

Client SMTP MFA Infrastructure

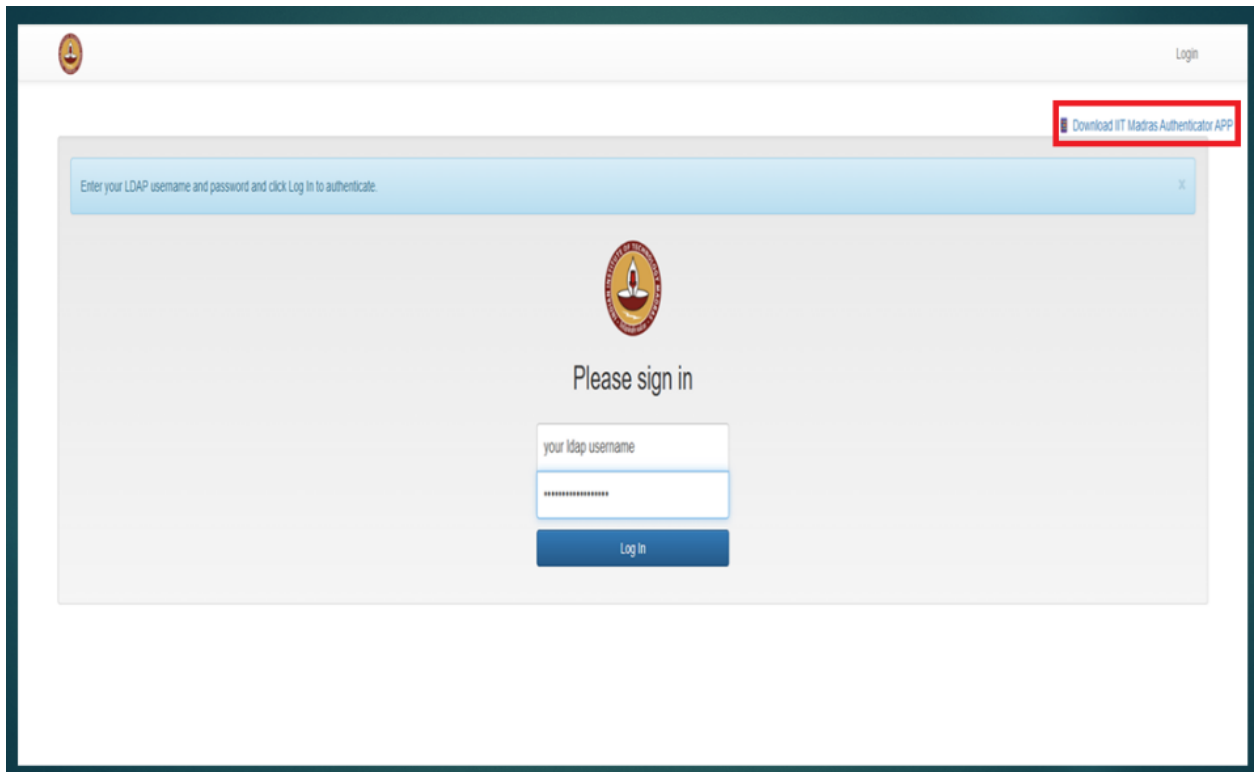
User Manual & Configuration Guide
E-Services, Computer Centre, IIT Madras

1. Accessing the Portal

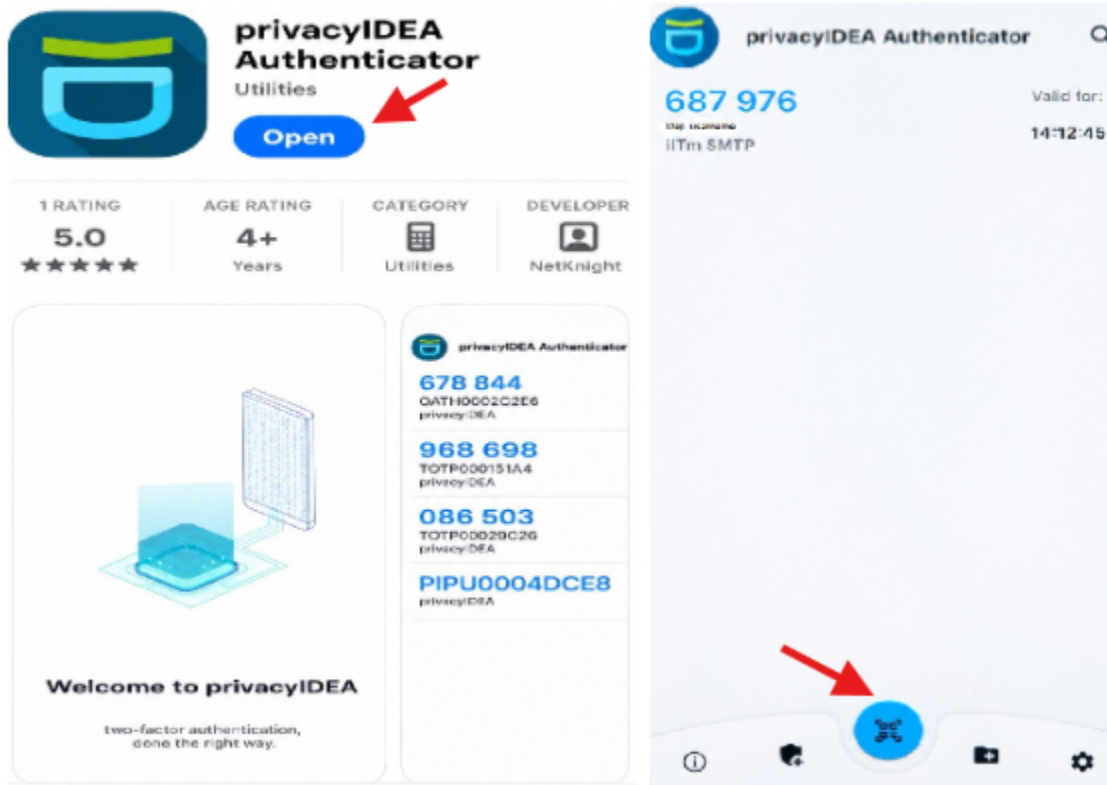
- **Navigate to Portal:** Open your web browser and enter the internal portal URL: mfa.iitm.ac.in.
- **Enter Credentials:** On the login page, enter your institutional LDAP username and password.
- **Authenticate:** Click Login to authenticate against institutional LDAP services.

2.1. Downloading the Authenticator App

- **Android Users:** Click 'Download IIT Madras Authenticator APP' at the top-right corner or token page to download and install the package. (Alternatively and compatible use privacy idea Authenticator App)
- **Apple (iOS) Users:** APK installation is not supported on iOS; skip app download and proceed to SPass static password enrollment. (Alternatively and compatible use privacy idea Authenticator App)



