HOLTEK WEB APP SSO Operation Manual

I. What is passwordless authentication ?

Passwordless authentication is a method of logging into an account without entering a password. It typically employs alternatives such as biometric identification, a one-time verification code or an entity key to verify identity. This approach minimises the risk associated with passwords, thereby improving security and convenience.

Please note that Windows Hello passwordless verification is only compatible with Windows operating systems. It cannot be used with other operating systems.

II. What is Windows Hello ?

- Windows Hello offers a more personalised and secure way to log in to your Windows device. Rather than using a password, you can log in using face recognition, fingerprint scanning or a PIN.

- To use Windows Hello, you must be logged in with a Microsoft Personal or Enterprise account.

1. Required conditions for Windows Hello

- Fingerprint Identifier : Your device must have a compatible fingerprint scanner.

- Face Recognition : In order to use this feature, your device requires an infrared (IR) camera.

- Windows PIN : No device is required, this feature is only available on Windows 10 and 11 operating systems.

2. How to create a Windows Hello PIN

- The Windows Hello PIN is an important security feature that protects your personal data and devices from unauthorised access. Creating a strong, unique PIN can significantly reduce the risk of it being cracked.

- In Windows System, you can create PINs for different user accounts. Each account can create and set its own PIN for logging in.

- Avoid using information that can easily be guessed: Do not use your birthday, phone number, home address or common passwords, as this information is easy for others to obtain or infer.

- Use a combination of numbers, letters and special symbols : To increase the complexity and security of a PIN, try to include numbers, letters and special symbols.

- Potential security threats can be dealt with quickly and effectively by regularly changing your PIN. This is an important step in ensuring your security.

III. Things to note when creating a passwordless key

- A passwordless key can be used with any operating system.

- To create a passwordless key, please prepare one of the following devices:：

  I. A laptop or desktop computer running Windows 10, macOS Ventura or Chrome OS 109 or above.

  II. Mobile phones must be equipped with iOS 16 or Android 9 or a later version.

  III. These are entity security keys that support the FIDO2 communication agreement.

- To create a passwordless key, the computer or mobile device must have one of the following supported browsers installed：

  I. Chrome version 109 or higher.

  II. Safari version 16 or higher.

  III. Edge version 109 or higher.

  IV. Firefox version 122 or higher.

- In order to create and use a password key, you must have one of the following functions or devices enabled：

  I. Screen lock for mobile phones (face, fingerprint, graphics or numbers).

  II. Mobile Bluetooth enabled

  III. All computers (including desktops, laptops and tablets) must have a Bluetooth device or receiver.

IV. Passwordless login method

TIS currently provides two passwordless login authentication methods :

1. Passwordless Authentication : Use Windows Hello (PIN) or a mobile device (including tablets).

2. OTP (One-time password) Authentication : Scan the QR code using the Authenticator app.

V. Register web page without password authentication

- You can find the password- less authentication block on the KMWWW webpage. Click the 'Register password- less authentication' link.

Figure 1

- When you access the passwordless authentication registration webpage, you will be asked to enter the account number and email address that you registered with HOLTEK. Select the registration type (Passwordless Authentication or OTP Authentication (one-time password authentication)) and then enter the verification code to complete the registration process. Once registration is successful, a confirmation email will be sent to your inbox. Click the 'Update Account Link' to start the passwordless setup process. The method of registering without a password will be explained in detail later.
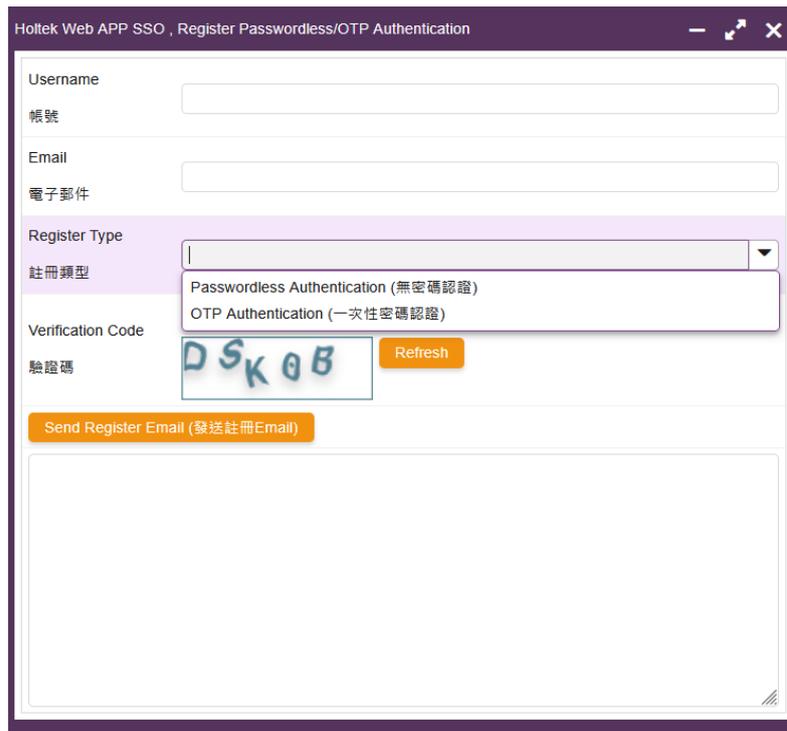
Figure 2

VI. How to set up a Windows Hello PIN for logging in

Firstly, users must ensure that the Microsoft Authenticator app is installed and connected to their personal Microsoft account. If it is not, you must confirm that your Microsoft account has a registered mobile phone number that can be used for SMS authentication.

You can set up Microsoft Account Management from the Microsoft Edge browser settings menu. Select Profiles > Manage account settings.
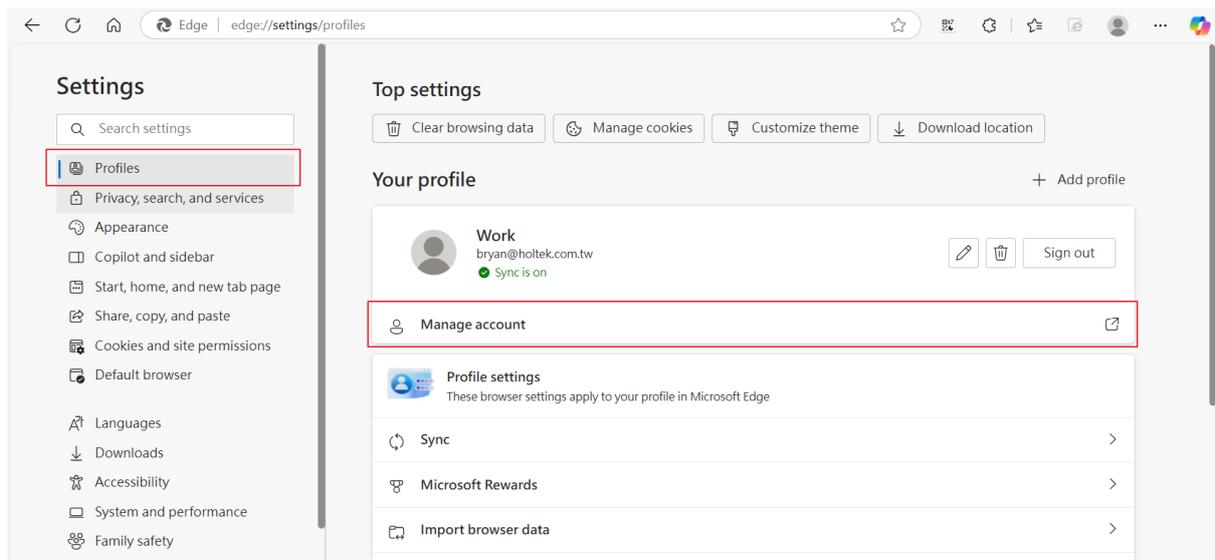
Figure 3

1. How to set a PIN in Windows 10

- To set a PIN in Windows 10, go to Settings > Accounts > Sign-in options, set your Windows Hello PIN, then press Add Button.
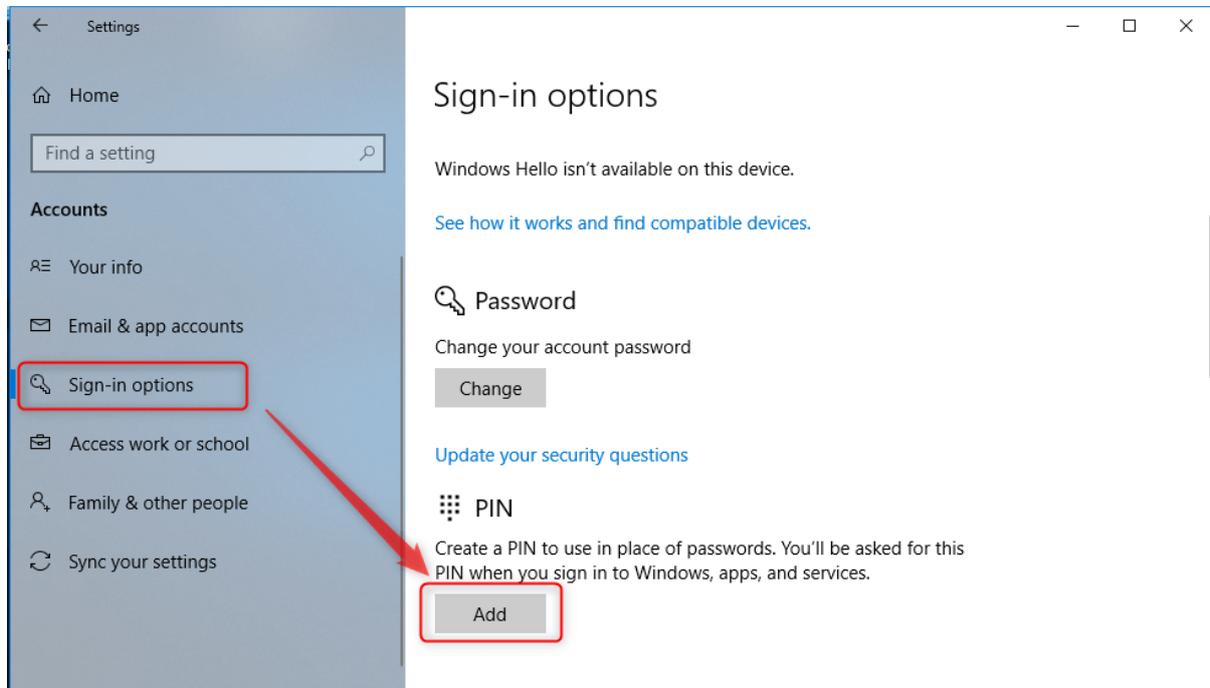
Figure 4

