, select the “OVPN Profile” option and accept the policies.

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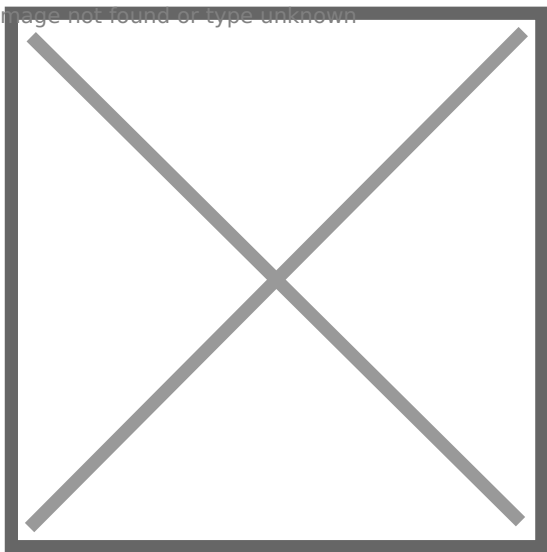
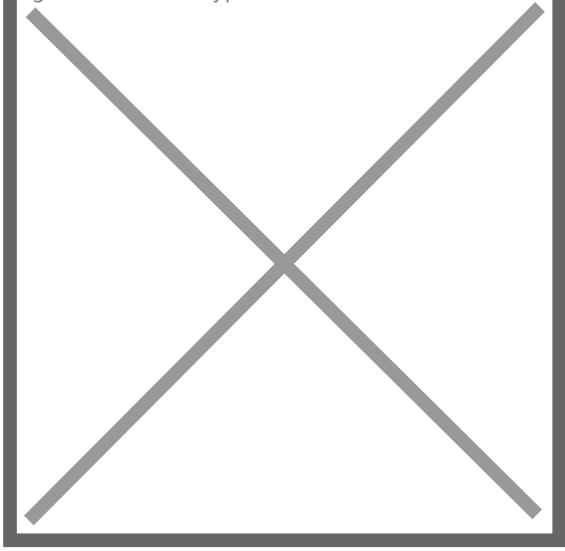
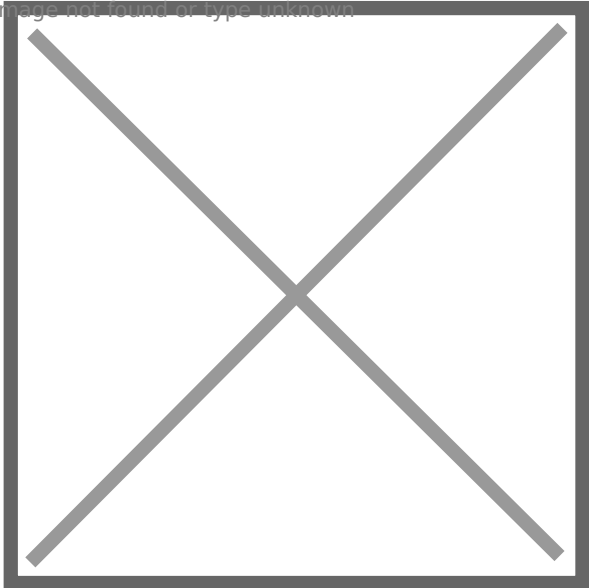


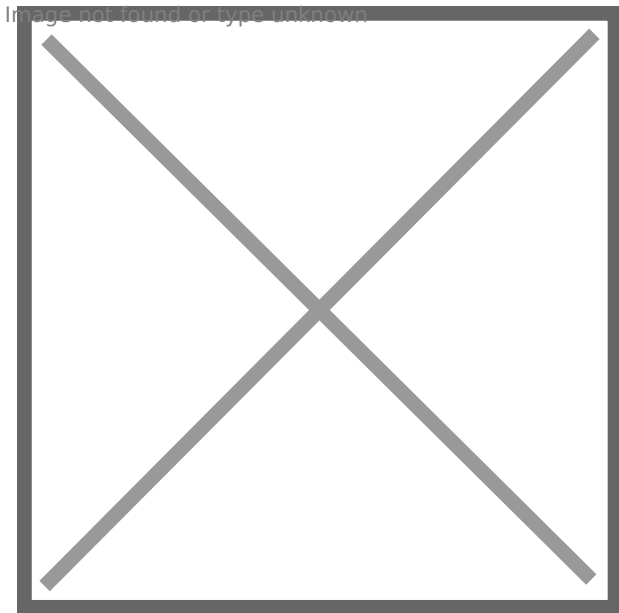
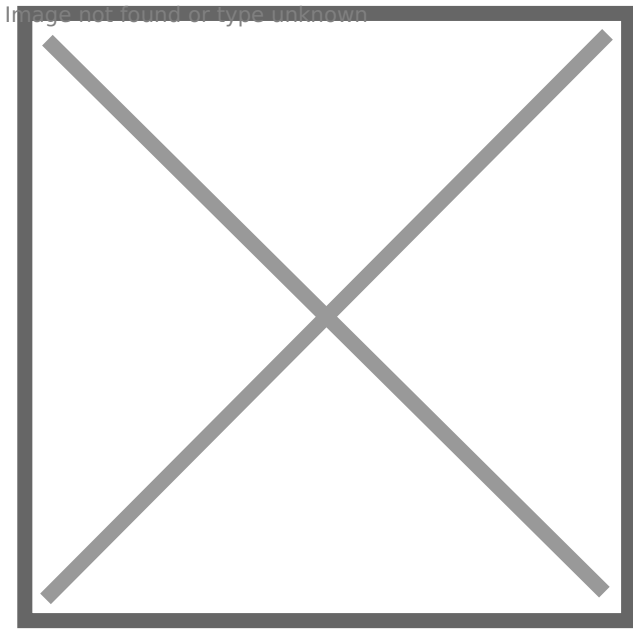
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To add the ovpn file, just open the Files application, go to the downloaded file's directory and open it with OpenVPN.