2.2. Alternative

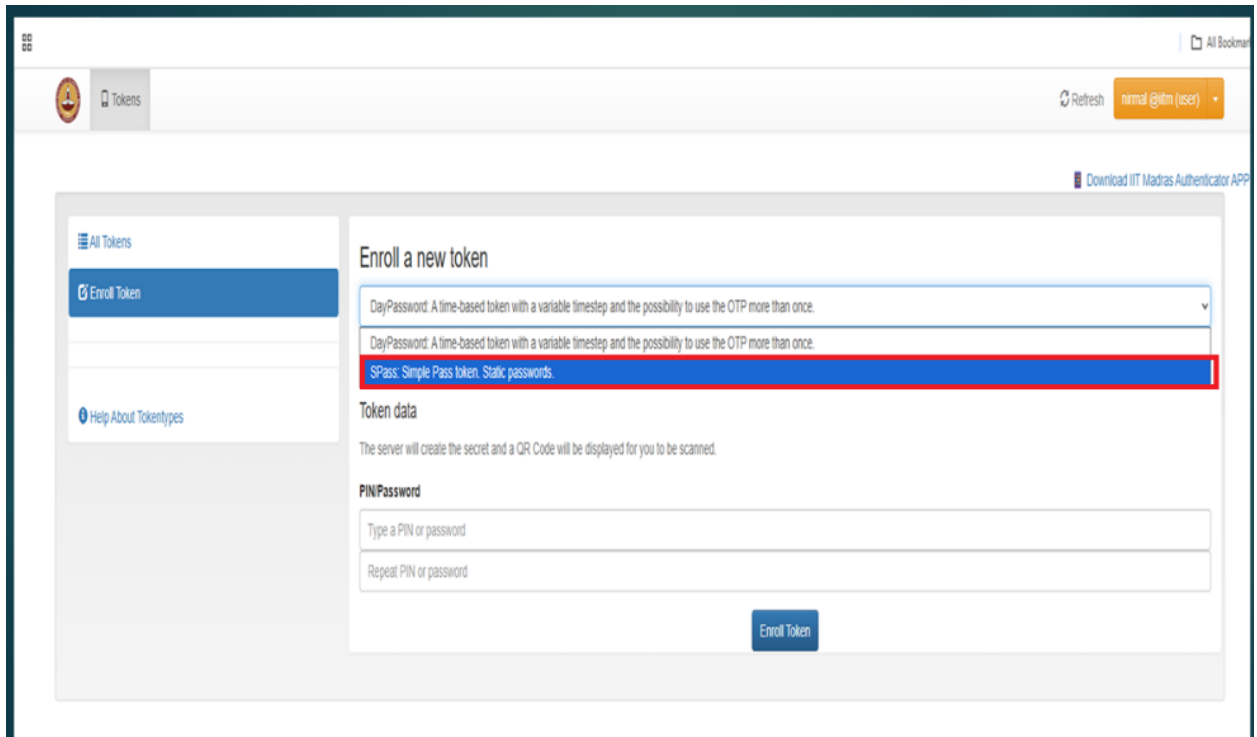


3. Enrolling an Authentication Token

- **Dashboard Navigation:** After logging in, select Enroll Token from the left navigation pane.

Option A: Static Password / SPass (For iOS Users)

- **Select Type:** Choose 'SPass: Simple Pass token. Static passwords' from the dropdown.



The screenshot shows the 'Enroll a new token' interface. On the left is a sidebar with 'All Tokens' and 'Enroll Token' (selected). The main area has a dropdown menu for token types. The selected option, 'SPass: Simple Pass token. Static passwords', is highlighted with a red box. Below the dropdown is the 'Token data' section, which includes a note about QR codes and a 'PIN/Password' section with two input fields and an 'Enroll Token' button.

Enroll a new token

Day/Password: A time-based token with a variable timestep and the possibility to use the OTP more than once.

Day/Password: A time-based token with a variable timestep and the possibility to use the OTP more than once.

SPass: Simple Pass token. Static passwords.

Token data

The server will create the secret and a QR Code will be displayed for you to be scanned.

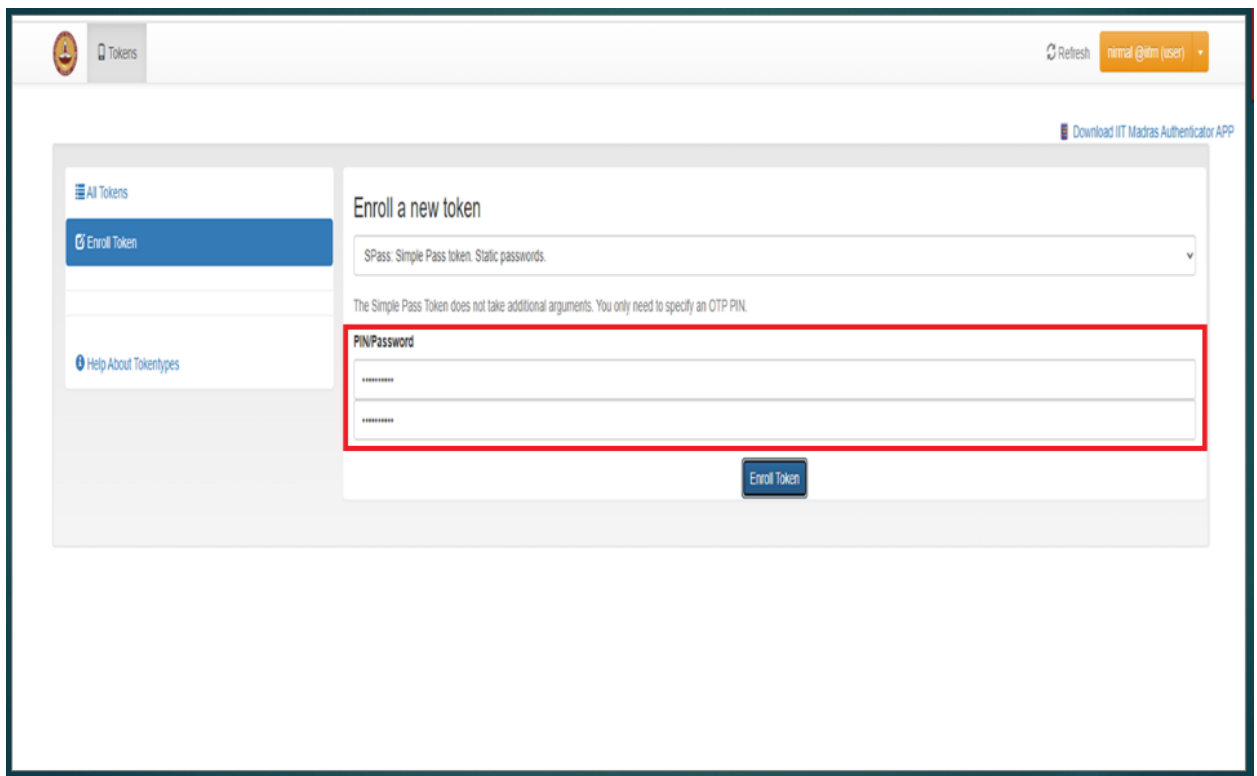
PIN/Password

Type a PIN or password

Repeat PIN or password

Enroll Token

- **Set Password:** Enter a static password containing 8 to 12 characters into the PIN / Password field.
- **Confirm & Submit:** Re-type the password to confirm and click Enroll Token.



This screenshot shows the same 'Enroll a new token' page, but the 'PIN/Password' section is highlighted with a red box. The dropdown menu now shows 'SPass: Simple Pass token. Static passwords.' Below it, a message states: 'The Simple Pass Token does not take additional arguments. You only need to specify an OTP PIN.' The two input fields for the password are now visible and ready for text entry.