- Enter the PIN and click "OK" to process the settings. (Here, we recommend you to set a password combines with 4 numbers.)
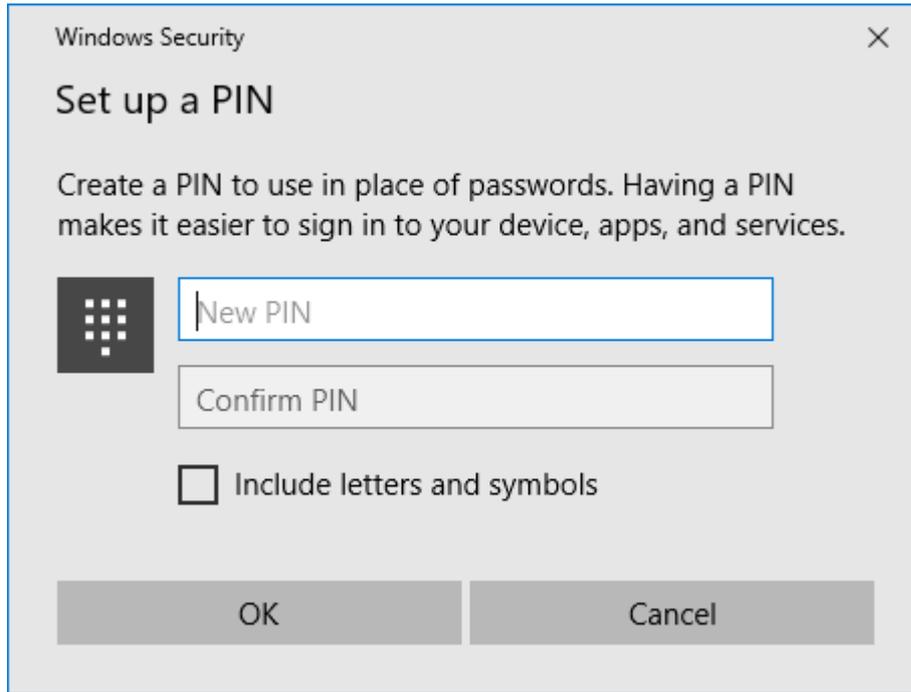
Figure 5

2. How to set a PIN in Windows 11

- Open the Settings app by pressing Windows+I on your keyboard, or by searching for "Settings" in the Start menu.
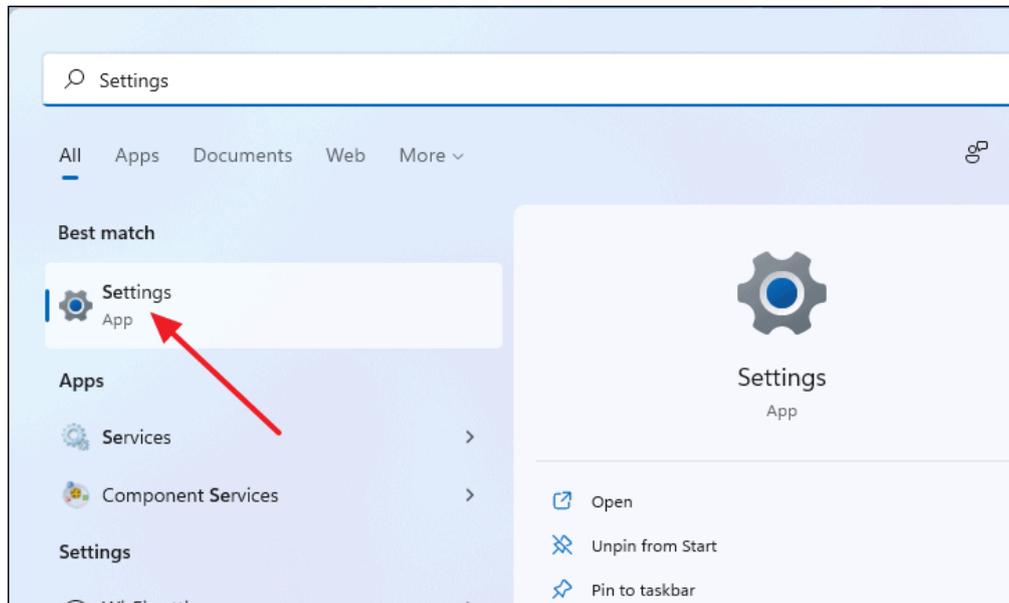
Figure 6

- In the Settings window, select Accounts from the left-hand menu.

- Click on Sign-in options on the right side.
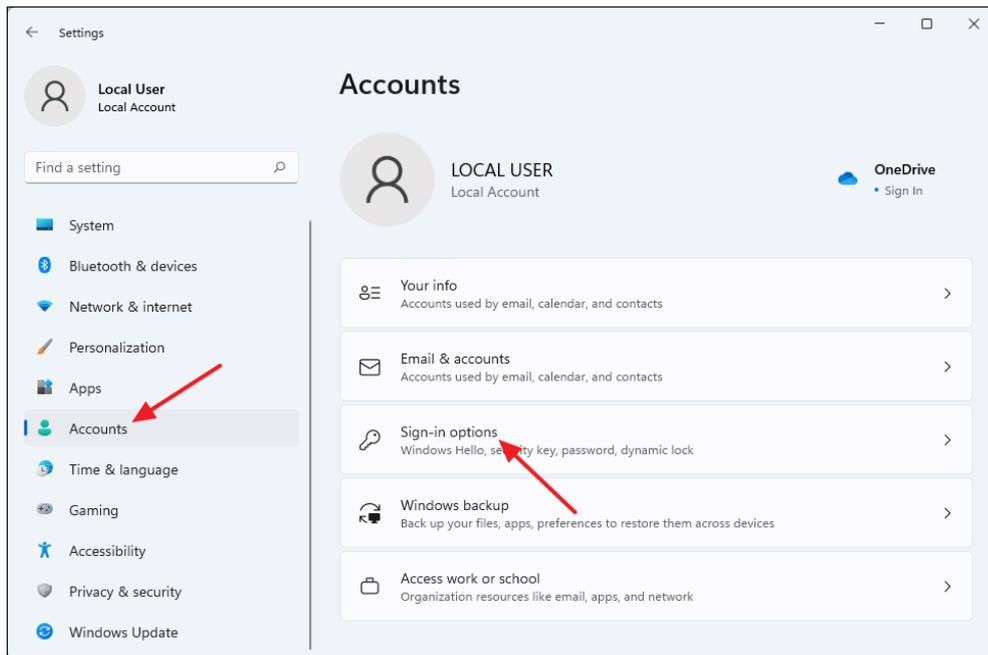
Figure 7

● Under the Ways to sign in section, find PIN (Windows Hello) and click on Set up.
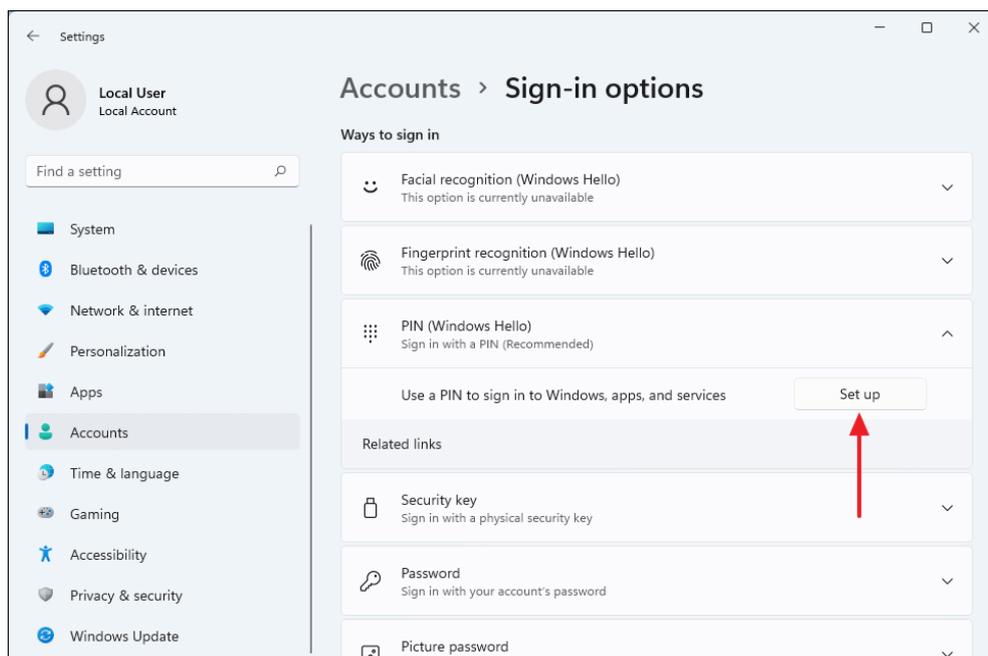
Figure 8

● A Windows Security window will prompt you to verify your identity. Enter your Microsoft account password and click OK.
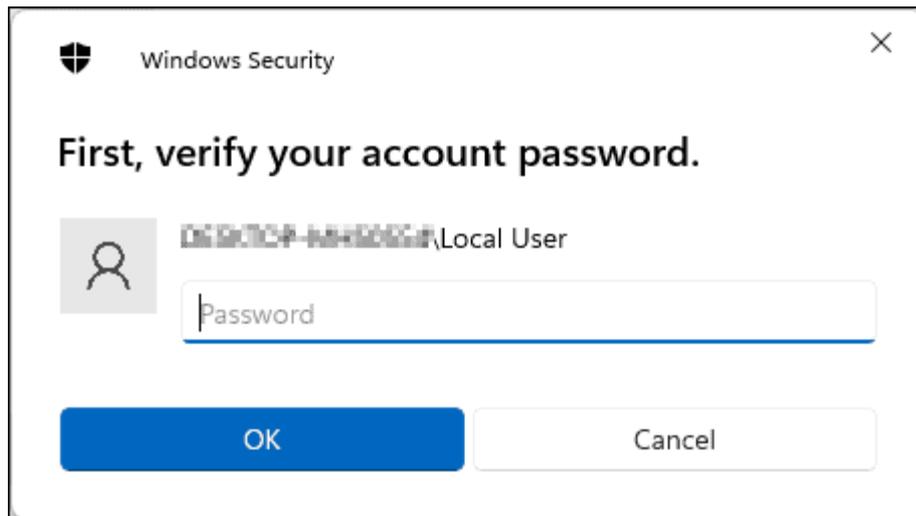
Figure 9

- In the Set up a PIN window, enter your desired PIN in the New PIN and Confirm PIN fields.

- If you want to include letters and symbols in your PIN, check the box next to Include letters and symbols.

