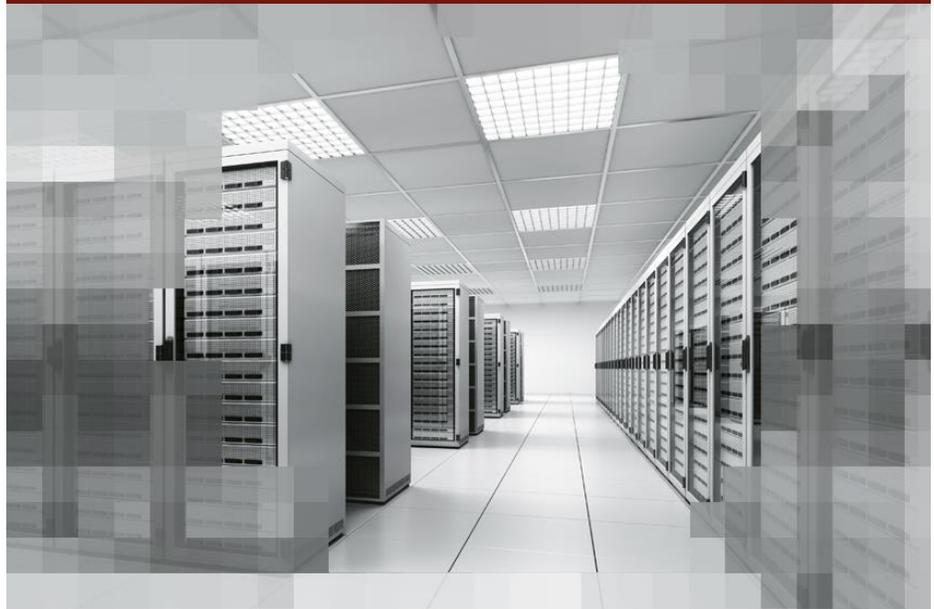


Navis Quickstart SAQ Guide



Confidential Information

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Getting Started

You will receive an automated email from our Coalfire team with the username and activation link. Sample below:

From: do_not_reply@coalfiresystems.com
Sent: Monday, September 13, 2014 10:50 AM
To: Customer Name
Subject: Your Navis Account

Dear Customer -

A new account has been established for you in the Coalfire Navis™ platform.

Your username is: Coalfire Systems

In order to begin using the Navis platform, you need to verify your email account. Please click on the following link to continue your new account setup.

Customer Site: <http://10.29.100.96?id=323f807e-4678-4be9-9196-12e9e0c96a13&idval=kFgB9dHA3m11FH6TR38tMZR2RDO841f9W8R6eALTJE4%3d&md=activate>

Please note that this link will expire within 72 hours. At the end of 72 hours, you will need to request a new activation code in order to finish the process.

You have been added as a site administrator, so you can add as many additional users from your organization as you like. To add another user from your organization, simply click on "Administration" in the upper right hand corner of the top banner. Then click on "Add new user" on the new screen.

Please don't hesitate to contact us with any questions, comments, or issues. You may contact us directly at servicedesk@coalfiresystems.com.

Navis

Security Questions

In order to start working with your service, we need to gather some additional information and establish some initial settings so you can securely and effectively maintain your account.

You can reset your account in case you forgot your password or your account becomes locked out. In order to use this feature, you must accurately answer five security questions. Please select the five security questions from the lists below and answer your response.

Please note that your security question answers must be at least three characters long.

- choose a security question -

provide your response

- choose a security question -

provide your response

- choose a security question -

provide your response

- choose a security question -

provide your response

- choose a security question -

provide your response

Next

After you have clicked on the link above, pick and answer the five security questions

Passwords must be from 8 - 40 characters long and must include 3 of the 4 types of following characters: Upper case letters, lower case letters, numbers, and symbols.

Navis

Password

Please set your password.

password

Passwords must be from 8 - 40 characters long and must include 3 of the 4 types of following characters: Upper case letters, lower case letters, numbers, and symbols (acceptable symbols include @\$%&!*)(-+=^").

confirm password

Save

Navis Dashboard

Once you complete the registration process, you will see the Navis dashboard

The screenshot shows the Navis dashboard interface. At the top, there is a header with the Navis logo, "Powered By: Coalfire", and navigation links for "Auditor View Enabled (disable)", "Administration", and "Logout". The main navigation bar includes "Scans" and "RapidSAQ 3.0" (highlighted with a red box). Below this, there are tabs for "Targets", "Schedules", and "Reports". The "Scan Targets" section is active, displaying a table with columns for "IP Address", "Name", "Last Scanned", and "Source". The table is currently empty, with a message stating "No IP addresses have been defined." Below the table, there are pagination controls showing "Page: 1 of 1", "Go", "Size: 10", "Change", and "0 - 0 of 0". A "Create New IP Address" button is visible at the bottom of the table. To the right, there is an "Add Targets" section with instructions on how to format IP addresses and a form with a "Name" field and an "Add" button.

Navigating SAQ 3.0

Homepage of the SAQ, please click on the assessments tab.