Enroll a new token

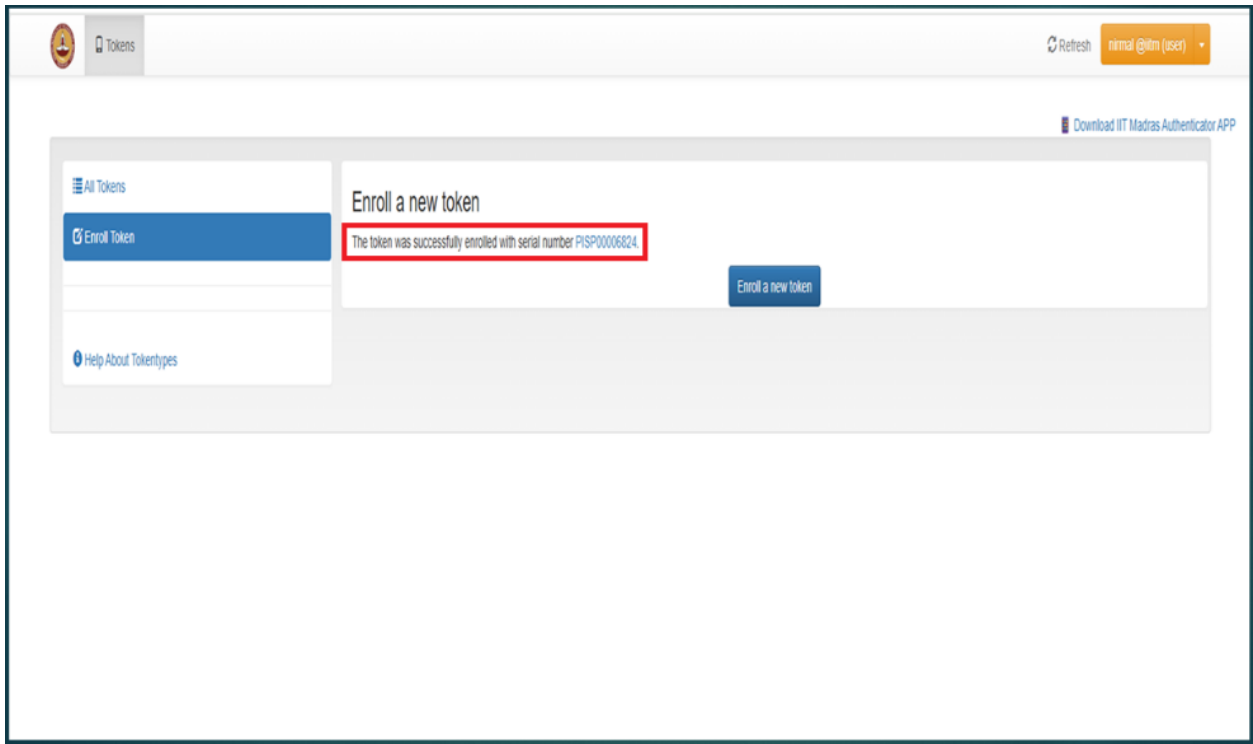
SPass: Simple Pass token. Static passwords.

The Simple Pass Token does not take additional arguments. You only need to specify an OTP PIN.

PIN/Password

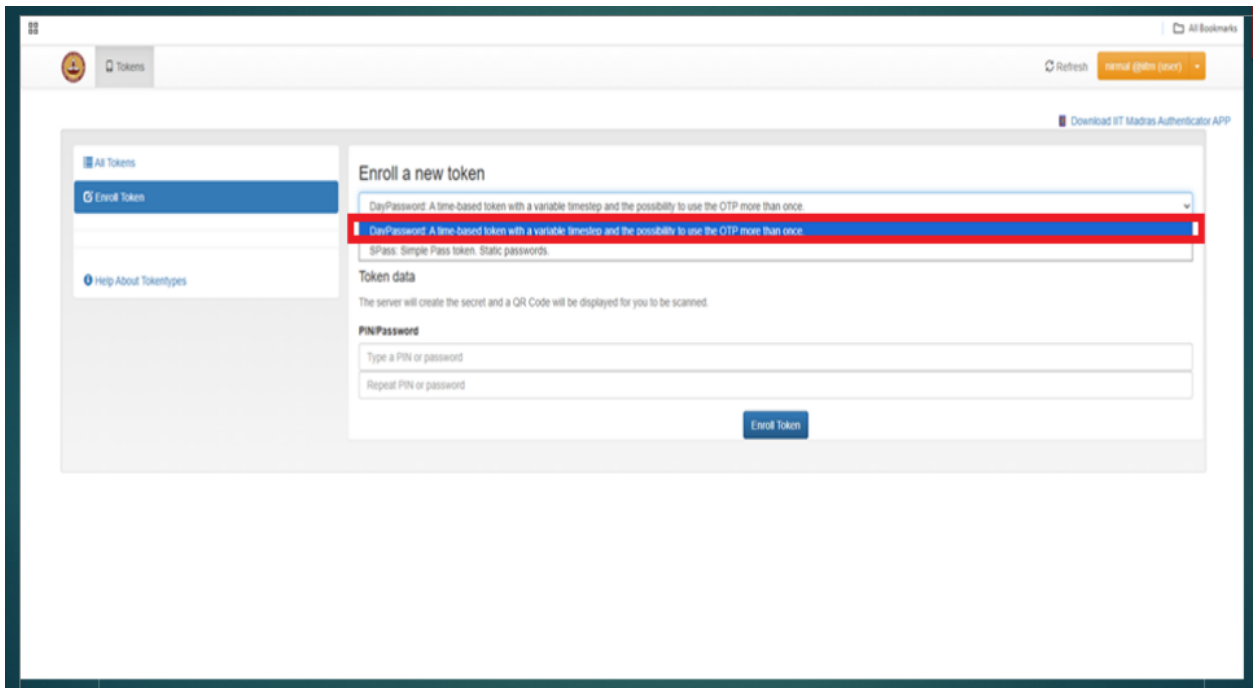
Enroll Token

- **Verification:** Confirm generation of serial number (e.g., PISP0000AFBE).

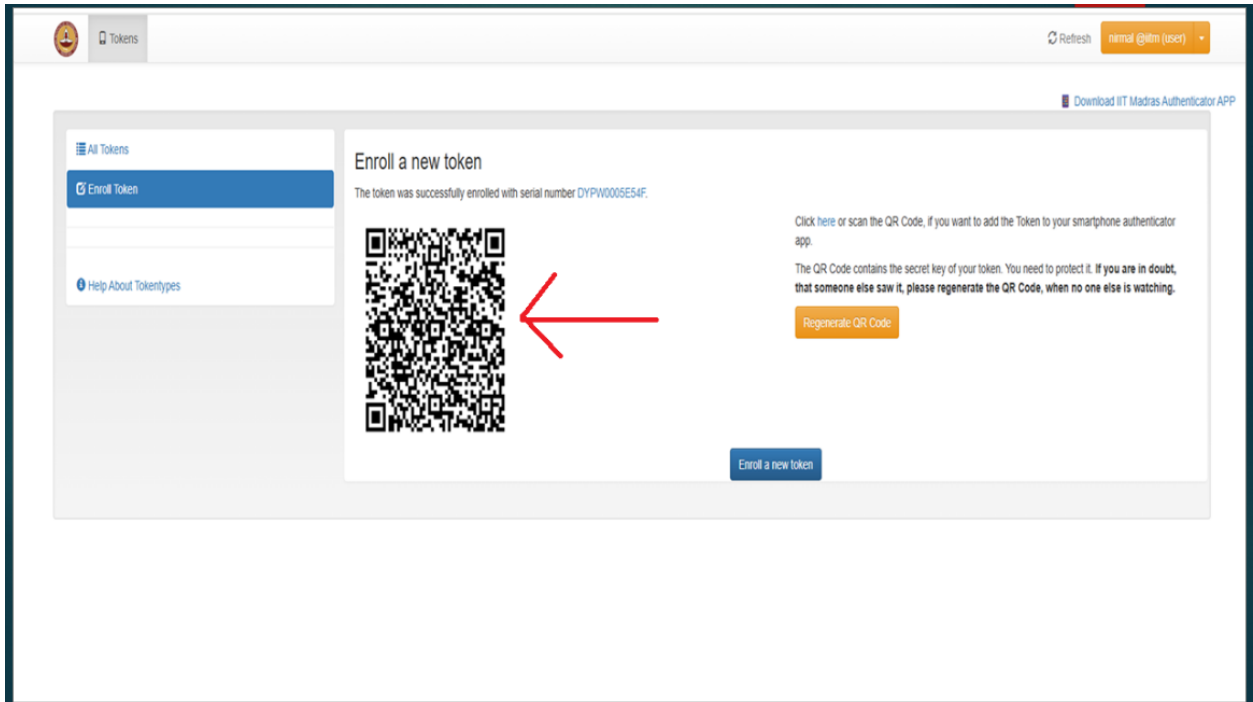


Option B: Day Password / Time-based OTP (For Android Users)

- **Select Type:** Choose Day Password from the token dropdown.