- Click OK to finish setting up your PIN.
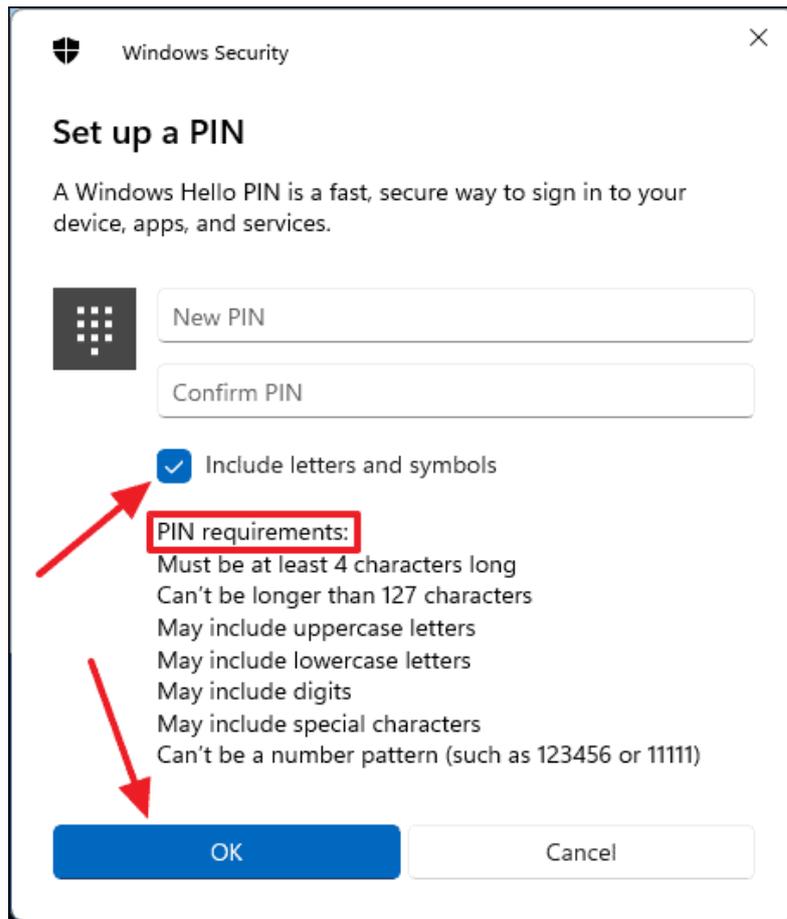
Figure 10

- Once completed, your PIN is set up, and you'll see new options under the PIN (Windows Hello) section indicating that your PIN is active.
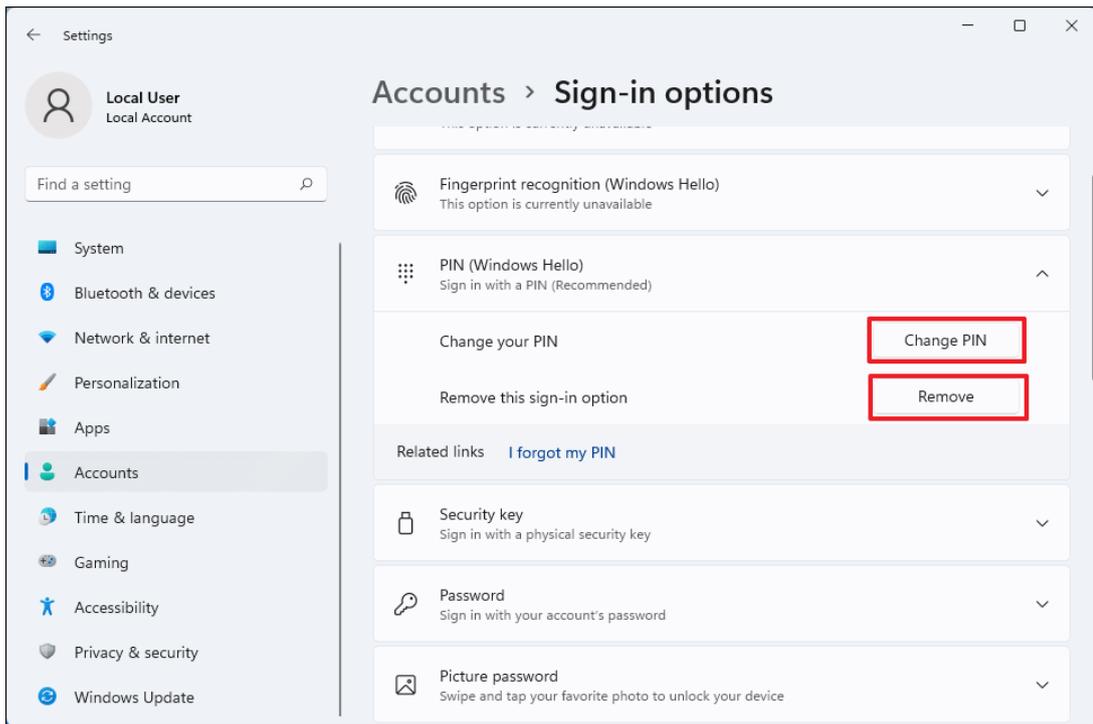
Figure 11

3. Holtek employees set PIN code on Windows computers

Currently, the Holtek employee Windows PIN setting has been bound to the corporate Microsoft account, please refer to M365 MFA 和無密碼驗證公告附件、M365 MFA 設定教學影片。

Figure 12

VII. How to register for passwordless authentication (unpassword authentication).

- First, please go to the webpage https://kmwww.holtek.com.tw/ to find the passwordless authentication block. Then, click the 'Register passwordless authentication' link. (Figure 13)

Figure 13

- When you access the registration webpage without password authentication (Figure 14), you will be prompted to enter the Holtec account name and email address that you registered with HOLTEK. Select the '**Passwordless Authentication**' registration type, then enter the verification code to complete the registration process. Once registration is successful, a confirmation email will be sent to your mailbox.

Figure 14

- When you select '**Passwordless Authentication**', the email content received is shown in the figure below (Figure 15). Click ' **Link to account update**', open your browser and set up Passwordless authentication. You can then refer to the next two chapters, '**Registering PIN Process**' and '**Registering Passwordless Using Mobile Devices**', to find out how to register for Passwordless authentication.
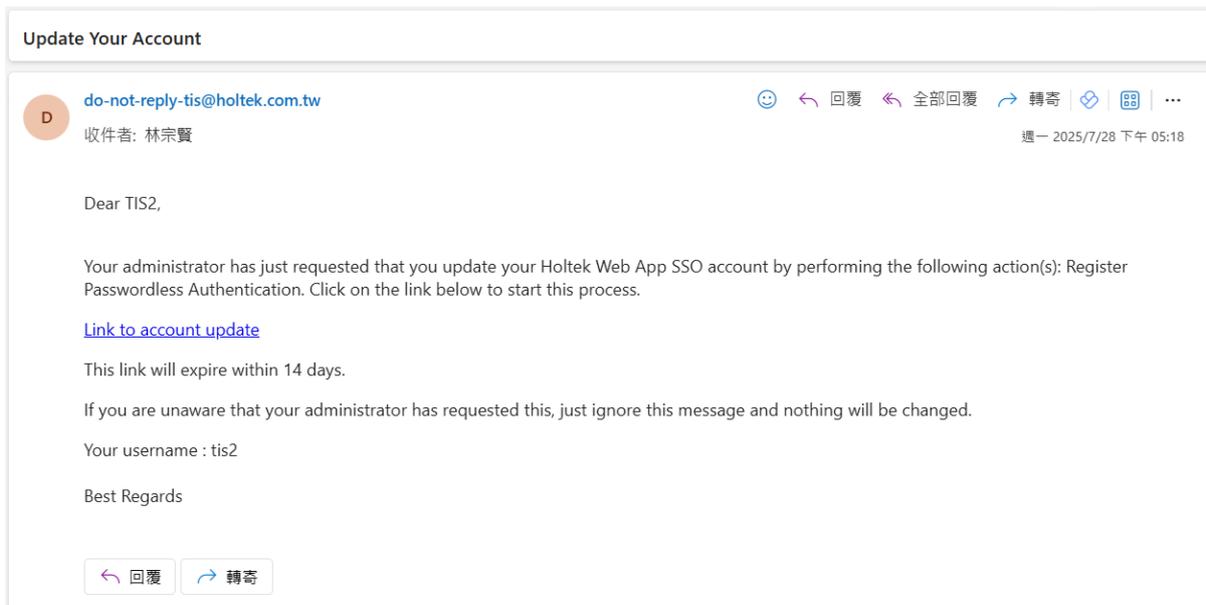
Update Your Account

do-not-reply-tis@holtek.com.tw
收件者: 林宗賢

☺ ← 回覆 ← 全部回覆 → 轉寄 ⊘ | ⊞ | ⋯
週一 2025/7/28 下午 05:18

Dear TIS2,

Your administrator has just requested that you update your Holtek Web App SSO account by performing the following action(s): Register Passwordless Authentication. Click on the link below to start this process.

Link to account update

This link will expire within 14 days.

If you are unaware that your administrator has requested this, just ignore this message and nothing will be changed.

Your username : tis2

Best Regards

← 回覆   → 轉寄

Figure 15

1. Register PIN process

- This PIN registration process is only compatible with Windows operating systems; it is not supported by other operating systems.

- If you have not yet set up a Windows Hello PIN, please refer to the 'How to set up a Windows PIN to log in' chapter. Otherwise, you will not be able to set up a PIN for logging in.

- When you click ' **Link to account update**' in MAIL, your default browser will open and the HOLTEK WEB APP SSO screen will appear, as shown in the following figure. Click 'Click here to proceed' to continue to the next step.


HOLTEK WEB APP SSO

Perform the following action(s)   English ▼

Perform the following action(s): **Webauthn Register Passwordless**
» Click here to proceed
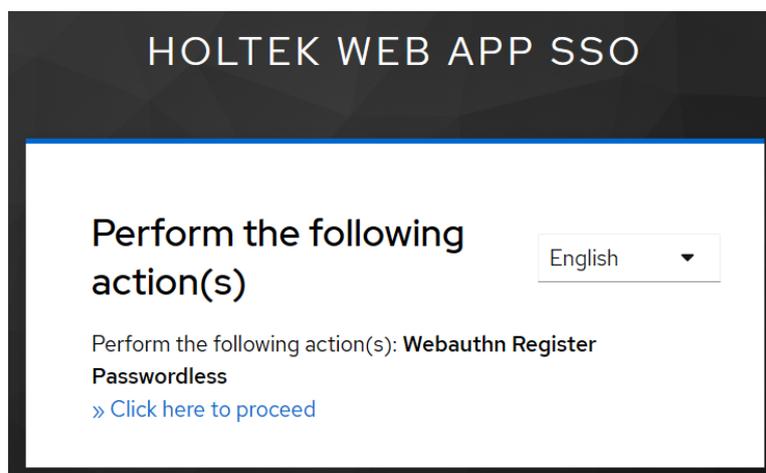
Figure 16

- The Passkey Registration security key screen will appear immediately. Please click the "**Register**" button to continue:
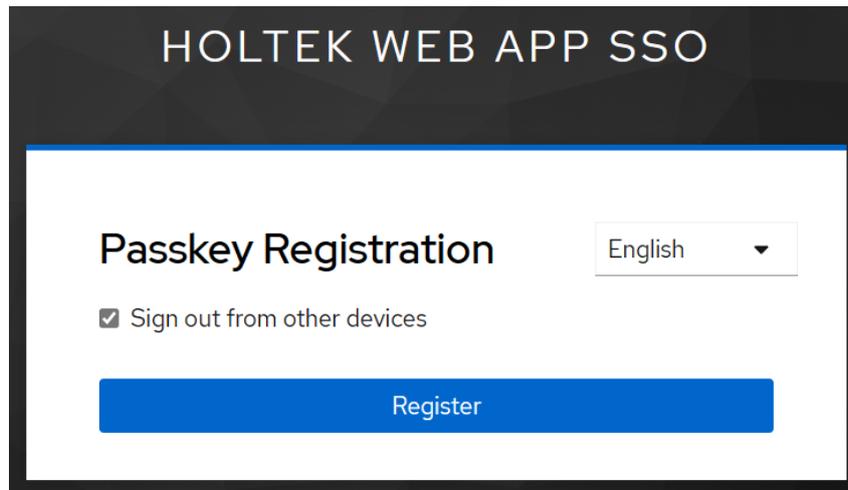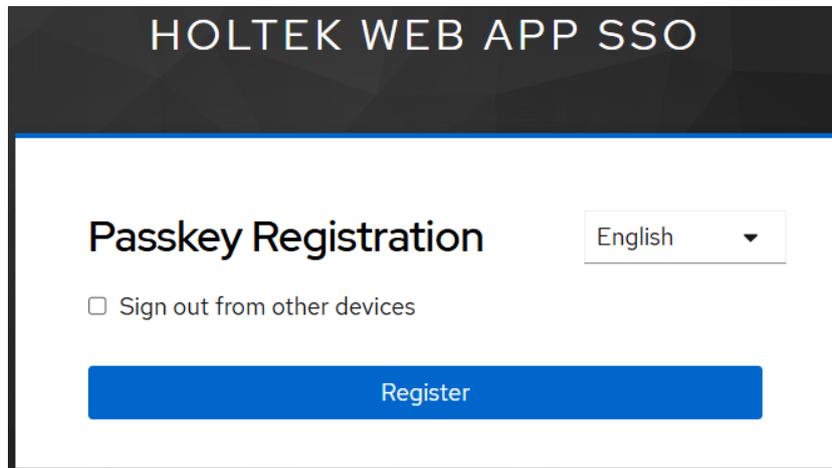