The screenshot shows the Navis dashboard homepage. The header includes the Navis logo, "Home", "Auditor View Enabled (disable)", and "Use Navis 1.0". The main navigation bar has "Home", "Assessments" (highlighted with a red box), and "Administration". The "Assessments" section is active, displaying a "New in Navis® 2.0" section with a "Navis® has a new look!" announcement. Below this, there are sections for "RapidSAQ for PCI-DSS 3.0" and "RapidPA-DSS for PCI-DSS 3.0". The "Assessments" section also includes an "Introduction to Assessments" section. On the right, there is a "Current Navis® Users" section with a "Migrating a current SAQ 2.0 to SAQ 3.0" section. The "Migrating a current SAQ 2.0 to SAQ 3.0" section includes a list of steps and a "NOTE" regarding user access. At the bottom, there is a "Use Navis 1.0" Jump Button section.

Access the SAQ by clicking on the Assessment Name:

The screenshot shows the Navis Assessments page. The 'Assessment Name' field is highlighted with a red box. The table below shows the following data:

Assessment Name	Type	Status	Start Date	End Date
Anjna_Test	PCI SAQ 3.0	Active	09/10/2014	09/09/2015

Page: 1 of 1. Change items per page: 10.

Overview page will allow you to navigate from tab to tab

The screenshot shows the Navis Overview page for PCI SAQ 3.0. The 'Environment' and 'Controls' sections are highlighted in the left sidebar. A red callout box contains the text: "Begin with the Environment section, once that is complete begin the Controls section which is the SAQ."

The main content area displays the following information:

- Type: PCI SAQ 3.0
- Status: Active
- Period: 01/09/2015 to 01/09/2016
- Phase: Assessment Charter

The table below shows the compliance status for various requirements:

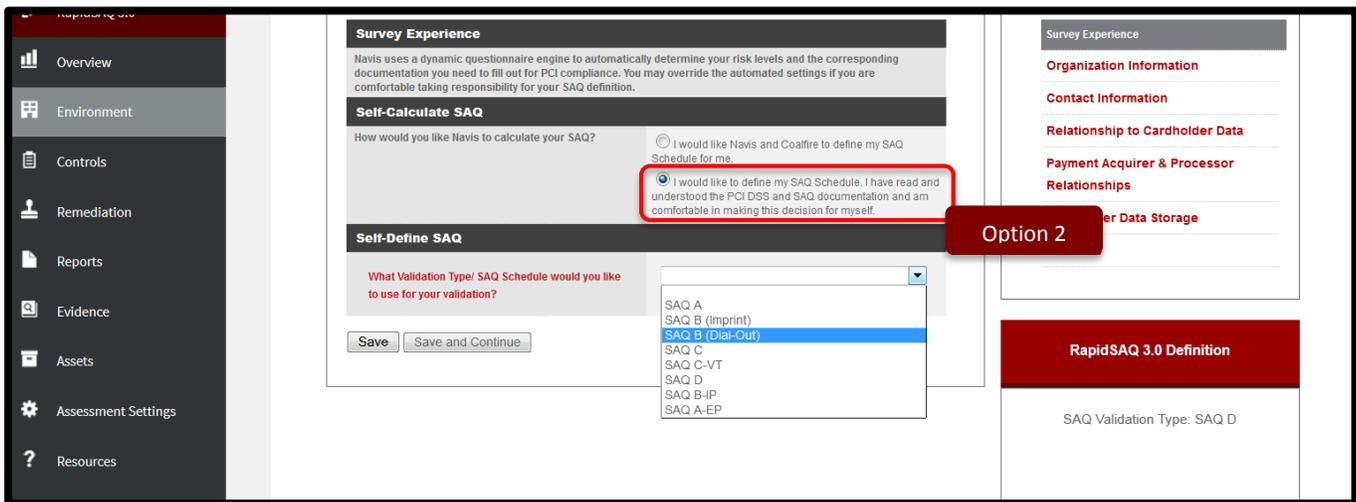
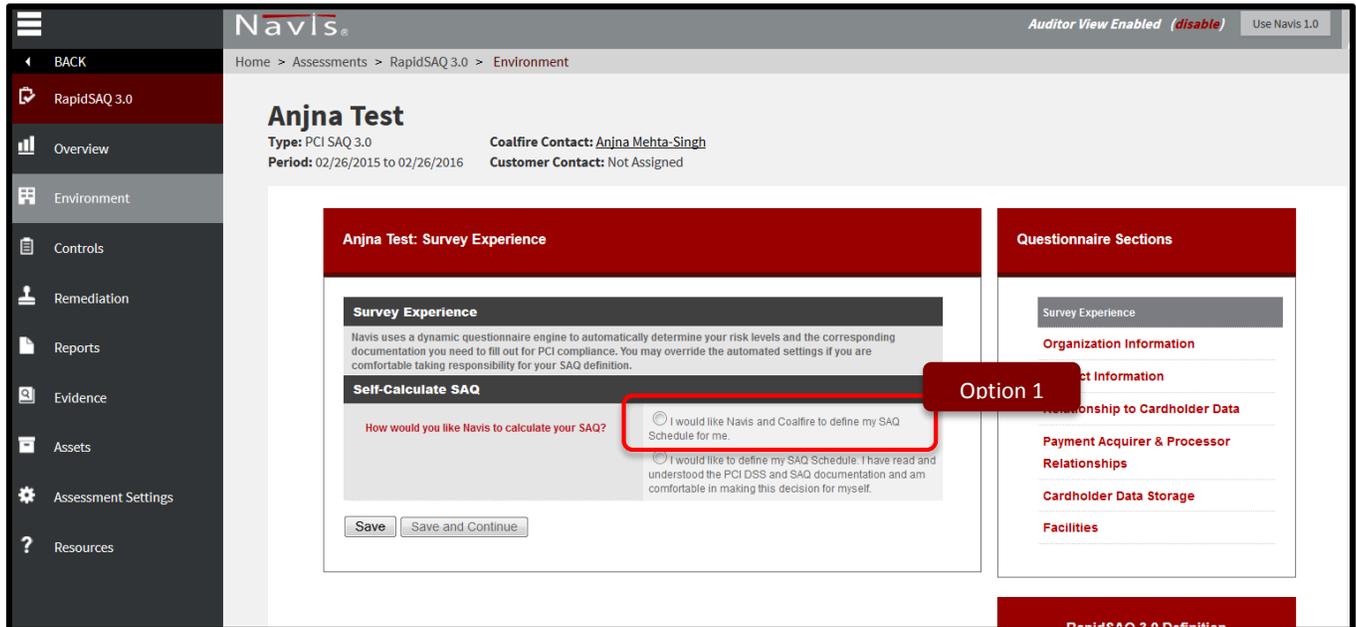
Requirement	Compliance Percentage	Controls	Compliant	Status
Req 1. Restrict Access to Cardholder Data	0%	28	0	0
Req 2. Restrict Access to Passwords & Other Security Parameters	0%	24	0	0
Req 3. Restrict Access to Open, Public Networks	0%	29	0	0
Req 4. Restrict Access to Programs	0%	8	0	0
Req 5. Develop and Maintain Secure Systems & Applications	0%	8	0	0
Req 6. Develop and Maintain Secure Systems & Applications	0%	16	0	0
Req 7. Restrict Access to Cardholder Data by Business Need to Know	0%	9	0	0
Req 8. Assign a Unique ID to Each Person with Computer Access	0%	26	0	0
Req 9. Restrict Physical Access to Cardholder Data	0%	43	0	0
Req 10. Track & Monitor all Access to Network Resources & Cardholder Data	0%	37	0	0
Req 11. Regularly Test Security Systems & Processes	0%	31	0	0
Req 12. Maintain a Policy that Addresses Information Security for Employees & Contractors	0%	47	0	0