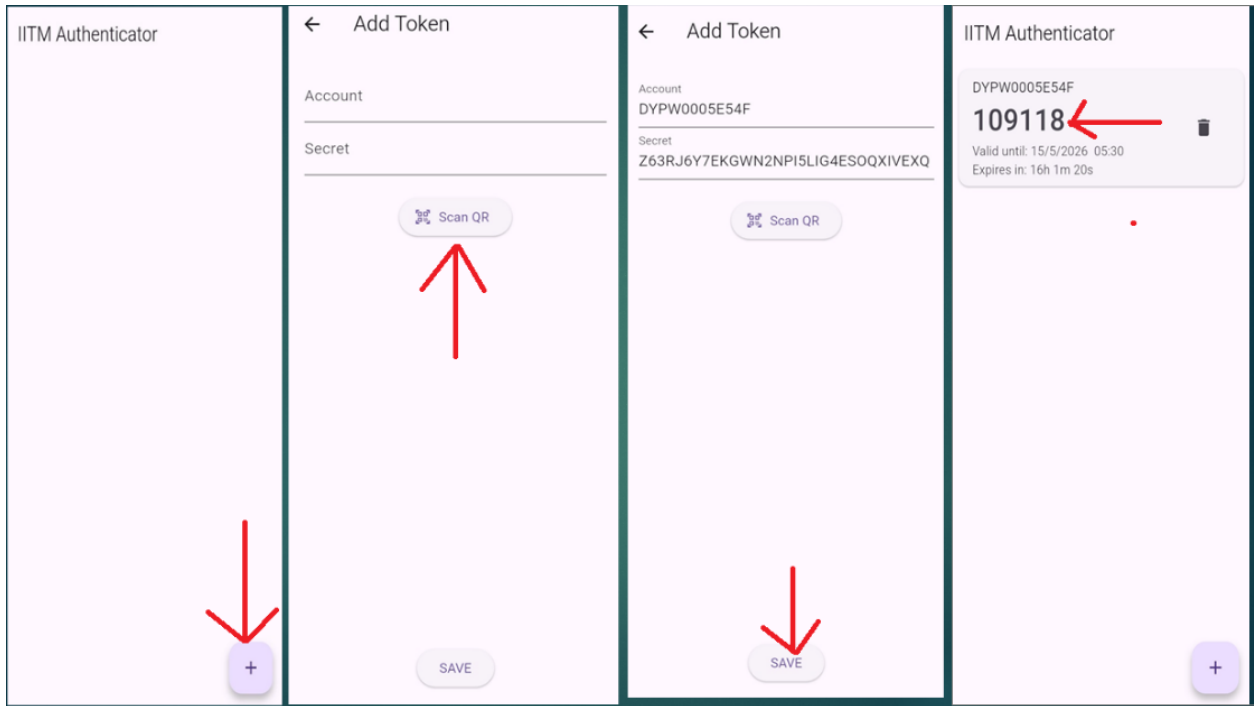
- **Generate Token:** Click Enroll Token to generate a serial number (e.g., DYPW0005BE86) and system QR code.



4. Binding the Mobile Authenticator App (Android)

- **Open App:** Launch the IIT Madras Authenticator App on your device.
- **Add Token:** Tap the + (Plus) icon at the bottom.
- **Scan QR Code:** Select Scan QR and point your camera at the portal screen QR code.

- **Save:** Tap Save to bind the account.

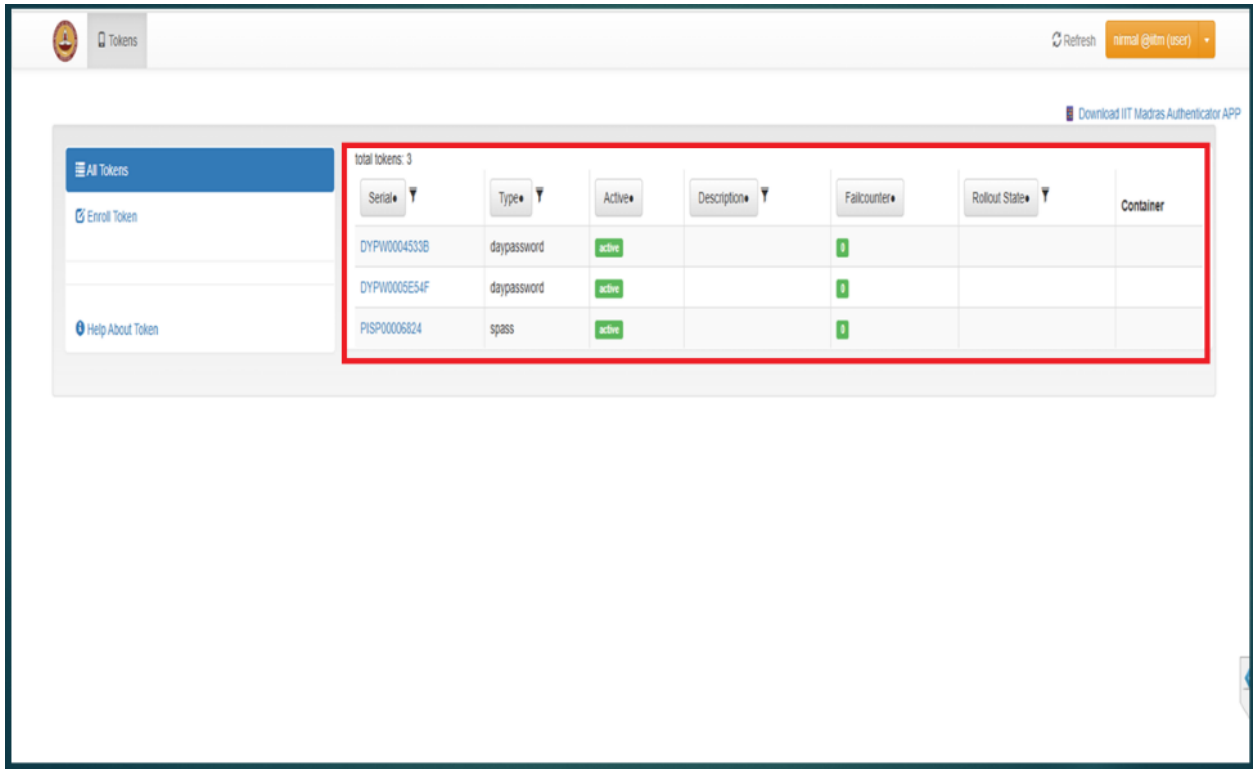


Important Policy Note: Generated Day Passwords / OTPs are valid ONLY until 23:59 HRS of the same day and automatically expire at midnight.

5. Managing & Viewing Enrolled Tokens

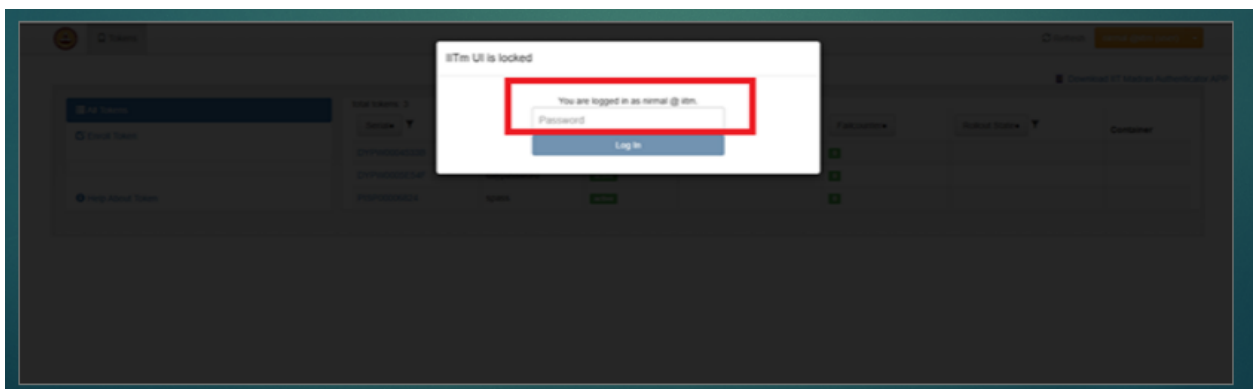
- **View All:** Select All Tokens from the left menu pane.