Figure 17

- Then the PIN and other options will appear. The passwordless verification method is preset to PIN. Here, please enter the Windows Hello PIN that was set up initially. If you forget the PIN, press the '**I forgot my PIN**' link and the system will show you how to reset your password (Figure 18).
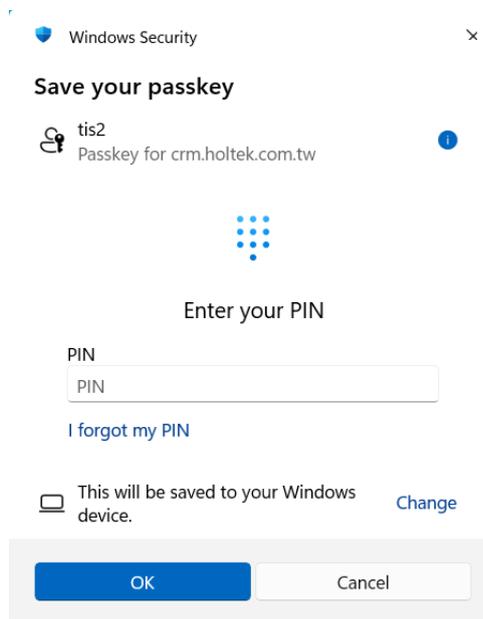
Figure 18

- After setting the PIN, the browser will display the 'Key Stored' window. Press '**OK**'.
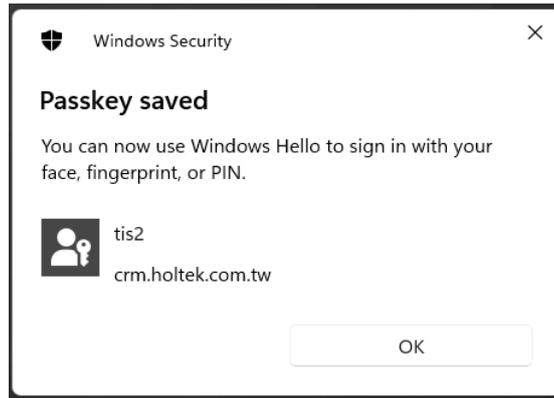
Figure 19

- The browser will display the input passkey's label. This refers to the label used to identify and manage the security key. This makes it easy to distinguish between different security keys. Please do not use preset label. Enter "PIN key (your computer name XXX)" and press OK (Figure 20).
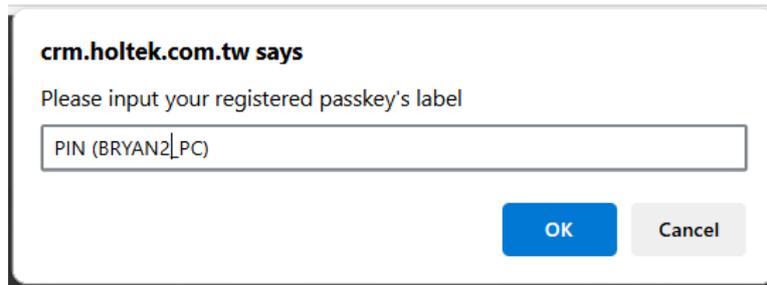
Figure 20

- The message indicating that the PIN login has been successfully set is displayed at this time (Figure 21).
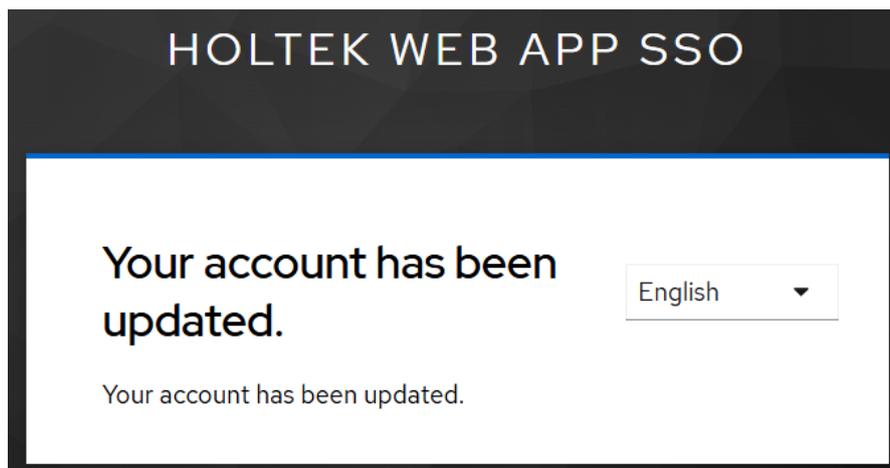
Figure 21

2. Register Passwordless using mobile device

- When you click ' **Link to account update**' in MAIL, your default browser will open and the HOLTEK WEB APP SSO screen will appear, as shown in the following figure. Click '**Click here to proceed**' to continue to the next step.
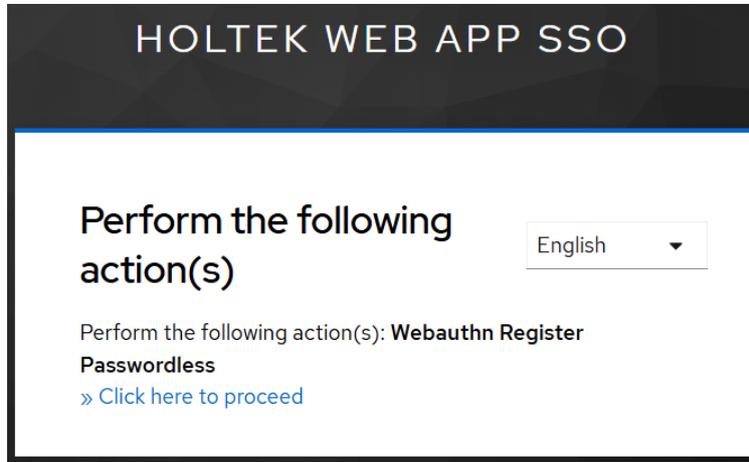
Figure 22

- The Passkey Registration security key screen will appear immediately. Please click the "**Register**" button to continue.

Figure 23

- In the next screen please select "**iPhone, iPad or Android device**" and click "**Next**".

Figure 24

- The QR code will appear immediately. Please open the QR code app on your mobile phone (see the 'How to scan a QR code with your mobile phone' chapter for instructions on how to do this) and scan the QR code.
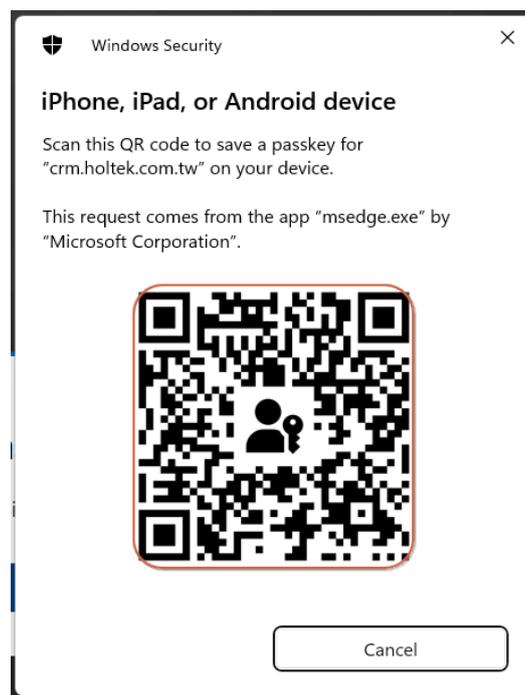
Figure 25

- After scanning the QR code, a small window will appear where you can select a password. Then click 'Continue' and the screen for connecting only your trusted device will pop up. Pressing '**Connect devices**' will connect the phone to the

computer via Bluetooth and create a passkey. Your account will be used to create the passkey, which will be stored on your phone. And click **'Continue'**.
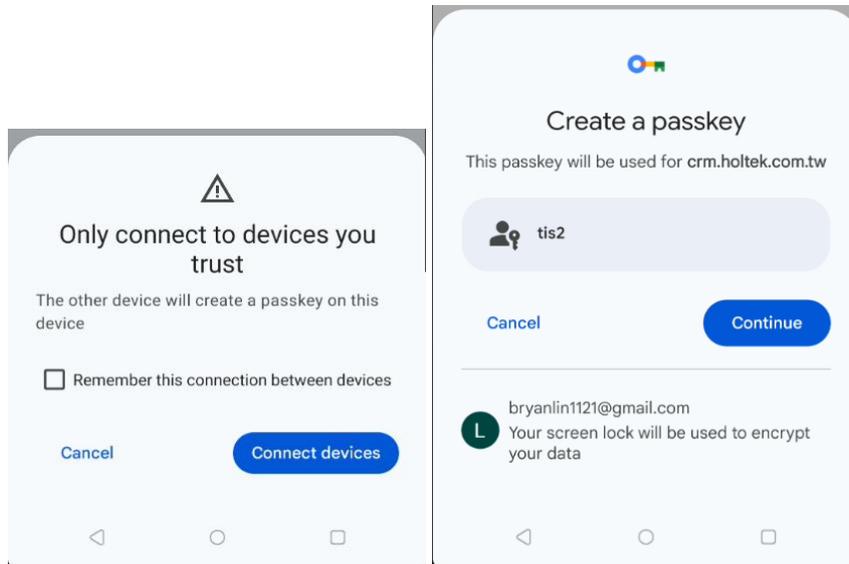
Figure 26

- When you press 'Connect devices' on your phone and return to the browser, the 'Passkey saved' message indicates that your phone and computer have been successfully connected.
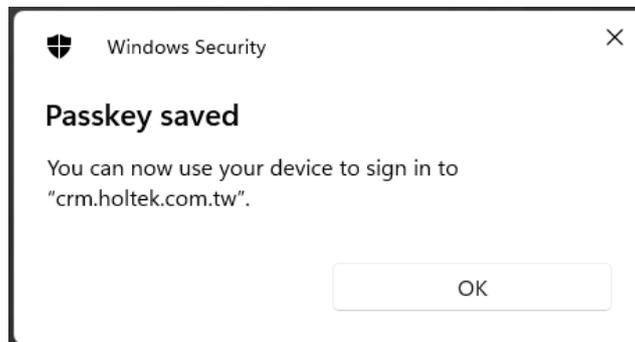
Figure 27