Survey Experience:

When you begin your Environment section you will have an option to choose from the following options:

Option 1: If you don't know which SAQ you are, this option will allow you to Navis to define the SAQ for you.

Option 2: If you know which SAQ you fall under, this will allow you to choose the SAQ from the drop down menu



As you start completing each section please make sure to save and continue. As each section is complete a green check mark will appear.

Anjna Test: Survey Experience

Survey Experience

Navis uses a dynamic questionnaire engine to automatically determine your risk levels and the corresponding documentation you need to fill out for PCI compliance. You may override the automated settings if you are comfortable taking responsibility for your SAQ definition.

Self-Calculate SAQ

How would you like Navis to calculate your SAQ?

I would like Navis and Coalfire to define my SAQ Schedule for me.

I would like to define my SAQ Schedule. I have read and understood the PCI DSS and SAQ documentation and am comfortable in making this decision for myself.

Questionnaire Sections

- Survey Experience
- Organization Information
- Contact Information
- Relationship to Cardholder Data
- Payment Acquirer & Processor Relationships
- Cardholder Data Storage
- Facilities

Please make sure to visit our Resources tab, where you will find templates and frequently asked questions.

Anjna Test

Type: PCI SAQ 3.0 Coalfire Contact: [Anjna Mehta-Singh](#)

Period: 02/26/2015 to 02/26/2016 Customer Contact: Not Assigned

Resources

PCI Data Security Standard v3

The full PCI DSS v3, covering all merchant and service provider controls. This document is extremely useful in understanding the PCI DSS controls, control testing procedures, and cardholder data envi ...

[<See More>](#)

Payment Flow Diagram

All service providers and merchants validating within Schedule C and D should maintain logical diagrams of their payment card environment. These diagrams should illustrate all areas where payment card ...

[<See More>](#)

Information Security Policies

All merchants and service providers must maintain a set of information security...

Frequently Asked Questions

- The PCI SAQ at a high level
- Navis RapidSAQ at a high level
- The Navis RapidSAQ experience
- Managing multiple assessments
- Do you need PCI assessor support?
- Completing the Environment Survey
- Completing the Controls Assessment
- Documenting your remediation plan

For Navis Support, please contact our Service Desk at 650-597-4510 or at servicedesk@coalfiresystems.com