- **Token Status:** Review your active list including Serial Number, Token Type (spass / daypassword), and Active Status.



6. Security & Session Timeout

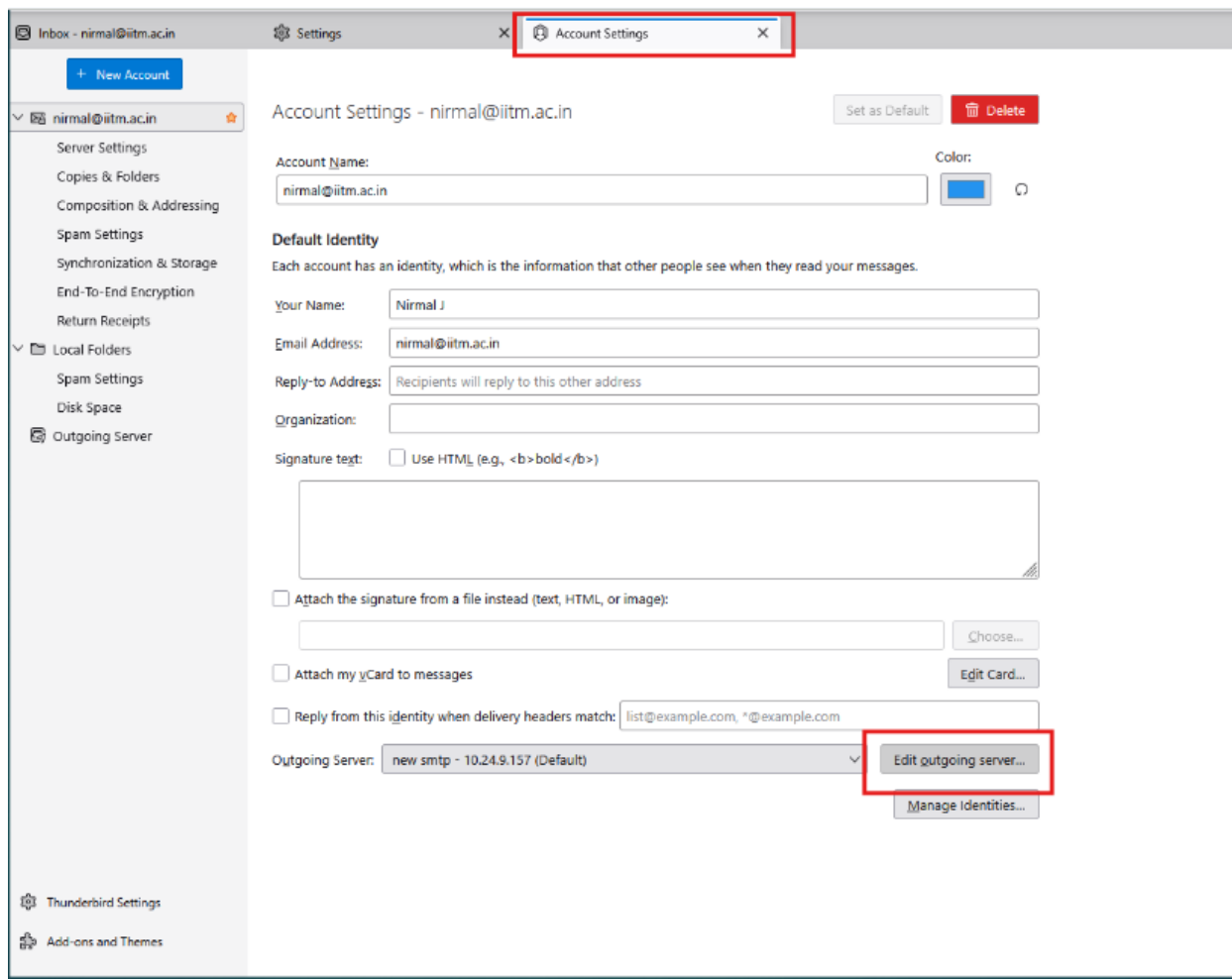
- **Auto-Lock Policy:** If the portal remains idle for 5 minutes, it will automatically lock ('ITM UI is locked').
- **Re-Authentication:** Re-enter your password to unlock the UI.



7. Configuring Thunderbird Email Client

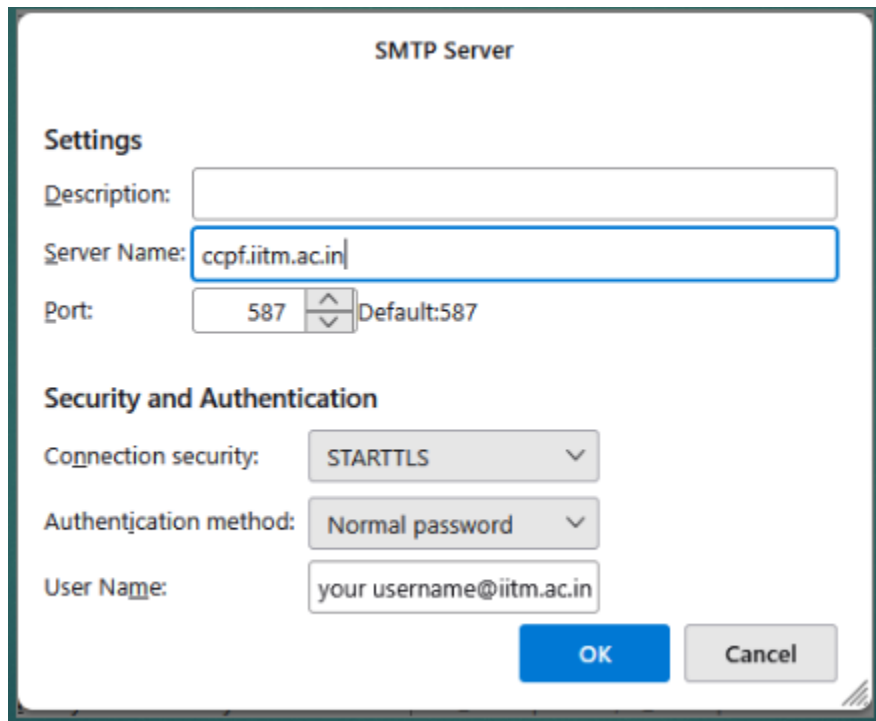
- **Open Settings:** Launch Thunderbird and go to Account Settings.

- **Select Server:** Click Outgoing Server (SMTP) in the left sidebar, select default server, and click Edit outgoing server...



- **Input the Server Details:** Enter details of Server name, Port, User Name, Select Security and Authentication and Click Ok.

Setting Parameter	Required Value
Server Name	ccpf.iitm.ac.in
Port	587 (or 465)
Connection Security	STARTTLS or SSL/TLS
Authentication Method	Normal Password
User Name	your_ldap_username@iitm.ac.in



The image shows a 'SMTP Server' settings dialog box. It has two main sections: 'Settings' and 'Security and Authentication'. In the 'Settings' section, there is a 'Description' field, a 'Server Name' field containing 'ccpf.iitm.ac.in', and a 'Port' spinner set to '587' with 'Default:587' text. The 'Security and Authentication' section includes a 'Connection security' dropdown set to 'STARTTLS', an 'Authentication method' dropdown set to 'Normal password', and a 'User Name' field containing 'your username@iitm.ac.in'. At the bottom right are 'OK' and 'Cancel' buttons.