- The '**Please input your registered passkey's label**' dialogue window appears. This dialog window is used to identify and manage the passkey's label. Please do not use the default label. Enter meaningful identification label and press OK to complete the registration procedure.
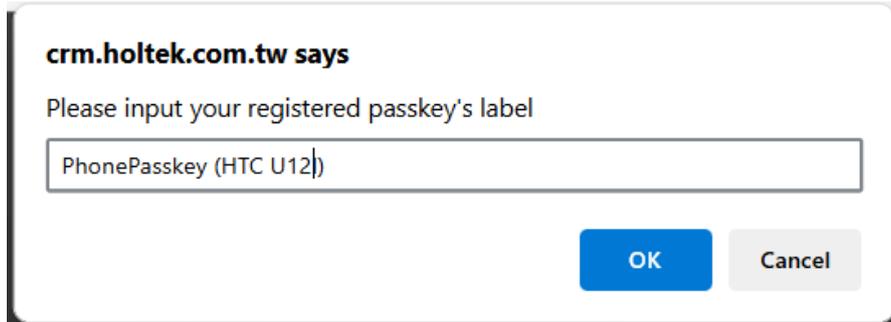
Figure 28

- The message '**Your account has been updated**' is displayed at this time, indicating that registration of the mobile phone device has been successfully completed without a password.
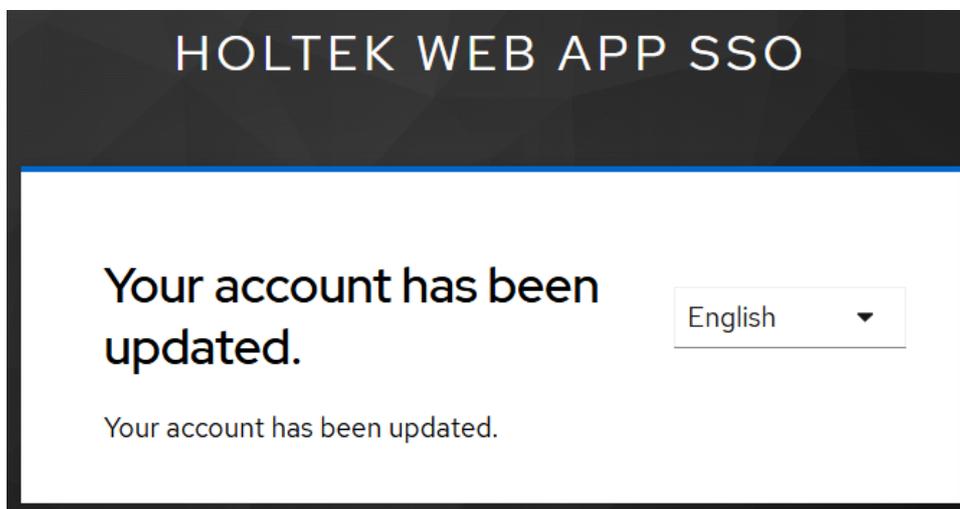
Figure 29

VIII. How to log in using Passwordless Authentication

- If you would like to test passwordless login, please visit the webpage https://kmwww.holtek.com.tw/ and find the passwordless authentication block. Click on the '**Passwordless authentication login test**' link.
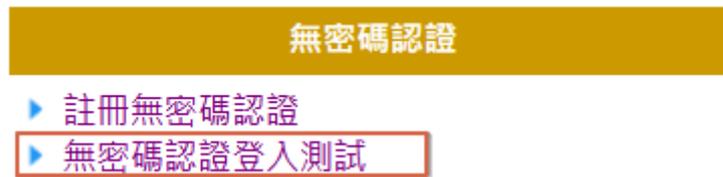
Figure 30

- The HOLTEK WEB APP SSO login screen will then appear. Enter your account name and click '**Sign In**'.

Figure 31

- The Passkey login screen will then appear. Click '**Sign in With Passkey**'.
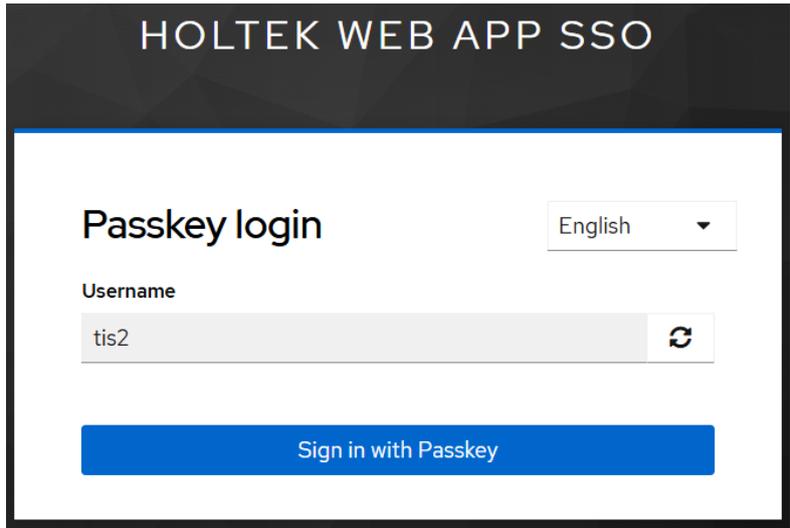
Figure 32

1. Login with PIN

- Click the '**Sign in with Passkey**' button to open the Windows Security login window (Figure 33). Enter the **Windows Hello PIN** that you set up on your Windows system. If the PIN is correct, you will be logged in to the management screen automatically.
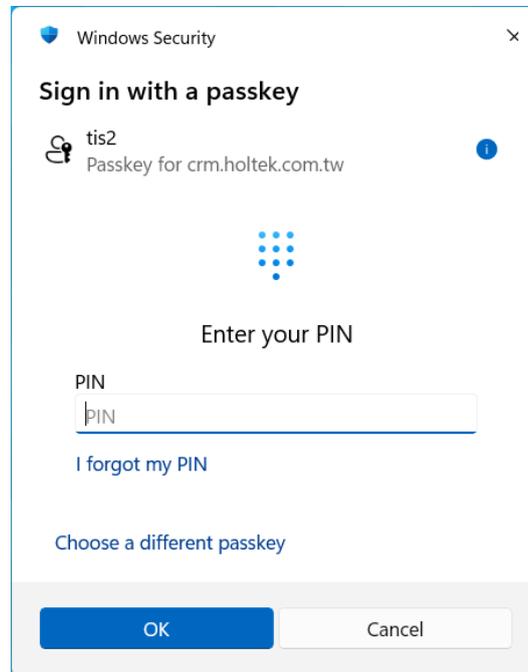
Figure 33

- Login successful screen.
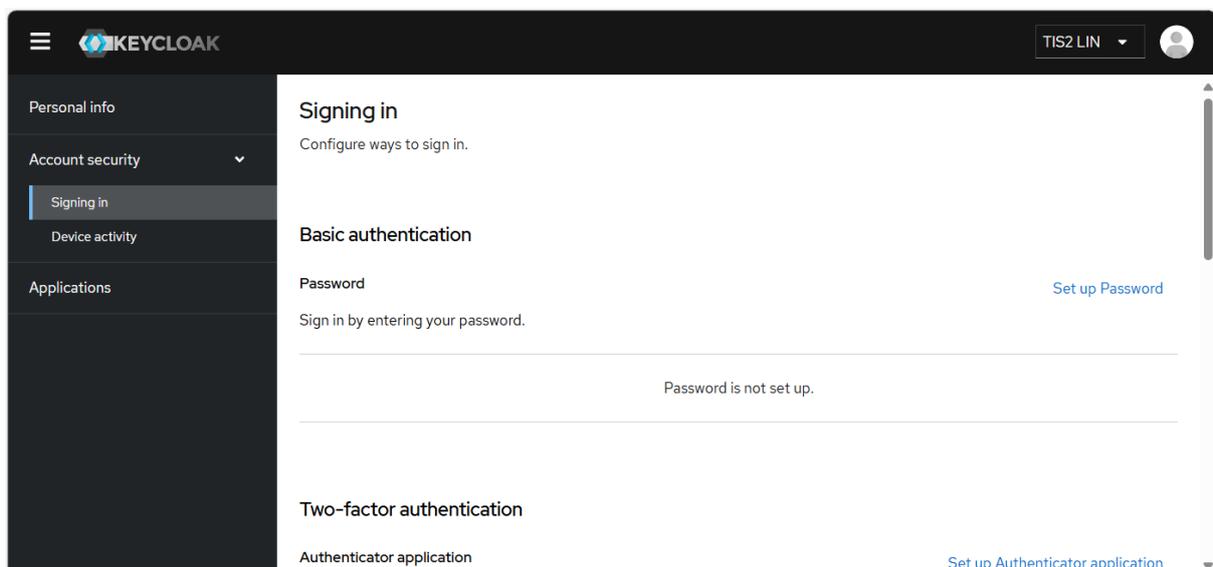
Figure 34

2. Log in with your phone (QR Code option)

- After press the "**Sign in with Passkey**" button, click "**Choose a different passkey**" (Figure 35).
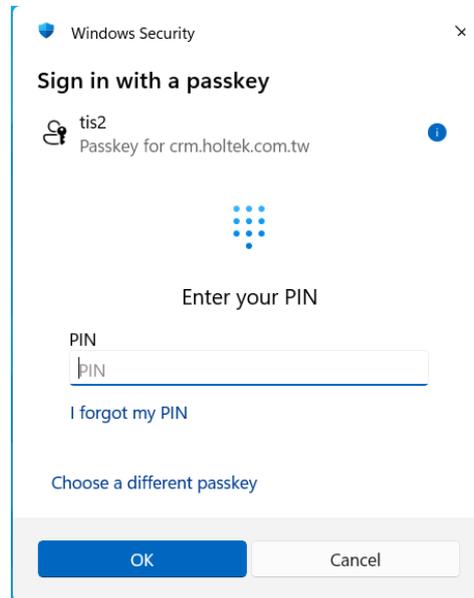
Figure 35

- A window will appear prompting you to log in with your key. There is no preset phone number for storing the key. Select iPhone, iPad or Android device (Figure 36), and click **Next**.