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**Execution:**

Finally, select “ADD” and enter the credentials and select “ADD” again. If you want, you can change the Title to an easier name to identify to the IT VPN.

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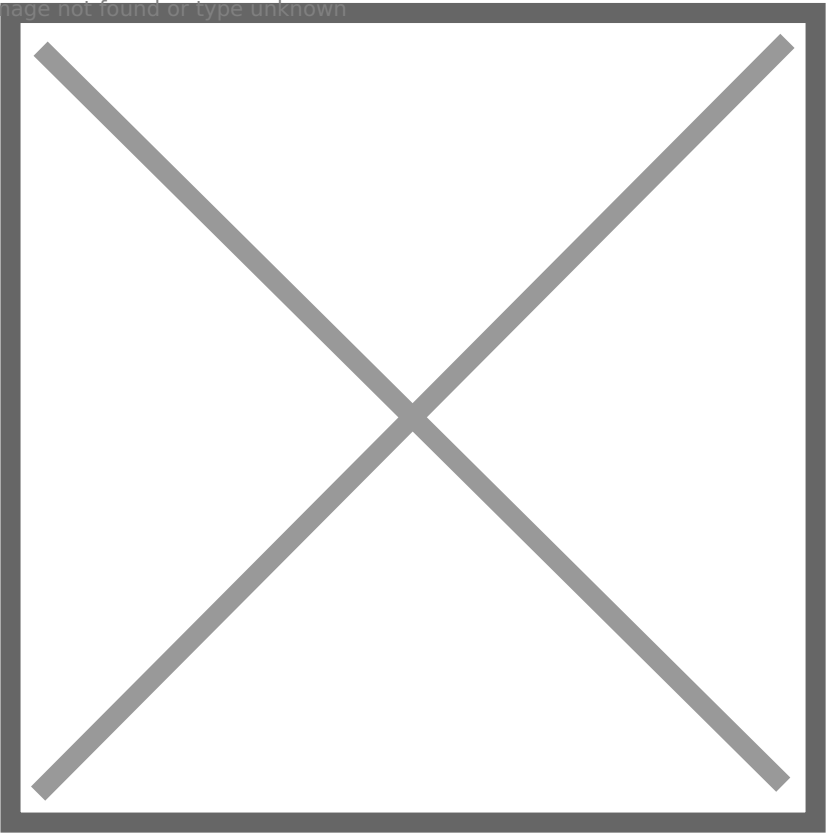
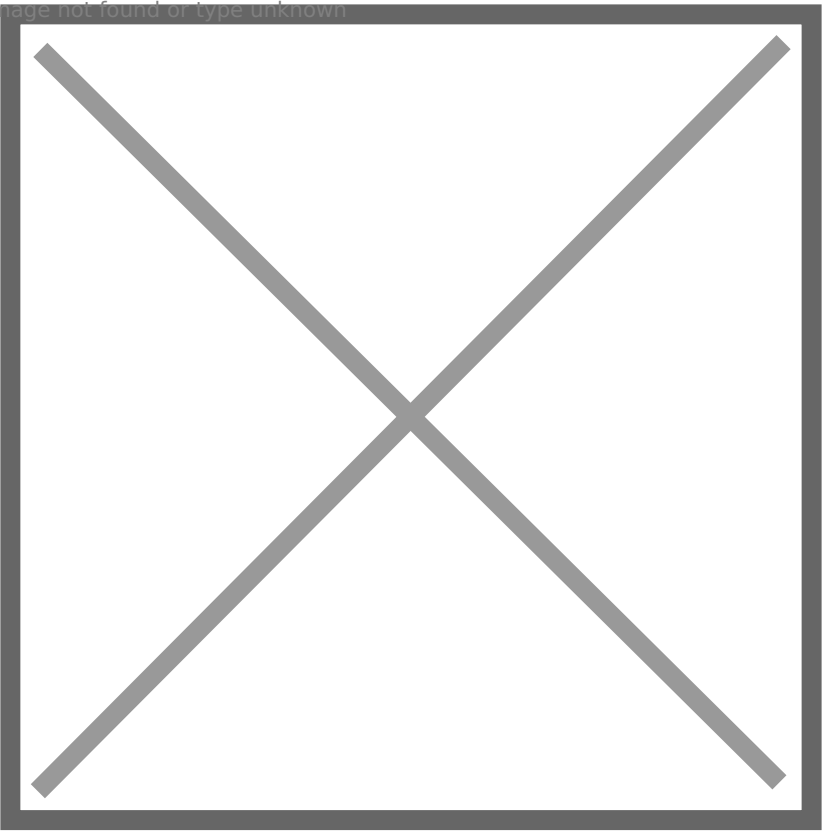


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VPN

# VPN installation and configuration on mac

- [IT.ovpn](#)