SMTP Server

Settings

Description:

Server Name:

Port: Default:587

Security and Authentication

Connection security: ▼

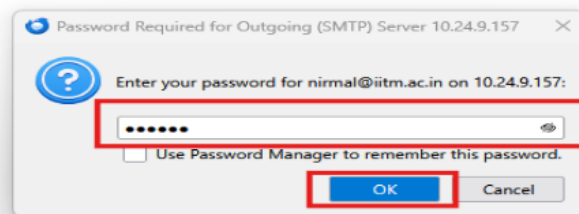
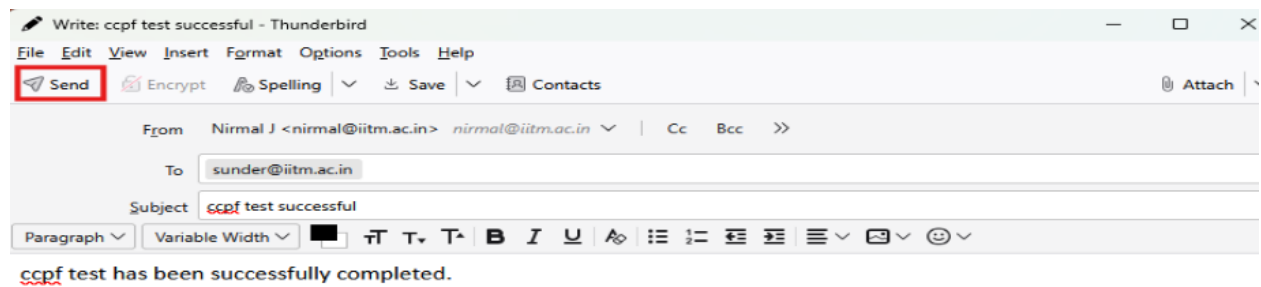
Authentication method: ▼

User Name:

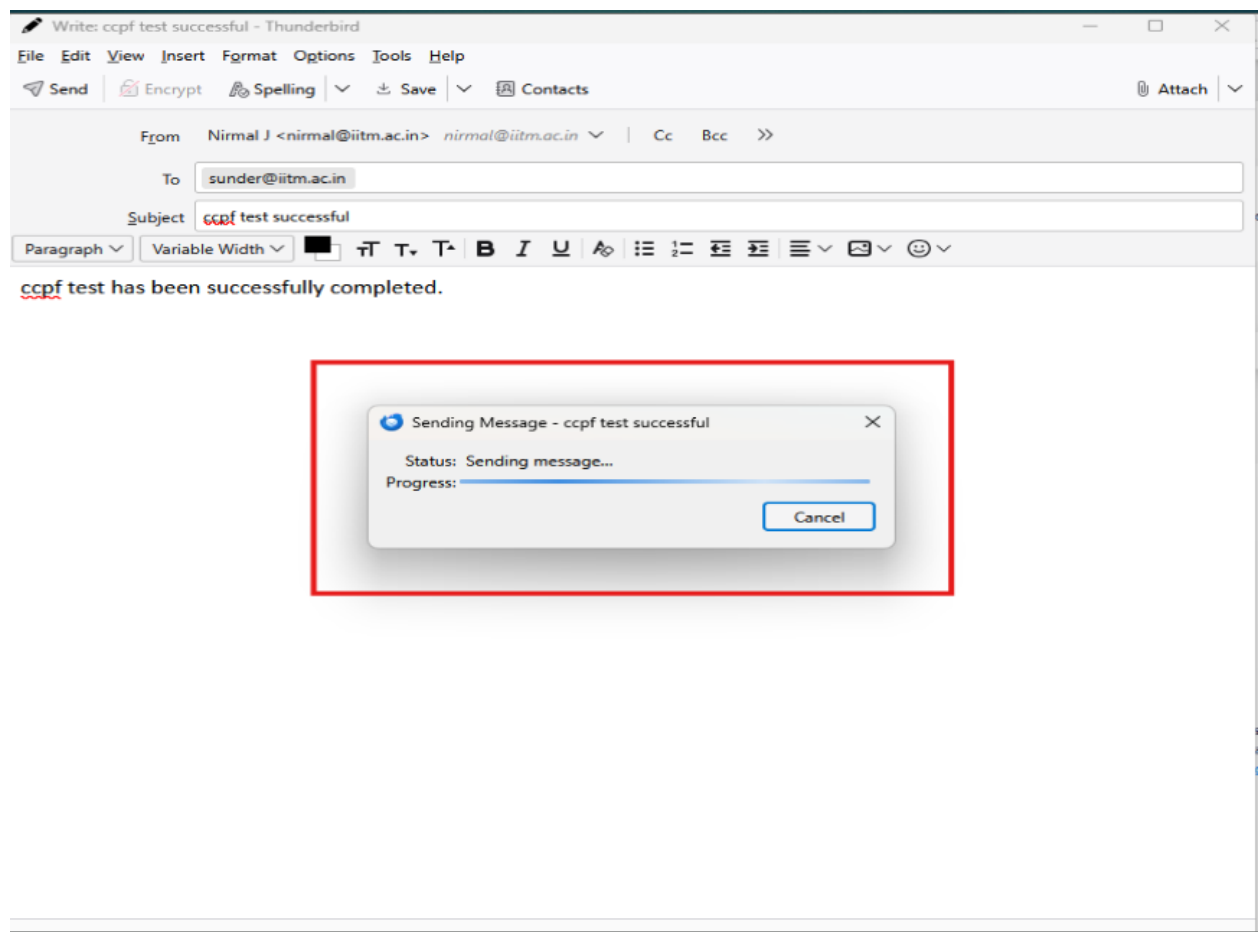
8. Email Dispatch & MFA Prompt

- **Compose & Send:** Draft your message in Thunderbird and click Send.

- **Password Prompt:** When prompted for password by ccpf.iitm.ac.in, enter your generated Day Password (OTP) or Static SPass Password.



- **Transmission:** Upon successful verification, outbound email is dispatched securely.



9. Configuring Outlook Email Client

- **Open Settings:** Launch to Outlook, Go to File > Account Settings > Account Settings, double-click your account.

FileHomeSend / ReceiveFolderViewTell me what you want to do...

Send/ReceiveAll FoldersSend & Receive GroupsSend & Receive

Update FolderSend All

Show CancelDownloadProgressAllDownloadHeaders

Mark to DownloadUnmark to DownloadProcess Marked Headers

Work OfflinePreferences

Search Current MailboxCurrent Mailbox

AllUnreadBy DateNewest

Today

Microsoft OutlookMicrosoft Outlook Test Me...12:58This is an e-mail message

Microsoft OutlookMicrosoft Outlook Test Me...12:35This is an e-mail message

Microsoft OutlookMicrosoft Outlook Test Me...12:34This is an e-mail message

nirmaltest12:33

nirmaltest for mfa 58712:30Test for mfa 587 <end>

Microsoft OutlookMicrosoft Outlook Test Me...12:30This is an e-mail message

nirmalTest for mfa smtp12:29Test for mfa smtp <end>

Insurance Cell Re (Staff) Mediclaim Insur...12:17Gentle Reminder!