Figure 36

- The QR code screen will then appear. You will need to use the registered phone to scan this QR code.
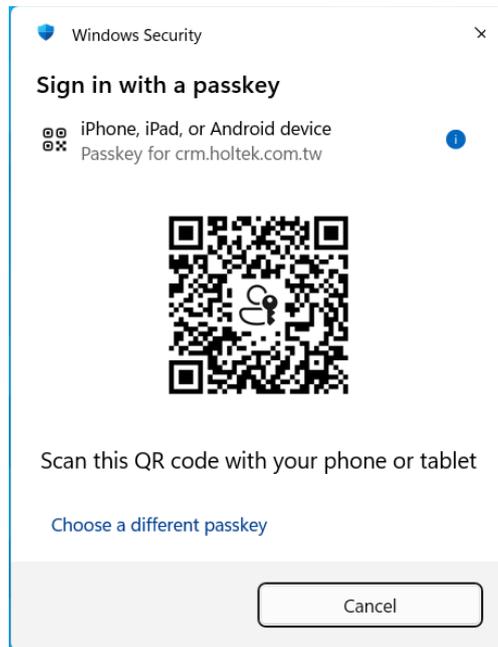
Figure 37

- At this time, just open your phone and a message will appear that you need to connect the device. If the connection is successful, the browser will show that the device is connected. You just need to go back to your phone to confirm that it is unlocked.
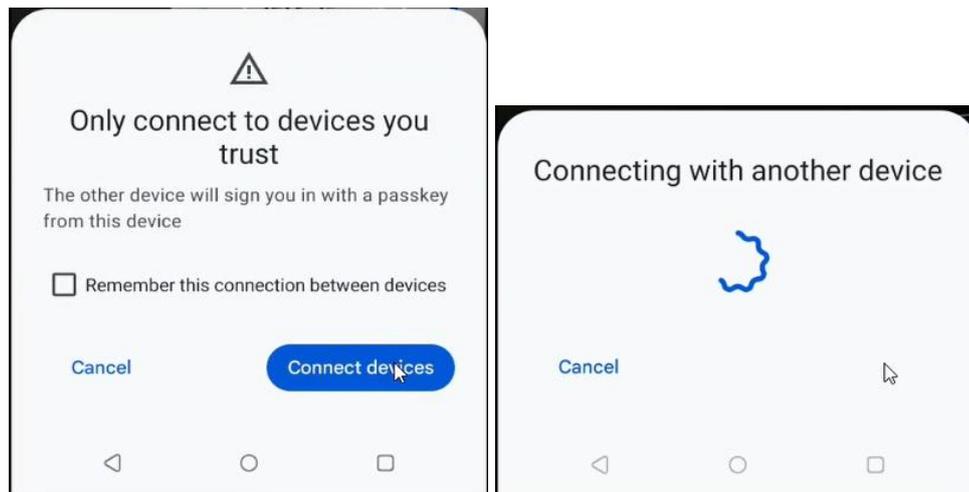
Figure 38

- If you have logged in successfully, the following screen will be displayed.
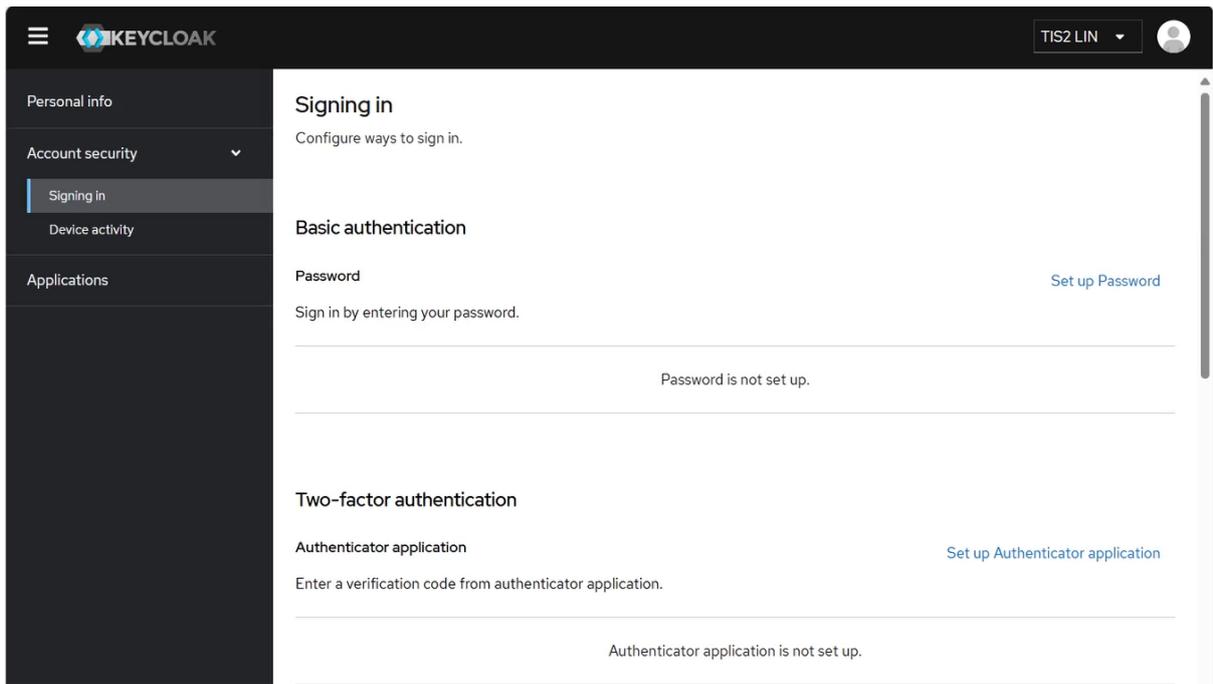
Figure 39

IX. How to register OTP (one-time password)

1. What is OTP

A dynamic password (one-time password OTP) is a security system that protects against external attacks. It automatically generates a different, time-sensitive password each time that is only used once and cannot be repeated. Using the dynamic password (OTP) mechanism, random passwords are generated for each event, and each password is only used once. Even if a hacker intercepts a one-time password, they will not be able to use it for the next login.

2. OTP registration process

- First, please go to the webpage **https://kmwww.holtek.com.tw/** to find the Passwordless Authentication block. Then, click the ' **Registration Passwordless Authentication**' link.

Figure 40

- If you enter the webpage '**Registration Passwordless Authentication**', you will need to enter the username and email address that you registered with HOLTEK. Select the OTP Authentication (one-time password) registration type, then enter the verification code to complete the process. Once registration is successful, a confirmation email will be sent to your mailbox.

Figure 41

- When you select OTP Authentication (one-time password authentication), the MAIL content you receive is as shown in the figure 46 below. You can click "**Link to account update**" to launch the browser and set the OTP option.
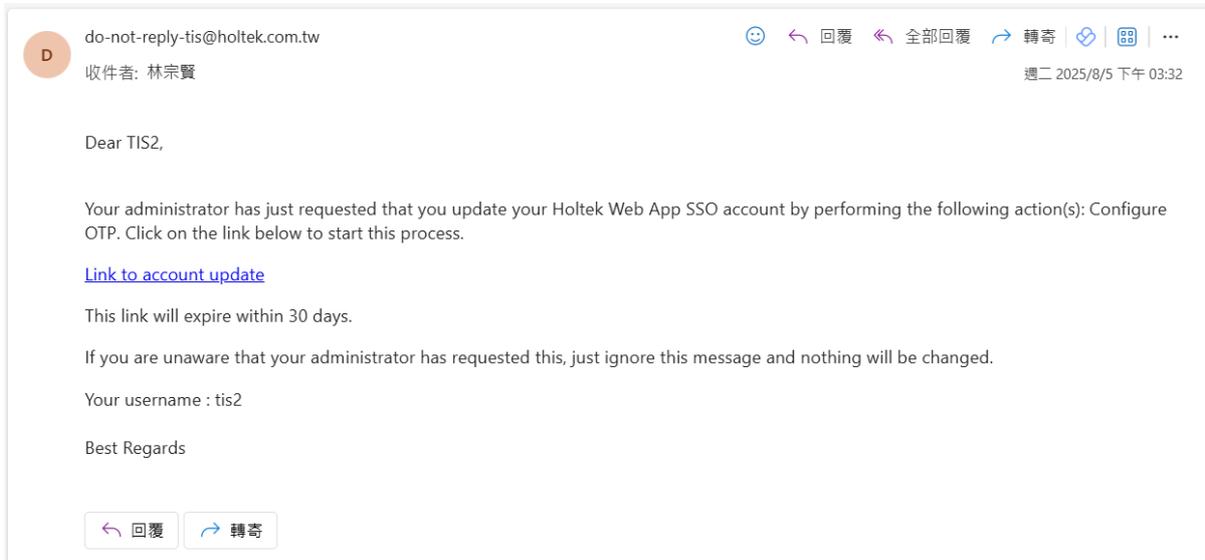

Figure 42

- When you click ' **Link to account update** ', your browser will open and the HOLTEK WEB APP SSO screen will appear. Click '**Click here to proceed**' to the next step.
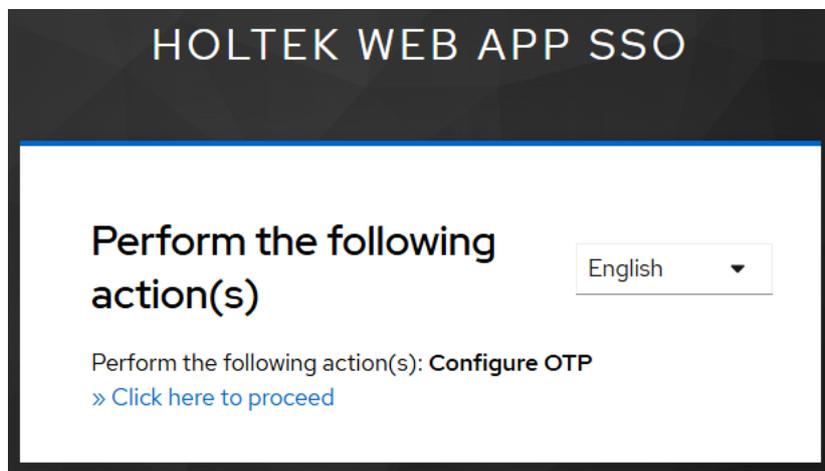

Figure 43

- 接這會出現設定 OPT 驗證器的畫面，這時候你需要打開手機開啟 **Authenticator App** (驗證器應用程式) 掃描 QR Code。
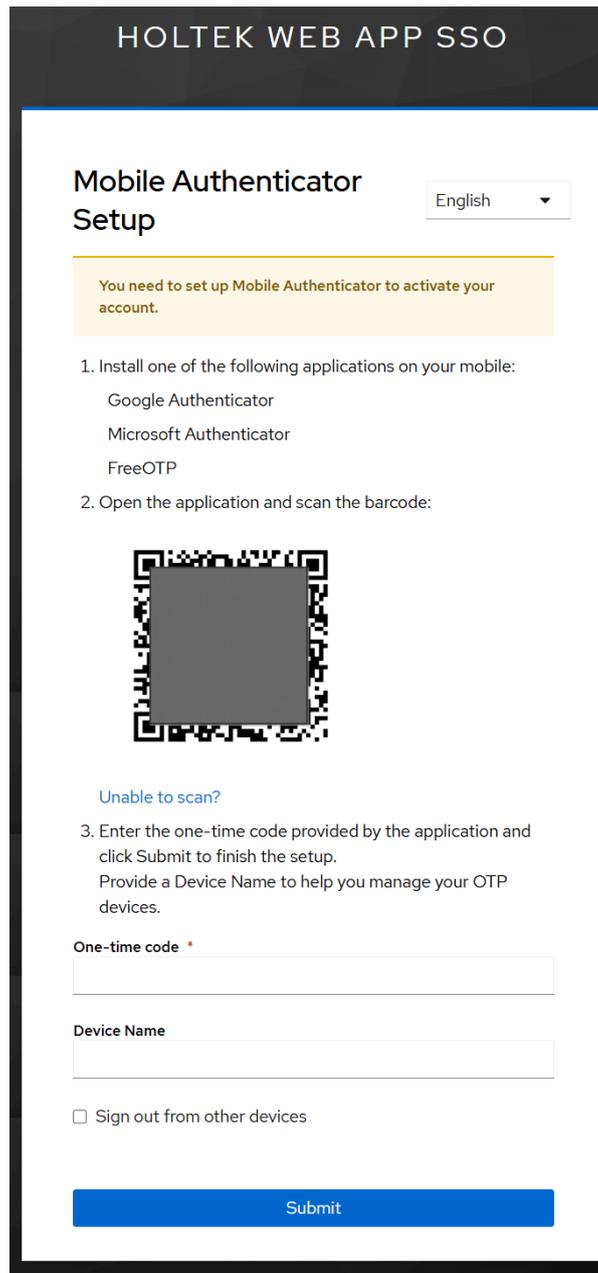
Figure 44

