



Dear Customer,

Welcome to Exostar Certification Assistant! Thanks so much for joining us. We're here to help you become compliant with NIST 800-171 and CMMC through our Certification Assistant.

This is the license key required to activate Certification Assistant Lite, and please ensure that you go through the below instruction to activate and use Certification Assistant:

Product: Certification Assistant Lite
License Key: CAL-E5AA6C5263F0872D6553
Quantity: 1
Order number: SO77002

Note: Your license key expires 1 year from the date of purchase, so please activate Certification Assistant with this license key as soon as you get this email.

Instruction

Step 1 – Please get Exostar MAG (Managed Access Gateway) account and Exostar 2FA if you don't have Exostar MAG account ID and Exostar 2FA. Please visit <https://my.exostar.com/display/TE/Certification+Assistant+Lite> and follow the process for Exostar MAG account and Exostar 2FA. You can skip to Step 2 if you already have Exostar MAG account and Exostar 2FA.

Step 2 – Subscribe to Exostar Certification Assistant trial version. Please visit <https://my.exostar.com/display/TE/Certification+Assistant+Lite#CertificationAssistantLite-Subscribe> and follow the steps.

Step 3 – Activate Exostar Certification Assistant with the license key. After you login Certification Assistant trial version, please click your name on the top right hand corner of Certification Assistant and go to Product Activation. Please enter the license key to activate Certification Assistant.

Once the license key is verified, the system automatically upgrades your Certification Assistant trial version into Certification Assistant Lite immediately.

Please visit <https://my.exostar.com/display/TE/Purchase+Certification+Assistant+License+Key> for more information.

Here are FAQs to help you understand Exostar Certification Assistant:

What is Exostar MAG (Managed Access Gateway)?

Exostar Managed Access Gateway (MAG) is a Secure Identity and Access Management platform for highly-regulated industries, including Aerospace & Defense.

Why do I need Exostar MAG account to use Certification Assistant?

Exostar Certification Assistant is running on Exostar MAG platform for secure access control and all the users should have Exostar MAG accounts to access Certification Assistant.

How long does it take to create Exostar MAG account?

Normally it takes 1 to 2 business days to complete Exostar MAG account creation because Exostar on-boarding team manually verifies organization and address of MAG account request.

Do I need Exostar 2FA to access Certification Assistant?

Yes. Exostar Certification Assistant requires all users to access Certification Assistant via Exostar 2FA. The minimum

level of Exostar 2FA options is phone-based OTP without proofing. You can visit <https://my.exostar.com/display/TE/Phone+OTP> for more information.

What should I do if I don't get notification of Exostar account creation and subscription to Certification Assistant?

We expect approximately 1 - 2 business days to complete provisioning. You may contact Exostar Support team at <https://my.exostar.com/display/TE/Support> if you don't get update within the timeline.

How can I access Certification Assistant?

Once you subscribe to Certification Assistant trial version and have Exostar 2FA, you are able to access Certification Assistant by clicking Exostar Certification Assistant under home tab after you log in <https://portal.exostar.com>. You can go to <https://cert-assist.exostar.com> to access Certification Assistant as well.

What should I do to add more users to my Certification Assistant?

There is no additional cost to add users to Certification Assistant. However additional users should have Exostar 2FAs to access Certification Assistant. Please ensure that you purchase additional Exostar 2FAs for additional users. In order to add new users to Certification Assistant, Org admin of Exostar MAG goes to Administration Tab and Add New User, adds user information and selects Exostar Certification Assistant for user access. The new user will receive an email invitation and be able to activate the user account.

How many SSPs can I create in Certification Assistant? What should I do if I need more SSPs?

Currently one Certification Assistant can handle one SSP so you need more Certification Assistant instances if you need more than 1 SSP. Please contact our SME at Sale@exostar.com for more information.

I have PolicyPro account. Do I use my PolicyPro account to access Certification Assistant?

Certification Assistant and PolicyPro are separate systems so you cannot use PolicyPro credential to access Certification Assistant.

I am using Exostar Partner Information Manager ("PIM") and have completed NIST 800-171 questionnaire for self-assessment. Can I import the self-assessment data of PIM into Certification Assistant?

Yes. You can if you are using Certification Assistant Standard or Premium. When you log in Certification Assistant, you can select "Import NIST SP 800-171 data form Exostar Partner Information Manager" at the bottom of the Certification Assistant landing page and import csv file that you export from PIM into Certification Assistant.

Where can I get more help or information?

For more information regarding Exostar Certification Assistant, please visit <https://my.exostar.com/display/TE/Certification+Assistant>

For any questions, please go to <https://my.exostar.com/display/TE/Support>

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United Kingdom Phone: 0203 3007093

Thank you,
The Exostar Team

Please do not reply to this email as this mailbox is not monitored. To manage your subscription preferences, please log into MAG and click 'Billing and Support', then click 'Campaign Subscription Center'.

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