Seminar Notifications[Seminars] Seminar Announ...12:17Seminar Summary

ReplyReply AllForward

Seminars <seminars-bounces@list.itm.ac.in> on behalf of Seminar Notifications <ceoffice@itm.ac.in>seminars@list.itm.ac.in112:00

[Seminars] Seminar Announcements

Untitled attachment 00...273 bytes

Speaker: Mr. Hari Om Tamrakar

Seminars

Seminar Type: Colloquium

Title: [Ph.D Seminar Talk III] - Airborne Microplastics (MPs): Characterization, Source Apportionment, Health Risk Assessment, and Mitigation Strategies in Indoor Environments

From: ceoffice@itm.ac.in

Date/Time: 2026/09/15 15:00

Venue: BSB 104, Conference Room

Speaker: Ms. Chanthra S, Roll No. CE22D055

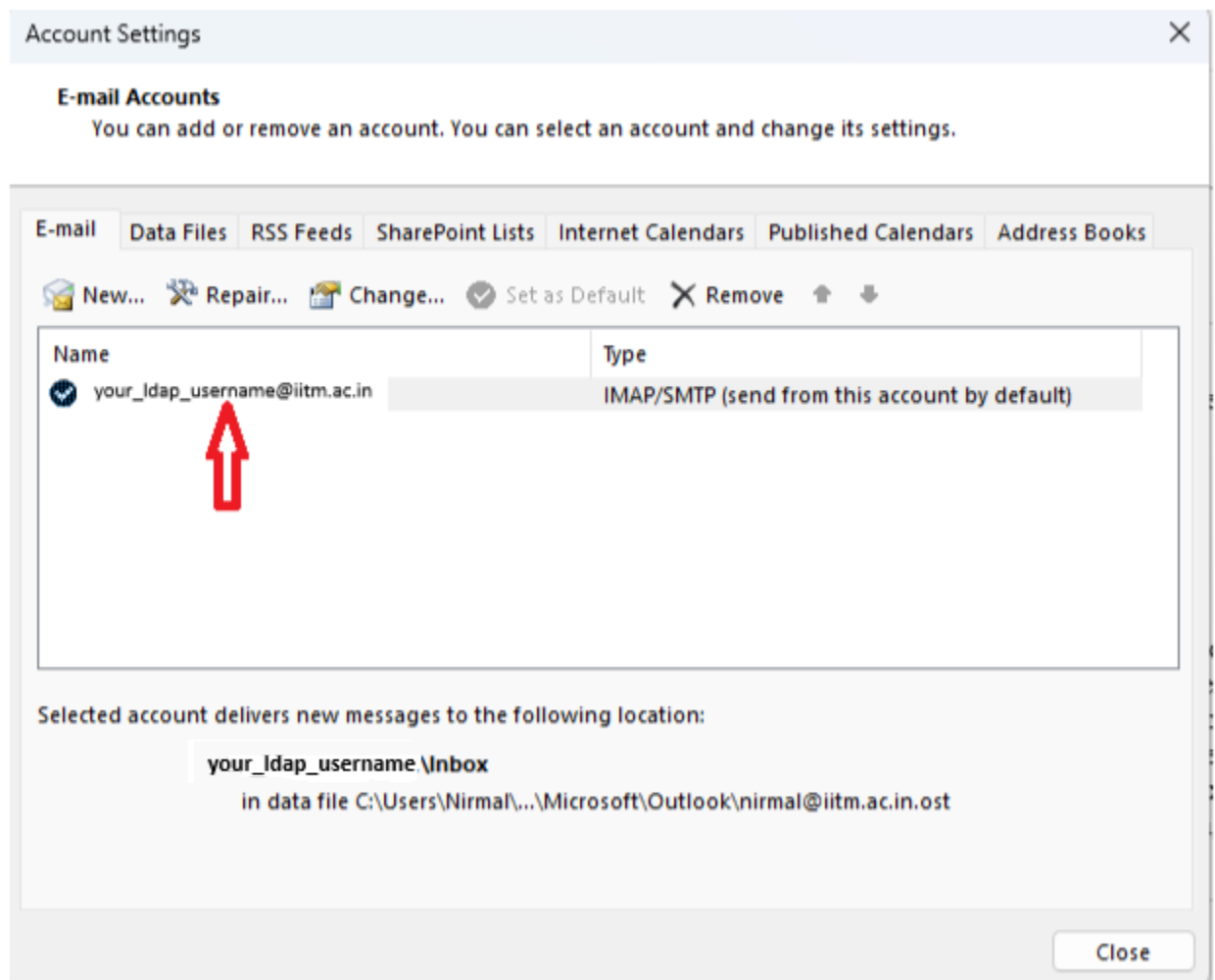
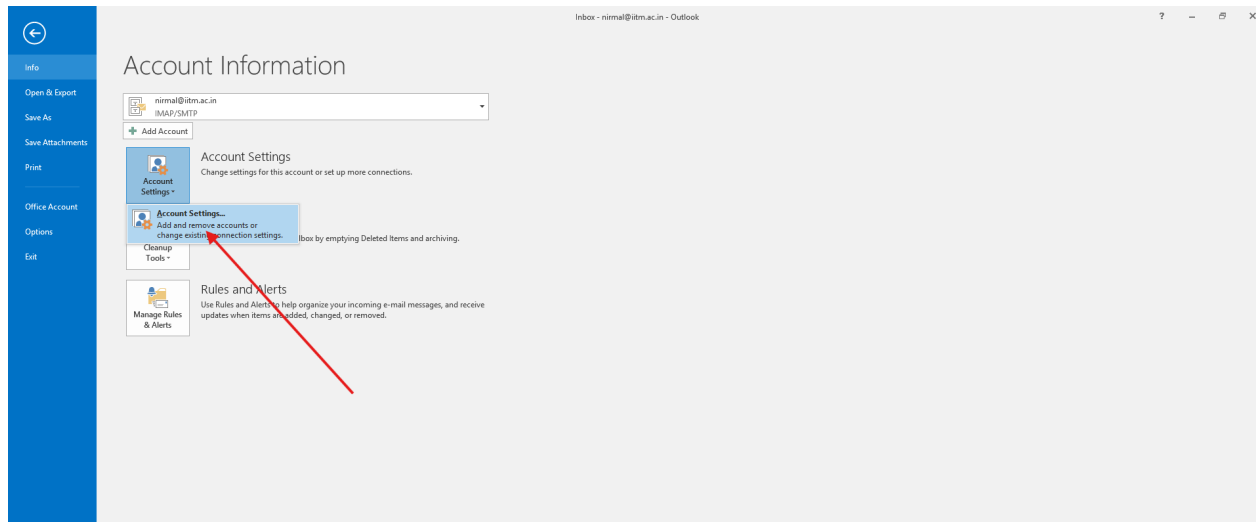
Biography of the Speaker: Ph.D Research Scholar

Abstract:

Airborne microplastics have emerged as a significant concern in recent years, particularly within indoor microenvironments, where plastic-containing materials are being extensively used in day-to-day activities. Prolonged exposure to airborne microplastics can pose potential health risks to the occupants due to their size and toxicity. In the past, microplastics are extensively studied in water medium, however very little is known on air environment. The present research aims to characterize the airborne microplastics in various indoor microenvironments. Microplastic particles will be measured at different microenvironments and it will be categorized based on their physical and chemical properties. The potential sources of microplastics in indoor microenvironments will be identified. The health implications of exposure to microplastics in different indoor microenvironments will also be studied. The expected outcome of the proposed research will indicate the dominant sources of microplastics in different micro-environments and associated health risks. This will benefit the users and regulators to manage the indoor air quality specifically associated with airborne microplastic exposure.

Other Information:- web conference link

Seminar Type: Colloquium



- **Select Server:** Enter ccpf.iitm.ac.in on the Outgoing Server (SMTP) field under the server information section, and click More Settings...

Change Account [X]

POP and IMAP Account Settings
Enter the mail server settings for your account.

User Information
Your Name:
Email Address:

Server Information
Account Type:
Incoming mail server:
Outgoing mail server (SMTP):

Logon Information
User Name:
Password:
☒ Remember password
☐ Require logon using Secure Password Authentication (SPA)

Test Account Settings
We recommend that you test your account to ensure that the entries are correct.