3. How to use the Authenticaor APP scan QR Code

- First, open the Authenticator App (EX: Google Authenticator), select Scan QR Code, point the head of the phone's camera at the QR Code, and the verification code will be automatically generated.
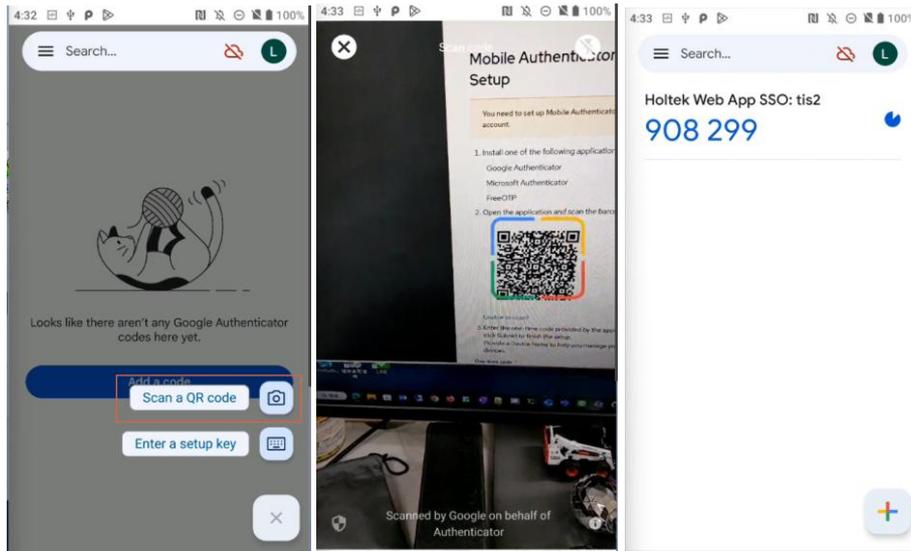
Figure 45

- Then enter the verification code from the Mobile Authenticator app into the one-time verification code field on the web page, and click **Submit**.
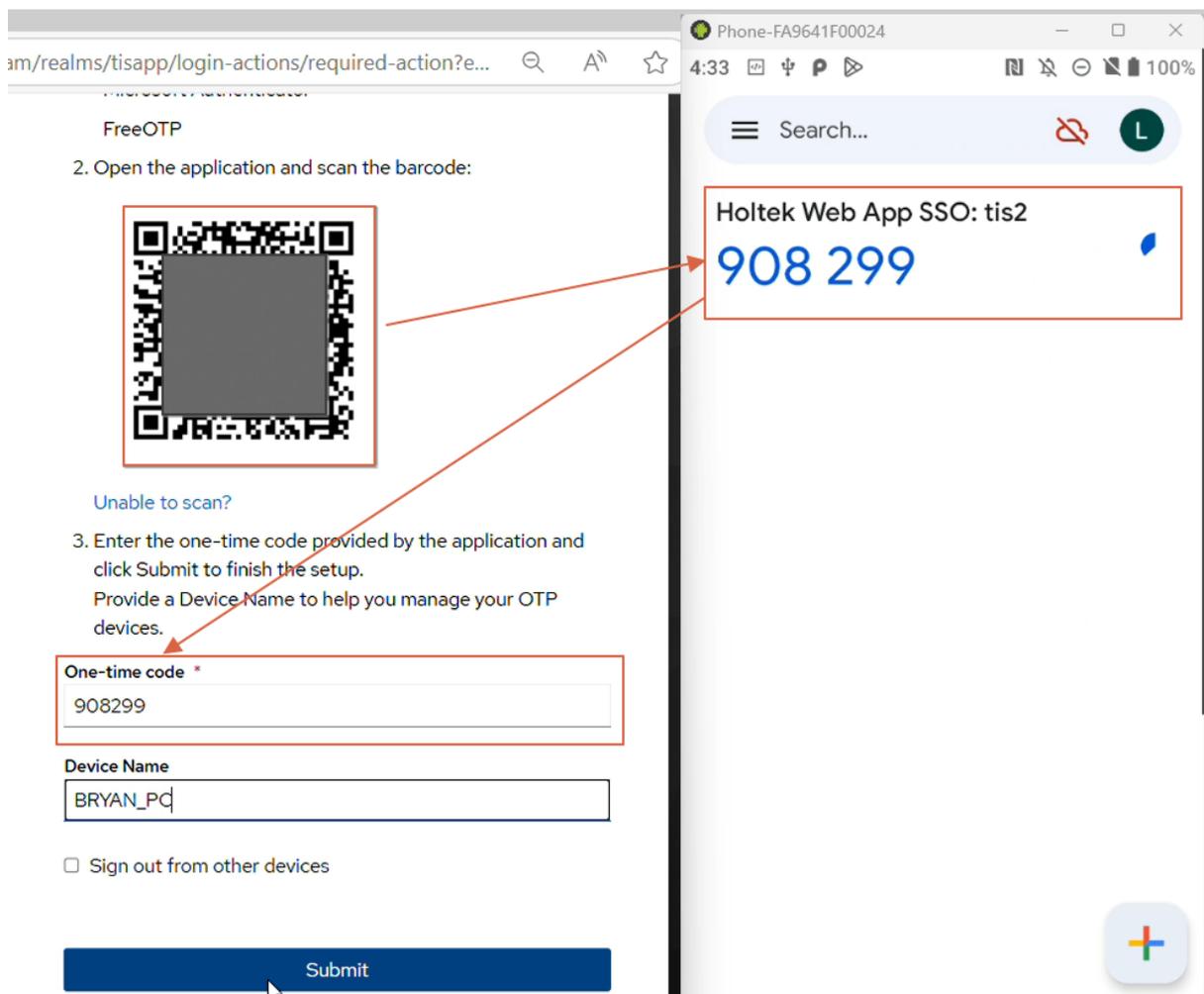

Figure 46

X. How to use one-time password (OTP) + password two-stage login

- If you want to test whether you can log in using OPT, please go to the **https://kmwww.holtek.com.tw/** to find the passwordless authentication block, and click the "**Passwordless Authentication Login Test**" link.

Figure 47

- If you have previously logged in with the passwordless, the secure key login screen will appear. Please select '**Try Another Way**'.
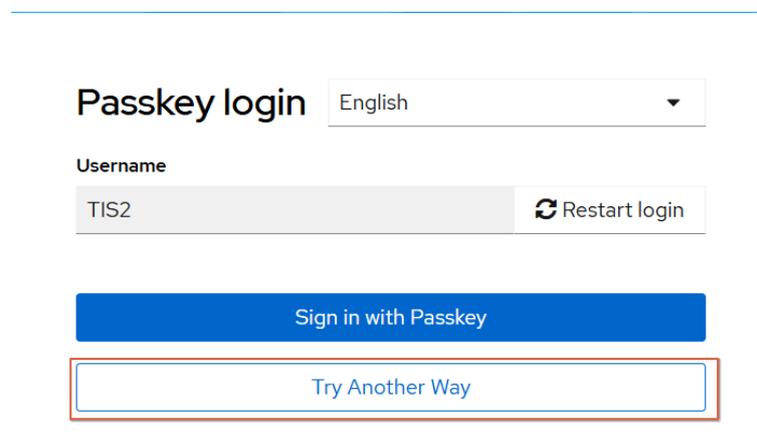
Figure 48

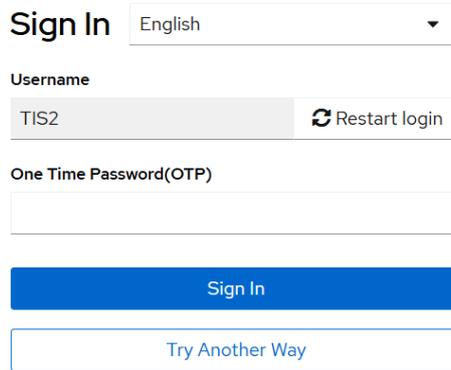- Then select '**Authenticator Application**' option (Figure 49).
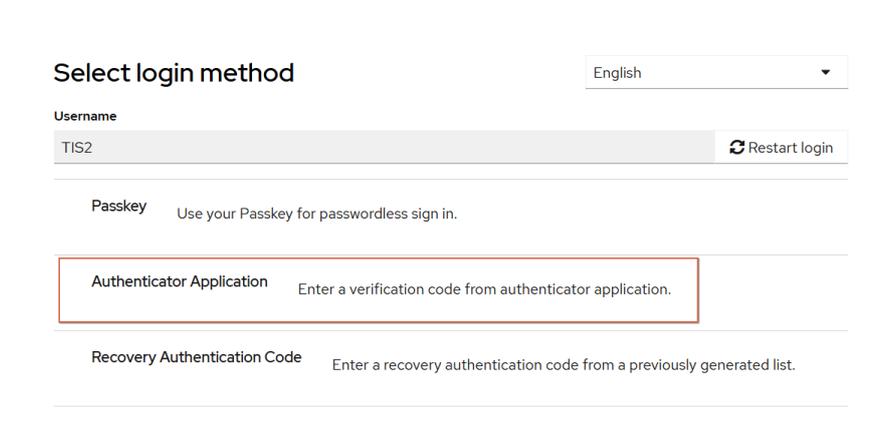
Figure 49

- Then the **One Time Password(OTP)** login screen will appear.

Figure 50

- The process is simple: enter the verification code from the Authenticator App on your phone into the browser's **One Time Password(OTP)** field, then click **Sign in** (Figure 51).
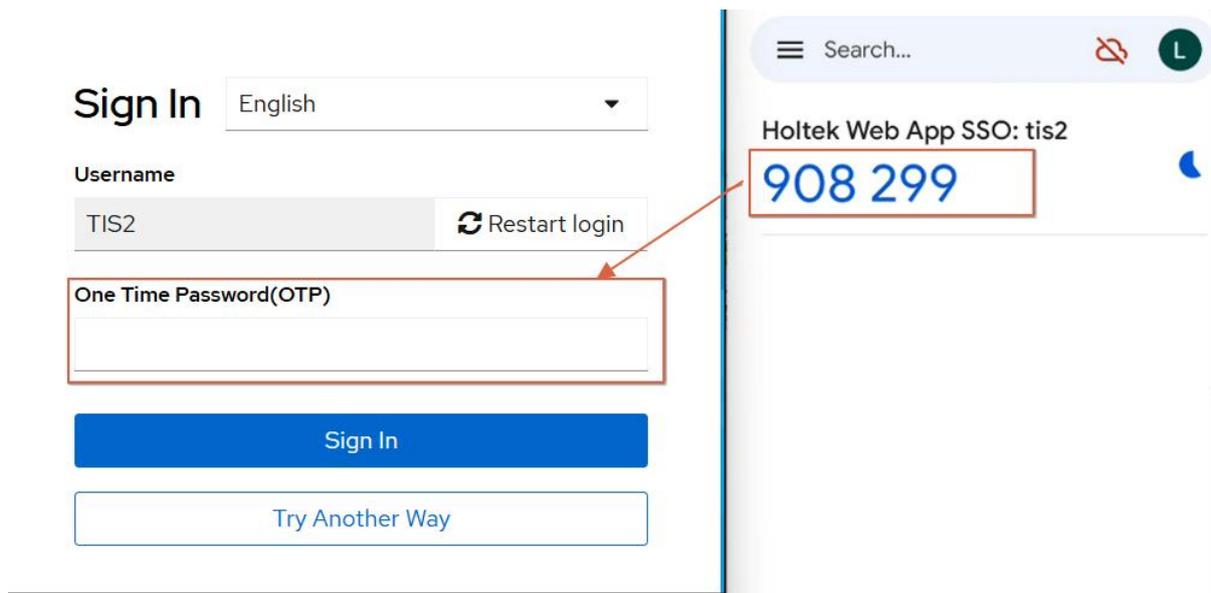

Figure 51

- The password screen will then appear. Please enter the Holtek Password(Figure 52), and then press **Sign in** again.

Figure 52

XI. How to use the QR code for mobile phones

The following is available as a mobile QR code app：

1. Camera Application

- iPhone: You can turn on the Camera app and point it at the QR code. The iPhone will then automatically recognize it and display the relevant information.

- Android:

  1. Simply open the 'Google' app to see the search column. To the far right of the search column is a small diagram showing 'Google Lens'. Click on this and scan the QR code.
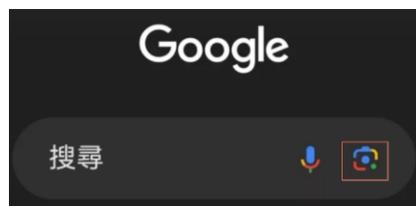

Figure 53

  2. Quick Settings Panel: Swipe down from the top of the screen to open the Quick Settings Panel. Find and click 'Scan QR Code'.
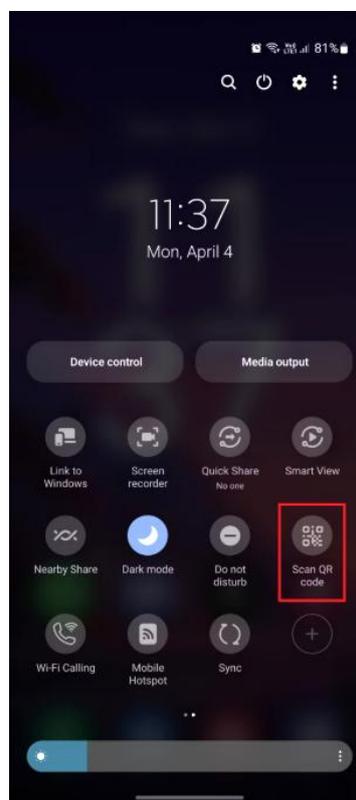

Figure 54

2. Other applications

1. LINE: Press and hold the LINE icon on your desktop until it pops out of the menu, then click 'Motion Barcode Scanner'.

Figure 55

2. Third-party applications:

   - Search for "QR Code Scanner" or "Barcode Scanner" in the Google Play Store or the App Store, and then download your favorite app.

   - Open the application, Launch the application you just downloaded.

   - Scan the QR code, align your phone camera with the QR code, and the application will automatically detect and identify it.

XII. Sign in using your Microsoft IDP

1. Microsoft IDP Login Requirements

● Users need to have a valid Microsoft M365 enterprise/organization account with assigned application access rights. The Microsoft M365 account defaults to your company email address (e.g. Holtek email: xxx@holtek.com.tw).

● If you are not a HOLTEK employee and wish to use a Microsoft M365 Enterprise account to log in to the Holtek system, please contact the MIS.

● Microsoft IdP does not yet support personal user account login.

2. First time logging in using Microsoft IDP

The first time you log in using Microsoft IDP, the system will ask you to re-authenticate to confirm your identity. For authentication purposes, please use the passwordless method or the OTP+ password that you set up previously. Once you have successfully authenticated, the system will link your account with your HOLTEK M365 account. Next time you log in, simply click '**Microsoft IdP**' (Figure 56) to log in directly.
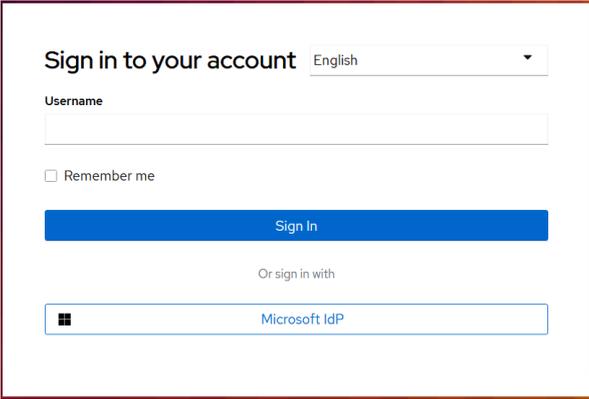
Figure 56

3. No HOLTEK domain device login settings

● If the screen shown in Figure 57 appears before you log in to the application, it means that your browser is not integrated with Microsoft SSO. Please log in using your Microsoft M365 account for authentication and then continue with the following operations.
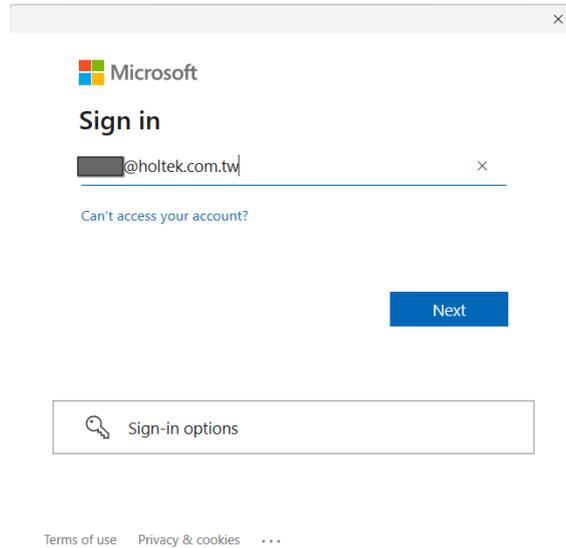
Figure 57

- Please use password, or face, fingerprint, security key to log in, and stay signed in.
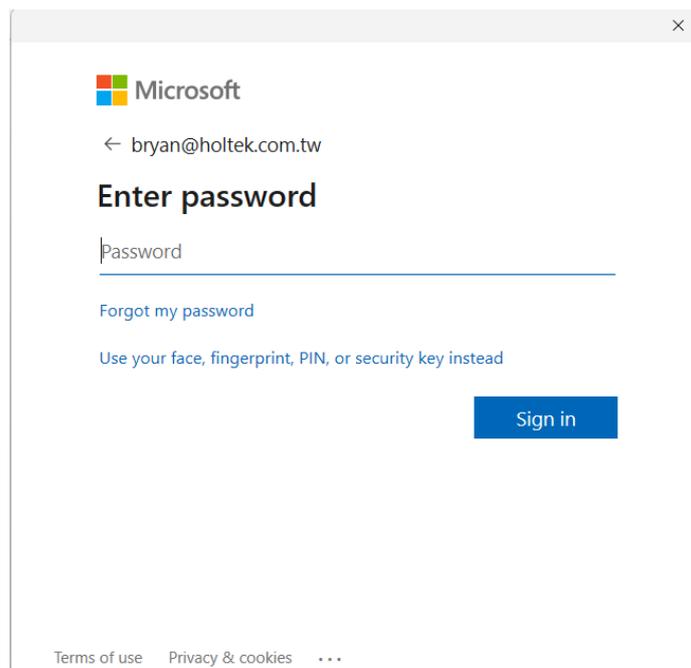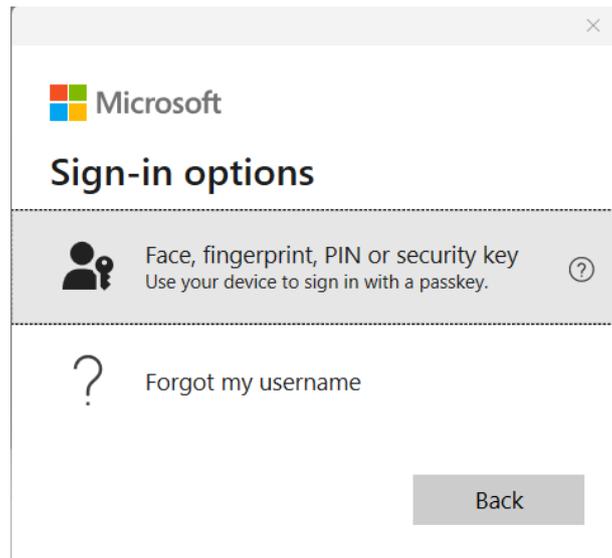

Figure 58

Figure 59

Figure 60

- The following is the macOS login method. First, select your preferred method of authentication face, fingerprint or security key (Figure 61). Then, scan the QR code with your mobile phone and select '**Stay logged in**' (Figure 64), then use **Microsoft IdP** to log in on macOS.
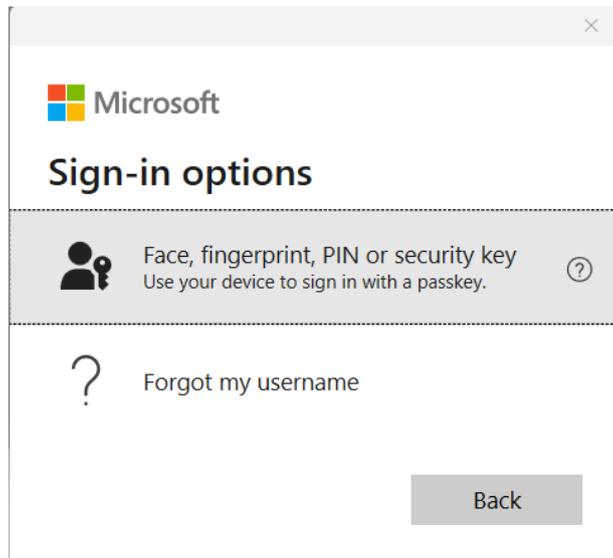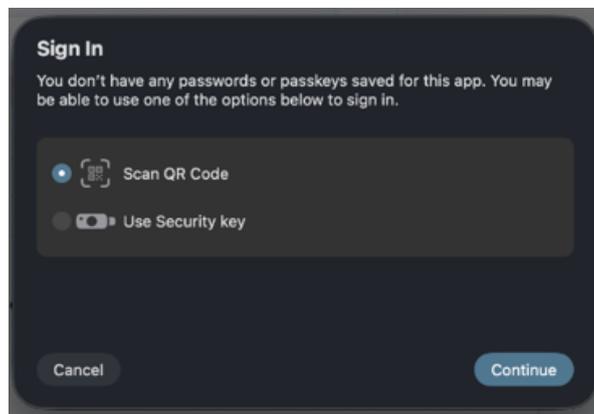
Figure 61

Figure 62

Figure 63

Figure 64