☒ Automatically test account settings when Next is clicked

Mail to keep offline: All

< Back **Next >** Cancel

- **Input the Server Details:** Select the Outgoing Server tab, Check My Outgoing server (SMTP) required Authentication and select radio button Select Logon using Enter enter your ldap username,

generated Day Password (OTP) or Static SPass Password., Check Remember Password.

Internet E-mail Settings

General Outgoing Server Advanced

Mail Account

Type the name by which you want to refer to this account. For example: "Work" or "Microsoft Mail Server"

Idap_username@iitm.ac.in

Other User Information

Organization:

Reply E-mail:

OK Cancel

Internet E-mail Settings

General Outgoing Server Advanced

☒ My outgoing server (SMTP) requires authentication

☐ Use same settings as my incoming mail server

☒ Log on using

User Name: your_idap_username

Password:

☐ Remember password

☐ Require Secure Password Authentication (SPA)

OK Cancel

- **Set Ports and Encryption:** Switch to the Advanced tab, Set Outgoing server (SMTP) to 587/465, then select TLS (or STARTTLS, depending on your Outlook build version)/SSL from the dropdown menu for using the following type of encrypted connection.

Internet E-mail Settings

General Outgoing Server Advanced

☒ My outgoing server (SMTP) requires authentication

☐ Use same settings as my incoming mail server

☒ Log on using

User Name: your_idap_username

Password: *****

☒ Remember password

☐ Require Secure Password Authentication (SPA)

OK Cancel

Internet E-mail Settings

General Outgoing Server Advanced

Server Port Numbers

Incoming server (IMAP): 993 Use Defaults

Use the following type of encrypted connection: SSL

Outgoing server (SMTP): 587

Use the following type of encrypted connection: TLS

Server Timeouts

Short Long 1 minute

Folders

Root folder path:

Sent Items

☐ Do not save copies of sent items

Deleted Items

☐ Mark items for deletion but do not move them automatically

Items marked for deletion will be permanently deleted when the items in the mailbox are purged.

☒ Purge items when switching folders while online

OK Cancel

- **Apply Changes** : Click OK at the bottom of the window to return to the primary account window, then click Next to execute the account test.

Change Account

POP and IMAP Account Settings
Enter the mail server settings for your account.

User Information
Your Name: nirmal
Email Address: ldap_username@iitm.ac.in

Server Information
Account Type: IMAP
Incoming mail server: web.zmail.iitm.ac.in
Outgoing mail server (SMTP): ccpf.iitm.ac.in

Logon Information
User Name: ldap_username@iitm.ac.in
Password: *****
☒ Remember password
☐ Require logon using Secure Password Authentication (SPA)

Test Account Settings
We recommend that you test your account to ensure that the entries are correct.
Test Account Settings ...
☒ Automatically test account settings when Next is clicked
Mail to keep offline: All
More Settings ...

< Back **Next >** Cancel

- **Verification**: The account test progress box will show a green checkmark next to both the IMAP connection and the SMTP test message.

Test Account Settings

Outlook is testing the account settings you entered. Stop Close

Tasks	Status
✓ Log onto incoming mail server (IMAP)	Completed
▶ Send test e-mail message	In Progress

Test Account Settings

Congratulations! All tests completed successfully. Click Close to continue.

Stop

Close

Tasks

Errors

Tasks	Status
✓ Log onto incoming mail server (IMAP)	Completed
✓ Send test e-mail message	Completed

Change Account



You're all set!

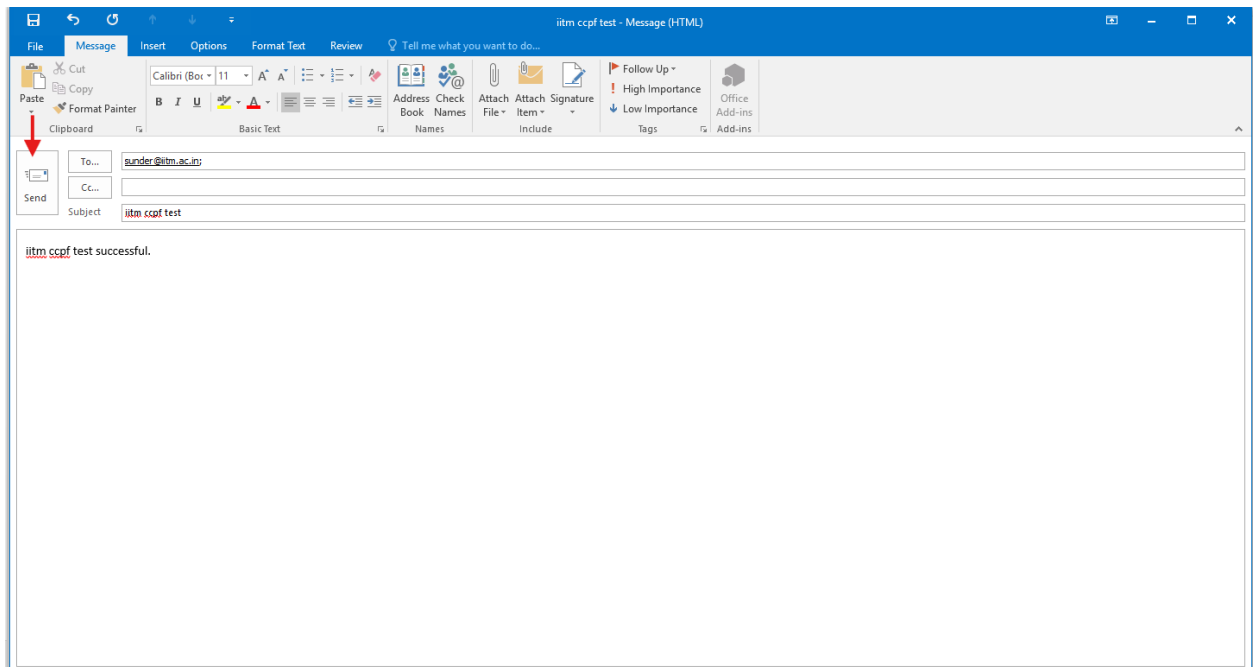
We have all the information we need to set up your account.

< Back

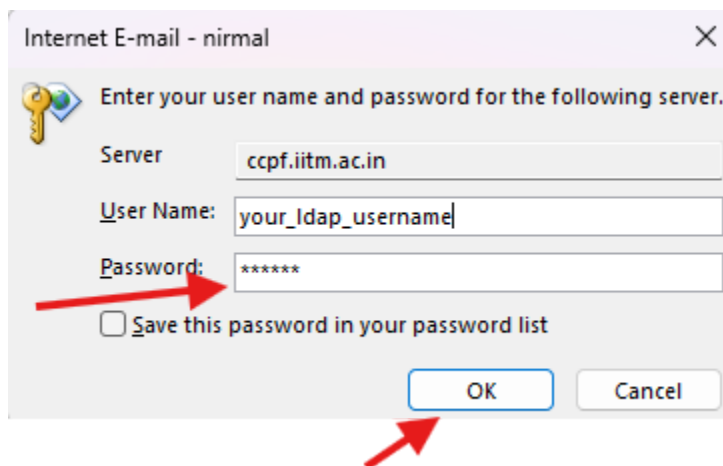
Finish

10. Email Dispatch

- **Compose & Send:** Draft your message in Outlook and click Send.



- **Password Prompt:** Prompt asks for password . Enter Day Password or Static Password generated from Authenticator App and Click Ok.



- **Transmission:** Upon successful verification, outbound email is dispatched securely.

To Nalla Sunder 

iitm ccpf test

iitm ccpf test successful

For any queries regarding configuration, Please contact below email:

sanand@iitm.ac.in

nirmal@iitm.ac.in